

WAYS and MEANS COMMITTEE
5:45 p.m., Tuesday, November 17, 2009

The Ways and Means Committee held its regular meeting at 5:45 p.m., Tuesday, November 17, 2009, in Council Chambers of City Hall located at 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Bergwerf, Bettelli, Buckhannon, Duffy, Loftus, Piening and Rice, Mayor Cronin and Chair Taylor, City Administrator Tucker, Assistant to the Administrator Dziuban and City Clerk Copeland. There was a quorum present to conduct business.

1. Chair Taylor 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. He took a moment to recognize his family in attendance at this his last meeting as Chair of the Ways and Means Committee, and he thanked them for their support.

Chair Taylor also recognized the newly elected members of City Council, Sandy Stone and Doug Thomas.

2. Approval of Previous Meeting's Minutes

MOTION: Councilmember Rice moved to approve the minutes of the regular meeting of October 20, 2009 as submitted; Councilmember Bettelli seconded and the motion PASSED UNANIMOUSLY.

3. Citizens' Comments

Jim Raih, 3904 Cameron Boulevard, stated that he had studied the meeting's packet and was concerned about the RFP for civil engineering work at the 41st Avenue and Palm Boulevard Intersection. He stated the opinion that, until the City has the funds to purchase land "to make that intersection work right," to pursue contracting for a design was "a waste of money." Mr. Raih added that he would like to see the City use John Wade as a sole source provider for the engineering on that project because he has "a long track record with the City" and is a local business. Commenting on the bids received for the project, he stated that the wide range in bids, from a low of sixteen thousand one hundred fifty dollars (\$16,150) to a high of one hundred thirty-five thousand dollars (\$135,000), gave the appearance that the bidders were "not all looking at the same project." Mr. Raih recalled that the current design at the 41st Avenue and Palm Boulevard was established as a demonstration project by SCDOT; he asked that everything there that is temporary be removed until the City has a plan for improvements to the intersection that the City can fund, including the acquisition of property, if needed.

4. Financial Statement – Treasurer Suggs

Treasurer Suggs expressed her appreciation to Chair Taylor for his support and guidance over the years; she stated that he had been a great Chair of the Ways and Means Committee and would be missed.

The October financial statement was before the Committee for review at this meeting, and the Treasurer commented that it was "not an exciting" statement. Treasurer Suggs noted that General Fund Revenues were at thirteen percent (13%) of budget, but, she added, this

percentage was normal for this time of year; as Property Tax Revenue comes in after the first of the year, the revenue picture would change. On a positive note, expenditures in the General Fund are “well-maintained; all Departments are below the target of thirty three percent (33%) and the City is at twenty-nine percent (29%) overall.” Through November 13, 2009, there was just over one million dollars (\$1,000,000) in cash in the General Fund distributed between the Local Government Investment Pool (LGIP) and the City’s local bank; this cash is sixteen percent (16%) of annual General Fund Expenses.

By way of general information, she explained that, in October, the City had made its last deposit of parking meter collections; for the 2009 season, collections totaled approximately one hundred seventy-eight thousand four hundred dollars (\$178,400), which is nine thousand dollars (\$9,000) more than 2008, or an increase of five percent (5%). Treasurer Suggs praised John Keelan, the Animal Control Officer, who is also responsible for counting the coins and bills that are removed from the parking kiosks, as well as supervising the Beach Services Officers. She suggested that members of the Committee thank him for his work for the City when they see him.

Tourism-Related Revenues

From the *State Accommodations Tax Collections* schedule, the Treasurer reported that the City had received payment of three hundred twenty-one thousand dollars (\$321,000) for the quarter ended September 30, 2009, which is a decrease of six percent (6%) from the same period in 2008 – historically the September quarter has been the biggest quarter of the year.

Municipal Accommodations Fee Collections, through September 2009 indicated a one percent (1%) decrease, but, when the October payment (not reflected in schedules under review) is added, the City has a one percent (1%) increase over the same period last year.

The City’s *Hospitality Tax Collections* for FY 10 are ahead of FY 09 by six percent (6%) for the same time period.

Public Safety Building

Expenses for October are noted on the final page of the schedule; they are payments for furnishings and a payment to Cole+Russell for design and construction management. Remaining in the budget is one million sixty-nine thousand dollars (\$1,069,000), including unspent contingency of almost five hundred fifty thousand dollars (\$550,000).

5. Old Business - None

6. New Business

A. Recommendations from the Public Works Committee

- 1. Award of Contract to Godwin Pumps in the amount of \$26,179.80 for three (3) trash pumps, model QP4TZ, with trailers**

Assistant Dziuban stated that she has enjoyed working with both Councilmembers Taylor and Rice and that she would miss them both.

