

**CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY, MAY 4, 2015 – 5:30 PM**

PRESENT: Mayor Alys C. Lawson, Mayor Pro Tem Barbara Blain-Olds, and Council Members Randle L. Alford, Thomas J. Anderson II, William M. Goldfinch IV, Jean M. Timbes, and Larry A. White

STAFF: Bill Graham, City Administrator; Vicky Lefler, Deputy City Administrator; Michael Hardee, Finance Director; Foster Hughes, Parks, Recreation, and Tourism Director; Kevin Chestnut, Public Works Director; James Friday, Public Utilities Director; Adam Emrick, Planning Director; Reggie Gosnell, Police Chief; Le Hendrick, Fire Chief; and Debbie F. Smith, City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp, Charles Perry, Rev. John Renfro, Orton Bellamy, Gerald Hare, Henry Baker, Elizabeth Baker, Shelia Rutledge, Alfreda White, Arena S. Griffin, Dinika Johnson, Paul Dennison, Emma Dinmore, Johnathan Sarvis, Sabrina Sarvis, Adrieane White, Fran Kinlaw, Mary S. Singleton, Samuel Singleton, Ruth Frinks, Jaquan Frinks, Retha Whittington, Ronald L. Edge, Ronald Jordan, Lucille Floyd, Geneva Kinlaw, January Wallace, Ottis Stevenson, Jr., and others

CALL TO ORDER: Mayor Lawson called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Lawson recognized Rev. John Renfro of Conway Medical Center Pastoral Services who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: **Motion:** White made a motion, seconded by Alford, to postpone public hearing and final reading of Ordinance #ZA2015-05-04 (A) as requested by the applicant and to approve the agenda as amended. **Vote:** Unanimous. Motion carried.

APPROVAL OF CONSENT AGENDA:

- A. Final reading of Ordinance #ZA2015-05-04 (C) Accepting the request by Sonya K. Miles to annex approximately 0.78 acres of property located at 3313 Cates Bay Highway (TMS #136-11-04-005 / PIN 36912020035) and to rezone the property Low Density Residential (R-1) upon annexation**
- B. Final reading of Ordinance #2015-05-04 (D) Amending the Code of Ordinances for the City of Conway by replacing Title 3, Chapter 6, Stormwater Management and Sediment Control, in its entirety**
- C. Adoption of resolutions**
 - 1. Conway High School Boys Basketball Team**
 - 2. Coastal Carolina University Men's Basketball Team**
 - 3. Reaffirming the City of Conway Risk Management Policy**

D. City Council Minutes – April 20, 2015

Motion: Timbes made a motion, seconded by Blain-Olds, to approve the consent agenda. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT: **Gerald Hare** addressed Council with concerns about the youth and criminal activity in Conway. He shared with Council a proposal to establish a Teen Center in the building formerly occupied by Wal-Mart in the Bay Village Shopping Center on Highway 501 and requested support from City Council toward this effort.

There was no further input from the public.

SPECIAL PRESENTATIONS:

A. Presentation of resolutions

- 1. Conway High School Boys Basketball Team.** On behalf of City Council, Mayor Lawson read aloud and presented the resolution recognizing the Conway High School Boys Basketball Team's successful season. Head Coach Michael Hopkins, accompanied by several members of the basketball team, accepted the resolution.
- 2. Coastal Carolina University Men's Basketball Team.** On behalf of City Council, Mayor Lawson read aloud and presented the resolution recognizing the Coastal Carolina University Men's Basketball Team's accomplishments. Head Coach Cliff Ellis, accompanied by several members of the basketball team, accepted the resolution. Coastal Carolina University Athletic Director Matt Hogue and President David DeCenzo were also in attendance for this presentation.

B. Presentation of Tree City USA designation. Lois Edwards of the South Carolina Forestry Commission presented Conway's 2014 Tree City USA award. This is the City's 30th consecutive year of earning this designation. Edwards reviewed the requirements of this program and she commended City Council and staff for their commitment to maintaining the Tree City designation. Edwards presented City Council with a Tree City USA flag, plaque, and new Tree City USA reflective street signs.

