



Public Services & Facilities Committee

9:00 a.m., Tuesday, December 2, 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** – November 12, 2025
4. **Marina Tenants' Comments**
5. **Presentations** – none
6. **New Business**
 - a. Discussion of future USACE projects- Jacob Kyzar, Project Manager, USACE
 - b. Discussion of future beach coordination and funding- Andrew Schumacher, Chief Operating Officer, WDCA
7. **Old Business**
 - a. Discussion of next steps regarding the marina parking lot
 - b. Update on Waterway Boulevard project
8. **Miscellaneous Business**
9. **Adjournment**



**Public Services & Facilities Committee Meeting
1:00pm, Wednesday, November 12, 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 and Miars

Absent: Council Member Hahn

Staff Present: Administrator Kerr, Director Pitts, Asst. Director Asero, Director Ferrell

2. Citizen's Comments – none

MOTION: Council Member Miars made a motion to reorder the agenda to allow for the beach funding discussion to occur first. Council Member Pierce seconded the motion. The motion passed unanimously.

3. New Business

B. Future Beach Funding Discussion – Andrew Schumacher, Wild Dunes Community Association

Council Member Pierce would like a more formal presence of WDCA in the beach funding discussions and perhaps have an MOU formalized.

Mr. Schumacher said the Wild Dunes community is very supportive a nourishment sooner rather than later. They would like to be more proactive in beach nourishment efforts and are looking into long-term funding plans. The WDCA Board is planning to establish a beach preservation committee which will consist of Mr. Schumacher and two property owners. He said the framework for an MOU has been discussed with Mayor Pounds and Administrator Kerr.

Council Member Pierce believes that should be done at the City Council level. Administrator Kerr stated that creating an MOU should be formalized once the new Council is in place. He added that, historically, the WDCA has paid for 55% of beach renourishment inside Wild Dunes. The City pays for the remaining 45% and 100% of sand placed elsewhere on the island. Administrator Kerr said a draft MOU should be available for review in January. He also added that for past renourishments, the City has paid for all the design work and Wild Dunes “gets what they get.” The City has also held Wild Dunes’ portion of the funding in escrow during the projects.

Council Member Pierce would like to review the suggestions from the Foth/Olsen report and begin the planning for those solutions. He would like to see action on suggested studies to figure out which options will work and “if they are palatable to the public.”

The Committee would like to meet with Mr. Schumacher and additional Wild Dunes representation at their next meeting on December 2.

Council Member Pierce would like the budget for the upcoming beach renourishment project updated. He would like to discuss funding of emergency beach nourishment until the project begins. He also would like to finalize all financial assumptions at the December 2 meeting.

4. Approval of Previous Meeting’s Minutes – October 7, 2025

MOTION: Council Member Pierce made a motion to approve the minutes of the October 7, 2025 meeting. Council Member Miars seconded the motion. The minutes passed unanimously.

5. Marina Tenants’ Comments – none

6. Presentations -- none

7. Old Business

A. Discussion of next steps regarding the marina parking lot

Administrator Kerr spoke about the different types of materials available to surface the marina parking lot. Anecdotally, he has heard that recycled asphalt works the best. Costs for edging, drainage, or engineering are not included in the proposal.

Asst. Director Asero said the lot was re-graded with ROC to fill potholes last week.

Administrator Kerr said the employee lot gets “annual attention” and has been redone three times since the restaurant opened. If City Council opted for using recycled asphalt, the remainder of the parking lot would look like the employee lot with minimal parking spot delineation.

Administrator Kerr pointed out that the Committee needs to recommend some level of financial commitment to the project to the City Council. If Council approves, then work on amending the lease with Islander 71 can begin. Discussion about specific materials should happen after the matter is approved by City Council.

Discussion ensued about “elevated” features such as extending the bike path, curbing, and edging. Administrator Kerr said he will look into such costs and report back to the Committee. He suggested that the parking lot improvements could be done in phases depending on the options selected.

Administrator Kerr asked, “If you were to put your full Council hat on, are you agreeable to committing to spending somewhere around \$350,000 to be determined in exchange for getting the leases amended? If so, that would be the first step.”

