

Public Works Committee
11:00 a.m., Monday, August 1, 2016

The regular meeting of the Public Works Committee was called to order at 11:00 a.m., Monday, August 1, 2016 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmember Ferencz and Kinghorn, Chair Ward, Administrator Tucker, Director Donnie Pitts, Assistant Administrator Fragoso and Clerk Copeland; a quorum was present to conduct business.

1. Chair Ward called the meeting to order and acknowledged that the press and public had been duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of Previous Meeting's Minutes

MOTION: Councilmember Ferencz moved to approve the minutes of the regular meeting of July 7, 2016 as submitted; Councilmember Kinghorn seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments – None**

4. Departmental Reports for June 2016 – Director Pitts

According to the Director, the yard debris schedule does not include the entire month of July; two (2) days are missing, but they will be reflected in the report for August. With the addition of two (2) days, he expects the month to still be lower than in 2015; he was pleased to announce to the Committee that the Public Works Department has finally caught up from the July 4th weekend. Director Pitts noted that garbage collection is down significantly from July of 2015, but he did state that one (1) day's collections needed to be added to the report. The Director did not know the reason for the reduction, but commented that increased recycling was not it.

Vehicle maintenance was high for the month and can be accounted for with the purchase of two (2) tires for the Cat and eight (8) fleet tires.

Councilmember Kinghorn stated that he finds the multi-year charts very helpful for him for the comparisons, as well as a quick and easy synopsis that gives the Committee numbers and information to analyze.

5. Old Business

A. Update on Phase II Drainage

Administrator Tucker reported that the City is still in the easement stage of this project.

Assistant Fragoso stated that the City continues to wait on the easement from the IOP Water and Sewer Commission; they insisted that language be added to the contract stating that, if an emergency well located in the easement was damaged in any way during the City's construction, the City would be responsible for the repairs.

The City Administrator commented that the emergency well has not been called into service in a long time, and the pipe will be installed thirty to forty feet (30-40 ft.) away from the emergency well.

The Administrator added that the next step will be the plans and specifications and the bidding documents.

B. Update on Public Restrooms – Idea from MASC Annual Meeting

The Administrator reported she had heard the story of a community in a similar position as the City with a need to construct public restrooms. This community went to the local businesses proposing that the City would pay for any necessary upgrades to its restrooms and paid a portion of the maintenance and upkeep if that business would place a placard in its window stating that public restrooms were available inside. Administrator Tucker reported that people are using their restrooms anyway, and, in this particular case, the businesses say an uptick in business as a result. Assuming that the businesses would participate in a project like this one, the City would only need to install free-standing showers and some small changing huts similar to those in the County Park. It would give the City the flexibility, should the City decide to do so, to do some type of alternative project on the current site.

Administrator Tucker thought it was an interesting idea that staff wanted to make the Committee aware of it and consider whether it was something Council should pursue. The City would bear the expense for operation and maintenance for aiding those business and some restrooms would need to be upgraded because they are very small.

Councilmember Kinghorn stated that he would want to see some hard data that revenue for these businesses actually increased as a result of the project.

The Administrator noted that, if the City decides to move forward with constructing new public restrooms, there would be a period of time that no public restrooms would be available on Front Beach, and this scenario might fill that void.

Councilmember Ferencz indicated that she had looked at mobile restroom facilities, and they are quite nice.

Councilmember Kinghorn said that they might present a zoning issue because they would be mobile. He stated that it would be interesting to know how the numbers worked out between the mobile and the one plus million dollars (\$1,000,000+) needed to construct a new facility. He, then, asked that the Committee to re-consider the option he brought forward several months back; he reiterated that the City's million dollar (\$1,000,000) property on Front Beach should provide the City with an opportunity to generate revenue, whether it is vending machines or lockers, et.al.

C. Discussion of Pooper-scoopers

Director Pitts reported that with the high level of activity for Public Works on the island, he has not had the time to commit to investigating different types of pooper-scooper bags.

D. Update on Golf Cart Path on Palm Boulevard between 18th and 20th Avenues

Assistant Fragoso reported that the contract has been executed, and the contractor has forty-five (45) days from that date to complete the project, or until August 26th. The contractor expects the project to be completed in no more than two (2) weeks.

