



Town of Summerville Council Meeting
Thursday, February 13, 2020 - 6:00 p.m.
Summerville Municipal Complex – 200 South Main Street

AGENDA

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Proclamation presentation to Shriners**
- 4. Recognition of local Boy Scouts**
- 5. Approval of Minutes of Previous Meetings**
 - a. Regular Council Meeting – January 9, 2020
 - b. Special Called Council Meeting – January 13, 2020
 - c. Special Called Council Meeting – January 15, 2020
 - d. Special Called Council Meeting – January 21, 2020
 - e. Special Called Council Meeting – January 23, 2020
 - f. Special Called Council Meeting – January 29, 2020
 - g. Special Called Council Meeting – January 31, 2020
- 6. Approval of Council Committee Reports**
 - a. Parks and Recreation Committee – Monday, February 10, 2020
 - b. Finance Committee – Monday, February 10, 2020
- 7. Public Comment – *For items on the February 13, 2020 Town Council meeting agenda only***
- 8. Petitions: N/A**
- 9. Pending Bills and Resolutions:**
 - a. Second and final reading of an ordinance to amend the Summerville Unified Development Ordinance, Chapter 2, Section 2.4.2, Neighborhood Mixed-Use (N-MX); Chapter 3, Section 3.3, Table of Permitted Uses, Section 3.4.5.A, Adult Establishment, and 3.6.1.B, Permitted Temporary Uses; Chapter 4, Section 4.3.1, Applicability; Chapter 8, Section 8.3.3.E.2, Other Preservation Areas; Chapter 13, Section 13.1.2, Conformity With Code, Section 13.3.1, General Provisions For All Boards And Commissions, Section 13.4.7.B, Vested Rights And Expiration Of Approvals, Section 13.6.2.B.3, Application Forms And Fees, Section 13.8.1.B, Certificate Of Appropriateness (Minor), Section 13.11.2.D, Planned Unit Development Districts; and Chapter 14, Section 14.1.2, Violations Generally, Section 14.3.2.B.3, Other Remedies And Penalties.

10. Introduction of Bills and Resolutions

- a. First reading of an ordinance to amend the 2020 fiscal year budget to reduce the Parks and Recreation Division Budget in the amount of \$198,662 and to increase the Streets Department in the amount of \$198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department.
- b. First reading of an ordinance to amend the 2020 fiscal year budget to increase the Police Department budget by \$67,644.93 of the Police Department capital budget to cover associated costs for the purchase of new police vehicles. Vehicles that were ordered will not be produced.

11. Miscellaneous

- a. Consideration of 2020 Road Projects
- b. Consideration of 2020 Sidewalk Projects
- c. Consideration of 2020 Drainage Studies

12. Public Comment (open)

13. Executive Session – Personnel matter

- a. Personnel matter related to appointment to Commercial Design Review Board

14. Other Business

- a. Action to be Taken by Council Related to Executive Session

15. Adjourn

Mayor
Ricky Waring

Council Members:
Bob Jackson
Walter Bailey
Aaron Brown
Christine Czarnik
Kima Garten-Schmidt
William McIntosh



Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville

COUNCIL MEETING MINUTES January 9, 2020

ATTENDANCE

Present: Mayor Ricky Waring, Councilmembers Terry Jenkins, Kima Garten-Schmidt, Walter Bailey, Aaron Brown, Bob Jackson and Bill McIntosh. A quorum was present. Staff was also present. Public and press were duly notified and present.

CALL TO ORDER

The regular monthly meeting of Summerville Town Council was called to order at 6:00pm on Thursday, January 9, 2020 by Mayor Waring. The meeting was opened with prayer led by Councilmember Terry Jenkins, followed by the Pledge of Allegiance.

PRESENTATIONS

Kelly Hazel with the Sweet Tea Half Marathon presented checks from the 2019 Sweet Tea Half Marathon to the Summerville Police and Fire Departments from their fundraising efforts.

Heather Johnson, Chair of the 2019 Beautification Committee, presented an update on what the committee had accomplished in 2019. She stated that she had been frustrated with the direction that Mayor Johnson had asked the committee to take, but that the committee had still accomplished a lot of their goals.

