

REAL PROPERTY COMMITTEE

5:30 p.m., Wednesday, July 1, 2015

The regular meeting of the Real Property Committee was called to order at 5:37 p.m., Wednesday, July 1, 2015 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Bergwerf and Buckhannon, Chair Loftus, Administrator Tucker, Assistant Administrator Dziuban and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Loftus 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 Bergwerf moved to approve the minutes of the regular meeting of June 2, 2015 as submitted; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

3. **Citizen's Comments – None**

4. Comments from Marina Tenants

Marina Manager Brian Berrigan stated that, since his last appearance before the Committee, a lot has transpired in regards to Murphy's Law – everything went down after he signed the new leases – the generator, the bait freezer, the reach-in freezer, the icemaker and the replacement of the walk-in freezer that had been down for three (3) months. He noted that he has invested some money in the property and that he has purchased a point-of-sale (POS) system that will be installed in October. Mr. Berrigan stated that the Committee was going to hear new proposals from Applied Technology Management (ATM) on the Marina Redevelopment Project; he related that he has had discussions with ATM personnel and made certain recommendations that he thought that would help the project to move forward. Mr. Berrigan explained that he did not want to wait until it was too late; he opined that the parking issues on the island were happening because it was too late. He reported that a couple of proposals would be offered, and urged the Committee to approve one (1) of them, giving ATM time to get into the marina in August and September to see issues firsthand on a busy weekend. In conclusion, Mr. Berrigan turned to Assistant Dziuban to tell her how much he has appreciated working with her and, particularly, appreciated her honesty always. He wished her well and encouraged her to return to the island as often as possible.

MOTION: Chair Loftus moved to re-order the Agenda to address Item B under New Business as this point in the meeting; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.

5. New Business

B. Consideration of Phasing Plans for Marina Master Plan from Applied Technology Management

Kirby Marshall, ATM Project Manager, recalled that the last time he had addressed the City was a presentation to Council during the budget process when Council did not approve the award of contract; he has since learned that the funds needed for the marina redevelopment plan were included in the FY16 budget. He commented that ATM was working at the Dewees Marina and decided to speak to Mr. Berrigan; based on those discussions, he and Justin Davis followed Mr. Berrigan's suggestions and have developed two (2) new approaches for the City's consideration. He then distributed a handout containing the proposals with reduced scopes and fees, and a copy is attached to the historical record of the meeting.

Referring to the handout, Mr. Marshall explained that page 1 was a copy of the original response to the City's RFP totaling one hundred sixty-nine thousand six hundred dollars (\$169,600); Assistant Dziuban confirmed that the FY16 budget contained one hundred sixty-nine thousand dollars (\$169,000) for the marina redevelopment project. He reiterated that the original response included a very comprehensive scope of services that would have allowed the City to go directly to permitting and design.

A phased approach is shown on page 2; it totals one hundred sixty-two thousand dollars (\$162,000). The initial phase would also start with a stakeholder workshop followed by information gathering with less surveying than originally proposed. The following steps were a parking and traffic assessment, a marina dry-stack market assessment, and a conceptual master plan. A second workshop would be held to review the conceptual plan with City Council and interested residents of the island; the phased approach accomplishes the same goals as the original plan, but does so in smaller pieces. The second phase would involve the detailed topographic and hydrographic surveying and move into the regulatory and engineering feasibility. The third and final phase would be finalizing the redevelopment plan and presenting the financial to understand the cost of the project and the return on investment.

The third page offers a modified and reduced scope that is somewhat out-of-the-box of what was specifically requested in the RFP; it would get the City to the same point starting with a kickoff/stakeholder meeting and the implementation of a project website to take the place of some the stakeholder meetings while still gathering input from the public and key stakeholders. Under the scope of information gathering and field studies, this plan removes the city surveys, the cursory overview of marina operations and the overview of environmental and regulatory compliance. The parking and traffic assessment would eliminate the interim parking and traffic plan; the assessment of the marina and dry-stack market would be performed as in the previous plan. This task would provide the City with the information on the long-term potential viability of the redevelopment of the marina slips and dry-stack on the site would be. Reducing the scope of the preliminary regulatory and engineering overview entails removing coordination with SCE&G, coordination with the IOP Water and Sewer Company, coordination with SCDHEC relative to the underground fuel storage, coordination with the IOP Fire Department and the identification of all required permits. Mr. Marshall stated that ATM did "this kind of work all the time" and that the City's project was unique in terms of the docks and dock replacement; the land is flat, and the location was not remote – removing the detailed studies as originally contemplated. Based on the previous tasks, ATM would then prepare a conceptual master plan, followed by the financial analysis and presentation to Council and the community. The total of this work plan was substantially less than the original at ninety-six thousand six hundred dollars (\$96,600).

