



Public Services & Facilities Committee Meeting
1:00pm, Tuesday, June 6, 2023
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to Order

Present: Council members Miars (via phone for part of the meeting), Streetman, and Popson

Staff Present: Administrator Fragoso, Director Kerr, Director Pitts, Assistant Director Asero, Director Ferrell

2. Approval of Previous Meeting's Minutes – May 2, 2023

Council Member Popson made a motion to approve the minutes of the May 2, 2023 meeting. Council Member Streetman seconded the motion. The motion passed unanimously.

3. Citizen's Comments

4. Old Business

A. Update on IOP marina store and parking renovations

Administrator Fragoso said they are at the marina several times a week checking on the progress. She said half the parking lot work is substantially complete. There have been some delays due to worker availability. Materials and inventory are being brought into the store. She anticipates the work to the parking lot and the store to be completed by the end of the month.

Administrator Fragoso also reported that boat launching is limited to IOP residents only during construction. The docks, boat club, and rentals are all working normally. She said the parking lot will have appropriate signage when complete indicating that IOP residents can park in the lot for free with the proper decal.

Director Kerr stated that the Water & Sewer Commission found a manhole under the store building and they have given the City notice that they will not be responsible for any issues involved with it. Mr. Shuler has indicated he will find a way to deal with it.

B. Update on IOP marina shared parking lot management

Director Kerr reported that the parking lot attendant has been in place for three weeks. They are looking for a backup attendant. There have been some issues with the attendant being there at the assigned times, and the City is working with Islander 71 about that. Eventually there will be two

cameras taking pictures four times a day to monitor lot usage in addition to the attendants taking counts while they are working Thursdays through Sundays. Director Kerr and the Police Department have access to the cameras. Islander 71 has their camera to monitor the lot.

He said, “I will say generally from the City’s perspective the management has been going along pretty well. It has been very lightly used. I will say up to this point it has not been, it has only been full maybe once, maybe twice in the three weeks we’ve been watching it, and when it was full, it was only for a short span.” They anticipate more use as the summer continues.

Director Kerr also reported that construction trailers for work being done on Goat Island are using the trailer spots Mondays-Wednesdays, and he is working with the Police Department on how to handle that. It has not created a problem for a resident or a restaurant customer to this point.

Administrator Fragoso added that they review camera footage weekly and there have been very few times when the lot was full. They will maintain regular contact with the tenants regarding parking lot management.

5. New Business

A. Consideration of proposal from Applied Technology Management for the engineering design and permitting of marina dredging project

Administrator Fragoso reminded the Committee that this project is being funded with \$1.5 million from the State budget. Those monies have been received, but there still needs to be a procurement project for everything related to the project. ATM was the only respondent to the RFP for the engineering design and permitting. As the City has a long history working with ATM and they are familiar with the work at the marina, she said, “We have no issue or concerns with their ability to pursue this process on behalf of the City.”

There is a \$50,000 placeholder in the FY24 budget for the preliminary design and to begin the permitting process. She noted that the ATM proposal is “everything up to construction management, so those monies in excess of the \$50,000 that the City has budgeted will be covered by the grant that we have on hand. We recommend the City moving forward with a recommendation for approval of this contract so we can execute it.”

Council Member Popson noted that the permitting process can be lengthy and asked if the prices on the proposal are locked in. Administrator Fragoso said the prices would be locked in if all tasks are approved and the City enters into an agreement with ATM. She added, “If for some reason the project gets incredibly complicated, much, much more complicated than we anticipate and we know that it is going to be complicated, and they spend more time than anticipated in the permitting process, they would have to show that and justify why they need additional hours.” She will confirm the inclusion of an escalation clause in the contract before executing it.

The scope of this project is just for the marina. Neighboring areas such as Dewees Island and the Wild Dunes Marina can be part of the permit applications, but they are responsible for the costs of removing sediment from their respective areas of the project.

MOTION: Council Member Popson made a motion to make a recommendation to City Council for the approval of the contract with Applied Technology Management for the engineering design and permitting of the marina dredging project. Council Member Miars seconded the motion. The motion passed unanimously.

B. Discussion of timeline of the Waterway Boulevard elevation project and options

Administrator Fragoso reminded the Committee that the City has submitted a grant application to FEMA for the costs of this project. They anticipate hearing about the awards in the first quarter of 2024. However, no work can start before the awards. As this is a complicated project, it will take some time to complete the surveying and engineering required before work can begin. Permits from SCDOT, OCRM, and the Army Corps of Engineers are also needed.

The concern is that waiting until the award, if there is to be one, to begin any work will further delay the project. As there is money in FY24 for this project, City Council would like to move forward with the project prior to the awards being announced.

Administrator Fragoso will speak with the grant writer and the State FEMA office to see if there is any flexibility in using the City's matching funds to being the surveying and engineering pieces prior first quarter 2024. Another option would be to withdraw the FEMA application.

She stated that the City received \$2.3 million in ARPA funds and only half is being used for the public dock rehabilitation project. She said there is also approximately \$600,000 left in the Phase 3 drainage project bond proceeds since the 41st Avenue project is being fully funded. Additionally, there are some drainage funds in FY24 that could be drawn upon for this project. The total project is estimated to cost \$1.2 million.

MOTION: Council Member Miars made a motion to bring the matter before the full Council for discussion. Council Member Miars seconded the motion. The motion passed unanimously.

6. Miscellaneous Business

The Public Services & Facilities Committee will meet in July if needed.

Administrator Fragoso said that Mr. Shuler would like to have a ribbon cutting ceremony when the work at the marina is complete.

7. Adjournment

Council Member Popson made a motion to adjourn and Council Member Miars seconded the motion. The meeting was adjourned at 1:57pm.

Respectfully submitted,
Nicole DeNeane
City Clerk