APPROVAL OF MINUTES

Mr. Jackson made a motion, seconded by Mr. Brown, to accept the minutes of the Special Called Council Meeting on December 13, 2019. The motion carried unanimously, and the minutes were accepted into record.

APPROVAL OF STANDING COMMITTEE MINUTES

Mr. Jackson made a motion, seconded by Mr. Jenkins, to accept the combined minutes of the January 6, 2020 meetings of the Parks and Recreation, Planning and Development, Public

Safety, Public Works, and Finance Committees. The motion carried unanimously, and the minutes were accepted into record.

PUBLIC COMMENT (Items on the 1/9/20 agenda)

Town Administrator Colin Martin explained that a new process for public comment would begin at the February Council meeting, including a sign-in prior to the meeting with Mayor Waring calling individuals to the podium for their comments. He stated that there would also be a sheet of guidelines for public comment available to the public.

Mayor Waring called for any comments from the public regarding items on the January 9, 2020 agenda.

Steve Doniger, Executive Director of DREAM, presented a special Summerville sweet tea blend as well as specially commissioned art from DREAM to Council. He thanked Council for their support of DREAM.

PETITIONS: n/a

PENDING BILLS AND RESOLUTIONS

Mr. Bailey made a motion, seconded by Ms. Garten-Schmidt, to approve on second and final reading of an ordinance to rezone TMS# 145-02-11-003, located on E. Carolina Ave., approximately 4.65 acres, and owned by Dr. Thomas M. Leland from GR-2, Single-Family Residential, to N-B, Neighborhood Business (Council District 3). The motion carried unanimously.

Mr. Bailey made a motion, seconded by Mr. Jackson, to approve on second and final reading of an ordinance to rezone TMS# 145-02-11-002, located at 208 E. Carolina Ave., approximately 0.61 acres, and owned by Margaret B. and Michael B. Murray from GR-2, Single-Family Residential, to N-B, Neighborhood Business (Council District 3). The motion carried unanimously.

Mr. Jackson made a motion, seconded by Mr. McIntosh, to approve on second and final reading of an ordinance to the Summerville Unified Development Ordinance, Chapter 2, Section 2.5, Mixed-Use District Standards. The motion carried unanimously.

INTRODUCTION OF BILLS AND RESOLUTIONS

Mr. Brown made a motion, seconded by Mr. Jackson, to approve on second reading of an ordinance to amend the Summerville Unified Development Ordinance, Chapter 2, Section 2.4.2, Neighborhood Mixed-Use (N-MX); Chapter 3, Section 3.3, Table of Permitted Uses, Section 3.4.5.A, Adult Establishment, and 3.6.1.B, Permitted Temporary Uses; Chapter 4, Section 4.3.1, Applicability; Chapter 8, Section 8.3.3.E.2, Other Preservation Areas; Chapter 13, Section 13.1.2, Conformity With Code, Section 13.3.1, General Provisions For All Boards And Commissions, Section 13.4.7.B, Vested Rights And Expiration Of Approvals, Section 13.6.2.B.3, Application Forms And Fees, Section 13.8.1.B, Certificate Of Appropriateness (Minor), Section 13.11.2.D, Planned Unit Development Districts; and Chapter 14, Section

14.1.2, Violations Generally, Section 14.3.2.B.3, Other Remedies And Penalties. The motion carried unanimously.

MISCELLANEOUS

Mr. Jenkins made a motion, seconded by Mr. Bailey, to ratify a resolution to maintain a low maintenance planted median on Dorchester Road between Old Trolley and Ladson Roads. The motion carried unanimously.

Town Engineer Russ Cornette presented Council with staff's recommendations for traffic calming measures for West Carolina Avenue. Staff recommended realigned intersections and narrowing the road from 12 feet to 10 feet. Some discussion followed. Mr. Bailey made a motion, seconded by Mr. Jenkins, to implement staff's recommendations. The motion carried unanimously.

Mayor Waring made a motion, seconded by Mr. McIntosh, to reappoint Liz Wiggins and Robert Pratt to the State Accommodations Tax Advisory Committee. The motion carried unanimously.

Mr. McIntosh made a motion, seconded by Mr. Jenkins, to reappoint Rachel Burton, Tim Kennedy, and David Price to the Board of Architectural Review. The motion carried unanimously.

Mr. Jenkins made a motion, seconded by Mr. Bailey, to appoint Charlie Stoudenmire to the Planning Commission. The motion carried unanimously.

Mr. Bailey made a motion, seconded by Mr. McIntosh, to appoint Hart Weatherford to the Commercial Design Review Board. The motion carried unanimously. Mr. McIntosh stated that Mildred Blanton would continue to serve in holdover status on the Board until Council decided on a new appointment for her position.

Mr. McIntosh made a motion, seconded by Mr. Jackson, to reappoint Don Nye and Lionel Lawson to the Board of Zoning Appeals. The motion carried unanimously.

Mr. Brown made a motion, seconded by Ms. Garten-Schmidt, to reappoint Virginia Boone to the Municipal Election Commission. The motion carried unanimously.

Mayor Ricky Waring made a motion, seconded by Mr. Brown, to appoint Peter Wallace to the Tree Protection Advisory Committee. The motion carried unanimously.

Mr. McIntosh made a motion, seconded by Mr. Jenkins, to appoint the following Council members to the Standing Committees of Council. The motion carried unanimously.

Parks and Recreation: Mr. Brown, Ms. Garten-Schmidt, and Mr. Jackson

Planning and Development: Mr. McIntosh, Mr. Jackson, and Mr. Jenkins

Public Safety: Mr. Bailey, Mr. Brown, and Mr. Jenkins

Public Works: Mr. Bailey, Ms. Garten-Schmidt, and Mr. McIntosh

Mr. Jackson made a motion, seconded by Ms. Garten-Schmidt, to appoint Bill McIntosh as Mayor Pro Tem for a term of 2 years. The motion carried unanimously.

PUBLIC COMMENT (open)

Linda Whetsell of Atlantic Street stated her concern that the ditches on Atlantic Street are not being cleaned out after being cleaned up with a weedeater, and that this is causing clogging and flooding on her street. Mayor Waring asked staff to look into the problem.

Joel Aaronson of the Nexton Del Webb community stated that his community is still concerned with the plans by Hoyer Investment Group to annex the 973 acres near their community.

Peter Wallace of West Carolina Avenue presented a petition regarding the section of West Carolina from Central Avenue to West Richardson Avenue. The petition was to add stop signs on West Carolina Avenue at 2nd Street. The petition was presented to the Mayor.

Charlie Stoudenmire stated that the stop signs at Marion Avenue are the best thing that could've happened for traffic on West Carolina Avenue. He was unaware of the traffic study being done on West Carolina.

Bessie Wilson of Parkwood Drive stated her concern at the growth of azaleas coming out of her church on Simmons at Shepard. She also voiced her concern at the overgrowth of plants on Simmons at Parkwood Drive. Staff was advised to look into the situations.

EXECUTIVE SESSION

Mr. Jackson made a motion, seconded by Mr. Brown, to enter into Executive Session to discuss a legal matter related to the condemnation and potential purchase of the Woodlands Village, LLC property and a contractual matter related to the 1.18 acres immediately adjacent to the Town-owned property in Oakbrook near Bend on the Ashley. The motion carried unanimously, and Council entered into Executive Session at 6:57pm.

Council reconvened in Chambers at 8:06pm. Town Attorney GW Parker explained that Council met in Executive Session to discuss a legal matter related to the condemnation and potential purchase of the Woodlands Village, LLC property and a contractual matter related to the 1.18 acres immediately adjacent to the Town-owned property in Oakbrook near Bend on the Ashley. He stated that no action was taken on either item.

OTHER BUSINESS

Mr. Jenkins made a motion, seconded by Mr. Bailey, to authorize the Town Attorney to negotiate the purchase of the Woodlands Village, LLC property for an amount not to exceed \$6.5 million. The motion carried unanimously.

