

WAYS AND MEANS COMMITTEE
5:00pm, Tuesday, January 21, 2020
City Hall Council Chambers
1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. Call to order

Present: Council members Popson, Streetman, Moye, Ward, Buckhannon, Bell, Smith, and Popson, Mayor Carroll

Staff Present: Administrator Fragoso, Asst. Administrator Hanna, Treasurer Suggs, City department heads

2. Election of Chair and Vice Chair

Mayor Carroll nominated Council Member Ward for Chair of the Ways & Means Committee. Council Member Moye nominated Council Member Pounds for Chair of the Ways & Means Committee. Council Member Moye requested each nominee speak to what they believe the Ways & Means Committee needs from a leader. Both Council members Ward and Pounds spoke to their experience and what they see as the needs of the Ways & Means Committee going into the future.

A vote for Chair was taken as follows:

Council Member Ward:	Popson, Ward, Buckhannon, Carroll
Council Member Pounds:	Streetman, Moye, Bell, Smith, Pounds

Council Member Buckhannon nominated Council Member Ward for Vice Chair of the Ways & Means Committee. Council Member Smith seconded the nomination. There being no other nominations, a vote was taken with all in favor of Council Member Ward for Vice Chair of the Ways & Means Committee.

3. Approval of previous meeting's minutes – November 19, 2019

Council Member Moye made a motion to approve the minutes of the November 19, 2019 meeting. Mayor Carroll seconded the motion. The motion passed unanimously.

4. Citizens' Comments

Sandy Ferencz, 4 Seahorse Court, asked City Council to consider freezing any capital improvements until full funding can be secured for the capital improvements "we know are in front of us," including the Marina docks, the Public Safety building, and a potential loss of revenue at the Marina. She also said that while on the Real Property Committee she remembered the Committee recommending that all contracts go through the RFP process. She asked if the process for the marina was being handled differently. Lastly, she asked about the wording of the upcoming community forum, wondering why it has been called the "Community Marina Workshop" and not referring to the marina as the IOP City Marina.

5. Financial Statements – Treasurer Debbie Suggs

Treasurer Suggs said that as of December 31, 2019, the City has received \$7.6 million in revenues and realized \$5.9 million in expenditures. She reminded City Council that the budget anticipates more spending than revenues this year because “we are spending down some previous savings for particular projects.” She noted General Fund expenditures are at 42%, which is in part to personnel vacancies in the Police department. However, overtime expenditures a slightly ahead due to Hurricane Dorian. The City expects to be reimbursed possibly up to 75% for those costs through FEMA. She also gave details about the increased tourism revenues.

Treasurer Suggs said, “As of right now, I see no significant trends on either the revenue or expense side that makes me think we need to change, move from a budget to a forecast position.” She is also continuing her conversations with Charleston County about the differences between the County ATAX and the State ATAX monies due to the City.

The Phase III Drainage project worksheet showed no significant changes due to no invoices being received in December. She briefly reviewed the expenses incurred for the Public Safety Building rehabilitation.

6. **Old Business** -- none

7. **New Business**

A. **Recommendation from the Public Safety Committee for the approval of sole source contract in the amount of \$30,994.27 to Safe Fleet Mobile Vision for the replacement of six (6) in-car camera systems [FY20 Budget, Hospitality Tax Fund, Police, Capital Outlay - \$57,000, pg. 20, ln. 21]**

Administrator Fragoso pointed to the sole source justification in the meeting packet. “The reason why it is a sole source is we want to be able to match what the officers are currently wearing for their in-camera systems and also the server and the software that we use is the same company. So it would be a matter of using like for like.”

Chief Cornett added that using a different vendor would require the purchase of an additional server. He also shared that the body cameras purchased earlier in the year Bluetooth sync with the current in-car systems and would not do so with a different vendor.

MOTION: Council Member Buckhannon made a motion to approve the recommendation from the Public Safety Committee for the approval of the sole source contract in the amount of \$30,994.27 to Safe Fleet Mobile Vision for the replacement of six in-car camera systems. Council Member Bell seconded the motion. The motion passed unanimously.

B. **Consideration of approval of a contract from Bohicket Construction, LLC in the amount of \$64,136.00 for a diesel generator and transfer switch for the Public Works workshop [FY20 Budget, Capital Projects, Public Works, Capital Outlay - \$37,500; State ATAX, Public Works, Capital Outlay - \$37,500]**

Administrator Fragoso reported the City received three bids for this project. Bohicket Construction is a local provider and comes recommended from Director Pitts and Associate Director Asero. She added this generator is for the management and operation of the underground storage tanks needed for Public Safety personnel and it is a budgeted item.

