

City Council
Tuesday, September 22, 2026 – 6:00pm
City Hall
Council Chambers
1207 Palm Boulevard, Isle of Palms, SC

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address, and topic to Nicole DeNeane at nicoled@isleofpalms.gov no later than **3:00 p.m. the business day before the meeting**. Public comments may also be provided at www.isleofpalms.gov/public-comment-form

Agenda

1. **Call to Order** and acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call
2. **Citizens' Comments-** Citizens must state their name and address. All comments will have a time limit of three (3) minutes.
3. **Presentations- Alternatives Analysis – Chris Creed, Foth** ([linked here](#))
4. **Approval of previous meetings' minutes**
 - a. City Council meeting– August 25, 2026 (p3)
 - b. Citizens' comments
5. **Procurement**
 - a. Consideration of purchase of new truck for Building Department for \$37,686, Santee Auto, State contract (FY27 Capital, \$45,000) (p9)
 - b. Discussion and consideration of bid for dune vegetation and fencing for \$410,592- EarthBalance Corporation (FY27 Beach Preservation Fee Fund, \$75,000) (p11)
6. **Old Business-** Discussion and consideration of Planning Commission's recommendations for parking and setback recommendations in GC-3 (p33)
7. **New Business**
 - a. Consideration of proposal from Geosyntec to manage bulkhead recoating (\$33,000- FY27 budget includes \$450,000 in Marina Fund) (p40)
 - b. Discussion and consideration of Waterway flood barrier project- Thomas and Hutton CO#6 \$35,000 for additional field management expenses (p44)
 - c. Discussion and consideration of proceeding with drainage project for Palm Boulevard and 36th-41st Avenues (p49)
 - d. Discussion and consideration of proceeding with phase one of TST funded Palm Boulevard sidewalk (p52)
 - e. Discussion of Director of Planning, Zoning, and Building position
 - i. Consideration of filling the vacancy

- ii. Consideration of job description and salary (p67)
 - iii. Consideration of hiring Find Good People to search for candidates (20% of first year salary, approximately \$22,000, unbudgeted) (p70)
- f. Consideration of appointment of new Grievance Committee members (p78)

8. Boards and Commissions Report

- a. Council Committee reports (p83)
- b. Board of Zoning Appeals (p104)
- c. Planning Commission (p107)
- d. Accommodations Tax Advisory Committee (p109)
- e. Environmental Advisory Committee (p111)
- f. Beach Preservation Committee (p113)

9. Ordinances, Resolutions, and Petitions

- a. **Second Reading- Ordinance 2026-08-** an ordinance to amend procurement and purchasing procedures (p117)
- b. **Second Reading- Ordinance 2026-09-** an ordinance to regulate overfilling dumpsters (p120)
- c. **First Reading- Ordinance 2026-10-** an ordinance to amend the front setback and parking requirements for the GC3 zoning district (p126)
- d. **First Reading- Ordinance 2026-11-** an ordinance to amend the garbage collection regulations (p128)
- e. **Resolution 2026-05-** authorizing consumption of beer and wine only, road closures, and amplified music at the Holiday Street Festival on December 5, 2026 (p139)

10. Miscellaneous- Discussion of Town Hall Meeting, Thursday, November 5, 2026, 5pm

11. Capital Projects Update (p141)

12. Lobbyist Update (p144)

13. Executive Session- If necessary, to receive legal advice pursuant to SC Code Section 30-4-70(a)(2). Upon returning to open session, the Council may vote on any matter related to Executive Session.

14. Adjournment



City Council Meeting
6:00 p.m., Tuesday, August 25, 2026
City Hall Council Chambers
1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. Call to Order

Present: Council members Streetman, Bogosian, Cohen, Carroll, Miller, Ward, Miars, Pierce, Mayor Pounds

Staff Present: Administrator Kerr, Deputy Administrator Kuester, various department heads

2. Public Hearing – Ordinance 2026-07

Administrator Kerr briefly explained the history of the ordinance up for Second Reading. He said the ordinance attempts to “reduce the amount of lighting case into natural areas.”

Mr. Todd Murphy, of the Environmental Advisory Committee, spoke to City Council about the impetus and development of this ordinance. He reviewed the goals the Committee believes the ordinance addresses. He noted that several neighboring communities are trying to achieve similar goals but via different means.

After a few clarifying questions from City Council, Mayor Pounds said further discussion would occur when the ordinance is brought to the floor.

3. Citizen’s Comments – none

4. Presentations

Steven Traynum’s presentation of the beach monitoring report and update on the beach renourishment project is attached to the minutes.

Wyatt Stitley’s presentation of the BCDCOG Mobility Study is attached to these minutes. Following some clarifying questions from City Council, Administrator Kerr said this report will be given to the Planning Commission who will prioritize the suggested projects.

5. Approval of previous meetings’ minutes

MOTION: Council Member Streetman made a motion to approve the minutes of the July 28 City Council Meeting. Council Member Miller seconded the motion. The motion passed unanimously.

6. Procurement

A. Consideration of purchase of Public Work automated side loader – Shealy Truck, \$428,000 (FY27 - \$435,000, Hospitality Fund)

MOTION: Council Member Miars made a motion to approve, and Council Member Pierce seconded the motion. The motion passed unanimously.

7. Old Business – none

8. New Business

A. Discussion and consideration of positive net result

Mayor Pounds started by noting that residents have asked how the City's surplus, current bank balance, and upcoming costs relate to one another, and asked Director Hamilton to walk Council through a graphical breakdown of this information.

Director Hamilton explained that the increase in fund balance reflects revenue plus or minus transfers, minus expenses, and that this year's surplus is not concentrated solely in the general fund but is spread across several funds, with a significant portion tied to restricted tourism funds designated for specific tourism-related uses. She noted the figures remain estimates pending audit, and that while the City has shown an increase in fund balance for four consecutive years, these increases do not represent funds freely available for general operations, since much of the money is dedicated to specific projects. She reported an estimated \$6.3 million positive net result citywide for FY26.

In response to questions from Council, Director Hamilton clarified that the City had budgeted a \$2.5 million surplus for FY26 across all funds, while the general fund itself is budgeted at net zero, relying on transfers from tourism funds to help offset public safety, public works, and other tourism-related costs. She confirmed that approximately \$2.6 million in planned capital spending had been deferred to future years, and that after accounting for this deferral, the general fund saw roughly \$1 million in unbudgeted improvement over projections. She cautioned that tourism revenue is variable and cannot be reliably relied upon to cover recurring general fund costs such as payroll. Council Member Streetman added that, of the \$6.3 million total, roughly \$2.6 million relates to deferred capital expenditures and just under \$3 million is restricted tourism funding, leaving approximately \$700,000–\$800,000 in genuinely available surplus after revenues exceeded expenses and transfers.

Turning to the general fund specifically, Director Hamilton reported an unaudited net income of \$1 million against a zero budget, with estimated FY26 revenue of \$17 million, net transfers of \$596,000, and estimated expenses of \$16.7 million, resulting in a projected fund balance of \$6.1 million. She noted that City ordinance requires maintaining at least 30% of the upcoming budget's expenses in fund balance — approximately \$5.6 million based on projected FY27 expenses of about \$18.95 million — leaving \$496,000 available for distribution. Staff recommended allocating this amount as 35% retained for unexpected FY27 expenses, 50% to the capital fund, and 15% to the disaster recovery fund, noting the disaster recovery fund has no other funding source. In discussion, Director Hamilton confirmed that FY27 general fund expenses are projected to rise by approximately \$2.2 million over FY26, driven largely by payroll costs.

Director Hamilton also presented a historical schedule showing the general fund balance trend, noting that tourism fund transfers into the general fund are budgeted at about 16% for FY26 but drop to roughly 10% in FY27 due to Council's decision to raise property taxes and reduce reliance on tourism transfers. She confirmed that this reduction is temporary, with transfers projected to increase again in future years — rising notably by 2034 — as costs grow and the City works to maintain its 30% reserve requirement.

Mayor Pounds addressed why a tax increase was pursued despite the surplus, stating that the general fund's revenue and expenditure lines have historically tracked closely together "only because of our tourism transfers," calling this "the only reason we have a balanced general fund" given the City's tourism-driven revenue base. He explained that Council opted for a modest millage increase this year — 1.8 mills, generating approximately \$600,000 in revenue — as a proactive measure ahead of larger anticipated future expenses, rather than deferring a larger increase to later years. He noted that although the City holds significant reserves, much of that money is already restricted or planned for specific expenditures, and that rising personnel costs — including approximately \$1 million in increased costs this year tied to a wage study — compound in future years if not addressed. Mayor Pounds and Council members clarified for the public record that the operating millage increase applies specifically to the Isle of Palms portion of property tax bills, rising from 17.4 to 19.2 mills, which translates to a \$132 annual increase for a full-time resident with a \$1 million appraised home value (or \$264 for a \$2 million appraised home), and does not include county, school district, or other taxing entities' portions.

MOTION: Council Member Bogosian made a motion to distribute the net positive result as follows: 35% to the General Fund, 50% to the Capital Projects Fund, and 15% to the Disaster Recovery Fund. Council Member Pierce seconded the motion. The motion passed unanimously.

B. Discussion and consideration financing method for purchasing ladder truck

MOTION: Council Member Pierce made a motion to pay cash for the ladder truck. Council Member Bogosian seconded the motion. The motion passed unanimously.

Mayor Pounds said the City did not qualify for an income-based Federal level grant for this truck.

C. Discussion and consideration of raising capital limit to \$10,000

MOTION: Council Member Streetman made a motion to pay cash for the ladder truck. Council Member Ward seconded the motion. The motion passed unanimously.

9. Committees, Boards, and Commissions Reports

- A. Council Committees – minutes attached
- B. Board of Zoning Appeals – no meeting in August
- C. Planning Commission – minutes attached
- D. Accommodations Tax Advisory Committee – minutes attached
- E. Environmental Advisory Committee – minutes attached
- F. Beach Preservation Committee – no meeting in August

10. Ordinance, Resolutions, and Petitions

A. **Second Reading -- Ordinance 2026-07** – an ordinance to regulate new and existing outdoor lighting for residential structures

MOTION: Council Member Miars made a motion to approve, and Council Member Cohen seconded the motion.

Council Member Cohen provided a detailed explanation of the changes to this version of the ordinance compared to the one previously before Council.

Several Council members stated they believed the ordinance to be too subjective and unenforceable. Chief Cornett explained how Code Enforcement and the Zoning Administrator could work together to prosecute such violations, but added it would be difficult since the Zoning Administrator would not be present when such violations would occur.

Several Council members supported the idea of a public educational campaign and development of best practices with regards to lighting.

Council Member Miars expressed her disappointment that the unenforceable nature of the ordinance has just now come to light. She believes the goals of reducing light pollution and preventing lights shining on neighboring properties are good for the community. She would like to see this ordinance come back in a different form, suggesting it could be dealt with via new construction.

Council Member Carroll expressed a few of her concerns about the ordinance and said she would share them with staff.

VOTE: A vote was taken with all opposed. The motion failed.

B. **First Reading – Ordinance 2026-08** – an ordinance to amend procurement and purchasing procedures

MOTION: Council Member Ward made a motion to approve, and Council Member Cohen seconded the motion. The motion passed unanimously.

C. **First Reading – Ordinance 2026-09** – an ordinance to regulate overfilling dumpsters

MOTION: Council Member Pierce made a motion to approve, and Council Member Miars seconded the motion. A vote was taken as follows:

Ayes: Cohen, Miars, Bogosian, Carroll, Pierce, Miller

Nays: Streetman, Ward, Pounds

The motion passed 6-3.

C. **Resolutions -- none**

11. Miscellaneous

Mayor Pounds said staff is circulating a date for the next Town Hall meeting.

12. Capital Projects Update

Administrator Kerr reported that struggles between AT&T and SCDOT slowed the Waterway Boulevard project, but those issues have been resolved, and the project is progressing. He anticipates receiving more change orders by the end of the week. Some will result in a credit to the City. Those that are not credits will be brought to Council.

He reported that the City will likely receive a State earmark for the drainage project at Palm Boulevard and 38th/41st avenues. If the money is awarded, the project will be worked through the Public Services & Facilities Committee.

In response to Council Member Pierce's request to revisit the overall drainage program and master plan before committing additional funds to this project, Administrator Kerr stated that the drainage master plan does identify numerous projects that could be reviewed. He noted that nothing specific to this particular project drove its cost increase beyond typical factors, explaining that unforeseen conflicts arose during design and were incorporated into the budget after the fact. He added that comparing this project's current, fully designed and permitted cost to the master plan's other project estimates is difficult, since those other estimates are three to four years old and based on early concepts without surveys or utility location work, whereas the current project reflects fully loaded pricing developed through the complete design process. He indicated that costs generally increase for all projects as they move from concept to full design and undergo underground utility detection.

The Marina Parking Lot project is out to bid. A bid recommendation will be considered by City Council in October.

The Marina Dredging project is still in the permitting phase. The Public Services & Facilities Committee will consider the two bids for the bulkhead recoating.

13. Lobbyist Update

Administrator Kerr said the City will likely receive \$1.4 million in State earmarks -- \$1 million for the Palm Boulevard drainage project, \$150,000 for the public greenspace at the Marina, and \$250,000 for beach access improvements.

14. Executive Session – none

15. Adjournment

Council Member Ward made a motion to adjourn, and Council Member Streetman seconded the motion. The meeting was adjourned at 8:09pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



QUOTE

2026 Ford Ranger STX 4x4

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

BILL TO
City of Isle of Palms
Douglas Kerr
1027 Palm Boulevard
Isle of Palms, South Carolina 29451
United States

(843)886-6428
dkerr@isleofpalms.gov

Estimate Number: 16490
Customer Ref: State Contract # 4400035151
Estimate Date: August 27, 2026
Valid Until: October 26, 2026
Grand Total (USD): **\$37,686.00**

Units	Quantity	Price	Amount
Ford Ranger State Contract # 4400035151 2026 Ford Ranger SXT 4x4 Model Code R4P XL Series 100A Equipment Package STX Appearance Package 2.3 L EcoBoost Engine 10 Speed Auto Transmission 3.73 Locking RR Axle Ebony Cloth Bucket Seats Rear Cloth Bench Seat Carpet Flooring with Floor Mats Power Windows & Door Locks Power Glass, Manual Folding Sideview Mirrors Halogen Fog Lamps 17" Black Steel Wheels 255/70 R17 A/T Tires Spare Tire (Full Sized) Black Running Boards Trailer Tow Package Integrated Trailer Brake Controller Class IV Receiver Hitch with 4 & 7 Pin Wiring	1	\$36,771.00	\$36,771.00
Ford Ranger Standard Features FORD CO-PILOT360 TECHNOLOGY ● Headlamps – Autolamp (Automatic On/Off) ● Auto High-Beam Headlamps	1	\$0.00	\$0.00



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2026 Ford Ranger STX 4x4

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

Units	Quantity	Price	Amount
● Pre-Collision Assist with Automatic Emergency Braking ● Analog Rear View Camera ● Cruise Control ● Lane Keeping Aid ● Post-Collision Braking FUNCTIONAL ● Remote Keyless-Entry w/Remote Tailgate Lock ● AM/FM stereo and Six (6) Speakers ● Extended Service Interval Monitor ● FordPass Connect ● USB Ports – A & C ● SYNC 4A — Enhanced Voice Recognition Communications and Entertainment System — 10" Touchscreen in Center Stack with Swipe Capability — Applink — 911 Assist — Apple CarPlay and Android Auto Compatibility			
Exterior Color Carbonized Gray Metallic Oxford White Shadow Black	1	\$0.00	\$0.00
Premium Paints: Ruby Red metallic Tri-Coat Marsh Gray Desert Sand Velocity Blue Metallic			
3rd Key Fob Third Key Fob	1	\$415.00	\$415.00



QUOTE

2026 Ford Ranger STX 4x4

Santee Automotive LLC
 2601 Paxville Highway
 Manning, South Carolina 29102
 United States

Phone: 1-888-853-5338
 Fax: 1-888-853-5338
 info@santeefleet.com

Units	Quantity	Price	Amount
Vehicle Delivery \$15.00 Delivery Fee Plus \$1.50 Per Mile	1	\$0.00	\$0.00
Vehicle Sales Tax South Carolina Vehicle Sales Tax/Infrastructure Maintenance Fee	1	\$500.00	\$500.00
Grand Total (USD):			\$37,686.00

Notes / Terms

State Contract # 4400035151
 Saved Order A001

MEMORANDUM

TO: Mayor and City Council

FROM: Douglas Kerr, City Administrator 

RE: RFB 2026-08 Contract Award for Sand Fencing and Dune Vegetation

DATE: September 18, 2026

The City received five bids for sand fencing and dune vegetation, ranging from \$410,592.00 to \$2,147,278.72 (see attached bid tabulation). The proposed work includes approximately 228,000 plants and 10,992 linear feet of sand fencing across Reaches 1, 2, and 3 (see attached RFB).

These bids are substantially more than what was contemplated by the City's original \$75,000 budget. This is due partially to the City's Beach Preservation Committee and the Wild Dunes Shoreline Preservation Committee recommending a more robust design. If Council prefers a less robust planting and fencing plan, the RFB expressly allows the City to decrease, defer, or omit quantities or reaches.

Pursuant to the existing agreement, the Wild Dunes Community Association (WDCA) is expected to pay 53% of the cost of Reaches 1 and 2. This results in a split of cost of \$302,402.94 to be paid by the City and \$108,189.06 to be paid by the Wild Dunes Community Association.

The City will not issue a notice to proceed until the WDCA Board has had an opportunity to consider the bids at its meeting scheduled for Thursday.

Staff recommends that Council award this work to EarthBalance Corporation for the full amount as recommended by the Beach Preservation Committee for \$410,592 (see attached bid).

RFB 2026-08**Beach Renourishment Sand Fencing and Dune Vegetation****10AM, September 18, 2026**

Vendor	Amount
Earth Balance	\$410,592.00
Shoreline Restoration Group LLC	\$435,677.00
Zulu Marine Services	\$995,916.00
Pinpoint Fence LLC	\$1,393,700.00
IPW Construction	\$2,147,278.72

Bid

RFB 2026-08

Beach Renourishment Project – Sand Fencing
and Dune Vegetation

Douglas Kerr
City Administrator
City of Isle of Palms
1207 Pam Boulevard
Post Office Box 508
Isle of Palms, SC 29451

Bid Due: Friday, September 18, 2026 @ 10:00 AM

-
Proposal Respondent Information: EarthBalance Corporation
Address: 2570 Commerce Parkway, North Port, FL 34289
Phone: (941) 426-7878
-

Project Manager: James Barron
Email: jbarron@earthbalance.com

Table of Contents

1. Bid Form
2. Technical Approach
3. Project Summaries
 - a. Myrtle Beach Sand Fencing and Planting
 - b. Dauphin Island East End Beach Restoration
 - c. Gulf Shores/Orange Beach/Gulf State Park Engineered Beach Renourishment Project
 - d. Collier County Dune Restoration Planting - 2024
4. City of Isle of Palms Business License

BID FORM

BID OF: EarthBalance Corporation
(Contractor)

BID TO: The City of Isle of Palms
PROJECT NAME: Beach Renourishment Sand Fencing and Dune Vegetation
PROJECT NUMBER: RFB 2026-08
BID DATE: September 18, 2026

UNIT-PRICE BID AGREEMENT

The undersigned, having examined all Bidding Documents, including all Addenda, proposes to furnish and install the work at the unit prices stated below. Estimated quantities are provided only for bid comparison and do not establish minimum or maximum purchase quantities. The City may increase, decrease, defer, or omit quantities and may award any combination of phases, reaches, or line items. The unit prices shall remain binding through June 30, 2027.

PHASE 1 - REACHES 1 AND 2

Item	Description	Estimated Quantity	Unit	Unit Price	Extended Price
1	Phase 1 mobilization - Reaches 1 and 2	1	LS	\$ <u>5,700.00</u>	\$ <u>5,700.00</u>
2	Reach 1 - Sea oats	29,333	EA	\$ <u>1.10</u>	\$ <u>32,266.30</u>
3	Reach 1 - Bitter panic grass	14,667	EA	\$ <u>1.10</u>	\$ <u>16,133.70</u>
4	Reach 1 - Morning glory	4,889	EA	\$ <u>1.10</u>	\$ <u>5,377.90</u>
5	Reach 1 - Sand fence	2,357	LF	\$ <u>13.50</u>	\$ <u>31,819.50</u>
6	Reach 2 - Sea oats	38,667	EA	\$ <u>1.10</u>	\$ <u>42,533.70</u>
7	Reach 2 - Bitter panic grass	19,333	EA	\$ <u>1.10</u>	\$ <u>21,266.30</u>
8	Reach 2 - Morning glory	6,444	EA	\$ <u>1.10</u>	\$ <u>7,088.40</u>
9	Reach 2 - Sand fence	3,107	LF	\$ <u>13.50</u>	\$ <u>41,944.50</u>
PHASE 1 SUBTOTAL					\$ <u>204,130.30</u>

PHASE 2 - REACH 3

Item	Description	Estimated Quantity	Unit	Unit Price	Extended Price
10	Phase 2 mobilization - Reach 3	1	LS	\$ <u>5,700.00</u>	\$ <u>5,700.00</u>
11	Reach 3 - Sea oats	68,800	EA	\$ <u>1.10</u>	\$ <u>75,680.00</u>
12	Reach 3 - Bitter panic grass	34,400	EA	\$ <u>1.10</u>	\$ <u>37,840.00</u>
13	Reach 3 - Morning glory	11,467	EA	\$ <u>1.10</u>	\$ <u>12,613.70</u>

Item	Description	Estimated Quantity	Unit	Unit Price	Extended Price
14	Reach 3 - Sand fence	5,528	LF	\$ 13.50	\$ 74,628.00
PHASE 2 SUBTOTAL					\$ 206,461.70

TOTAL EVALUATED BID (PHASE 1 + PHASE 2)	\$ 410,592.00
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The Total Evaluated Bid is for comparison only. The contract amount and payment will be based on the line items awarded and the actual authorized and accepted quantities at the unit prices above. Mobilization for a phase is payable only if that phase is authorized. Unit prices include all labor, plants, fertilizer and fertilization, fence materials, freight, equipment, supervision, overhead, profit, taxes, cleanup, and incidentals required for the applicable line item.

Proposed sea-oat stock type/size: 2" containers, multi-streamed, at least 8-10" in height from top of rootball
Proposed bitter-panic-grass stock type/size: 2" containers, multi-streamed, at least 8-10" in height from top of rootball
Proposed morning-glory stock type/size: 2" containers, well rooted, grown in container from 90-120 days
Plant source(s): Plant stock comes from South Carolina and was harvested from Myrtle Beach
Proposed sand-fence product/material: Mutual Industries 4-strand natural wood
Proposed fence-post material/size: Treated non CCA Pine (MCA treated), will be 3" by 7' rounds
Calendar days needed to complete Phase 1 after Notice to Proceed: 10 days
Recommended planting window for Reach 3 after January 31, 2027: February 2027

ADDENDA ACKNOWLEDGMENT

Addendum No. N/A dated _____ Addendum No. _____ dated _____
Addendum No. _____ dated _____ Addendum No. _____ dated _____

BIDDER INFORMATION AND SIGNATURE

Legal name of Bidder: EarthBalance Corporation
Address: 2570 Commerce Parkway
City/State/ZIP: North Port, Florida 34289
Telephone: (941) 426-7878 Email: nhults@earthbalance.com
South Carolina contractor/license number, if applicable: N/A
Isle of Palms business license number, if available: N/A
By signing below, Bidder certifies that the bid is complete, the unit prices are firm as stated, and the Bidder can perform the work in accordance with the RFB and attached contract.
Authorized Signature: *Cristine Borowski* Date: September 15, 2026
Printed Name: Cristine Borowski Title: V.P. of Business Mgmt

Technical Approach

EarthBalance Corporation will implement the planting work using proven coastal restoration practices, quality plant material, and a phased approach designed to accommodate the project schedule. Our approach includes appropriate fertilization, careful handling and installation of plant material, coordination of fencing materials, and efficient mobilization for each phase of construction.

Fertilization Plan

At the time of installation, EarthBalance Corporation will incorporate approximately 2.5 grams of slow-release Osmocote 18-6-12 fertilizer beneath the root zone of each planting unit. This controlled-release fertilizer is designed to provide nutrients directly to the developing root system for approximately eight (8) to nine (9) months, supporting establishment.

Approximately 180 days following installation, EarthBalance Corporation will evaluate plant growth and establishment. Based on observed plant condition and growth rates, a topical fertilizer application may be performed using chest spreaders, if warranted. In most cases, supplemental topical fertilization is not anticipated to be necessary.

Scheduling and Phased Implementation

EarthBalance Corporation has the necessary resources, plants, and material available to complete the work in two (2) phases.

- Phase 1 – Reaches 1 and 2: EarthBalance Corporation is prepared to complete installation during October 2026. Plant material for these reaches is currently available through our nursery, and the required fencing materials are in stock with our fence supplier. Installation is anticipated to require approximately two (2) weeks.
- Phase 2 – Reach 3: EarthBalance Corporation is prepared to complete installation during February 2027. Plant material and fencing materials for this reach will be available and in stock prior to the scheduled installation. Installation is anticipated to require approximately two (2) weeks.

EarthBalance Corporation can accommodate multiple mobilizations, and EarthBalance Corporation can mobilize an installation crew within approximately two (2) weeks of Client authorization.

Plant and Material Suitability

EarthBalance Corporation will provide sea oats (*Uniola paniculata*), bitter panic grass (*Panicum amarum*), and beach morning glory (*Ipomoea pes-caprae*), all in two (2)-inch containers. Sea oats and bitter panic grass will be multi-stemmed and a minimum of eight (8) to 10 inches in height, measured from the top of the root ball. Beach morning glory will be well rooted and established in containers for approximately 90 to 120 days prior to installation. All proposed plant material was sourced from South Carolina and harvested from the Myrtle Beach area, providing plant stock appropriate for the project site.

Myrtle Beach Sand Fencing and Planting

Project Location: Horry County, South Carolina
Project Owner: City of Myrtle Beach, SC
Project Contact: JC Blackhurts, Parks Superintendent
3231 10th Avenue Ext N.
Myrtle Beach, SC 29577 US
(843) 918-2390
jblackhurst@cityofmyrtlebeach.com

EarthBalance Position: Prime
Project Manager: James Barron
Contract Amount: \$703,221.92
Contract Dates: April, 2023 - May, 2023

Project Description

EarthBalance® provided all labor and materials necessary to install approximately 48,125 linear feet of sand fencing, comprising about 2,410 panels, along Myrtle Beach in Horry County, South Carolina. In addition, EarthBalance® installed native dune vegetation within the fenced areas, with plants spaced two feet apart and staggered with an eighteen-inch offset between rows. A total of 96,248 sea oats (*Uniola paniculata*) and 72,186 panicgrass (*Panicum amarum*), both in 98cc containers, were installed to support dune stabilization and restoration.



Dauphin Island East End Beach Restoration

Project Location: Mobile County, Alabama
Project Owner: Town of Dauphin Island
Project Contact: Ricky Audibert, Project Manager
304 Gaille Drive
Covington, LA 70433 US
(985) 237-9677
rjaudibert@weeksmarine.com
EarthBalance Position: Sub-Contractor
Project Manager: James Barron
Contract Amount: \$923,034.05
Contract Dates: March, 2024 - September, 2024

Project Description

EarthBalance® supplied, delivered, and installed 691,000 native dune plants and 12,400 linear feet of beach sand fencing along Dauphin Island East End Beach in Mobile County, Alabama. The project was designed to enhance and stabilize the existing dune system through the establishment of native coastal vegetation and strategic installation of sand fencing to promote sand accumulation and reduce wind and wave-driven erosion.

The native planting palette consisted of sea oats (*Uniola paniculata*), panicgrass (*Panicum amarum*), saltmeadow cordgrass (*Spartina patens*), beach morning glory (*Ipomoea imperati/Ipomoea pes-caprae*), gulf bluestem (*Schizachyrium littorale*), and butterflyweed (*Asclepias tuberosa*). Plant materials were supplied in accordance with project requirements and installed throughout designated dune restoration areas. Plants were installed at 18-inch on-center spacing in a checkerboard pattern and placed approximately 10 to 12 inches deep to promote proper establishment and root development within the dune substrate.

In addition to the extensive planting effort, EarthBalance® installed approximately 12,400 linear feet of beach sand fencing to assist with dune formation and stabilization. Segmented sand fencing was installed in sections with approximately 10-foot spacing and oriented at a 45-degree azimuth from north to facilitate the capture and retention of windblown sand. Continuous sand fencing was installed in adjacent, side-by-side configurations in designated areas to provide additional sand-trapping capacity and support the development of stable dune features.

The combination of large-scale native dune planting and strategically positioned sand fencing provided a comprehensive approach to coastal habitat restoration and dune stabilization. The established vegetation and fencing system worked together to promote sand accumulation, reinforce dune structure, reduce erosion potential, and enhance the long-term resilience of the restored shoreline habitat.



Gulf Shores/Orange Beach/Gulf State Park Engineered Beach Renourishment Project

Project Location:	Various, Alabama
Project Owner:	City of Orange Beach, Gulf State Park, & City of Gulf Shores
Project Contact:	c/o Great Lakes Dredge & Dock Rachael L Violassi, Quality Systems Engineer 9811 Katy Freeway, Suite 1200, Houston, TX 77024 (517) 449-6611 RLViolassi@gldd.com
EarthBalance Position:	Sub-Contractor
Project Manager:	Christina Hensel
Contract Amount:	\$1,130,305.00
Contract Dates:	February, 2024 - May, 2024

Project Description

EarthBalance® furnished all labor, materials, equipment, and plant stock required for dune vegetation establishment and sand fencing installation as part of the Orange Beach and Gulf Shores Beach Renourishment Project across five (5) discontinuous shoreline segments, extending from Gulf Shores, Alabama, eastward to Perdido Key, Alabama.

Approximately 958,800 native dune plants were installed between Gulf Shores and Orange Beach. Plant material consisted of one-inch containerized sea oats (*Uniola paniculata*) and panic grass (*Panicum amarum*), along with two-inch containerized diversity species including beach elder (*Iva imbricata*), railroad vine (*Ipomoea pes-caprae*), cucumberleaf dune sunflower (*Helianthus debilis ssp. cucumerifolius*), beach morning glory (*Ipomoea imperati*), and sea purslane (*Sesuvium portulacastrum*). Planting was performed using rotary augers to create uniform, approximately two (2)-inch diameter by eight (8)-inch deep holes, minimizing sand disturbance and preserving soil moisture. Plants were installed on 16-inch centers with staggered rows, with a mixture of controlled-release fertilizer and pre-hydrated hydrogel placed in each planting hole prior to installation. Installation was completed using two (2) eight (8)-person crews, averaging approximately 40,000 plants per workday, over an approximate five (5)-week duration.

In addition to vegetation installation, EarthBalance® supplied and installed approximately 12,300 linear feet of sand fencing, consisting of a total of 3,074 posts and 1,637 fence panels, to enhance dune stabilization. Fencing was constructed of untreated wood posts and woven wood slats secured with five strands of thirteen-gauge galvanized wire, and was installed plumb, taut, and free of sag. Installation areas were cleared and graded prior to post placement, and all fencing was installed continuously. Upon completion, all equipment was removed, access impacts were restored, and the site was returned to pre-construction condition.

Collier County Dune Restoration Planting - 2024

Project Location:	Collier County, Florida
Project Owner:	Collier County Government
Project Contact:	Larry Humphries, Project Manager II 2685 South Horseshoe Dr., Suite 103 Naples, FL 34104 (239) 252-4245 Larry.Humphries@colliercountyfl.gov
EarthBalance Position:	Prime
Project Manager:	James Barron
Contract Amount:	\$1,284,920.45
Contract Dates:	November, 2024 - July, 2025

Project Description

EarthBalance® was contracted to supply, deliver, and install approximately 939,899 native dune plants and 544 "Keep Off Dunes" signs across two (2) designated beachfront zones in Collier County, Florida. This comprehensive coastal restoration effort also included the removal and treatment of exotic plant species to support native dune stabilization and ecosystem recovery.

The installed native plant palette consisted of sea oats (*Uniola paniculata*), panicgrass (*Panicum amarum*), sea purslane (*Sesuvium portulacastrum*), and a mixture of additional dune-adapted diversity species. All plant material were propagated at EarthBalance®'s native plant nursery, where propagation protocols ensured that species were cultivated to meet the specific site conditions, including salinity tolerance, substrate composition, and coastal wind exposure. Each plant was installed with hydrating gel and a slow-release fertilizer to promote successful establishment, root development, and long-term growth under dynamic coastal conditions.

Exotic vegetation management consisted of a one-time removal and/or treatment of target non-native species including beach naupaka (*Scaevola taccada*), Australian pine (*Casuarina equisetifolia*), beach vitex (*Vitex rotundifolia*), and other invasive species identified within the project area. Woody exotics were manually cut and physically removed from the site, with cut stumps treated with appropriate herbicide to prevent regrowth. Herbaceous exotic species were selectively treated in place using targeted herbicide applications to minimize impacts to adjacent native vegetation.

This integrated approach to native dune planting and exotic species control is designed to restore and enhance dune function, increase biodiversity, and improve long-term coastal resilience.