6. New Business

A. Consideration of hiring Civil Site Environmental at an estimate cost of \$3,500 to review all documents and construction drawings of Lowe Wild Dunes expansion and drainage revisions between Palm Boulevard and Palmetto

Administrator Tucker stated that the Phase I Drainage Project that drains from 53rd to 57th Avenues collects on the numbered street and drains through, what is now, the parking lot between the Administration Building and Wild Dunes, the older building, and The Villages and through the outfall in the Wild Dunes Community Association's (WDCA) property. In working with WDCA and the resort while constructing Phase I Drainage, they made it clear that, at some point, they would be doing an expansion of The Villages or some sort of reconfiguration. They are now solidifying their plans, and the City's drainage lines will be under the new building in places; therefore, the line must be re-located in order for them to accomplish their plan.

The Administrator explained that staff has met with Lowe Wild Dunes people twice, and their civil engineers will do all of the design work and their construction company will be involved in relocating the drainage lines. But the City needs someone with civil engineering expertise to look after the City's interests during this relocation; this person would re-assure the City that the design will work and it is being constructed according to the plans.

Dave Stevens is the principal in Civil Site Environmental, the company that has worked with the City on Phase I and Phase 2 drainage; he has also been involved with the Wild Dunes development since the beginning. The Administrator repeated her opinion that the City needs to pay someone to oversee and to confirm that they will not do anything to potentially jeopardize the functionality of Phase I drainage. Mr. Stevens has given the City a quote of thirty-five hundred dollars (\$3,500) to provide this service for the City.

Chair Ward asked why this was going to be a sole source contract.

Administrator Tucker explained that the single source reasoning was based on the level of knowledge Mr. Stevens has relative to the design of Phase I drainage, because of his knowledge of all of the infrastructure within the Wild Dunes group and his cost is thought to be lower than the City could get elsewhere. Administrator Tucker commented that, since Mr. Stevens is a tax paying citizen of the island, he has always been mindful of his costs when working with the City.

Councilmember Kinghorn asked if there was any kind of dollar limit when awarding a sole source contract.

The Administrator replied that a sole source award has nothing to do with pricing, but is about justifying the sole source; she noted that this amount was under the threshold requiring a bid.

When asked if the expense was included in the budget, Administrator Tucker said that this would fall under the Drainage Contingency funds what are thirty thousand dollars (\$30,000).

When Chair Ward asked when the project would start, the Administrator said that their goal was to apply for permits in the first quarter of 2017.

The Committee chose to take no action toward making a recommendation to Ways and Means.

B. Discussion of Maintenance and Re-surfacing of Palm Boulevard south of the Connector

Councilmember Kinghorn asked that this be added to the Agenda. He described how visitors to the island who turn right off the Connector onto Palm Boulevard are greeted by a pothole. The visitor would go from there to cuts in the middle of the road all the way to Breach Inlet. He suggested that the City continue to pursue funds from TST, involving the legislative delegation if necessary, to get Palm Boulevard re-paved. In addition, he would like to see the City petition for a bike path on the north-bound side of Palm. There are private properties, such as the Exchange Club and at Carroll Realty, where there is loose gravel that migrates onto the bike path. He commented that the island has some very nice signs that designate the bike path as part of Battery to the Beach, but the bike paths are not properly maintained. He stressed the need for these projects to be completed before there is a serious accident.

Councilmember Ferencz opined that all of the island's roads need to be looked at, but her concerns were more focused on Waterway Boulevard because of the boat and trailer traffic it gets.

Councilmember Kinghorn asked Administrator Tucker to explain the process for maintenance and to get roads paved.

Councilmember Ferencz stated that, on SCDOT's website, there is a list of state roads and when they will be paved. The Administrator began by making the following distinctions:

- SCDOT - their priorities for re-surfacing and drainage of roads; primarily reactionary;
- County Transportation and the Transportation Sales Tax Committees – list of projects to be done and schedule for them; some SCDOT initiatives; the County has a separate list of road re-surfacing projects

The pothole on Palm as you exit the Connector is not related to re-surfacing at all, but is a sub-surface problem that needs to be fixed.

Councilmember Kinghorn stated that Council has an obligation to bring all of the problems to their attention, i.e. re-surfacing, maintenance, major repairs, etc. If the City is doing this, how far along the road has the City traveled to repair?