Council Member Miars responded, “I think, in my opinion, yes, because that's going to get us a completed, finished, good-looking, usable space down there. I think it's worth, considering what

we've spent so far on the docks alone, I think it's worth it. But I do think we need to point out that the fancy part, the up-fit part more so is going to be for the City's property and basically the edging and the entrance to the City's usable space, not for the restaurant. We're going to be giving them a workable, newly graded, good, solid, usable parking space, but then it's going to be up to them to organize it and alter it as they see fit, as what works for them and what they want it to look like. I think from the aesthetic side of it, and that's probably going to be more expensive, is that that's going to be, that we be part of it.”

Council Member Pierce asked to see the rent overages from the restaurant as well as trends over time. Further discussion will happen at the December 2 meeting.

B. Update on Waterway Boulevard Project

Administrator Kerr said Phase 1 of the project is complete, and Phase 1a is complete with the exception of some landscaping. The goal for Phase 2 is to spend at least \$1,000,000 by February to qualify for FEMA reimbursement. If no extension is granted, the City may split Phase 2 into 2 and 2A. If Phase 2a is needed, it would be work at the outfalls that requires environmental permitting. Phase 3 is planned for next year and will be work that the public will not see.

Council Member Pierce asked if the \$5.8 million price assumes the grant. Administrator Kerr will verify the costs.

C. Update on Beach Projects

Administrator Kerr said the emergency work most recently authorized by City Council is complete. The full City Council will discuss next steps at tonight's meeting. There is no update from USACE regarding the work on the south end of the island. Administrator Kerr said USACE is not yet satisfied with the contractor's response to their safety concerns.

D. Discussion of Public Services & Facilities-related matrix recommendations

Director Ferrell would like to expand the outdoor shelter. She will look into conceptual ideas to share with the Committee. Council Member Pierce suggested inviting Comcast and AT&T to look into the costs of expanding the WiFi network.

Asst. Director Asero said the City has made some improvements to the Carmen R. Bunch Park, but would like to do more (within budget) to make it look more like a park. Administrator Kerr stated that the park was purchased using greenbelt funds and was meant as a passive park. Any changes to its usage need to be discussed with the administrators of the greenbelt funds. Asst. Director Asero will bring his ideas and cost estimates for the park to the next meeting.

Staff will work on prioritizing the stormwater recommendations and bring them to the Committee. Once they are identified, plans can be conceptualized and grants pursued.

8. New Business

A. Discussion of high-rise legislation in South Carolina

Discussion ensued regarding responsibilities and potential legislation for buildings exposed to erosion/saltwater/wave action, focusing on current conditions at Ocean Club. Ocean Club is under an active permit with structural oversight. Administrator Kerr indicated the City is satisfied with current safety posture. For older buildings without active projects, policy tools may be needed. The City Attorney advises Executive Session for further discussions around potential legislation for high-rise buildings.

Administrator Kerr will request the structural engineering reports from Ocean Club to share with the Committee and City Council.

9. Miscellaneous Business

The next regular meeting of the Public Services & Facilities Committee will be Tuesday, December 2, 2025 at 9am.

10. Adjournment

Council Member Pierce made a motion to adjourn and Council Member Miars seconded the motion. The meeting was adjourned at 2:49pm.

Respectfully submitted,
Nicole DeNeane
City Clerk



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into this _____ day of _____, 2025, by and between The City of Isle of Palms (“City”) and the Wild Dunes Community Association (“Association”). The City is an incorporated municipality with a nine-member elected body in a council form of government, with the associated statutory responsibilities, including those of budgetary oversight that embrace planning, programming, management and execution. Moreover, the City is accountable to the approximately 4,350 residents/ citizens for all other functions of government. The Association is a private organization authorized to manage, own and/ or maintain (subject to the requirements of any Federal, State or Local Governing body of South Carolina) certain funds, common properties and restricted common properties, equipment, furnishings, and improvements devoted to uses specified in Article VI of the Association’s covenants and restrictions. Both parties acknowledge that this MOU is a bridging document designed to establish initial parameters and operating rhythms and clarify expectations for a follow-on and more binding future agreements to be authored by the City.