Mr. McIntosh made a motion, seconded by Mr. Jenkins, to authorize the Town Attorney to negotiate the purchase of the 1.18 acres immediately adjacent to the Town-owned property in Oakbrook near Bend on the Ashley for an amount not to exceed \$225,00. The motion carried unanimously.

ADJOURN

There being no further business, the meeting adjourned at 8:09pm, on motion of Mr. Jenkins, seconded by Mr. Jackson.

Respectfully Submitted,

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:

Bill McIntosh, Mayor Pro Tem

Bob Jackson

Walter Bailey

Aaron Brown

Terry Jenkins

Kima Garten-Schmidt



Town Administrator

Colin L. Martin

Town Clerk

Beth Messervy

Town Attorney

G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
January 13, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Walter Bailey, Kima Garten-Schmidt, Aaron Brown, Terry Jenkins, Bob Jackson, and Bill McIntosh. A quorum was present. Staff was also present. Public and press were duly notified.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 5:30pm on Monday, January 13, 2020.

EXECUTIVE SESSION

Mr. Jenkins made a motion, seconded by Mr. Bailey, to enter into Executive Session to discuss the contractual matter related to the purchase of the Woodlands Village, LLC tract. The motion carried unanimously, and Council recessed at 5:32pm for Executive Session.

OTHER BUSINESS

Council reconvened in Council Chambers at 5:53pm. Town Attorney GW Parker stated that Council met in Executive Session to discuss a contractual matter related to the purchase of the Woodlands Village, LLC tract. He stated that no action was taken.

Mr. Jenkins made a motion, seconded by Mr. Bailey, to authorize Mayor Ricky Waring to enter into a contract for the purchase of the Woodlands Village, LLC tract, containing 29.51 acres on the western side of Old Postern Road, Town of Summerville, in the County of Dorchester, State of South Carolina for the purchase price of \$6.5 million and to authorize the Town Attorney to dismiss all pending litigation with Woodlands Village, LLC. The motion carried unanimously.

ADJOURN

Mr. Jenkins made a motion, seconded by Mr. Jackson, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 5:54pm.

January 13, 2020
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Respectfully submitted:

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:

Bob Jackson

Walter Bailey

Aaron Brown

Terry Jenkins

Kima Garten-Schmidt

William McIntosh



Town Administrator

Colin L. Martin

Town Clerk

Beth Messervy

Town Attorney

G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
January 15, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Terry Jenkins, Walter Bailey, and Kima Garten-Schmidt, Bill McIntosh, Aaron Brown, and Bob Jackson. A quorum was present. Staff was also present. Public and press were duly notified.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 5:30pm on Wednesday, January 15, 2020.

EXECUTIVE SESSION:

Mr. McIntosh stated that Town Administrator Colin Martin submitted a letter stating that he did not intend to continue employment after the expiration of his contract. Mr. McIntosh made a motion, seconded by Mr. Jenkins, to enter into Executive Session to discuss personnel matters related to the Town Administrator's contract. The motion carried unanimously, and Council entered into Executive Session at 5:31pm.

OTHER BUSINESS:

Council reconvened at 6:08pm in Chambers. Town Attorney GW Parker stated that Council met in Executive Session to discuss personnel matters related to the Town Administrator 's contract and position and that no action was taken in Executive Session.

Mr. McIntosh made a motion, seconded by Mr. Jackson, to request the Town Clerk and Town Attorney post a job opening for the Town Administrator position for one week on the Town website and the Municipal Association of South Carolina's job posting site. The motion carried unanimously.

January 15, 2020
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ADJOURN:

There being no further business, the meeting adjourned at 6:10pm.

Respectfully submitted:

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:

Bob Jackson

Walter Bailey

Aaron Brown

Terry Jenkins

Kima Garten-Schmidt

William McIntosh



Town Administrator

Colin L. Martin

Town Clerk

Beth Messervy

Town Attorney

G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
January 21, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Terry Jenkins, Walter Bailey, Kima Garten-Schmidt and Bob Jackson. Absent: Councilmembers Bill McIntosh and Aaron Brown. A quorum was present. Staff was also present. Public and press were duly notified.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 11:02am on Tuesday, January 21, 2020.

