

**MINUTES OF MEETING
CONWAY CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY – APRIL 25, 2011 – 5:30 p.m.**

PRESENT: Mayor Alys C. Lawson, Mayor Pro Tem Thomas J. Anderson II, and the following Council Members: Vivian E. Chestnut, William M. Goldfinch IV, Irby L. Koon, Jean M. Timbes, and Larry A. White

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

OTHERS IN ATTENDANCE: Blake Lanford, Michael Apt, Tim Harris, Ralph Pond, Kisha Guess, Linda Wright, Kathy Ropp, Steve Jones, Ozell Newman and members of Cub Scouts Pack 812, and others

CALL TO ORDER: Mayor Lawson called the meeting to order at 5:30 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Lawson welcomed Rev. David Espada of Conway Church of God who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: **Motion:** Koon made a motion, seconded by Anderson, to approve the agenda contents. **Vote:** Unanimous. Motion carried.

CONSENT AGENDA:

A. Final reading of Ordinance #2011-04-25 (A) Amending the Code of Ordinances, Title 1, Chapter 8, Section 1-8-3, Nonpartisan Elections; Procedure, to add Items (1) and (2) to Subsection 1-8-3 (a) and revise Subsection 1-8-3 (b) and Subsection 1-8-5

B. City Council minutes – April 11, 2011

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

PUBLIC INPUT: None. Mayor Lawson recognized and welcomed Ozell Newman and members of Cub Scouts Pack 812 who were in attendance.

SPECIAL PRESENTATIONS:

A. Presentation of City of Conway employees' donation to the American Cancer Society Relay for Life. Hughes reviewed fund-raising efforts by City employees that generated

\$2,414.40. A check for this amount was presented to ACS representatives Heather Gale and Melanie Mader. Mayor Lawson commended City employees for their efforts.

B. Special event requests

- 1. Conway Farmers Market 2011 – Blake Lanford, Clemson Cooperative Extension Office.** Mayor Pro Tem Anderson abstained from discussion and voting on this agenda item. Leinwand reviewed plans for the Farmers Market to be held at 217 Laurel Street every Saturday from May 7 through October 29, 2011. The hours of operation will be 8:00 am to 1:00 pm. As a part of the special event application, the applicant has requested approval of the use of banners, other signage and space for demonstrations of rainwater harvesting and low impact gardening techniques in an urban setting. No City support services were requested. Lanford advised Council that the name of the Market Association has been changed to the Waccamaw Market Consortium and markets have been added in Loris and North Myrtle Beach; Conway serves as the hub of the consortium. Staff recommended approval of the special event request as presented. **Motion:** Koon made a motion, seconded by White, to approve the special event application for the Conway Farmers Market 2011 as presented. **Vote:** Anderson abstained; all others voted in the affirmative. Motion carried. See attachment.
- 2. Mental Health Awareness Month Celebration – Kisha Guess, Waccamaw Center for Mental Health.** A special event application was presented for this event to be held on May 24, 2011, from 9:00 am to noon at the Conway Riverwalk (stage and platform area). Approximately 30 participants are expected to attend. No street closures or City support services were requested. Staff recommended approval of the request. **Motion:** Goldfinch made a motion, seconded by Timbes, to approve the special event application for the Mental Health Awareness Celebration as presented. **Vote:** Unanimous. Motion carried.

PUBLIC HEARING AND ORDINANCE FOR FIRST READING: Ordinance #ZA2011-05-23 (A) Rezoning approximately 7.90 acres of property located at the corner of SC Highway 544 and Residence Boulevard (TMS #150-00-06-94 and a portion of 150-00-06-086) from Highway Commercial (HC) to Institutional (IN). Tim Harris of ASI Engineers, Inc., has requested this rezoning. The property is adjacent to IN zoning to the west and north. City water is available to the property. City Council held a public hearing and approved first reading of a previous ordinance approving a similar rezoning request by this applicant but that request was withdrawn prior to final reading. Staff recommended approval of first reading.

Public Hearing: There was no comment from the public.

Motion: Anderson made a motion, seconded by Goldfinch, to approve first reading of Ordinance #ZA2011-05-23 (A). **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

A. Law enforcement support agreements: Assistance and Support Agreements with

Myrtle Beach and North Myrtle Beach (2). Gosnell reported that the Conway Police Department is requesting permission to enter into law enforcement mutual assistance and support agreements with the Cities of Myrtle Beach and North Myrtle Beach. He noted changes from previous such agreements, the largest being the addition of a section regarding Operational Control of Personnel. Staff recommended that Council approve this request and authorize the City Administrator and Chief of Police to execute the agreements. **Motion:** Koon made a motion, seconded by Anderson, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

B. Permission to apply for two 2011 Firefighters Assistance Grants. Baker presented the request to apply for these two grants, both of which, if granted, would require 10% matching funds. The grant amount for self-contained breathing apparatus (airpacks) totals \$125,000 (\$12,500 match) and the total grant amount for the fire suppression apparatus (fire truck) totals \$425,000 (\$42,500 match). Staff recommended approval of the grant applications. **Motion:** Goldfinch made a motion, seconded by Chestnut, to authorize staff to submit applications for the 2011 Firefighters Assistance Grants as reviewed. **Vote:** Unanimous. Motion carried.

C. Acceptance of bids for Conway Recreation Complex

1. Sports field lighting for new football field. In response to a Request for Proposals, bids were received from four vendors: American Sports Lighting, Carolina Sports Lighting, Musco, and Torrence Sports Lighting. Hughes reviewed the bid tabulation and information on the remote and integral ballast lighting systems. The low bid was \$69,290.64 for an integral ballast system; it was submitted by Carolina Sports Lighting (Raleigh, NC). The bid includes tax but installation is not included. Funds for the lighting will come from the Conway Recreation Complex Project. Staff recommended acceptance of the low bid. **Motion:** Koon made a motion, seconded by White, to accept the low bid for the sports field lighting as recommended by staff. **Discussion:** In response to questions from Anderson and Mayor Lawson, Hughes advised that the minimum height for lighting for football and soccer is 70' and the new lighting will be installed by a contractor. White asked about the possible reuse of the old lights for the Smith Jones Park baseball field. Mayor Lawson asked that this issue be presented to the Smith Jones Joint Venture Board for discussion. **Vote:** Unanimous. Motion carried.

2. Sports turf on two of the new multi-purpose fields at the Conway Recreation Complex. Quotes were requested for 145,000 sf of Tifway 419 Bermuda sports turf for two of the new multi-purpose fields at the Recreation Complex. Quotes were received from All Turf, The Sod Farm, Grand Strand Water & Sewer, Modern Turf, Green Acres Turf Farm, John Deere Turf, SB Turf, Carolina Fresh Farms, and Carolina Green Sod. A quote summary was provided. Hughes explained that Grand Strand Water & Sewer provided the low quote of \$15,908; however, this vendor is unable to provide the sod on rolls as specified. Hughes reviewed for Council the advantages and cost savings of using rolls of sod for this project. Staff recommended that the quote of \$18,850, the low quote for sod rolls, offered by SB Turf be accepted. **Motion:** Anderson made a motion, seconded by White, to accept the quote for the sports turf as recommended by staff. **Vote:** Unanimous. Motion carried.

D. Proposed Request for Proposals (RFP) for franchise mobile vendors. According to current ordinance, vending in City parks is allowed only under a franchise agreement. Council was presented a proposed RFP to allow any interested persons the opportunity to bid on the franchise vending of food and/or non-alcoholic beverages in Collins Park, Smith Jones Park, and/or Sherwood Forest Park. If Council approves the RFP, it will be issued and staff will work toward developing a proposed franchise agreement. The recommendation on proposals received in response to the RFP and the proposed franchise agreement will be presented for Council's consideration at a later date. **Motion:** Anderson made a motion, seconded by Koon, to approve the RFP and authorize staff to advertise for mobile vending proposals and develop a proposed franchise agreement for Council's consideration. **Discussion:** Hughes explained to Council that the vendor submitting the proposal would be responsible for determining the percentage of monthly gross sales being offered to the City. Vendors may submit quotes to operate in any or all of the three referenced parks. No mobile vending equipment will be allowed to remain in the parks overnight. **Vote:** Unanimous. Motion carried.

ITEM FOR INFORMATION: Report on proposed adjustments in recreation fees. Hughes reviewed staff's proposal for adjustments in recreation fees. Proposed new fees included: A late fee for youth sports registrations received after the deadline, fees for shelter rentals (half and full day), an hourly rate for additional lifeguards at Smith Jones Pool, hourly fees for ballfield rentals and lights, fees for canoe/kayak rentals (hour/2 hour), fees for bike rental, and a registration fee for Camp Awesome. Staff also proposed reducing fees for on-site supervisors of rented ballfields and 4-hour and daily canoe/kayak rentals. An approximate increase of \$30,000 is projected if these adjustments are approved.

Goldfinch spoke in favor of giving city residents priority over non-residents for the rental of boat slips. He also stated for the record that, although he had previously inquired about slip rental, he no longer had interest in renting a boat slip. Hughes advised Council that boat owners presently renting slips have rental contracts but such prioritization could be implemented going forward. **Motion:** Koon made a motion, seconded by Goldfinch, that, effective April 26, 2011, City residents will be given priority for boat slip rentals and the existing waiting list will be adjusted accordingly. **Vote:** Unanimous. Motion carried.

There was also discussion on the fee for daily boat launches with Anderson suggesting a \$4 fee for non-resident boaters. Hughes was requested to survey the charges at other boat ramps for Council's information. There was no further discussion on the proposed fee adjustments. Graham reminded Council that action on these adjustments will be considered as a part of the proposed budget document for FY 2011-12.

ADMINISTRATOR'S REPORT:

- Council was advised that the newly-installed gates at the Grainger Road entrance to Rose Hill Memorial Gardens are locked pending touch-up work by the contractor. The Rose Hill Drive entrance to the cemetery is open to traffic.
- A status report was given on public meetings being held on the Unified Development Ordinance (land use ordinances rewrite). Graham reported that the public meetings held on April 4 and 14 yielded much input and additional public meetings are scheduled for April 26, 28, and May 9. In preparation for the upcoming public meetings, the Council committee on the

rewrite met to discuss input received and areas of concern. Graham commented that the rewrite is a major undertaking and the proposal is not a final draft. Once all public meetings are held, a full Council workshop will be held to consider all input received.

COUNCIL INPUT:

Goldfinch reported on a recent occasion in which he personally had need of City services. He commented on the difference that excellent public service makes for residents and the lasting impact it has on City visitors.

Timbes asked for an update on the underground wiring conversion project. Graham estimated that the current project will be completed in 30-45 days. Most conversions have been made and overhead wiring is being removed. Following that work, the poles will be removed and repaving will take place. He also reported that design of the next project (Elm Street from 2nd Avenue to 5th Avenue) is underway by the civil engineering firm previously selected by Council.

Chestnut commented on the attractive appearance of property on Mill Pond Road recently purchased by the City and asked about plans for its use. Hughes responded that this property will be used in the construction of the new sports fields and driveway.

White inquired as to when applications will be accepted for the new positions at the recreation center and if the positions are open to the general public. Hughes reported that staff will proceed with advertising the Fitness Coordinator and Aquatics Coordinator positions now through state and regional recreational organizations; other positions will be opening in July. Hughes stated the Membership Coordinator position will be filled closer to the facility opening date; for the present time, memberships may be obtained through the Recreation Department.

EXECUTIVE SESSION: Motion: Koon made a motion, seconded by Anderson, to enter into executive session to consider appointments to committees. **Vote:** Unanimous. Motion carried.

Motion: Koon made a motion, seconded by White, to come out of executive session. **Vote:** Unanimous. Motion carried.

Appointments to boards: Motion: Anderson made a motion, seconded by White, to reappoint George N. ("Buddy") Magrath, Jr., to a five-year term on the Board of Commissioners for the Conway Housing Authority and to appoint Roger Howard Henry, III, to a three-year term on the Zoning Board of Appeals. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this _____ day of _____, 2011.

Vicky Lefler, City Clerk