CITY OF ISLE OF PALMS
P. O. DRAWER 508
ISLE OF PALMS, SC 29451
www.lop.net

BUSINESS AND PROFESSIONAL LICENSE

No. CU26-18575

TYPE OF BUSINESS

781B

EARTHBALANCE
2570 COMMERCE PKWY
NORTH PORT, FL 34289

Authorized Signature

THIS LICENSE EXPIRES
04/30/2027

NOTIFY THE BUSINESS LICENSE INSPECTOR'S OFFICE ON ANY CHANGES IN LOCATION OR OWNERSHIP.

THE ABOVE NAMED CONCERN HAS BEEN LICENSED TO DO BUSINESS IN THE CITY OF ISLE OF PALMS, S.C., SUBJECT TO PROVISIONS

THIS MAY BE DETACHED BUT SHOULD BE RETAINED BY LICENSE

No. CU26-18575

300,000.00
\$ GROSS REPORTED
1,749.60
\$ LICENSE FEE
09/09/2026
DATE PAID

LICENSE FEE INFO FOR

EARTHBALANCE
2570 COMMERCE PKWY
NORTH PORT, FL 34289



CITY OF ISLE OF PALMS
P. O. DRAWER 508
ISLE OF PALMS, SC 29451

EARTHBALANCE
2570 COMMERCE PARKWAY
NORTH PORT, FL 34289

**CITY OF ISLE OF PALMS, SOUTH CAROLINA
REQUEST FOR BIDS (RFB) 2026-08
BEACH RENOURISHMENT PROJECT - SAND FENCING AND DUNE VEGETATION**

The City of Isle of Palms is seeking bids from qualified contractors to furnish and install sand fencing and dune vegetation for the City's active beach renourishment project. The work is located within Reaches 1, 2, and 3 shown on the attached Coastal Science & Engineering sand-fencing plan sheets SF1 through SF3, dated July 2, 2026. The estimated work includes approximately 228,000 individual plants and 10,992 linear feet of sand fence.

The plant mix shall be approximately sixty percent (60%) sea oats, thirty percent (30%) bitter panic grass, and ten percent (10%) morning glory, planted on an 18-inch by 18-inch grid (18 inches on center in both directions) as shown on the plans. Each planting unit shall be installed 6 to 8 inches below finished grade. The Contractor shall provide planting stock of an optimal commercially available size to maximize successful establishment and survival. Every planting unit must be live, healthy, and have a viable root system suitable for immediate dune planting. The Contractor shall submit an appropriate fertilization plan for City approval and implement the approved plan during planting.

The work may be performed in two phases. The City anticipates authorizing Reaches 1 and 2 during October 2026 as soon as those areas are available. Reach 3 may be authorized separately after December 1, 2026, when the reach is complete and conditions are appropriate for planting. The City may issue separate Notices to Proceed, change the order of work, award any combination of reaches or line items, and increase or decrease estimated quantities.

A unit-price Bid Form is included in this RFB package. Bidders shall review the complete RFB, the attached plans, all notes and details, existing site conditions, and any addenda. Unit prices shall include all costs necessary to complete each line item, except for the separately listed phase mobilization items. Payment will be based on actual quantities authorized, installed, accepted, and measured by the City.

This request is being made and awarded pursuant to the City's procurement ordinance. The City reserves the right to reject any and all bids and to waive irregularities.

Bids should be submitted to the following:

Douglas Kerr
City Administrator
City of Isle of Palms
1207 Palm Boulevard
Post Office Box 508
Isle of Palms, South Carolina 29451

Deadline for Questions

The deadline for questions is 5:00 p.m., Eastern Time, September 11, 2026. Bidders should send questions regarding this Request for Bids to Douglas Kerr in writing or by email to dkerr@isleofpalms.gov. Questions received before this deadline will be answered by addendum posted on the City's website at <http://www.iop.net/requests-for-bids-proposals>. Questions received after this deadline will not be answered.

If an addendum is issued, Bidders must acknowledge receipt of the addendum with their bid.

Deadline for Submissions

The deadline for submission and public bid opening is 10:00 a.m., local time, September 18, 2026. Bids will be received at City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina 29451, in a sealed envelope and will be publicly opened at 10:00 a.m. in City Hall. Sealed envelopes must be clearly marked "RFB 2026-08 - Beach Renourishment Sand Fencing and Dune Vegetation" and include one (1) hard copy and one (1) electronic copy saved to a USB flash drive. It will be the responsibility of the bidders to verify receipt by the City.

Bids may be delivered by hand or by mail, but no bid shall be considered which is not actually received by the City at the place, date, and time appointed by the City. The City shall not be responsible for any failure, misdirection, delay, or error resulting from the selection by any bidder of any particular means of delivery.

Proprietary and/or Confidential Information: Your bid is a public document under the South Carolina Freedom of Information Act (FOIA), except as to information that may be treated as confidential as an exception to disclosure under the FOIA. If you cannot agree to this standard, please do not submit your bid. All information that is to be treated as confidential and/or proprietary must be CLEARLY identified, and each page containing confidential and/or proprietary information, in whole or in part, must be stamped and/or denoted as CONFIDENTIAL, in bold, in a font of at least 12-point type, in the upper right-hand corner of the page. All information not so denoted and identified will be subject to disclosure by the City.

Bidders acknowledge and agree that the City will not be liable for any costs, expenses, losses, damages (including damages for loss of anticipated profit), or liabilities incurred by the respondent or any member of the respondent's organization as a result of, or arising out of, submitting a bid, negotiating changes, or due to the City's acceptance or non-acceptance of the bid or the rejection of any and all bids. Bidders are responsible for submission of accurate, adequate, and clear descriptions of the information requested. Neither issuance of the RFB, preparation and submission of a response, nor the subsequent receipt and evaluation of any response by the City of Isle of Palms will commit the City to award a contract to any respondent even if all requirements in the RFB have been met.

Bidders must have or be able to procure an Isle of Palms Business License.

Contractors considering submission under this RFB will be expected to have read and be prepared to enter into the attached contract, which is a part of this RFB. The City of Isle of Palms reserves the right to accept or reject any and all bids, or any parts thereof; to waive irregularities or informalities in any bid received to allow the bid to be considered; to negotiate terms and conditions with Bidders; and to select a Bidder or to cancel in whole or in part this RFB, if it is in the best interest of the City to do so. Bids determined not to be in compliance with the provisions of this RFB and applicable laws and/or regulations will not be processed.

By signing its bid, Bidder certifies that it will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agrees to provide the City upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable both to Bidder and its subcontractors or sub-subcontractors; or (b) that Bidder and its subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." Bidder agrees to include in any contracts with its subcontractors language requiring its subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14 and (b) include in their contracts with subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14.

Scope of Work

Bidders are encouraged to review accessible portions of the project area and the attached plan sheets before bidding. Bidders shall not enter active construction areas without prior City authorization. Final field limits will be confirmed by the City or its representative before installation.

The Scope of Work includes, but is not limited to, the following:

- Furnish all labor, supervision, materials, plants, sand-fence materials, tools, equipment, transportation, and incidentals necessary to complete the authorized work in accordance with this RFB, the attached plan sheets, approved submittals, and written City direction.
- Coordinate all activities with the City and the active beach renourishment operation. Do not begin work in any reach until the City confirms that the dune has been completed to an acceptable grade and issues written authorization or a Notice to Proceed for that phase.
- Install vegetation across the typical 40-foot-wide planting area shown on the plans, consisting of an approximately 15-foot dune crest and 25-foot seaward dune slope. Planting shall generally be on an 18-inch by 18-inch grid (18 inches on center in both directions), unless the City directs a field adjustment. Each planting unit shall be installed to a depth of 6 to 8 inches below finished grade.

- Provide and install a plant mix of approximately 60% sea oats, 30% bitter panic grass, and 10% morning glory. The three species shall be reasonably distributed throughout each authorized reach rather than installed in isolated single-species blocks, unless otherwise directed by the City.
- The Contractor shall provide planting stock of an optimal commercially available type and size for each species to maximize successful establishment and survival under anticipated site conditions. Each planting unit must be a separate, live, healthy plant with a viable root system, free of material disease or pest damage, and suitable for immediate installation. The Bidder shall identify the proposed stock type, optimal size, and source in its bid. Species substitutions are not permitted without prior written approval.
- Develop and submit an appropriate fertilization plan identifying the proposed fertilizer product, application rate, timing, and method for City approval before planting. Implement the City-approved fertilization plan during planting. All fertilizer, labor, equipment, and incidentals required for fertilization shall be included in the applicable plant unit prices.
- Install nominal 4-foot-high wood-slat sand fencing in paired 10-foot sections arranged in a "V" configuration with nominal 3-inch wood posts. Prior to installation, the City will determine and, as needed, adjust the seaward/landward orientation of each "V," the angle of the fence sections, and the gap between adjacent "V" configurations as necessary to appropriately orient the fencing and fit the agreed-upon quantity of fencing within the available dune area. Installation shall otherwise conform to the typical plan and section details. Final fence locations, orientations, and gaps shall be confirmed by the City before installation.
- Install fence posts firmly and to a depth sufficient to remain stable under normal beach conditions. Attach fence material securely and present a straight, workmanlike appearance within each individual section. Remove or replace broken, unstable, or materially defective components before acceptance.
- Maintain public beach accesses and walkovers and do not place fencing, plants, materials, or equipment where they would obstruct a designated access route unless specifically authorized. Protect existing dunes, vegetation, structures, utilities, survey controls, signs, and other improvements.
- Use equipment and work methods suitable for beach and dune conditions and avoid unnecessary rutting, grading, compaction, or disturbance. No alteration of the constructed dune grades is included unless specifically authorized in writing.
- Comply with all applicable environmental restrictions, permit conditions, laws, rules, and City directions. Immediately suspend work in an area when directed by the City because of weather, tides, wildlife, public safety, nourishment operations, or other site conditions.
- Remove packaging, broken fence material, plant containers, debris, and other waste generated by the work. Restore areas disturbed by the Contractor and leave the site clean and safe after each workday and at completion.
- Replace, before final acceptance, plants that were dead or materially damaged when installed and correct plants or fencing that were omitted, improperly located, unstable, or not installed in accordance with the approved work. The plant-survival warranty is at least 80% of the planted vegetation must be alive and rooted after

180 days from the date planted unless added by written amendment or change order.

Estimated Quantities and Reach Information

The following quantities are estimates for bid comparison and planning only and are not guaranteed purchase quantities. The City may increase, decrease, defer, or omit any quantity or reach. Plant quantities have been divided into the required 60% sea oats/30% bitter panic grass/10% morning glory species mix using whole plants.

Reach	Dune Length	Planting Width	Vegetation Area	Total Plants	Sea Oats / Bitter Panic / Morning Glory	Sand Fence
Reach 1	2,750 LF	40 FT	110,000 SF	48,889 EA	29,333 / 14,667 / 4,889	2,357 LF
Reach 2	3,625 LF	40 FT	145,000 SF	64,444 EA	38,667 / 19,333 / 6,444	3,107 LF
Reach 3	6,450 LF	40 FT	258,000 SF	114,667 EA	68,800 / 34,400 / 11,467	5,528 LF
TOTAL	12,825 LF	40 FT	513,000 SF	228,000 EA	136,800 / 68,400 / 22,800	10,992 LF

For payment purposes, plants will be measured by each accepted planting unit installed, and sand fence will be measured by the linear foot of fence material installed, not by the alongshore length of the dune. Separate lump-sum mobilization prices are requested for Phase 1 and Phase 2. Mobilization for a phase will be paid only if that phase is authorized.

Phasing and Schedule

- Phase 1 - Reaches 1 and 2: The City anticipates making these reaches available during October 2026. The Contractor shall be prepared to mobilize promptly after the Phase 1 Notice to Proceed and shall complete the authorized Phase 1 work within twenty-one (21) calendar days, unless the City establishes a different period in writing because of renourishment progress, weather, tides, or other site conditions.
- Phase 2 - Reach 3: The City anticipates issuing a separate Notice to Proceed after January 31, 2027, once Reach 3 is complete and a suitable planting window is identified. The Contractor shall coordinate with the City concerning an appropriate planting date and complete authorized Phase 2 work within thirty (30) calendar days after the Phase 2 Notice to Proceed, unless adjusted in writing.
- The City may authorize a reach in segments, change the sequence, delay a phase, reduce quantities, or elect not to proceed with Phase 2. Unit prices shall remain firm through June 30, 2027. No work or expense is authorized before the applicable written Notice to Proceed or other written authorization from the City.

Submittals and Coordination

- Before beginning work, provide proposed plant stock type, optimal size, and source for each species; the proposed fertilization plan, including fertilizer product, application rate, timing, and method; proposed sand-fence product and post information; proposed equipment and access approach; a phase-specific work schedule; certificates of insurance; and evidence of the required City business license.
- Attend a pre-installation coordination meeting if requested by the City. Confirm access routes, staging, daily work limits, quantities, environmental restrictions, and points of contact before mobilizing.
- Notify the City promptly of any discrepancy between field conditions, the plans, and the estimated quantities. Do not proceed with materially different work without written City direction.

The chosen contractor shall provide all materials, equipment, supplies, freight, applicable taxes, labor, supervision, permits and licenses required for its operations, disposal, cleanup, documentation, and incidentals necessary to complete the authorized work.

Bid Format

In responding to this request, contractors shall complete the attached BID FORM by providing a unit price and extended price for each line item, separate lump-sum mobilization prices for Phase 1 and Phase 2, phase subtotals, and a Total Evaluated Bid. If any addendum is issued, the contractor must acknowledge receipt by listing each addendum on the BID FORM.

The Total Evaluated Bid will be used for bid comparison based on the estimated quantities. Actual payment will be determined from the accepted unit prices and actual quantities authorized, installed, and accepted. In the event of a discrepancy between a unit price and an extended price, the unit price will govern and the extended price and total will be corrected accordingly.

The Bidder shall include with its bid an appropriate fertilization plan identifying the proposed fertilizer product, application rate, timing, and method. The plan is subject to City approval and shall be implemented during planting.

In addition to the completed BID FORM, contractors should provide examples of experience with similar coastal dune planting, sand-fence installation, beach work, or projects of comparable size and complexity completed within the past five (5) years. Limit information to no more than five (5) projects.

Descriptions should include:

- Project location.
- Description of work performed, including approximate plant and fence quantities.
- Original project budget versus actual cost.
- Name and contact information for a reference with knowledge of the Bidder's work.

Provide the name of the Contractor and, if possible, the names and bids of all subcontractors that will be part of the Bidder's Team, and identify the specific work each subcontractor will perform. Once the City issues a contract, no change in subcontractors assigned to the project will be permitted without prior written approval from the City.

Evaluation Criteria

The City will evaluate bids based on the factors outlined within this RFB and the City's procurement ordinance, which shall be applied to all eligible, responsive bids in selecting the successful contractor. The City reserves the right to disqualify any bid from a bidder it deems non-responsive and/or non-responsible. The City reserves the right to make such investigations of the Bidders as it deems appropriate.

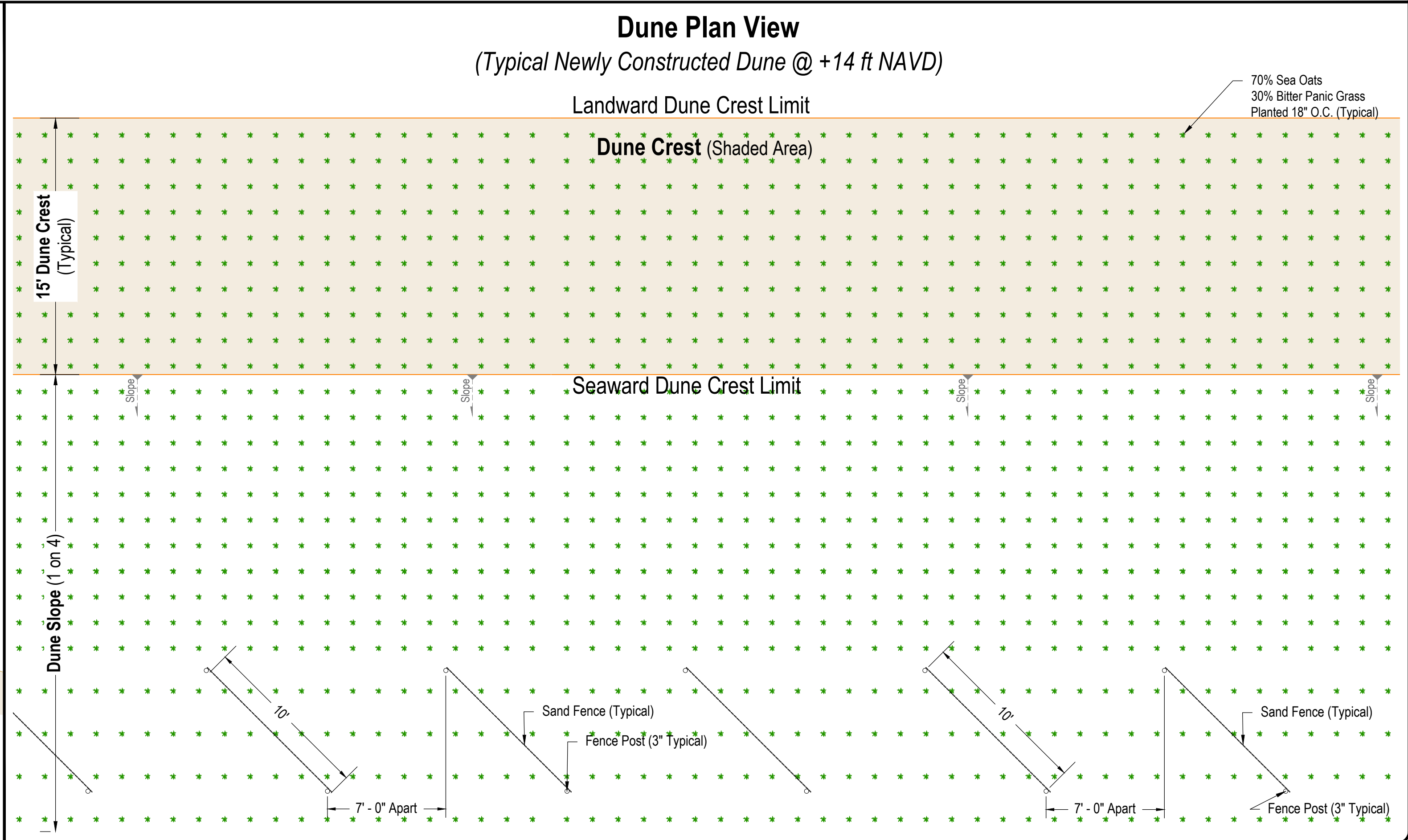
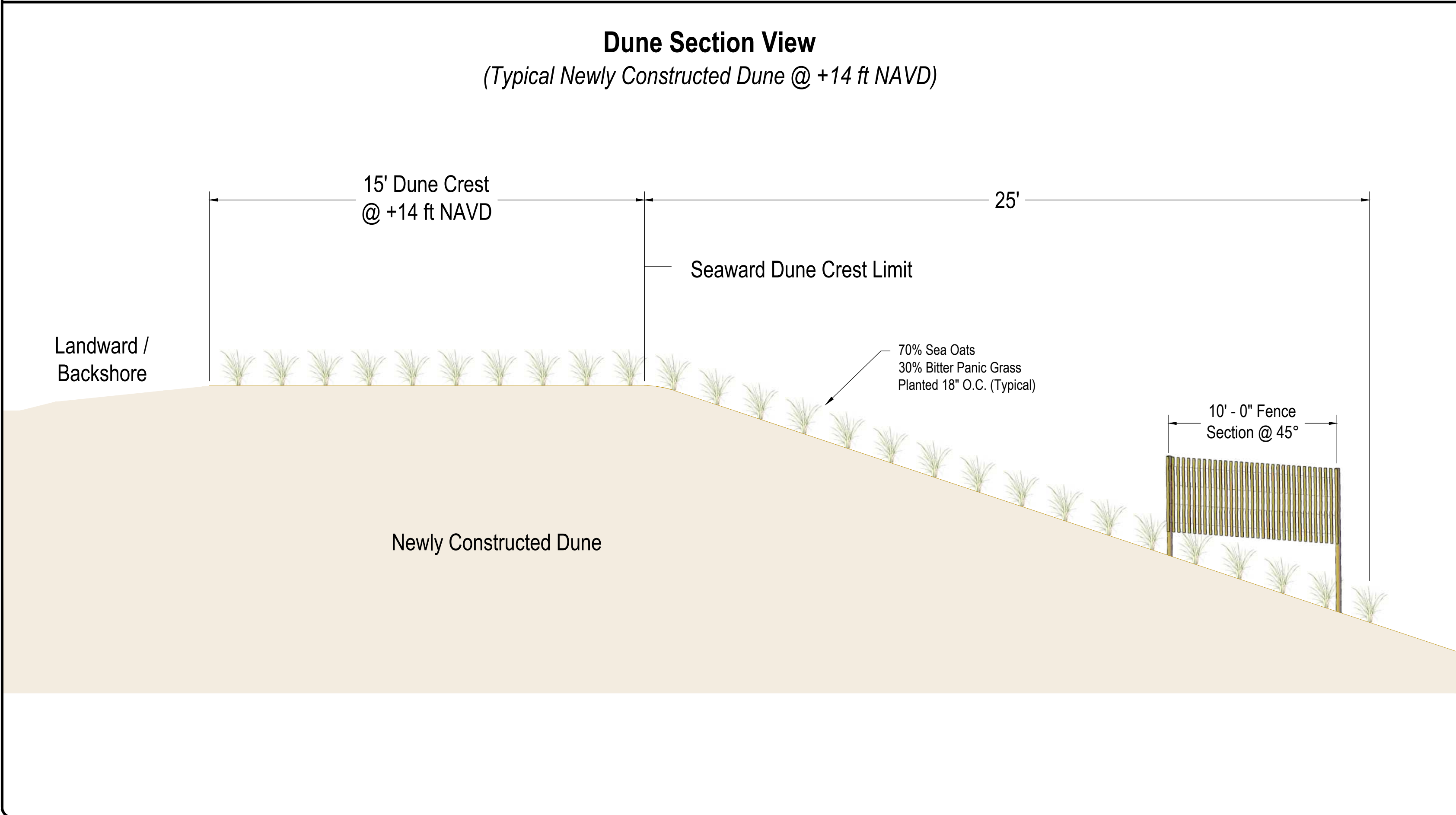
Award of any contract may be made without discussion with Bidders after bids are received. The City reserves the right to cease contract negotiations if it is determined that the Bidder cannot perform the services specified in its response.

Recommendation of award will be based not only on price, which is an important factor, but also on responsiveness, qualifications, relevant experience, technical approach, plant and material suitability, references, scheduling capability, and ability to execute the work in two phases. The City may award all work, one phase, one or more reaches, selected line items, or no work.

Attachments

Attachment A - Coastal Science & Engineering Sand Fencing Plan, Sheets SF1-SF3, dated July 2, 2026 (separate PDF).

Attachment B - Bid Form and Contract (included below).



Survey Datum:
Horizontal: NAD83 South Carolina State Planes, International Foot
Vertical: NAVD '88 (Feet)
Photo: 5 February 2026 by Coastal Science & Engineering
Data Collected: June 2026

KEYNOTE
A Construction Access
S Staging Area
P Daily Parking
W Walkover

Dune Crest
Dune Slope

CSE
Coastal Science & Engineering

CLIENT:
DeBordieu Colony Community Association
181 Luvan Boulevard
Georgetown SC 29440

PROJECT:
Beach Nourishment Project

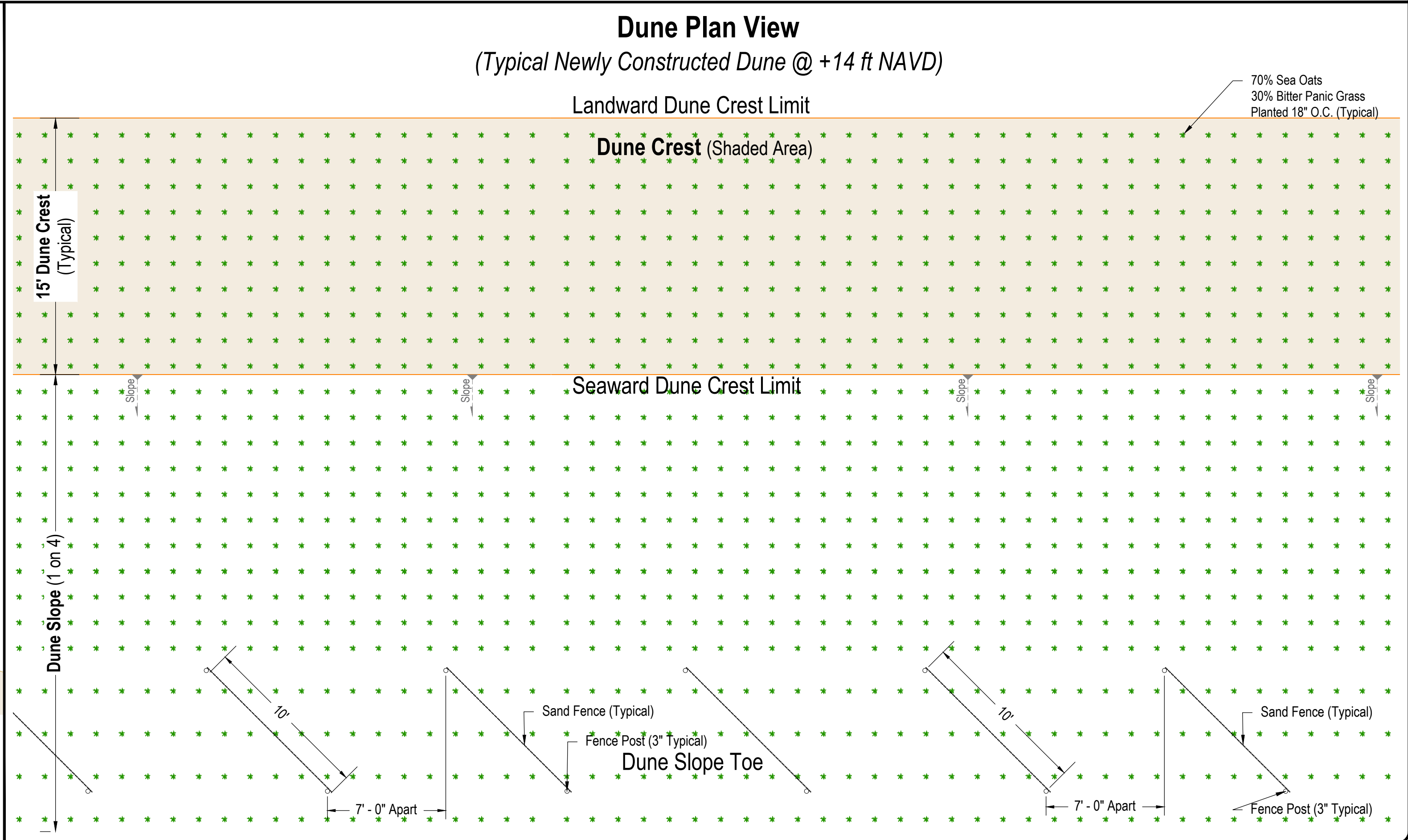
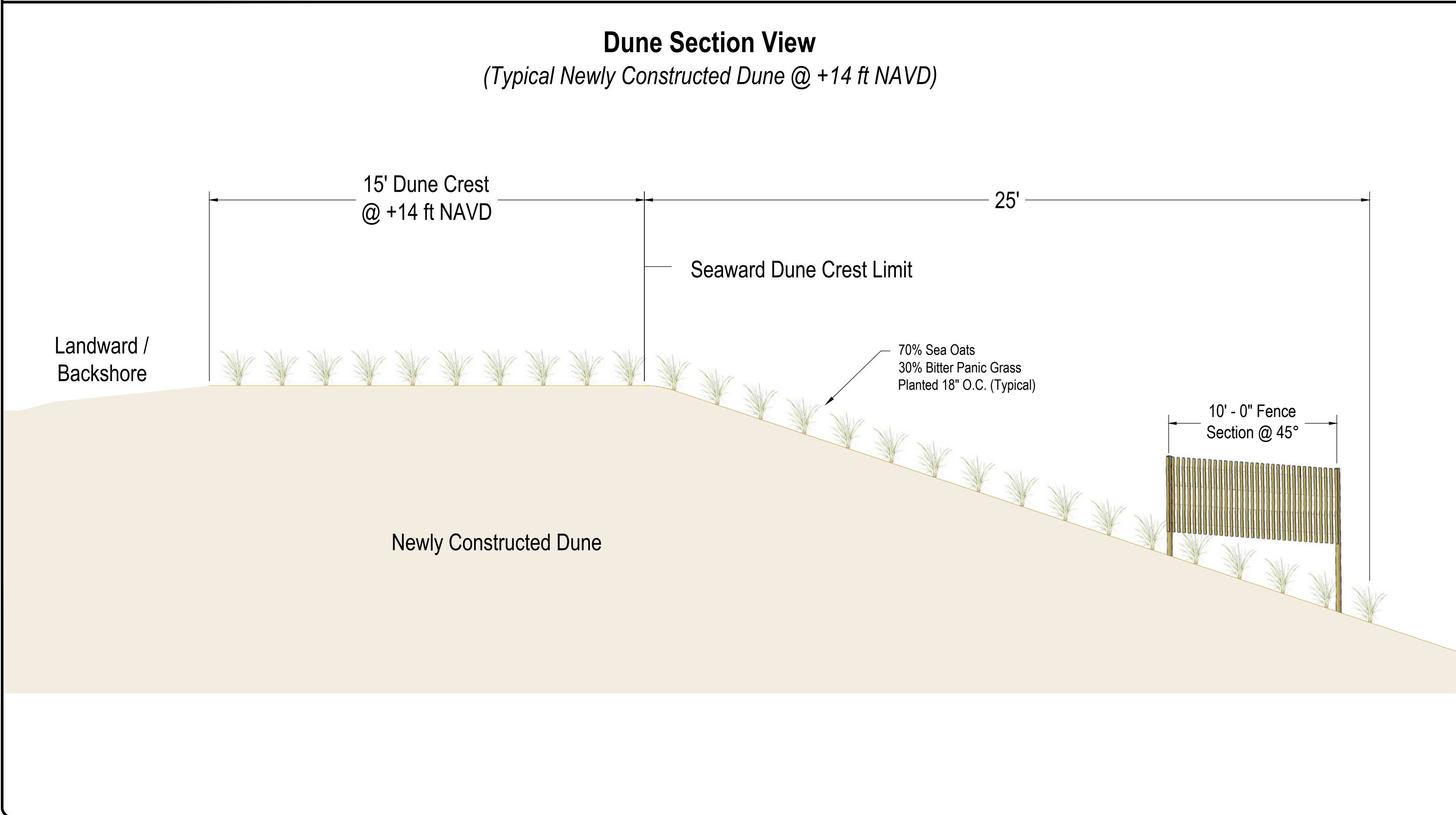
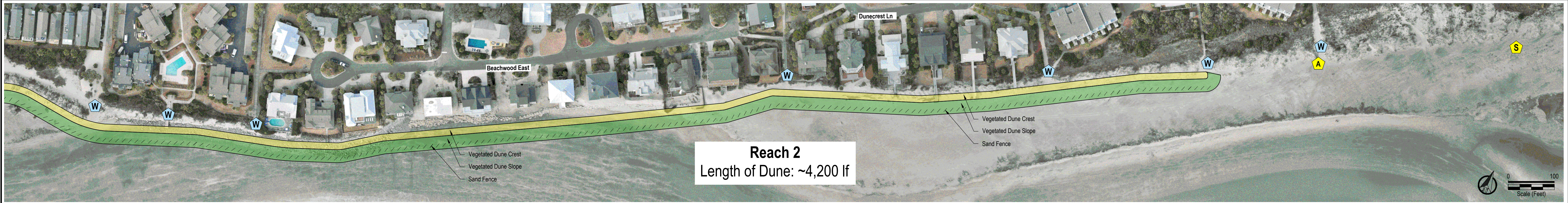
DRAWING TITLE:
Sand Fencing Plan

STATE OF SOUTH CAROLINA
COASTAL SCIENCE & ENGINEERING
No. CO1950
STATE OF AUTHORIZATION

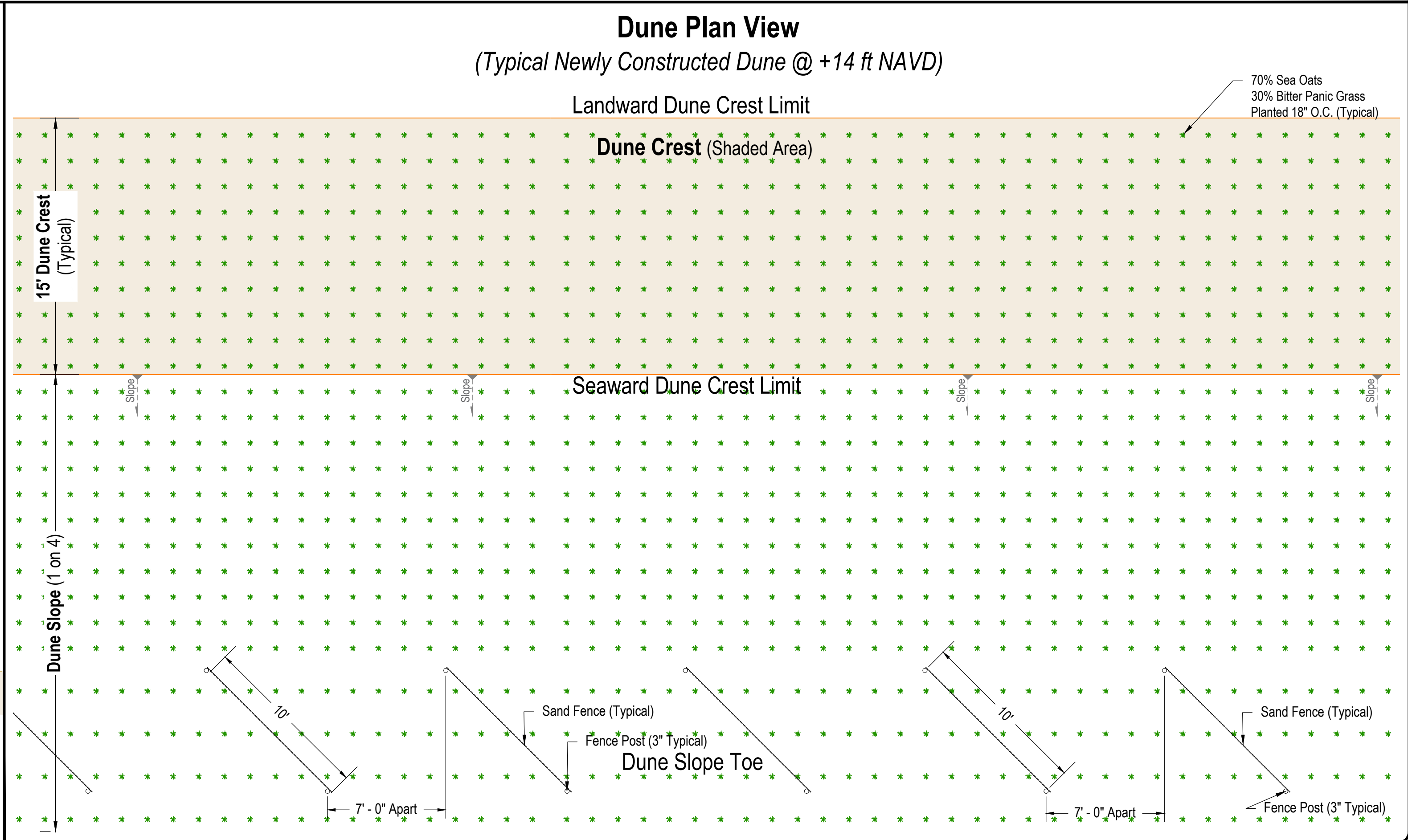
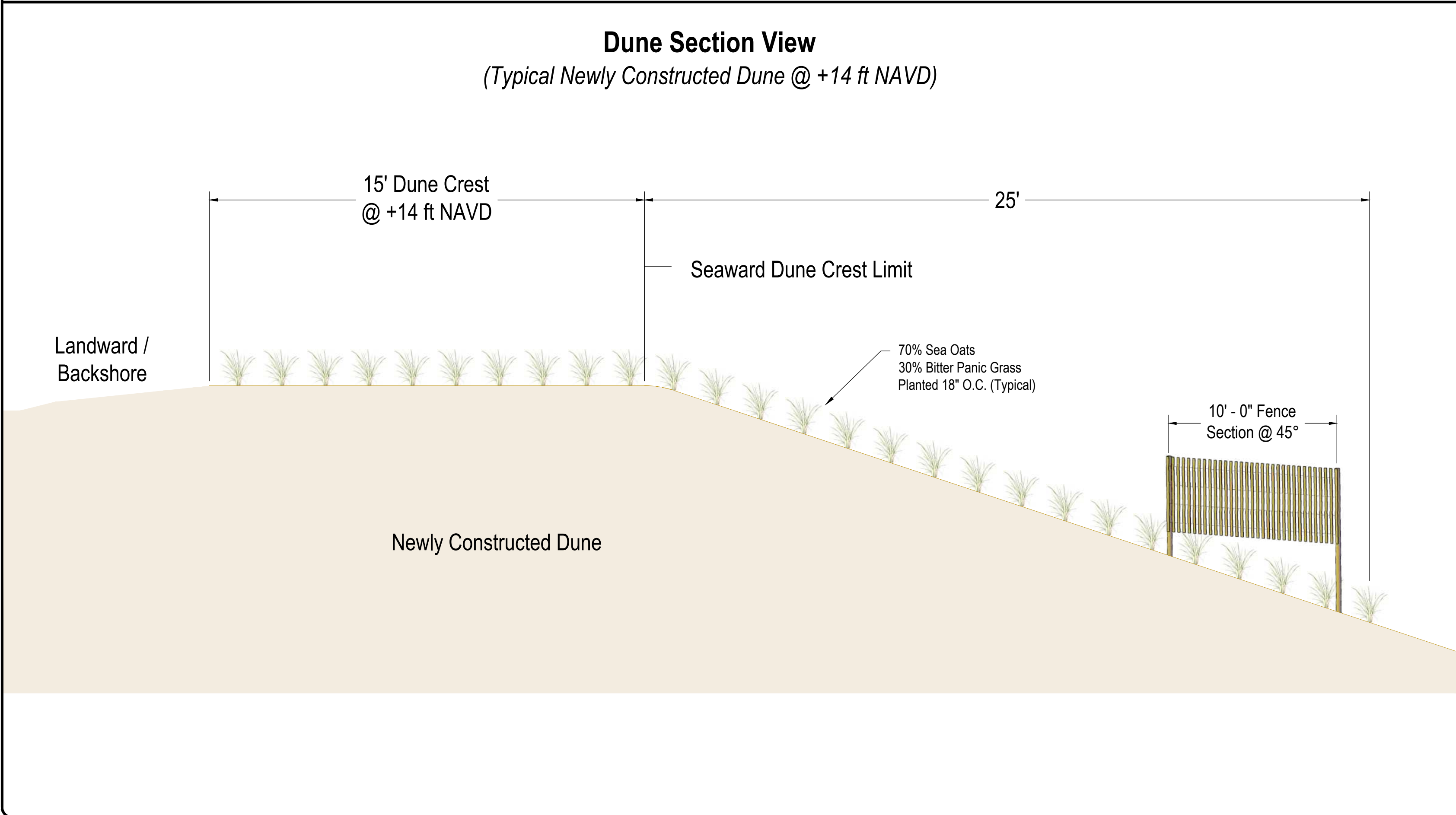
For Quoting
Purposes Only

SCALE: AS SHOWN
DATE: 2 Jul 2026
DRAWN BY: SF
APPROVED BY: SBT
PROJECT #: 2623

SHEET NO:
SF1



Survey Datum: Horizontal: NAD83 South Carolina State Planes, International Foot Vertical: NAVD '88 (Feet) Photo: 5 February 2026 by Coastal Science & Engineering Data Collected: June 2026 KEYNOTE - A Construction Access - S Staging Area - P Daily Parking - W Walkover Dune Crest Dune Slope		CLIENT: CITY OF ISLE OF PALMS 1207 PALM BLVD. ISLE OF PALMS SC 29451	PROJECT: Beach Nourishment Project	DRAWING TITLE: Sand Fencing Plan		For Quoting Purposes Only	<table border="1"><tr><td>SCALE:</td><td>AS SHOWN</td></tr><tr><td>DATE:</td><td>2 Jul 2026</td></tr><tr><td>DRAWN BY:</td><td>SF</td></tr><tr><td>APPROVED BY:</td><td>SBT</td></tr><tr><td>PROJECT #:</td><td>2623</td></tr></table> SHEET NO: SF2	SCALE:	AS SHOWN	DATE:	2 Jul 2026	DRAWN BY:	SF	APPROVED BY:	SBT	PROJECT #:	2623
SCALE:	AS SHOWN																
DATE:	2 Jul 2026																
DRAWN BY:	SF																
APPROVED BY:	SBT																
PROJECT #:	2623																



Survey Datum:
Horizontal: NAD83 South Carolina State Planes, International Foot
Vertical: NAVD '88 (Feet)
Photo: 5 February 2026 by Coastal Science & Engineering
Data Collected: June 2026

KEYNOTE
A Construction Access
S Staging Area
P Daily Parking
W Walkover

Dune Crest
Dune Slope

CLIENT:
CITY OF ISLE OF PALMS
1207 PALM BLVD.
ISLE OF PALMS SC 29451

PROJECT:
Beach Nourishment Project

DRAWING TITLE:
Sand Fencing Plan

For Quoting
Purposes Only

SCALE: AS SHOWN
DATE: 2 Jul 2026
DRAWN BY: SF
APPROVED BY: SBT
PROJECT #: 2623

SHEET NO:
SF3

MEMORANDUM

TO: Mayor and City Council

C: members of the Planning Commission

FROM: Douglas Kerr, City Administrator 

RE: Ordinance 2026-10 – Planning Commission Recommendation Regarding GC-3 District

DATE: September 16, 2026

City Council previously referred to the Planning Commission a request associated with the proposed reconstruction of Acme Lowcountry Kitchen. The Planning Commission discussed the request at its August 12 and September 9, 2026 meetings and ultimately recommended limited amendments to the GC-3 zoning regulations. Those recommendations are incorporated into Ordinance 2026-10 (see attached).

The Commission considered several approaches, including options considerably broader than the amendments now before Council, but they ultimately recommended a limited approach. They recommend:

Leave the existing GC-3 zoning district intact;
Reduce the GC-3 front-yard setback from 25 feet to zero feet; and
Reduce the required off-street parking for restaurants in GC-3 by 25 percent.

Importantly, Ordinance 2026-10 does not resolve Acme's parking needs during construction. The Commission was specifically advised that the 25 percent permanent reduction would not solve the temporary construction-parking issue and that Acme would need to work separately with the City regarding use of the nearby municipal parking lot.

Sec. 5-4-36. GC-1 and GC-3 general commercial districts.

(a) In addition to all other applicable requirements of this chapter and other City ordinances, the requirements for the GC-1 district are as follows:

- (1) *Purpose.* The purpose of the GC-1 general commercial district is:
 - a. To encourage the development of a less densely constructed, economically healthy business environment with family-oriented businesses directed primarily to island residents in buildings designed and sited to accommodate automobile and pedestrian traffic.
 - b. To discourage uses which generate noise, vibration, glare, dust and odor or are offensive to the health, safety and morals of a residential, family-oriented community.
- (2) *Permitted uses.* See section 5-4-38 for uses permitted in the GC-1 general commercial district.
- (3) *Minimum yard requirements.* Minimum yard requirements in the GC-1 general commercial district are as follows:
 - a. *Front yard:* Zero feet (0').
 - b. *Side yard:* Ten feet (10').
 - c. *Rear yard:* Fifteen feet (15').
 - d. *Lot frontage:* Twenty feet (20') on a public or private street.Vehicle access to the lot from a public or private street shall be provided within the required lot frontage.
- (4) *Maximum height.* The maximum height in the GC-1 general commercial district shall be forty feet (40').
- (5) *Additional development requirements.* Refuse containers shall be screened from public view with materials compatible with principal structure or landscaping.

(b) In addition to all other applicable requirements of this chapter and other City ordinances, the requirements for the GC-3 district are as follows:

- (1) *Purpose.* The purpose of the GC-3 general commercial district is:
 - a. To encourage the development of a less densely constructed, economically healthy business environment with family-oriented businesses directed primarily to island residents in buildings designed and sited to accommodate automobile and pedestrian traffic, and to allow development of single-family dwellings subject to certain restrictions.
 - b. To discourage uses which generate noise, vibration, glare, dust and odor or are offensive to the health, safety and morals of a residential, family-oriented community.
- (2) *Permitted uses.* See section 5-4-38 for uses permitted in the GC-3 general commercial district.
- (3) *Minimum yard requirements.* Minimum yard requirements in the GC-3 general commercial district are as follows:
 - a. *Front yard:* ~~Zero~~ **Twenty-five** feet (**025'**).
 - b. *Side yard:* Ten feet (10').
 - c. *Rear yard:* Fifteen feet (15').
 - d. *Lot frontage:* Twenty feet (20') on a public or private street.

Vehicle access to the lot from a public or private street shall be provided within the required lot frontage.

- (4) *Maximum height.* The maximum height in the GC-3 general commercial district shall be forty feet (40').
- (5) *Additional development requirements.* Additional development requirements in the GC-3 general commercial district are as follows:
- Refuse containers shall be screened from public view with materials compatible with principal structure or landscaping.
 - See section 5-4-38(12) for additional regulations regarding single-family dwellings.

(Ord. No. 2015-15, § 1, 2-23-2016)

ARTICLE 6. PARKING AND LOADING

Sec. 5-4-111. Purpose of requirements.

Unless otherwise stated in this chapter, areas suitable for parking or storing automobiles in off-street locations shall be required in all zoning districts at the time of the initial construction of any principal building; or when a structural alteration or other change in a principal building results in an increase in dwelling units, guestrooms, floor area, seating or bed capacity, or which changes the use so as to require more parking to serve such use, or when a change in use occurs. Such off-street parking area shall have direct access to a street or alley, and shall be landscaped in accordance with a plan as approved by the Zoning Administrator.

(Code 1994, § 5-4-111)

Sec. 5-4-112. Required parking spaces.

The number of off-street parking spaces shall be calculated on the basis of the use of the land or principal building on a lot, according to requirements indicated in columns 2 and 3:

Column 1	Column 2	Column 3
Use or Use Category	Parking Spaces Required	Additional Requirements
Residential uses:		
One-family dwelling	One (1) space (does not have to be paved)	
Two-family dwelling	Two (2) spaces (same as above)	
Multifamily dwelling townhouse/condominium	Two (2) spaces per dwelling unit	
Boardinghouse/roominghouse	One (1) space per each sleeping room	Plus one (1) space per employee
Group dwelling	One space per each two (2) bedrooms	
Public and semipublic uses:		
Medical and dental office and outpatient clinic	One (1) space per each two hundred (200) square feet of gross floorspace (minimum of four (4) spaces)	

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	Church or other places of worship	One (1) space per five (5) fixed seats in main assembly hall	Or five (5) spaces per classroom, whichever is greater
	Places of public assembly or recreation containing main assembly room	One (1) space per each one hundred (100) square feet of gross floor area in the main assembly room	
	Country club or golf club	One (1) space per each five (5) members	Plus one (1) space/two (2) employees
	Library, museum, art gallery or similar building	Ten (10) spaces	Plus one (1) space per each five hundred (500) square feet of floor area
	Club, fraternity, sorority or lodge	One (1) space per sleeping room or suite	Or one (1) space/five (5) members, whichever is greater, one (1) space per each three (3) employees
Commercial uses:			
	Office buildings	One (1) space per three hundred (300) feet of gross floor area (four (4) spaces minimum)	
	Bank, savings and loan or similar lending establishment	One (1) space per each two hundred (200) square feet of gross floorspace	
	Service or repair establishments	One (1) space per each two hundred fifty (250) square feet of gross floor area not used for storage	
	Retail business not otherwise specifically mentioned	One (1) space per each two hundred fifty (250) square feet of gross retail floorspace not used for storage (three (3) spaces minimum)	Plus one (1) space per employee
	Theater, nightclub, bar and similar places of assembly	Two (2) spaces per each four (4) seating accommodations	Plus one (1) space per each three (3) employees on shift of greatest employment.
	Automobile service station	One (1) space per employee but in all cases, a minimum of five (5) spaces	Plus one (1) space per each grease rack or wash rack
	Motel, hotel and tourist court	One (1) space per sleeping room or suite	Plus one (1) space per each three (3) employees
	Furniture, home furnishings, appliance, machinery, equipment, automotive farm and boat sales and service	One (1) space per three hundred (300) square feet of retail floor area (three (3) spaces minimum)	Except that automobile sales and service must have ten (10) spaces minimum
	Shopping center	Five and one-half (5½) spaces per one thousand (1,000) square feet of gross leaseable area	
	Restaurant	One (1) space per each four (4) seats	Plus one (1) space per each three (3) employees on shift of greatest employment

	Drive-in restaurant	One (1) space per each thirty-five (35) square feet of gross building area	Plus one (1) space per each three (3) employees on shift of greatest employment
	Take-out restaurant	One (1) space per each one hundred (100) square feet of gross building area	Plus one (1) space per each three (3) employees on shift of greatest employment

(Code 1994, § 5-4-112)

Sec. 5-4-113. Application of parking requirements.

- (a) Location of off-street parking areas. Except as provided in section 5-4-113(ih) and section 5-4-115, all parking spaces required herein shall be located on the same lot with the principal building or use or uses served.
- (b) *Mixed uses.* Where more than one (1) principal or accessory use, whether with the same or different parking requirements, occupy the same building or premises or in the case of joint use of a building or premises, by more than one (1) use having the same parking requirements, the parking spaces required shall equal the sum of the requirements of the various uses computed separately.
- (c) *Change in use, alteration of use, or extension of use.* Off-street parking spaces shall be provided in accordance with these regulations whenever a building or use is changed, altered, or enlarged in floor area, number of employees, number of dwelling units, seating capacity or otherwise.
- (d) *Requirements for uses not specifically listed.* The parking space requirements for a use not specifically listed in section 5-4-112 shall be the same as for a listed use of similar characteristics of parking demand, as determined by the Zoning Administrator.
- (e) *Compilation of total employment.* Except as otherwise provided, the number of employees shall determined based on the maximum number of employees at the premises at any one time on an average day or average night, whichever number is greater. Seasonal variations in employment may be considered in determining an average day.
- (f) *Fractional computation.* Where fractional spaces result, the parking spaces required shall be construed to be the next higher whole number.
- (g) *Requirements for GC-2 district.* Notwithstanding any other provision of this chapter to the contrary, off-street parking is permitted within the GC-2 district on any lot which contains at least one hundred twenty feet (120') of frontage on a public street. Any automobile parking pursuant to this section shall comply with the provisions of section 5-4-12(n) and (o). There shall be no off-street parking permitted for any lot within the GC-2 district which contains less than one hundred twenty feet (120') of frontage on a public street.
- (h) Requirements for restaurants in the GC-3 district. Notwithstanding any other provision of this chapter to the contrary, the total number of off-street parking spaces required by Section 5-4-112 shall be reduced by 25% for restaurants within the GC-3 district.
- (ih) *Parking spaces in public right-of-way in commercial districts.* Notwithstanding any other provision of this chapter to the contrary, the calculation of the number of parking spaces required in the commercial districts pursuant to section 5-4-112 may include any parking spaces in the public right-of-way that are located on the same side of the street and contiguous to the lot with the principal building or use or uses served.

(Code 1994, § 5-4-113; Ord. No. 2015-11, § 3, 9-29-2015)

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Sec. 5-4-114. Area and paving required for parking spaces.

Excluding aisles, maneuvering space, turnaround space, and drives, each required off-street parking area, lot, or other facility shall contain a minimum of one hundred eighty (180) square feet, nine feet (9') in width and twenty feet (20') in length for each automobile to be accommodated. Off-street parking spaces are not required to be paved. A scale drawing or layout of all required parking areas showing the location, size, and arrangement of the individual parking spaces, loading spaces, drives, lighting diagram and landscaped areas and the type of surface material used in the parking and drive areas shall be submitted to the Zoning Administrator for his approval.

(Code 1994, § 5-4-114; Ord. No. 2015-11, § 4, 9-29-2015)

Sec. 5-4-115. Joint use of off-street parking areas.

Two (2) or more principal uses may utilize a common area in order to comply with off-street parking requirements, provided that the total number of individual parking spaces available in such common area is not less than the sum of the parking spaces required for the individual uses as separately computed in accordance with the provisions of this section, and provided that where such space is not located on the same lot as the principal use or uses, the owner of such space relinquishes through a covenant agreement with the City his development rights over the property until such time as parking space is provided elsewhere or on the same premises as the principal use.

(Code 1994, § 5-4-115)

Sec. 5-4-116. Off-street loading area required.

Areas suitable for loading and unloading motor vehicles in off-street locations and specifically designated for such purpose, shall hereafter be required at the time of the initial construction or alteration or conversion of any building or structure used or arranged to be used for commercial, industrial, governmental, or multifamily residential purposes. Such off-street areas shall have access to a public alley or street and shall be provided and maintained in accordance with the following requirements, the computation of which shall not be included in the off-street parking requirements.

(Code 1994, § 5-4-116)

Sec. 5-4-117. Number of off-street loading spaces required.

The number of off-street loading spaces shall be calculated on the basis of the use of the land or principal building on a lot, according to the requirements indicated in this section.

Type of Use	Square Feet in Total Floor Area (in square feet)	Spaces Required
Retail and personal service establishments	0—1,999	None
	2,000—24,999	1
	For each additional 25,000	1 additional
Wholesale, manufacturing, governmental and institutional (incl. places of public assembly), educational institution, recreation,	0—24,000	None
	25,000—49,999	1
	50,000—99,000	2
	100,000—249,000	3
	250,000—999,000	4

business, service, terminal and similar business uses	1,000,000 or more	5
Offices or office buildings	0—4,999	None
	5,000—9,999	1
	10,000—20,000	2
	For each additional 50,000	1 additional
Multifamily dwelling project, mobile home development, hotel motel, tourist home, or similar establishment	0—9 units	None
	10—20 units	1
	For each additional 10 units	1 additional

(Code 1994, § 5-4-117)

Sec. 5-4-118. Amount of area required for each loading space.

Each off-street loading and unloading space required by the provisions of this chapter shall be at least twelve feet (12') wide, forty feet (40') long and fourteen feet (14') high. Such space shall be clear and free of obstruction at all times.

(Code 1994, § 5-4-118)

Sec. 5-4-119. Location of off-street loading areas.

Required off-street loading and unloading areas must be located on the same lot or parcel of land as the structure they are intended to serve. In no case shall the required off-street loading space be considered as part of the area provided to comply with off-street parking requirements as stated herein.

(Code 1994, § 5-4-119)

Sec. 5-4-120. Loading area.

All uses, whether or not specified in this chapter, shall provide off-street loading areas. Loading areas shall be located so that no vehicle being loaded or unloaded in connection with normal operations shall obstruct or project into a public street, walk, alley or way.

(Code 1994, § 5-4-120)

Secs. 5-4-121—5-4-130. Reserved.

GEOSYNTEC CONSULTANTS, INC.



PROPOSAL FOR CONSULTING SERVICES

MARINA BULKHEAD COATING MAINTENANCE ISLE OF PALMS MARINA

PREPARED FOR:

The City of Isle of Palms

Attn: Mr. Douglas Kerr

June 9, 2026

PROPOSAL FOR CONSULTING SERVICES

INTRODUCTION

Geosyntec Consultants (formerly Applied Technology & Management, Inc.) respectfully submits this proposal to **the City of Isle of Palms (the City)** to provide professional services associated with the assessment, design, bidding, and construction support for maintenance recoating of the existing steel sheetpile bulkhead at the Isle of Palms Marina.

About Geosyntec

Geosyntec is a specialized consulting and engineering firm that has been working with private and public sector clients for more than 40 years to address complex problems involving the environment, natural resources, and civil infrastructure. In 2021, Geosyntec acquired Applied Technology and Management (ATM), who has previously supported the City with related consulting services.

Project Background

In 2020 and 2021, Geosyntec (then ATM) supported the City with development of a bulkhead re-coating program, bidding support, and observation of the completed maintenance work. Bulkhead coating was required following moderate corrosion and coating degradation identified, primarily within the splash zone and concentrated along seams, joints, and other vulnerable features.

The City has identified the bulkhead is due for maintenance and recoating. At the request of the City, Geosyntec performed an initial screening of the current condition of the bulkhead. The bulkhead again shows signs of corrosion and need for maintenance. Geosyntec has recommended the following steps:

- Update plans and specifications for recoating
- Assist with bid process
- Perform limited construction phase services

To support these objectives, Geosyntec proposes the following scope of services.

TASK 1: UPDATE BULKHEAD COATING PLANS

Under this task, Geosyntec will formalize our cursory, visual assessment of the bulkhead to document the current condition of the exposed/outer face of the wall. As part of this effort, we will coordinate with the coating product manufacturer to assess the performance of the wall coating to date and identify any recommendations for additional or alternative coating products or application methods for improved performance / longevity.

ATM will update our bulkhead maintenance plan for patching and recoating the exterior/exposed side of the bulkhead with a specific focus on the sheets, hardware, and walers. The plan will include a plan view and sections of the proposed maintenance as well as specification of surface preparation and coating treatment. Our estimated effort and associated fee assume minor revisions and updates to the 2021 bid package.

On completion of this task, we will notify SCDHEC-OCRM of the proposed maintenance. We assume no permitting is required as part of this scope of services and do not expect this requirement (as was the case previously).

Deliverables: Summary memo of observations; Basic plan & section drawings with technical specification.

TASK 2: PROJECT BIDDING ASSISTANCE

We assume that the City will lead a formal bid process to solicit competitive bids from qualified contractors to complete the maintenance works. To support the City, we propose to provide limited assistance to this process. This is assumed to include:

- Review and compile the bid package for distribution by the City. The package will include documentation prepared by the City (i.e. Invitation, Instructions, Bid Form, Form of Contract) and the technical drawings and specification
- Participate in pre-bid meeting with the City
- Respond to technical inquiries
- Review of bids received for conformance and recommendation for award (as desired by the City).

Geosyntec's efforts are assumed to be limited. Should additional support be required, we will be pleased to revisit the level of service offered and the associated fee.

Deliverables: Compiled bid package, bid tabulation, and recommendation.

TASK 3: LIMITED CONSTRUCTION PHASE SERVICES

Geosyntec will provide limited construction phase services for the project, including:

- Coordinate and lead pre-construction meeting on site
- Review Contractor submittals (coating materials, etc.)
- Conduct 3 field observations of the work at milestones below:
 - 1) at ~10% completion to review contractor performance and approach,
 - 2) at substantial completion of the field work, and
 - 3) at final completion.
- Review and certify contractor payment applications (assume 2)

Deliverables: Pre-construction meeting agenda and minutes, documentation of field observations (3 memoranda), two certified payment applications.

TASK 4: ADDITIONAL MEETINGS AND COORDINATION (T&M)

Where the City or the Contractor team requires additional coordination with Geosyntec, we include this task that may be used for team meetings, calls, presentation, preparation of additional documentation, etc. on a time and material basis for efforts in addition to the above prescribed scope of work. This task may also include coordination between team members, advice, extra site visits, or other services not specifically included herein. We will notify the City if the efforts demanded may exceed the budgeted allowance. Geosyntec hourly billing rates will apply.

FEES AND SPECIFIC CONDITIONS

Task 1-3 fees below include estimated professional labor fees and expenses. Task 4 is offered on a Time & Materials allowance basis.

Task	Professional Fee (USD)
1. Update Bulkhead Coating Plans	\$8,000
2. Project Bidding Assistance	\$8,000
3. Limited Construction Phase Services	\$13,000
4. Additional Meetings & Coordination (T&M Allowance)	\$4,000
Total	\$33,000

Geosyntec services may be initiated immediately upon the acceptance of this proposal and execution of a professional services agreement (PSA).

2026 Geosyntec hourly billing rates

Staff Professional	\$175
Senior Staff Professional	\$200
Professional	\$227
Project Professional	\$254
Senior Professional	\$280
Principal	\$305
Senior Principal	\$325
Project Administrator	\$94
Clerical	\$78

August 27, 2026

Mr. Douglas Kerr
City of Isle of Palms
P.O. Drawer 508
Isle of Palms, SC 29451

Re: Waterway Boulevard Pathway
Tidal Inundation Mitigation Project
City of Isle of Palms, South Carolina
T&H J-27670.0010
Letter Agreement for Additional Services
(CO#6)

Dear Mr. Kerr:

Thank you for requesting additional service from Thomas & Hutton (T&H) to continue to assist the City with the implementation of this very important and impactful project for City residents. As you are aware, the City is currently constructing the pathway project within the SCDOT right-of-way. During construction, numerous unexpected utility conflicts and field adjustments have occurred, requiring additional time and extending the construction timeline.

Our original design and permitting contract (October 1, 2023), and our previous additional services agreements (CO#1, CO#2, CO#3, CO#4, CO#5) did not include the extended construction work listed under this change order (CO#6).

Please see the attached table for the current project/contract fee and the proposed fee for this additional services request.

If acceptable, please indicate your authorization to proceed with this additional work by signing and initialing where designated below and returning a copy to us for our files. This Proposal will be open for acceptance for 90 days, unless changed by us in writing. Please note that no work will be performed without prior written authorization to proceed. This extra work is subject to the terms and conditions of the Contract executed for this Project dated October 1, 2023.

This Proposal between The City of Isle of Palms (Owner), and Thomas & Hutton Engineering Co. (Consultant), consisting of the Consulting Services on a Time & Expense Basis Rate Sheet, and Exhibit "A," represent the entire understanding between you and us with respect to the Scope change. This agreement may only be modified in writing if signed by both of us.

CLIENT'S INITIALS

 _____
CONSULTANT'S INITIALS

Mr. Douglas Kerr
City of Isle of Palms
Letter Agreement for Additional Services
August 27, 2026
Page 2

We appreciate this opportunity to be of service to you on this Project. Should you have any questions or need further information, please do not hesitate to call us.

Very truly yours,

THOMAS & HUTTON ENGINEERING CO.

By 
Richard Karkowski, PE, PH, D.WRE
Water Resources Department Manager

RPK/

Enclosures: Exhibit "A" – Additional Services
Fee Table
2026 Consulting Services Rate Sheet

CITY OF ISLE OF PALMS

ACCEPTED: _____, 2026

By _____

TITLE

CLIENT'S INITIALS


CONSULTANT'S INITIALS

EXHIBIT "A"

1. ADDITIONAL SERVICES OF CONSULTANT (CO#6)

A. General Consulting Phase

Consultant shall attend construction progress meetings and additional meetings at the request of the Owner.

B. Construction Phase

Consultant will review material data, shop drawings, and construction schedules provided by the Contractor. Consultant will periodically observe construction of the project to ensure compliance with construction drawings and intent of the project. Construction observation and monitoring does not include exhaustive or continuous on-site inspections. However, it does include visits to the Project site at intervals appropriate to the various stages of construction to review general compliance with approved plans and intent of the project. The Consultant shall address the Contractors questions, requests for additional information, etc. The Consultant shall visit the site as needed to address potential field changes. The Consultant shall advise the City as to suitability of the work and percent completion of the work.

C. Exclusions

Items not included in the additional Scope of Services are as follows:

- Accessibility construction compliance verification
- Archaeological survey and report
- Easement plat recording
- Phase One or Phase Two environmental assessments
- Endangered species survey and report
- Materials Testing
- Off-site work unless specifically covered in the Scope of Services
- As-built surveys
- Approvals or permits other than those related to the Scope of Work covered by this Contract
- Act as an expert witness for legal activities

These items can be coordinated or provided, if requested by the Owner in writing.

CLIENT'S INITIALS

_____
CONSULTANT'S INITIALS

**Waterway Boulevard
Pathway Widening and Tidal Inundation Mitigation Project
Additional Services Request No. 6 - Construction for Pathway (SCDOT Right-of-way)
Proposed Fee**

Original Proposal (August 2023)			Add. Serv. No. 1		Add. Serv. No. 2		Add. Serv. No. 3		Add. Serv. No. 4		Project Budget as of October 25, 2025			Add. Serv. No. 5		Add. Serv. No. 6	
Phase	Fee Structure	Fee or Time & Expense Budget	Feasibility Add. Serv. (April 2024)	Total Revised Budget	Design Add. Serv.	Total Revised Budget	Design Add. Serv.	Total Revised Budget	Design, Survey, Bid, and CE&I Add. Serv.	Total Revised Budget	Previous Invoiced	Pending Nov. 2025 Invoice	Budget Remaining	Previous Invoiced	Total Revised Budget	CE&I Add. Serv.	Total Revised Budget
General Consulting	Time & Expense - Budget	\$ 22,400	\$ 1,000	\$ 23,400	\$ 20,000	\$ 43,400		\$ 43,400	\$ 5,000	\$ 48,400	\$ 34,464.60	\$ 2,600.00	\$ 11,335.40		\$ 48,400	\$ 5,000	\$ 53,400
Survey	Lump Sum	\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000	\$ 7,500	\$ 57,500	\$ 57,500.00		\$ -		\$ 57,500		\$ 57,500
Survey - Easement Plats	Lump Sum (3 easements)	\$ 4,100		\$ 4,100		\$ 4,100	\$ 2,500	\$ 6,600	\$ 3,500	\$ 10,100	\$ 9,940.00		\$ 160.00		\$ 10,100		\$ 10,100
Design	Lump Sum	\$ 44,600		\$ 44,600	\$ 45,000	\$ 89,600		\$ 89,600	\$ 35,000	\$ 124,600	\$ 124,600.00		\$ -		\$ 124,600		\$ 124,600
SW Mang. (Feasibility)	Lump Sum		\$ 13,500	\$ 13,500		\$ 13,500		\$ 13,500		\$ 13,500	\$ 13,500.00		\$ -		\$ 13,500		\$ 13,500
Permitting	Time & Expense - Budget	\$ 35,600		\$ 35,600		\$ 35,600	\$ 2,500	\$ 38,100		\$ 38,100	\$ 38,100.00		\$ -	\$ 5,000	\$ 43,100		\$ 43,100
Bidding (and Cont. Neg.)	Time & Expense - Budget							\$ -	\$ 7,500	\$ 7,500	\$ 7,500.00		\$ -	\$ 15,000	\$ 22,500		\$ 22,500
Construction Services	Time & Expense - Budget							\$ -	\$ 25,000	\$ 25,000	\$ 4,248.25	\$ 1,965.00	\$ 18,786.75	\$ 55,000	\$ 80,000	\$ 30,000	\$ 110,000
Reimbursable Expenses	Time & Expense - Budget				\$ 2,000	\$ 2,000		\$ 2,000		\$ 2,000	\$ 115.63		\$ 1,884.37		\$ 2,000		\$ 2,000
TOTAL:		\$ 156,700	\$ 14,500	\$ 171,200	\$ 67,000	\$ 238,200	\$ 5,000	\$ 243,200	\$ 83,500	\$ 326,700	\$ 289,968	\$ 4,565	\$ 32,166.52	\$ 75,000	\$ 401,700	\$ 35,000	\$ 436,700

Thomas & Hutton provides services on a time and expense basis as follows:

1. This basis includes allowance for direct salary expenses and for direct non-salary expenses. It also provides for services we may subcontract to others.
2. Direct salary expenses are generally based upon our payroll costs. The payroll costs include the cost of salaries and wages (including sick leave, vacation, and holiday pay) for time directly chargeable to the project; plus, unemployment, excise, payroll taxes, and contributions for social security, employment compensation insurance, retirement benefits, and medical and insurance benefits.