PREAMBLE

BACKGROUND OF MOU

1. Whereas the beach along the Isle of Palms (“Island”) has experienced significant erosion since 2018 and erosion patterns impact those areas of beach within the corporate limits of the City and the Association; and
2. Whereas the severity of these erosion patterns accelerated rapidly in 2024; and
3. Whereas the City and the Association have cooperated closely on previous large scale renourishment projects in 2008 and 2018; and
4. Whereas the City collects Beach Preservation Fees from properties within Wild Dunes for the purpose of preserving the Island’s beach; and
5. Whereas the City determined that in 2024 approximately 46% of the Beach Preservation Fees for that year were collected from properties within Wild Dunes; and
6. Whereas the Association collects a Real Estate Transfer Fee from properties within Wild Dunes for the purpose of preserving the beach; and
7. Whereas a joint City and Association shoal management project within the most severely impacted areas was undertaken in early 2025 which relocated 120,000 cubic yards (CY) of sand from the shoal to the erosional areas; and

8. Recognizing that while shoals add sand to the beach, background losses have exceeded natural gains over the past 20 years, resulting in a net sand deficit that necessitates nourishment; and

9. Further recognizing the recent trend of sand deficits, and including grave threats to property and livelihoods, past City Councils directed the undertaking of multiple major beach renourishment projects, the first of these starting in 1983-1984. Recent planning envisioned a major renourishment to take place in 2027. However, the aggressive combination of storm activity and shoal impacts require accelerated action, and efforts are underway to conduct this project as early mid-2026. These projects, whenever they occur, are costly and garner great public interest; and

10. Whereas the City's Local Comprehensive Beach Management Plan (LCBMP) documents, "cost-sharing for projects to address erosion problems along the Wild Dunes section of the City's shoreline has been controversial...Lack of full and complete access (according to current DHEC OCRM guidelines) has made the expenditure of public funds a controversial issue..."; and

11. Whereas given the factors above, the mutual benefit derived from a healthy, nourished beach, and in fulfillment of the City's LCBMP, it behooves the City and the Association to work jointly, cooperate, and communicate regularly regarding the major renourishment project schedule for 2026, therefore:

THE PARTIES AGREE AS FOLLOWS

12. This MOU is effective upon being signed by both parties and remains extant until one or both agree to dissolve it or preferably, it is superseded by a more binding agreement.

13. The City will author the agreement and provide a draft to the Association for comment and consideration.

14. The City agrees to, at its own expense, coordinate and fund additional state and federal permitting associated with this project. While this body of work is now complete or under contract, the City expects to waive recoupment of fees from previous work or new work as it pertains to permitting.

15. The City agrees to assume responsibility for coordinating the activities, hosting planning events and communicating with the contractor(s) selected to perform the renourishment.

16. The City agrees to assume responsibility for developing all necessary bid packets associated with this project which require contracted work.

17. The City agrees to review final bids in a joint process that provides the Association with the opportunity to provide input and rejection or approval of the final source selection.

18. Both parties commit to regular communication that allows for the best possible decision making using a formalized approach. To wit, starting approximately one week after signing this MOU, the City Administrator or his designee will have a weekly phone call with the Association's representative(s) to discuss agenda items as listed below. Face-to-face meetings will be conducted as needed at either party's request.

- a. Project timeline review/ milestones

- b. Status of MOU/ Funding review
- c. Plan overview
- d. Friction points
- e. Changes made to date
- f. Change guidance needed
- g. Other business

19. Both parties commit to cost sharing, on a schedule to be determined, for the net cost of the project less already executed ocean floor/ beach monitoring, planning, bidding and permitting costs already funded by the city.

20. Once a contractor has been agreed upon by both parties, each will contribute funds into a joint escrow fund, established by the City in accordance with South Carolina's Beach Restoration and Improvement Trust Act (Title 48, Chapter 40) as well as SC Code Title 6, Chapter 39, Partnerships for Public Facilities and Infrastructure Act.

21. Both parties agree to place funds in escrow simultaneously or near simultaneously as soon as is practicable following source selection and not to exceed 7 days.

22. The escrow fund must be managed by a neutral escrow agent agreeable to both parties with the ability to segregate and label public and private funds, including state and federal grant monies.