Assistant Dziuban commented that the purchase of the trash pumps is a budgeted expense approved in the FY 10 budget at thirty-six thousand dollars (\$36,000); these pumps would be used to pump storm water from low-lying areas following excessive rains. The Public Works Director chose the lowest bid from Godwin Pumps based on the City's need and the fact that the pumps being offered are the same pumps that are in-service with the City presently. Based on the City's experience with this pump, the expected useful life will be sixteen (16) years.

MOTION: Councilmember Bettelli moved to award the contract to Godwin Pumps in the amount of \$26,179.80 for three (3) trash pumps with trailers; Councilmember Rice seconded and the motion PASSED UNANIMOUSLY.

- 2. Award of Contract to Jones Ford in the amount of \$20,962.00 and applicable sales taxes, according to state contract pricing, for one (1) Ford F150 truck plus rhino lining to be purchased at a later date.**

Assistant Dziuban noted that the purchase of a truck for Public Works was a budgeted item in the amount of twenty-eight thousand dollars (\$28,000); she stressed that it was not an addition to the City's fleet, but a scheduled replacement. With the purchase of this 4-wheel drive vehicle, Public Works pickup trucks would be capable of going on the beach for debris pickup in keeping with the City's beach debris ordinance. This bid from Jones Ford is the low bid and is in accordance with state contract pricing.

MOTION: Mayor Cronin moved to award the contract to Jones Ford in the amount of \$20,962.00 and applicable sales taxes for one (1) Ford F150 truck plus rhino lining to be purchased later; Councilmember Rice seconded and the motion PASSED UNANIMOUSLY.

B. Report on Civil Engineering RFP for 41st Avenue and Palm Boulevard Intersection

Administrator Tucker expressed her thanks to Chair Taylor for his chairmanship of the Ways and Means Committee and for all of the time they have had together on City Council. She stated that Chair Taylor has one of the quickest minds with whom she has been privileged to work; she noted that she could always count on him to make a well-defined decision very quickly and offer her direction and guidance.

The Administrator stated that staff was not asking for a decision at this meeting on the RFP for civil engineering for the 41st Avenue intersection. As Mr. Raih had indicated earlier, there was quite a wide price range for the work; she reported that she was still reading the proposals in an effort to determine the differences between them. Administrator Tucker stated that she intends to consult with SCDOT, as well, before making a recommendation to the Public Safety Committee. She related that her initial instincts were that the highest bidder had not followed the very specific goals of the intersection as laid out in the RFP, but had treated the project as a roundabout and included extraneous expenses.

In response to Councilmember Duffy's query, the Administrator stated that the proposals had been submitted in both paper and CD format should any members of Council be interested.

7. Miscellaneous Business

Chair Taylor took this opportunity to thank both staff and City Councilmembers. He commented that few understand the time that is required and the effort that is taken to do what the business of the City. He stated that the job is to make the best decisions for the entire island, and he believed that all had done that.

He recalled that, when he was first on the Ways and Means Committee, it had been a committee of three (3) people leaving much of the work to Mayor Bunch and himself. They increased the Ways and Means Committee to include full Council, and he thought it had worked well as a means of taking the information from other committees to make work sessions productive. Chair Taylor stated that those "carrying the ball" had been Administrator Tucker and Treasurer Suggs whether it was number crunching, researching data or answering questions.

Chair Taylor concluded that he thought the City has a great path ahead and that he was proud of where the City was today; he also expressed confidence that the two (2) newly elected Councilmembers would continue the work that has been started. He defined his role as Chair of the Ways and means Committee as one of moderator taking the ideas from all of the various perspectives and to move them forward for the right decisions to be made and in a timely manner. Again he expressed his thanks to everyone.

8. Executive Session to discuss the evaluation format for the City Administrator.

MOTION: Mayor Cronin moved to go into Executive Session at 6:08 p.m.; Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.

The Committee returned to regular session at 6:30 p.m., and Chair Taylor reported that the Committee had taken no action and no votes while in Executive Session.

MOTION: Councilmember Piening moved that the portion of the City Administrator's evaluation related to budgeting should be rated as follows;

3% under budget = 5

2% under budget = 4

budget neutral = 3

2% over budget = 2

3% over budget = 1

Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.

Mayor Cronin interjected, "Thank you, Dee." The Mayor continued that "most people don't realize Dee's heart and soul has been in this Committee, and it takes leadership. It is not easy and Dee has led us to financial stability; the City is in excellent financial shape. He should be proud; his family should be proud. We are all proud of the City, frankly, for your care for these many years . . . I want you to be proud of what you have done here. I want your family to know we are proud of you. You have been an asset to this community, the City and, certainly, to this Council, and it has a great deal of leadership, . . . He has kept us in good shape, along with his able compatriots. I appreciate all of your time and efforts, and we are going to miss you!"

9. Adjourn

MOTION: Councilmember Rice moved to adjourn the Ways and Means Committee meeting at 6:35 p.m.; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk