

**SPECIAL MEETING
of the
PUBLIC SAFETY COMMITTEE**

Isle of Palms, South Carolina

The Special Meeting of the Public Safety Committee was held at 5:00 p.m. on Monday, February 25, 2008 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Chairman Bettelli, Mayor Sottile, Councilman Buckhannon, City Administrator Tucker, Fire Chief Graham, Police Chief Buckhannon, Assistant to the Administrator Dziuban and City Clerk Copeland. Special invited guests present for the meeting were Mark Shoemaker and Dave Johnson of Cole+Russell, architects for the Public Safety Building. During the course of the meeting, all members of City Council arrived to review the plans for the Public Safety Building.

1. Call to Order. Councilman Bettelli called the meeting to order and acknowledged that the press and the public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. Presentation of Plans for Public Safety Building by Cole+Russell

Mayor Sottile introduced Mark Shoemaker and Dave Johnson from Cole+Russell and welcomed them to the meeting. The Mayor also expressed the City's gratitude for the long hours and hard work that they have put into making the Public Safety Building not only a reality, but also a point of pride for the citizens of the Isle of Palms for years to come.

Mayor Sottile reported that, contrary to rumors circulating about a \$10 million Public Safety Building, the hard costs (construction costs) were expected to be \$6.3 million. He added that the groundbreaking for the building should take place in the spring assuming the process continues without any glitches.

For the presentation by Cole+Russell, Mayor Sottile suggested that the plans be described on a floor-by-floor basis allowing the Council members present to ask questions as they arise.

The Mayor then turned the meeting over to Mark Shoemaker and Dave Johnson of Cole+Russell. Mr. Shoemaker stated that the plans being presented today are the culmination of work that began in late summer and early fall of 2007. The present schedule is to advertise the bid on March 4; a pre-bid conference will be held on March 13; and the bids will be opened on March 25.

Mr. Shoemaker introduced Dave Johnson, the project architect on the Public Safety Building, to continue the discussion; Mr. Johnson has been the person coordinating between the architects, the consultants and the City staff.

Mr. Johnson began by updating the Committee on the status of the utilities; the architects have met with and submitted the required paperwork to the South Carolina Department of Transportation and OCRM. SCE&G will be working with the architects to resolve site issues associated with electricity. They have also garnered some approvals related to the storm sewers and continue to get approvals needed for the project to progress. He stated that the building permit will be submitted at the same time that the bidding begins, March 4; he did note that they have been working with the Building Department throughout the planning process.

Mr. Johnson pointed out that one goal of the design process has been to preserve as much of the City's public parking as possible; the result has been to retain one hundred two (102) spaces. He reported that SC DOT has given preliminary approval for parallel parking along J.C. Long and Pavilion.

At the intersection of J.C. Long and Pavilion, there is an outdoor lobby area that leads into the interior lobby of the structure. On the ground floor in the Police area, behind a secure access, are additional secure areas for squad cars and for administrative personnel to park; included here is also a secure area, sallyport, for bringing in prisoners to begin processing.

Mr. Johnson informed those in attendance that the building will be flood proofed to seventeen (17) feet. An alternate included in the bid will be to flood proof an additional two (2) feet; the idea behind that is the insurance savings will offset any additional initial costs over time.

For those parties seeing the building plans for the first time, Mr. Johnson explained that the Police Department will be housed on the Pavilion side of the intersection and the Fire Department will be on the J.C. Long side with shared space in the center of the building on each level.

As Council members gathered around the design drawings, Mayor Sottile pointed out that there will be two (2) flag poles in the courtyard as well as benches and a walkway around and into the building. Administrator Tucker noted that there is mimicking of existing island themes and architecture seen in the Public Safety Building. The exterior color and the red entry doors will be like those at like Fire Station 2.

When one enters into the first floor lobby, the Fire Department will be to the right and the Police Department to the left; there is an open stairway to the second floor reception area. For the Fire Department, there are four (4) apparatus bays, an exterior door on the back and a stair tower that functions as an egress and a training stair. Parking and secure areas are provided for the Police Department, including a sallyport area with a secured access to the second floor for transporting prisoners. There are no offices on the ground floor.

On the second floor there are two (2) reception areas, one (1) for each department. Behind the stairway, there is the training room, which can also function as an Emergency Operation Center when needed; the training room capacity is forty-eight (48) persons and thirty-five (35) with tables and chairs. Mr. Johnson described that the offices for the Fire Department are along the perimeter and the second level of the bays with a training platform. In the Police area, offices are around the perimeter; lockers and showers for the officers are in one corner; and at the core are the support stations for the department, i.e. record storage, squad room. At the far end is the prisoner processing area, just above the sallyport on the first floor. The dispatch area is toward the center on the backside with windows toward the beach; it is almost twice the size of the existing space and will contain two (2) stations. With the prospect of Consolidated Dispatch looming in the future, the dispatch area in the Public Safety Building can be converted to serve a different function without a great deal of effort or expense.

The shared space on the third floor is a fitness room with toilets and showers. Secured from the shared fitness space are the Fire Department's living quarters; the dorm rooms are on the perimeter with the kitchen, dining and day and night room on the back. At the center of this space are showers. The training stair comes up one (1) additional level to a platform at the front of the stair where the fire personnel can train with ladders or repel.

Upon his arrival during the presentation, Administrator Tucker introduced John Rosen, of the McNair Law Firm, the City's bond attorney on this project.

At the request of the Mayor, Administrator Tucker explained that the next step in the process for the Public Safety Building is the placing of the ad in the paper March 4 for the bid, and the bidding will begin. Assuming that the bids come in at or near the price anticipated, the contract will be awarded and the closing will take place on the bond shortly thereafter. The construction period is defined as 365 days.

Councilman Buckhannon asked if there were other alternates in the bid besides the additional two (2) feet of flood proofing. Mr. Johnson listed the following as some of the alternates:

- Solar to heat water;
- An alternate for rain water collection; and
- An alternate for pervious paving that includes a slag area.

He stated that there are also alternates for certain architectural facets of the building and various other items within the building. It was also noted that the building will have impact windows that were used at Station 2 eliminating the need for storm shutters.

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MOTION: Mayor Sottile moved to proceed with the Public Safety Building based on the plans presented February 25, 2008; Councilman Buckhannon seconded and the motion PASSED UNANIMOUSLY.

Administrator Tucker thanked both Chief Graham and Chief Buckhannon for stepping up and keeping the project on track, as well as Assistant Dziuban and Treasurer Suggs.

3. **MOTION: With no further business to come before the Committee, Councilman Buckhannon moved to adjourn the meeting at 5:28 p.m.; Mayor Sottile seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland
City Clerk