



Public Services & Facilities Committee

9:00 a.m., Tuesday, March 4, 2025

1207 Palm Boulevard

City Hall Council Chambers

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address and topic to Nicole DeNeane, City Clerk, at nicoled@iop.net no later than **3:00 p.m. the day before the meeting**. Citizens may also provide written public comment here:

<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** and acknowledgment that the press and the public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Citizens' Comments** – All comments have a time limit of three (3) minutes.
3. **Approval of previous meeting's minutes** – February 11, 2025 [p. 2-18]
4. **Old Business**
5. **New Business**
 - a. Review of 10-year operational budgets for Public Works Department, Recreation Department, Drainage, Front Beach, Beach and Marina [p. 19-38]
 - b. Review draft MOU with Charleston County PRC for future maintenance of emergency beach access path [p. 39-41]
 - c. Consider purchase of Office 365 migration, \$35,435.85- VC3 [p. 42-54]
 - d. Consider purchase of Public Works Director truck, \$43,444- Ford of Spartanburg [p. 55-56]
 - e. Consider purchase of 1100 roll out carts, \$74,809.09- Amick Equipment [p. 57]
 - f. Consider purchase of 1100 roll out cart assembly and delivery, \$14,025.00- Container Pros [p. 58-63]
6. **Miscellaneous Business**

Next meeting date: Tuesday, April 1, 2025 at 9:00am
7. **Adjournment**



Public Services & Facilities Committee Meeting
9:00am, Tuesday, February 11, 2025
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 Pierce, Miars, and Hahn

Staff Present: Director Kerr, Director Pitts, Asst. Director Asero, Director Ferrell, Chief Cornett, Director Hamilton

2. Election of Chair and Vice Chair

Council Member Pierce nominated Council Member Miars for Chair of the Public Services & Facilities Committee. Council Member Hahn seconded the motion. There being no other nominations, a vote was taken with all in favor of Council Member Miars as Chair of the Public Services & Facilities Committee.

Council Member Hahn nominated Council Member Pierce as Vice Chair of the Public Services & Facilities Committee. Council Member Miars seconded the motion. There being no other nominations, a vote was taken with all in favor of Council Member Pierce as Vice Chair of the Public Services & Facilities Committee.

3. Citizen's Comments -- none

4. Approval of Previous Meeting's Minutes – November 6, 2024

MOTION: Council Member Pierce made a motion to approve the minutes of the November 6, 2024 meeting. Council Member Hahn seconded the motion. The motion passed unanimously.

5. Presentation – Susan Hill Smith, interpretive sign proposal

Ms. Smith's presentation is attached to these minutes. She said this could be an ATAX-funded purchase. She wants the signs to be a "value add" and not a distraction from the site. Council Member Pierce suggested asking the IOP Chamber of Commerce if they would be interested in sponsoring any part of the project.

Director Kerr said Ms. Smith will work with Laura Lovins and the Environmental Advisory Committee on the placement, design, and content of the signs and then come back to the Public Services & Facilities Committee with a timeline and costs.

6. **Old Business -- none**

7. **New Business**

A. **Discussion with Dominion Energy regarding the use of the NSSF Fund for an undergrounding master plan**

Zach Swalhah and Elizabeth Jablonski from Dominion Energy spoke with the Committee about the possibility of using the City's NSSF fund to prepare a undergrounding master plan. Mr. Swalhah said that Dominion Energy can help the City identify infrastructure hot spots where undergrounding projects would be most useful.

Council Member Hahn suggested the City could take out a bond to pay for all of the power lines to be undergrounded and then use the money accrued in the NSSF to pay the bond each year. Mr. Swalhah said he would discuss that suggestion with his superiors. Director Kerr said the bond issuing agencies may be concerned about the availability of funds in the future to pay back the funds. He will speak with the bond attorney about the viability of the idea.

When asked about areas of the island not conducive to undergrounding, Mr. Swalhah said he does not think there are areas like that. He added that their issues often lie with getting easements from customers to place transformers and switchboxes in their yards.

Council Member Hahn asked Mr. Swalhah to generate a list of the areas across the island most prone to interruption during a storm.

B. **Discussion of parking reconfiguration layout option for the Intracoastal side of the marina parking lot**

Council Member Miars referenced the layout in the meeting packet and spoke about the advantages of this plan for both the City and the restaurant. She also clarified how deliveries would make their way through the lot.

MOTION: Council Member Miars made a motion to recommend this parking lot configuration to City Council. Council Member Pierce seconded the motion. The motion passed unanimously.

C. **Discussion of authorized uses of the public dock**

Chief Cornett said that if there are "no" signs posted (those signs telling people what they are not permitted to do), then he can charge for Misuse of Public Property if something were to happen outside of the permitted activities. He said that the previous gate limiting access to the dock worked but had limitations. He suggested starting with signage to include a number for people to report misuse.

Council Member Pierce said bolder signage is needed to indicate mooring will not be permitted. Asst. Director Asero suggested that metal "No Mooring" sign could be affixed to the edge of the floating dock.

Discussion ensued about Goat Island residents using the dock for the transport of large items such as HVAC units. Director Kerr said the City has spoken with Goat Island about that but believes the communication needs to be stronger. Council Member Pierce said the issue of working with Goat Island on the disposal of larger items from their homes needs to be a future agenda discussion items with City Council.

D. Review of 10-year capital plan for Public Works Department, Recreation Department, Drainage, Front Beach, Beach, and Marina

Director Kerr pointed out that the increase in the maintenance line item in General Government is for work that needs to be done on City Hall. Director Hamilton said staff needs direction from City Council on the purchase of the front and rear loaders as well as the work needing to be done on City Hall. Council Member Pierce asked that items not be put in the budget twice; a note should be added where necessary.

The Committee reviewed the requests in the 10-year Capital Plan for Public Works, Recreation, Drainage, Front Beach, Beach, and Marina. Discussion ensued as to which projects, such as the shelter improvements, could be pushed out another year.

Director Kerr and Director Hamilton will continue to refine the numbers for the Waterway Boulevard project – what portion is the City paying, how much the State is paying, and how much is being paid via grants.

Council Member Pierce would like verification on the amounts needed for upcoming beach management projects. He also said he is not comfortable leaving money for City Hall renovations in the budget since no official decision has been made yet. He suggested moving it to FY27. Council Member Miars would like to see how City Hall renovations will affect the budget.

8. Miscellaneous Business

The next regular meeting of the Public Services & Facilities Committee will be Tuesday, March 4, 2025 at 9am.

9. Adjournment

Council Member Pierce made a motion to adjourn and Council Member Miars seconded the motion. The meeting was adjourned at 11:21am.

Respectfully submitted,
Nicole DeNeane
City Clerk

Initial proposal for Public Dock Interpretive Displays & Signs - Feb. 25

Submitted by Susan Hill Smith, 843-270-9947, susanhillsmith@gmail.com

Goals

By placing interpretive (educational) signs at the Isle of Palms Public Dock and adjacent salt marsh walkway our community can:

- Celebrate/share the area's natural resources, geography and history with residents and visitors.
- Highlight the location's role in the larger Intracoastal Waterway.
Educate about wildlife, the salt marsh ecosystem and related marine environments.
Encourage conservation, including practices that limit impact of visitor traffic.
Provide a greater sense of place and connection to nature that enhances quality of life.

Action Plan

- I will donate my professional skills as a writer, editor and content creator.
- Laura Lovins, chair of the Environmental Advisory Committee, wants to collaborate. She is a South Carolina master naturalist and has a marketing/comms background.
- The EAC & staff could review our work along the way, with check-ins with Public Services & Facilities Committee and final review by City Council.
- I may want to draw on the expertise of local organizations - Barrier Island Ecotours, SC Aquarium, maybe Coastal Expeditions and/or DNR - in developing and verifying scientific content.
 - Could we explore sponsorships with them - and possibly Islander 71 & IOP Marina - that involve displaying their logos in exchange for their support and/or donations?
- We will probably need funds to cover design, photos and/or illustrations.
 - We might be able to involve local artists/ photographers.
 - There are art catalogs of birds, fish, animals etc. that we might draw from easily.
 - Some national companies specialize in interpretive signs.
- Construction and installation of 2x3-foot signs for the Town of Mount Pleasant came to \$1800 & \$2600 in two examples shared with me by Senior Planner Kate Miller, who has overseen the creation of several interpretive sign projects.
 - If we attach most of the signs to railings (rather than posted in the ground), the average cost per sign may be less. Some or most of the signs probably won't be that big.
 - However, we need to make sure the signs can withstand the elements of that location.
- Very early, rough estimate for costs for 8-9 signs of varying sizes, including graphic elements/design and construction - \$20,000-\$22,000 - which could be covered by ATAX and/or Marina designated funds.
 - Would we need to present to the ATAX Committee for approval? Desiree said there's a specific ATAX fund in the budget geared to this kind of activity (used to support Mary Alice's project) and that the City could submit the application for it.
 - Would we need to wait until FY 2026 to receive funds?

Timeline

- We can develop the written content over the next 2-4 months.
- It would help to at least have funds for graphic design/content available in FY25. If complete funding is available in FY25, we might be able to finish during summer. Otherwise we might not be able to finish until fall.

Sign Placement

- I looked at the site with IOP resident and landscape architect Kelly Messier, who has previously submitted a landscaping design for greenspace there.
- Kelly suggested placing a double-sided, free-standing sign (maybe 6 feet wide) between the two bench swings & thought it could be pulled off without detracting from the natural space or views, which is a goal we discussed. However, and talking about this with Desiree and Douglas realize that it might be best to keep that large open space for gatherings and activities.
- Otherwise, in walking the site, we both felt it provided plenty of room & opportunities to place multiple signs.

Draft of Content Framework

- **Cornerstone Signs** (2 signs) - place prominently around the entrance and/or around the swings on the dock
 - **Map-driven geographical display**
 - Text shares the geography, natural history of the location & touches on development of IOP Marina.
 - Primary map should focus on Marina and include IOP, Goat Island, Gray Bay, Morgan Creek, and salt marsh islands.
 - Capers Island & Copahee Sound could possibly be folded in
 - Secondary map should zoom out with related text that highlights larger Intracoastal Waterway.
 - Info on protecting our natural resources - no littering etc.
 - **Overview of salt marsh**
 - Text, photos and/or diagrams explain ecosystem - highlights grass, pluff mud, fiddler crabs, algae, plankton, insects.
 - Highlight salt marsh conservation here & along Eastern seaboard.
 - Touch on salt marsh's protective role in the bigger picture.
- **On the Dock** (3-4 signs)
 - **Sharks**
 - Bonnet heads (explain difference from hammer head) sandsharks, black tips, spinners & others (get expert input on best examples)
 - **Creek & waterway fish**
 - Redfish, trout, flounder, whiting (get expert input on best examples)
 - **Sewee tribe**
 - Place around kayak launch. Include their connections to the island & highlight their skills as canoe builders.
 - **Dolphins**
 - Different species some that stay in brackish water vs ocean
 - Stranding fish behavior (unique behavior sometimes happens next to dock)

There is an extensive sign by NOAA & Lowcountry Marine Mammal Network on opposite side of the Marina store, so this can focus more on sea turtles.

- **Along and around the path (3-4 signs)**
 - **Birds**
 - Herons, egrets, osprey, roseate spoonbills (get expert input on best examples)
 - *Could be more than one sign* - different kinds of herons could be separated out
 - **Shellfish - fruits of the sea**
 - Oysters, mussels, larger crabs, shrimp (spend time in marsh as juveniles) & how they are harvested
 - Place on the path closer to restaurant
- **Sea turtles & manatees**
 - They spend time in creeks, too!

Examples of Interpretive Signs and Displays







<https://vackersign.com/>



<https://www.panniergraphics.com>



<https://www.panniergraphics.com>

<https://www.panniergraphics.com>



<https://www.panniergraphics.com>

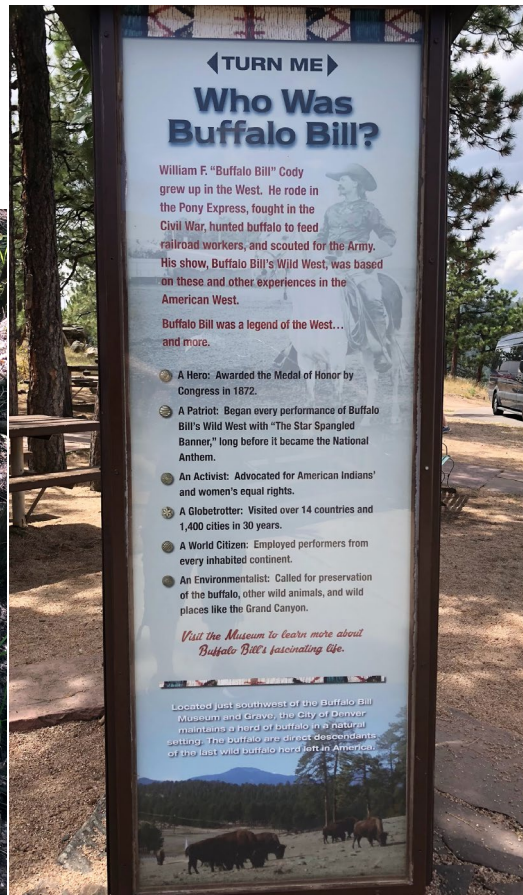
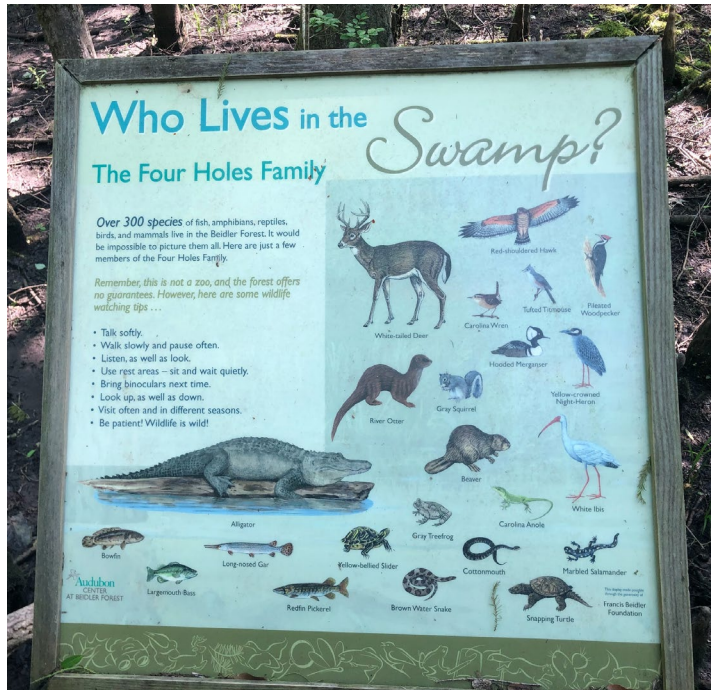