C. Update on conservation properties in the Conway area and possible grant opportunity. Maria Whitehead with the Nature Conservancy gave a progress report on efforts being undertaken by a partnership of the City, The Nature Conservancy, and other conservation groups relative to conservation lands near the Conway city limits. Whitehead reported that a final appraisal has been obtained on property owned by Springwood Timberlands LLC (Tract A) and grant funds are in hand to purchase this property; however, before moving forward with this project, an entity must be found to hold title to the property. Whitehead requested that the City of Conway hold title to this property with plans that the title will eventually pass to the Waccamaw National Wildlife Refuge. No financial assistance from the City was requested to complete the transfer of title. Whitehead noted the transfer of title to the City would be finalized with a conservation easement which would guarantee long-term conservation of the property and partnership of the City. Council was also requested to authorize the City to apply for a Duke Energy Water Resources Fund grant for \$100,000 to be used for water access, protection, and community involvement in water resources. In addition, Whitehead suggested that the City seek to partner with the Department of Natural Resources' Property Watch program that would provide for the assistance of wildlife officers on this property when necessary. **Motion:** Alford made a motion, seconded by Blain-Olds, to accept title to Springwood Timberlands (Tract A) and to authorize the grant application to the Duke Energy

Water Resources Fund. **Vote:** Unanimous. Motion carried. Mayor Lawson requested that research be conducted for any leases on the property prior to closing and she thanked Whitehead for her ongoing efforts.

D. Employees of the Month Awards for March were presented to Lt. Reggie Hill and Officer Richard Edwards, Police Department. Hill and Edwards were commended by City Council for having been selected as the recipients of this award. The presentation was made by the City Administrator, accompanied by the Police Chief.

PUBLIC HEARING: Ordinance #ZA2015-05-04 (B) Accepting the petition of Michael Wallace Anderson to annex approximately 2.3 acres of property located at 141 East Cox Ferry Road (TMS #151-00-04-013/PIN #38301020023) from Horry County and rezone the property Heavy Industrial (HI) upon annexation. First reading was approved at the April 20, 2015 Council meeting; however, Emrick noted that the applicant has requested that final reading be deferred until further notice. He informed Council that the notice of public hearing was published prior to receiving the applicant's request and that deferment would not preclude a public hearing from being held at this time. **Public Hearing:** There was no comment from the public.

ORDINANCE FOR FINAL READING: Ordinance #2015-05-04 (E) Authorizing the lease of City-owned property to A Father's Place. First reading was approved at the April 20, 2015, Council meeting. Graham advised Council that additional wording regarding timely notice to the City of any changes or cancellation of insurance and one correction in punctuation have been made in the lease agreement as requested at first reading. Staff recommended that Council approve final reading of Ordinance #2015-05-04 (E). **Motion:** Alford made a motion, seconded by White, to approve the final reading of Ordinance #2015-05-04 (E). **Vote:** Unanimous. Motion carried.

ORDINANCE FOR FIRST READING: Ordinance #2015-05-18 (A), An Ordinance to Raise Revenues and Adopt Budgets for the General Fund, Enterprise/Public Utility Fund, Street/Drainage Fund, Storm Water Fund, Tax Increment Financing Fund, Accommodations Tax Fund, Community Development Fund, and Hospitality Fee Fund, City of Conway, South Carolina, for the Fiscal Year Beginning July 1, 2015 and Ending June 30, 2016 (FY 2015-16 Budget Ordinance). During the workshop session of the April 20th Council meeting, Council and staff reviewed the changes in the budget proposal that were discussed at the annual budget retreat. Staff recommended that Council approve first reading of Ordinance #2015-05-18 (A). **Motion:** Timbes made a motion seconded by Anderson, to approve first reading of Ordinance #2015-05-18 (A). **Vote:** Unanimous. Motion carried.

ITEM FOR CONSIDERATION: Approval of proposed funding package for the planned Singleton Ridge Road/Technology Boulevard roundabout project. Graham reported that the SCDOT cost estimates have increased for the planned Singleton Ridge Road/Technology Boulevard roundabout from an original budget of \$1,770,000 to \$2,885,000. The increase of \$1,115,000 is a result of higher cost estimates for necessary right-of-way acquisitions and the relocation of utilities. Graham has met with all of the participants in this project to develop a plan to cover the cost of the increase so the project can move forward. GSATS has agreed to provide an additional \$595,000, SCDOT will provide an additional \$200,000 through a Federal Highway Safety grant, Grand Strand Water & Sewer Authority has agreed to reduce its cost for utility relocations by \$20,000, and Santee Cooper has agreed to utilize Underground Wiring Conversion Program funds to cover the cost of its utility relocations which total \$225,000. Graham explained staff's proposal to utilize surplus materials from other projects that are on-hand along with City labor to relocate its water lines which will result in a savings of \$50,000 to the City. The City labor, of approximately ten days on this project, will be extended over a one-year period and should not interfere with the City's daily schedule. Staff recommended approval of

the proposed funding package for the Singleton Ridge/Technology Boulevard roundabout project as presented. **Motion:** Anderson made a motion, seconded by White, to approve the proposed funding package to move the Singleton Ridge/Technology Boulevard roundabout project forward. **Vote:** Unanimous. Motion carried.

ITEM FOR INFORMATION: MASC Annual Achievement Award 2015. Graham reported that the City of Conway has won the MASC Achievement Award for 2015 in the 10,001-20,000 population category for its Underground Wiring Conversion Program. During the past seven years, the City has been the recipient of this award four times: 2009, 2012, 2014, and 2015. Graham advised Council of plans for the video production on this program on Wednesday, May 13th.

COUNCIL INPUT:

Blain-Olds commented on a MASC workshop on the growth of Bluffton, an activity which is separate from the MASC Annual Meeting, and encouraged other Council members to attend.

Goldfinch and **Anderson** expressed their appreciation to City staff for great customer service and for directing the community in the right direction.

Timbes thanked City staff for keeping the City of Conway clean and beautiful.

White asked that the need be assessed for increased police presence during City events, especially around the conclusion of such events.

Alford requested City staff to research the Apprenticeship Carolina Program.

Lawson thanked the Conway Downtown Alive volunteers for their tremendous efforts in making the Saturday events successful.

WORKSHOP SESSION:

A. Review of proposed schematic design for renovation of the former museum/post office building for a community center. Graham reported Council approved the bid submitted by Pike McFarland Hall (PMH) to provide the architectural and engineering services on the preliminary schematic design for renovation of the former museum/post office building at the April 20th meeting. At that time there was some concern expressed regarding final decisions on the schematic design. After the April 20th meeting, Graham and Hillary Howard, Director of Conway Downtown Alive, met with Joe Pike and Greg McFarland of PMH, to discuss Council's concerns. McFarland explained in detail the schematic design, which included the following proposed revisions: maintaining the restroom at the rear of the main floor of the building, installation of a door at the end of the service bar area adjacent to the lobby, and restroom on the second floor. McFarland recommended that rough-in be done for a commercial kitchen should Council decide to install one in the future but the set up now would be for a catering kitchen. He also shared concerns with the dilapidated handicap ramp located in the rear of the building and suggested Council consider replacing it with a wheelchair lift. Removal of the ramp would allow for additional parking. **Outcome:** Council agreed with all of the recommended revisions to the schematic design referenced above. PMH will draw up the necessary plans and staff will move forward with this project, keeping Council informed on the progress.

