

CITY OF TRAVELERS REST
City Council Committee Meeting Minutes
Monday May 11, 2020 – 5:00 P.M.

The City has implemented changes to our Public Meetings due to COVID-19. We invite the public to join us by the means listed below:

Join the Zoom Meeting by smart phone, tablet or computer by following this weblink:
<https://us02web.zoom.us/j/6906093523> Meeting ID: 690 609 3523

The following members were present by Zoom video conference: Brandy Amidon, Mayor, Harvey Choplin, Mayor Pro-Tempore, Grant Bumgarner, Shaniece Criss, Kelly Byers, Rick Floyd, Jeff George, Sara Gilstrap and Brantly Vest. Also present were Eric Vinson, City Administrator, Charlene Carter, City Clerk, Patrea St. John, Planning Director, Ben Ford, Police Chief, Phillip Tate, Public Works Director and Greg Robertson, Fire Chief. The media were notified, and members of the public attended. There were 22 participants.

1. CALL TO ORDER

Mayor Amidon called the meeting to order.

2. Approval of City Council Budget Workshop Minutes April 30, 2020

Councilmember Floyd made the motion to approve and Councilmember Vest seconded motion and carried unanimously.

Approval of Non-Committee minutes from April 6, 2020

Councilmember Bumgarner made the motion to approve and Councilmember Choplin made the second and carried unanimously.

3. Public Works Committee

Committee members: Kelly Byers, Sara Gilstrap and Jeff George

- a. Chair Byers called the meeting to order by roll call
- b. Councilmember Gilstrap made a motion to approve minutes from Committee meeting held April 6, 2020. The motion was seconded by Councilmember George.
- c. The Committee reviewed the Public Works Report for April. Councilmember George asked about the trees being hit on City property? Director Tate responded and discussed recent damages. Chair Byers requested an update on the crosswalk signage on Main Street and Director Tate responded signage should be installed by the end of May. SCDOT contracted paving work is projected through November. Additional trash in the downtown area requiring services due to elevated activity was discussed. There were positive comments made regarding the reopening

of the farmers market on Saturday and that incorporated COVID measures were sufficient.

Mayor Amidon described the blue and gold lights and signage that will be incorporated into the City to celebrate graduating seniors. Councilmember Choplin asked about a tree down near Watson Road. Administrator Vinson reminded members it is the time of year for increased code complaints due to grass growth and the City is responding.

- e. Councilmember George made a motion to adjourn and Councilmember Gilstrap seconded the motion.

4. Public Safety Committee

Committee members: Rick Floyd, Harvey Choplin, Brantly Vest and Kelly Byers

- a. Chair Floyd called the meeting to order by roll call.
- b. Councilmember Choplin made a motion to approve minutes from Committee meeting held on April 6, 2020. The motion was seconded by Councilmember Byers and carried unanimously.
- c. The Committee reviewed the Public Safety Reports for April. Chair Floyd asked for an update if employees were healthy and safe. Chief Robertson and Chief Ford responded they are. Call levels are steady and have not increased for the departments. Officer Lollis has returned to finish at the Academy. Additional discussions included graffiti complaints, suggested City promo of healthy options while supporting local business during COVID. There was a reduction in Building permits for April and Municipal Court has not been rescheduled.
- d. Councilmember Byers made a motion to adjourn and Councilmember Vest seconded the motion.

5. Planning and Development Committee

Committee members: Brantly Vest, Grant Bumgarner, Kelly Byers, Harvey Choplin and Shaniece Criss

- a. Chair Vest called the meeting to order by roll call.
- b. The Committee received the Planning report and update for April and early-May. Director St. John gave an update on Pinestone Development, Trailview Townhomes, Glenview Park and Ace Hardware. Zoom has been used for several recent Neighborhood meetings. A traffic study has been requested for Whitehawk Meadows. There were questions and discussion regarding the history of the property and if

an environmental study was possibly completed years ago. Overall, Council was advised this will go before the planning commission for a decision because it has the correct current zoning needed for development and Council.

- d. The Committee had no further business and Councilmember Bumgarner made a motion to adjourn with a second from Councilmember Choplin.

7. Ways and Means

Committee members: Grant Bumgarner, Harvey Choplin, Rick Floyd, Jeff George and Shaniece Criss

- a. Chair Bumgarner called the meeting to order by roll call and yielded to Administrator Vinson.

Administrator Vinson went over and explained the following updates since the Budget workshop. Based on feedback and questions received at the budget workshop on April 30th he provided a breakdown of costs associated with corresponding percent increases in salary wages. Proposed salaries and wages are sufficient to provide merit increases and a minimum 2% COLA. An anticipated effective date of COLA would be Dec/January and be based on supportive economic conditions and revenues.

The Budgets for Administrative, Public Works, and Municipal Court salaries and wages with no increase over FY19-20 are sufficient to bring administrative staff in line with recent compensation study.

Projected expenditures and revenues have been adjusted to cover all associated costs and to balance the budget and minimize use of fund balance to \$391,437. The rate fee schedule was also reviewed and explanation was provided for changes included in red. Some significant discussion focused on the rental fees and organization status for a reduced rate when renting Trailblazer Park for a special event. A request was made to revisit working on "charity" and classification.

Additionally, although PW/Sanitation service fee increases are needed to Support rising costs of sanitation service, further study is needed before an increase is enacted. For this reason, an increase to the PW fee is not recommended at this time. The city will conduct a sanitation service fee study to determine the desired level of service and associated cost, appropriate fees, and the most equitable way to assess sanitation service fees. The proposed budget summary reflects the adjustment in sidewalk maintenance to FY20 levels.

The public hearing for FY 21 will be held on June 18, 2020.

Chair Bumgarner supported Administrator Vinson's efforts to reduce the use of the fund balance by reviewing additional revenue resources and savings.

Councilmember George asked for clarification on the COLA and merit program.

Administrator Vinson reviewed the Capital Improvement Plan (CIP) and the request for the FY 21 GO Bond. Councilmember Vest asked how wide will the trail changes be? Administrator Vinson responded width would go from 10'-0 to 14'-0 and have a shoulder in addition.

Administrator also presented Master Lease Agreement in the principle amount not to exceed \$325,000 and a 4% interest rate relating to the financing of equipment for Municipal purposes. This acquisition will include vehicles for fire, police, public works and building code departments. The payment will be an annual appropriation in the FY budget and will not exceed 5 years.

Councilmember Choplin stated he wanted to think about the debt and Mayor Amidon concurred.

The following item were introduced by Chair Bumgarner for the next City Council meeting agenda:

Councilmember Criss made the motion to move to Council to adopt FY 21 General Fund Budget with the Rate Fee schedule and CIP plan to include Local Hospitality and Accommodations, Sewer Fund Budget and the Victims Advocate Budget. Councilmember Floyd made the second.

Councilmember Floyd made the motion to move to Council the GO Bond 2020 Series. Councilmember George seconded the motion.

Councilmember Criss made a motion to move to Council the Master Lease Agreement. Councilmember George seconded the motion.

Chair Bumgarner requested a motion to adjourn Ways and Means Committee. Councilmember Criss provided the motion and Councilmember Choplin seconded the motion.

8. Miscellaneous Matters

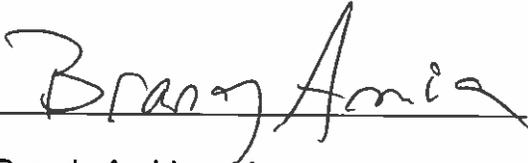
Administrator Vinson gave an update on Employee Survey's open from May 8-22.

Mayor Amidon stated she would be in touch with smart options on how to have in person meetings.

The food drive was mentioned for Saturday, May 16, 2020 from 8:30-12.

9. Adjournment

There being no further business before Council and/or Committee, Mr. Bumgarner made a motion to adjourn. The motion was seconded by Mr. George and carried unanimously.

A handwritten signature in black ink that reads "Brandy Amidon". The signature is written in a cursive style and is positioned above a horizontal line.

Brandy Amidon, Mayor

Completed by

A handwritten signature in black ink that reads "Charlene Carter". The signature is written in a cursive style and is positioned above a horizontal line.

Charlene Carter, City Clerk & Treasurer

Reviewed by

Eric Vinson, City Administrator