

## **REAL PROPERTY ADVISORY COMMITTEE**

Isle of Palms, South Carolina

January 4, 2007

A regular meeting of the Real Property Advisory Committee was held at 9:30 a.m. on Thursday, January 4, 2007 in Council Chambers, City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Present were Chairman Bettelli, Committee members Councilwoman McMackin and James Raih, Marina Manager Berrigan and Tidal Wave Water Sports representative Mark Fiem.

1. **Call to Order.** Councilman Bettelli called the meeting to order and stated that members of the press and the public had been duly notified in accordance with state law. Councilman Bettelli noted that all members were present.

2. **Election of Chair**

**MOTION: Councilwoman McMackin nominated Councilman Bettelli as Committee Chairman; seconded by Mr. Raih; MOTION UNANIMOUSLY PASSED.**

3. **Election of Vice-Chair**

**MOTION: Chairman Bettelli nominated Councilwoman McMackin as Committee Vice-Chair; seconded by Mr. Raih; MOTION UNANIMOUSLY PASSED.**

4. **Approval of Prior Meeting Minutes** – November 9, 2006

**MOTION: Mr. Raih made a motion to approve the November 9, 2006 minutes as presented; seconded by Councilwoman McMackin; MOTION UNANIMOUSLY PASSED.**

5. **Citizens' Comments.** - None

6. **Old Business.**

A. **Marina Bulkhead Project**

**Electrolysis Testing and Electrical Engineering**

Administrator Tucker reported that Chris Moore, with Zande-Jon Guerry Taylor, continues the electrolysis experiment and should continue to do so for a few more months. Administrator Tucker noted Mr. Moore expects, once the electrical design engineer is on-site, this engineer might have further input as to the electrolysis. She reported that the electrical design engineer is anticipated at the Marina within the next two weeks.

Chairman Bettelli asked for Marina Manager Berrigan's input as to the length of the electrolysis testing. Marina Manager Berrigan recalled Mr. Moore suggested three (3) to four (4) months of testing (testing currently in month three). Marina Manager Berrigan suggested electrolysis would be more active in the summer months, when there is increased activity at the Marina. He cited his personal experience with a personal aluminum watercraft he once moored at the Marina; however, he does think aluminum is the best bulkhead material option.

**B. Marina Manager's Report.**

Marina Manager Berrigan noted he did not have much to report this past month. He noted he had a call into the Public Works Director to follow-up coordination on the parking lot resurfacing project. Marina Manager Berrigan noted Director Pitts continues to press Charleston County for a re-surfacing installation date. The Committee stressed that the lot re-surfacing must be accomplished by March, as Marina Manager noted that Easter week in April begins his busy season. Marina Manager Berrigan reported that the contractors for the restroom repairs have given him a March completion date.

*Mark Fiem, with Tidal Wave Watersports, arrived at this time.*

Mr. Fiem reported that the City now has a certified spill containment unit box (locked) at the Marina, clearly marked. Previously, the City had the required items to handle spills on-site; however, now there is a designated, visible area in case of nasty oil/chemical spill.

Mr. Fiem asked for status on the defibrillator (AED) at the Marina site. Administrator Tucker reported that the defibrillator request has been made, but she will follow up on this matter. Thereafter, Mr. Fiem indicated he has been working on adjustments to the fuel pump systems, to get the systems on-line to activate from the interior of the buildings, a safer method. Additionally, he has been working on a Stage Two vapor recovery system to minimize fuel back splash during the boat fueling process at the pumps. All these activities are continuations of Clean Marina efforts.

Marina Manager Berrigan announced that the City's Marina has been designated as a South Carolina Clean Marina, by SCDHEC at the beginning of 2007. Councilwoman McMackin asked if one had to pay to get the Clean Marina designation and Marina Manager said no, just compliance with guidelines and requirements. Marina Manager Berrigan noted there are only approximately six (6) South Carolina marinas that carry the Clean Marina designation. Administrator Tucker asked for how long the Clean Marina designation would last and Marina Manager Berrigan said he would check the timeframe, but thought the designation lasted for two (2) years.

Mr. Fiem reported that the Marina has installed the new security cameras, on a wireless surveillance system. He noted that the camera systems are mounted next to the boat landing, next to the kayak hut. He anticipated that the security system would be operational soon. Marina Manager Berrigan reported that surveillance is monitored from the fuel station. Administrator Tucker suggested that Chief Buckhannon could help establish monitoring of the

Marina surveillance cameras from the Police dispatch office at City Hall. Marina Manager expressed interest in integrating the surveillance cameras with City dispatch.

Public Works Director Pitts arrived and provided the Committee with a status report on the parking lot re-surfacing. He noted he spoke with Charleston County representatives who indicated the project would not be completed until after March, due to temperature considerations. Director Pitts placed a separate work order with Charleston County for patching of the major craters in the parking lot.

Councilwoman McMackin asked for update on the possibility of placing a waste receptacle at the new dock site. Marina Manager Berrigan noted he has not placed large waste receptacles because of Goat Island residents using the receptacle to discard trash. Councilwoman McMackin noted Councilwoman Rice often goes to the Marina to fish with her children and expressed concern for a waste receptacle. Marina Manager Berrigan indicated he would test the placement of waste receptacle at the site.

