

REAL PROPERTY ADVISORY COMMITTEE

Isle of Palms, South Carolina

February 8, 2007

A regular meeting of the Real Property Advisory Committee was held at 10:00 a.m. on Thursday, February 8, 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. **Approval of Prior Meeting Minutes – January 4, 2007**

MOTION: Mr. Raih made a motion to approve the January 4, 2007 minutes as presented; seconded by Councilwoman McMackin; MOTION UNANIMOUSLY PASSED.

3. **Citizens' Comments.** - None

4. **Old Business.**

A. Marina Bulkhead Project

Electrolysis Testing and Electrical Engineering

Chairman Bettelli noted that the aluminum electrolysis test Zande-Jon Guerry Taylor is conducting continues.

Electrical Engineering Results

Administrator Tucker reviewed the report provided by Charleston Engineering to the Committee.

B. Marina Manager's Report.

Marina Manager Berrigan commented that there were electrical/power issues related to the POS system the Marina is pursuing.

DRY STACK STORAGE

Marina Manager Berrigan noted he would provide the Committee a packet of information regarding dry stack storage from a conference he attended on the matter at the end of 2006.

BATHROOM RE-CONFIGURATION

Regarding the bathroom re-configuration RFP, Mr. Fiem provided the Committee with a draft RFP. Councilwoman McMackin asked for the status of The Pantry, Inc. d/b/a Kangaroo and Mr. Raih asked about lease assignment. Administrator Tucker clarified this was not an assignment of lease. She clarified that The Pantry, Inc. purchased the existing company and the lease

transferred with the new company. She noted that the lease still expires on January 2008, as scheduled. Administrator Tucker noted that The Pantry indicated an intention to conduct some renovations upon purchase of the convenience store; however, she did not know whether the restrooms would be included in the renovations. The Committee discussed the pursuit of restroom re-configuration and instructed Marina Manager Berrigan to make overtures with The Pantry, Inc. about this issue.

Marina Manager Berrigan reviewed efforts to improve landscaping, particularly around the large parking island, and identified tenant entrance signs needed attention and/or replacement. Marina Manager Berrigan clarified that the Committee approved the removal of the marina generator. The Committee discussed the removal this spring of Marina structures that have been held by Maintain, Inc. and The Greenery, temporary use of the demolished sites for parking and the management of this overflow parking space.

Councilwoman McMackin inquired about annual marina conferences, and Marina Manager Berrigan commented he planned to attend one such conference week. Thereafter, he commented on the information he gleaned from the dry stack storage conference he recently attended. Councilwoman McMackin clarified that the City would pay for the Marina Manager's attendance at these conferences and Administrator Tucker asked that Marina Manager Berrigan ensure the City is placed on the mailing lists for future conferences.

C. Marina Enhancement Project.

The Committee touched upon plans to remove the Maintain, Inc. and The Greenery buildings this spring for temporary parking during the Marina Manager's report. Chairman Bettelli noted that he has solicited and has received additional input from Council members with their ideas for the future Marina Enhancement Project for future Committee consideration.

Marina Manager Berrigan noted that he planned to attend the Pitt Street project soon, which would be educational in considering the Marina Enhancement Project. The Committee decided to go as a group to review the project just prior to next month's meeting.

D. Marina bathroom re-configuration – Status

This item was discussed during the Marina Manager's monthly report.

E. Convenience store change of ownership – The Pantry, Inc.

This item was discussed during the Marina Manager's monthly report.

5. New Business.

A. FY07-08 Capital Budget

Administrator Tucker reviewed the proposed Capital budget. She asked for Committee feedback regarding a target year for beginning the bulkhead replacement project. The Committee discussed the need to know the estimated construction time for the bulkhead project, particularly

with Fire Station 2 construction concurrently underway. Chairman Bettelli suggested the Committee needed to be conscious of the impact of construction on the neighbors around the Marina. Administrator Tucker suggested the Committee consult with Chris Moore of Zande-Jon Guerry Taylor to aid in establishing timeline estimates.

