

**MINUTES OF MEETING
CONWAY CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY – SEPTEMBER 17, 2012 – 5:30 p.m.**

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

STAFF: Bill Graham, City Administrator; Michael Hardee, Finance Director; Billy Joe Sawyer, Building Official; Foster Hughes, Parks, Recreation and Tourism Director; Reggie Gosnell, Police Chief; Jerry Barnhill, Public Works Director, Freddie DuBose, Public Utilities Director; Rick Baker, Fire Chief; Michael Leinwand, Planning Director; and Vicky Lefler, City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp, Steve Jones, Rev. Richard Crummy, and others

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

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Lawson recognized Rev. Richard Crummy of Bethel AME Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

BUSINESS SESSION

APPROVAL OF AGENDA: Motion: Koon made a motion, seconded by Blain-Olds, to approve the agenda contents. The City Administrator asked Council to remove recognition of the Employee of the Month from the agenda as the employee had been taken ill and was unable to attend this meeting. **Amended Motion:** Koon made a motion, seconded by Blain-Olds to approve the agenda contents amended as requested by the City Administrator. **Vote:** Unanimous. Motion carried.

APPROVAL OF CONSENT AGENDA: City Council minutes – September 4, 2012. Motion: White made a motion, seconded by Blain-Olds, to approve the consent agenda. **Vote:** Unanimous. Motion carried.

SPECIAL PRESENTATIONS: Parks, Recreation and Tourism Awards. Hughes reported that he had accepted, on behalf of the City of Conway, the South Carolina Recreation & Parks Association's Parks Excellence Award for populations under 30,000 at the Association's recent annual conference. Also at that conference, the City received the prestigious "Agency of the Year." award. In addition, Dargan Construction Company recently notified the City that the Recreation Center has won the Varco-Pruden Design Award in the recreation category. Plans call for the awards to be displayed at the Recreation Center. Mayor Lawson congratulated Hughes and his department, other City staff, and City Council on the success of the Recreation Center.

ITEMS FOR CONSIDERATION:

- A. Update on future Public Safety Building and acceptance of bid for removal of asbestos from existing building on project site.** The City Administrator reported that an analysis of space requirements for this facility is currently underway and recommendations from that study will be presented at a future Council workshop. He reported that an asbestos inspection/identification of the existing building on the site has been conducted and that the asbestos found in the building is mainly in the floor tiles. To secure bids for the removal of the identified asbestos, the City contacted three companies in this area that specialize in this type of work. Three bids were received. Graham advised Council that the bids were based on the asbestos report; however, if any asbestos is identified during the removal process that was not included in the report, there may be additional cost to remove that material. After the asbestos has been removed, the City will then be in a position to demolish the building and remove the debris. Staff recommended that Council accept the low bid of \$10,900 for the asbestos removal which was submitted by Asbestos & Demolition of Columbia, SC. **Motion:** Timbes made a motion, seconded by Goldfinch, to accept the low bid as recommended by staff. **Vote:** Unanimous. Motion carried.
- B. Proposed revision to yarn bombing special event.** At its last meeting, City Council approved the “Dancing with Wool” special event with the yarn art exhibits to be installed only around the light poles on Laurel Street beginning at 2nd Avenue and continuing for as many light poles as needed. The request was submitted by Barbara Streeter of CREATE Conway. Graham reported that, since that meeting, Santee Cooper has advised that it will not approve the use of its light poles for that event. Staff is recommending that the City allow the use of the City-owned light poles at Riverfront Park including those adjacent to the marina basin in the parking lot for this special event. **Motion:** Blain-Olds made a motion, seconded by Koon, to approve staff’s recommendation. **Vote:** Unanimous. Motion carried.

The business session was then recessed and Council met at the rear of City Hall to view the demonstration on sign brightness before reconvening in the Conference Room for the remainder of the workshop session.

WORKSHOP SESSION

- A. Demonstration on sign brightness.** At its last meeting, City Council agreed to hold a public hearing on the text amendment to the Unified Development Ordinance relative to electronic message centers as developed by staff and City Council. At that meeting, Council also requested a demonstration on the degrees of brightness available for the electronic message centers. This display was set up in the parking lot near City Hall and Council members, staff members, and others viewed a demonstration of various degrees of nits. The group then assembled in the conference room for the remainder of the meeting.
- B. Presentation by Coast RTA on Park and Ride Facility – Myers Rollins, Jr., General Manager.** Rollins shared with Council additional, specific information regarding Coast RTA’s proposal to locate a park and ride facility on the City’s old shop property that was discussed at a recent workshop. Council received a handout providing information as to the specific proposal, facilities to be provided, amount of land required, timeline, funding, needs and benefits, and next steps. If approved, Rollins advised that the project would be a part of both the short-range (1-5 years) and long-range (30 year outlook) components of the master

plan being developed by Coast RTA. He further advised that, upon conditional approval from the City, Coast RTA would employ a land use consultant to conduct studies to determine if the site is suitable and provide a cost analysis to design, build, and operate the park and ride facility. In response to questions from Council, Rollins provided the following information: A public park can be included in the master plan for the park and ride facility. No buses will be stored on-site and there will rarely be overnight bus parking. The amount of land required is between one and two and one-half acres and there is flexibility as to where on the site the facility could be located. Bike and pedestrian accessibility to the parcel will be incorporated into the master plan for the facility. Rollins also confirmed that, based on its consultant's recommendation, Coast RTA plans to move its headquarters to Myrtle Beach but will continue to operate its current Conway facility as its rural service satellite office. Concerns mentioned during discussion by Council included the unknown future use of Santee Cooper's adjacent property, consideration of alternative sites, how riders and buses would get from the facility to the downtown area, property flooding issues, and the possible appearance of the facility parking lot. Blain-Olds advised Council that she would be abstaining on this issue because of her involvement with Coast RTA. Graham informed Council that he believed Coast RTA is willing to do the study, without commitment, if Council is willing to consider it. He asked how Council wished to proceed in this matter. **Outcome:** There was a consensus of Council to move forward with the land use study. Mayor Lawson asked Rollins to follow up with the City Administrator.

- C. Presentation on flood mapping, evacuation zones and evacuation routes through Conway – Randall S. Webster, Director, Horry County Emergency Management.** Webster reviewed for Council information on the new hurricane evacuation study and evacuation zones. The City of Conway is no longer in an evacuation zone and there will be only one shelter in the City which will be located at Whittemore Park Middle School. Webster noted that, although evacuation routes are unchanged, evacuation times could range from 15 hours for Zone A, 19 hours for Zones A and B, and up to 27 hours for Zones A, B and C. Chief Gosnell reviewed the plans for lane reversals and detour routes during hurricanes. Council asked that a program giving this information be aired on the Access Channel. **Outcome:** Presented as information only.
- D. Discussion on proposed Unified Development Ordinance text amendment regarding Professional (P) Zoning District dimensional requirements.** Graham informed Council that when the City's new UDO was adopted in December 2011, the Professional (P) Zoning District included new provisions that total floor area for a building could not exceed 10,000 square feet and the building's footprint could not exceed 30% of the total lot size. Graham informed Council that staff believes these changes are errors that need to be corrected and gave as examples schools, public safety facilities and other public uses that are allowed in R-1 (Residential Low Density) and other residential zoning districts, which do not have a maximum building size restriction. In regard to the maximum building footprint, Graham commented that staff believes requirements for parking, landscaping and buffering provide sufficient restrictions. Graham reported that, after a closer look, maximum building coverage percentages are in other nonresidential districts as well. The previous Zoning Ordinance which was replaced by the UDO did not contain limitations on the square footage of a structure nor on the percentage of lot size allowed for construction. It was staff's recommendation that changes be made to the UDO to delete the percentage of lot size allowed for construction and maximum building size requirements for Professional Zoning and to delete the percentage of lot size allowed for construction requirement in all other

nonresidential zoning districts. Graham recommended that an amendment to make these changes be presented for a public hearing at an upcoming Council meeting. If Council is agreeable to this recommendation, Graham advised that the amendment would have to be presented to the Planning Commission prior to scheduling the public hearing. If the Commission's recommendation is favorable, Council would be provided with written notice and the public hearing would then be advertised. **Outcome:** There was no opposition voiced by Council to staff's recommendation.

E. Discussion on requests from Myrtle Beach and Horry County regarding regulations on laser pointers. Graham reported that Myrtle Beach City Manager Tom Leath has advised him that the City of Myrtle Beach and Horry County Government are in the process of considering regulations restricting the use of laser pointers and that Mr. Leath believes it would be helpful for enforcement if regulations governing the use of laser pointers are uniform throughout Horry County. Graham also commented that, although the City had not had any complaints, there are potential situations, such as air medical transport and the proximity of the Horry County-Conway Airport, which could be impacted by the use of such devices. Graham asked for guidance as to how if/when Council might be interested in looking at such regulations. Council discussed delaying this matter until Myrtle Beach and Horry County Governments had adopted their ordinances and the possibility that the issue might be addressed at the next League of Cities meeting. **Outcome:** Council agreed that this topic should be rescheduled for a future workshop. In the meantime, staff was asked to send Council a copy, marked "Draft," of the proposed ordinances being considered by Myrtle Beach and Horry County Government.

F. Discussion on proposed regulations regarding animal control. Graham commented that City Council members have received some public input regarding this issue since this topic was first discussed at the August 20th workshop session. Based on feedback from Council members, staff recommended that no further consideration be given to placing a limit on the number of cats and dogs allowed to be kept at a single residence but recommended that Council continue its discussion on certain animal control issues. Graham commented that, if Council was interested in adding regulations on the sections identified for discussion, possible wording was available for discussion. Following Council's discussion on the wording of the proposed regulations, Graham advised that staff would take Council's recommendations and advice into consideration as it develops a proposed ordinance and he requested guidance as to whether staff should bring back a draft ordinance as a workshop topic or move forward with a proposed ordinance for first reading. **Outcome:** Council was in agreement that, rather than bringing this topic back to another workshop, staff should move forward with placing a draft ordinance, prepared by staff, on the agenda for first reading at a future Council meeting.

G. Discussion on plans for new concession stand at Recreation Complex. Plans for the current phase of construction of the City Recreation Complex include a new concession stand/restroom facility. Approximately \$191,000 was allocated by the City for the construction (including architectural fees) of this facility. After architectural fees, the City currently has \$185,000. Plans and specifications for the facility were developed with the help of an architect and the City advertised and received bids from five general contractors for the project, the lowest of which was \$302,000. Staff has worked with the architect to revise the plan in order to bring the facility within budget. Council Member Tom Anderson reviewed the original and revised plans and at this meeting he gave a presentation on areas of potential

cost-savings he has identified. With the implementation of these cost-saving measures, he estimated the facility could be constructed at a cost of approximately \$200,000 to \$250,000 and recommended that new specifications be developed and the project be rebid. Anderson also shared concerns regarding the appearance of the Elwood shelters. Council discussed various possibilities of the original plan and the revised plan as well as Anderson's recommendations. Graham advised Council that any funds beyond the original \$180,000 allotment that are required to construct the facility would have to come from the reserve fund. Staff asked for guidance as to how to proceed with this project. Mayor Lawson summarized from Council's discussions to provide direction to staff: Keep the original interior square footage, delete the canopies on both ends of the building, flat ceilings in lieu of exposed beams; add as alternates: cupola, metal roofing, standard split-face block (stained), and HVAC to be located in the cupola. The shelters, if added at a later time when funds become available, could be installed off the two ends of the building somewhat away from the concession stand. **Outcome:** There was no opposition voiced to the summarization as provided by the Mayor; staff will work with the architect to implement the suggested changes.

H. Discussion on proposed downtown market analysis and hotel study. Graham reported that staff is proposing two economic development studies to be conducted to help stimulate economic development within downtown Conway. The first would be a retail market analysis for downtown Conway that would not only determine the retail marketing opportunities in downtown Conway, but would also implement a detailed strategy for attracting new businesses. The second study would be a market feasibility study specifically for a hotel to be located in downtown Conway. With this study, the City will be able to determine if downtown Conway has the potential to support a hotel and what prerequisites, if any, may be needed to incentivize such a project. Graham noted that staff recommended that firms be solicited for this study that have the experience and qualifications necessary to complete a report which would be recognized by potential developers, lending institutions and hotel franchises. For maximum benefit and for coordination of input from various stakeholders, such as City Council, Conway Chamber of Commerce, Downtown Conway Alive, Coastal Carolina University, and other key downtown property and business owners, etc., Graham stated that it is important that both of these studies be conducted simultaneously. He also noted that his research indicates it may be necessary to have the studies completed by two different consulting firms because of the expertise required by each study. Although an exact cost for the studies has not been determined, Graham advised that the City's FY 2012-13 budget includes some funds for marketing activities that could be utilized for these studies and, if Council is agreeable, staff will proceed to develop specifications that would be required to solicit proposals. **Outcome:** There was consensus of Council for staff to move forward with the studies.

I. Discussion on use of iPads. Stephanie Carroll, IT Coordinator, presented an informational/training session on the use of the iPads as Council continues to make the transition toward paperless Council meetings.

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

APPROVAL OF MINUTES: Minutes approved by City Council this _____ day of _____, 2012.

Vicky Lefler, City Clerk