DISCUSSION OF COMPREHENSIVE PLAN VISION, GOALS, AND OBJECTIVES:

Planning Director Jessi Shuler presented the draft Vision, Goals, and Objectives document as a part of the Comprehensive Plan process. Council and staff discussed the ideas and principles presented in the document. Council asked for specific changes to be made to the document. The document with changes noted is included with the minutes of the meeting.

Mayor Waring appointed Councilmember Terry Jenkins to replace former Councilmember Christine Czarnik on the Comprehensive Plan Advisory Committee. The appointment carried unanimously.

January 21, 2020
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ADJOURN:

Ms. Garten-Schmidt made a motion, seconded by Mr. Jenkins, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 1:00pm.

Respectfully submitted:

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:

Bob Jackson

Walter Bailey

Aaron Brown

Terry Jenkins

Kima Garten-Schmidt

William McIntosh



Town Administrator

Colin L. Martin

Town Clerk

Beth Messervy

Town Attorney

G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
January 23, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Terry Jenkins, Walter Bailey, Bill McIntosh, Aaron Brown, and Bob Jackson. Absent: Councilmember Kima Garten-Schmidt. A quorum was present. Staff was also present. Public and press were duly notified.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 3:32pm on Thursday, January 23, 2020.

EXECUTIVE SESSION:

Mr. Jenkins made a motion, seconded by Mr. Jackson, to enter into Executive Session to discuss personnel matters related to the Parks and Recreation Manager position. The motion carried unanimously, and Council entered into Executive Session at 3:33pm.

OTHER BUSINESS:

Council reconvened at 4:05pm in Chambers. Town Attorney GW Parker stated that Council met in Executive Session to discuss personnel matters related to the Parks and Recreation Manager position and that no action was taken in Executive Session.

Colin Martin, Town Administrator, stated that the Administration Department's recommendation for the Parks and Recreation Manager position was Amy Evans.

Mr. McIntosh made a motion, seconded by Mr. Jackson, to approve Mr. Martin's appointment and authorize Mr. Martin to offer Ms. Evans the position as Parks and Recreation Manager. The motion carried unanimously.

January 23, 2020
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ADJOURN:

Mr. Jenkins made a motion, seconded by Mr. Jackson, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 4:07pm.

Respectfully submitted:

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:

Bob Jackson

Walter Bailey

Aaron Brown

Terry Jenkins

Kima Garten-Schmidt

William McIntosh



Town Administrator

Colin L. Martin

Town Clerk

Beth Messervy

Town Attorney

G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
January 29, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Walter Bailey, Kima Garten-Schmidt, Bob Jackson, Aaron Brown, Terry Jenkins, Bob Jackson, and Bill McIntosh. A quorum was present. Staff was also present. Public and press were duly notified.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 4:30pm on Wednesday, January 29, 2020.

ORGANIZATIONAL CHART:

Mr. McIntosh made a motion, seconded by Mr. Jackson, to amend the Town of Summerville organizational chart to change the Parks and Recreation Manager (Department Head) position to the Director of Parks and Recreation (Division Director) and for that position to report directly to the Town Administrator. The motion carried unanimously.

CODE OF CONDUCT AND ETHICS:

Mr. Bailey made a motion, seconded by Mr. Jenkins, to pass a resolution to amend the Code of Conduct and Ethics for Elected and Appointed Officials. The motion carried unanimously.

EXECUTIVE SESSION:

Mr. Jenkins made a motion, seconded by Mr. Brown, to enter into Executive Session to discuss personnel matters related to the Town Administrator position. The motion carried, and Council entered into Executive Session at 4:32pm.

OTHER BUSINESS:

Council reconvened at 4:49pm in Chambers. Town Attorney GW Parker stated that Council met in Executive Session to discuss personnel matters related to the Town Administrator position. He stated that no action was taken in Executive Session.

Mr. McIntosh made a motion, seconded by Mr. Jenkins, to name the top four finalists for the Town Administrator position as Rebecca Vance, Rich Palmer, Russ Cornette, and Jon Rogers. The motion carried unanimously.