MOTION: Council Member Buckhannon made a motion to approve the contract in the amount of \$64,136.00 to Bohicket Construction, LLC for a diesel generator and transfer switch. Council Member Pounds seconded the motion. The motion passed unanimously.

C. Consideration of projects to submit as priorities for funding from the Transportation Sales Tax Program (TST)

Administrator Fragoso stated the City needs to submit a list of prioritized projects to the TST. She said this program has previously provided funding for the 28th Avenue sidewalk and the Connector sidewalk extension of the sidewalk for Palm Boulevard.

The City would like to submit an application for funding for the resurfacing of Ocean Boulevard between 10th and 14th Avenues and to resubmit the application for funding for the Waterway Multi-Use Path, which was not approved in last year's request. Administrator Fragoso reported that a third project recommended by the Public Works Committee for the installation of a sidewalk on Palm Boulevard between 10th and Breach Inlet was discovered to not have enough of a right-of-way to accommodate a sidewalk. In its place, the City recommends submitting an application for "the construction of a sidewalk on the opposite side of Palm Boulevard between 21st and 41st avenues." She said it would help to take people away from the road, delineate clearly where the property line ends which would help with more efficient and organized parking along the right-of-way, as well as direct people to crosswalks where they can safely cross the road.

Council Member Smith expressed concern about the space needed for such a project. Administrator Fragoso said she expects pushback from the residents in this area should the project be approved as some residents have extended their plantings into the right-of-way. However, there is theoretically enough room for the completed project as there is a 100' right-of-way on Palm Boulevard. Concerns about the drainage ditch in that area would be a design question for engineers should it be approved.

Council Member Bell expressed concern about the impact of such a project on the parking concerns in that area. Administrator Fragoso responded that the sidewalk would not eliminate the space for public parking. She added that SCDOT prefers that arrangement to segregate pedestrian access vehicular traffic.

Discussion ensued about ways in which the City could enhance the application and its chances of receiving funding for the Multi-Use Path.

MOTION: Council Member Smith made a motion to "that we submit priorities for Transportation Sales Tax program projects placing the Waterway Path as the number one project and the paving of Ocean Boulevard from 10th-14th as our second priority, with the

further understanding that we will explore the other option through this year.” Council Member Bell seconded the motion.

Mayor Carroll thanked the residents who cleaned the path along several blocks along Waterway Boulevard. Administrator Fragoso stated City funding for this project appears in the FY21 budget as a placeholder. She also said the application for the project requests full funding but indicates the City would be willing and open to a phased implementation. When grant funding was suggested for the project, Administrator Fragoso reported to the Committee that RFP for the grant writing services are due back at the end of the month.

VOTE: The motion passed unanimously.

D. Discussion of FY21 Budget Calendar

Administrator Fragoso said the FY21 Budget Calendar is aggressive but doable and reminded Committee members they could meet with her and Treasurer Suggs at any time to identify priorities and goals for the new fiscal year. Council Member Smith encouraged more public promotion of the budget process. Administrator Fragoso added that the process can be modified, but the dates of the 1st and 2nd readings are hard deadlines.

E. Consideration that any commercial tenant occupation of real property, i.e. all marina properties, adhere to the competitive bid procurement methods

Council Member Bell suggested the City should remove the word “may” from the City Code regarding use of RFP and model the City’s process for bid procurement after the Attorney General’s opinion on the same.

MOTION: Council Member Bell made a motion to amend the City Code to eliminate the word “may” from the section on Real Estate Procurement as recommended in the Attorney General’s opinion. Mayor Carroll seconded the motion.

Mayor Carroll said he would like an opinion from the City Attorney about this matter prior to changing City code. Council Member Bell said he would withdraw his motion as long as the subject remained topical for the Committee. Council Member Bell withdrew his motion, and Mayor Carroll withdrew his second.

7. Miscellaneous Business

The next meeting of the Ways and Means Committee will be on Tuesday, February 18, 2020 at 5:00pm. Committee members expressed interest in having the meeting begin at 6pm so there could be more public engagement. Administrator Fragoso said she would research the matter and report her findings to the Committee.

8. **Adjournment**

Council Member Buckhannon made a motion to adjourn, and Council Member Pounds seconded the motion. The meeting was adjourned at 5:57pm.

Respectfully submitted,

Nicole DeNeane
City Clerk