- B. Discussion on request by Shoreline Valet to operate a valet parking service in Downtown Conway.** Tyler Miller of Shoreline Valet has requested to provide valet parking services to interested restaurants and other businesses in the Central Business District of Conway. Emrick noted that the proposed valet service can be allowed only through a Franchise agreement with the City and such franchise agreement would be non-exclusive. Miller gave a power point presentation showing the layout of the Central Business District of Conway and he pointed out the designated parking areas for which he has approval to valet park. Graham informed Council that MASC has advised that both a business license fee and a franchise fee can be assessed and suggested that a nominal franchise fee in addition to a business license be considered. Miller reviewed the agreement that had been reached with the Theatre of the Republic. This would be the proposed initial business to offer valet parking and two dedicated on-street parking places were requested near that location. Talks are currently underway with the Rivertown Bistro but no agreement has been reached. Mayor Lawson advised Council that she had no prior knowledge of the valet parking request and she had not been privy to any discussions on valet parking with Rivertown Bistro. Miller estimated that four jobs per location would be created. There was discussion of the possible duration of the contract and Graham commented that the City could evaluate the first year's operation and if changes were desired, ample notice could be given. If additional locations are requested, those could be added to the business plan and Council so informed. Emrick advised Council that an agreement would have to be accomplished with a franchise ordinance. **Outcome:** Council was in agreement for staff to work out the details of the franchise agreement between Shoreline Valet and the City and present the proposed franchise ordinance to Council for consideration.
- C. Report on proposal to amend UDO to add overlay that mirrors the existing Horry County Coastal Carolina University Neighborhood Overlay Zone.** Emrick reported that approximately one month ago Council directed staff to present this proposed UDO amendment to the Planning Commission. The proposed overlay would limit the number of occupants to a maximum of four per residence or one person per permitted bedroom, whichever is less. Emrick presented a power point presentation to Council which identified the 13 parcels that are subject to a potential overlay as they are annexed into the City. **Outcome:** Council was in agreement for staff to prepare a proposed text amendment ordinance for consideration by Council and advertise for the required public hearing.
- D. Discussion on proposed Walk to Work / Bike to Work Program:** At the March 16, 2015, Council meeting, staff was asked to look into promoting "Walk to Work" day. Hughes reported the national "Walk to Work" day is observed in April and based on previous experiences, it was his opinion there would be greater participation in a six-week "Weekday Walking" programs at the Recreation Complex and the Riverwalk in the spring and fall. Hughes also noted the City could promote national "Bike to Work Day" and "Bike to Work Week." **Outcome:** Council was in agreement that staff should proceed with plans for the implementation of the six-week walking programs and promote the national "Walk to Work" day at the appropriate time.
- E. Progress report on City website upgrades:** Hughes gave a power point presentation and described in detail the proposed upgrades to the City's website. There is \$7,500 allocated in the FY 2014-15 budget for website upgrades; the low quote of Revised Software (\$8,900) is over the allocation by \$1,400, which Hughes said could covered by other Recreation projects that have come in below budget. **Outcome:** There was a consensus for staff to move forward with the website upgrades as reviewed.
- F. Discussion of priorities for future overhead to underground utility conversion projects:** Graham reported that Council discussed the schedule of overhead to underground utility conversion projects at its October 20, 2014, meeting. At that time, Council agreed that the projects would be (#1) 4th Avenue from Beaty to Kingston Street and conversion of the overhead lines across the

Highway 701 overpass bridge and (#2) the multi-phase project for Highway 501 from Highway 378 to Mill Pond Road. Graham noted that, since that meeting, there has been interest expressed in expanding the 4th Avenue project to the intersection of 3rd Avenue and scheduling the continuation of underground conversions on 3rd Avenue from Beaty Street to the intersection of Highways 378 and 501. The intersection of Highways 501 and 378 would not be included in the 3rd Avenue project extension but could be the start of Phase I of the multi-phase Highway 501 project. Council was asked to provide guidance to staff on the prioritization of these projects. Graham informed Council that the design could be done all at once for the 4th Avenue project but it could be bid out as two projects and the same process could be followed for the 3rd Avenue project. **Outcome:** As a result of Council's discussion, the priority order for underground utility conversion projects was established as follows: (#1) the expansion of the 4th Avenue project from the Kingston Lake Bridge to the south side of the Highway 701 overpass bridge; (#2) expansion of the 3rd Avenue project from Beaty Street to Highway 501; and (#3) the multi-phase Highway 501 project from Highway 378 to Mill Pond Road and staff will move forward with the projects in that order.

ADJOURNMENT: Motion: Anderson made a motion, seconded by Alford, to adjourn the meeting.
Vote: Unanimous. Motion carried.

APPROVAL OF MINUTES: Minutes approved by City Council this 18th day of May, 2015.



Debbie F. Smith, City Clerk