The Administrator explained that the County does a comprehensive evaluation of the roads; based on those assessments, they put them on a schedule. The numerics that go into that assessment are road conditions, volume of traffic, etc. all of these things and they set the priorities on that.

Councilmember Kinghorn asked the Chair to keep this topic on the Agenda, to encourage staff to use whatever means they have available to them to try to get some results.

The Administrator explained that bike paths have to follow AASHTO standards which states bike paths have to be on both sides of the road in order to enforce not biking on the active highway, otherwise, they have the right to cycle on the roadway without getting a ticket.

The Chair voiced the opinion that Councilmember Kinghorn has two (2) projects in mind, (1) re-surfacing Palm Boulevard and (2) bike paths; the Chair reiterated that the City has sought funding for several years for a bike lane from Breach Inlet to 57th Avenue and will continue to do so.

Since the City has made the same request multiple times, Councilmember Kinghorn opined that the City needs to look at other ways to be successful.

According to the Councilmember Ferencz, the City needs to look at what is needed to make the Isle of Palms cyclist-friendly and where bicycle paths need to be.

Councilmember Kinghorn agreed that such a study was needed, but he sees a distinction between an immediate need and a long-range plan.

MOTION: Councilmember Kinghorn moved for the City to apply all efforts to get Palm Boulevard south of the Connector re-surfaced and to get a bike lane on the north bound side of the road, he also moved to investigate a long-term, island-wide strategy for cycling.

The motion FAILED for lack of a second.

MOTION: Councilmember Ferencz moved to create an island-wide evaluation of bicycle path and how they can be improved to be bicycle-friendly and, following that, to address the challenges south of the Connector on Palm Boulevard.

Councilmember Kinghorn asked how the City would fund an island-wide investigation or study.

Chair Ward seconded Councilmember Ferencz' motion.

Councilmember Kinghorn asked that the record reflect that the Committee has chosen to take a long-term priority first rather than address an immediate safety issue.

Councilmember Ferencz and Chair Ward withdrew the motion and second respectively.

MOTION: Councilmember Ferencz moved for City staff to generate an RFP for a comprehensive plan for making the community bike-friendly that would include a timeline, a cost, and a prioritization; Chair Ward seconded and the motion PASSED UNANIMOUSLY.

MOTION: Councilmember Kinghorn moved to continue for the City to take immediate and all actions to see that Palm Boulevard south of the Connector is re-surfaced and to add a bike lane to the north bound lane; Councilmember Ferencz seconded.

Councilmember Ferencz asked who would pay for the bike lane, and the Administrator replied that it was a SCDOT road so the hope would be to get it funded through the County Transportation Commission or the Transportation Sales Tax Committee; it is possible that SCDOT would contribute as well.

Councilmember Kinghorn thought that the City could also get money for the bike lane from Charleston County Parks and Recreation and from a non-profit trade association in Washington named Cyclist Activities that would likely contribute to technical assistance or planning.

VOTE: The motion PASSED UNANIMOUSLY.

Councilmember Kinghorn informed the Committee that he plans to present this issue to the Public Safety Committee.

C. Discussion of Mobile Homes and Food Trucks

The Chair reported that he was alarmed by the presence of the mobile home on the property controlled by *The Boathouse*. As he said at the last Council meeting, Council allowed mobile homes for a short time after Hurricane Hugo, finally decided to pass an ordinance prohibiting mobile homes and food trucks from the island. The only reason there was a loophole was that the "Red and White" had a tractor trailer parked at the shopping center from which he was selling groceries until the Ben Sawyer Bridge was operational again. The tough decision was made at a difficult time because Council was worried about losing the residential quality of the island.

Chair Ward voiced his understanding that *The Boathouse* is serving food and drink from the mobile home on their property. In a conversation with the management of *The Dinghy* and *The Windjammer*, they jokingly commented about how many of them they could get in their parking lots. Since they appeared to be joking, Chair Ward was not concerned, but he was alarmed to think that they could see their businesses and the next owner might decide he needs the additional source of income. The Chair stated that he did not want to do anything dramatic at this time, but he does want his concern noted.

On the subject of food trucks, Chair Ward stated that they would have been useful after Hugo, but Council "made a conscious decision that" food trucks were not wanted on the island.

He asked that Council study the ordinances and possibly tighten them up.