The current hourly rate charges for each skill position for 2026 are as follows:

Hourly Rate	Engineer	Survey	Landscape	GIS	Quality Control	Business/ Administrative
\$ 325.00	Consultant	Consultant	Consultant	Consultant	Consultant	
\$ 305.00	Senior Manager	Senior Manager Survey Party (3–Men)	Senior Manager	Senior Manager	Senior Manager	Senior Manager
\$ 285.00	Project Manager V Project Engineer V	Survey Manager V Project Surveyor V	Landscape Architect V LA Project Manager V	GIS Manager V		
\$ 265.00	Project Manager IV Project Engineer IV	Survey Manager IV Project Surveyor IV	Landscape Architect IV LA Project Manager IV	GIS Manager IV		Senior Application Developer IV, Software/Computer Consultant IV
\$ 245.00	Project Manager III Project Engineer III	Survey Manager III Project Surveyor III	Landscape Architect III LA Project Manager III	GIS Manager III		Senior Application Developer III, Software/Computer Consultant III
\$ 230.00	Project Manager II Project Engineer II Designer VI	Survey Manager II Project Surveyor II Survey Party (2–Men)	Landscape Architect II LA Project Manager II Landscape Designer VI	GIS Manager II	Construction Administrator II	Senior Application Developer II, Software/Computer Consultant II
\$ 215.00	Project Manager I Project Engineer I Designer V Engineering Technician V	Survey Manager I Project Surveyor I	Landscape Architect I LA Project Manager I Landscape Designer V	GIS Manager I	Construction Administrator I Field Representative V	Grant Administrator, Senior Application Developer I, Software/Computer Consultant I
\$ 195.00	Designer IV Engineering Technician IV	Staff Surveyor V Survey Field Supervisor	Landscape Designer IV	GIS Analyst IV	Field Representative IV	Application Developer IV
\$ 180.00	Designer III Engineering Technician III	Staff Surveyor IV	Landscape Designer III	GIS Analyst III	Field Representative III	Application Developer III Permit Coordinator III Project Coordinator III
\$ 165.00	Designer II Engineering Technician II	Staff Surveyor III Survey Party (1–Man)	Landscape Designer II	GIS Analyst II	Field Representative II	Application Developer II Permit Coordinator II, Project Coordinator II, Admin IV
\$ 150.00	Designer I Engineering Technician I	Staff Surveyor II	Landscape Designer I	GIS Analyst I		Application Developer I Permit Coordinator I Project Coordinator I
\$ 135.00	CADD Technician III	Staff Surveyor I Survey Technician III	Landscape Technician III	GIS Technician III		
\$ 125.00	CADD Technician II	Survey Technician II	Landscape Technician II	GIS Technician II	Field Representative I	Admin III
\$ 115.00	CADD Technician I	Survey Technician I	Landscape Technician I	GIS Technician I		
\$ 110.00						Admin II
\$ 100.00						Admin I
\$ 485.00	Expert Witness					

3. When warranted, overtime will be charged for any non-salary employees. Overtime hours will be billed at 1.5 times the individual's charge rate.
4. Direct non-salary (reimbursable) expenses, including printing, reproduction, air travel, lodging, and meals are billed at cost. Travel in company or private vehicles will be billed at the IRS Standard Mileage Rate and may be revised based on fuel pricing. Outside consultant fees will be billed at 1.15 times the cost.
5. All rates and charges are effective through December 31st, 2026, including printing, reproductions, materials, and travel and are subject to change at that time. New rates and costs will become immediately effective to contracts in effect at the time of rate changes.

MEMORANDUM

TO: Mayor and City Council

FROM: Douglas Kerr, City Administrator 

RE: Direction on Palm Boulevard Drainage Improvements

DATE: September 18, 2026

Staff requests Council's direction on whether to proceed with the planned drainage improvements along Palm Boulevard between 36th Avenue and 41st Avenue and, if so, whether to undertake the full project at approximately \$5.29 million or proceed with the first phase only at approximately \$2.8 million (both costs excluding construction oversight).

The project is included in the City's budget contingent upon securing a grant. With the \$1 million appropriation from the South Carolina General Assembly, staff believes that condition has been met. If Council elects to undertake the full project, staff recommends the following funding sources:

Funding source	Proposed amount
SC General Assembly appropriation	\$1,000,000
City NPDES Fund held in trust by Charleston County	\$1,500,000
SC ATAX Fund	\$1,000,000
Municipal ATAX Fund	\$1,000,000
Capital Fund	\$800,000
Total proposed funding	\$5,300,000

The project is fully permitted except for a water and sewer utility permit from SCDOT, which the City is working to resolve. This project could be in conflict with a future sewer project, but coordination is underway to address those conflicts before drainage construction proceeds. The attached cost estimates have been updated to include conflict boxes and steel casing for future sewer lines, if needed.

FULL PROJECT COST EST.

PROJECT : Palm Blvd Drainage Improvements
LOCATION : Isle of Palms, SC
ESTIMATOR : HEA, MCV



OPINION OF PROBABLE CONSTRUCTION COST

DATE PREPARED : 07/15/2025	REVISED:
BASIS FOR ESTIMATE	
(No design completed-Master Plan)	
(Preliminary design - 50% Design Level)	
X (Final design - 95% level)	
(Other)	

OPINION OF PROBABLE CONSTRUCTION COST

Since the Engineer has no control over the cost of labor, materials, equipment, over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Opinions of Probable Construction Costs provided for herein are made on the basis of his experience and qualifications. These opinions represent his best judgment as a design professional familiar with the construction industry. However, the Engineer cannot and does not guarantee that proposals, bids, or the construction cost will not vary from Opinions of Probable Construction Costs prepared by him.

SCDOT ITEM NO.	DESCRIPTION	QUANTITY		COST	
		NUMBER OF UNITS	UNIT MEASURE	PER UNIT	TOTAL COST
1031000	Mobilization	1	LS		\$ 440,000.00
6011000	Traffic Control	1	LS		\$ 150,000.00
1050800	Construction Stakes, Lines & Grades	1	LS		\$ 75,000.00
-	As-built Construction Plans	1	LS		\$ 25,000.00
2011000	Clearing and Grubbing within Right-of-Way	1	LS		\$ 25,000.00
2023000	Removal & Disposal of Existing Pavement	936	CY	\$ 60.00	\$ 56,160.00
2106000	Selected Removal of Marked Trees	49	EA	\$ 1,500.00	\$ 73,500.00
3050108	Graded Aggregate Base Course	1,520	SY	\$ 50.00	\$ 76,022.22
4013990	Milling Existing Asphalt Pavement	4,412	SY	\$ 15.00	\$ 66,180.00
4020320	Asphalt Base Course Type B	172	TON	\$ 225.00	\$ 38,700.00
4040320	Asphalt Surface Course Type B	497	TON	\$ 225.00	\$ 111,825.00
6271010	4" White Solid Lines (Pvt. Edge Lines) Thermoplastic - 90 mil.	2,100	LF	\$ 4.00	\$ 8,400.00
6271015	8" White Solid Lines (Crosswalk) Thermoplastic - 125 mil.	205	LF	\$ 6.00	\$ 1,230.00
6271025	24" White Solid Lines (Stop/Diag Lines) Thermoplastic - 125 mil.	144	LF	\$ 25.00	\$ 3,600.00
6271074	4" Yellow Solid Lines (PVT. Edge Lines) Thermoplastic - 90 mil.	860	LF	\$ 4.00	\$ 3,440.00
-	6" Sewer Service & 12" Steel Casing	140	LF	\$ 1,500.00	\$ 210,000.00
-	Water Service	19	EA	\$ 4,500.00	\$ 85,500.00
-	2" PVC FM	350	LF	\$ 250.00	\$ 87,500.00
-	8" PVC	103	LF	\$ 550.00	\$ 56,650.00
-	12" PVC	76	LF	\$ 600.00	\$ 45,600.00
-	14" PVC	337	LF	\$ 650.00	\$ 219,050.00
-	Hydrant Assembly	1	EA	\$ 12,000.00	\$ 12,000.00
-	14" x 12" Reducer	1	EA	\$ 1,800.00	\$ 1,800.00
-	12" x 8" Tee	1	EA	\$ 1,400.00	\$ 1,400.00
-	14" x 8" Tee	2	EA	\$ 1,400.00	\$ 2,800.00
-	14" x 12" Reducer	1	EA	\$ 1,500.00	\$ 1,500.00
-	14" x 14" Tee	1	EA	\$ 1,600.00	\$ 1,600.00
-	8" 45 Degree Bend	11	EA	\$ 1,800.00	\$ 19,800.00
-	8" 90 Degree Bend	1	EA	\$ 2,000.00	\$ 2,000.00
-	12" 45 Degree Bend	2	EA	\$ 2,500.00	\$ 5,000.00
-	14" 22.5 Degree Bend	2	EA	\$ 2,800.00	\$ 5,600.00
-	14" 45 Degree Bend	6	EA	\$ 2,800.00	\$ 16,800.00
-	8" Gate Valve	3	EA	\$ 8,500.00	\$ 25,500.00
-	12" Gate Valve	1	EA	\$ 10,000.00	\$ 10,000.00
7141118	38" x 60" RCEP (Class III)	2,402	LF	\$ 900.00	\$ 2,161,800.00
7191205	Catch Basin - Type 9	2	EA	\$ 10,000.00	\$ 20,000.00
7192020	Drop Inlet (24" x 36")	21	EA	\$ 8,000.00	\$ 168,000.00
7192105	Manhole	1	EA	\$ 12,000.00	\$ 12,000.00
7192110	Junction Box	2	EA	\$ 10,000.00	\$ 20,000.00
7204100	Concrete Sidewalk	144	SY	\$ 100.00	\$ 14,400.00
7204900	Detectable Warning Material	20	SF	\$ 40.00	\$ 800.00
7205000	Concrete Driveway	595	SY	\$ 150.00	\$ 89,250.00
8041020	Rip Rap (Class B)	80	TON	\$ 200.00	\$ 16,000.00
8048205	Geotextile for Erosion Control Under Riprap (Class 2) Type B	110	SY	\$ 40.00	\$ 4,400.00
8131000	Sodding	22.4	MSY	\$ 12,000.00	\$ 268,800.00
-	Misc. Erosion Control/Water Management	1	LS		\$ 75,000.00
				SUBTOTAL	\$ 4,814,607.22
	Contingency at	10.0	%	\$ 481,461.00	\$ 481,461.00
	GRAND TOTAL OPINION OF CONSTRUCTION COST				\$5,296,100

PHASE 1 COST EST.

OPINION OF PROBABLE CONSTRUCTION COST

PROJECT : Park Drive and Blount
LOCATION : Isle of Palms, SC
ESTIMATOR : HEA, MCV



DATE PREPARED : 07/15/2025	REVISED:
BASIS FOR ESTIMATE	
(No design completed-Master Plan)	
(Preliminary design - 50% Design Level)	
☒ (Final design - 95% level)	
(Other)	

OPINION OF PROBABLE CONSTRUCTION COST

Since the Engineer has no control over the cost of labor, materials, equipment, over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Opinions of Probable Construction Costs provided for herein are made on the basis of his experience and qualifications. These opinions represent his best judgment as a design professional familiar with the construction industry. However, the Engineer cannot and does not guarantee that proposals, bids, or the construction cost will not vary from Opinions of Probable Construction Costs prepared by him.

SCDOT ITEM NO.	DESCRIPTION	QUANTITY		COST	
		NUMBER OF UNITS	UNIT MEASURE	PER UNIT	TOTAL COST
1031000	Mobilization	1	LS		\$ 240,000.00
6011000	Traffic Control	1	LS		\$ 100,000.00
1050800	Construction Stakes, Lines & Grades	1	LS		\$ 65,000.00
-	As-built Construction Plans	1	LS		\$ 20,000.00
2011000	Clearing and Grubbing within Right-of-Way	1	LS		\$ 20,000.00
2023000	Removal & Disposal of Existing Pavement	455	CY	\$ 60.00	\$ 27,300.00
2106000	Selected Removal of Marked Trees	14	EA	\$ 1,500.00	\$ 21,000.00
3050108	Graded Aggregate Base Course	726	SY	\$ 50.00	\$ 36,300.00
4013990	Milling Existing Asphalt Pavement	31,385	SY	\$ 15.00	\$ 470,775.00
4020320	Asphalt Base Course Type B	82	TON	\$ 225.00	\$ 18,450.00
4040320	Asphalt Surface Course Type B	393	TON	\$ 225.00	\$ 88,425.00
6271010	4" White Solid Lines (Pvt. Edge Lines) Thermoplastic - 90 mil.	2,100	LF	\$ 4.00	\$ 8,400.00
6271015	8" White Solid Lines (Crosswalk) Thermoplastic - 125 mil.	205	LF	\$ 6.00	\$ 1,230.00
6271025	24" White Solid Lines (Stop/Diag Lines) Thermoplastic - 125 mil.	24	LF	\$ 25.00	\$ 600.00
6271074	4" Yellow Solid Lines (PVT. Edge Lines) Thermoplastic - 90 mil.	860	LF	\$ 4.00	\$ 3,440.00
-	6" Sewer Service & 12" Steel Casing	18	LF	\$ 1,500.00	\$ 27,000.00
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7192020	Drop Inlet (24" x 36")	6	EA	\$ 8,000.00	\$ 48,000.00
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8048205	Geotextile for Erosion Control Under Riprap (Class 2) Type B	110	SY	\$ 40.00	\$ 4,400.00
8131000	Sodding	6.1	MSY	\$ 12,000.00	\$ 73,200.00
-	Misc. Erosion Control/Water Management	1	LS		\$ 65,000.00
				SUBTOTAL	\$ 2,566,570.00
	Contingency at	10.0	%	\$ 256,700.00	\$ 256,700.00
	GRAND TOTAL OPINION OF CONSTRUCTION COST				\$2,823,300

MEMORANDUM

TO: Mayor and City Council

FROM: Douglas Kerr, City Administrator 

RE: TST project at Palm Boulevard between Carolina Boulevard and 2nd Avenue

DATE: September 16, 2026

The City needs to provide Charleston County with direction on the TST project that is currently on hold to add a sidewalk on Palm Boulevard between Carolina Boulevard and 2nd Avenue.

To recap the situation, in January 2023 Council voted to submit a request for the first phase of a project to add a new sidewalk on eastern side of Palm Boulevard and connect the existing sidewalks from Breach Inlet bridge to 10th Avenue. The first phase of the project included the section from Carolina Boulevard to 2nd Avenue. This action was due in part from receiving a signed petition supporting a crosswalk on Palm Boulevard at 5th Avenue (see attached minutes, TST request and petition).

The County TST Board agreed to fund the first phase and that project is now designed and permitted and waiting to go out for bid.

As part of implementing the project, Charleston County mailed notices to abutting property owners and some of those owners contacted Council and expressed their objection to the project (see attached correspondence). At that time, Council directed the staff to contact the County staff and request that the project be put on hold until next steps could be determined.

In the meantime, the City engaged the Berkley Charleston Dorchester Council of Government (BCDCOG) to conduct a mobility study. That study was presented at the August 2026 meeting, and it includes the Palm Boulevard sidewalk as a recommended connection. The Planning Commission also reviewed the COG study and chose to prioritize a loop around Palm, Waterway, 21st, 41st and connecting that loop to the commercial district and the IOP Connector.

The program typically has two bins per pickup location, but the Committee would like to see how popular the program is before committing to four bins.

Director Kerr said that people interested in participating in the program must complete training in order to receive a code to unlock the bins. The Committee proposes that one bin be at the marina with the glass recycling container and that the other bin and glass recycling container both be placed at the Carmen R. Bunch Park. He said the twice weekly pickup includes washing each bin to prevent smells and attracting rodents.

Administrator Fragoso said she would have the City Attorney review the contract. She explained that \$15,000 was set aside in the FY23 budget for initiatives from the Environmental Advisory Committee. \$9600 of that was allocated to the glass recycling program. There is enough remaining money in that line item to support this program.

MOTION: Council Member Miars made a motion to approve the expenditure of \$480/month but start at \$240/month until such time the program requires more bins and that the contract with Smart Recycling include an opt-out clause. Council Member Streetman seconded the motion. The motion passed unanimously.

D. Discussion of FY24 Budget Calendar

Mayor Pounds reviewed the FY24 budget calendar in the meeting packet. He asked Council members for any projects or initiatives they are considering for FY24.

E. Consideration of proposed project requests for the Transportation Sales Tax (TST) FY24 Allocation Program

Mayor Pounds said the deadline for the TST application is February 15.

MOTION: Council Member Bogosian made a motion to approve the application for extending the existing sidewalk from Breach Inlet to 2nd Avenue and install a crosswalk on Palm Boulevard at 2nd Avenue, the repair and widening of the existing concrete sidewalk at 21st Avenue, and aligning the existing crosswalks between 46th and 57th avenues with the beach access paths located on the landside of Palm Boulevard to the TST FY24 Allocation Program. Council Member Anderson seconded the motion. The motion passed unanimously.

8. Boards and Commissions Report

- A. **Board of Zoning Appeals** – minutes attached
- B. **Planning Commission** – minutes attached
- C. **Accommodations Tax Advisory Board** – minutes attached
- D. **Environmental Advisory Committee** – minutes attached

11. Ordinances, Resolutions, and Petitions

- A. **Second Reading** – none
- B. **First Reading** – none
- C. **Resolutions and Petitions** - none

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Director Kerr said that people interested in participating in the program must complete training in order to receive a code to unlock the bins. The Committee proposes that one bin be at the marina with the glass recycling container and that the other bin and glass recycling container both be placed at the Carmen R. Bunch Park. He said the twice weekly pickup includes washing each bin to prevent smells and attracting rodents.

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- A. **Second Reading** – none
- B. **First Reading** – none
- C. **Resolutions and Petitions** - none

**CITY OF
ISLE
OF
PALMS
South Carolina**



Mayor:
Phillip Pounds

City Council:
Jan Anderson
John Bogosian
Blair Hahn
Katie Miars
Kevin Popson
Rusty Streetman
Jimmy Ward
Scott Pierce

February 15, 2023

Devri DeToma
Capital Projects Program Manager
Charleston County Public Works
Lonnie Hamilton III Public Services Building
4045 Bridge View Drive, Suite B309
North Charleston, SC 29405

RE: FY24 Transportation Sales Tax (TST) Annual Allocation Program – Isle of Palms Requests

Dear Devri:

I am pleased to submit the City of Isle of Palms' request for funding for FY24 pedestrian enhancement projects. The city's projects focus on improving pedestrian safety; they include installing crosswalks and sidewalks, repairing, and enhancing existing sidewalks and crosswalks across the island. The city believes that these projects will serve as an example for how sidewalks can transform communities by increasing safety, promoting active transportation, increasing access to assets, and building greater social connection. As you will see from the attachments, residents have reached out to the city in support for this project.

Thank you for your consideration. The City is grateful for the support the committee has shown to the City in prior years and we look forward to the continued support of our transportation-related needs.

Sincerely,

Phillip Pounds
Mayor

City of Isle of Palms, South Carolina

Transportation Sales Tax FY24 Project Requests:

The City of Isle of Palms requests funding for the following three (3) projects. The allocation category requested is pedestrian and bike enhancements.

#1 Project: Installation of new crosswalks and pedestrian sidewalk on the southern side of Palm Boulevard between Breach Inlet and 10th Avenue. Phase 1 of this project would include extending the existing sidewalk on the southern side of Palm Boulevard from Carolina Boulevard to 2nd Avenue and install a crosswalk at the intersection of Palm Boulevard and 2nd Avenue.

Description of the project: The City's goal is to eventually extend the sidewalk on the ocean side of Palm Boulevard from Breach Inlet to connect to the existing sidewalk at 10th Avenue. The City requests funding for the first phase of the project: design, permitting and construction of a sidewalk on the ocean side of Palm Boulevard between the intersection of Carolina Boulevard and 2nd Avenue and installation of a crosswalk at 2nd Avenue.

Brief explanation of the need for the project: There is no pedestrian infrastructure on Palm Boulevard between 10th Avenue and Carolina Boulevard. The residents from the adjacent neighborhoods have petitioned the City to pursue the extension of the existing sidewalk from Breach Inlet that ends at Carolina Boulevard and the construction of sidewalks. Extending the pedestrian infrastructure at this location would enhance safety conditions for pedestrians and promote health by increasing opportunities for walking and physical activity.

#2 Project: Repair and widen of existing concrete sidewalk at 21st Avenue.

Description of the project: The City requests funding for the repair and widening of 1500 linear feet of existing concrete sidewalk located at 21st Avenue in Isle of Palms. The existing pedestrian concrete sidewalk that runs along the landside of Palm Boulevard between 21st and 41st Avenue and extends past the Lutheran Retreat Center ends in front of the Methodist Church parking lot in the corner of 21st Avenue. The sidewalk then transitions to an asphalt sidewalk at the corner of 21st Avenue and Palm Boulevard and extends down 21st Avenue to Waterway Boulevard. This project proposed extending the concrete sidewalk along 21st Avenue from where it currently ends to the intersection at Waterway Boulevard.

Brief explanation of the need for the project: The pedestrian path along 21st Avenue is in dire need of repair. Its condition creates tripping hazards for pedestrians and vegetation encroachments has reduced its width to approximately 2-3 feet. The city provides ADA compliant beach access at the 21st Avenue beach access path. The sidewalk connects citizens walking from Waterway Boulevard, and the neighborhoods between 17th and 21st Avenue (behind the Harris Teeter shopping center) to the beach access path at 21st Avenue and connects to the City's commercial district. Repairing and expanding the sidewalk will improve walkability and enhance safety conditions for pedestrians.

#3 Project name: Align existing crosswalks between 46th Avenue and 57th Avenue with the beach access paths located on the land side on Palm Boulevard.

Description of the project: The City requests funding for the study and realignment of existing crosswalks on Palm Boulevard between 46th and 57th Avenues so they may be connected to the existing community beach access paths and the avenues.

Brief explanation of the need for the project: There are nine community beach access paths and five crosswalks on Palm Boulevard between 46th and 57th Avenue that connect the Wild Dunes Community egress points to Palm Boulevard. The city believes that if the crosswalks are aligned with the avenues and respective beach access paths, they are more likely to be used by pedestrians, which would increase pedestrian safety.

Petition for a Pedestrian Crosswalk at 5th Ave. and Palm Blvd. Isle of Palms, S.C. 29451

Action petitioned for: We the undersigned are concerned for the safety of our families, renters, and visitors who cross Palm Blvd. between 2nd and 10th Ave. on a daily basis to go to the beach, shopping, and restaurants. There are no pedestrian crosswalks between the IOP Connector and Breach Inlet which is a hazard when crossing Palm Blvd. during any time of the day or and evening.

Date	Signature	Printed Name	Address	Comment
10-4		Zoelly	1445 Appling ^{Dr}	100% but!!
10-4		Mark Hudson	402 Merritt	
10-4		Maria S. Hudson	407 Merritt	
10-4		Mark K. Hudson	407 Merritt Blvd	
10-4		Michael Hudson	407 Merritt Blvd	
10-4		Kim Williams	411 Merritt	
10-4		Harold Smith	410 Merritt	Please do!
10-4		Patsy Smith	"	
10-4		Patsy Smith	410 Merritt	Yes, I almost got hit by a speeder!
10-4		Patrice O'Connor	421 Merritt	
10-4		Andrew McLaughlin	1445 Appling ^{Dr}	
10-5		MARKUS KRUEGER	7 2 ND AVE	

Petition for a Pedestrian Crosswalk at 5th Ave. and Palm Blvd. Isle of Palms, S.C. 29451

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Date	Signature	Printed Name	Address	Comment
10/5/21	B Mohorn	B MOHORN	202 CAROLINA BLVD	
10/5/21	[Signature]	Tom Chason	414 Carolina Blvd	
10/5/21	Harmony Chason	Harmony Chason	414 Carolina	
10/5/21	David [Signature]	David Henry	705 Carolina Blvd	
10/5/21	[Signature]	D R MEYER	707 Carolina Blvd	
10/5/21	[Signature]	Henry James Craven	816 Carolina	Prefer to walk @ also
10/6/21	Suzanne S Brown	S Brown	813 Carolina	
10/6/21	[Signature]	CHRIS BROWN	813 CAROLINA	
10/6/21	[Signature]	Matthew Miller	918 Carolina Blvd	
10/6/21	[Signature]	E. VALLÉ	905 ANNEA BLVD	
10/6/21	Dana Johnst	Dana Johnst	602 Palm Blvd	
10/6/21	Ellen Rose	Ellen Rose	602 Palm Blvd	

Petition for a Pedestrian Crosswalk at 5th Ave. and Palm Blvd. Isle of Palms, S.C. 29451

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Date	Signature	Printed Name	Address	Comment
10/7/21	Gayle Breach	Gayle Breach	604 Palm Blvd.	1-car
10/6/21	Lil Paxton	Lil Paxton	525 Carolina Ave	

Douglas Kerr

From: Steve Halleck <stevehallecko3@gmail.com>
Sent: Monday, June 22, 2026 12:13 PM
To: City Council; Ann Marie Halleck
Subject: June 24 Council Meeting - Sidewalk to Nowhere topic

Dear Council members,

I had planned to speak to this topic at the upcoming meeting, but will be unable to attend due to the changed date of the meeting. My absence is not a reflection of the importance that we place on showing our opposition to this project. I had prepared some comments below that I wanted to go ahead and pass along in advance of your discussion. I sincerely hope you will cancel this project or, at a minimum, deprioritize it and put it on hold.

Talking points for City Council Meeting

- My name is Steve Halleck at 104 Palm Blvd.
- I would like to propose a project for the Council's consideration
- The project is called the 'Stairway to Heaven'
- It is an ambitious project, but we only have funding for the first flight of the stairs
- And unfortunately it will be disruptive to around 75 homeowners on the island
- As a result, most residents are strongly opposed to the project
- Especially because no one can articulate any value for doing the project
- This first phase is funded by our tax dollars to the county although some folks refer to it as 'free money'
- But the likelihood of funding the completion of the project is extremely low over the next 10 years
- Hopefully, if I asked for a show of hands by the Council, few would support this farcical project.

- Well, unfortunately we have a very similar project currently in the pipeline
- It's called the 'Sidewalk to Nowhere'
- It is one block of sidewalk from Caroline Blvd to 2nd Ave. with unfunded plans up to 10th Ave.
- Many residents have sent letters to express opposition to this project.
- It will create safety issues and increase flooding in an area that is already prone to flooding
 - My house has been flooded with over 12 inches of water 3 times over the past 10 years
- It solves no existing problem for residents
- It is very disruptive to many residents
- It is funded by our own tax dollars from the county
- But the only funding is for the one block of sidewalk from Carolina Blvd to 2nd Ave
- While it would seem that only a few residents are opposing, there has been no vehicle for communicating this project to residents from 2nd Ave to 10th Ave.
- It would be a huge leap to make the assumption that any additional funding would be available for a project that has no support within the community

- Why would our community leaders be pushing for something the residents are opposed to and that does not address an issue within the community? After listening to the June Planning Commission meeting, there are many projects that should take precedence over this proposed project.
- In closing, when you are all asked to raise your hand to vote for the Sidewalk to Nowhere, I would expect you would have the same response as the Stairway to Heaven

Respectfully,
Steve Halleck
104 Palm Blvd, IOP

Douglas Kerr

From: John Barber <jbarber@WhiteOakManor.com>
Sent: Monday, June 8, 2026 2:44 PM
To: City Council
Cc: Isabel Barber; John Barber; Steve Halleck
Subject: Comment on Proposed Sidewalk between Carolina Blvd. and 2nd Ave.

Dear Mayor and City Council,

This is a portion of the email sent to you last week from my next-door neighbors Steve and Ann Marie Halleck: I totally agree with their position and oppose the idea of starting this sidewalk project. We have a dock located across the street from our house at 106 Palm Blvd. and we frequently cross the street where the sidewalk will be located. There is a blind curve to drivers coming from Sullivans Island and we have been fortunate not to have any family members hit by the cars as they increase their speed on IOP. Please allow this letter to serve as our total opposition to this proposed project.

The project does not appear to solve problems or bring value to residents in this area. With regard to the Carolina Blvd to 2nd Ave section in question, the proposed sidewalk would create an unsafe environment for the public who park along Palm Blvd, as it would encourage pedestrians to cross this busy county road with no crosswalk (along a blind curve) when cars coming onto the island are beginning to pick up speed. Normally, there is very little pedestrian traffic along this corridor of Palm Blvd stretching up to 10th Ave and thus this plan does not contribute to the stated goal of making the island more walkable. Such sidewalks would be more beneficial overall in an interior residential area of the island. The proposed sidewalk between Carolina Blvd and 2nd Ave would increase the flooding risk to our homes due to the removal of mature trees and shrubs. In the past ten years, we have had significant flooding in three separate storms. The level of flooding would have been much worse with less vegetation and more impervious surfaces causing faster runoff. Removal of the mature vegetation would also significantly increase noise pollution for the residents whose homes border the sidewalk.

Respectfully yours,

John and Isabel Barber
106 Palm Blvd.
864-542-7474

John P. Barber
White Oak Management, Inc.
Direct Number (864) 327-1132
Fax Number (864) 542-8751

White Oak Management, Inc. Email Confidentiality Disclaimer

The information in this email may be privileged and confidential, intended only for the use of the addressee(s) above. Any unauthorized use or disclosure of this information is prohibited. If you have received this email by mistake, please delete it and immediately contact the sender.

Douglas Kerr

From: Connor Gantt <cgantt@icloud.com>
Sent: Thursday, June 18, 2026 12:10 PM
To: City Council
Subject: Sidewalk

I just wanted to thank you for listening and to reconsidering the sidewalk that would be built from Carolina Blvd to 2nd Ave.

We are still opposed to it being built.

Connor and John Gantt
118 Palm Blvd.
Sent from my iPhone

Douglas Kerr

From: Leila Holmes <leila1007@live.com>
Sent: Friday, July 17, 2026 11:39 AM
To: City Council
Subject: Sidewalk from Carolina Blvd to 2nd Ave

To the members of the City Council

I would like to express to the Town Council my objection to the proposed sidewalk. I live at 108 Palm Blvd and it is exceedingly rare for anyone to walk down Palm Blvd on the "ocean" side of the street. All of the street parking as well as the Boathouse and the Exchange Club are on the "creek" side of Palm Blvd so all foot traffic happens on that side.

In order to make space for the sidewalk, numerous trees will have to be removed including quite a few palms that were planted after Hugo to beautify Palm Blvd.

I think the monies allotted for this project could be better spent elsewhere. I encourage you to find a better option and abandon the plans for one block of sidewalk on Palm Blvd.

Leila and Stephen Holmes

108 Palm Blvd

919-215-7305

Sent from my iPhone

Douglas Kerr

From: Reid Dunbar <dunbarreid@yahoo.com>
Sent: Tuesday, March 24, 2026 4:45 PM
To: City Council; Phillip Pounds
Cc: Dana Dunbar
Subject: Sidewalk Project - Palm Blvd

Mayor Pounds and City Council Members,

We are the longtime owners of the house at the southeast corner of Carolina and Palm Blvd. It has come to our attention that the City and County are considering installing a sidewalk along the south side of Palm Blvd. From our longtime experience there is very little foot traffic that occurs on the south side of Palm Blvd, and is not the best use of resources. The foot traffic that does occur is on the other side of Palm Blvd which is closest to Hamlin Creek. In addition, the removal of trees/shrubs required for the installation of the sidewalk will reduce the appearance along Palm as well as negatively affect homeowners values.

The main priority for the County and City in this area should be improving and maintaining the storm systems to reduce the flooding that regularly occurs at Carolina and Palm Blvd. That is a larger hinderance to access and livability for the residences in this area.