Chair Loftus asked how much time the third approach to the plan would take; to which Mr. Marshall answered six (6) months. Chair Loftus added that he liked the idea of ATM personnel getting a look at the marina as it operates during the peak season.

Councilmember Buckhannon said that he was pleased to see that ATM went back and tweaked the original plan; he indicated that Council had been shocked by the original cost of nearly one hundred seventy thousand dollars (\$170,000). Since money was put into the FY16 budget, the Committee had a sign that something needed to be started at the marina this year.

Administrator Tucker stated that she was bothered by Task 6 and the way it was laid out; she was worried that the work would get to Task 7 with a product that everyone loves and, because these coordination steps were not done, the City would learn that the work product was not executable because of one (1) of the coordination steps that would have produced that answer. With that in mind, she asked how sure ATM would be that what was developed for Task 7 was executable.

Mr. Marshall answered that his staff had thought of that question when they were producing the "reduced scope" plan; he referred to each of the coordination steps mentioned and stated that ATM, as an engineering firm, deals with these types of issues on a regular basis on a variety of new development projects. He added that, frequently, these items were not addressed until the design phase of a project. The one (1) facet of coordination left in the scope was the City, specifically, regarding zoning as it may affect certain improvements included in the master plan.

Chair Loftus opined that the Planning Commission had made the RFP more complicated than was necessary, and he had not realized that the level of detail they included would run the cost up so high. He asked Mr. Marshall for his opinion on whether the modified scope would provide the "wow" factor for the marina redevelopment to move forward.

Mr. Marshall stated that the modified scope would give the City the baseline knowledge of what the site is and what it could become.

Chair Loftus commented that if this Committee, the Ways and Means Committee and City Council approved the modified scope proposal, the work product would be finalized by the first quarter of next year to be a part of budget discussions for FY17.

MOTION: Chair Loftus moved to take the modified scope proposal to Ways and Means; Councilmember Buckhannon seconded.

Administrator Tucker referred to the timeline that was included in ATM's original proposal and suggested that a timeline for this modified scope be available for inclusion in meeting packets for the Ways and Means Committee meeting of July 21st and the City Council meeting of July 28th.

VOTE: The motion PASSED UNANIMOUSLY.

A. Consideration of Extending the Sound Testing Period for Morgan Creek Grill

The Committee welcomed Carla Pope, Operations Manager for Morgan Creek Grill, to the meeting, and Ms. Pope apologized for Mr. Clarke's absence. Ms. Pope reported that they had

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been unable to complete their sound testing period by June 1st due to complications with getting the stage built and the start of the busy tourist season. She stated that the objective was to do the initial sound test to compare to the baseline established a couple of months ago on Thursday if the extension was granted by the Committee, and she asked for an extension of thirty (30) days.

Chair Loftus said that he would prefer that the request take into account the unknowns which seem to always occur; he noted that the Committee wants the testing to have a positive outcome for the restaurant and for the residents. He suggested that the extension last until August 31st to give them time to test and fine tune.

Ms. Pope asked what the process would be when they feel that they have accomplished their goal and stated that the results would first come back to the Committee and then go to Ways and Means and Council.

Administrator Tucker explained that Morgan Creek Grill was anxious to get the testing done and that, if the extension was granted, they be allowed to proceed with the testing before receiving Council approval at the end of the month. If they were delayed until the Council meeting on July 28th, they would lose three (3) weeks; they Administrator expressed confidence that Council would approve the extension.

MOTION: Councilmember Buckhannon moved to amend the conditions for the City-sponsored event to extend to August 31, 2015; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.

The Administrator asked Ms. Pope to explain why the stage was pointed toward the Campsen's house. Ms. Pope explained that it will not be the stage that houses the speakers and all the monitors that face back to the stage, which is full of sound-proofing material. The monitors exist for the musicians to hear themselves play; the speakers that the audience will hear will be remote. The stage will sit in the corner; some of the sound is absorbed by the monitors facing the stage and cannot go beyond the stage because they are inside the roof of the stage. Their task is to place other speakers on the grounds, likely pointing down to the ground and back to the stage, so there is less rebounding off hard surfaces.

Ms. Pope thanked the Committee for their approval.

6. New Business – None

7. Miscellaneous Business

Marina Rents Report

Administrator Tucker reported that all tenants were current with their rent.

Next Meeting Date: 5:30 p.m., Tuesday, September 1 in Council Chambers.

8. Executive Session – not necessary

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9. Adjourn

MOTION: Chair Loftus moved to adjourn the meeting at 6:14 p.m.; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie B. Copeland
City Clerk