<https://vackersign.com/>



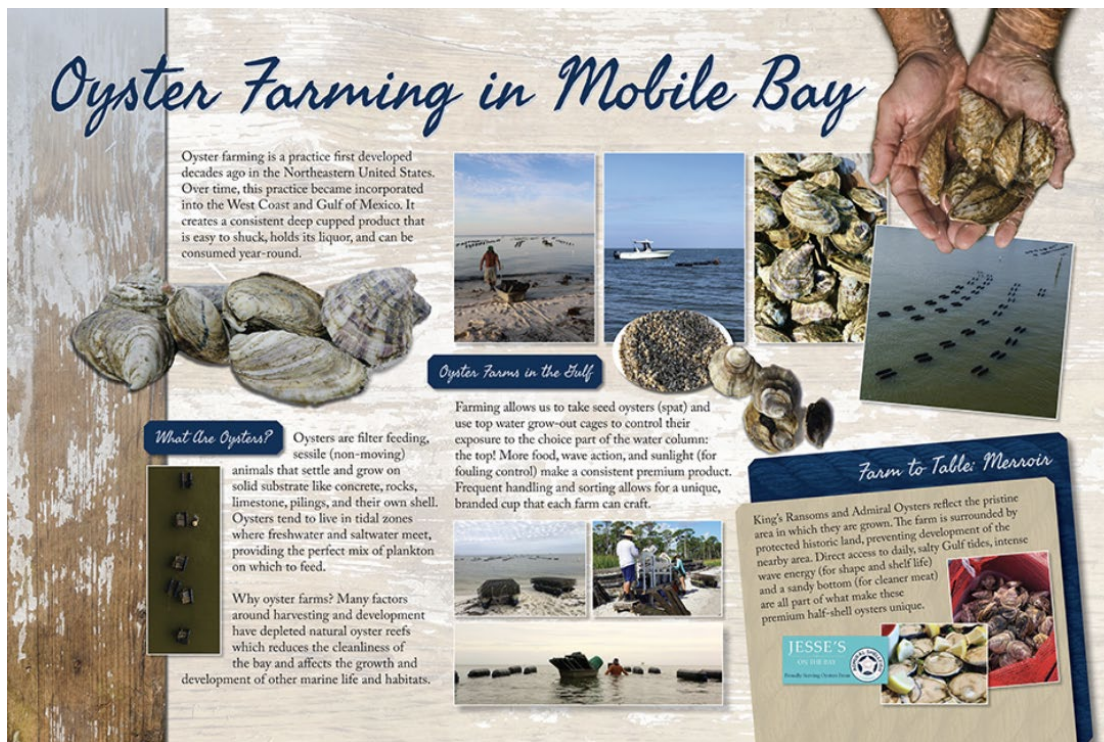
Frameless Upright - Posts with flange and rotational cubes with seasonal habitat images.

<https://vackersign.com/>











	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS - PUBLIC WORKS - EXPENDITURE DETAIL - ALL FUNDS													
			ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
2	GL Number	Description													
3															
4		GENERAL FUND - PUBLIC WORKS													
5	10-4610.5001	SALARIES & WAGES	699,272	656,834	685,662	338,974	684,367	692,841	7,179	711,380	25,718	729,164	747,393	766,078	785,230
6	10-4610.5002	OVERTIME WAGES	17,360	12,778	12,064	12,094	19,211	15,988	3,924	12,418	354	12,729	13,047	13,373	13,707
7	10-4610.5003	PART-TIME WAGES	19,680	19,629	25,984	10,505	20,587	25,984	-	27,499	1,515	28,186	28,891	29,613	30,353
8	10-4610.5004	FICA EXPENSE	54,880	51,265	55,364	27,092	54,080	55,364	-	57,474	2,110	58,911	60,384	61,893	63,441
9	10-4610.5005	RETIREMENT EXPENSE	119,121	117,705	129,498	59,085	117,878	129,498	-	134,337	4,839	137,695	141,138	144,666	148,283
10	10-4610.5006	GROUP HEALTH INSURANCE	101,412	114,765	131,136	61,037	123,059	131,136	-	132,181	1,045	139,451	145,029	150,830	156,863
11	10-4610.5007	WORKERS COMPENSATION	53,368	56,190	57,105	43,274	58,805	57,105	-	59,250	2,145	60,731	62,250	63,806	65,401
12		Subtotal PUBLIC WKS Wages & Fringes	1,065,092	1,029,165	1,096,813	552,061	1,077,987	1,107,916	11,103	1,134,539	37,726	1,166,868	1,198,131	1,230,260	1,263,279
13		% Increase/(Decrease) from Prior Year	18%	-3%	22%			1%		3%	-93%	8%	8%	10980%	11%
14															
15	10-4620.5010	PRINT AND OFFICE SUPPLIES	690	162	1,000	174	206	1,000	-	1,000	-	1,500	1,500	1,500	1,500
16	10-4620.5014	MEMBERSHIP AND DUES	171	(34)	500	-	-	500	-	500	-	500	500	500	500
17	10-4620.5015	MEETINGS AND SEMINARS	55	161	500	79	183	500	-	500	-	500	500	500	500
18	10-4620.5016	VEHICLE, FUEL & OIL	116,856	85,577	95,000	44,758	84,629	95,000	-	90,000	(5,000)	95,000	95,000	95,000	95,000
19	10-4620.5017	VEHICLE MAINTENANCE	110,806	219,456	135,000	100,132	210,255	135,000	-	167,000	32,000	167,000	167,000	167,000	167,000
20	10-4620.5020	ELECTRIC AND GAS	70,341	75,905	72,000	31,975	70,423	72,000	-	74,000	2,000	56,000	56,000	56,000	56,000
21	10-4620.5021	TELEPHONE/CABLE	12,791	13,270	14,000	7,201	14,225	14,000	-	14,000	-	14,000	14,000	14,000	14,000
22	10-4620.5022	WATER AND SEWER	1,518	1,304	3,000	896	1,533	3,000	-	3,000	-	3,000	3,000	3,000	3,000
23	10-4620.5024	IT EQUP, SOFTWARE & SVCS	7,419	2,790	16,000	132	1,425	16,000	-	16,000	-	16,000	16,000	16,000	16,000
24	10-4620.5025	NON-CAPITAL TOOLS & EQUIPMENT	4,585	6,302	8,000	1,864	5,682	8,000	-	8,000	-	8,000	8,000	8,000	8,000
25	10-4620.5026	MAINT & SERVICE CONTRACTS	12,866	11,997	11,500	7,343	14,537	11,500	-	11,500	-	11,500	11,500	11,500	11,500
26	10-4620.5027	MACHINE/EQUIPMENT REPAIR	2,960	171	4,000	59	70	4,000	-	4,000	-	4,000	4,000	4,000	4,000
27	10-4620.5041	UNIFORMS	11,946	14,700	15,500	6,281	13,425	15,500	-	15,500	-	15,500	15,500	15,500	15,500
28	10-4620.5044	CLEANING/SANITARY SUPPLY	1,116	1,176	2,000	158	607	2,000	-	2,000	-	2,000	2,000	2,000	2,000
29	10-4620.5049	MEDICAL AND LAB	2,735	3,164	4,000	2,955	3,777	4,000	-	4,000	-	4,000	4,000	4,000	4,000
30	10-4620.5054	STREET SIGNS	1,276	1,763	2,000	-	1,566	2,000	-	2,000	-	2,000	2,000	2,000	2,000
31	10-4620.5062	INSURANCE	40,596	51,620	58,900	50,979	51,497	52,979	(5,921)	54,039	(4,861)	55,119	56,222	57,346	58,493
32	10-4620.5063	RENT AND LEASES	169	11,934	1,000	951	998	1,000	-	1,000	-	1,000	1,000	1,000	1,000
33	10-4620.5064	EMPLOYEE TRAINING	46	-	300	-	-	300	-	500	200	500	500	500	500
34	10-4620.5065	PROFESSIONAL SERVICES	2,021	3,365	3,000	2,636	4,467	3,000	-	3,600	600	3,600	3,600	3,600	3,600
35	10-4620.5066	TEMPORARY LABOR	246,585	227,377	248,000	106,827	220,415	248,000	-	248,000	-	248,000	248,000	248,000	248,000
36	10-4620.5067	CONTRACTED SERVICES	900	1,463	1,000	312	1,775	1,000	-	1,500	500	1,500	1,500	1,500	1,500

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1	CITY OF ISLE OF PALMS - PUBLIC WORKS - EXPENDITURE DETAIL - ALL FUNDS	
2	NOTES	
3		
4	GENERAL FUND - PUBLIC WORKS	
5	SALARIES & WAGES	FY26 Budget 2.5% COLA and 3% merit pool for adjustments effective 1/1/2026. Long-term forecasts include an annual 2.5% merit pool.
6	OVERTIME WAGES	Includes OT provision for beach cleanup as needed. Forecast increase is 2.5% per year
7	PART-TIME WAGES	Part-time weekend restroom maintenance/attendant. 100% of wages and fringes covered by transfer in from Muni Atax fund.
8	FICA EXPENSE	FICA rate is 7.65%
9	RETIREMENT EXPENSE	SCRS employer contribution rates are 18.56%
10	GROUP HEALTH INSURANCE	Current PEBA rates & dependent elections plus 7% increase on 1/1/26. City of IOP specific experience modifier load factor is 1.000.
11	WORKMEN'S COMPENSATION	Based on current SCMIT rates (including an experience modifier) and forecasted salaries.
12		
13	-100%	
14		
15	PRINT AND OFFICE SUPPLIES	
16	MEMBERSHIP AND DUES	
17	MEETINGS AND SEMINARS	Attendance at stormwater managers meetings
18	VEHICLE, FUEL & OIL	FY26 budget based on recent 12 months usage and an estimated \$3.16/gallon cost for marine-grade unleaded and \$3.26/gallon cost for diesel fuel per Cel Oil.,
19	VEHICLE MAINTENANCE	Increased based on actual and includes new additions to the fleet including Skid steer, mini excavator, storm water truck, vactor trailer, and 2nd caterpillar debris operations for total of 20 units.
20	ELECTRIC AND GAS	Increased based on actual. Future years lowered to adjust for solar panel savings.,
21	TELEPHONE/CABLE	
22	WATER AND SEWER	
23	IT EQUIP, SOFTWARE & SVCS	Incls Public Wks timekeeping (2k), Fuelmaster (2k), Arc GIS mapping/drainage sys mgt (1.2k), Citiworks maintenance management software (10k) and misc provision (.5k)
24	NON-CAPITAL TOOLS & EQUIPMENT	Provision for small (<\$5k) equipment as needed. Includes additional provision for Stormwater manager and the jet vac trailer.
25	MAINT & SERVICE CONTRACTS	Includes monthly janitorial service and pest control.
26	MACHINE/EQUIPMENT REPAIR	
27	UNIFORMS	Weekly uniform service + \$150/yr per employee for steel-toed boots and includes more frequent uniform replacements.
28	CLEANING/SANITARY SUPPLY	
29	MEDICAL AND LAB	Cintas First Aid,
30	STREET SIGNS	Covers island wide street name signs only as needed.
31	INSURANCE	Forecast 2% annual increase each year. Includes underground storage tank insurance on (2) fuel tanks.
32	RENT AND LEASES	Covers hydrogen and acetylene tanks for welding. Timeclock rental moved to IT account.
33	EMPLOYEE TRAINING	
34	PROFESSIONAL SERVICES	DHEC and UST testing. Using Crompco for all 3 sites (Public Works, Marina and PSB). Includes annual testing and additional compliance monitoring. Increase based actual price increases.
35	TEMPORARY LABOR	Incls provision for additional services if needed, such as right-of-way maintenance, office help, Front Beach parking lot and compactor cleanup. Hourly rate \$18/hr.
36	CONTRACTED SERVICES	
	Covers annual shred day service	