We do not support installing a sidewalk along our section of Palm Blvd and appreciate City Council being open to suggestions from homeowners with the best knowledge of the needs of their neighborhood.

Kind Regards,
Reid & Dana Dunbar



Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title:	Director of Planning, Building and Zoning Department
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Department: Building

Pay Grade: G100

FLSA Status: Exempt

JOB SUMMARY

The Director of Planning, Building and Zoning Department oversees the full spectrum of development-related regulatory services in a coastal municipality, including building inspections, zoning administration, business licensing, and short-term rental regulation.

ESSENTIAL JOB FUNCTIONS:

- Department Leadership — Supervises all staff members with daily operations of the Planning, Building and Zoning Department; develops strategic goals, policies, and performance standards.
- Zoning Oversight — Interprets and enforces zoning ordinances; reviews development proposals; advises planning boards and elected officials.
- Building Code Administration — Ensures compliance with state and local building codes; supervises plan review, permitting, and inspections.
- Business Licensing Management — Oversees issuance, renewal, and enforcement of 3000 business licenses; coordinates with police, fire, and finance departments.
- Short-Term Rental Regulation — Manages permitting, compliance monitoring, occupancy limits, and enforcement actions for STR properties.
- Coastal Resilience Compliance — Ensures adherence to floodplain regulations, FEMA requirements, and coastal construction standards.
- Comprehensive Plan — Leads and coordinates implementation of the Comprehensive Plan, ensuring alignment with long-term community goals; evaluates progress, recommends policy updates, and collaborates with relevant city departments.
- Budget & Resource Management — Prepares and administers departmental \$865,089 budget to include \$5,341,122 in revenue from business licenses, permits, short-term rentals and tree replacement; manages contracts and technology systems.
- Public Communication — Serves as primary contact for residents, contractors, and businesses; provides guidance on codes, processes, and appeals.
- Interdepartmental Coordination — Works with planning, public safety, legal, and public works on cross-functional issues.

- Enforcement & Compliance — Oversees investigations, citations, hearings, and corrective actions.
- Planning Commission- Attend, review, prepares presentations, and recommends action on ordinances and issues.
- Performs other duties as assigned.

MINIMUM REQUIREMENTS TO PERFORM WORK:

- Bachelor of Arts or Bachelor of Science degree in Land Use Planning, Urban or Regional Planning,
- At least five (5) years experience in land use regulation and enforcement, or closely related field.
- At least two (2) years supervisory experience or equivalent experience and training sufficient to fulfill position requirements.
- Background in civil engineering or related disciplines is beneficial but not required.
- Certification such as AIC (American Institute of Constructors) is preferred but not required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of government office practices and services
- Knowledge of the principles, practices and regulations pertaining to zoning land use.
- Skill in the use of oral and written communication;
- Skill in data processing;
- Skill in being well organized;
- Skills in using monitoring software;
- Ability to operate a motor vehicle;
- Ability to manage multiple tasks in a detailed and effective manner; and
- Ability to establish good working relationships with relevant state and county officials, citizens, contractors, developers, other personnel and anyone interacting with the department.

PHYSICAL DEMANDS:

This position does not require strenuous or stressful physical demands as the position is primarily sedentary. However, employees in sedentary positions are still expected to occasionally exert force through lifting, carrying, pulling, or pushing objects during the course of employment, usually no more than 10 pounds. The applicant should generally have the ability to sit, stand, balance, bend, use hands, feet and arms for the purpose of speaking, talking, moving and interacting with others. In addition, this position will be required to do site inspections and applicants will need to be able to physically handle the site inspections. Applicants with physical limitations are still encouraged to apply and the city will consider reasonable accommodation to see if the applicant can still perform the job.

WORK ENVIRONMENT:

Work is typically performed in an indoor environment.

The City of Isle of Palms has the right to revise this position description at any time, and does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date

FGP

FIND GREAT PEOPLE

EXECUTIVE SEARCH PROPOSAL

DIRECTOR OF PLANNING

CITY OF ISLE OF PALMS

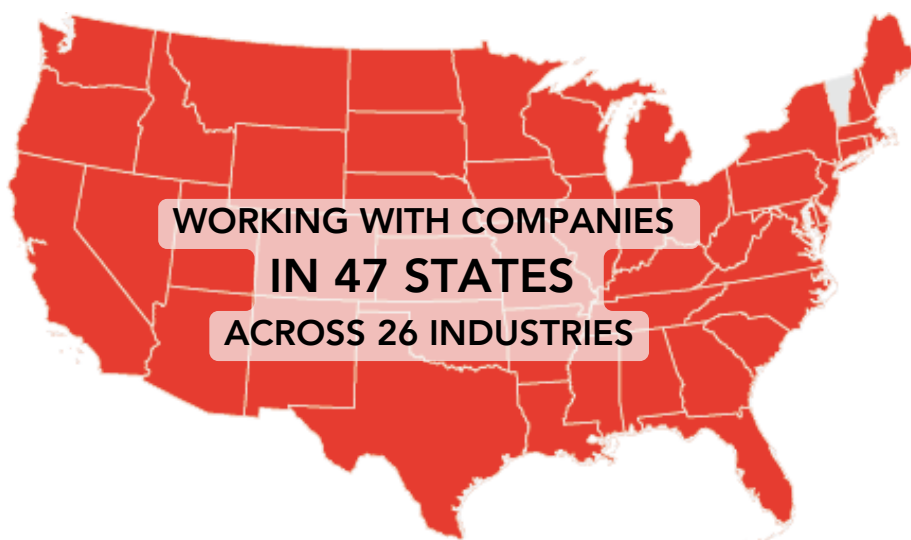


FGP Overview

Find Great People (FGP) is a veteran-owned, nationally recognized talent solutions firm. After more than four decades, our services have evolved to include staffing, search, and consulting across a variety of specialty areas and industries.

We utilize our nationwide search capabilities to find and attract great talent for the public sector and economic impact organizations. Our expertise extends to **economic development organizations, state and local government agencies, quasi-governmental organizations, public utilities, museums, housing authorities, municipalities, and more.** FGP has a broad network of diverse and accomplished leadership candidates from within economic development and state and local government. FGP provides a unique search solution with the adaptability of a boutique firm complimented by the brand recognition and resources of a large company.

Although awards don't define an organization, we are fortunate to have been recognized for eight consecutive years by Forbes in the client-nominated list of America's Best Recruitment Firms. We have also been recognized as one of South Carolina's Best Places to Work for 14 years, and as an organization that empowers women (80% female workforce). What defines our work is our people and their commitment to results and outcomes. Our average employee tenure is over 9 years, and we subscribe to the belief that it takes great people to build great companies, starting with the FGP team.



What Sets FGP Apart

Growth, gratitude, and great people define who we are. Our three G's are the fabric of Find Great People and why our "G" is red. Together, they tell the story of a company built on great people, with an intentional focus on positively impacting the lives of those we serve – our clients, candidates, and each other.



Growth

We challenge each other to demonstrate a growth mindset personally and professionally, always. As a growth company, we work with likeminded growth organizations, grateful for the opportunity to help build great companies.



Gratitude

We believe gratitude comes from a person's care and feeds how we "show up" for our customers and partners. We share gratitude through both words and actions, focusing on the privilege we have to positively impact others through our work.



Great

We believe greatness is a choice, with a commitment to excellence, a sense of urgency, and demonstrating humility through the hustle. We believe everyone has greatness inside them, and it must be fed daily to generate sustained impact.

FGP Executive Search By The Numbers

- **1300+** Placements annually
- **700+** Clients billed annually
- **15 Years** Average industry experience
- **3** Search Models: Retained, Engaged and Contingency
- **25** Search Consultants, across 4 locations in South Carolina and Tennessee



Relevant Experience



CITY OF COLUMBIA

Director of Planning and Development
Services



CITY OF FOUNTAIN INN

Director of Planning



SPARTANBURG COUNTY GOVERNMENT

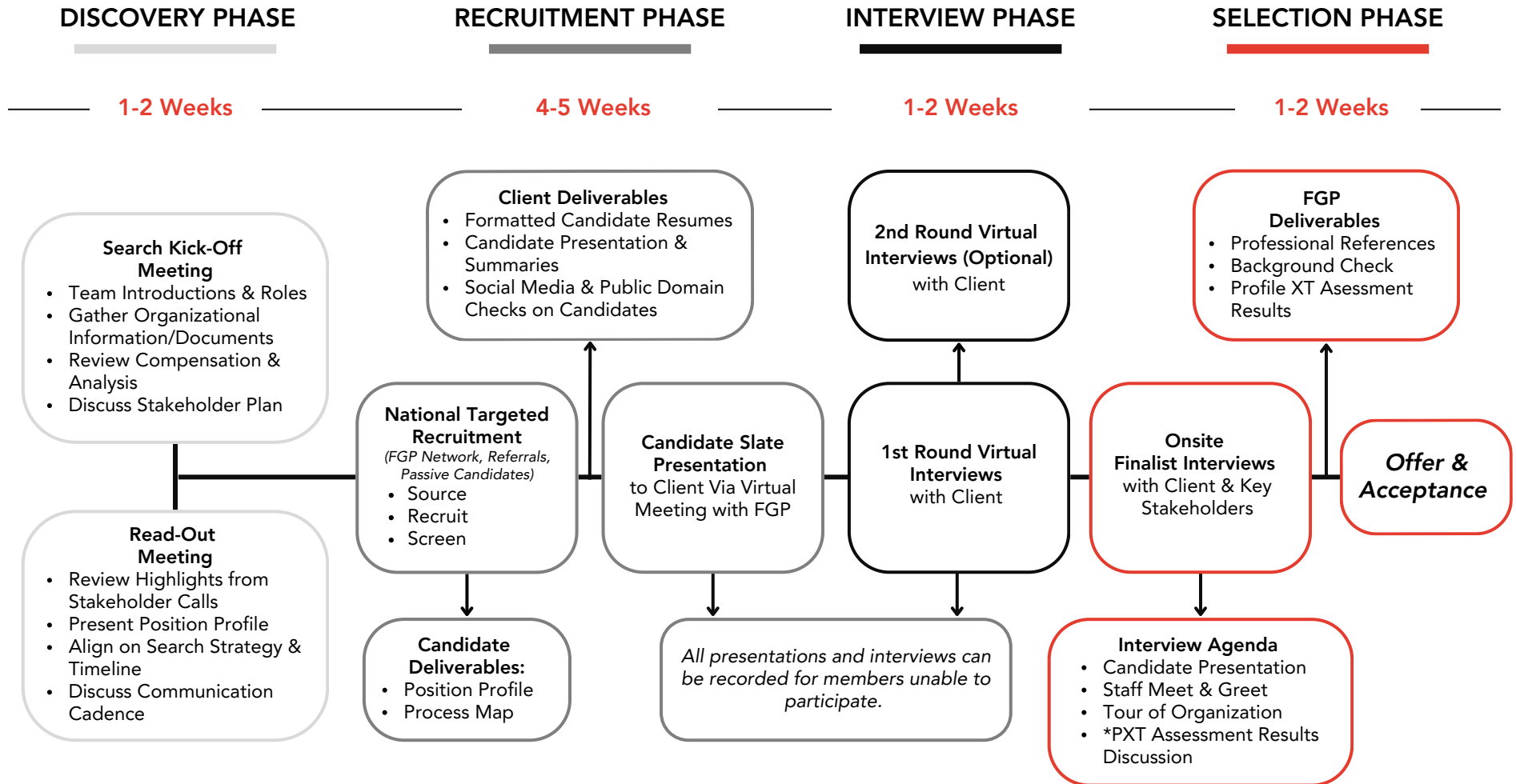
Director of Planning and Development



CITY OF CLEMSON

Director of Planning and Codes

Search Process Map (Sample)



*FGP offers the Profile XT assessment tool as part of the screening and evaluation process. The Profile XT is a “total person” assessment that measures both cognitive ability and behavioral characteristics. Candidate results are benchmarked against Specific Performance Model from Profiles International and assigned a percentage match.

Search Strategy

FGP utilizes a comprehensive nationwide recruitment strategy to reach diverse and highly qualified candidates. Our search strategy is grounded in the belief that recruiting is an action verb and focused primarily on the sourcing and recruitment of passive candidates.



RESEARCH

- **Target Similar Organizations** - research similar organizations factoring in size, services offered, structure, and issues associated with geographic location.
- **Independent Research** - conduct independent research to identify appropriate target organizations and opportunities for creating public awareness.
- **National Associations** - ensure awareness nationally, regionally, and locally with appropriate associations where experienced professionals are engaged and connected.
- **Organizational Awareness** - review demographics, organizational structure, comprehensive plan, strategic plan, budget documents, and website to ensure consultant has a full understanding of the organization, the long-term goals, and culture of the environment before engaging with candidates.



NETWORK

- **Thought Leaders** - connect with leaders from across the region.
- **Influencers** - connect with those who influence professionals in the industry.
- **Public Sector Ecosystem** - network within the ecosystem to engage with passive candidates and those who can make introductions to high potential candidates.
- **National awareness using technology platforms and relevant associations** - publicize the position using the FGP website, LinkedIn, association websites, and other relevant tools.



SOURCE

- **Passive Candidates** - target high potential leaders based upon research nationwide.
- **Referrals** - seek referrals from FGP network, the organization, and relevant associations.
- **Diverse & Underrepresented Leaders** - use targeted sourcing and association engagement to identify candidates who have diverse backgrounds and experiences. Ensure the candidate slate reflects diversity that aligns with the needs of the organization.
- **Technology Tools** - utilize a wide variety of technologies to connect with passive candidates to include the FGP database, LinkedIn, and targeted website research.



SELECT

- **Experience & Qualifications** - evaluate candidates based on their level of experience, and alignment with the requirements determined by the Client.
- **Organizational & Community Alignment** - determine each candidate's level of alignment with the organization and the community's mission, culture, and values.
- **Potential Impact & Growth** - consider candidates' ability to impact the organization, support the growth of the community, and develop employee capabilities.
- **Retention & Tenure** - explore overall years of experience, tenure in past positions, and reasons for transitions in candidate employment history.

Investment & Terms

Search Components

Thank you for the selection of the FGP Executive Search team to help you find your next great **Director of Planning**. We are grateful to partner with your organization and strategically represent your opportunity to candidates in the FGP network and marketplace. The purpose of this document is to outline the engagement terms and fees between FGP and the **City of Isle of Palms, SC**.

Commitments

You, as our client, authorize FGP to recruit potential candidates for the (Position Name Role) position and take ownership of the comprehensive search process. Clear, timely communication of the role requirements and organizational fit will be crucial for the successful recruitment of the search. During the retained search process, the client agrees that all candidates (internal and external) will go through the FGP screening process.

Through this extensive process, FGP commits to the following responsibilities:

- The development of a complete position profile, competency model, and compensation analysis.
- Sourcing and recruiting candidates (nationwide) whose experiences and competencies are in line with the position profile.
- Candidate screening and in-person/video interviews for high-potential candidates.
- Candidate assessment versus competency model and interview scoring throughout the process.
- Candidate "slate" management to include formatted resumes; candidate write-ups; degree, license, and background verification; and compensation history forms for each candidate.
- Client stakeholder support and process facilitation as it relates to other consultants or third parties.
- Optional Profile XT assessment administration for finalist candidates, client team mapping, analytics and debriefing with all parties.
- Development of presentation guidelines for finalist candidates to designated Client stakeholders.
- Professional references for finalists.
- Facilitation of offer process and acceptance to include assistance with the integration process including the candidate's resignation through the first 180 days of employment.

We appreciate the trust and confidence you have placed in us to help develop and execute your search process and believe with these steps, we will find a great person for your team.

Investment & Terms

Fees and Terms

The cost for this search will follow the State of SC Executive Search contract #4400028423 pricing, **which is 20% of the first year's salary**. This search begins with the payment of a retainer fee of 1/4 of the estimated placement fee (non-refundable). The remaining balance of the fee will be due upon completion of the search, and within thirty (30) calendar days of the candidate's start date.

There is a fee obligation when any candidate we refer to you accepts an offer of employment with your company or any of its affiliates within 12 months of candidate submittal. This includes the hiring of any FGP employee you worked with during the period of engagement on the search and 12 months following.

FGP will cover the cost of degree, license, and background verifications. All other costs will be billed directly to the client (i.e. any travel-related expenses).

Replacement Guarantee

Recognizing the importance of recruiting a new Director of Planning, and the trust that you will place in FGP by partnering with us, we are pleased to guarantee our placement for a period of 12 months. If the new team member leaves or is terminated due to performance before that time, FGP will conduct a search for a replacement at no charge (excluding expenses). All bills must be paid within 45 days of the candidate's start date to activate the placement guarantee.

We are excited to partner with you and are committed to successfully finding a great person for your company. Please sign and date your acknowledgment below indicating your agreement and return a signed copy to your FGP partner.

Client

By: _____

Print Name: _____

Date: _____

Find Great People, LLC

By: _____

Print Name: _____

Date: _____

MEMORANDUM

TO: Mayor and City Council

FROM: Douglas Kerr, City Administrator



RE: Appointment of Employee Grievance Committee

DATE: September 16, 2026

I request that City Council appoint the following employees to serve on the Employee Grievance Committee:

Debra Hamilton, Finance Director- appointment to expire September 22, 2027

Robert Asero, Director of Public Works- appointment to expire September 22, 2028

Karrie Farrell, Director of Recreation- appointment to expire September 22, 2029

The City's Grievance Procedure provides for Council to appoint a three-member committee selected on a broadly representative basis from among City employees. These appointments would provide representation from three departments and establish a committee to hear employee grievance appeals and make findings and recommendations in accordance with the procedure.

The procedure provides for three-year terms, with initial appointments staggered so that approximately one member's term expires each year.

I recommend that Council approve these appointments, effective upon Council action.

Periodically, the City may make available to employees information regarding substance abuse. All employees are encouraged to attend such programs and to review any material supplied. Some employees may be required to attend such programs or to review such material.

Grievance Procedure

This procedure is adopted in accordance with the "County and Municipal Employees Grievance Procedure Act," Section 8-17-110, *et seq.*, Code of Laws of South Carolina, 1976, as amended.

1. A grievance is defined as a complaint by an employee that the employee has been treated unlawfully or in violation of rights under City policies with regard to employment. This definition includes, but is not limited to, discharge, suspension, involuntary transfer, promotion and demotion. An employee's level of compensation or classification is not the proper subject of a grievance except as it applies to alleged inequities within the employee's department. However, if an employee believes she or he has not received or been credited with or has otherwise lost wages or benefits to which she or he is entitled, she or he must present the grievance in accordance with this procedure.

2. An employee who believes he or she has a grievance must follow the following procedure:

Step 1. He or she must file the grievance within 10 calendar days of the event giving rise to the grievance or his or her knowledge of the events giving rise to the grievance. He or she is to follow the chain of command in his or her department, appealing to each successive level of supervision. These steps may be oral. At each level, each supervisor has four calendar days to render a decision. If no decision is made within this time, the grievance is considered denied. If a supervisor at a particular level is unavailable to consider the grievance, it is considered denied and the employee is to appeal to the next level of supervision.

Step 2. If the head of the department in which the employee is employed denies the grievance, this decision is final as to any grievance brought by an employee in her or his initial probationary period. A new employee is considered probationary until her or his probationary evaluation is completed and release from probation is approved by her or his department head.

3. Employees other than probationary employees may appeal to the Employee Grievance Committee the denial of their grievances by department heads by filing a written request for appeal to the City Administrator. This must be done within seven calendar days of the department head's denial of the grievance. The written request for appeal must include the following information:
 - a. the purpose of the appeal and what recommendation is requested of the Grievance Committee, and
 - b. a statement that the chain-of-command has been followed in the appeal as is required by the grievance procedure

The Human Resources Officer may assist in preparing the appeal, if requested.

4. Within ten days of receiving the employee's request, the Grievance Committee chairman will schedule the requested hearing and notify the Grievance Committee, the employee requesting the hearing, the affected department and the Human Resources Officer.

Employee Grievance Committee

The City Council appoints a committee, as needed, composed of three (3) employees to serve for terms of three years, except that the members appointed initially are appointed so that their terms will be staggered. The City Council may also appoint two alternates to serve when other members are disqualified or unable to serve. Approximately one-third of the terms shall expire each year. A member continues to serve after the expiration of his term until a successor is appointed. Any interim appointment to fill a vacancy for any cause prior to the completion of a member's term is for the unexpired term. Any member may be reappointed for succeeding terms at the discretion of the City Administrator. All members are selected on a broadly representative basis from among City employees. Members employed in the same department as the grieving employee and members having formed an opinion on the issues prior to the hearing may not participate in that employee's hearing.

1. The Committee annually selects its own chair from among its members. The chair serves as the presiding officer at all hearings attended but may designate some other member to serve as presiding officer in his or her absence. The chair has authority to schedule and to re-schedule all hearings.
2. A quorum consists of at least two committee members, and no hearings may be held without a quorum.
3. The presiding officer has control of the proceedings. The officer may take whatever action is necessary to ensure an equitable, orderly and expeditious

hearing. Parties must abide by the decisions, except when a Committee member objects to a decision to accept or reject evidence, in which case the majority vote of the Committee governs.

4. The Committee has the authority to call for files, records and papers that are pertinent to any investigation and that are subject to the control of the City; to call for or consider affidavits of witnesses; to request and hear the testimony of witnesses; to consider the results of polygraph examinations; and to secure the services to record proceedings in its discretion. The Committee has no authority to subpoena witnesses, documents or other evidence, nor may any City employee be compelled to attend any hearing. All proceedings are recorded. Witnesses, other than the grieving employee and the department representative, are sequestered when not testifying. All witnesses must testify under oath.
5. All hearings are held in executive session unless the grieving employee requests, at least 24 hours prior to the hearing, that it be held in open session. The official recording and the official minutes of all hearings are subject to the control and disposition of City Council.
6. Neither the grieving employee nor the department may be assisted by advisers or by attorneys during the hearing itself. However, the Committee may have an attorney available to it at any time it considers necessary and the Human Resources Officer may provide assistance in reading written materials to the Committee at the request of a grieving employee.
7. In disciplinary actions by department heads and their subordinate supervisors, the employee must receive in reasonable detail written notice of the nature of the acts or omissions that are the basis for the disciplinary action. This notice may be amended at any time 24 hours or more before the commencement of the hearing. The department must demonstrate the disciplinary action is for the good of the City. The department makes the first presentation. The Committee may base its findings and recommendations (and City Council its decision) on any additional or different grounds developed from the employee's presentation.
8. In non-disciplinary grievances, the employee must establish that a right existed and it was denied unlawfully or in violation of a City policy. The employee makes the first presentation.
9. In all grievances, the grieving employee and the department are each limited to one hour of initial presentation. The party required to make the first presentation is entitled to a ten-minute rebuttal of the other party's presentation. The chair may appoint him or herself or another member of the Committee as timekeeper.

10. In all grievances, presentations may be oral, in writing or both. They may be supported by affidavits or unsworn signed statements from witnesses, records, other documentary evidence, photographs and other physical evidence. Presentations are made by the grieving employee (with reading assistance from the Human Resource Officer if the employee desires) and by a managerial employee of the affected department. Parties may request the Committee call witnesses, and a list of potential witnesses should be submitted to the Committee five days prior to the hearing. However, neither party may question the other party or question any witness called by the Committee.
11. The Committee will, within 20 days after hearing an appeal, make its findings and recommendation and report such findings and recommendation to the Administrator. The Administrator will review the findings and recommendation and forward them, along with recommendation, to Council. If the City Council approves, the Committee's recommendation becomes final. The decision and copies of the decision will be transmitted by the Committee to the employee and to the head of the department involved. If, however, City Council rejects the Committee's recommendation, the City Council will make its own decision without further hearing, and that decision is final. Copies of the decision will be transmitted to the employee and to the head of the department involved.
12. Nothing in this grievance procedure creates a property interest in employment or a contract of employment, nor does this procedure limit the City's authority to terminate any employee when the City or respective elected or appointed officials consider such action to be necessary for the good of the City.



**Public Safety Committee Meeting
11:00am, Tuesday, September 1, 2026
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Bogosian, Carroll and Cohen

Staff Present: Administrator Kerr, Deputy Administrator Kuester, Chief Oliverius, Chief Cornett

2. Citizen's Comments

Council Member Bogosian led a moment of silence in memory of the Columbia Police Officer killed recently in the line of duty.

3. Approval of Previous Meeting Minutes – August 4, 2026

MOTION: Council Member Cohen made a motion to approve the minutes of the August 4, 2026 meeting. Council Member Bogosian seconded the motion. The motion passed unanimously.

4. Old Business

A. Update on Waterway Boulevard Signage / D. Update on E-bike usage

Council Member Bogosian referenced the opinion from the City Attorney regarding e-bike usage. Chief Cornett said of the opinion: "I think it confirms some of my thoughts as far as regulating bikes specifically, e-bikes specifically in an area where all bikes are authorized. It does say that they believe that on municipal sidewalks and municipal paths that are not specific to bicycles that we could regulate e-bikes differently, which I believe is what most of the other municipalities are doing. And then I took it a step further and I called Chief Arnold from Mt. Pleasant and we had a good conversation. I kind of feel like they have led the way in this area for e-bike enforcements. And so we talked about ways that our team can use what is currently on the books and regulate those bikes that are not e-bikes and not motorcycles. So we have kind of looked at how we could do that with what is currently on the on the books, but everything else, kind of what the City Administrator said, is we would be at whatever Council deemed necessary."

Council Member Bogosian suggested other parameters to be included in a possible ordinance such as a 12-mph speed limit, a reference to safe operations, yielding to pedestrians, and prohibiting motorized vehicles on the path. Administrator Kerr will bring a draft ordinance to the

next meeting. The difficulty of enforcing a speed limit was discussed. Of concern is a cyclist's inability to know how fast the bike is moving.

Council Member Cohen said the path was meant to be multipurpose for both bikes and pedestrians. He would like to see guidelines prepared specifically addressing the safe operation of all bikes on the path.

Chief Cornett will develop an educational campaign for all City platforms and bring it back to the Committee. He will also research how other communities keep all users of multi-use pathways safe.

Administrator Kerr expressed concern that banning all bikes from paths will put children on bikes into the streets.

B. Update on Charleston County EMS partnership at Fire Station 1

Chief Oliverius said staff is evaluating the vehicle exhaust system proposal while Charleston County is working through staffing issues.

C. Update on installation of AI signal software and review of Signal Management Agreement (SMA)

Administrator Kerr reported on discussions held over the past month with the City's consultant Jennifer Bihl, Rhythm, the Town of Mount Pleasant, and SCDOT regarding the traffic signal at issue. He explained that operating under Mt. Pleasant's existing Service Maintenance Agreement is not an option, and that the City will need to enter into its own SMA with SCDOT. Under such an agreement, SCDOT would no longer respond to signal malfunctions (e.g., following a lightning strike), placing that responsibility entirely on the City going forward. He noted this arrangement offers the City greater control over future modifications to the signal, but also requires securing an on-call third-party contractor to perform repairs, since the City currently has no staff capable of this work. He referenced an example SMA from Mount Pleasant included in the packet, which SCDOT indicated would likely closely mirror the City's own agreement.

Administrator Kerr noted that Mt. Pleasant, which maintains a full-time signal technician staff for its roughly 100 signals, indicated it would only be willing to assist in a dire, hurricane-level situation, but not serve as the City's routine repair contact; Mount Pleasant estimated that signal service calls of this nature might be needed roughly once every two months.

He also reported that SCDOT, at Ms. Bihl's request, conducted its own analysis of the signal and offered to bring the equipment up to serviceable condition before transferring maintenance responsibility to the City. He noted the most significant limitation identified is that the signal arm cannot currently support a dedicated left-turn signal from Palm Boulevard, as it does not extend far enough over the turn lane; SCDOT's study indicated this would be an improvement, but it remains unclear whether the existing pole could support a longer arm, and the City is still gathering information on that question. Administrator Kerr clarified that this potential signal modification is a separate matter from the City's ongoing efforts to optimize the signal using AI-

based software through Rhythm Engineering, which would work with the signal's existing configuration regardless of any future arm modification.

Administrator Kerr clarified, following discussions with Rhythm and SCDOT, that the Rhythm system will optimize when the signal is triggered — using AI cameras rather than in-pavement detectors — but cannot currently alter the sequence or timing of the signal phases; the sequence will function identically to how it operates today. He noted that staff have agreed internally to install the Rhythm system first and subsequently evaluate whether a phasing change or dynamic phasing would provide additional benefit, which, if pursued, would require a separate approval process through SCDOT.

He outlined the remaining steps needed to move the project forward: obtaining an SCDOT encroachment permit, finalizing technical specifications with Rhythm, preparing bidding documents to select a third-party installer to physically mount the equipment, and finalizing the SMA with SCDOT. He also noted that a cue detector will need to be installed in connection with the DOT permit, with two possible approaches — mounting it on an existing Dominion Energy pole or installing a new freestanding pole, the latter of which would involve additional cost and require a separate DOT permit as a new obstruction. He indicated this detail is still being worked through.

Administrator Kerr said SCDOT will not financially participate in any of this project and there will still be limits on how the City can operate the intersection. The goal is to have it installed by March.

Administrator Kerr informed the Committee they will be executing the next portion of their agreement with Jennifer Bihl. He complimented the work she has done to date.

E. Discussion of Public Safety-related matrix recommendations

Deputy Administrator Kuester reviewed the items in the matrix that will be marked as completed and or business as usual.

F. Discussion of flashing light systems at crosswalks

Administrator Kerr said they have spoken to SCDOT about the City's request for flashing light systems at crosswalks along Palm Boulevard. SCDOT will allow them to be installed, but they do not want them at all crosswalks.

Deputy Administrator Kuester said there are approximately 15 crosswalks along Palm Boulevard that could qualify for a light system, but they will need connecting sidewalks and be made ADA compliant. Staff will secure cost estimates for site improvements and provide more analysis to the Committee. He said it will be important to consider the impact of the light systems on traffic flow.

Committee members then offered their suggestions as to the crosswalks to consider including 20th, 21st, 25th, and 34th.

5. New Business

Update regarding FLOCK cameras

Chief Cornett said, “I first want to point out Flock is just a company. The device is an automatic license plate reader. And there are multiple companies that sell these devices. Axon, Motorola, a lot of different Flock is just a company. They have been around for a long time. Law enforcement has used them for decades to assist with criminal investigations. And that is what we do. We use them to catch traffic that is coming onto the Connector, coming onto the island. And what we are looking for with those is they are connected to the National Crime Information Center so that we can get information about people who are wanted, vehicles that are stolen. We can also use it for investigative techniques if somebody commits a crime on the island to help us to identify potential suspects. And what we have done because we realize that is a lot of information. We have made sure that we have regulations in place and we have actually worked with our ALPR company to put some standards in place and our officers can only search within the last 7 days of data that has come across. We give very little information or ability to search to our patrol officers and our patrol sergeants. a little bit more for our detectives who were investigating criminal activities that take place. We went ahead and changed it from 30 to 7 as soon as that option was available from our company. The company has given us the ability to use an assisted auditing tool that is in there, and it is geared to flag suspicious behavior that an officer or an individual searching through these types of devices. It is specifically talking about they are searching for a tag multiple times. They try to search outside of the window or anything that just seems suspicious and then we go in. We look at what has been flagged and we determine if it is been a legitimate search or not. And for us as soon as we realized that that was an option, we turned it on and we used it. We have not had any suspicious behavior that was that was being where the device was being used incorrectly. And we continue to monitor that. We also require all of our officers, anybody who's going to access it, has to be certified through NCIC, they also have to have had training on the device we use. Since Flock is the company that manages the ALPR that we use, we use their training platform so that all of our personnel get trained specifically on it. You cannot have access until you have had that training and until you have got the NCIC certification. We also turned on our transparency portal. Not trying to hide anything. Anybody can go to our isofpalms.gov gov website. You can go down to the Police Department. You can scroll down and our transparency portal is right there so that you can see what we are doing with it. How often is it used? What types of things are we seeing? We have had a lot of success. This is not new to us. We have had them since 2024. We have one camera that we use and with that so far we have been able to recover stolen vehicles. We have been able to discover wanted persons. We have even been able to locate an individual who was kidnapped from another state and get them safely back home with their family as a result of this device. It is like any other device that law enforcement has. It is a great tool, an investigative tool that has to have parameters in place and I think we do a good job at making sure we have parameters in place to utilize this so that it brings the best opportunities for our officers to keep our community safe. And that is what we are looking at. This is not a tool that we just take it for everything its worth. If we get an alert on it, the officer still, by policy, has to get behind the vehicle. They have to verify the information with dispatch before they conduct a stop so that we know that we have

got the right vehicle, that it was not a misread or anything like that. We take great care in making sure that we are good stewards of the information that we have available so that we can conduct investigations to keep our community safe.”

Regarding the data being captured, Chief Cornett clarified, “A lot of information that people think is that Flock owns it and then Flock is sharing information. And that is not true. The information is ours. It is gone after the retention period of 7 days. So unless we flag it as part of an investigation that we are pulling out to put in our investigative reports, it is gone. It is not data that is sold, and it only captures pictures of the license plate and the vehicle right there around it. It is not capturing any faces. There is no facial recognition built into our device. There is none of that taking place. It is merely to capture tags and we still have to verify that they are correct. It is a machine. It might not give the right data. So we have to verify that it's accurate before we take any action.”