23. The escrow portion of the MOA should address at least the following areas:

- a. Initial Deposit of Association's funds describing timing and amount of deposit
- b. Conditions and processes for replenishment of escrow account
- c. Refund upon failure to make initial deposit or replenishment deposit
- d. Refund of remaining balance upon completion of renourishment

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 WILD DUNES COMMUNITY ASSOCIATION

TITLE:

CITY OF ISLE OF PALMS

South Carolina



MEMORANDUM

TO: Public Services & Facilities Committee

FROM: Douglas Kerr, City Administrator

RE: Marina paving options

DATE: November 25, 2025

The City has been working to determine a range of probable cost and options to pave the area to the north of the boat ramp at the marina.

The area in question is 70,000 square feet. We have identified the following options:

Gravel	\$180,000
Recycled asphalt	\$200,000
Asphalt	\$400,000
Asphalt roads + gravel parking	\$350,000

The restaurant tenant has indicated that they prefer the asphalt road option (see attached email).

At the prior meeting, the committee discussed options of enhancing the look of the asphalt with concrete edging similar to the lot Shae Family Fields in Awendaw (see attached pictures). The staff believes that this detail would add approximately \$50,000, which is not included in the estimates above.

The options above also do not include engineering, which is expected to cost \$50,000 and may be required based on the project described.

These amounts do not include any drainage work, which could add substantially to any of the options above.

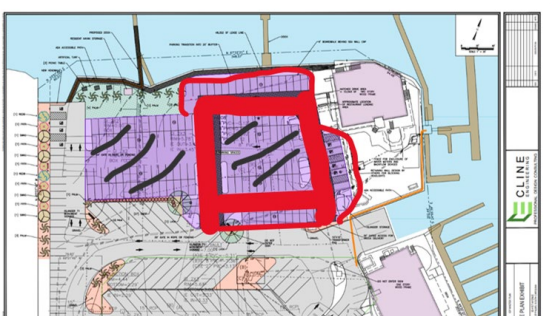
From: [Jon Bushnell](#)
To: [Douglas Kerr](#)
Cc: [Dave Lorenz](#); [Sean Kuester](#)
Subject: Re: Islander + marina parking lot
Date: Thursday, November 20, 2025 2:09:57 PM
Attachments: [image001.png](#)
[image002.png](#)
[image.png](#)

Sean - pleasure meeting you over email and look forward to working with you.

Douglas - Thank you for the update. To answer your questions:

Is Islander ok with the surface being recycled asphalt? - YES CRUSHED ASPHALT IS FIND FOR THE MAJORITY OF THE PARKING LOT, BUT WE WOULD LIKE SOME HARD ASPHALT AS WELL TO PREVENT CUSTOMERS TRIPPING AND DELIVERY VEHICLES FROM TEARING UP THE CORNERS WHEN THEY TURN. WE WOULD LIKE HARD ASPHALT ON THE DRIVING LANES, HANDICAP PARKING SPOTS AND SOME OUTSIDE PARKING LANES SO SOME/MOST OF THE CUSTOMERS CAN EXIT THEIR CAR AND WALK OVER PAVED CONCRETE TO THE RESTAURANT ENTRANCE - IT IS PHYSICALLY SAFER THAT WAY THEN WALKING OVER CRUSHED ASPHALT.

The current paved section of the marina restaurant parking lot is over 20,200 sq feet. Below is a draft of the breakdown of crushed asphalt versus hard paved asphalt. The Black lines indicated crushed asphalt and the red lines and red circled area would be paved concrete that in total sq footage would be less than the 20,200 sq feet currently. We would need Matt Cline's help here to calculate the exact square footage.



Secondly, do you expect for the existing hard surface on the exclusive Islander lot to be removed and replaced with a new surface? YES SEE ABOVE

Thirdly, in the event that Islander and the city can come to terms on the materials and the city's cost to install, is Islander agreeable to maintaining the surface for the remainder of the term of the lease? - YES THE RESTAURANT WILL TAKE OVER MAINTENANCE AND REPAIR RESPONSIBILITIES.

Happy to meet in person next week to go over the details, but would ask if we could get Matt Cline to just measure the red areas on the map if possible.