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS - PUBLIC WORKS - EXPENDITURE DETAIL - ALL FUNDS													
			ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
2	GL Number	Description													
3															
37	10-4620.5079	MISC. & CONTINGENCY EXP	494	1,089	1,000	164	692	1,000	-	1,000	-	1,000	1,000	1,000	1,000
38	10-4620.5089	GARBAGE CART PROCUREMENT	16,462	16,310	100,000	16,222	16,222	100,000	-	100,000	-	100,000	8,500	8,500	8,500
39		Subtotal PUBLIC WKS Operating Expense	665,405	751,022	797,200	382,098	718,609	791,279	(5,921)	822,639	25,439	811,219	720,822	721,946	723,093
40		% Increase/(Decrease) from Prior Year	13%	13%	35%			-1%		3%		-1%	-11%	0%	0%
41									-						
42		TOTAL GENERAL FUND PUBLIC WKS	1,730,497	1,780,187	1,894,013	934,160	1,796,596	1,899,195	5,183	1,957,177	63,165	1,978,087	1,918,953	1,952,206	1,986,372
43		% Increase/(Decrease) from Prior Year	16%	3%	27%			0%		3%		1%	-3%	2%	2%
44															
45		CAPITAL PROJECTS FUND													
46	20-4640.5017	VEHICLE MAINTENANCE	-	-	-	-	-	-	-	-	-	-	-	-	-
47	20-4640.5025	NON-CAPITAL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-
48	20-4640.5026	MAINT & SERVICE CONTRACTS	14,833	13,929	17,040	-	13,489	17,040	-	17,040	-	34,081	34,081	34,081	34,081
49	20-4640.5063	RENT AND LEASES	-	5,692	-	-	4,406	-	-	-	-	-	-	-	-
50	20-4640.5065	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-
51	20-4640.5084	CIP PHASE 4 DRAINAGE	848,666	1,651,771	250,000	281,743	1,312,317	304,923	54,923	1,850,000	1,600,000	-	-	-	-
52	20-4640.5085	CAPITAL OUTLAY	23,536	-	70,000	53,634	53,634	70,000	-	20,000	(50,000)	98,500	48,500	215,000	285,000
53	20-4640.5086	DRAINAGE	58,229	61,810	1,030,000	23,849	60,968	1,030,000	-	1,080,000	50,000	100,000	100,000	100,000	100,000
54		TOTAL	945,263	1,733,202	1,367,040	359,227	1,444,814	1,421,963	54,923	2,967,040	1,600,000	232,581	182,581	349,081	419,081
55		% Increase/(Decrease) from Prior Year	38%	83%	100%			4%		117%		-92%	-21%	91%	20%
56															
57		MUNICIPAL ACCOMMODATIONS TAX													
58	30-4620.5026	MAINT & SERVICE CONTRACTS	12,966	13,226	44,000	1,908	6,615	44,000	-	47,500	3,500	47,500	47,500	47,500	47,500
59	30-4620.5054	STREET SIGNS	2,562	2,805	1,500	3,446	4,994	1,500	-	1,500	-	1,500	1,500	1,500	1,500
60	30-4620.5063	RENT AND LEASES	-	-	-	-	(4,406)	-	-	-	-	-	-	-	-
61	30-4620.5065	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-
62	30-4620.5067	CONTRACTED SERVICES	8,000	-	-	-	-	-	-	-	-	-	-	-	-
63	30-4620.5079	MISC. & CONTINGENCY EXP	-	-	-	-	-	-	-	-	-	-	-	-	-
64	30-4620.5084	CONSTRUCTION IN PROGRESS	121,095	18,560	-	-	-	-	-	-	-	-	-	-	-
65	30-4620.5085	CAPITAL OUTLAY	23,530	-	110,000	-	-	110,000	-	151,000	41,000	39,400	19,400	86,000	114,000
66	30-4620.5086	DRAINAGE	74,000	870	195,804	58,356	43,516	195,804	-	198,668	2,864	448,668	448,668	448,668	448,668
67		TOTAL	242,153	35,461	351,304	63,710	50,720	351,304	-	398,668	47,364	537,068	517,068	583,668	611,668
68		% Increase/(Decrease) from Prior Year	-55%	-85%	-35%			0%		13%		35%	-4%	13%	5%
69															
70		HOSPITALITY TAX													
71	35-4620.5026	MAINT & SERVICE CONTRACTS	145,408	163,789	233,800	72,581	160,056	233,800	-	233,800	-	233,800	233,800	233,800	233,800

	Z	AA
1	CITY OF ISLE OF PALMS - PUBLIC WORKS - EXPENDITURE DETAIL - ALL FUNDS	
2	NOTES	
3		
37	MISC. & CONTINGENCY EXP	
38	GARBAGE CART PROCUREMENT	Includes second phase of replacement carts as part of side loader transition. New carts are sold for \$75
39		
40		
41		
42		
43		
44		
45	CAPITAL PROJECTS FUND	
46	VEHICLE MAINTENANCE	-
47	NON-CAPITAL TOOLS & EQUIPMENT	-
48	MAINT & SERVICE CONTRACTS	Provision for facilities maintenance = 1% (FY26) or 2% (FY27+) of insured building value including wash station.
49	RENT AND LEASES	-
50	PROFESSIONAL SERVICES	-
51	CIP PHASE 4 DRAINAGE	Drainage improvement on Palm Blvd between 38th and 41st. Funded by \$500K state budget allocation grant from FY24 and & \$1,250M state budget allocation grant from FY25.
52	CAPITAL OUTLAY	FY26 fuel dispenser (\$20K). Forecast periods = 50% of Public Works 10 Year Capital Plan totals for non-drainage related capital expenses.
53	DRAINAGE EXPENSE CONTING.	Includes annual provisions for drainage contingency (\$100k) and 49% of the Waterway Blvd multi-use path elevation project (\$980k). Funded by FEMA stormwater grant.
54		
55		
56		
57	MUNICIPAL ACCOMMODATIONS TAX	
58	MAINT & SERVICE CONTRACTS	Charleston Co solid waste disposal fees on Front Beach compactor and beach trash dumpsters (\$9,000), right of way maintenance including Island wide trash clean up (\$19,500), beach path maint (\$2,500), and wayfinding sign maint (\$1,500), city owned road patch as needed (\$15K).
59	STREET SIGNS	
60	RENT AND LEASES	
61	PROFESSIONAL SERVICES	
62	CONTRACTED SERVICES	
63	MISCELLANEOUS	
64	CONSTRUCTION IN PROGRESS	Drainage Phase 4,
65	CAPITAL OUTLAY	FY26 includes 100% of City's cost for undergrounding elec lines (\$131k) and 4-in Water Pumps (\$20K). Forecast periods = 20% of Public Works 10 Year Capital
66	DRAINAGE	Includes annual ditch maintenance (\$196-199k per year)
67		
68		
69		
70	HOSPITALITY TAX	
71	MAINT & SERVICE CONTRACTS	City-wide landscaping contract = approx. \$70,500/year (base price). Add 'I provision provides avail funds for improved landscaping/irrig. This line item is managed by the Asst Public Works Director. Incls right-of-way maintenance 21st-41st. FY26 includes (\$40K) for Rec Dept landscaping assistance.

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS - PUBLIC WORKS - EXPENDITURE DETAIL - ALL FUNDS													
			ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
2	GL Number	Description													
3															
72	35-4620.5067	CONTRACTED SERVICES	92,705	163,243	92,000	186,276	263,059	362,590	270,590	140,000	48,000	62,000	62,000	62,000	62,000
73	35-4620.5085	CAPITAL OUTLAY	123,891	73,046	38,000	-	-	38,000	-	68,000	30,000	19,700	9,700	43,000	57,000
74	35-4620.5086	DRAINAGE	-	-	-	-	-	-	-	-	-	-	-	-	-
75		TOTAL	362,004	400,078	363,800	258,857	423,114	634,390	270,590	441,800	78,000	315,500	305,500	338,800	352,800
76		% Increase/(Decrease) from Prior Year	52%	11%	53%			74%		21%		-29%	-3%	11%	4%
77															
78		STATE ACCOMMODATIONS TAX													
79	50-4620.5026	MAINT & SERVICE CONTRACTS	-	-	-	-	-	-	-	-	-	-	-	-	-
80	50-4620.5065	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-
81	50-4620.5079	MISC. & CONTINGENCY EXP	3,939	2,798	7,500	-	-	7,500	-	7,500	-	7,500	7,500	7,500	7,500
82	50-4620.5085	CAPITAL OUTLAY	36,500	188,405	570,000	-	-	570,000	-	1,020,000	450,000	39,400	19,400	86,000	114,000
83		TOTAL	40,439	191,202	577,500	-	-	577,500	-	1,027,500	450,000	46,900	26,900	93,500	121,500
84		% Increase/(Decrease) from Prior Year	390%	373%	6900%			0%		78%		-95%	-43%	248%	30%
85															
87	GRAND TOTAL PUBLIC WORKS		3,320,356	4,140,131	4,553,657	1,615,954	3,715,244	4,884,353	330,696	6,792,185	2,238,529	3,110,136	2,951,001	3,317,255	3,491,421
88		% Increase/(Decrease) from Prior Year	12%	25%	54%			7%		49%		-54%	-5%	12%	5%

	Z	AA
1	CITY OF ISLE OF PALMS - PUBLIC WORKS - EXPENDITURE DETAIL - ALL FUNDS	
	NOTES	
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72	CONTRACTED SERVICES	Covers street sweeping contract (Connector, Ocean Blvd, Palm Blvd (\$16K)) + Trident Waste & Recycling commercial dumpster service for 6 months in FY26 (\$114K). Commercial businesses to incur cost of service in November. Includes CARTA shuttle contribution (\$10K).
73	CAPITAL OUTLAY	FY26 includes replacement Flatbed Dump Truck (\$68k) . Forecast periods = 10% of Pub Wks 10 Year Cap Plan totals for non-drainage related capital expenses.
74	DRAINAGE	
75		
76		
77		
78	STATE ACCOMMODATIONS TAX	
79	MAINT & SERVICE CONTRACTS	
80	PROFESSIONAL SERVICES	
81	MISCELLANEOUS	Annual provision for beach trash cans.
82	CAPITAL OUTLAY	Includes approx. 51% of the Waterway Blvd multi-use path elevation project (\$1,020M). Forecast periods = 20% of Public Works 10 Year Capital Plan totals for non-drainage related capital expenses.
83		
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88		

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS													
			ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
2	GL Number	Description													
3															
5	GENERAL FUND														
6	10-4810.5001	SALARIES & WAGES	377,840	405,685	420,674	205,715	419,626	420,674	-	441,765	21,091	452,809	464,129	475,732	487,626
7	10-4810.5002	OVERTIME WAGES	1,971	1,633	10,087	1,092	1,768	10,087	-	10,546	459	10,809	11,079	11,356	11,640
8	10-4810.5003	PART-TIME WAGES	211,364	227,245	244,000	128,362	250,771	244,000	-	267,800	23,800	267,800	267,800	267,800	267,800
9	10-4810.5004	FICA EXPENSE	44,674	48,012	51,619	25,368	50,820	51,619	-	55,088	3,469	55,953	56,840	57,749	58,681
10	10-4810.5005	RETIREMENT EXPENSE	67,387	71,890	81,274	34,264	70,082	81,274	-	85,274	4,000	86,048	88,199	90,404	92,664
11	10-4810.5006	GROUP HEALTH INSURANCE	53,439	66,701	74,801	35,317	70,677	74,801	-	75,168	367	79,302	82,474	85,773	89,204
12	10-4810.5007	WORKERS COMPENSATION	15,280	20,210	19,051	15,188	20,392	19,051	-	20,333	1,282	20,842	21,363	21,897	22,444
13	10-4810.5008	UNEMPLOYMENT COMPENSATION	-	-	-	-	-	-	-	-	-	-	-	-	-
14		Subtotal Wages & Fringes	771,955	841,376	901,506	445,305	884,135	901,506	-	955,974	54,468	973,563	991,884	1,010,712	1,030,059
15		% Increase/(Decrease) from Prior Year	2%	9%	19%			0%		6%		2%	2%	2%	2%
16															
17	10-4820.5010	PRINT AND OFFICE SUPPLIES	9,684	11,954	13,000	4,640	8,523	13,000	-	13,000	-	13,000	13,000	13,000	13,000
18	10-4820.5014	MEMBERSHIP AND DUES	1,081	1,581	1,600	970	2,185	1,600	-	1,600	-	1,600	1,600	1,600	1,600
19	10-4820.5015	MEETINGS AND SEMINARS	1,692	1,996	3,000	2,119	2,144	3,000	-	3,500	500	3,500	3,500	3,500	3,500
20	10-4820.5016	VEHICLE, FUEL & OIL	3,661	3,983	5,300	1,927	3,669	5,300	-	4,000	(1,300)	5,300	5,300	5,300	5,300
21	10-4820.5017	VEHICLE MAINTENANCE	2,501	2,672	2,000	176	2,438	2,000	-	2,000	-	2,000	2,000	2,000	2,000
22	10-4820.5020	ELECTRIC AND GAS	33,136	35,135	35,000	14,882	32,124	35,000	-	36,000	1,000	36,000	36,000	36,000	36,000
23	10-4820.5021	TELEPHONE/CABLE	10,917	10,393	11,000	4,458	10,365	11,000	-	11,000	-	11,000	11,000	11,000	11,000
24	10-4820.5022	WATER AND SEWER	3,904	4,532	5,000	3,057	5,084	5,000	-	5,000	-	5,000	5,000	5,000	5,000
25	10-4820.5024	IT EQUIP, SOFTWARE & SVCS	23,440	3,496	27,000	3,197	5,216	27,000	-	25,000	(2,000)	25,000	25,000	25,000	25,000
26	10-4820.5025	NON-CAPITAL TOOLS & EQUIPMENT	1,559	2,731	2,000	1,235	1,960	2,000	-	2,000	-	2,000	2,000	2,000	2,000
27	10-4820.5026	MAINT & SERVICE CONTRACTS	37,775	43,422	46,000	29,159	50,460	46,000	-	46,000	-	46,000	46,000	46,000	46,000
28	10-4820.5027	MACHINE/EQUIPMENT REPAIR	1,581	2,465	2,500	1,588	3,505	2,500	-	2,500	-	2,500	2,500	2,500	2,500
29	10-4820.5041	UNIFORMS	1,646	2,581	1,950	912	3,493	1,950	-	1,950	-	1,950	1,950	1,950	1,950
30	10-4820.5044	CLEANING/SANITARY SUPPLY	6,652	8,000	8,000	3,172	7,645	8,000	-	8,000	-	8,000	8,000	8,000	8,000
31	10-4820.5049	MEDICAL AND LAB	685	608	1,000	158	452	1,000	-	1,000	-	1,000	1,000	1,000	1,000
32	10-4820.5062	INSURANCE	52,675	69,596	75,400	79,919	84,406	79,919	4,519	81,517	6,117	83,148	84,811	86,507	88,237
33	10-4820.5063	RENT AND LEASES	1,459	1,447	2,500	866	1,439	2,500	-	2,500	-	2,500	2,500	2,500	2,500
34	10-4820.5064	EMPLOYEE TRAINING	1,311	2,436	2,500	710	2,191	2,500	-	2,500	-	2,000	2,000	2,000	2,000
35	10-4820.5065	PROFESSIONAL SERVICES	-	120	120	-	-	120	-	120	-	120	120	120	120
36	10-4820.5066	TEMPORARY LABOR	-	-	2,000	-	-	2,000	-	2,000	-	2,000	2,000	2,000	2,000
37	10-4820.5079	MISC. & CONTINGENCY EXP	1,741	2,651	3,500	278	1,528	3,500	-	3,500	-	3,500	3,500	3,500	3,500
38	10-4820.5085	CAPITAL OUTLAY	-	108,004	-	-	-	12,117	12,117	12,723	12,723	13,359	14,027	14,729	15,465
39	10-4830.5088	5 & UNDER GROUPS	719	663	1,000	-	475	1,000	-	1,000	-	1,000	1,000	1,000	1,000
40	10-4830.5091	PROGRAMS	3,350	5,019	5,000	4,857	5,233	5,000	-	10,500	5,500	6,000	6,000	6,000	6,000
41	10-4830.5092	SPECIAL ACTIVITIES/EVENTS	19,258	19,037	24,500	10,730	19,695	24,500	-	24,500	-	24,500	24,500	24,500	24,500
42	10-4830.5093	SUMMER CAMPS	10,441	12,688	15,500	3,297	12,219	15,500	-	15,500	-	14,500	14,500	14,500	14,500
43	10-4830.5095	THEME ACTIVITIES	1,950	3,456	14,000	4,872	5,228	14,000	-	6,000	(8,000)	6,000	6,000	6,000	6,000
44	10-4830.5096	MIDDLE SCHOOL DANCES	-	-	-	-	-	-	-	-	-	-	-	-	-
45	10-4830.5097	ADULT SPORTS	12,989	11,010	15,000	5,377	13,144	15,000	-	16,000	1,000	16,000	16,000	16,000	16,000