6. Departmental Reports

Chief Cornett praised the efforts of his officers.

7. Miscellaneous Business

The next meeting of the Public Safety Committee will be on Tuesday, October 6, 2026 at 11am.

8. Adjournment

Council Member Bogosian made a motion to adjourn, and Council Member Carroll seconded the motion. The meeting was adjourned at 12:05pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



WAYS & MEANS COMMITTEE MEETING

5:00pm, Tuesday, September 8, 2026

City Hall Council Chambers

1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. Call to Order

Present: Council members Bogosian, Streetman, Miller, Ward, Carroll, Pierce (via Zoom), Cohen, Mayor Pounds

Absent: Council Member Miars

Staff Present: Administrator Kerr, Deputy Administrator Kuester, various department heads

Also present: Rick Karkowski, Thomas & Hutton

2. Special Presentation – Blue Ridge Creative Marketing, rebranding kickoff discussion

Nicole Rodzen, Strategic Advisor, and members of Blue Ridge Creative Marketing spoke to the Committee about their rebranding effort. She shared the work that has been done to date and what the next 6 months of the project will entail. They will share an Executive Summary in October followed by a 90-day rollout plan. Quarterly and annual meetings will follow.

3. Citizens' Comments -- none

4. Approval of Previous Meeting's Minutes – August 11, 2026

MOTION: Mayor Pounds made a motion to approve, and Council Member Miller seconded the motion.

Council Member Bogosian noted that he spoke with the City Clerk earlier about changing the title to a section 8E of the previous meeting's minutes to "Update on efforts to increase revenue and reduce spending for a net of \$1 million."

VOTE: A vote was taken on the minutes as amended with all in favor.

5. Dashboard of City Operations and Short-Term Rental Report

Administrator Kerr reported that the search for an HR Manager continues after a fourth candidate accepted and rescinded the position. There are four vacancies in the Police Department.

Administrator Kerr noted that Director Hamilton added a new "STR units by license year" line to the dashboard, alongside the existing STR licenses by license year data, to provide a more apples-to-apples year-over-year comparison that accounts for the 119 individual licenses issued for units converted from commercial condos in 2025 and 2026. He also reported the short-term rental analysis now shows 1,691 licenses, representing 1,810 licenses (which includes the 119 commercial condo units).

Council Member Miller requested a discussion about current trends related to short-term rentals can be discussed at the next Ways & Means Committee meeting.

6. Financial Review

A. August Financial Statement

Director Hamilton provided a year-end update on FY26 (unaudited) and an overview of the first two months of FY27.

Regarding the FY26 close-out, she reported the City has received all anticipated FY26 revenue. The general fund totaled approximately \$17.1 million in revenue, about \$75,000 above the \$16.49 million budget (104%), while general fund expenses totaled \$16.55 million against a \$17.09 million budget (97%). Tourism funds added a favorable net result of approximately \$2.7 million, though she cautioned these balances are restricted for tourism-related purposes and should not be viewed as available general fund resources. Overall, the City is projected to end FY26 with a \$7.4 million net positive result. Favorable general fund revenue drivers included property taxes and Local Option Sales Tax (about \$344,000 above budget), building permits (\$271,000 above budget), and insurance/utility license revenue (about \$339,000 above budget), partially offset by underperformance in business licenses and parking. Most departments finished at or below budget, with exceptions in fire and public works due primarily to salaries and vehicle maintenance.

The preliminary general fund balance as of June 30 stood at approximately \$6.3 million, up from \$5.1 million at the start of the year, representing about 38% of general fund expenditures (above the City's 30% target). She noted a correction needed to the report: the restricted Wild Dunes escrow fund balance was listed incorrectly as \$22 million and should read approximately \$8 million; a corrected sheet will be issued. She characterized the City's overall FY26 financial position as strong, with healthy reserves and revenue generally exceeding budget, though figures remain unaudited and subject to change.

Turning to FY27 year-to-date results, through the first two months, general fund revenue totaled approximately \$910,000 (about 5% of the \$19 million budget), and expenses totaled approximately \$2.4 million (about 13% of the \$18.9 million budget). Tourism fund revenue collection has been limited so far to hospitality taxes and interest, with most other tourism revenue collected quarterly. The beach preservation fund shows approximately \$2.7 million in revenue, primarily grant funds offsetting related expenses, including the City's first draw from the Wild Dunes Community Association escrow fund. She also noted forecast adjustments reflecting the planned cash purchase of a fire ladder truck (expected in December) out of the

capital fund rather than financed debt, pending Council's decision on funding source, and a projected favorable variance in business license revenue due to a license obtained for the large-scale beach project; parking revenue continues to trend below budget.

On cash and reserves, total cash and investment balances stand at \$66 million, with \$55 million in investments and \$10 million including the Wild Dunes escrow deposit. The capital reserve fund balance is projected to decline to approximately \$13 million due to the planned \$2.5 million cash payment for the ladder truck. Year-to-date interest earned totals approximately \$375,000. She noted the Wild Dunes escrow balance reflects a \$7.2 million draw used to fund the Wild Dunes portion of the beach restoration project.

Reviewing the 12-month rolling forecast, Director Hamilton noted it reflects the same ladder truck financing offset, license fee, and parking variances previously discussed. She flagged that an August entry showing \$1.7 million in grant revenue and an \$866,000 private contribution was slightly distorted, as a bank transfer for the beach project's first draw request occurred faster than anticipated when she recorded the full grant amount; this will normalize in future months. She also noted the City has collected all planned FY26 revenue for the county pass-through (projected to end at \$936,880, 15% higher than the prior year), hospitality tax (\$199,000, up 32% year-over-year), and Local Option Sales Tax (projected to end at \$1.3 million, up 6% year-over-year), while beach preservation and municipal accommodations tax collections for the new fiscal year had not yet been received as of the report.

Finally, addressing a grant tracking schedule requested by Council Member Pierce, Director Hamilton presented a new schedule matching grant revenue to City capital projects, including: beach renourishment (\$14 million city portion, offset by \$3.3 million in secured grants and a pending \$4 million SCPRT request, which if awarded would leave a \$6.9 million fund balance draw); marina dredging (\$700,000, fully grant-funded); the Waterway project (\$1.6 million this year, funded partly by a \$1 million grant redirected from the Palm Boulevard 38th–41st project and a \$625,000 county request pending); beach access improvements (\$250,000 budgeted, \$250,000 pending SCPRT grant already awarded but not yet received); green space at the marina/parking area (\$500,000 budgeted, \$150,000 pending grant, leaving \$350,000 city responsibility from the marina fund); and Palm Boulevard 38th–41st stormwater/drainage improvements (\$2 million budgeted over three years, offset by a pending \$1 million SCDES grant, leaving \$1 million city responsibility).

She also presented an updated beach renourishment project expense detail, incorporating full project descriptions provided by Coastal Science and Engineering per a request from the prior meeting, along with a breakdown of cost allocation and escrow interest earned between the City and the Wild Dunes Community Association.

Director Hamilton confirmed that the FY26 books are now closed pending audit, noting that any future adjustments from the audit would likely affect expenses rather than revenue.

7. Procurement

A. Report of purchases between \$10,000 and \$25,000 and emergencies

- B. **Consideration of purchase of new truck for Building Department for \$37,686.00, Santee Auto, State Contract (FY27 Budget, Capital, \$45,000)**

MOTION: Council Member Streetman made a motion to approve, and Mayor Pounds seconded the motion. The motion passed unanimously.

- C. **Discussion and consideration of using firm for Director of Planning, Zoning, and Building search (20% of first year salary, approximately \$20,000, unbudgeted)**

MOTION: Council Member Miller made a motion to approve, and Council Member Cohen seconded the motion.

Administrator Kerr reminded Committee members this position was approved in the FY27 budget. Employing Find Good People to conduct the search would be an unbudgeted expense and needs approval of City Council. He pointed out that the position has always existed but remains unfilled. He noted that discussion of the job description appears later on the agenda.

Discussion ensued as to the need for this position. Council Member Miller stated that the Administration Committee would like to see Administrator Kerr focused on the work of the City Administrator rather than being both City Administrator and Director of Zoning. Council Member Pierce said he believes that department needs oversight and leadership.

Council Member Streetman believes filling this position now is premature especially since the funds to fill the position are unbudgeted.

Following further discussion, a discussion regarding the position, job description, and search funds will be on the September 22 City Council agenda.

Council Member Miller withdrew her motion to approve, and Council Member Cohen withdrew his second.

8. **Old Business – none**

9. **New Business**

- A. **Consideration of proposal from Geosyntech to manage bulkhead recoating, \$33,000 (FY27 Budget includes \$450,000 in Marina Fund)**

MOTION: Council Member Streetman made a motion to approve, and Mayor Pounds seconded the motion.

Mayor Pounds asked if the marina dredging project needs to be completed before the bulkhead can be recoated. Administrator Kerr will ask Geosyntech for that clarity.

VOTE: A vote was taken with all in favor.

B. Discussion and consideration of Waterway Boulevard flood barrier project – Thomas & Hutton CO#6, \$35,000 for additional field management expenses

Administrator Kerr this change order reflects the additional time required of Thomas & Hutton to manage the many complications related to this project. After a brief discussion, Administrator Kerr realized that information regarding CO#6 was not in the meeting packet. It was sent to Committee members during the meeting. However, the matter will be discussed and considered at the September 22 City Council meeting.

Mr. Karkowski further explained CO#6: “We have had several change orders with the contractor. Some of them have extended the time of the contract for them to do their work. So, that's more time for us to be out there. I have an engineer and then a construction inspector that go out there regularly to do the work. And then the contractors been, they have been good to work with and they are doing fairly good work, but they are just running into stuff. It has caused us to expend a lot of additional time that we normally do not spend.”

Mr. Karkowski said he does not anticipate any further change orders.

C. Discussion of drainage project for Palm Boulevard and 38th-41st Avenues

Administrator Kerr reported that the City had received official confirmation of a \$1 million state budget earmark for this project, which he characterized as a secured grant, and indicated staff would like to move the project forward now that funding is confirmed. He presented Council with two budget approaches included in the packet: completing the project all at once, or proceeding in a phased approach as currently budgeted — roughly \$2 million per year over three years.

In response to a question about why the project's estimated cost grew from an original placeholder of approximately \$1.5 million to over \$5 million, Administrator Kerr explained that the original figure dated back to an earlier, high-level conceptual analysis performed by Thomas and Hutton as part of a broader "high-impact, low-cost" study of the interior drainage basin. That early concept identified roughly ten potential smaller projects, including a preliminary idea to route drainage in this area to the existing drainage system via a different alignment than what is now planned. The \$1.5 million figure sat as a rough placeholder in the City's budget for several years without significant project progress. Approximately two years ago, the City formally engaged Thomas and Hutton to begin detailed design work, during which the project's scope and breadth were refined and updated, resulting in the current, more accurate cost estimate.

Describing the project's full scope, Administrator Kerr explained it would involve upgrading existing drainage pipes along Marginal Road up to the corner of Palm Boulevard and 41st Avenue, combined with the installation of an entirely new drainage system extending from 41st Avenue to 38th Avenue.

The project is fully designed and nearly all permits are in hand. Mayor Pounds asked about trimming the sod placement from the project and lowering the amount of contingency. Mr. Karkowski expressed his hesitation in lowering the contingency. He believes the project to be “simple” coming out of 41st Avenue with a lower expectation for surprises.

Administrator Kerr explained this area was originally selected for work because the Water & Sewer Commission intended to complete a large project in the same area. Their plans for this area have been shelved for the moment, requiring the City to secure authorization and coordination from the Water & Sewer Commission. Staff will discuss this matter with the Water & Sewer Commission.

He added that there may be additional funding for the project through NPDES and SCPRT.

City Council will discuss the project at the September meeting to determine if the project will be completed in phases or all at once.

D. Discussion of job description and pay for Director of Planning, Building, & Zoning

This matter will be discussed at City Council's September 22 meeting.

9. Miscellaneous

The next meeting of the Ways & Means Committee will be Tuesday, October 13, 2026 at 5pm.

10. Adjournment

Council Member Ward made a motion to adjourn the meeting, and Council Member Miller seconded the motion. The meeting was adjourned at 6:28pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Administration Committee Meeting
1:00pm, Tuesday, September 1, 2026
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Miller, Pierce, and Ward

Staff Present: Administrator Kerr, Deputy Administrator Kuester, Director Hamilton,
HR Officer Ladd

2. Citizen's Comments – none

3. Approval of Previous meeting's minutes

MOTION: Council Member Miller made a motion to approve the minutes of the August 4, 2026 meeting. Council Member Ward seconded the motion. The motion passed unanimously.

4. Presentation – Robert Collins, Naomi Reed, and Bethany Pendley regarding insurance with the Municipal Association of South Carolina

Representatives from the Municipal Association of South Carolina's insurance programs presented an overview addressing several questions from Council.

Regarding the factors currently driving workers' compensation and liability premiums, Mr. Collins identified several drivers, including adverse claims development (particularly law enforcement liability, where average claims exceed \$60,000), higher-than-projected loss trends confirmed by actuarial review, increased reinsurance costs following a historically expensive hurricane season, medical inflation, "social inflation" (increased likelihood of claims against governmental entities), and growth in the City's insurable assets, vehicles, and payroll.

On the question of alternative rating options such as high-deductible plans, Mr. Collins reviewed the City's current deductibles (\$5,000 across workers' comp, property, and liability lines) and potential savings at higher deductible levels. While reports show the highest deductible tiers (\$500,000) yield the largest theoretical savings, he recommended against jumping there directly, suggesting a gradual step-up instead. For liability specifically, data showed \$25,000 as the optimal deductible level, beyond which savings diminish.

Addressing loss-control programs and safety training that could help lower premiums, Ms. Pendley outlined available resources, including consultation and trend analysis, on-site training, the LocalGovU e-learning platform, model policy toolkits, grant funding (the City has received

over \$39,000 through SMIT/SMURF grants), and a liability hotline offering 10 free attorney consultation hours annually.

On steps to improve the MOD and risk-control recommendations for municipalities, Ms. Pendley explained that the experience modifier is based on the prior three years of claims and capped at $\pm 25\%$ change annually, and emphasized that preventing losses and maintaining strong claim documentation (to support legal defense) reduces both claim severity and the MOD over time — offering far greater savings than any training-related premium discount. She recommended a dedicated staff focus on safety and risk management.

Regarding whether current limits are appropriate or whether the City is over-insuring in any areas, staff advised, in response to a question about whether older vehicles and equipment still warrant comprehensive and collision coverage, that determining asset valuation and coverage appropriateness for vehicles and equipment is the City's own responsibility, though property appraisals (buildings valued over \$10,000) are conducted by underwriting every three years. No independent asset-review service is offered by the loss-control team for this purpose.

Staff agreed to follow up by providing the City's asset appraisal and vehicle/equipment listings, and to schedule a loss-control review and potential claims-review session with MASC's team.

5. Old Business

A. Update on Human Resources Manager position

Administrator Kerr reported that a fourth candidate accepted the position and then rescinded that acceptance. The search will continue, but staff is also preparing to divide the main aspects of job until someone is permanently in the position. HR Officer Ladd will speak with Find Good People about outsourcing some of the functions that cannot be handled by current staff.

B. Discussion of Director of Building, Planning & Zoning job description

Committee members offered a few changes to the job description. Administrator Kerr will make the changes and present it to the Ways & Means Committee.

MOTION: Council Member Pierce made a motion to recommend the amended job description for the Director of Building, Planning, and Zoning to City Council for approval along with the necessary funds for Find Good People to begin the search to fill the position. Council Member Miller seconded the motion. The motion passed unanimously.

C. Update on business license revenue assurance process/procedures

Council Member Miller read aloud a social media post authored by Council Member Ward regarding the City's business license revenue assurance efforts, expressing concern that mischaracterizations left uncorrected could be taken as fact. The post characterized the City's proposed revenue assurance procedures as a step toward subjecting businesses and short-term rentals to random audits and government overreach, using language suggesting the City would be "knocking on doors" to audit residents' books.

Council Member Ward maintained that his statements were accurate and raised concerns throughout the discussion about the scope of documentation being considered for business license renewals and applications, as well as unease about the concept of auditing in general. He questioned the relevance of certain requested items, such as the NAICS code and federal ID number, given privacy and sensitivity concerns around that information, and raised concerns about how the process would account for filing extensions, disaster-related deadline extensions, and businesses without a completed tax return at the time of renewal. He also questioned the practical and legal weight of a CPA-provided letter as a verification method, asking about potential liability or negligence implications for CPAs and businesses if reported figures were later found inaccurate, and expressed concern about the city's ability to meaningfully verify self-reported figures.

Administrator Kerr and Director Hamilton clarified that no audit process is included in the current agenda item, which instead concerns proposed documentation requirements for business license issuance and renewal. Administrator Kerr explained that revenue assurance is being approached as a three-part effort: verification at the time of application, potential targeted audits, and internal data-tracking to flag reporting inconsistencies. He noted that Charleston County has offered to incorporate the City's business licenses into its existing audit process, which they characterized as a high-level review rather than an in-depth investigation, and emphasized that any further steps would require Council's approval and would proceed through the Committee, Ways and Means, and full Council review process. Director Hamilton noted that the draft document under review was intentionally broad, drawing from State code allowances, to give the Committee a full range of options to narrow down, with a goal of condensing the final requirement to a single page, modeled in part on the process used by the Town of Kiawah Island.

Additional concerns were raised regarding the Business License Office's current staffing capacity, given existing renewal-season workload and processing times of approximately two months, with worry that additional documentation requirements could further delay license issuance and exceed staff expertise in evaluating complex tax situations. Discussion also touched on the potential for process automation to help manage the additional workload, and a suggestion was made to review how the Town of Kiawah Island and other municipalities have structured similar processes before finalizing the City's approach. Staff agreed to bring the Kiawah Island documentation and process information back to the Committee for further review at the next meeting.

E. Update on Risk Management and insurance review

Director Hamilton said the marina dock insurance policy is up for renewal September 1st and consists of a primary policy and an excess policy, since the primary coverage cannot fully accommodate the dock's total value. She reported that increasing the "all other perils" deductible from \$10,000 to \$50,000 would yield an annual savings of \$10,853, which staff recommended and the Committee accepted. For the wind, hail, and flood deductible, she presented several tiered options relative to the properties' combined replacement value of approximately \$4 million (covering three docks valued at \$2.5 million, \$500,000, and \$1.2 million, respectively).

Council Member Pierce asked for a clearer breakdown of the cost-per-dollar-of-coverage tradeoff at each tier, noting that some increments cost roughly 10 cents per additional dollar of coverage, while others reflected a much higher cost relative to the additional risk assumed. He requested that future presentations include columns showing asset value, coverage retained, and cost per dollar of coverage to make these tradeoffs easier to evaluate. After discussion, the Committee agreed to leave the wind, hail, and flood deductible at its current 5% of insured value with a \$250,000 minimum for this renewal cycle and concluded that higher tiers exposed the City to too much additional risk relative to the incremental premium savings.

Administrator Kerr noted that any future decision to accept higher deductibles and greater risk in exchange for premium savings should be paired with a corresponding increase in funding to the City's disaster recovery fund, effectively self-insuring against the added exposure. He indicated that developing such a comprehensive risk-and-savings philosophy would likely take about a year to fully implement, and proposed continuing to study further deductible increases ahead of the next renewal cycle while offsetting any additional risk with reserve contributions. The Committee agreed to proceed with the recommended \$50,000 all-other-perils deductible and to maintain the current wind, hail, and flood deductible structure for this renewal period.

5. New Business

Discussion of Boards and Commissions Vacancies

Administrator Kerr said the few openings coming in 2027 will be posted on the City's website and social media channels. Applications will be reviewed at the October meeting.

6. Miscellaneous Business

The next meeting of the Administration Committee will be held on Tuesday, October 6, 2026 at 1pm.

7. Adjournment

Council Member Ward made a motion to adjourn, and Council Member Miller seconded the motion. The meeting was adjourned at approximately 2:26pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Public Services & Facilities Committee Meeting
9:00am, Tuesday, September 1, 2026
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Miars, Streetman and Pierce

Staff Present: Administrator Kerr, Deputy Administrator Kuester, Director Asero,
Director Ferrell

Also present: Rick Karkowski, Thomas & Hutton

2. Citizen's Comments – none

MOTION: Council Member Miars made a motion to reorder the agenda so that topics involving Thomas & Hutton were discussed first. Council Member Pierce seconded the motion. The motion passed unanimously.

3. Old Business

A. Update on Waterway Boulevard Project

Administrator Kerr provided an update on the Waterway Boulevard project, noting that it is generally back on track following several utility conflicts, including an AT&T conflict and other utility issues, which he indicated have now been resolved. He also addressed concerns raised by residents in the 3600 block, stating that design work between Thomas & Hutton and the Bastion Group has identified a cost-effective solution to meaningfully improve conditions for those residents, beyond the original goal of simply avoiding making things worse.

He noted that a change order from the Bastion Group included in the packet reflects a net savings of \$155,000, primarily from reductions in driveway and sod removal work. He cautioned that this savings figure will likely decrease slightly, as one additional driveway is expected to be added back into the project, and will be further offset by an additional sodding cost of approximately \$25,000 through the City's landscaper. Administrator Kerr said that while there are many moving parts to this project, he believes the more challenging aspects are largely complete, with smoother progress anticipated going forward.

Mr. Karkowski agreed and believes the project will be completed in mid-to-late September.

Due to the patchwork of repaving along the project area, Administrator Kerr said staff is looking into the feasibility of moving the repaving of Waterway Boulevard up on the County's paving program. He added that it could still be 1-2 years away.

When asked about future change orders, Mr. Karkowski there is still one deduct change order coming. The project will end within budget. A final change order is expected to line up the contract with the project.

Director Asero reported that ground disturbance areas have largely been restored to their original condition, with pine straw and mulch reapplied in appropriate areas and hydro seeding used in areas that previously had grass. He noted that the City has the capability to water the seeded areas using a large jet tank if dry conditions arise, though he expressed confidence the grass would establish well with minimal watering, particularly given that August and September are typically the area's wettest months and August rainfall this year has been above average.

4. New Business

B. Discussion and consideration of Waterway flood barrier project – Thomas & Hutton CO#6, \$35,000 for additional field management expenses

Mr. Karkowski said this project and the area residents have been very "needy." This change order amount reflects the amount of time spent on the job including working with SCDOT, AT&T, and weekly visits required by the grant.

MOTION: Council Member Pierce made a motion to approve and recommend the change order to the Ways & Means Committee for consideration. Council Member Streetman seconded the motion. The motion passed unanimously.

C. Discussion of Waterway flood barrier project – Thomas & Hutton CO#7, \$63,550 for feasibility/planning work for Phase 3 of Waterway flood barrier

Administrator Kerr provided an update on Phase 3 of the Waterway Boulevard project, which has historically been conceptualized as a wall behind five or six affected property owners to prevent flood cresting into their yards and across Waterway Boulevard. He noted that a related issue involving Wild Dunes property owners behind Fire Station 2 — originally part of Phase 2 — has been moved into Phase 3 due to ongoing conflicts, requiring the City to either secure WDCA buy-in on a proposed solution or develop an alternative approach near the station or along 41st Street.

Regarding the five property owners, Administrator Kerr reported that the City has been in contact with three of them and noted that, unlike property owners in earlier project sections who experienced severe flooding, these owners face a lesser and more varied degree of impact, with uncertainty as to whether all five will be cooperative. He emphasized that staff are not seeking approval at this time, but wanted to inform the Committee and Council that solutions for both areas must be developed before Council consideration, and that the City intends to hold individual or group meetings with the five owners to gauge willingness to participate.

He explained that the item up for consideration is a feasibility study intended to develop two or three conceptual options for each area, along with cost and impact analysis, to guide a future decision. Once Council selects a preferred option, that selection would trigger full design work, including survey-grade data collection. Briefly touching on the options under consideration, Administrator Kerr and Mr. Karkowski described one alternative involving a gradual, localized raising of Waterway Boulevard to maintain flood protection if the affected property owners choose not to participate, and noted that this and other options carry varying implications, including potential coordination with SCDOT, the golf course, and private property easements. Administrator Kerr said that if any of the five property owners decline to participate, the wall solution behind their properties would not proceed, though he added that no owner has yet said no — only raised questions about the project's necessity for their specific properties, as the need is less visibly apparent in this section than in previous project areas.

D. Discussion of drainage project for Palm Boulevard and 38th-41st Avenue

Administrator Kerr confirmed a \$1 million earmark in the State budget for this project. The project is 80-90% permitted and is waiting on encroachment permits.

Council Member Pierce wants clarity on the significantly increased cost of this project. He wondered if there is a more impactful project that could benefit from this funding. Council Member Streetman said the area has a great need for this project. Administrator Kerr added that this project has been on the books for many years and he is reluctant to shift focus to another project this far in.

Committee members discussed phasing options for the project with Administrator Kerr and Mr. Karkowski. Due to the high probability of costs continuing to increase, Council Member Miars suggested moving forward with completing this project in phases.

Administrator Kerr asked Mr. Karkowski about next steps for the Palm Boulevard drainage project, noting that design is complete and permitting is nearly finished, and inquired whether an additional agreement would be needed for construction administration and bidding services, as the current contract does not include that scope.

Mr. Karkowski pointed to a permitting caveat involving the Isle of Palms Water and Sewer Commission. He explained that both the City and the Water and Sewer Commission hold encroachment permits for the same area, historically on a first-come basis, but SCDOT has indicated that the City's drainage line — sited at the optimal low point to capture drainage — occupies the same location the Commission had planned for a sewer line as part of a since-shelved basin project. As a result, the Commission would need to redesign its project at its own cost if that project is revived in the future.

To finalize the City's DOT encroachment permit, Mr. Karkowski explained that the City must also apply, on the Water and Sewer Commission's behalf, for two additional encroachment permits (for water and sewer relocations), which requires the Commission's signed authorization. He noted this coordination is currently a sensitive matter and represents a dependency for completing the overall project. Administrator Kerr confirmed this is a dependency for the entire

project, and the two agreed to pursue those conversations with the Water and Sewer Commission. This will be further discussed at October's meeting.

5. **Approval of Previous Meeting's Minutes – August 4, 2026**

MOTION: Council Member Miars made a motion to approve the minutes. Council Member Streetman seconded the motion. The motion passed unanimously.

6. **Marina Tenant's Comments – none**

7. **Departmental Reports**

Director Asero gave a report of the status of the Public Works Department after his first 90 days as director. That presentation is attached to these minutes.

He will report back to the Committee with more specifics after the first of the year.

8. **Old Business**

B. **Update and discussion of beach projects**

Administrator Kerr said the work at Reach 1 is complete. Marinex is now working in front of Beachwood East. He said it has been challenging to keep on top of sandbag removal since the sandbags need to be removed before Marinex reaches the area. The City continues to work closely with CS&E and Marinex to keep the public informed of the project's progression.

Administrator Kerr noted that Marinex has expressed a willingness, given its home base in town, to guarantee the City's current project pricing into the future in exchange for a certain amount of guaranteed future work, with the primary condition being flexibility in scheduling their work.

C. **Update and discussion of marina parking lot reconfiguration**

Administrator Kerr reported that this project is out to bid, and bids are due at the end of September. The Public Services & Facilities Committee will consider the bids at their October meeting. He said if the heavy liquidated damages clause prevents companies from bidding, the project will be pulled until next year.

The City is working with Islander 71 on their request for additional lighting in the parking lot.

D. **Update on Marina dredging project work schedule**

Administrator Kerr said that GeoSynTech (formerly ATM) is waiting to hear from USACE on permission to use the spoil site. Once that permission is received, the project will go out to bid.

E. **Discussion and consideration of amending trash collection policies as they relate to commercial operations**

Director Asero reviewed the changes to the proposed ordinance, noting changes affect contractors and not residents. He believes it will reduce the number of large debris piles.

MOTION: Council Member Pierce made a motion to approve the ordinance following cleanups mention by Director Asero. Council Member Streetman seconded the motion. The motion passed unanimously.

9. New Business

A. Discussion and consideration of proposals to manage bulkhead recoating

Administrator Kerr said the recoating of the marina bulkhead is budgeted this year after the existing coating degraded faster than expected. He explained that the next step would be engaging a professional consultant to study the cause of the failure, likely related to surface preparation, and to specify a new preparation process and coating intended to achieve a longer duration than the current application. Staff obtained two proposals: \$33,000 from ATM (Geosyntec/ATM), the City's longtime marine consultant, and \$60,000 from John Gary Taylor (JGT), who also handles dredging permitting for other entities in the area. Administrator Kerr noted that GeoSynTech's proposal included a smaller on-site presence allowance (approximately \$4,000) during construction compared to JGT's more extensive on-site proposal, but expressed confidence in recommending GeoSynTech based on the City's prior experience with the firm, noting the scope would include developing specifications, managing bidding, and overseeing construction.

Council Member Pierce asked for assurance that the recommended allowance would sufficiently cover on-site oversight during construction without resulting in additional change orders. Administrator Kerr confirmed GeoSynTech had performed the original coating work and, when asked whether the firm could explain the prior failure, indicated GeoSynTech suspects the issue stemmed from surface preparation and possible electrolysis affecting the wall, though the exact cause may never be fully determined. GeoSynTech's expectation is that the wall will likely need to be brought back down to bare metal and recoated from scratch.

E. Discussion and consideration of A/V RFP responses

Administrator Kerr said 4 proposals were received for this project and had a wide range of pricing. He explained the proposed upgrades include higher resolutions, more camera angles, and upgraded equipment. Improvements to the A/V capabilities in Council Chambers will likely be incremental, specifically related to the closed captioning as there are governmental regulations involved.

Administrator Kerr said staff would like to negotiate with the proposal with Sharpe. Council Member Pierce expressed support for that effort.

MOTION: Council Member Pierce made a motion to approve staff negotiating the proposal from Sharpe. Council Member Miars seconded the motion. The motion passed unanimously.

F. Discussion and consideration of IT RFP Responses

Administrator Kerr said staff received over 20 responses to this RFP. Staff would like to narrow down the number of RFPs for the Committee to consider and have a Special Meeting later in the month to review them then make a recommendation to City Council for consideration.

The Committee will hold a Special Meeting at 9am on September 23 to make a recommendation on the IT RFP.

G. Consideration of purchase of new truck for Building Department, \$37,686, Santee Automotive, State Purchasing Contract (FY27 Capital, \$45,000)

MOTION: Council Member Miars made a motion to approve, and Council Member Pierce seconded the motion. The motion passed unanimously.

10. Miscellaneous Business

The next regular meeting of the Public Services & Facilities Committee will be Tuesday, October 6, 2026 at 9am.

11. Adjournment

Council Member Miars made a motion to adjourn and Council Member Streetman seconded the motion. The meeting was adjourned at 10:50am.

Respectfully submitted,
Nicole DeNeane
City Clerk



**BOARD OF ZONING APPEALS
4:00pm, Tuesday, September 1, 2026
1207 Palm Boulevard, Isle of Palms, SC**

MINUTES

1. Call to order

Present: Glenn Thornburg, Susie Wheeler, Bob Miller, Ellen Gower, Zoning Administrator Hart

2. Approval of Previous Meeting's Minutes

MOTION: Mr. Miller made a motion to approve the minutes of the June 2, 2026 meeting as amended, and Ms. Gower seconded the motion. The minutes passed unanimously.

4. Swearing in of applicants

Mr. Thornburg swore in the applicants.

5. Special Exceptions

A. 14 57th Avenue

Zoning Administrator Hart said, "The applicant is requesting a special exception to allow the establishment of a house sitting service assisting residents and property owners on the Isle of Palms in their homes. The name of the business is Little Fish Home Concierge. The applicant has indicated that there will be no business-related traffic coming to the house and no work at the home other than administrative. The business will assist residents with dripping faucets during the winter, check on homes while owners are out on vacation, water plants, or get their pets checked on while they are away."

The applicant, Stephen Greiman, said there will be no exterior signage indicating a business.

MOTION: Ms. Wheeler made a motion to approve, and Ms. Gower seconded the motion. The motion passed unanimously.

6. Variance

A. 2 Wills Way – in-ground swimming pool

The applicant (Ms. Pelletier, with her contractor Colin of Tidal Pools) requested a variance to construct an in-ground swimming pool in what Zoning Administrator Hart identified as the front/side yard of a corner lot. City code (Section 5-414(B)) prohibits accessory structures in the front or side yard, though corner lots may place them in a side yard with a minimum 6-foot

setback. Staff noted sufficient space existed in a conforming side/rear area to build a pool of the same dimensions as proposed.

The applicant argued the lot is unique — a curved, two-front/two-side corner lot with no true rear yard — and that the proposed front-yard location would avoid disturbing several protected live oaks, an existing propane tank, and a palm tree that would need to be relocated or removed if the pool were built in the alternative (rear/side) location. She stated she had received prior verbal assurance from a former zoning administrator (Matt Sims) that the proposed location would be acceptable, and had purchased the home based on that understanding. She also presented neighbor signatures in support and noted concerns about privacy and noise if the pool were relocated to face more neighboring homes or elevated instead.

Board member Mr. Thornburg expressed the primary objection: that a conforming location exists in the rear/side yard (approximately 5 feet of usable water space) and that approving a front-yard pool would set an undesirable precedent for the island, given zoning rules require accessory structures to be placed beyond the rear plane of a home where possible.