Consulting and Design Fees for Marina site enhancement project – The Committee agreed that the City should budget \$40,000 for this future professional work. The Committee commented on the point of sale computer system, with Marina Manager Berrigan noting that this year's cost would be \$7,000 but FY08-09 expenses would be \$8,000. The Committee discussed the fuel dock pumping system upgrade estimate briefly.

B. Point of Sale System – Marina Fuel. Administrator Tucker commented that the point of sale system should be implemented as soon as possible, for auditing, inventory, bookkeeping and many other reasons. Marina Manager Berrigan concurred with Administrator Tucker.

MOTION: Mr. Raih made a motion to recommend to Ways & Means Committee the fund the Point of Sale System and any electrical upgrades necessary to ensure the system would function without negatively impacting the circuit breakers; seconded by Councilwoman McMackin; MOTION UNANIMOUSLY PASSED.

Administrator Tucker directed Marina Manager Berrigan to gather any additional cost estimates for the Point of Sale system and necessary electrical work and forward it to City Hall next week, for inclusion in the Ways & Means Committee packets.

C. AED – Accommodations Tax request.

Administrator Tucker noted that the City has not been able to secure a donated AED system at this time. Fire Chief Graham suggested that, in order to purchase, install and realize training on a new defibrillator system in time for the spring season, the City should consider securing Accommodations Tax funds to purchase one, while concurrently seeking a donated AED. Chairman Bettelli noted a couple of discrepancies in the ATAX application and Marina Manager Berrigan stated he would touch base with Fire Chief Graham to make the corrections before the Accommodations Tax meeting on February 14, 2007.

MOTION: Chairman Bettelli made a motion to approve the Accommodations Tax request for \$2,000 to purchase an AED system for the City Marina; seconded by Mr. Raih; MOTION UNANIMOUSLY PASSED.

7. Miscellaneous.

A. Set date for next meeting: 9:30 a.m., Thursday, March 1, 2007 for the field trip to the Pitt Street project and thereafter the regular meeting at 10:30 a.m. in Council Chambers, City Hall, 1207 Palm Boulevard.

Administrator Tucker asked about the Marina surveillance system and coordination with Police Chief Buckhannon. Mr. Fiem noted the surveillance system was running well.

B. Executive Session.

MOTION: Chairman Bettelli made a motion to go into executive session to discuss contractual matters; seconded by Councilwoman McMackin; MOTION UNANIMOUSLY PASSED.

Chairman Bettelli noted that the Committee returned from executive session where contractual issues were discussed, but no motions or decisions were made.

Mr. Raih submitted that now is the time for the City to consider an ideal management team or establish long-range goals for the Marina. He submitted that an island resident with a strong commitment to the City would be ideal for this position. Councilwoman McMackin concurred with Mr. Raih. She noted that, with the upcoming expiration of the convenience store lease, now would be a good time to consider the whole Marina structure. She submitted that the City should look toward a team or partnership situation where the Marina Manager also managed store operations. Thereafter, Councilwoman McMackin and Mr. Raih discussed whether it would be necessary for a manager to live on Isle of Palms. Councilwoman McMackin noted this would be an opportunity for a good individual or company to run the marina and store operations. Chairman Bettelli noted that, by combining the two operations, there would be opportunity for increased efficiency and unified Marina goals within the site.

Administrator Tucker noted that now would be the appropriate time to consider the combination of the marina operations, noting that the Marina Enhancement project could be expanded to encompass an economic component to the site evaluation. Additional considerations would include consideration for reconfiguring existing structures, if necessary, the impact of dry stack storage on the site, if desired, and the impact of revenue streams, depending upon the enhancement project scope.

The Committee discussed the matter further and Mr. Raih submitted that the future plans for the entire Marina site should be moved to the forefront for Council's consideration. Chairman Bettelli submitted that the Ways & Means Committee should consider expanding the scope of the Marina Enhancement project. Councilwoman McMackin suggested Mr. Raih provide some written comments for the Ways & Means Committee on this matter.

There being no further business, the Committee adjourned at 11:00 a.m.

Respectfully submitted,
Marty Bettelli, Chairman