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1	CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS	
	NOTES	
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5	GENERAL FUND	
6	SALARIES & WAGES	FY26 Budget 2.5% COLA and 3% merit pool for adjustments effective 1/1/2026. Long-term forecasts include an annual 2.5% merit pool.
7	OVERTIME WAGES	Forecast increase is 2.5% per year
8	PART-TIME WAGES	Instructor pay = 70% of revenues generated from participant fees, so this line item is tied to participation.
9	FICA EXPENSE	FICA rate is 7.65%
10	RETIREMENT EXPENSE	SCRS employer contribution rates are 18.56%
11	GROUP HEALTH INSURANCE	Current PEBA rates & dependent elections plus 7% increase on 1/1/26. City of IOP specific experience modifier load factor is 1.000.
12	WORKMEN'S COMPENSATION	Based on current SCMIT rates (including an experience modifier) and forecasted salaries.
13	UNEMPLOYMENT COMPENSATION	
14		
15		
16		
17	PRINT AND OFFICE SUPPLIES	Increased based on actual (activity guide and additional cost of color printer \$1K),
18	MEMBERSHIP AND DUES	
19	MEETINGS AND SEMINARS	Increased based on more staff attending conferences and CE,
20	VEHICLE, FUEL & OIL	FY26 budget based on recent 12 months usage and an estimated \$3.16/gallon cost for marine-grade unleaded and \$3.26/gallon cost for diesel fuel per Cel Oil.,
21	VEHICLE MAINTENANCE	
22	ELECTRIC AND GAS	Increased based on actual,
23	TELEPHONE/CABLE	
24	WATER AND SEWER	
25	IT EQUP, SOFTWARE & SVCS	Incls Rec Dept timekeeping (3k), Rec Trac software w/ online registration, scheduling & communications modules (15k), hardware replacements (6k), and misc provision (.5k)
26	NON-CAPITAL TOOLS & EQUIPMENT	Provision for small (<\$5k) equipment as needed - does not include computer hardware that is now budgeted in new IT Equip, Software & Svcs account
27	MAINT & SERVICE CONTRACTS	Includes daily maintenance and turf and field supplies/equipment and including fire system monitoring.
28	MACHINE/EQUIPMENT REPAIR	
29	UNIFORMS	
30	CLEANING/SANITARY SUPPLY	
31	MEDICAL AND LAB	First Aid supplies,
32	INSURANCE	Forecast 2% annual increase each year
33	RENT AND LEASES	Includes color copier rental and year round portable toilets.
34	EMPLOYEE TRAINING	
35	PROFESSIONAL SERVICES	Annual backflow tests
36	TEMPORARY LABOR	Added budget to address temporary staffing needs
37	MISC. & CONTINGENCY EXP	-
38	CAPITAL OUTLAY	
39	5 & UNDER GROUPS	Increased to include additional toddlers programming ,
40	PROGRAMS	Supplies for all youth and adult programming and classes and book rentals for book walk (\$4.5K).,
41	SPECIAL ACTIVITES/EVENTS	Includes Doggie Day, Halloween, Ghostly Tide Tales,
42	SUMMER CAMPS	
43	THEME ACTIVITIES	Includes Farmers Market and community offerings.,
44	MIDDLE SCHOOL DANCES	
45	ADULT SPORTS	Increased official/umpires' rates and cost athletic equipment,

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS - FRONT BEACH AND PARKING MANAGEMENT													
			ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
2	GL Number	Description													
3															
4	GENERAL FUND - BSO WAGES AND FRINGES (BSO compensation expense also reviewed by Public Safety Committee)														
5	10-5710.5002	OVERTIME WAGES	2,522	3,834	1,500	4,421	5,155	4,658	3,158	2,500	1,000	2,500	2,500	2,500	2,500
6	10-5710.5003	PART-TIME WAGES	82,111	90,764	29,480	39,080	59,165	41,984	12,504	49,600	20,120	49,600	49,600	49,600	49,600
7	10-5710.5004	FICA EXPENSE	6,478	7,237	2,370	3,328	4,920	3,403	1,033	3,986	1,616	3,986	3,986	3,986	3,986
8	10-5710.5005	RETIREMENT EXPENSE	-	-	-	2,923	2,923	-	-	-	-	-	-	-	-
9	10-5710.5006	GROUP HEALTH INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-
10	10-5710.5007	WORKERS COMPENSATION	4,704	3,337	2,343	1,539	2,379	2,343	-	3,941	1,598	4,040	4,141	4,244	4,350
11		TOTAL	95,816	105,172	35,693	51,292	74,542	52,388	16,695	60,027	24,334	60,125	60,226	60,330	60,436
12		% Increase/(Decrease) from Prior Year	-1%	10%	-63%			47%		68%		0%	0%	0%	0%
13															
14	MUNICIPAL ATAX FUND - PARKING MANAGEMENT AND FRONT BEACH MAINTENANCE														
15	30-5620.5009	DEBT SERVICE - PRINCIPAL	-	14,691	-	-	-	-	-	-	-	-	-	-	-
16	30-5620.5010	PRINT AND OFFICE SUPPLIES	8,909	11,286	-	1,629	2,763	1,629	1,629	1,700	1,700	1,700	1,700	1,700	1,700
17	30-5620.5011	DEBT SERVICE - PRINCIPAL	-	2,465	-	-	-	-	-	-	-	-	-	-	-
18	30-5620.5013	BANK SERVICE CHARGES	69,192	49,216	-	-	865	-	-	-	-	-	-	-	-
19	30-5620.5020	ELECTRIC AND GAS	41,633	42,445	42,000	17,550	38,914	42,000	-	42,000	-	42,000	42,000	42,000	42,000
20	30-5620.5021	TELEPHONE/CABLE	2,580	1,445	2,000	721	1,448	2,000	-	2,000	-	2,000	2,000	2,000	2,000
21	30-5620.5022	WATER AND SEWER	3,487	2,579	3,500	2,422	3,456	3,500	-	3,500	-	3,500	3,500	3,500	3,500
22	30-5620.5024	IT EQUIP, SOFTWARE & SVCS	14,290	17,363	8,000	11,117	13,567	23,304	15,304	24,000	16,000	24,000	24,000	24,000	24,000
23	30-5620.5025	NON-CAPITAL TOOLS & EQUIPMENT	625	4,842	3,000	1,892	1,985	3,000	-	3,000	-	3,000	3,000	3,000	3,000
24	30-5620.5026	MAINT & SERVICE CONTRACTS	13,845	10,910	28,500	649	11,559	28,500	-	28,500	-	28,500	28,500	28,500	28,500
25	30-5620.5027	MACHINE/EQUIPMENT REPAIR	9,838	11,815	-	-	3,482	-	-	2,000	2,000	2,000	2,000	2,000	2,000
26	30-5620.5041	UNIFORMS	1,052	97	2,000	81	81	2,000	-	2,000	-	2,000	2,000	2,000	2,000
27	30-5620.5054	STREET SIGNS	7,456	2,077	2,000	1,127	2,845	2,000	-	2,000	-	2,000	2,000	2,000	2,000
28	30-5620.5062	INSURANCE	887	1,236	1,800	1,914	1,914	1,914	114	2,000	200	2,040	2,081	2,122	2,165
29	30-5620.5065	PROFESSIONAL SERVICES	856	4,155	-	395	2,774	395	395	-	-	-	-	-	-
30	30-5620.5067	CONTRACTED SERVICES	16,800	17,800	18,000	4,400	18,800	18,000	-	18,000	-	18,000	18,000	18,000	18,000
31	30-5620.5079	MISC. & CONTINGENCY EXP	7,092	617	1,000	-	281	1,000	-	1,000	-	7,500	7,500	7,500	7,500
32	30-5620.5085	CAPITAL OUTLAY	71,051	-	-	-	-	-	-	-	-	-	-	-	-
33		TOTAL	269,594	195,038	111,800	43,898	104,735	129,242	17,442	131,700	19,900	138,240	138,281	138,322	138,365
34		% Increase/(Decrease) from Prior Year	8%	-28%	-55%			16%		18%		5%	0%	0%	0%
35															
36	HOSPITALITY TAX FUND - PARKING MANAGEMENT AND FRONT BEACH MAINTENANCE														
37	35-5620.5026	MAINT & SERVICE CONTRACTS	1,223	-	10,000	-	-	1,000	(9,000)	-	(10,000)	-	-	-	-
38	35-5620.5085	CAPITAL OUTLAY	26,749	14,050	-	-	-	-	-	-	-	10,000	30,000	-	-

	Z	AA
1	CITY OF ISLE OF PALMS - FRONT BEACH AND PARKING MANAGEMENT	
2	NOTES	
3		
4	GENERAL FUND - BSO WAGES AND FRINGES (BSO compensation expense also reviewed by Public Safety Committee)	
5	OVERTIME WAGES	
6	PART-TIME WAGES	Increased PT hourly rate. All BSO and Parking Attendant wages and fringes are covered with transfers in from Tourism Funds. Added addl BSO to cover county park.,
7	FICA EXPENSE	FICA rate is 7.65%
8	RETIREMENT EXPENSE	
9	GROUP HEALTH INSURANCE	Current PEBA rates & dependent elections plus 7% increase on 1/1/26. City of IOP specific experience modifier load factor is 1.000.,
10	WORKERS COMPENSATION	Based on current SCMIT rates (including an experience modifier) and forecasted salaries. The premium rate for BSOs was changed by SCMIT from the police rate to a lower rate.,
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12		
13		
14	MUNICIPAL ATAX FUND - PARKING MANAGEMENT AND FRONT BEACH MAINTENANCE	
15	PROFESSIONAL SERVICES -	
16	PRINT AND OFFICE SUPPLIES	Municipal PCI parking management outsourced. FY26 -Hurricane re-entry stickers
17	PROFESSIONAL SERVICES -	
18	BANK SERVICE CHARGES	Municipal PCI parking management outsourced
19	ELECTRIC AND GAS	Landscape lighting in Front Beach area
20	TELEPHONE/CABLE	Internet service for Code enforcement tablets (\$2,000).
21	WATER AND SEWER	Irrigation
22	IT EQUIP, SOFTWARE & SVCS	NetCertPro mgt of City-wide traffic camera system, incl maint and add 'l cameras at Marina, Breach Inlet and JCLong & Ocean (8k). Forecast based on Veris Maturity Analysis schedule for T2 System SBITA as defined in GASB 96.
23	NON-CAPITAL TOOLS & EQUIPMENT	Provision for surveillance camera replacements if needed (\$3k).
24	MAINT & SERVICE CONTRACTS	Sidewalks (\$5k) parking lot (\$10k), irrig (\$2.5k), lighting (\$2.5k), benches/cans (\$2k), road patch (\$5k), surveille camera maint (\$1.5k).
25	MACHINE/EQUIPMENT REPAIR	18 Kiosks repair and maintenance
26	UNIFORMS	BSO uniforms
27	STREET SIGNS	Replace Front Beach parking signs as needed.
28	INSURANCE	Property & liability coverage on parking kiosks, lights and fixtures in Front Beach area
29	PROFESSIONAL SERVICES	
30	CONTRACTED SERVICES	Beach recycling collection per contract
31	MISCELLANEOUS	Provision for unanticipated costs.
32	CAPITAL OUTLAY	
33		
34		
35		
36	HOSPITALITY TAX FUND - PARKING MANAGEMENT AND FRONT BEACH MAINTENANCE	
37	MAINT & SERVICE CONTRACTS	Maintenance and repairs to parking lot as needed \$10K.
38	CAPITAL OUTLAY	Add or replace public art in FY27 (\$10k) and replace parking kiosks in FY28 (\$30k)

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS - FRONT BEACH AND PARKING MANAGEMENT													
2	GL Number	Description	ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
39		TOTAL	27,972	14,050	10,000	-	-	1,000	(9,000)	-	(10,000)	10,000	30,000	-	-
40		% Increase/(Decrease) from Prior Year			#DIV/0!			-90%		-100%		#DIV/0!	200%	-100%	#DIV/0!
42	STATE ATAX FUND - PUBLIC RESTROOM OPERATIONS														
43	50-5620.5020	ELECTRIC AND GAS	747	631	750	247	583	750	-	750	-	750	750	750	750
44	50-5620.5022	WATER AND SEWER	12,009	11,922	12,500	7,658	12,555	12,500	-	12,500	-	12,500	12,500	12,500	12,500
45	50-5620.5026	MAINT & SERVICE CONTRACTS	21,013	14,685	45,000	3,476	17,400	45,000	-	45,000	-	20,000	20,000	20,000	20,000
46	50-5620.5044	CLEANING/SANITARY SUPPLY	8,909	9,210	11,000	4,651	10,300	11,000	-	11,000	-	10,000	10,000	10,000	10,000
47	50-5620.5062	INSURANCE	8,921	10,911	13,200	6,726	6,726	10,726	(2,474)	10,941	(2,259)	11,159	11,383	11,610	11,842
48	50-5620.5065	PROFESSIONAL SERVICES	-	80	80	-	-	80	-	80	-	80	80	80	80
49	50-5620.5067	CONTRACTED SERVICES	108,588	108,277	125,000	56,364	109,221	125,000	-	125,000	-	125,000	125,000	125,000	125,000
50	50-5620.5079	MISC. & CONTINGENCY EXP	-	-	-	-	-	-	-	-	-	-	-	-	-
51	50-5620.5084	CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-	-	-	-	-	-	-
52	50-5620.5085	CAPITAL OUTLAY	25,108	-	170,000	-	-	70,000	(100,000)	95,000	(75,000)	170,000	-	-	-
53		TOTAL	185,295	155,717	377,530	79,123	156,784	275,056	(102,474)	300,271	(77,259)	349,489	179,713	179,940	180,172
54		% Increase/(Decrease) from Prior Year	22%	-16%	150%			-27%		-20%		16%	-49%	0%	0%
56		GRAND TOTAL	578,677	469,977	535,023	174,313	336,062	457,686	(77,337)	491,997	(43,026)	557,855	408,220	378,592	378,973
57		% Increase/(Decrease) from Prior Year	16%	-19%	8%			-14%		-8%		13%	-27%	-7%	0%