Administrator Kerr advised the Board that the governing standard for a variance is whether the property owner can make reasonable use of the property without the variance — a high bar — and noted that, to his knowledge, the City has never granted a variance for a pool.

MOTION: Mr. Thornburg made a motion to reject the request for an in-ground pool as it does meet the criteria for a variance. Ms. Wheeler seconded the motion. The motion passed unanimously.

B. 6823 Back Way Drive – elevated swimming pool

Mr. Wesley Howell of Royal Oasis Pools and representing the property owner, requested a variance on behalf of property owner Michael Brower to construct an elevated swimming pool in the back left corner of the residence. The property, located in Wild Dunes, is subject to a marsh (OCRM) setback. Zoning Administrator Hart clarified that although early survey documents referenced a 10-foot OCRM setback (applicable to undeveloped lots), the property — now developed — is subject to a 20-foot setback.

Mr. Howell explained that the design team relied on the 10-foot setback shown on available surveys and had received communications from City staff (during preliminary review) indicating the proposed pool location and design were acceptable, before being informed a formal variance would in fact be required. He argued the 20-foot setback, if strictly enforced, would leave minimal usable yard space (largely occupied by an existing HVAC unit), and presented an arborist's letter indicating a nearby protected oak tree and an existing wooden bulkhead would not be endangered by the proposed construction. He requested that, if approved, the variance be granted provisionally, contingent on recertification of the BCM critical line (required periodically), provided the line has not materially shifted.

Administrator Kerr explained the history of the 10-versus-20-foot rule, noting it was a legislative carve-out by City Council to avoid rendering a small number of never-developed marsh-adjacent lots unbuildable, and reiterated that the Board's governing question is whether the owner can

reasonably use the property without the variance — and if so, the Board is obligated to deny the request. He noted the applicant's recourse, if denied, would be to appeal to City Council (to seek a legislative change) or, in the case of a legal error, to circuit court — not to the Board.

Discussion also touched on whether relief might instead be sought from the Wild Dunes Community Association (which governs a separate architectural setback) for a possible side-yard redesign, though staff clarified that association's standards are separate from and not bound by the Board's variance criteria.

MOTION: Ms. Gower made a motion to reject the request for a variance. Ms. Wheeler seconded the motion. The motion passed unanimously.

7. **Miscellaneous**

8. **Adjournment**

Ms. Wheeler made a motion to adjourn, and Mr. Miller seconded the motion. The meeting was adjourned at approximately 5:25pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Planning Commission Meeting
4:00pm, Wednesday, September 9, 2026
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Ron Denton, Bill Laughlin, Sandy Stone, Tim Ahmuty, Sue Nagelski, Jeffrey Rubin

Absent: Rich Steinert

Staff present: Administrator Kerr

2. Approval of minutes

MOTION: Mr. Stone made a motion to approve the minutes of the August 12, 2026 meeting. Mr. Laughlin seconded the motion.

Ms. Nagelski noted that she was present via Zoom at the August 12 meeting.

VOTE: A vote was taken on the minutes as amended with all in favor.

3. Discussion of commercial district parking requirements

Administrator Kerr reminded the Commissioners of the impetus for the discussion regarding commercial district parking requirements. He offered some options for their consideration: "One would be a very tailored approach, kind of looking at what they are requesting, making the smallest adjustment that is practical to give them what they are asking for. That would be one way to do it if you chose to do that. Another option would be to kind of assume a blank slate and make recommendations based on what you think fits the district best blind to their particular situation."

Mr. Simons further elaborated on his intentions for the new building, including dry storage underneath, no live music, and closing by 10pm.

After some discussion, Mr. Laughlin offered a motion supporting Administrator Kerr's first scenario.

MOTION: Mr. Laughlin made a motion to rezone the entire block to GC-2 and reduce the parking requirement by 25%, specifying the TMS numbers to be included in that change. Mr. Stone seconded the motion.

Administrator Kerr pointed out that with those changes in mind, it would be easier administratively to adjust the text of the zoning ordinance to make that change than to actually change the zoning.

Mr. Laughlin withdrew his motion, and Mr. Stone withdrew his second.

MOTION: Mr. Denton made a motion to leave the GC-3 district intact, change the front yard setbacks from 25' to 0', and allow for a 25% reduction in the parking requirements for restaurants located in the district. Dr. Rubin seconded the motion.

Administrator Kerr said the reduction in the parking requirements will not help the restaurant during construction, but they will work with the City on an agreement to use the nearby municipal lot.

VOTE: A vote was taken as follows:

Ayes: Stone, Ahmuty, Denton, Rubin

Nays: Laughlin, Nagelski

The motion passed 4-2.

4. Discussion of IOP Mobility Study by BCD Council of Governments

Administrator Kerr reported that City Council has received the study from BCDCOG and would like the Planning Commission to prioritize the projects by cost, identifying five priority projects within each of the low-, medium-, and high-cost categories.

Commissioners were asked to review the study over the next month and bring their suggestions to the October meeting.

5. Miscellaneous

The next meeting of the Planning Commission will be Wednesday, October 14, 2026 at 4:00pm.

6. Adjournment

Mr. Stone made a motion to adjourn, and Dr. Rubin seconded the motion. The meeting was adjourned at 5:18pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



ACCOMMODATIONS TAX ADVISORY COMMITTEE

10:00am, Wednesday, September 8, 2026

1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. Call to order

Present: Rebecca Kovalich (via Zoom), Park Williams, Barb Bergwerf, Margaret Miller, Chrissy Lorenz, Mike Boykin (via Zoom), Rod Turnage

Staff Present: Administrator Kerr, Deputy Administrator Kuester, Director Hamilton, Council Member Cohen

2. Approval of previous meeting's minutes – July 8, 2026

Ms. Bergwerf made a motion to approve the minutes of the July 8, 2026 meeting, and Ms. Lorenz seconded the motion. The motion passed unanimously.

3. Presentations – None

4. Financial Statements

Director Hamilton provided a brief update on the state accommodations tax (ATAX) fund, noting the figures are unaudited. As of June 30, 2026, the fund balance stood at approximately \$6.5 million, up from \$5.75 million the prior year — an increase of about \$763,000, or 13.3%. FY26 revenue totaled approximately \$3.95 million, about \$379,000 above budget, driven primarily by \$3.9 million received from the State Treasurer's Office, along with approximately \$226,000 in interest carried into FY27.

Turning to FY27, now two months into the fiscal year, she reported the fund has received only interest income so far — approximately \$37,000 — since state accommodations tax revenue is collected and remitted quarterly, with the City typically receiving its share in October or early November following the September quarter-end. Year-to-date expenditures for FY27 total approximately \$185,000, detailed on the accompanying expense schedule.

She also highlighted a year-over-year comparison schedule showing all funds received by the City and the corresponding 30% transfer required for tourism promotion to the Charleston Convention and Visitors Bureau (CVB). She noted the City received 4% more from the State Treasurer's Office compared to FY25, with the CVB transfer increasing proportionally by the same 4%. For the fiscal year, the City received a total of approximately \$3.944 million, of which \$1.1 million was transferred to the CVB.

Director Hamilton concluded that the fund remains in good financial condition, with revenues and expenses tracking as expected for the first two months of the fiscal year.

5. **Old Business**

6. **New Business – Conversation with Blue Ridge Marketing**

Members of the Blue Ridge Marketing team, including Amanda Donohue, Nicole Rodzen, Aaron Lee, Lexi Boese (on teams) and Alexa Saltarelli, spoke with the ATAX Committee regarding their personal experiences on the Isle of Palms and detailing the rebranding plan.

The Committee would like the Blue Ridge team to solicit more surveyu responses from the island residents.

7. **Miscellaneous Business**

The next meeting of the ATAX Committee will be announced at a later date.

8. **Adjournment**

Ms. Bergwerf made a motion to adjourn, and Ms. Lorenz seconded the motion. The meeting was adjourned at 11:12am.

Respectfully submitted,

Nicole DeNeane
City Clerk



ENVIRONMENTAL ADVISORY COMMITTEE

4:00pm, Thursday, September 10, 2026

1207 Palm Boulevard, Isle of Palms, SC

and broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Laura Lovins, Sean Popson, Britton Foy, Charlotte Webster, Susan Smith, Eric Cicora

Staff Present: Administrator Kerr, Council Member Miars (via Zoom)

Absent: Cindy Marrs, Todd Murphy

2. Approval of previous meeting's minutes

MOTION: Ms. Popson made a motion to approve the minutes of the August 13, 2026 meeting, and Ms. Smith seconded the motion. The minutes passed unanimously.

3. Citizen's Comments -- none

4. Presentation – Resilience 101 Training with the South Carolina Office of Resilience

Members of the South Carolina Office of Resilience, including Catherine Minn, Amelia Guerry, and Bradley Craig, provided resiliency training to the members of the Environmental Advisory Committee as well as some members of the Planning Commission and the Board of Zoning Appeals. Molly Caggiano, Charleston County's Resilience Officer, also provided information to the attendees related to the County's resilience efforts.

Topics included the definition of the concept of resilience, a review of state and regional resilience activities, examples of local resilience-building activities, and resources to build resilience. Attendees were asked to consider what the future will require and what can be done about it now throughout the training.

5. Old Business – none

6. New Business – none

7. Miscellaneous

The next meeting of the Environmental Advisory Committee will be Thursday, October 8, 2026 at 4pm.

8. **Adjournment**

Ms. Smith made a motion to adjourn, and Ms. Popson seconded the motion. The meeting was adjourned at 5:07pm.

Respectfully submitted,

Nicole DeNeane
City Clerk



**Beach Preservation Committee
1:00pm, Wednesday, September 2, 2026
City Hall Council Chambers
1207 Palm Boulevard, Isle of Palms, SC**

MINUTES

1. Roll Call

Present: Dietmar Ostermann, Wendi Pasterik, Dan Slotchiver, John Shilling,
Council Member Cohen

Staff Present: Administrator Kerr, Deputy Administrator Kuester

Absent: Alice Bova

2. Citizen's Comments - none

3. Approval of previous meeting's minutes – July 2, 2026

MOTION: Ms. Pasterik made a motion to approve, and Mr. Slotchiver seconded the motion. The minutes of the June 4, 2026 meeting passed unanimously.

4. New Business

A. Alternative Analysis Presentation – Chris Creed, Foth Olsen

Chris Creed of Foth Olsen presented findings from the firm's beach management alternatives analysis, which evaluated a range of options for maintaining the City's shoreline going forward, using a defined "baseline" condition (generally the primary dune crest) as the benchmark for beach performance.

The analysis found that under recent erosion trends, the 2026 renourishment project is expected to maintain the beach seaward of the baseline for no more than about three years island-wide, with Reaches 1, 5, and 6 experiencing the most significant erosion. Foth Olsen evaluated a no-action alternative, scheduled and trigger-based renourishment at various intervals, and renourishment supplemented by two lower-cost sand sources — beneficial reuse of dredge material from the Army Corps of Engineers' (USACE) periodic Breach Inlet/AICWW maintenance dredging, and a proposed Dewees Inlet shoal management program — as well as hard structural options including a terminal groin at the southern end of Reach 1 and T-groins, breakwaters, or geotubes as a "last line of defense" for Reaches 5 and 6.

The cost analysis showed that supplementing renourishment with the no-cost AICWW dredge material and the lower-cost Dewees Inlet shoal sand meaningfully reduces the average annual cost of maintaining the beach compared to relying solely on more expensive offshore borrow sand, and that adding a terminal groin further reduces costs by decreasing the rate of sand loss at the island's south end.

Based on these findings, Foth Olsen recommended that the City: establish and formally confirm an appropriate beach management baseline; pursue an agreement with Marinex to lock in proposed renourishment pricing; pursue an agreement with USACE to direct beach-compatible dredge material from Breach Inlet/AICWW maintenance dredging to Reaches 1 and 2; further investigate the feasibility, scope, and cost of a Dewees Inlet shoal management program, potentially including a test project; further investigate the feasibility, scope, and cost of a terminal groin at the southern end of Reach 1; and consider last-line-of-defense structural solutions (T-groins, breakwaters, or geotubes) in Reaches 5 and 6 to complement Dewees Inlet shoal management. The full report, including detailed cost tables and assumptions, is attached to these minutes.

B. Discussion and recommendation on future dune vegetation and fencing RFB

Administrator Kerr wants to publish the request for bids (RFB) for dune vegetation and fencing as soon as practically possible, structured as two separate installer projects, in order to secure a contractor and pricing. He noted the bid document will set per-plant and per-foot pricing while retaining flexibility to adjust quantities, fencing distances, and planting patterns or placement as needed.

Mr. Ostermann offered changes including changing the plant ratio to include 10% morning glory, 60% sea oats, and 40% panic grass; planting on an 18" grid, requesting optimal plant size instead of minimal, adding fertilizer paste, and to have the fencing in a V-shape facing the direction of the wind. He requested clarification of fence length versus dune length as they do not match in the current draft of the RFB.

Administrator Kerr said the bid will go out tomorrow. They are due back on September 18. He hopes to have the bid recommendation before City Council at their September 22 meeting.

C. Discussion of June 2026 beach monitoring report executive summary

Ms. Pasterik said, "My top concern is what we show for a gain of sand in the June survey should basically be reflecting the majority of the Army Corps' work from Cottrell in Reach 2 and then Ahtna pumped all the way through the end of February as well. And I know that uh CSE was out measuring uh the beginning of February. So the majority of Cottrell's work was captured in the latest survey. Does that make sense? I put a little timeline if that helps. So what you see through the whole report that was put together is that he's attributing it to mainly from sand coming from Reaches 3 and 4 down to the south. I am not sure that if that is really the case, and if we are getting a lot of sand, then we are eroding at a way faster rate because we got a whole bunch of

sand from the Army Corps during that time period, which should be explaining the increase in the volumes.”

She would like more clarity in the Executive Summary related to accretion: “as to what exactly happened and where the benefits are coming from.”

Administrator Kerr noted that this is a volumetric survey, adding, “I don't think he would be able to say with a with any degree of certainty exactly which cubic yard of sand came from which location.”

D. Discussion of information to be included in future beach monitoring reports

Mr. Shilling went over his “Review of Current Reporting Practices and Recommendations for Change” in the meeting packet. Both he and Ms. Pasterik expressed a preference for the presentation of the reports done for Hilton Head Island.

Mr. Slotchiver noted that each professional has his/her own way of writing and presenting information and suggested the Committee provide Mr. Traynum with categories to include and request they be presented in layman’s terms.

Administrator Kerr stated, “This was written [as] a requirement of the environmental permits that Stephen has been doing this now for it is exactly 15 years to give to the State and the Feds to satisfy a surveying requirement. They want us to go out and survey, and that's what he does he goes and measures...and it was never historically intended for groups like this to sit around and try to kind of gain insight.”

In addition to the required federal report elements, Mr. Osterman suggested that Mr. Traynum provide “a very readable short information report that informs city council and the beach committee about the state of the beach.”

The Committee discussed the need for a standard benchmark for measuring the beach width. Administrator Kerr said he would share Mr. Shilling’s recommendations with Mr. Traynum.

5. Old Business

Update on beach renourishment project

Administrator Kerr said the renourishment project is going very well and is currently ahead of schedule. Marinex is now working in Reach 2. He also reported that the City received \$1.5 million from the State in last year’s budget. The FY27 State budget includes \$10 million for beach renourishment, and the City hopes to receive an additional \$3.5 million in funding.

6. Miscellaneous Business

The next meeting will include another review of the report from Foth/Olsen, possibly a discussion about the RFB for vegetation and fencing (if not passed by City Council at their September 22 meeting), and CSE's beach monitoring report.

The next meeting of the Beach Preservation Committee will be Thursday, October 1, 2026 at 9:00am.

7. Adjournment

Mr. Ostermann made a motion to adjourn the meeting, and Ms. Pasterik seconded the motion. The meeting was adjourned at 2:35pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

ORDINANCE 2026-08

AN ORDINANCE TO AMEND TITLE 1, CHAPTER 10, PURCHASING PROCEDURES, OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES TO REVISE COMPETITIVE PROCUREMENT EXCEPTIONS AND MULTI-TERM CONTRACT REQUIREMENTS.

WHEREAS, City Council recognizes that the City's purchasing procedures should promote fair and open competition, fiscal responsibility, transparency, and the prudent expenditure of public funds; and

WHEREAS, Title 1, Chapter 10 of the City Code establishes the City's purchasing procedures, including competitive procurement requirements, exceptions to those requirements, and procedures governing multi-term contracts; and

WHEREAS, City Council has reviewed the existing competitive procurement exceptions and finds that certain provisions should be clarified, narrowed, consolidated, or removed to better balance administrative efficiency with the benefits of competition; and

WHEREAS, City Council desires to clarify the approval requirements applicable to procurement exceptions and to require that the basis for an emergency procurement be documented and reported to City Council; and

WHEREAS, City Council further desires to revise the professional services exception and remove certain categorical exceptions so that competitive procurement will be used more consistently when practical and advantageous to the City; and

WHEREAS, City Council finds it appropriate to retain specific exceptions for circumstances including sole-source procurements, certain utility and equipment-related expenditures, cooperative or piggyback procurements, and purchases made through State contracts; and

WHEREAS, City Council further finds that contracts for supplies or services should generally be limited to a term of five years, while preserving City Council's authority, by majority vote, to approve a longer term when doing so is in the best interest of the City; and

WHEREAS, City Council finds that these amendments will strengthen accountability, preserve necessary procurement flexibility, and promote the City's ability to obtain goods and services on fair and reasonable terms.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Isle of Palms, South Carolina, in duly assembled meeting, that the City Code is hereby amended as set forth herein.

SECTION 1. That Title 1, Chapter 10, Section 1-10-4 be amended to read as follows:

Sec. 1-10-4. Competitive procurement requirements; exceptions.

(a) *When required.*

- (1) Expenditures of \$5,000.00 or less: Competitive procurement is not required for expenditures of \$5,000.00 or less if prices are considered by the Purchasing Agent or Department Head to be fair and reasonable.
- (2) Expenditures exceeding \$5,000.00: Before any purchases or contracts for supplies, materials, equipment or services exceeding \$5,000.00 are made, the Purchasing Agent or Department Head shall give reasonable opportunity for competitive procurement.
 - (i) For purchases or contracts in excess of \$5,000.00 but not more than \$10,000.00, the Purchasing Agent or Department Head shall obtain either verbal or written competitive price quotes from at least two (2) vendors, unless only one (1) vendor is available. Informal quotes may be accepted verbally or via email, provided that the Purchasing Agent or Department Head

retains appropriate documentation consisting of the name of the vendor, price quote, name of vendor's representative providing the quote, and the date of quote.

- (ii) For purchases or contracts in excess of \$10,000.00 but not more than \$25,000.00, the Purchasing Agent or Department Head shall obtain at least three (3) informal written bids, unless three (3) vendors are not available. Informal written bids may be accepted via email.
 - (iii) Purchases or contracts in excess of \$25,000.00 shall be awarded pursuant to the formal competitive sealed bidding or competitive sealed proposals methods as provided in section 1-10-5, unless otherwise provided in this chapter.
- (3) No contract or purchase shall be subdivided to avoid the competitive procurement requirements of this section.
 - (4) The Purchasing Agent or City Council has the authority to cancel a request for bids or proposals or other solicitation, and to reject any or all bids or proposals in whole or in part, and to waive informalities or irregularities in bids or proposals received when it is determined to be in the best interest of the City.

(b) *Exceptions.*

- (1) The approval requirements set forth in section 1-10-3 shall apply to the expenditures listed in each exception herein; provided, however, that City Council approval shall not be required for emergency purchases pursuant to subsection (b)(2) of this section.
- (2) In the event of any emergency affecting the public welfare, health or safety, the competitive procurement requirements of this section shall not apply. A full report of any emergency purchase, including the determination and the basis of the emergency, shall be filed by the Purchasing Agent with City Council and shall be entered in the minutes of Council.
- (3) The competitive procurement requirements of this section shall not apply to the procurement of professional services where the person employed is customarily employed on a fee basis such as legal, medical, appraiser, auditor or accounting services. Nothing herein shall be deemed to prohibit the City from using competitive procurement procedures for professional services if City Council determines it is in the best interests of the City.
- (4) The following types of expenditures are exempt from the competitive procurement requirements of this section:
 - (i) Utilities including gas, electric, water and sewer;
 - (ii) Maintenance and repairs to vehicles, machinery or equipment necessary in providing an essential City service;
 - (iii) Maintenance or service contracts which are made with the manufacturer or authorized service agent;
 - (iv) Replacement parts of existing equipment supplied by the original equipment manufacturer or authorized dealer.
- (5) An expenditure may be made without competitive procurement when the Purchasing Agent reasonably determines that there is only one (1) qualified source for the required goods or services, or that a particular source has a unique ability or knowledge with respect to the required goods or services, or when there is only one (1) source which is compatible with existing equipment, software, systems, or services and the Purchasing Agent sets forth such determination and the basis therefor in a written statement submitted to City Council and entered in the minutes of Council.
- (6) The Purchasing Agent may obtain goods and services from an awarded bidder in a competitive bidding process utilized within the preceding twelve (12) months by another political subdivision of the state for substantially the same goods or services when the Purchasing Agent has good reason to believe that the awarded bidder is the lowest qualified bidder at the time the City obtains such goods and services.
- (7) Competitive procurement shall not be required for goods and services purchased through a state contract awarded by the purchasing division of the State of South Carolina, or when an item that is

equivalent or superior to a state contract item is purchased at a price equal to or less than the state contract price.

SECTION 2. That Title 1, Chapter 10, Section 1-10-8 be amended to read as follows:

Sec. 1-10-8. Multi-term contracts.

Unless otherwise provided by law, a contract for supplies or services may be entered into for a period of up to five (5) years, unless a longer term is determined to be in the best interest of the City by a majority of City Council, provided the term of the contract and conditions of renewal or extension, if any, are included in the original solicitation and funds are available for the first fiscal period at the time of contracting. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled with no penalty to the City and such condition shall be included as a provision of the multi-term contract.

SECTION 3. That should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 4. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 5. That this Ordinance take effect and be in full force immediately.

**PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS,
ON THE _____ DAY OF _____, 2026.**

Phillip Pounds, Mayor (Seal)

Attest:

Nicole DeNeane, City Clerk

First Reading: _____

Second Reading: _____

Ratification: _____

Environmental Advisory Committee

City of Isle of Palms

Recommendation: Addition of Red Line Ordinance to Sec. 6-1-32 . Duty to keep property clean in Isle of Palms, South Carolina Code of Ordinances

Date: August 20, 2026

The Environmental Advisory Committee of the City of Isle of Palms recommends today to the City Council that the City adopt the red line addition, item (d) to Sec. 6-1-32 Duty to keep property clean that reads as follows:

(d) It shall be unlawful to fill any dumpster above its designated fill line, or, if no fill line is provided, above the top edge of the container. It shall also be unlawful to place or allow any solid waste, refuse, recyclable materials, or debris on the ground or otherwise outside the dumpster because the dumpster has reached its maximum capacity.

Reasoning:

1. Residents have seen and witnessed dumpsters on residential properties that are overflowing with trash at residential and commercial sites on IOP.
2. Dumpsters that are taken off IOP with trash and waste material above their fill line often do not have adequate tarps covering them, which results in debris creating garbage on our City roads, the IOP connector, and in the Intercontinental Waterway and Marsh.
3. The IOP code enforcement officer currently has no authority to write a ticket to a contractor or owner unless he witnesses debris flying out of a commercial dumpster, and an IOP police officer would also have to witness debris flying out of a dumpster in order to write a ticket to the offending contractor.

4. This red line addition to Sec. 6-1-32. Duty to keep property clean, has the potential to allow the IOP code enforcement or police officer to write a ticket to a contractor or owner at a commercial or residential property, which could potentially mitigate debris from dumpsters both on a property as well as on our IOP roadways and in the Intercontinental Waterway and Marsh.

From the IOP Environmental Advisory Committee

Laura Lovins

Chair

lurasue@gmail.com

1-513-815-1015

ARTICLE C. MAINTENANCE OF PROPERTY

Sec. 6-1-31. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (a) *Bulk* consists of bulky wastes, including appliances, furniture, mattresses, auto parts and tires.
- (b) *Garbage* consists of all perishable refuse, household rubbish, including, but not limited to, paper boxes, rags, plastic and cloth, glass, bottles, cans and any similar waste and small dead animals.
- (c) *Litter* means any quantity of solid waste which is not properly disposed of.
- (d) *Private property* includes, but is not limited to, the following exterior locations owned by private individuals, firms, corporations, partnerships, institutions or organizations: yards, grounds, driveways, entranceways, passageways, parking areas, working areas, storage areas, vacant lots, recreation facilities.
- (e) *Container* means a watertight receptacle made of metal, heavy duty plastic or material of similar strength with a tightfitting cover for storage and disposal of solid waste.
- (f) *Solid waste* consists of all refuse including bulk, debris, garbage, rubbish and trash.
- (g) *Trash* consists of all ashes, yard rubbish, such as leaves, grass, bushes, and vines; large pieces of metal, bricks, stones and dirt, trees and branches, and stumps.
- (h) *Unightly growth on property* means an unsightly, unhealthy, unsanitary growth of grass, bushes, shrubs, trees, weeds, vines, leaves, etc.

(Code 1994, § 6-1-31; Ord. No. 1986-2, 5-14-1986)

Sec. 6-1-32. Duty to keep property clean.

- (a) It shall be the duty of the owner, agent, occupant or lessee to keep exterior private and public property free of litter and unsightly growth. This requirement applies not only to removal of loose litter, but to materials that already are, or become, trapped at locations such as fences and wall bases, grassy and planted areas, borders, embankments and other lodging points.
- (b) Owners, agents, occupants or lessees whose properties face on a City right-of-way shall be responsible for keeping up to, and including, the curb, gutter or street line free of litter and unsightly growth.
- (c) It shall be unlawful to sweep or push litter from buildings, property, sidewalks and strips into streets, sidewalks and the storm drainage systems. Sidewalk and strip sweepings must be picked up and put into household or commercial material containers.
- (d) It shall be unlawful to fill any dumpster above its designated fill line or, if no fill line is provided, above the top edge of the container. It shall also be unlawful to place or allow any solid waste, refuse, recyclable materials, or debris on the ground or otherwise outside the dumpster because the dumpster has reached its maximum capacity.

-
- (ed) It shall be the duty of every nonresident owner of a vacant lot or other vacant property to appoint a resident agent who shall have responsibility for keeping that lot or other property free of litter and unsightly growth.
 - (fe) If an owner, agent, occupant or lessee fails to remove litter or unsightly growth from any private and public property, the City Public Works Department shall be authorized to serve written notice to the owner or appointed agent to correct such violation within five (5) days. Failure to comply shall constitute grounds for prosecution.
 - (gf) It shall be unlawful for the owner of any property in the City to disobey or fail to comply with any provisions of this article.
 - (hg) The use of glyphosate is prohibited for use on City owned or managed properties.
- (Code 1994, § 6-1-32; Ord. No. 1986-2, 5-14-1986; Ord. No. 2025-11, § 1, 10-28-2025)

Sec. 6-1-33. Appeals; ordinance summons; liens; penalties.

- (a) The City Administrator is authorized to issue regulations for the form, content, and maintenance of notices and to hear and determine appeals from Public Works Department notices served pursuant to section 6-1-32(e). A notice of appeal must be delivered to the City Administrator within five (5) days after service of the sanitation division notice. The determination of the City Administrator shall be made in writing and shall be final.
- (b) The City Administrator may authorize an appropriate City employee to serve an ordinance summons for violation of this article pursuant to section 1-3-66(b).
- (c) In the event the responsible person fails to correct the conditions which violate this article within the time prescribed in the notice, the City Administrator may authorize agents or employees of the City to enter onto the property and take corrective action. The cost of corrective action taken by the City shall be a lien upon the property which shall be added to and collected in the same manner as the ad valorem taxes on the property.
- (d) Nothing in this section shall prevent the City from taking any other appropriate action such as courtesy notices to encourage voluntary compliance, or arrest warrants for violations.
- (e) Violation of this article is a misdemeanor punishable as provided in section 1-3-66.

(Code 1994, § 6-1-33; Ord. No. 1994-4, § 33, 4-26-1994)

Secs. 6-1-34—6-1-39. Reserved.

ARTICLE D. REGULATION OF NON-PUBLIC WASTEWATER DISPOSAL SYSTEMS²

Sec. 6-1-40. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

²Editor's note(s)—Ord. No. 2017-10, § 1, adopted Aug. 27, 2019, amended art. D and in so doing changed the title from regulation of on-site sewage disposal systems to read as set out herein.

ORDINANCE 2026-09

AN ORDINANCE TO AMEND THE MAINTENANCE OF PROPERTY REQUIREMENTS IN TITLE 6, CHAPTER 1, ARTICLE C OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES TO PROHIBIT OVERFILLING DUMPSTERS AND PLACING WASTE OUTSIDE DUMPSTERS THAT HAVE REACHED MAXIMUM CAPACITY.

WHEREAS, City Council recognizes that overflowing dumpsters at residential and commercial properties can create litter, debris, and unsightly conditions that adversely affect the cleanliness of private property and the community; and

WHEREAS, materials placed above the designated fill line or top edge of a dumpster may not be adequately contained during storage or transport and can contribute to debris on City roads, the Isle of Palms Connector, and nearby waterways and marsh areas; and

WHEREAS, the City's existing ordinances do not expressly prohibit a dumpster from being filled above its designated fill line or top edge, limiting the City's ability to address an overfilled dumpster before debris escapes from the container; and

WHEREAS, the Environmental Advisory Committee has recommended that Section 6-1-32, Duty to keep property clean, be amended to prohibit overfilling dumpsters and the placement or accumulation of solid waste, refuse, recyclable materials, or debris outside a dumpster because the dumpster has reached maximum capacity; and

WHEREAS, City Council finds that establishing a clear standard for dumpster capacity will improve enforceability, promote proper containment of waste, and help reduce litter and debris on private property, public roadways, and environmentally sensitive areas; and

WHEREAS, City Council desires to amend the City's maintenance of property requirements consistent with the recommendation of the Environmental Advisory Committee.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Isle of Palms, South Carolina, in duly assembled meeting, that the City Code is hereby amended as set forth herein.

SECTION 1. That Title 6, Chapter 1, Article C, Section 6-1-32 be amended to read as follows:

ARTICLE C. MAINTENANCE OF PROPERTY

Sec. 6-1-32. DUTY TO KEEP PROPERTY CLEAN.

- (a) It shall be the duty of the owner, agent, occupant or lessee to keep exterior private and public property free of litter and unsightly growth. This requirement applies not only to removal of loose litter, but to materials that already are, or become, trapped at locations such as fences and wall bases, grassy and planted areas, borders, embankments and other lodging points.
- (b) Owners, agents, occupants or lessees whose properties face on a City right-of-way shall be responsible for keeping up to, and including, the curb, gutter or street line free of litter and unsightly growth.
- (c) It shall be unlawful to sweep or push litter from buildings, property, sidewalks and strips into streets, sidewalks and the storm drainage systems. Sidewalk and strip sweepings must be picked up and put into household or commercial material containers.
- (d) It shall be unlawful to fill any dumpster above its designated fill line or, if no fill line is provided, above the top edge of the container. It shall also be unlawful to place or allow any solid waste,

refuse, recyclable materials, or debris on the ground or otherwise outside the dumpster because the dumpster has reached its maximum capacity.

- (e) It shall be the duty of every nonresident owner of a vacant lot or other vacant property to appoint a resident agent who shall have responsibility for keeping that lot or other property free of litter and unsightly growth.
- (f) If an owner, agent, occupant or lessee fails to remove litter or unsightly growth from any private and public property, the City Public Works Department shall be authorized to serve written notice to the owner or appointed agent to correct such violation within five (5) days. Failure to comply shall constitute grounds for prosecution.
- (g) It shall be unlawful for the owner of any property in the City to disobey or fail to comply with any provisions of this article.
- (h) The use of glyphosate is prohibited for use on City owned or managed properties.

SECTION 2. That should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 3. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 4. That this Ordinance take effect and be in full force immediately.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS, ON THE _____ DAY OF _____, 2026.

Phillip Pounds, Mayor (Seal)

Attest:

Nicole DeNeane, City Clerk

First Reading: _____

Second Reading: _____

Ratification: _____

ORDINANCE 2026-10

AN ORDINANCE TO AMEND SECTION 5-4-36 OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES TO MODIFY THE FRONT YARD REQUIREMENT IN THE GC-3 GENERAL COMMERCIAL DISTRICT AND TO AMEND SECTION 5-4-113 TO REDUCE OFF-STREET PARKING REQUIREMENTS FOR RESTAURANTS IN THE GC-3 DISTRICT.

WHEREAS, the City of Isle of Palms Code of Ordinances establishes development standards for the GC-3 general commercial district, including minimum yard requirements and off-street parking requirements; and

WHEREAS, Section 5-4-36(b)(3) currently establishes the minimum front yard requirement applicable in the GC-3 general commercial district; and

WHEREAS, Section 5-4-112 establishes generally applicable off-street parking requirements, including requirements for restaurants, and Section 5-4-113 governs the application of those parking requirements; and

WHEREAS, the Planning Commission has recommended amending the GC-3 district regulations to establish a zero-foot front yard requirement and to reduce the total number of required off-street parking spaces for restaurants in the GC-3 district by twenty-five percent (25%); and

WHEREAS, City Council desires to amend the City Code consistent with the Planning Commission recommendation.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Isle of Palms, South Carolina, in duly assembled meeting, that the City Code is hereby amended as set forth herein.