Administrator Tucker remarked that the Planning Commission would be studying the ordinances because some concerns were voiced when the Board of Zoning Appeals (BOZA) heard the cases. BOZA has had two (2) such cases come before them asking for Special Exceptions; the first was the County Park seeking permission for a food truck and now *The Boathouse*.

Councilmember Kinghorn offered a bit of background information and a different perspective; he stated that between Hurricane Hugo and now, the food truck industry has exploded; the definition of a mobile home has also changed drastically. The food trucks in a certain atmosphere, certain events at the Rec Center or the Street Festival, only served to add to the events, and he did not think the City wanted to stifle commerce. Speaking to the one at Breach Inlet, the Councilmember noted that some might identify it as a mobile home when in reality it is not – it is a food truck. He reported that there is an A on it and has been rated by the public health department to serve food.

Councilmember Kinghorn noted that, in the past, Council has discussed the possibility of turning the large municipal parking lot into a camping facility in the winter months to encourage commerce and assist the island's businesses in the off-season.

Councilmember Ferencz' primary concern about the trailer at *The Boathouse* is that they are circumventing other ordinances which would prevent them from adding any more space for serving. She commented that they might not be breaking the law, but they are not acting in the spirit of the ordinances.

Administrator Tucker said that she thought they were using the trailer to serve its customers who are waiting to be seated inside the restaurant.

Since the trailer is not open often, Councilmember Kinghorn stated that he does not see it as expanding the business; therefore, after a year they might decide that it is not worth the cost.

D. Discussion of Dumpsters and Recycling Containers at the Marina.

The reason Councilmember Ferencz asked for this to be on the Agenda because today the dumpsters are located in the service area adjacent to the Morgan Creek Grill, but, in the newest conceptual drawing of the marina redevelopment plan, the dumpsters are located right at the entrance. In addition, when looking at ATM's evaluation of the number of parking spaces needed for each business entity, Tidal Wave has only been allotted three (3) parking spaces when they have sixteen (16) jet skis and twenty (20) employees. Since there are no guidelines, ATM used the square footage of the businesses to determine the number of parking spaces it would need. From additional calculations, the Councilmember figured that the smaller businesses on Morgan Creek need eighty-eight (88) customer spaces and twenty-two (22) employee spaces, a total of one hundred ten (110) total parking spaces for the smaller entities, but only one hundred eighteen (118) spaces, including golf carts and bicycles are in the drawing on that side of the marina. By her calculations, the Intracoastal side of the marina has one hundred fifty-one (151) spaces with ninety-eight (98) needed for employees. Her point is that the number of parking spaces do not consider the usage.

Councilmember Kinghorn reminded the Committee that ATM had stated that they would look at other locations for the dumpsters; he also suggested that the subject be referred to the Real Property Committee.

Councilmember Ferencz stated that she did not think anyone was looking at the "nuts and bolts" of the plan that was submitted with the grant request and, in her opinion, the City has to get to that point before looking at the functionality and cost of the plan.

Councilmember Ferencz opined that the marina now has too many commercial entities operating from the five (5) acre site.

Councilmember Kinghorn contended that the level of commercial activity was what made it possible to be paying down the debt and, ostensibly, there must be enough activity to go forward with the improvements.

Councilmember Ferencz thought that the residents would rather payoff the marina and get rid of all of the commercialism to use the marina the way they wanted to in the beginning.

Councilmember Kinghorn countered that he was hearing that the residents enjoy the complement of business at the marina. He then asked who and how a decision would be made on which business was to close its doors and leave the marina.

Councilmember Ferencz acknowledged that certain marina businesses were tied to the thirty year (30 yr.) lease, but there are others with leases directly with the City that could be vulnerable.

7. Miscellaneous Business

Administrator Tucker reported that she has been in contact with the marina manager about the pumping station; he has told her that the system has been down for only two (2) weeks, not two (2) months as reported; it was put in last year with the assistance from a grant. The repairs have been ordered but have not been made. She has asked that the marina manager to contact her if he learned when the repairs would be made.

Next Meeting Date: 11:00 a.m., Tuesday, September 6, 2016 in the Conference Room

8. Adjourn

MOTION: Councilmember Kinghorn moved to adjourn the meeting at 12:20 p.m.; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk