

MINUTES
Town of Lexington
Executive Session and
COUNCIL WORK SESSION
May 5, 2014

Town Council held a Council Work Session preceded by an Executive Session and followed by a Regular Council Meeting on May 5, 2014 at 6:00 p.m. in the Eli Mack Sr. Room. The meetings were attended by: Mayor Steve MacDougall, Mayor Pro-Tem Hazel Livingston, Council Members Kathy Maness, Ted Stambolitis, Todd Shevchik, Todd Carnes and Ron Williams.

Staff members present were: Town Administrator Britt Poole, Assistant Town Administrator Stuart Ford, Municipal Attorney Brad Cunningham, Police Chief Terrence Green, Community and Economic Catalyst Johnny Jeffcoat, Utilities and Engineering Director Allen Lutz, Finance Director Kathy Roberts, Director of Parks, Streets and Sanitation Dan Walker, Planning, Building and Technology Director John Hanson, Grants Administrator Wesley Crosby, Events and Media Coordinator Jennifer Dowden, Assistant Municipal Clerk Karen Hanner, and Municipal Clerk Becky Hildebrand.

There were approximately four (4) citizens and no news media present.

OPENING STATEMENT and CALL TO ORDER: Mayor MacDougall welcomed everyone to the Council Work Session. He read an opening statement to explain the procedures of a Council Work Session which stated: *“Work Sessions are less formal business meetings that enable Council to obtain and discuss information regarding Town issues from Staff members and/or consultants. Like Regular Council Meetings, citizens are encouraged to attend and observe Work Sessions; however, they do not include Public Hearings, but do allow for public comment at the end of the Work Session unless otherwise called on by Council. Council does not take an action vote on items during a Work Session other than to vote to place an item on Council’s next Regular Council Meeting agenda for consideration and an official vote. Council Work Sessions are not tape recorded, but Minutes are taken and posted on the Town’s web page following approval of Council”.*

Mayor MacDougall called the meeting to order at 6:05 p.m. *(The Invocation and Pledge were conducted at the following Regular Council meeting.)*

EXECUTIVE SESSION REPORT

Mayor MacDougall reported that the *Executive Session* was called to order at 5:00 p.m. after a motion was made by Councilmember Williams and seconded by Councilmember Shevchik to go into *Executive Session*. The motion was unanimously carried by all those present. (Mayor Pro-Tem Livingston and Councilmember Maness were not present for the vote.) Council adjourned from *Executive Session* at 6:00 p.m. after a motion was made by Councilmember Maness and seconded by Mayor Pro-Tem

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Livingston. The motion was unanimously carried. Mayor MacDougall reported that Council met in *Executive Session* to discuss: two legal issues related to election procedures and the distribution procedure for the Accommodation Tax; one contractual issue related to the implementation of the Cayce Sewer contract; and a personnel issue related to Board and Commissions. No vote was taken. A motion was made by Councilmember Williams and seconded by Councilmember Maness to ratify Mayor MacDougall's *Executive Session* report. The motion was unanimously carried.

DELETIONS TO AGENDA: None.

APPROVAL OF MINUTES: A motion was made by Councilmember Maness and seconded by Councilmember Carnes to approve the minutes as submitted for the Special Called Meeting and the Council Work Session, both held on April 21, 2014. The motion was unanimously carried.

PRESENTATIONS: None.

BUSINESS ITEMS: (For Discussion and Recommendation for Council's June 2, 2014 Regular Council Meeting.)

- Accommodations Tax 65% Fund Committee Award Recommendations – Grants Administrator Wesley Crosby:** The Accommodations Tax Advisory Committee (Marvin Robinson, Chairman) met on April 28, 2014 to review and make recommendations regarding the allocation of FY 2013 Town of Lexington Accommodations Tax funding. A spreadsheet listing the applicants who applied and the Accommodations Tax Committee's award recommendations was provided to Council for their review and approval. (Copy attached.) The total award amount is \$87,741.32.

30% Balance Fund Lex Chamber		\$28,656.08
5% to General Fund		\$ 4,776.02
	<u>Requested</u>	<u>Committee</u>
		<u>Recommended</u>
Capital City Lake Murray Country	\$ 5,000	\$5,000.00
Columbia Metro Convention & Visitors Bureau	\$ 6,000	\$6,000.00
Columbia Regional Sports Council	\$ 5,000	\$1,000.00
Crossover Athletics/Topspin Adult	\$ 2,500	\$2,000.00
Crossover Athletics/Topspin Junior	\$ 3,000	\$2,000.00
Lexington Chamber/Visitor Center	\$30,000	\$29,741.32
Lexington County Arts Asso.	\$10,000	\$3,500.00
Lexington Cty Choral Society	\$ 3,000	\$ 0
Lexington County Museum	\$ 6,000	\$6,000.00
Lexington Dixie Baseball	\$50,000	\$30,000.00
Town of Lex Snowball Festival	\$ 3,000	\$1,500.00
White Knoll High/Red Bank Baseball	\$ 2,500	<u>\$1,000.00</u>

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Total Funds Available

\$87,741.32

A motion was made by Councilmember Stambolitis and seconded by Councilmember Maness to place the item on Council's June 2, 2014 agenda and answer any questions from Council. Councilmember Maness recommended moving \$6,000 from Lexington Chamber and add it to Dixie Baseball. Councilmember Williams seconded the recommendation. Councilmember Shevchik wished to amend the recommendation and further reduce the Lexington Chamber to \$13,741.32 and leave the additional \$10,000 in the fund until next year. Councilmember Williams seconded the recommendation. The motion and recommendations were unanimously carried.

2. **Appointment to Planning Commission – Municipal Clerk Becky Hildebrand:** There is currently a vacancy on the Planning Commission to fill the seat previously held by Edwin Gerace who moved out of Town. Six Talent Bank Applications were received from Town residents indicating an interest in serving on the Planning Commission and are listed below. (Talent Bank applications attached.)

Donna Miranda

Charles Barber

David McGehee

Joseph "Wattie" Wharton

Jeremy Addy

Jeannie Michaels

A motion was made by Councilmember Shevchik and seconded by Councilmember Maness to place the request on Council's June 2, 2014 agenda for consideration. The motion was unanimously carried.

3. **Appointments to Boards and Commissions – Municipal Clerk Becky Hildebrand:** The terms for the following Boards and Commissions members will expire June 3, 2014. Council consideration for reappointments was requested. It was also mentioned that six other Boards have vacancies: Accommodations Tax Advisory Committee (1), Board of Zoning Appeals (1), Building Code Board of Appeals (1), Planning (1), Traffic (1 resident), and Vision Plan Action Committee (12).

Advisory Committee: Albert Keck, Ginny Kurtz, Robert Suggs, Jeannie Michaels

Board of Zoning Appeals: Kyle Clampitt

Building Code Board of Appeals: Michael Summer, James Snell

Planning Commission: Keith Frost, Jamie Fite, Lisa Gibson

A motion was made Councilmember Stambolitis and seconded by Councilmember Carnes to place the item on Council's June 2, 2014 agenda for consideration. The motion was unanimously carried.

4. **Boards and Commissions Liaison Appointments:** Following a Town election, Council reviews Council Liaison appointments to Boards and Commissions for a two year term. Listed below are the current Councilmember appointments to various Boards and Commissions.

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Boards

Central Midlands COG Board

Lex Joint Water & Sewer Comm Board

Lexington Chamber Board (Ex-Officio)

Accommodations Committee Liaison

Advisory Committee Liaison

Board of Appearance Review Liaison

Board of Zoning Appeals Liaison

Historic Preservation Review Board

Planning Commission Liaison

Traffic Committee Liaison

Vision Plan Committee Liaison

Current Council Liaison

Mayor Steve MacDougal

Alternate: Mayor Pro-Tem Livingston

Mayor Steve MacDougal

Alternate: Councilmember Shevchik

Councilmember Ted Stambolitis

Councilmember Todd Shevchik

Councilmember Kathy Maness

Councilmember Ted Stambolitis

Councilmember Todd Shevchik

Councilmember Kathy Maness

Councilmember Kathy Maness

Alternate: Councilmember Shevchik

Mayor Pro-Tem Hazel Livingston

Councilmember Ted Stambolitis

Alternate: Mayor Pro-Tem Livingston

A motion was made by Councilmember Stambolitis and seconded by Councilmember Carnes to place the item on Council's June 2, 2014 agenda for consideration. (Some changes were recommended and would be finalized by the June meeting.) The motion was unanimously carried.

FOR YOUR INFORMATION

1. **Façade Improvement Grant Awards – Director of Planning, Building and Technology John Hanson:** The Town of Lexington Board of Architecture and Appearance met on April 29, 2014 and voted to award one \$5,000 Façade Improvement Grant to Athanasios Georgiades to complete a project at 411 West Main Street (Harbor Inn Restaurant). The estimated value of the project is \$85,000.

In this funding round, the Town received 16 applications with an estimated construction value of \$256,127. After individually reviewing and scoring each application, the Board felt that the remaining 15 did not meet the intent of the program or provide the desired return on investment. Many of these proposals were considered maintenance requests and the average cost of the proposed improvements was \$11,408. As a result, the Board is recommending any future awards be done on a per project basis and the eligible area to include only the area in the proposed TIF district. This would allow the Town to focus funding on high quality projects in an area targeted for redevelopment. The board also reaffirmed its previous recommendation that future projects include a maximum \$10,000 award and a required \$25,000 total project cost. If Council did not object to the recommendations, Staff would move forward with their implementation.

Mr. Hanson asked Council to accept this as information and direct the summary to be recorded in the minutes of the Work Session. Mayor MacDougall stated that the recommendations sounded good to him. Councilmember Stambolitis requested that the area be expanded to include portions of West Main Street and

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Columbia Avenue because that area had been neglected. He added if those areas were included it would be easier to get grants for such things as sidewalks. Town Administrator Poole explained that this year SCANA gave \$50,000 to the program and they requested that the awards be specific to only the downtown area. He added that this round of funding is for 2014-2015 and the remaining funds will go to the next round in 2015-2016 unless another project develops between now and then, it could be funded now after the Board reviews it. Mr. Poole stated that the Town applies for all grants that are applicable and the Grants Administrator actively pursued grants.

Councilmember Stambolitis requested that the downtown area have an actual designation, such as a 1 to 2 mile area. Town Administrator Poole stated that it could be defined similar to the Historic District which has different setbacks. He added that right now downtown was defined by the TIF District map. Mayor MacDougall stated that Council could review this request at their next retreat and review of the Vision Plan.

COUNCIL/STAFF COMMENTS: None.

QUESTIONS FROM THE NEWS MEDIA: None.

PUBLIC COMMENTS: None.

ADJOURNMENT: There being no further comments or questions, a motion was made by Councilmember Maness and seconded by Councilmember Shevchik to adjourn the Council's Work Session at 6:26 p.m. and reconvene in the Regular Council Meeting. The motion was unanimously carried.

Respectfully submitted,

Becky P. Hildebrand, CMC
Municipal Clerk

APPROVED:

Steve MacDougall
Mayor

FOIA COMPLIANCE – Public notification of this meeting was published, posted and mailed in compliance with the Freedom of Information Act and the Town of Lexington requirements.