Thank you

On Thu, Nov 13, 2025 at 10:46 AM Douglas Kerr <dkerr@iop.net> wrote:

Jon and Dave- first wanted to introduce you to the city's new Deputy City Administrator, Sean Kuester. I feel sure you will meet in person soon, but he is getting up to speed on all the various issues at hand and I have copied him here. Super excited to have Sean on the team and know that he will a tremendous asset. If there is ever a time when you need something from the city, please reach out to both of us and we will do what we can to help.

The Public Facilities Committee has continued to look at the cost and material options get to a point of being comfortable making a recommendation to City Council on whether or not to fund the parking improvements. The Committee appears to be supportive but they are being thorough in vetting the options, which has generated three questions for you.

Is Islander ok with the surface being recycled asphalt? I believe you have indicated that this would be acceptable, but please confirm.

Secondly, do you expect for the existing hard surface on the exclusive Islander lot to be removed and replaced with a new surface?

Thirdly, in the event that Islander and the city can come to terms on the materials and the city's cost to install, is Islander agreeable to maintaining the surface for the remainder of the term of the lease?

The plan is for the Committee to talk through the issue one more time on the morning of December 2nd, which you are always welcome to attend and participate. I think they will have a recommendation at that meeting, but not sure if full Council will deal with their recommendation before the end of the year.

From: [Douglas Kerr](#)
To: [Katie Miars](#); [Scott Pierce](#)
Cc: [Sean Kuester](#); [Nicole DeNeane](#); [Debra Hamilton](#); [Robert Asero](#)
Subject: marina restaurant parking lot
Date: Friday, November 14, 2025 5:36:00 PM
Attachments: [shae family fiels image.jpg](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[city edging lf sketch.jpg](#)

Katie has mentioned how nice the soccer facility is in Awendaw and it does appear that one distinguishing characteristic is the edging and curbing around the gravel (see photo).

I have spoken to a sitework contractor familiar with the design and they estimate that the cost of the concrete edging would be about \$35 per linear foot. They also believe the parking and driving surface is recycled asphalt, but we are confirming this. A very rough guess to outline the greenspace, the city's parking, and the landscaping island adjacent to the dedicated city trailer spaces is 1200 lf (see red line on attached sketch). So this work is expected to add about \$50,000 to any of the options listed below.

We are still trying to gather information on this project, including feedback from the tenants, and I will let you know if we learn anything more.

Thanks, Douglas

Douglas Kerr
City Administrator
City of Isle of Palms
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Isle of Palms, SC 29451
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From: Debra Hamilton <dhamilton@iop.net>
Sent: Thursday, November 13, 2025 12:22 PM

To: Katie Miars <kmiars@iop.net>; Scott Pierce <spierce@iop.net>
Cc: Douglas Kerr <dkerr@iop.net>; Sean Kuester <skuester@iop.net>; Nicole DeNeane <nicoled@iop.net>; Vedant Patil <vpatil@iop.net>
Subject: Marina Restaurant Excess Rent and Asphalt Cost Recovery

Good morning Councilwoman Miars and Councilman Pierce,

I hope you're both doing well.

We wanted to follow up on the question regarding excess rent paid by the marina restaurant, while avoiding disclosure of detailed annual sales figures to the public. Rather than providing a full excess rent schedule, based on the excess rent collected to date, the City anticipates recouping the additional asphalt costs based on the estimates below in less than two years—assuming sales remain steady with minimal growth. Last year, the City collected approximately \$270,000 in excess rent from the marina restaurant. While this figure was included on the City's financial cover sheet, future reports will consolidate this information to avoid disclosing sales-related data. For the current year, the amount is slightly lower than the prior year.

The City has been working to determine a range of probable cost and options to pave the area to the north of the boat ramp at the marina.

The area in question is 70,000 square feet. We have identified the following options:

Gravel	\$180,000
Recycled asphalt	\$200,000
Asphalt	\$400,000
Asphalt roads + gravel parking	\$350,000

These amounts do not include engineering, which is expected to cost \$50,000 and would be required if more impervious surfacing is added to the site.

Regards

Debra

Debra A. Hamilton
Finance Director
City of Isle of Palms
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Isle of Palms, SC 29451
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