*Director Pitts left the meeting at this time.*

**C. Marina Enhancement Project.**

Administrator Tucker indicated she received the Committee's list regarding the Marina Enhancement Project, but has not had time to make any progress on this matter. Chairman Bettelli and Councilwoman McMackin noted that they had not received any input from other Council members regarding this matter and the Committee suggested an email reminder might be helpful. Councilwoman McMackin noted that the previous list referred to benches and palm trees, designating an area for picnicking. She suggested that the City establish a more specific gathering or park-like area. Marina Manager Berrigan suggested the area where The Greenery business is currently located.

Mr. Fiem suggested that the park/gathering area should be between Tidal Wave Watersports and the new dock area, with additional parking at The Greenery location, due to intermittent odors in that area. The Committee discussed improvements at The Greenery location, configuration of the fuel pump area and paving or parking improvements for the site and entrance/gateway to the site. Councilwoman McMackin suggested consideration for improving the handicap ramp area around the restaurant area. Marina Manager Berrigan suggested a water feature, such as a water fountain, at the gateway entrance to the Marina.

**D. The Greenery, LLC lease termination**

Administrator Tucker reported for public record that The Greenery, LLC tenants have requested to be out of the site by January 31, 2007 and she verbally indicated the City would find this situation acceptable. Administrator Tucker noted that the City is beginning to communicate with survey and demolition companies regarding the demolition of the two (2) houses at #8 and #10 Thirteenth Avenue and the City could also consider demolishing The Greenery, LLC portion of the Marina site, as part of the demolition package.

**E. Marina bathroom re-configuration – Status**

The Committee briefly reviewed the drawings for the bathroom re-configuration and the impact of work on the back decks. Marina Manager Berrigan did not suggest a delay in bathroom repair; however, he noted that access to the bathrooms is from the back decks. Mr. Berrigan reiterated that the bathroom repairs should be repaired by March. Administrator Tucker noted that the bathroom re-configuration work would have to meet City procurement and regulation requirements, as the City would be paying for the work. Councilwoman McMackin asked, if this matter needed to go out for public bid, who would prepare the bid documentation. Administrator Tucker noted that current staff would have to handle the bid process, but noted that staff is already over-tasked. Thereafter, Councilwoman McMackin suggested that Marina Manager Berrigan or Mr. Fiem might be able to prepare the bid package, under the City Administrator's supervision. Chairman Bettelli noted Ways & Means Committee needed to be advised of this project with Administrator Tucker noting that this repair would be an unbudgeted expense; however, some funds could be shuffled from other projects not being currently accomplished, such as the Butt Hutt.

Administrator Tucker offered the following suggestions to Marina Manager Berrigan: use the Marina Management RFP as a model, consult with Building and Planning Director Kerr to gather construction language so that bidders would be bidding on similar activities.

**F. Irrigation meter for Marina**

Administrator Tucker noted that the City needed to decide whether to invest \$2,700 to obtain another irrigation meter so the City can install irrigation in the center landscape island.

Administrator Tucker noted that the City has never been able to have any significantly attractive landscaping at the site due to a lack of irrigation at the site. The Committee decided to defer installation of a water meter until a final decision has been made on the improvements to the island and marina area. Meanwhile, Councilwoman McMackin suggested the installation of drought hardy shrubs or flowering plants, such as Lantana.

**6. New Business.**

**Review of Angler's Lease**

Administrator Tucker reported that The Pantry, Inc. has purchased The Angler's Mini-Mart and the City is currently in legal discussion as to what impact, if any, that the purchase would have on the City's current agreement with The Angler's Mini-Mart. Administrator Tucker indicated she would have more to report on this matter in the future. Administrator Tucker noted that every store the company purchases gets renovated and suggested the new owners might decide to improve the convenience store. Mr. Raih noted that the current Angler's Mini-Mart lease expires in January 2008. Councilwoman McMackin suggested Council should consider hiring a consultant to get advice on the City's options with the Marina site. Chairman Bettelli suggested raising this topic at the Ways & Means Committee. Administrator Tucker reiterated her understanding of the Committees discussion. She noted that the City has the option to (1) re-

negotiate with the possible new owners of the Angler's Mini-Mart; (2) leave the site vacant until the Marina Enhancement project is complete; (3) expand the scope of the Marina Management to include the operation of the convenience store (requiring company to make some changes to accommodate this type of operation); and (4) put out an RFP for a new tenant (City does not have to competitively bid leases), either as a long-term or short-term lease. The Committee segued into a discussion of the pros and cons associated with a long-term lease for a Marina Management company.

Councilwoman McMackin reiterated her suggestion that an outside consultant firm be retained to study the Marina site for long-range planning purposes. Mr. Raih suggested the City of Charleston and the Charleston County Parks and Recreation might be good sources to obtain consultant referrals. Thereafter, the Committee discussed the pros and cons of a consulting firm doing a study of the Marina and Chairman Bettelli recommended a report to the Ways & Means Committee.

#### **7. Miscellaneous.**

The Committee updated Mr. Raih as to Council's decision regarding the Marina boat ramp fees for 2007.

**Set date for next meeting:** 10:00 a.m., Thursday, February 8, 2007 in Council Chambers, City Hall, 1207 Palm Boulevard.

There being no further business, the Committee adjourned at 10:46 a.m.

Respectfully submitted,  
Marty Bettelli, Chairman