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1	CITY OF ISLE OF PALMS - FRONT BEACH AND PARKING MANAGEMENT	
2	NOTES	
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42	STATE ATAX FUND - PUBLIC RESTROOM OPERATIONS	
43	ELECTRIC AND GAS	
44	WATER AND SEWER	Includes outside showers
45	MAINT & SERVICE CONTRACTS	Includes \$20,000 for maintenance of public restrooms and \$25,000 to rehab approx. 250 LFt of white fencing in front beach areas.
46	CLEANING/SANITARY SUPPLY	Supplies for front beach restrooms
47	INSURANCE	General Liability SCMIRF and Flood Wright National,
48	PROFESSIONAL SERVICES	Backflow tests
49	CONTRACTED SERVICES	Includes \$40k for year-round cleaning and maintenance of public restrooms and \$85k year-round business district (on street) & beach trash collection. Cost of PT attendant payroll expenses (\$30k) is now included in the General Fund, but offset by a Transfer In from the State Atax Fund.
50	MISCELLANEOUS	
51	CONSTRUCTION IN PROGRESS	
52	CAPITAL OUTLAY	FY26 - FY26 includes \$70k per year to repair 4500 linear ft of sidewalks on Ocean Blvd between 10th and 14th (1/5 or 900 linear ft per year). Benches for front beach (\$25K) and resurface city owned portion of Ocean Blvd in FY27 (\$100k).
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	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS													
2	GL Number	Description	ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
3															
46	10-4830.5098	YOUTH SPORTS	35,149	27,837	37,000	7,934	26,612	37,000	-	38,000	1,000	38,000	38,000	38,000	38,000
47	10-4830.5099	KEENAGERS	2,376	3,806	4,500	1,491	3,079	4,500	-	4,500	-	4,500	4,500	4,500	4,500
48		SUBTOTAL GEN FUND OPERATING	283,330	403,316	366,870	191,980	314,513	383,506	16,636	383,410	16,540	380,977	383,308	385,705	388,172
50		TOTAL GENERAL FUND	1,055,285	1,244,692	1,268,376	637,285	1,198,648	1,285,012	16,636	1,339,384	71,008	1,354,540	1,375,192	1,396,417	1,418,231
51		% Increase/(Decrease) from Prior Year	0%	18%	21%			1%		6%		1%	2%	2%	2%
53															
54		CAPITAL PROJECTS FUND													
55	20-4840.5024	IT EQUIP, SOFTWARE & SVCS	13,027	-	48,500	17,483	17,483	48,500	-	2,000	(46,500)	-	-	-	-
56	20-4840.5025	NON-CAPITAL TOOLS & EQUIPMENT	-	-	7,500	-	-	7,500	-	7,500	-	7,500	7,500	7,500	7,500
57	20-4840.5026	MAINT & SERVICE CONTRACTS	24,070	27,719	116,019	10,539	18,461	116,019	-	96,019	(20,000)	88,025	88,025	88,025	88,025
58	20-4840.5085	CAPITAL OUTLAY	162,001	94,236	171,333	14,100	56,748	171,333	-	73,000	(98,333)	69,500	87,500	48,750	10,000
59		TOTAL	199,098	121,954	343,352	42,122	92,692	343,352	-	178,519	(164,833)	165,025	183,025	144,275	105,525
60		% Increase/(Decrease) from Prior Year	137%	-39%	309%			0%		-48%		-8%	11%	-21%	-27%
61															
63		MUNICIPAL ATAX FUND													
64	30-4820.5025	NON-CAPITAL TOOLS & EQUIPMENT	-	-	9,000	-	-	9,000	-	-	(9,000)	-	-	-	-
65	30-4820.5026	MAINT & SERVICE CONTRACTS	-	-	-	-	-	-	-	-	-	-	-	-	-
66	30-4820.5085	CAPITAL OUTLAY	50,000	102,573	164,333	41,316	88,889	164,333	-	53,000	(111,333)	27,800	35,000	19,500	4,000
67		TOTAL	50,000	102,573	173,333	41,316	88,889	173,333	-	53,000	(120,333)	27,800	35,000	19,500	4,000
68		% Increase/(Decrease) from Prior Year						0%		-69%		-48%	26%	-44%	-79%
69															
70		HOSPITALITY TAX FUND													
71	35-4820.5025	NON-CAPITAL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-
72	35-4820.5085	CAPITAL OUTLAY	105,262	10,000	37,500	7,870	17,870	37,500	-	42,000	4,500	13,900	17,500	9,750	2,000
73	35-4830.5092	SPECIAL ACTIVITIES/EVENTS	37,308	43,818	47,500	20,689	43,647	47,500	-	47,500	-	45,500	45,500	45,500	45,500
74		TOTAL	142,569	53,818	85,000	28,559	61,517	85,000	-	89,500	4,500	59,400	63,000	55,250	47,500
75		% Increase/(Decrease) from Prior Year	268%	-62%	119%			0%		5%		-34%	6%	-12%	-14%
76															
77		STATE ATAX FUND													
78	50-4820.5025	NON-CAPITAL TOOLS & EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-
79	50-4820.5026	MAINT & SERVICE CONTRACTS	-	-	-	-	-	-	-	-	-	-	-	-	-
80	50-4820.5085	CAPITAL OUTLAY	112,658	124,622	124,334	-	23,110	124,334	-	65,000	(59,334)	27,800	35,000	19,500	4,000
81	50-4830.5092	SPECIAL ACTIVITIES/EVENTS	6,837	15,163	16,500	7,602	15,266	16,500	-	16,500	-	16,500	16,500	16,500	16,500
82		TOTAL	119,495	139,786	140,834	7,602	38,376	140,834	-	81,500	(59,334)	44,300	51,500	36,000	20,500
83		% Increase/(Decrease) from Prior Year	1075%	17%	1285%			0%		-42%		-46%	16%	-30%	-43%
84															
85		RECREATION BUILDING FUND													
86	68-4820.5013	BANK SERVICE CHARGES	-	-	-	-	-	-	-	-	-	-	-	-	-

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1	CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS	
	NOTES	
2		
3		
46	YOUTH SPORTS	Increased official/umpires' rates and cost athletic equipment,
47	KEENAGERS	Increased to supplement lunch offerings,
48		
49		
50		
51		
53		
54	CAPITAL PROJECTS FUND	
55	IT EQUIP, SOFTWARE & SVCS	Net Cert Pro Cameras
56	NON-CAPITAL TOOLS & EQUIPMENT	Provision for Fitness Room equipment
57	MAINT & SERVICE CONTRACTS	Provision for facilities maintenance = .5% (FY26) (\$66k) or 1% (FY27+) of insured building value. A lesser maintenance % used for Rec Dept as this Dept has full-time maintenance staff. FY26 includes roof repairs (\$30K).
58	CAPITAL OUTLAY	Fencing on Soccer Field (\$8K), 24% cost of reconstruct 2 tennis courts (\$45K of \$190K), flooring office and lobby (\$20K). Forecast period annual amounts = 50% of 10 Year Capital Plan Recreation totals.
59		
60		
61		
63	MUNICIPAL ATAX FUND	
64	NON-CAPITAL TOOLS & EQUIPMENT	
65	MAINT & SERVICE CONTRACTS	
66	CAPITAL OUTLAY	FY26 includes soccer goals (\$8K) and 24% cost of reconstruct 2 tennis courts (\$45K). Forecast period annual amts = 20% of 10 Yr Cap Plan totals
67		
68		
69		
70	HOSPITALITY TAX FUND	
71	NON-CAPITAL TOOLS & EQUIPMENT	
72	CAPITAL OUTLAY	FY26 incl Tennis fencing (\$30K) and hallway and lobby lights (\$12k). Forecast period annual amts = 10% of 10 Yr Capital Plan totals. FY28 also includes \$75k to rehab the Breach Inlet boat ramp.
73	SPECIAL ACTIVITIES	Holiday Fest (\$27k), Front Beach Fest (\$16,500) and Sand Sculpting (\$4,000).
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76		
77	STATE ATAX FUND	
78	NON-CAPITAL TOOLS & EQUIPMENT	
79	MAINT & SERVICE CONTRACTS	
80	CAPITAL OUTLAY	FY26 incl \$20K cost of playground equipment /scoreboards when failed and (\$45K of \$190K) cost of reconstruct 2 Tennis courts. Forecast period annual amts = 20% of 10 Yr Cap Plan totals
81	SPECIAL ACTIVITIES	Connector Run (\$7,500), Easter egg hunt (\$4,500), music event (\$4,500).
82		
83		
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85	RECREATION BUILDING FUND	
86	BANK SERVICE CHARGES	

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT	CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS													
2	GL Number	Description	ACTUAL FY23	ACTUAL FY24	BUDGET FY25	YTD As Of 12/31/24 (6 MOS)	Jan-Dec 2024 12 Months	FORECAST FY25	INCREASE/ (DECR) FROM FY25 BUDGET	BUDGET FY26	INCREASE/ (DECREASE) FROM FY25 BUDGET	FORECAST FY27	FORECAST FY28	FORECAST FY29	FORECAST FY30
3															
87	68-4820.5026	MAINT & SERVICE CONTRACTS	-	1,600	2,000	-	520	2,000	-	2,000	-	-	-	-	-
88	68-4820.5065	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-
89	68-4820.5085	CAPITAL OUTLAY	-	-	127,000	-	-	-	(127,000)	100,000	(27,000)	-	-	-	-
90	68-4830.5092	SPECIAL ACTIVITIES/EVENTS	11,343	10,951	15,000	4,164	11,647	15,000	-	15,000	-	15,000	15,000	15,000	15,000
91		TOTAL	11,343	12,551	144,000	4,164	12,167	17,000	(127,000)	117,000	(27,000)	15,000	15,000	15,000	15,000
92		% Increase/(Decrease) from Prior	-4%	11%	1113%			-88%		-19%		-87%	0%	0%	0%
94															
95		GRAND TOTAL RECREATION	1,577,790	1,675,374	2,154,895	761,048	1,492,289	2,044,531	(110,364)	1,858,903	(295,992)	1,666,065	1,722,717	1,666,442	1,610,756
96		% Increase/(Decrease) from Prior `	32%	6%	80%			-5%		-14%		-10%	3%	-3%	-3%

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1	CITY OF ISLE OF PALMS RECREATION DEPARTMENT EXPENDITURE DETAIL - ALL FUNDS	
	NOTES	
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3		
87	MAINT & SERVICE CONTRACTS	Expense related to engraving pavers at Rec Dept.,
88	PROFESSIONAL SERVICES	
89	CAPITAL OUTLAY	52% (\$100k) cost to reconstruct 2 Tennis Courts total of \$190K.,
90	SPECIAL ACTIVITIES	Expenses related to IOP Beach Run
91		
92		
93		
94		
95		
96		

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT		CITY OF ISLE OF PALMS MARINA ENTERPRISE FUND BUDGET												
			ACTUAL	ACTUAL	BUDGET	YTD As Of	Jan-Dec 2024	FORECAST	INCREASE/		INCREASE/	FORECAST	FORECAST	FORECAST	FORECAST
2	GL Number	Description	FY23	FY24	FY25	12/31/24 (6 MOS)	12 Months	FY25	(DECR) FROM FY25 BUDGET	BUDGET FY26	(DECREASE) FROM FY25	FY27	FY28	FY29	FY30
3															
4															
5	MARINA REVENUES														
6	90-3450.4111	GRANT INCOME	81,082	683,357	-	-	683,357	-	-	1,500,000	1,500,000	-	-	-	-
7	90-3500.4501	MISCELLANEOUS INCOME	38,264	-	-	-	-	-	-	-	-	-	-	-	-
8	90-3500.4505	INTEREST INCOME	33,740	98,405	85,279	66,440	116,384	110,744	25,465	71,635	(13,644)	26,635	26,635	26,635	26,635
9	90-3600.4610	MARINA STORE LEASE INCOME	60,685	60,685	100,640	63,805	78,224	112,775	12,135	106,550	5,910	108,681	110,855	113,072	115,333
10	90-3600.4620	MARINA OPERATIONS LEASE INCOME	143,617	143,617	239,243	212,469	213,809	270,773	31,530	242,574	3,331	247,425	252,374	257,421	262,570
11	90-3600.4630	MARINA RESTAURANT LEASE INCOME	93,410	93,410	145,000	220,842	156,478	346,685	201,685	179,392	34,392	182,979	186,639	190,372	194,179
12	90-3600.4645	MARINA STORE VARIABLE LEASE INCOME	6,349	6,899	-	-	6,899	-	-	-	-	-	-	-	-
13	90-3600.4655	MARINA OPERATIONS VARIABLE LEASE INI	8,568	21,426	-	-	21,426	-	-	-	-	-	-	-	-
14	90-3600.4660	MARINA PUBLIC DOCK INCOME	19,065	-	-	-	-	-	-	-	-	-	-	-	-
15	90-3600.4665	MARINA RESTARUANT VARIABLE LEASE IN	-	125,513	-	-	125,513	-	-	-	-	-	-	-	-
16	90-3600.4670	MARINA STORE LEASE INTEREST	44,418	43,016	-	-	43,016	-	-	-	-	-	-	-	-
17	90-3600.4680	MARINA OPERATIONS LEASE INTEREST	105,322	102,013	-	-	102,013	-	-	-	-	-	-	-	-
18	90-3600.4690	MARINA RESTAURANT LEASE INTEREST	71,408	69,362	-	-	69,362	-	-	-	-	-	-	-	-
19		TOTAL REVENUES	705,929	1,447,703	570,162	563,557	1,616,481	840,977	270,815	2,100,150	1,529,988	565,721	576,502	587,500	598,717
20		% Increase/(Decrease) from Prior Year	35%	105%	-61%			47%		268%		-73%	2%	2%	2%
21															
22	MARINA GENERAL & ADMINISTRATIVE														
23	90-6120.5011	DEBT SERVICE - INTEREST	79,526	74,034	69,854	34,928	71,248	69,854	-	64,152	(5,702)	58,342	52,402	46,332	40,133
25	90-6120.5022	WATER AND SEWER	363	433	1,000	309	530	1,000	-	1,000	-	1,000	1,000	1,000	1,000
26	90-6120.5026	MAINT & SERVICE CONTRACTS	10,027	4,827	50,000	4,170	8,997	50,000	-	1,575,000	1,525,000	75,000	75,000	75,000	75,000
28	90-6120.5065	PROFESSIONAL SERVICES	60,501	29,213	82,000	13,089	23,137	82,000	-	32,000	(50,000)	32,000	32,000	32,000	32,000
29	90-6120.5079	MISCELLANEOUS	7,967	6,120	7,200	-	-	7,200	-	7,200	-	7,200	7,200	7,200	7,200
30		SUBTOTAL	158,384	114,626	210,054	52,495	103,911	210,054	-	1,679,352	1,469,298	173,542	167,602	161,532	155,333
31		% Increase/(Decrease) from Prior Year	-41%	-28%	83%					699%		-90%	-3%	-4%	-4%
32															
33	MARINA STORE														
34	90-6220.5022	WATER AND SEWER	320	360	360	360	360	360	-	360	-	360	360	360	360
36	90-6220.5030	DEPRECIATION	7,180	7,180	7,610	3,590	7,144	7,610	-	7,610	-	7,610	7,610	7,610	7,610
37	90-6220.5062	INSURANCE	-	518	600	-	-	600	-	600	-	600	600	600	600
38	90-6220.5065	PROFESSIONAL SERVICES	100	80	500	-	-	500	-	500	-	500	500	500	500
40		SUBTOTAL	7,600	8,137	9,070	3,950	7,504	9,070	-	9,070	-	9,070	9,070	9,070	9,070
41		% Increase/(Decrease) from Prior Year	-12%	7%	11%										
42															
43	MARINA OPERATIONS														
44	90-6420.5026	MAINT & SERVICE CONTRACTS	2,415	-	-	-	-	-	-	-	-	450,000	-	-	-
45	90-6420.5030	DEPRECIATION	310,840	310,805	315,000	155,420	311,979	315,000	-	315,000	-	315,000	315,000	315,000	315,000
46	90-6420.5061	ADVERTISING	500	-	5,000	-	-	5,000	-	5,000	-	5,000	5,000	5,000	5,000
47	90-6420.5062	INSURANCE	198,440	216,484	224,800	171,070	216,744	224,800	-	301,000	76,200	307,020	313,160	319,424	319,424
50		SUBTOTAL	512,195	527,290	544,800	326,490	528,723	544,800	-	621,000	76,200	1,077,020	633,160	639,424	639,424
51		% Increase/(Decrease) from Prior Year	-5%	3%	3%					14%		73%	-41%	1%	

	Z	AA
1	CITY OF ISLE OF PALMS MARINA ENTERPRISE FUND BUDGET	
	NOTES	
2		
3		
4		
5	MARINA REVENUES	
6	GRANT INCOME	\$1.5M State budget allocation for Marina dredging
7	MISCELLANEOUS INCOME	
8	INTEREST INCOME	FY26 interest income based on 3% annual rate of LGIP investment balance. LGIP balance reduced for Marina Dredging.
9	MARINA STORE LEASE INCOME	FY26 budget based on current base rent + \$7k estimated additional rent. Forecast assumes a 2% annual increase.
10	MARINA OPERATIONS LEASE INCOM	FY26 budget based on current base rent + \$15k estimated additional rent. Forecast assumes a 2% annual increase.
11	MARINA RESTAURANT LEASE INCOM	FY26 budged based on current base rent + \$50k estimated additional rent. Forecast assumes a 2% annual increase.
12	MARINA STORE VARIABLE LEASE INC	
13	MARINA OPERATIONS VARIABLE LEA	
14	MARINA WAVERUNNER LEASE INCO	
15	MARINA RESTARUANT VARIABLE LE/	
16	MARINA STORE LEASE INTEREST	
17	MARINA OPERATIONS LEASE INTERE	
18	MARINA RESTAURANT LEASE INTERE	
19	-	
20		
21		
22	MARINA GENERAL & ADMINISTRATIVE	
23	DEBT SERVICE - INTEREST	Includes interest expense on \$4.3 million bond for dock replacement. Marina debt service is funded 75% with State Atax and 25% from the Marina.
25	WATER AND SEWER	Irrigation around sign
26	MAINT & SERVICE CONTRACTS	Marina maintenance contingency, increased FY26+ (\$75K). Approx .6% of insured boat ramp, bulkhead and dock value. FY26 includes \$1.5M dredging project funded by a State budget allocation.
28	PROFESSIONAL SERVICES	Legal fees (\$10k), UST tank tests (\$2k) and provision for tenant financial statement review (\$20k).
29	MISCELLANEOUS	Provision for resident eco-tour outings
30		
31		
32		
33	MARINA STORE	
34	WATER AND SEWER	Annual Fireline inspection
36	DEPRECIATION	
37	INSURANCE	Underground storage tank insurance on (2) fuel tanks. Tenant pays for property, liability and flood coverage.
38	PROFESSIONAL SERVICES	DHEC underground storage tank fees
40		
41		
42		
43	MARINA OPERATIONS	
44	MAINT & SERVICE CONTRACTS	\$450,000 for bulkhead recoating in FY27
45	DEPRECIATION	Includes depreciation on docks
46	ADVERTISING	
47	INSURANCE	Includes property and liability for the ramp & bulkhead (\$35k), docks (\$330k*80%=\$264k) and underground storage tank insurance on (2) fuel tanks (\$2k). Assume 2% annual increase during forecast period.
50		
51		

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	DRAFT		CITY OF ISLE OF PALMS MARINA ENTERPRISE FUND BUDGET												
			ACTUAL	ACTUAL	BUDGET	YTD As Of	Jan-Dec 2024	FORECAST	INCREASE/		INCREASE/	FORECAST	FORECAST	FORECAST	FORECAST
2	GL Number	Description	FY23	FY24	FY25	12/31/24	12	FY25	(DECR) FROM	BUDGET	(DECREASE)	FY27	FY28	FY29	FY30
3						(6 MOS)	Months		FY25 BUDGET	FY26	FROM FY25				
52															
53		MARINA RESTAURANT													
54	90-6520.5020	ELECTRIC AND GAS	-	-	-	-	-	-	-	-	-	-	-	-	-
55	90-6520.5022	WATER AND SEWER	-	-	-	-	-	-	-	-	-	-	-	-	-
56	90-6520.5026	MAINT & SERVICE CONTRACTS	40	845	-	-	-	-	-	-	-	-	-	-	-
57	90-6520.5030	DEPRECIATION	4,874	4,874	5,250	2,437	4,843	5,250	-	5,250	-	5,250	5,250	5,250	5,250
58	90-6520.5062	INSURANCE	7,186	7,902	7,600	-	-	7,600	-	22,400	14,800	22,848	23,305	23,771	23,771
59	90-6520.5065	PROFESSIONAL SERVICES	-	200	200	-	-	200	-	200	-	200	200	200	200
62		SUBTOTAL	12,100	13,822	13,050	2,437	4,843	13,050	-	27,850	14,800	28,298	28,755	29,221	29,221
63		% Increase/(Decrease) from Prior Year	-78%	14%	493%					113%		2%	2%	2%	
64															
65		MARINA PUBLIC DOCK													
66	90-6820.5020	M ELECTRIC AND GAS	601	686	675	234	570	675	-	700	25	700	700	700	700
67	90-6820.5026	M MAINT & SERVICE CONTRACTS	7,129	3,779	-	1,684	2,995	1,684	1,684	-	-	-	-	-	-
68	90-6820.5030	M DEPRECIATION	2,938	2,938	15,000	1,469	2,938	15,000	-	3,000	(12,000)	3,000	3,000	3,000	3,000
69	90-6820.5062	M INSURANCE	3,081	3,387	13,000	-	-	13,000	-	9,600	(3,400)	9,792	9,988	10,188	10,188
70	90-6820.5079	M MISCELLANEOUS	2,133	476	-	-	-	-	-	-	-	-	-	-	-
71		SUBTOTAL	15,882	11,265	28,675	3,387	6,502	30,359	1,684	13,300	(15,375)	13,492	13,688	13,888	13,888
72		% Increase/(Decrease) from Prior Year	11%	-29%	10%			6%		-54%		1%	1%	1%	
73															
74		TOTAL MARINA EXPENSES	706,161	675,140	805,649	388,758	651,483	807,333	1,684	2,350,572	1,544,923	1,301,422	852,275	853,134	846,935
75		% Increase/(Decrease) from Prior Year	-20%	-4%	-37%			0%		192%		-45%	-35%	0%	-1%
76															
77		NET INCOME BEFORE TRANSFERS	(232)	772,563	(235,488)	174,799	964,998	33,643	269,131	(250,422)	(14,934)	(735,701)	(275,773)	(265,635)	(248,218)
78															
79		TRANSFERS													
	90-3900.4901	OPERATING TRANSFERS IN	250,419	753,430	641,391	-	753,430	641,391	-	499,864	(141,527)	775,007	325,052	324,999	324,850
80															
81															
82		NET INCOME AFTER TRANSFERS	250,187	1,525,993	405,903	174,799	1,718,428	675,034	269,131	249,442	(156,461)	39,306	49,279	59,364	76,632
83															
84		ENDING NET POSITION	6,098,205	7,624,199	8,030,102			8,299,233		8,548,675		8,587,981	8,637,261	8,696,625	8,773,257
85		ENDING CASH BALANCE	1,812,317	3,161,161	3,161,161			3,926,055		3,937,358		3,582,524	3,681,663	3,784,888	3,899,379
86															
87															
88															
89															
90		CASH BALANCE													
91		ESTIMATE FUTURE CASH BALANCES:													
92		BEGINNING CASH			3,161,161			3,161,161		3,926,055		3,937,358	3,582,524	3,681,663	3,784,888
93		ADD NET INCOME			(235,488)			33,643		(250,422)		(735,701)	(275,773)	(265,635)	(248,218)
94		ADD TRANSFERS IN			641,391			641,391		499,864		775,007	325,052	324,999	324,850
95		ADD NON-CASH DEPRECIATION			342,860			342,860		330,860		330,860	330,860	330,860	330,860
96		ADD DEBT PROCEEDS			-			-		-					
		LESS CAPITAL ADDS NOT IN EXPENSE													
		(Greenspace & Resurface City's Portion of parking lot)			(466,000)					(300,000)		(450,000)			
97															
		LESS BOND PRINCIPAL PAYMENT NOT INCLUDED IN EXPENSE			(264,000)			(253,000)		(269,000)		(275,000)	(281,000)	(287,000)	(293,000)
98															
99		ENDING CASH			3,179,924			3,926,055		3,937,358		3,582,524	3,681,663	3,784,888	3,899,379

	Z	AA
1	CITY OF ISLE OF PALMS MARINA ENTERPRISE FUND BUDGET	
	NOTES	
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53	MARINA RESTAURANT	
54	ELECTRIC AND GAS	
55	WATER AND SEWER	
56	MAINT & SERVICE CONTRACTS	
57	DEPRECIATION	
58	INSURANCE	Portion of dock insurance attributable to restaurant dock (\$160k*14%=\$22.4k). Assume 2% annual increase during forecast period. Tenant pays for property, liability and flood coverage.
59	PROFESSIONAL SERVICES	Backflow tests.
62		
63		
64		
65	MARINA PUBLIC DOCK	
66	MAINT & SERVICE CONTRACTS	Electricity for public dock
67	MAINT & SERVICE CONTRACTS	Complete improvements to green space surrounding new public dock moved to capital in FY26 for land improvements.
68	DEPRECIATION	
69	INSURANCE	Includes 9% of total dock insurance. This is the pro-rata share based on linear feet of dock.
70	INSURANCE	Includes 9% of total dock insurance. This is the pro-rata share based on linear feet of dock.
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79	TRANSFERS	
	OPERATING TRANSFERS IN	
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STATE OF SOUTH CAROLINA) MEMORANDUM OF
COUNTY OF CHARLESTON) AGREEMENT

DRAFT 2/26/25

WHEREAS, CHARLESTON COUNTY PARK AND RECREATION COMMISSION is the owner of ISLE OF PALMS COUNTY PARK, ONE 14TH AVE., ISLE OF PALMS, SOUTH CAROLINA 29451.

WHEREAS, THE CITY OF ISLE OF PALMS, SC (THE IOP) is in need of a beach access for emergency medical service responders; and

WHEREAS, CHARLESTON COUNTY PARK & RECREATION COMMISSION (THE CCPRC) is desirous of partnering with THE CITY OF ISLE OF PALMS, SC to provide a beach access for emergency medical service (EMS) responders

NOW THEREFORE, in consideration of the mutual covenants and benefits contained herein, the sufficiency of which is mutually acknowledged, the parties agree as follows:

THE IOP agrees to, at its own expense, construct an access for emergency vehicles from 14th Avenue through park property to the location of the existing fence gate at the dunes. That access will consist of Turfstone grid pavers for a portion of its length and concrete pavement for the remainder. IOP also agrees to, at its own expense, construct a Turfstone grid paved dedicated parking space for an emergency vehicle, a concrete paved walkway adjacent to the Turfstone paved access lane, and a concrete paved access within the right of way of 14th Ave. from the street curb to the right of way line. THE IOP also agrees to, at its own expense, include grading and drainage improvements as well as utility modifications associated with the emergency vehicle access. IOP agrees to construct all facilities in accordance with construction documents prepared by Davis & Floyd, Inc. dated September 26, 2024, except where otherwise approved or directed by CCPRC.

THE IOP agrees to, at its own expense, apply for, coordinate, and install an underground electric power service for a shore power hookup to be used by emergency vehicles at the aforementioned dedicated parking space, to operate an automatic gate at the access lane entrance, and for any other electric power needs specific to the EMS access. THE IOP agrees to designation as the owner of the power service and to pay all power usage and other fees.

THE IOP agrees to, at its own expense, install an automatic limited access gate at the entrance to the emergency access lane. THE IOP also agrees the installation will include modifications to the existing fence as needed, and that it will be responsible for management, maintenance, and repair of this gate. THE IOP agrees to share codes, devices, and information for operation of this gate with THE CCPRC, and to notify THE CCPRC of updates. THE IOP also agrees to, at its own expense, replace the existing gate at the dunes access with a new manual gate properly sized for emergency vehicles, making modifications to the fence as needed.

THE IOP agrees to, at its own expense, provide an as-built survey of the constructed emergency access, including new concrete and Turfstone pavements, new gates (including modifications to existing fences), electric service and other utilities (including modifications to existing utilities), topography (one foot contours and spot elevations at locations shown on the Grade Plan sheet of the construction documents), and new palmettos. Copies of the as-built survey to be provided in CAD and pdf file formats.

THE CCPRC agrees it will be responsible for management, maintenance, and repair of the new manual gate at the dunes access. THE CCPRC agrees to share codes and information for unlocking and operating this gate with THE IOP, and to notify THE IOP of updates.

THE CCPRC agrees to pay for replacement of the existing clatterbridge at the dunes crossing to the beach.

THE IOP agrees to, at its own expense, coordinate bidding and construction for replacement of the aforementioned existing clatterbridge, and to coordinate and pay for permitting and construction of any oceanward extension of that clatterbridge.

THE CCPRC agrees to maintain the clatterbridge, which entails managing sand to the proper depth over the clatterbridge timbers.

THE IOP agrees to coordinate and pay for repairs should the clatterbridge be damaged due to weather, fire, accidents, high tide, vandalism, structural failure, or other sources.

THE IOP agrees to coordinate and pay for installation of landscape improvements associated with the EMS access in accordance with the Planting Plan provided by CCPRC dated 11/20/24. If requested by the IOP, the CCPRC may assist with installation of plant material 1 gal container size and smaller.

THE CCPRC agrees to coordinate and pay for installation of landscape irrigation within the area of landscape improvements associated with the EMS access. THE CCPRC agrees to provide maintenance and repair of the irrigation installations.

THE CCPRC agrees to provide maintenance of EMS access hardscape and landscape installations within the Isle of Palms County Park property boundary. THE IOP agrees to maintain hardscape and sitework installations within the 14th Ave. right of way.

THE IOP agrees to coordinate and pay for repairs should the EMS access sitework, hardscape, or landscape installations be damaged due to weather, fire, accidents, high tide, vandalism, structural failure, or other sources.

THE IOP shall maintain property and liability insurance, and shall defend and be fully responsible for any and all claims, damages or injuries arising from the use of EMS access facilities, and attributable to the acts or omissions of its employees or agents. Furthermore, THE IOP agrees to fully indemnify and hold CCPRC harmless from any and all liability, action, claims, and damage of every kind to the fullest extent allowed by South Carolina State Law. CCPRC shall defend and be fully responsible for any and all claims, damages or injuries arising from or attributable to the acts or omissions of its employees or agents.

This Memorandum shall be construed in accordance with the laws of the state of South Carolina.

This Memorandum may be amended or supplemented in writing, if signed by both parties obligated under this Memorandum.

If any provision of this Memorandum is found to be invalid or unenforceable, the remaining provisions will continue to be valid and enforceable.

This agreement will be reviewed annually and will require renewal by both parties five years after execution and each five year period thereafter. It is the intention of both parties to continue in this Agreement for as long as this beach access for EMS is needed by the IOP.

SIGNED this day of ,

In the Presence of: City of Isle of Palms, South Carolina

BY: _____

As to THE CITY OF ISLE OF PALMS, SC

TITLE:

BY: _____

As to CHARLESTON COUNTY PARK & RECREATION COMMISSION

TITLE:

- Executive Summary

Description

Scope of Work

IN-SCOPE SERVICES

Project Management

VC3 will assign a project manager for the duration of the project to work closely with an assigned **Client** representative to ensure proper project coordination and planning.

These activities will include:

- Project kickoff meeting to define project resources and timeline
- Documentation of scheduled project activities
- Weekly Project Status meetings and documented updates as needed
- Coordination of VC3 and City of Isle of Palms, SC schedules to ensure successful implementation
- Project closure documentation to formalize end of project

Initiation & Planning Phase

Implementation: Planning, Communication & Coordination

Planning, Communication & Coordination

- Decide on a cutover date when users will switch to Microsoft 365.
- Plan migrations during off-peak times to minimize disruption.
- Confirm all Accounts and User Lists.

Planning, Communication & Coordination (after hours)

Vendor Coordination & Consulting

- Create a migration account in Intermedia with full access to all mailboxes or request Intermedia to assign Application Impersonation rights to the admin account.

Vendor Coordination & Consulting (after hours)

Project Kickoff Meeting with Client

User Training and Support Documentation Guides

- Create end user communication plan and client access instructions
- Create/Send Guide for MFA Enrolment

Execution, Monitoring & Controlling Phase

Microsoft 365: GOV - Tenant Creation

Ensure Microsoft 365 GOV tenant is properly set up.

Verify domain ownership in the Microsoft 365 Control Panel

- Create Client in Microsoft Partner Center
- Create Subscription
 - Confirm the appropriate Microsoft 365 Government licenses
- Disable Non-Admin Access
- Create Break Glass Admin Account

- Executive Summary

Description
<ul style="list-style-type: none"> Add Company Branding Disable User App Registration Register Tenant Create Admin Account Enable MFA on Admin Account Disable Group Creation by Users
<p>Microsoft 365: Email Migration Full Service</p> <ul style="list-style-type: none"> Configure Migration Project in BitTitan <ul style="list-style-type: none"> Source: 'Exchange Server 2003+' Destination: 'Microsoft 365' Confirm Application ID and Tenant ID Verify Credentials Conduct a Trial Migration Pre-stage Migration for All Accounts Clean-up Active users and prepare on-premises AD (After Hours) Setup Single Sign-on (After Hours) Validate Directory synchronization tool and synchronize AD (After Hours) Setup Global Admin accounts Send communication email with migration plan Sync and migrate mailboxes (per mailbox) <ul style="list-style-type: none"> Test mail flow and access post-migration to avoid disruptions. Install and Configure O365 profiles on client machines (per workstation) <ul style="list-style-type: none"> Install and setup M365 email profiles on machines Configure SPAM protection services Configure SMTP Relay for Scan to Email Service Perform final cut over to 365 Email and Update DNS MX Records (After Hours) Review/Configure Scan to Email <ul style="list-style-type: none"> IOP-CH-1stFL-Xerox - QPA094104 IOP-CH-2ndFL-Xerox - QPH232901 IOP-FD-Reception-Xerox - QPH233013 IOP-FD-Station2-Xerox - QPH233029 IOP-PD-Mailroom-Xerox - QPH233055 IOP-PD-Reception-Xerox - QPH233058 IOP-REC-Mailroom-Xerox - QPH232993
<p>Microsoft 365: Configure MFA</p> <ul style="list-style-type: none"> Create Conditional Access Policy to Enforce MFA on All Users Create Conditional Access Policy to Block Legacy Authentication Create?Azure?Conditional?Access?Policy?to?Enforce?MFA?on?Administrators Create?Azure?Conditional?Access?Policy?to?Enforce?MFA?on?Azure?Management Enable but do not enforce MFA Create/Send Guide for MFA Enrolment Run Script/Report to confirm all users have enrolled Enforce MFA

- Executive Summary

Description
Closure Phase
Post-Migration & Support
T&M time can be extended if needed and approved by stakeholders.
End User Support - Remote
Decommission Intermedia
Start the process of decommissioning or closing the Intermedia account.

- Hardware/Software

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	BitTitan User Migration Bundle - License - 1 User		\$17.75	105	\$1,863.75
	BitTitan MigrationWiz, Mailbox only Migration		\$14.20	100	\$1,420.00
Subtotal:					\$3,283.75

- Recurring Services

Thumbnail	Product Description	Comment	Recurring Option	Recurring	Qty	Ext. Recurring
	Microsoft 365 G3 GCC		Monthly	\$36.00	105	\$3,780.00
	Microsoft Entra ID P1 for government		Monthly	\$6.00	100	\$600.00
	Office 365 Exchange Online (Plan 1)		Monthly	\$4.00	100	\$400.00
Subtotal:						\$4,780.00
Subtotal:						\$0.00

Professional Services

Description	Price	Qty	Ext. Price
Labor - Fixed Fee Professional Services - Configuration and Installation - Project One- Time - Proactive	\$32,152.10	1	\$32,152.10
Subtotal:			\$32,152.10

Ticket #3498929 - 2025.01 - PFF - email migration into o365 Gov**Prepared by:****VC3**

Josh Conway
quotes.josh.conway@vc3.com

Prepared for:**City of Isle of Palms, SC**

1207 Palm Blvd
Isle of Palms, SC 29451
Douglas Kerr
+18438866428
dkerr@iop.net

Quote Information:**Quote #: JC007123**

Version: 1
Delivery Date: 02/19/2025
Expiration Date: 03/10/2025

Quote Summary

Description	Amount
- Hardware/Software	\$3,283.75
- Recurring Services	\$0.00
Professional Services	\$32,152.10
Total:	
	\$35,435.85

Recurring Summary

Description	Amount
- Recurring Services	\$4,780.00
Total: \$4,780.00	

- Applicable taxes & Environmental Surcharges will be added.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Pricing & Availability is subject to change without notice.
- Shipping and handling costs may not be included in this quote, as these costs are variable. Adjusted shipping and handling costs may be applied to the final invoice.
- VC3 makes NO WARRANTY either expressed or implied, regarding performance or suitability for any purpose of the above products. The customer assumes responsibility for understanding the warranty, if any, of the manufacturer or VC3.
- If not included in agreement, travel will be billed separately.
- In the case hardware/software total exceed \$100k, VC3 will require a 50% deposit of the hardware/software total to secure the order. Deposit is payable immediately to VC3.
- Returns:
 - No returns will be accepted unless first approved by VC3 Inc.
 - Approved returns are subject to a 20% restocking fee.
 - Approved return of in-stock items will be accepted within 10 business days of purchase, if merchandise is unopened and packaging is undamaged.
 - Open box items are not returnable
 - Approved defective returns must be shipped to VC3 within 10 business days of said approval

VC3

City of Isle of Palms, SC

Name: Josh Conway

Title: Client Solutions Specialist

Date: 02/19/2025

Name: Douglas Kerr

Date: _____



Statement of Work

Service Ticket #3498929 - 2025.01 - PFF - email migration into o365 Gov

Prepared for City of Isle of Palms, SC

VC3

Strategic Advisor: Clark Cooper

Design Architect: Max Alam

SOW Generated on February 14, 2025, Version 2

Project Summary

CLIENT CONTACT INFORMATION

Client Name	City of Isle of Palms, SC
Project Name	Service Ticket #3498929 - 2025.01 - PFF - email migration into o365 Gov
Client Contact	Douglas Kerr
Client Contact Email	dkerr@iop.net

LOCATIONS IN SCOPE

Main (City Hall): 1207 Palm Blvd, Isle of Palms SC 29451 US

EXECUTIVE SUMMARY

The City of Isle of Palms, SC, requires migration from their current email hosting environment, managed by Intermedia, to an Office 365 Government (o365 Gov) tenant to enhance email service reliability.

SOLUTION DESCRIPTION

Vc3 will migrate the City of Isle of Palms, SC, email system from Intermedia to an Office 365 Government (o365 Gov) tenant. This includes exporting existing email data for 105 G3 seats and 100 Exchange Online Plan 1 seats, followed by a seamless migration to the new platform.

Additionally, Multi-Factor Authentication will be configured and the Microsoft G3 licenses are required to provide functionality for conditional access.

VC3 RESPONSIBILITIES

- Plan and coordinate VC3 resources for the execution of project activities.
- Purchase and configure all required hardware/licensing.
- Provide post-deployment support to the client users as required.
- Work with the primary contact to identify test users and, if applicable, test cases prior/post deployment.
- Develop communication and/or guide and documentation material for end users as required.

CLIENT RESPONSIBILITIES

- Designate a business leader who will act as the primary contact for this project.
- Assist with scheduling and communicating project activities to staff.
- Coordinate with third party vendors.

OUT OF SCOPE

The Company is responsible to perform only the Services described in this Statement of Work Agreement. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW as detailed above will require a "Change Order" before any services are performed. "Change Order" must be agreed upon by all parties and signed.

CHANGE REQUESTS

When a potential change of scope is identified, the VC3 project manager will review the potential scope change and determine if the request represents a change to the agreed-upon project scope. The Project Manager will review with the project team to estimate the cost of the change and its impact on the project schedule. If the request is identified as a change, VC3 will need to submit an official Change Request document.

CHANGE APPROVALS

The project manager will present an official Change Request document to the client project stakeholders. This official Change Request will outline the expanded scope, budget, and any anticipated impacts to scheduling. Once the official Change Request has been reviewed and approved by the client project stakeholders, the project manager will revise the Project Plan and work on the expanded project scope.

COMMUNICATION MANAGEMENT

Information concerning the project will be communicated to the various stakeholders and project participants in a variety of ways. To ensure the project proceeds on schedule, frequent communication will be necessary to understand the status of the tasks to be completed. The project manager will coordinate weekly status meetings with the client team if required for reviewing the project progress and keeping all activities on track.

Scope of Work

IN-SCOPE SERVICES

Project Management

VC3 will assign a project manager for the duration of the project to work closely with an assigned Client representative to ensure proper project coordination and planning.

These activities will include:

- Project kickoff meeting to define project resources and timeline
- Documentation of scheduled project activities
- Weekly Project Status meetings and documented updates as needed
- Coordination of VC3 and City of Isle of Palms, SC schedules to ensure successful implementation
- Project closure documentation to formalize end of project

Initiation & Planning Phase

Implementation: Planning, Communication & Coordination

- Planning, Communication & Coordination
 - Decide on a cutover date when users will switch to Microsoft 365.
 - Plan migrations during off-peak times to minimize disruption.
 - Confirm all Accounts and User Lists.
- Planning, Communication & Coordination (after hours)
- Vendor Coordination & Consulting
 - Create a migration account in Intermedia with full access to all mailboxes or request Intermedia to assign Application Impersonation rights to the admin account.
- Vendor Coordination & Consulting (after hours)
- Project Kickoff Meeting with Client
- User Training and Support Documentation Guides
 - Create end user communication plan and client access instructions
 - Create/Send Guide for MFA Enrolment

Execution, Monitoring & Controlling Phase

Microsoft 365: GOV - Tenant Creation

Ensure Microsoft 365 GOV tenant is properly set up.