SECTION 1. That Section 5-4-36(b)(3)a. of the City of Isle of Palms Code of Ordinances be amended to read as follows:

- a. Front yard: Zero feet (0').

SECTION 2. That Section 5-4-113(a) of the City of Isle of Palms Code of Ordinances be amended to conform the cross-reference to the redesignation of subsection (h) as subsection (i), to read as follows:

- (a) Location of off-street parking areas. Except as provided in section 5-4-113(i) and section 5-4-115, all parking spaces required herein shall be located on the same lot with the principal building or use or uses served.

SECTION 3. That Section 5-4-113 of the City of Isle of Palms Code of Ordinances be amended by adding a new subsection (h) and redesignating the existing subsection (h) as subsection (i), to read as follows:

- (h) Requirements for restaurants in the GC-3 district. Notwithstanding any other provision of this chapter to the contrary, the total number of off-street parking spaces required by Section 5-4-112 shall be reduced by 25% for restaurants within the GC-3 district.

- (i) Parking spaces in public right-of-way in commercial districts. Notwithstanding any other provision of this chapter to the contrary, the calculation of the number of parking spaces required in the commercial districts pursuant to section 5-4-112 may include any parking spaces in the public right-of-way that are located on the same side of the street and contiguous to the lot with the principal building or use or uses served.

SECTION 4. That should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 5. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 6. That this Ordinance take effect and be in full force immediately.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS, ON THE _____ DAY OF _____, 2026.

Phillip Pounds, Mayor (Seal)

Attest:

Nicole DeNeane, City Clerk

First Reading: _____

Public Hearing: _____

Second Reading: _____

Ratification: _____

Sec. 3-1-3. Same—Permanent obstruction prohibited.

No permission shall be granted for the placing of a permanent obstruction on any of the streets, highways or other public places in the City.

(Code 1994, § 3-1-3)

Sec. 3-1-4. Building materials in streets, sidewalks and public places—Permission required.

Building materials shall not be laid on any sidewalk, street or public place until the consent of the ~~Director~~Building of Public Worksinspector is first obtained; and it shall be the duty of the person desiring to use the streets to inform the ~~Director~~Building inspector when permission is desired to lay material thereon, and otherwise to obstruct the places for the purpose of erecting a building adjoining the street, where some obstruction thereof is necessary, what space will be needed and for what length of time the obstruction will be necessary; and the ~~Director~~building inspector shall then give permission accordingly, imposing then and from time to time the reasonable conditions as the ~~Director~~building inspector may consider necessary or proper for the protection of the public and the public property.

(Code 1994, § 3-1-4)

Sec. 3-1-6. Same—Removal of conditions.

At the expiration of the time provided for herein, all obstructions, materials and trash or other things shall be removed by the owner or contractor, and the street, sidewalk or public place shall be restored to as good condition in every respect as before the materials or other obstructions are laid thereon.

(Code 1994, § 3-1-6)

Sec. 3-1-11. Dumping is prohibited in waterways and ditches.

(a) No person shall throw or place any refuse, paper, trash, glass, nails, tacks, wire, bottles, cans, yard trash, concrete, earthen fill, garbage, containers or litter or other debris in any ditch, creek, stream, river, or retention basin that regularly or periodically carries surface water runoff.

(b) Any person who deposits any of the above-referenced items in any ditch, creek, stream, river or retention basin that regularly or periodically carries surface water runoff shall remove such items or cause such items to be removed therefrom immediately.

(c) A violation of the foregoing shall be punishable as provided in section 1-3-66.

(d) If deposited debris is not removed by the violator, the City is authorized to enter onto and upon private property as necessary to effect removal of debris.

(e) The City is authorized to enter onto and upon private property to perform routine maintenance of all ditches, streams, rivers, or retention basins so as to effect the removal of any debris deposited for which no individual bears responsibility.

(Code 1994, § 3-1-11; Ord. No. 1993-24, 12-28-1993)

Sec. 3-1-22. Protection by barricades, lights.

Every ditch, excavation, hole or opening in any street, sidewalk or public place, no matter for what purpose made, shall be securely and safely covered over with boards or other suitable material, or enclosed in a secure way as to prevent accidents to persons, animals and vehicles, both during the night and day, when the

workmen are not engaged thereon; and during the night ~~lanterns provide shall safety be kept burning lighting~~ at these places as a signal of danger to all pedestrians and drivers.

(Code 1994, § 3-1-22)

Sec. 3-1-60. Permit required.

It shall be unlawful for any person to construct any improvements upon or perform any excavation on any City, ~~County~~ or ~~County~~State right-of-way without first obtaining an encroachment permit for same as provided in this article.

(Ord. No. 2006-9, § 1(3-1-60), 8-22-2006)

Sec. 3-2-4. Garbage containers required.

(a) Residential. It shall be the duty of every owner or other occupant of a residential dwelling to use ~~either a 90-gallon or a 4096~~-gallon plastic roll-out cart approved by the City. Each dwelling shall receive one (1) cart from the City at no cost to the user. Additional carts may be ~~rented~~purchased by the user. Each dwelling owner shall be responsible for damage to the cart unless such damage is caused by City personnel or normal wear. All garbage shall be kept in the carts until collected by the City and shall be kept closed in such a manner as will prevent access by flies, rodents and other animals. The cart and contents shall not weigh more than two hundred (200) pounds. No garbage cart shall be used for any other purpose. In the event of overflow, plastic bags which are tightly bound may be placed on the carts at curbside on the day of collection. In the event of regular overflow, the Director of Public Works may require owners to purchase additional roll cart(s). The owner or occupant of any dwelling where carts ~~or plastic bags~~ are placed at curbside shall be responsible for prompt cleanup and removal of the contents of such carts and bags if the bags are torn or the carts overturned from any cause. If a cart is damaged through negligence or abuse, it shall be the responsibility of the owner to replace the cart and the Public Works Department may refuse to handle such cart until it is replaced. Roll-out carts found to be inoperable due to normal wear or usage shall be repaired or replaced by the Public Works Department. The Public Works Department will notify users that a roll-out cart is unfit for continued use by placing a tag on the cart. All carts shall remain at the dwelling, and shall remain the property of the City.

~~(b) Commercial.~~

(b) Commercially generated solid waste

(1) Each business which generates a volume of garbage, miscellaneous debris or vegetative debris in excess of two (2) 90-gallon roll-out carts between scheduled collection dates of the Public Works Department may be required to use a bulk container of appropriate capacity ~~approved by the Public Works Department if the site lacks sufficient area for safe and proper storage of the cart.~~

~~(2) Bulk containers shall be of sufficient size to hold all garbage deposited between scheduled collection dates so that there shall be no spillage of garbage or other material from said container.~~

~~(3) Bulk containers shall be placed in an area easily accessible to the equipment used for collection. Such area shall be designated for each container by the Public Works Department.~~

(2) Any business in the Front Beach commercial district that generates in excess of (2) 90-gallon garbage carts where site lacks sufficient area to store a bulk container are eligible to use the city owned compactor for an annual use fee.

~~(4)No container used for garbage shall be used for any other purpose. Garbage will be collected only if it is deposited in an approved container at a location also approved by the Public Works Department.~~

(3)Any business in the Front Beach commercial district that uses the commercial compactor must follow rules and regulations for acceptable material disposed of in the compactor. Any misuse by authorized users may result in a fine or loss of compactor use.

~~(5)The Public Works Department may refuse service to any bulk container that is no longer in serviceable condition to rust, wear, or other damage.~~

(4)Any business that uses a bulk container shall subcontract through an appropriate sanitation vendor.

~~(6)It shall be the duty of the commercial user to maintain the bulk container in a reasonably clean and sanitary condition.~~

(5)It shall be unlawful for any person to place any material in the city owned commercial district compactor or bulk container.

(c)Rental property. The owner, tenant and tenant property management of each rental property shall have joint and several liability for any violation ~~of this section.~~

(d)Proper disposal. It shall be unlawful for any person to place any material in ~~any bulk container, or a~~ garbage roll-out cart, which at the time of collection is not qualified for municipal solid waste disposal at the County solid waste landfill ~~or Resource Recovery Center.~~

(Code 1994, § 3-2-4; Ord. No. 1979-16, 10-14-1979; Ord. No. 1997-16, § 3, 8-26-1997)

Sec. 3-2-5. Trash collection.

(a)No waste which at the time of collection is defined by the United States Environmental Protection Agency or the State Department of Health and Environmental Control as hazardous waste shall be collected by the City.

(b)No tires, batteries, motor oil, petroleum products or auto parts of any kind will be collected by the City. No paint shall be mixed in with household trash into city roll carts. Proper disposal of same shall be the responsibility of the owner or person in possession of the same.

(c)Leaves and grass clippings. All leaves and grass clippings shall be placed at the curb in front of the property in bio-degradable paper bags ~~or plastic containers for collection.~~ No plastic bags shall be used for the disposal of leaves or grass clippings. No household garbage or other materials may be placed with leaves or grass clippings. No mixed materials or plastic bags will be collected by the City. Home composting of leaves and grass clippings is encouraged.

(d)Logs, limbs, brush, and like materials shall be placed at the curb in front of the property in the following manner:

(1)Length of material shall not exceed four feet.

(2)Diameter of material shall not exceed four inches.

~~(3)The City will only collect materials as listed in this category which are generated by routine landscape maintenance on developed lots. Debris generated by grading or clearing of undeveloped property shall be disposed of by the party generating such debris.~~

(43)When placed at the curbside for collection, materials shall not obstruct access to water meters, stormwater collection boxes, sewer manhole covers, signs, poles or fire hydrants.

(54)No garbage shall be mixed with the items listed in this category.

(65)No plastic bags shall be used for the disposal of any items listed in this category.

(6) Debris generated by grading or clearing of undeveloped property shall be disposed of by the party generating such debris. The city will not collect materials which are generated by landscapers, tree services or other contractors. Debris resulting from commercial landscaping maintenance operations tree service or other contractors shall be removed and legally disposed of by the contractor.

(e)Building materials, furniture or other trash shall be placed at the curb in front of the property for collection in the following ~~manner:~~

Builders refuse, which is generated exclusively by an owner or resident shall be collected by the city when the volume of the said material does not exceed limits outlined in the Solid Waste Services Collection Procedures

(1)Any single collection day will be limited to the equivalent of two ninety-six (9096) gallons in volume, the equivalent of two trash carts.

(2)No hazardous waste as defined in subsection (a) of this section will be collected by the ~~City~~city.

(3)No roofing shingles will be collected by the ~~City~~city.

(4)No building materials or other trash generated by a contractor shall be collected by the City.

(5)Items within this category shall be separated at the curb for collection. Any materials in these categories that are mixed together shall not be collected by the City.

(6)No garbage shall be mixed with the items in this category.

~~(f)Collection days shall be designated by the City from time to time. Reasonable notice will be given by the City of collection schedules or practices.~~

(f)Collection days shall be designated by the city, Garbage and trash shall be collected according to the schedule established by the Director of Public Services Department. Property owners and tenants shall be notified of such schedule change or practices by public notice.

(Code 1994, § 3-2-5; Ord. No. 1993-8, 5-25-1993; Ord. No. 1997-16, § 4, 8-26-1997; Ord. No. 1998-8, 4-28-1998; Ord. No. 2011-03, § 1, 3-22-2011)

Sec. 3-2-6. Removal of contractors' and builders' refuse.

Contractors' and builders' refuse generated by a contractor, construction material such as bricks, scraps of lumber, mortar, plaster, roofing, guttering, shavings, vegetative debris and all other like materials shall be removed by the contractor, owner or tenant of the premises, each being jointly and severally responsible for such removal.

(Code 1970, § 18-7; Code 1994, § 3-2-6; Ord. of 1-13-1977)

Sec. 3-2-7. ~~Scattering~~Dumping, ~~of contentsscattering~~ or rummaging through garbage containers.

It shall be unlawful for any person to dump, scatter or spread, or allow to be dumped, scattered or spread, the contents of garbage carts, bags, vegetative debris,, dumping or ~~containers,offloading of trucks or trailers of debris generated outside of the isle of Palms on~~ public or private, on any property in the City, and further it shall be unlawful for any person to enter upon or rummage or plunder through the contents of any garbage

cart, bag or container of another, or to use the container or trash enclosure of another without permission.

Placing items on vacant parcels or on any public or on any private property other than where it was generated from shall be considered illegal dumping.

(Code 1970, § 18-9; Code 1994, § 3-2-7; Ord. of 1-13-1977; Ord. No. 1997-16, § 5, 8-26-1997)

Sec. 3-2-8. Garbage roll-out carts and county recycling containers shall not be kept upon street or road rights-of-way.

Garbage roll-out carts and county recycling containers shall not be placed in the right-of-way of a street or road except when placed for collection. Garbage carts and recycling containers shall not be placed for collection prior to 5:00 p.m. on the day before collection. Garbage carts and recycling containers shall be removed from the right-of-way no later than 9:00 a.m. on the day following collection. Except for such times when lawfully placed for collection, no garbage carts or recycling containers shall be allowed to remain clearly visible from a street, road, or right-of-way. Garbage carts and recycling containers located on publicly owned areas, including, but not limited to, public parking lots, public parks, public beach and recreational areas, or any City-owned property, are exempt from the requirements of this section. The City has the right to move garbage carts and recycling containers placed in violation of this section.

(Code 1970, § 18-10; Code 1994, § 3-2-8; Ord. of 1-13-1977; Ord. No. 1997-16, § 6, 8-26-1997; Ord. No. 2001-3, § 1, 2-27-2001; Ord. No. 2013-03, § 1, 5-28-2013)

Editor's note(s)—Ord. No. 2013-03, § 1, adopted May 28, 2013, changed the title of § 3-2-8 from garbage roll-out carts shall not be kept upon street or road rights-of-way to garbage roll-out carts and county recycling containers shall not be kept upon street or road rights-of-way.

Sec. 3-2-9. Scheduled Collection.

~~All garbage generated from residential property will be collected in accordance with schedules established by the City from time to time.~~

Scheduled collections of garbage and trash shall be collected according to the schedule established by the Director of Public Services Department. Property owners and tenants shall be notified of such schedule change or practices by public notice.

(Code 1994, § 3-2-9; Ord. No. 1997-16, § 7, 8-26-1997)

Sec. 3-2-10. Placing garbage roll-out carts for collection.

When placing garbage roll-out carts for collection, they shall be placed within ~~ten (10)~~³ feet of the edge of the pavement of the street. Carts which are not placed in a location which is easily accessible by collection personnel and equipment will not be emptied. The handles of the carts shall be faced toward the street unless otherwise notified by the public services department which may affect handle placement, distance from the curb and distance from obstructions.

(Code 1994, § 3-2-10; Ord. No. 1997-16, § 8, 8-26-1997)

Sec. 3-2-11. Collection of major household appliances.

The collection of major household appliances such as refrigerators, washing machines, dryers, dishwashers, furniture, bed mattresses, etc., ~~will are to be made placed upon out notice on scheduled pick-up days according to the schedule established by the Director of Public Services Department, unless otherwise agreed to by the~~

Public Works Department. ~~The Public Works Department will then notify the owner when to place the appliance on the edge of the road for collection by the department.~~

(Code 1970, § 18-13; Code 1994, § 3-2-11)

ORDINANCE 2026-11

AN ORDINANCE TO AMEND TITLE 3, CHAPTERS 1 AND 2, OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES TO UPDATE STREET AND RIGHT-OF-WAY REQUIREMENTS AND SOLID WASTE STORAGE, COLLECTION AND DISPOSAL REGULATIONS.

WHEREAS, the City of Isle of Palms Code of Ordinances establishes requirements for the use and protection of public streets and rights-of-way and for the storage, collection and disposal of solid waste; and

WHEREAS, the proposed amendments update references to responsible City personnel and right-of-way requirements and revise provisions governing residential garbage carts and commercial solid waste services; and

WHEREAS, the proposed amendments also address the Front Beach commercial compactor, contractor-generated debris, collection schedules, cart placement, major household appliances and illegal dumping; and

WHEREAS, City Council desires to amend the City Code to incorporate these revisions.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Isle of Palms, South Carolina, in duly assembled meeting, that the City Code is hereby amended as set forth herein.

SECTION 1. That Title 3, Chapter 1, Section 3-1-4 be amended to read as follows:

Sec. 3-1-4. Building materials in streets, sidewalks and public places—Permission required.

Building materials shall not be laid on any sidewalk, street or public place until the consent of the Building inspector is first obtained; and it shall be the duty of the person desiring to use the streets to inform the Building inspector when permission is desired to lay material thereon, and otherwise to obstruct the places for the purpose of erecting a building adjoining the street, where some obstruction thereof is necessary, what space will be needed and for what length of time the obstruction will be necessary; and the building inspector shall then give permission accordingly, imposing then and from time to time the reasonable conditions as the building inspector may consider necessary or proper for the protection of the public and the public property.

SECTION 2. That the heading of Title 3, Chapter 1, Section 3-1-11 be amended to read as follows:

Sec. 3-1-11. Dumping is prohibited in waterways and ditches.

SECTION 3. That Title 3, Chapter 1, Section 3-1-22 be amended to read as follows:

Sec. 3-1-22. Protection by barricades, lights.

Every ditch, excavation, hole or opening in any street, sidewalk or public place, no matter for what purpose made, shall be securely and safely covered over with boards or other suitable material, or enclosed in a secure way as to prevent accidents to persons, animals and vehicles, both during the night and day, when the workmen are not engaged thereon; and during the night provide safety lighting at these places as a signal of danger to all pedestrians and drivers.

SECTION 4. That Title 3, Chapter 1, Section 3-1-60 be amended to read as follows:

Sec. 3-1-60. Permit required.

It shall be unlawful for any person to construct any improvements upon or perform any excavation on any City, County or State right-of-way without first obtaining an encroachment permit for same as provided in this article.

SECTION 5. That Title 3, Chapter 2, Section 3-2-4 be amended to read as follows:

Sec. 3-2-4. Garbage containers required.

(a)Residential. It shall be the duty of every owner or other occupant of a residential dwelling to use a 96-gallon plastic roll-out cart approved by the City. Each dwelling shall receive one (1) cart from the City at no cost to the user. Additional carts may be purchased by the user. Each dwelling owner shall be responsible for damage to the cart unless such damage is caused by City personnel or normal wear. All garbage shall be kept in the carts until collected by the City and shall be kept closed in such a manner as will prevent access by flies, rodents and other animals. The cart and contents shall not weigh more than two hundred (200) pounds. No garbage cart shall be used for any other purpose. In the event of overflow, plastic bags which are tightly bound may be placed on the carts at curbside on the day of collection. In the event of regular overflow, the Director of Public Works may require owners to purchase additional roll cart(s). The owner or occupant of any dwelling where carts are placed at curbside shall be responsible for prompt cleanup and removal of the contents of such carts and bags if the bags are torn or the carts overturned from any cause. If a cart is damaged through negligence or abuse, it shall be the responsibility of the owner to replace the cart and the Public Works Department may refuse to handle such cart until it is replaced. Roll-out carts found to be inoperable due to normal wear or usage shall be repaired or replaced by the Public Works Department. The Public Works Department will notify users that a roll-out cart is unfit for continued use by placing a tag on the cart. All carts shall remain at the dwelling and shall remain the property of the City.

(b)Commercially generated solid waste

(1)Each business which generates a volume of garbage, miscellaneous debris or vegetative debris in excess of two (2) 90-gallon roll-out carts between scheduled collection dates of the Public Works Department may be required to use a bulk container of appropriate capacity.

(2)Any business in the Front Beach commercial district that generates in excess of (2) 90-gallon garbage carts where site lacks sufficient area to store a bulk container are eligible to use the city owned compactor for an annual use fee.

(3)Any business in the Front Beach commercial district that uses the commercial compactor must follow rules and regulations for acceptable material disposed of in the compactor. Any misuse by authorized users may result in a fine or loss of compactor use.

(4)Any business that uses a bulk container shall subcontract through an appropriate sanitation vendor.

(5)It shall be unlawful for any person to place any material in the city owned commercial district compactor or bulk container.

(c)Rental property. The owner, tenant and property management of each rental property shall have joint and several liability for any violation.

(d)Proper disposal. It shall be unlawful for any person to place any material in a garbage roll-out cart, which at the time of collection is not qualified for municipal solid waste disposal at the County solid waste landfill

SECTION 6. That Title 3, Chapter 2, Section 3-2-5 be amended to read as follows:

Sec. 3-2-5. Trash collection.

(a)No waste which at the time of collection is defined by the United States Environmental Protection Agency or the State Department of Health and Environmental Control as hazardous waste shall be collected by the City.

(b)No tires, batteries, motor oil, petroleum products or auto parts of any kind will be collected by the City. No paint shall be mixed in with household trash into city roll carts. Proper disposal of same shall be the responsibility of the owner or person in possession of the same.

(c)Leaves and grass clippings. All leaves and grass clippings shall be placed at the curb in front of the property in bio-degradable paper bags. No plastic bags shall be used for the disposal of leaves or grass clippings. No household garbage or other materials may be placed with leaves or grass clippings. No mixed materials or plastic bags will be collected by the city. Home composting of leaves and grass clippings is encouraged.

(d)Logs, limbs, brush, and like materials shall be placed at the curb in front of the property in the following manner:

(1)Length of material shall not exceed four feet.

(2)Diameter of material shall not exceed four inches.

(3)When placed at the curbside for collection, materials shall not obstruct access to water meters, stormwater collection boxes, sewer manhole covers, signs, poles or fire hydrants.

(4)No garbage shall be mixed with the items listed in this category.

(5)No plastic bags shall be used for the disposal of any items listed in this category.

(6) Debris generated by grading or clearing of undeveloped property shall be disposed of by the party generating such debris. The city will not collect materials which are generated by landscapers, tree services or other contractors. Debris resulting from commercial landscaping maintenance operations tree service or other contractors shall be removed and legally disposed of by the contractor.

(e)Building materials, furniture or other trash shall be placed at the curb in front of the property for collection in the following

Builders refuse, which is generated exclusively by an owner or resident shall be collected by the city when the volume of the said material does not exceed limits outlined in the Solid Waste Services Collection Procedures

(1)Any single collection day will be limited to the equivalent of two ninety-six (96) gallons in volume, the equivalent of two trash carts.

(2)No hazardous waste as defined in subsection (a) of this section will be collected by the city.

(3)No roofing shingles will be collected by the city.

(4)No building materials or other trash generated by a contractor shall be collected by the City.

(5)Items within this category shall be separated at the curb for collection. Any materials in these categories that are mixed together shall not be collected by the City.

(6)No garbage shall be mixed with the items in this category.

(f)Collection days shall be designated by the city, Garbage and trash shall be collected according to the schedule established by the Director of Public Services Department. Property owners and tenants shall be notified of such schedule change or practices by public notice.

SECTION 7. That Title 3, Chapter 2, Section 3-2-6 be amended to read as follows:

Sec. 3-2-6. Removal of contractors' and builders' refuse.

Contractors' and builders' refuse generated by a contractor, construction material such as bricks, scraps of lumber, mortar, plaster, roofing, guttering, shavings, vegetative debris and all other like materials shall be

removed by the contractor, owner or tenant of the premises, each being jointly and severally responsible for such removal.

SECTION 8. That Title 3, Chapter 2, Section 3-2-7 be amended to read as follows:

Sec. 3-2-7. Dumping, scattering or rummaging through garbage containers.

It shall be unlawful for any person to dump, scatter or spread, or allow to be dumped, scattered or spread, the contents of garbage carts, bags, vegetative debris,, dumping or offloading of trucks or trailers of debris generated outside of the isle of Palms on public or private, on any property in the City, and further it shall be unlawful for any person to enter upon or rummage or plunder through the contents of any garbage cart, bag or container of another, or to use the container or trash enclosure of another without permission. Placing items on vacant parcels or on any public or on any private property other than where it was generated from shall be considered illegal dumping.

SECTION 9. That Title 3, Chapter 2, Section 3-2-9 be amended to read as follows:

Sec. 3-2-9. Scheduled Collection.

Scheduled collections of garbage and trash shall be collected according to the schedule established by the Director of Public Services Department. Property owners and tenants shall be notified of such schedule change or practices by public notice.

SECTION 10. That Title 3, Chapter 2, Section 3-2-10 be amended to read as follows:

Sec. 3-2-10. Placing garbage roll-out carts for collection.

When placing garbage roll-out carts for collection, they shall be placed within 3 feet of the edge of the pavement of the street. Carts which are not placed in a location which is easily accessible by collection personnel and equipment will not be emptied. The handles of the carts shall be faced toward the street unless otherwise notified by the public services department which may affect handle placement, distance from the curb and distance from obstructions.

SECTION 11. That Title 3, Chapter 2, Section 3-2-11 be amended to read as follows:

Sec. 3-2-11. Collection of major household appliances.

The collection of major household appliances such as refrigerators, washing machines, dryers, dishwashers, furniture, bed mattresses, etc., are to be placed out on scheduled pick-up days according to the schedule established by the Director of Public Services Department, unless otherwise agreed to by the Public Works Department.

SECTION 12. That should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 13. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 14. That this Ordinance take effect and be in full force immediately.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS, ON THE _____ DAY OF _____, 2026.

Phillip Pounds, Mayor (Seal)

Attest:

Nicole DeNeane, City Clerk

First Reading: _____

Public Hearing: _____

Second Reading: _____

Ratification: _____

Resolution No.: R-2026-05

*Authorizing Consumption of beer and wine only and amplified music at
The Holiday Street Festival on December 5, 2026*

WHERE AS, the City of Isle of Palms Recreation Department is hosting the 2026 Holiday Street Festival on Saturday, December 5, 2026 on Ocean Blvd between 10th Ave and Pavilion Dr and in Municipal Lot A; and,

WHERE AS, the City of Isle of Palms Recreation Department is requesting permission for the temporary closing and use of Municipal Lot A from 12:00 p.m. on December 4, 2026 through 10:00 pm on December 5, 2026 for carnival equipment setup and the temporary closing and use of Ocean Blvd between 10th Ave and Pavilion Dr on December 5, 2026 from 6:00 am and 10:00 p.m. for set up, clean up, and staging of the event to be held on Saturday December 5, 2026 from 2:00 p.m. to 7:00 p.m.; for patrons to consume beer and wine beverages only at the event during the hours of 2:00 p.m. to 7:00 p.m.; and for crowd control; and,

WHERE AS, it has been determined that such an event would be in the public interest;
NOW, THEREFORE,

BE IT RESOLVED by the Mayor and Council This ____ day of _____, 2026, that possession and consumption of beer and wine beverages only and the use of amplified noise is authorized on Ocean Blvd between 10th Ave and Pavilion Dr and in Municipal Lot A between the hours of 2:00 p.m. and 7:00 p.m. on Saturday, December 5, 2026; and,

BE IT FURTHER RESOLVED the closure of Ocean Blvd between 10th Ave and Pavilion Dr between the hours of 6:00 a.m. and 7:00 p.m. on Saturday, December 5, 2026 and the closure of Municipal Lot A between 12:00 p.m. on December 4, 2026 through 10:00 p.m. on Saturday, December 5, 2026; and,

BE IT FURTHER RESOLVED that possession and consumption of alcoholic liquors or alcoholic Beverages other than beer and/or wine beverages within the event area is prohibited; and,

BE IT FURTHER RESOLVED that outdoor possession and consumption of beer and wine beverages only, all outdoor musical performances and use of sound-amplifying devices shall end by 7:00 p.m. due to the proximity of the event to residential properties; and,

BE IT FURTHER RESOLVED that all vendors be restricted to stationary location; and,

BE IT FURTHER RESOLVED that only pedestrian traffic will be allowed in the area. All other traffic including, but not limited to, Automobiles, trucks, motorcycles, mopeds, bicycles, skateboards, golf carts, LSVs, except police and fire LSVs, is prohibited; and,

BE IT FURTHER RESOLVED that during the designated times the closed portion of Ocean Blvd is deemed to be the site of a public festival at which only beer and wine beverages may be consumed and the prohibition against possession or consumption of alcoholic beverages

set forth in Section 7-2-1 shall not apply as to the possession and consumption of beer and/or wine beverages only.

City Administrator

Mayor

ATTEST:

City Clerk

Capital Projects Update - September 18, 2026

Project	Funding Source	Status
Drainage		
Waterway Boulevard Multi-Use Path Elevation Project	\$5.8M construction (phase 1&1A on golf course- \$1.4M; phase 2 on Waterway \$2.9M; phase 3 on private property \$1.5M) + \$512k engineering. City awarded \$980K Grant from FEMA Hazard Mitigation Grant+\$1.25M state budget allocation for construction.	The project has continued to be delayed by conflicts with AT&T utilities. The AT&T lines were being moved and paving in areas without conflict happened the week of 9/14/26. The project is still expected to be substantially complete and open by late September, with clean up and punch list items taking place in October.
Phase 4 Drainage- Palm Boulevard b/w 38th and 41st Avenue	Estimated \$5M (excluding soft costs). Capital Projects Fund and FY25+\$1M State budget allocation	This project is on the agenda for discussion and direction at the 9/22/26 Council meeting.
IOP Marina		
IOP Marina Public Dock & Greenspace	\$500,000 draft of FY27 Capital projects	This project is currently out to bid and bids are due back 9/25/26. The bids will be considered through Council committees during October. Construction is scheduled for January and February 2027.
		All permits are in hand. The City is still trying to secure permission from the

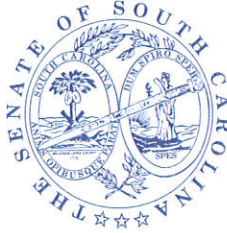
Project	Funding Source	Status
Marina Dredging - Design and Permitting	\$1.5M FY23 State Budget Allocation	USACE to use the material placement area under the Connector. Once this permission is granted, next steps will include soliciting bids from dredging contractors. ATM has been engaged to handle coordination, bidding and construction administration.
Marina Bulkhead Recoating		Council will consider engaging ATM to develop a specifications, a bid package, solicit bids, and manage the project. This work is scheduled to take place in the winter of 27'.
Beach Maintenance & Access Improvements		
Beach Maintenance & Restoration	Beach Preservation Fund	To date Reach 1 is complete- 900,000 cubic yards placed. In Reach 2 has had 250,000 of 800,000 cubic yards placed. Reach 3 is expected to begin in the first week on November. For latest information visit https://www.isleofpalms.gov/city-managed-beach-restoration-projects

Project	Funding Source	Status
Buildings & Facilities		
Undergrounding Power Lines	\$75K Muni ATAX (50/50 split w/ Dominion Energy)	Dominion is developing an RFP to create a masterplan to place powerlines underground. The plan would provide a guide to help prioritize the easier, lower cost, bigger impact projects first and systematically work through the list until all of the lines that are practical to underground get done over time. Dominion expects to be able to provide a draft RFP in the next few weeks.
SCDOT Palm Boulevard Bike, Pedestrian and Parking Enhancements	SCDOT Funded concept development. No funding identified/allocated for construction.	no update

Fish, Game and Forestry Committee

GEORGE E. "CHIP" CAMPSEN III
CHAIRMAN

THE SENATE OF SOUTH CAROLINA
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SFGFCOMM@SCSENATE.GOV

September 3, 2026

VIA E-MAIL DELIVERY

Mr. Douglas Kerr
City Administrator, City of Isle of Palms
1207 Palm Boulevard
Isle of Palms, SC 29451

RE: Appropriations for the City of Isle of Palms

Dear Mr. Kerr:

Thank you for your requests for funding for the City of Isle of Palms. Last week, the General Assembly adopted a supplemental appropriations act, Act No. 261 of 2026. In that act, \$1 million was secured for the city for stormwater and drainage infrastructure (item (12)(J)); \$250,000 for beach access improvements (item (10)(k)); and \$150,000 towards a greenspace adjacent to the marina (item (10)(l)). The funds for the stormwater and drainage infrastructure will be dispersed through the Department of Environmental Services, while funds for the beach access improvements and greenspace will be dispersed through the Department of Parks, Recreation & Tourism. Those agencies will be reaching out in the coming weeks concerning the disbursement of funds. If you have any questions, please do not hesitate to contact my office at (803) 212-6340.

Sincerely,

A handwritten signature in black ink, appearing to read "Chip Campsen".

Chip Campsen

cc: Isle of Palms City Council

Douglas –

The good news is the House passed the Water Resources Development Act yesterday, which includes our \$10M authorization for Isle of Palms “water and wastewater infrastructure, including stormwater management.” The bill still needs to be conferenced with the Senate bill, which we expect to happen after the midterm elections, and then signed into law, which should happen by the end of the year. Again, once enacted, it would allow us to pursue funding for a water/wastewater/stormwater project through the Corps of Engineers budget via the congressional appropriations process.

After passage of WRDA, the House basically wrapped up their work until after the midterms. They are leaving today. The Senate could pass its WRDA bill in the coming weeks, setting up the conference in November or December, that I mentioned above.

Also should mention that we flagged a notice of proposed rulemaking regarding the Census that you probably saw.

Let me know if you have any questions.

Best,

Jim

Jim Davenport

Partner

Thorn Run Partners

(703) 597-2009