Verify domain ownership in the Microsoft 365 Control Panel

- Create Client in Microsoft Partner Center
- Create Subscription
 - Confirm the appropriate Microsoft 365 Government licenses
- Disable Non-Admin Access
- Create Break Glass Admin Account

-
- Add Company Branding
 - Disable User App Registration
 - Register Tenant
 - Create Admin Account
 - Enable MFA on Admin Account
 - Disable Group Creation by Users

Microsoft 365: Email Migration Full Service

- Configure Migration Project in BitTitan
 - Source: 'Exchange Server 2003+'
 - Destination: 'Microsoft 365'
 - Confirm Application ID and Tenant ID
 - Verify Credentials
 - Conduct a Trial Migration
 - Pre-stage Migration for All Accounts
- Clean-up Active users and prepare on-premises AD (After Hours)
- Setup Single Sign-on (After Hours)
- Validate Directory synchronization tool and synchronize AD (After Hours)
- Setup Global Admin accounts
- Send communication email with migration plan
- Sync and migrate mailboxes (per mailbox)
 - Test mail flow and access post-migration to avoid disruptions.
- Install and Configure O365 profiles on client machines (per workstation)
 - Install and setup M365 email profiles on machines
- Configure SPAM protection services
- Configure SMTP Relay for Scan to Email Service
- Perform final cut over to 365 Email and Update DNS MX Records (After Hours)
- Review/Configure Scan to Email
 - IOP-CH-1stFL-Xerox - QPA094104
 - IOP-CH-2ndFL-Xerox - QPH232901
 - IOP-FD-Reception-Xerox - QPH233013
 - IOP-FD-Station2-Xerox - QPH233029
 - IOP-PD-Mailroom-Xerox - QPH233055
 - IOP-PD-Reception-Xerox - QPH233058
 - IOP-REC-Mailroom-Xerox - QPH232993

Microsoft 365: Configure MFA

- Create Conditional Access Policy to Enforce MFA on All Users
- Create Conditional Access Policy to Block Legacy Authentication
- Create Azure Conditional Access Policy to Enforce MFA on Administrators
- Create Azure Conditional Access Policy to Enforce MFA on Azure Management

-
- Enable but do not enforce MFA
 - Create/Send Guide for MFA Enrolment
 - Run Script/Report to confirm all users have enrolled
 - Enforce MFA

Closure Phase

Post-Migration & Support

T&M time can be extended if needed and approved by stakeholders.

- End User Support - Remote
- Decommission Intermedia
 - Start the process of decommissioning or closing the Intermedia account.

Out of Scope

Specific examples from this project may be listed below.

- There are no specific Out of Scope for this project.

Key Assumptions

The key assumptions for this project are:

Key Risks

Key risks for this project are:

- There are no specific Key Risks for this project.

Deliverables

The Company will have completed its responsibilities to this Statement of Work when the following deliverables are complete:

- There are no specific Deliverables for this project.

TASK DURATION ESTIMATES

Task Descriptions	Duration
Project Charter Approved (example)	1 Week
Hardware Procurement (example)	3 Weeks
Planning and Data Review (example)	1 Week
Server Build and Data Migration (example)	3 Weeks
User Testing (example)	1 Week
Cutover and Post Support (example)	1 Week
Total Estimated Duration	4-6 Weeks

Target Cutover Timeline: March 2024 (example)

*Actual project execution dates will be confirmed during the project kick off and subsequent meetings

*There could be multiple outages. Outage schedule and impact will be determined during project planning.

FORD OF SPARTANBURG				
David Vetter 864.585.3600				
2025 F150 PICK UP				
Contract #: 4400035159				
Standard Equipment Included:				
Select Engine Below		Power Steering		
Automatic Transmission		Power Brakes		
A/C		Cruise Control		
AM/ FM Radio		Vinyl 40/20/40 Front Bench Seat		
Select Model Below		Heavy Duty Vinyl Floor		
Power Windows and Door Locks		Trailer Tow Package		
Reverse Sensing System		SYNC 4		
ADDITIONAL INCLUDED FACTORY OPTIONS:				
AS	Vinyl 40/20/40 Front Bench Seat			
101A	101A Standard XL Trim Package			
X1L	Super Cab 4x4 (Short Bed - 6.5') 145" Wheelbase			
99P	2.7L V6 EcoBoost Engine			
413	Skid Plates		Required by Contract on 4x4 Mo	
XXX	Limited Slip Rear Axle		Required by Contract on 4x4 Mo	
18B	Factory Installed Black Platform Running Boards		Required by Contract Due to Ent	
SC STATE CONTRACT PRICE:				\$42,944.00
IMF-Sales Tax				\$500.00
TOTAL SC STATE CONTRACT PRICE:				\$43,444.00
ADDITIONAL AVAILABLE FACTORY INSTALLED OPTIONS:				
995	5.0L V8 Engine			
998	3.5L EcoBoost Engine			
T7C	LT245/75R17 All-Season Tires (Not Available on Regular Cab 6.5' Bed Models)			
53T	Tow/Haul Package - Available on Extended/Super Cab and Crew Cab Models Only			
67T	Trailer Brake Controller - Only Available w/ the 2.7L EcoBoost Engine - Included in 53T Above			
91P	8-Way Power Driver's Seat			
85H	Back Up Alarm (Requires Fog Lamps)			
942	Daytime Running Lights			
41H	Engine Block Heater			
924	Privacy Glass			
REQUIRED BY CONTRACT - CAN BE DELETED FOR DISCOUNT AT CUSTOMER'S CHOICE:				
413	Skid Plates			
XXX	Limited Slip Rear Axle			
18B	Factory Installed Black Platform Running Boards			
Seating Options - All Models:				
CS	Cloth 40/20/40 Front Bench Seat			
Available Aftermarket Installed Options:				
Bedliner (Drop-In)				\$289.00
Bedliner (Spray-In)				\$525.00
Bed Mat				\$275.00
Bed Slide CargoGlide			Call for Availability and Quote	
Fiberglass Camper Top			Call for Availability and Quote	
Fiberglass Tonneau Cover			Call for Availability and Quote	
Tri-Fold Hard Lockable Bed Cover (Tonneau Cover)				\$950.00
Warn VR Evo 12,000lb Winch & Black Grill Guard				\$2,595.00
Brush Guard for Warn Winch				\$425.00
2" Ball, Receiver Tube and Pin for Frame Mounted Hitch				\$45.00
3 - Ball Hitch				\$125.00
Combo Ball and Pintle Hook w/ 2" Ball				\$265.00
Combo Ball and Pintle Hook w/ 2 5/16" Ball				\$265.00
Adrian Sinlge Lid Cross Box				\$995.00

Adrian Single Lid Cross Box and 2 Each Side Tool Boxes			\$2,295.00
4-Corner Flashing Strobe System (LED Lights)			\$895.00
LED Mini-Light Bar (Amber/Clear) Roof Mounted w/ 4-Corner LED Strobes			\$1,195.00
FMVSS Safety Kit (Fire Ext., Triange and First Aid Kit)			\$95.00



Ship To: CITY OF ISLE OF PALMS
1303 PALM BLVD.
ISLE OF PALMS SC 29451

INVOICE NUMBER	ORDER NUMBER	CUSTOMER	PO NUMBER	TERMS	SALESPERSON	
INVOICE DATE	ORDER DATE	NUMBER	ORDER COMMENT			
02/27/25	179065	189	CARTS	NET 10 DAYS	PTS	
	02/05/25					
UNITS	U/M	ITEM DESCRIPTION		DISC	UNIT PRICE	AMOUNT
1100	EA	***** QUOTATION *****				
		79296			59.250	65,175.000
		TOTER 96 GALLON EVR II CART				
		Subtotal				65,175.00
		FREIGHT FROM FACTORY - SC LOC				3,457.20
		SALES TAX				6,176.89
		TAX #:				
		S.C. SALES AND USE TAX (6%)			4,117.93	
		ISLE OF PALMS			686.32	
		CHARLESTON (TT)			686.32	
CHARLESTON SCHOOL			686.32			
Quote Total					74,809.09	

Residential Cart Program

Proposal Summary & Agreement

Prepared For



Presented to

Mr. Robert Asero
Assistant Director of Public Works
Isle of Palms, SC
1303 Palm Boulevard
Post Office Drawer 508
Isle of Palms, SC 29451

September 10, 2024

Isle of Palms, SC – Proposal for Waste Services

September 10, 2024

Mr. Robert Asero
Assistant Director of Public Works
Isle of Palms, SC
1303 Palm Boulevard
Post Office Drawer 508
Isle of Palms, SC 29451

Re: City of Isle of Palms, SC Container Services

Dear Mr. Asero:

Please find included herein for your review and consideration our *Proposal Summary & Agreement* and additional details surrounding waste services for the upcoming Isle of Palms, SC project.

Please phone or write with any comments or questions or if anything contained herein needs further clarification. Thank you again, Robert, for your support and confidence in our services. We're very grateful for the opportunity and are excited to potentially work with you and your team to provide a successful project together.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Mark Merhab', with a stylized flourish at the end.

Mark Merhab
Vice President – General Manager

PROPOSAL SUMMARY & AGREEMENT

Container Assembly and Delivery Program Isle of Palms, SC

Introduction

As part of its waste collection services, the City of Isle of Palms, SC (“IOP”) needs unloading, assembly, and delivery of approximately 1,500 containers throughout homes within the City of Isle of Palms, SC. New containers will be comprised of 96-gallon Toter EVR II Universal/Nestable trash carts with pal nut wheels. This has prompted the need for certain waste services, as outlined below. ContainerPros, LLC (“ContainerPros” or “CP”) provides these professional waste services.

Scope

♦ Residential Cart Receiving, Assembly, and Delivery

ContainerPros will provide crews and equipment to receive approximately 1,500 carts; carts will be unloaded and staged.

- ContainerPros will provide IOP with a copy of all BOLs and a totals spreadsheet detailing all carts received.

Approximately 1,500 carts will be assembled and delivered to homes over a period of approximately one (1) week beginning October 2024. Cart deliveries will be concentrated in a designated area of the city, with each home within that area receiving a trash cart. Carts will be delivered curbside. Carts leftover at the project’s end, if any, will remain unassembled and stacked for storage at the staging yard. A day rate for ancillary services such as work orders, hot tickets, and cart transporting has been provided should IOP have a need for services outside of this project’s main scope.

IOP will provide a suitable work area(s) for staging (large and secure area) within the service area, that will adequately store the cart order during the project timeframe. The staging yard will be located at either 1303 Palm Blvd, Isle of Palms, SC 29451 or 1116 Pavilion Dr., Isle of Palms, SC 29451 (Pavilion Dr. Municipal Lot B). If the staging yard is not leveled evenly or within the city limits, additional charges may apply.

Distribution schedule is based on Monday through Saturday, excluding Holidays, until all deliveries are completed. On-street operating window hours will be limited from 7AM to 7PM unless otherwise approved by IOP. Yard operating window hours will be limited from 6AM to 7PM unless otherwise approved by IOP.

IOP will provide copies of concise delivery/route maps, which must be provided at least two weeks prior to the project start up. These maps must include the precise delivery area(s). Copies of concise household delivery address lists will also be provided in .xls format and contain:

- Street Number
- Street Name
- Unit Number, if applicable
- City, State, and Zip Code
- Route number
- Service Day
- Gate Codes
- Cart sizes and types and quantities per address listed
- Sequencing of all stops, if available
- Driver Notes, if available

If an account is NOT on the master list provided, CP crews will NOT drop carts, unless directed otherwise by IOP.

IOP will provide monitoring services to observe and verify distribution of the carts and also to respond to inquiries from ContainerPros and the public.

ContainerPros will disseminate detailed daily results and reporting throughout the deployment, and a final report at the project's end, showing the total number and sizes of carts delivered at each account, as well as exceptions, including vacancies, not-outs, and customer refusals, if any.

ContainerPros IS NOT responsible for any missed deliveries caused by anything outside its control, including but not limited to incorrect mapping, incorrect or incomplete delivery lists or delivery locations not clearly marked with site addresses or lack of inventory.

Additional Requirements, Terms and Conditions

All work will be performed within the City of Isle of Palms, SC limits.

ContainerPros may, at its own expense, use any employees or subcontractors as it deems necessary to perform the services required by this Agreement. IOP may not control, direct, or supervise ContainerPros' employees or subcontractors in the performance of those services.

Neither this Agreement nor any duties or obligations under this Agreement may be assigned by either party without the prior written consent of the other.

This Agreement supersedes any and all agreements, either oral or written, between the parties hereto with respect to the rendering of services by ContainerPros and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever.

Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party which is not embodied herein, and that no other agreement, statement or promise not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the party to be charged.

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs.

This Agreement will be governed by and construed in accordance with the laws of the State of North Carolina.

This Agreement can be signed in counterpart and by electronic and/or facsimile signature(s).

Delay charges may be billed for additional delivery days and/or additional labor needed due to lack of inventory or anything outside of bid spec including but not limited to delays caused by the hauler and unsafe conditions. Any delay charges incurred must be presented, in writing, within five (5) working days of discovery with detail of the cause(s) and costs incurred.

Financial Framework

Unit & Estimated Total Costs

Service	Unit & Total Estimated Costs		
	Estimated # of Units	Unit Cost	Projected Costs
Cart Unloading Per Cart	1,500	\$1.09	\$1,635.00
Assembly & Delivery with Serial Number Recording	1,500	\$8.26	\$12,390.00
Literature Attachment Per Cart (Optional, actual quantities would be billed)	1	\$0.22	\$0.22
Day rate per 2-man crew for ancillary services such as work orders, tickets, cart transport, etc. (actual number of crew days utilized would be billed)	1	\$1,287.00	\$1,287.00
Net Estimated Total Cost			<u>\$14,025.00</u>

Terms

Services will be invoiced and paid as follows:

Amounts owed will be invoiced monthly and due within 45 days.

If in agreement with the specifications, terms and conditions described herein, please endorse here and email to jgray@wastequip.com:

For the City of Isle of Palms, SC:

Authorization: _____

Date: _____

Name: _____

Title: _____

For ContainerPros:

Authorization: 

Date: September 10, 2024

Name: **Mark Merhab**

Title: Vice President – General Manager

Disclaimer: ContainerPros has taken information provided by IOP and/or their employees to provide the above prices. If there are any significant adjustments in the scope that cause a change in the estimated production (more or less than 3%), IOP will notify ContainerPros either via email or facsimile of the issues within 1 day of discovery. The above price may no longer be valid, and a pricing alignment meeting must be held within 48 hours of the notification.