Mr. Jackson made a motion, seconded by Mr. Jenkins, to authorize Mayor Waring and GW Parker to negotiate a contract for the Town Administrator position with Rebecca Vance. The motion carried unanimously.

ADJOURN:

Mr. Jackson made a motion, seconded by Mr. Jenkins, to adjourn. The motion carried unanimously, and the meeting adjourned at 4:50pm.

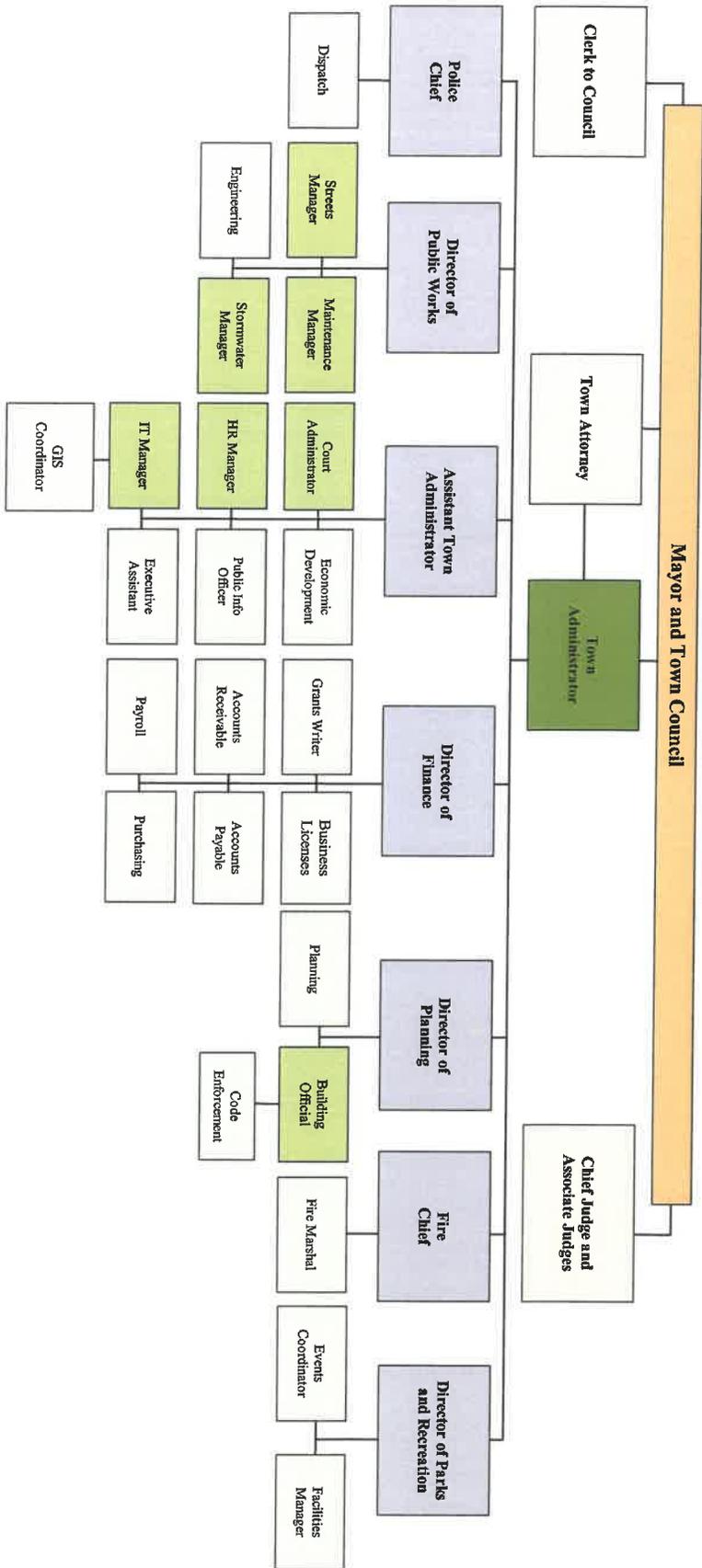
Respectfully submitted:

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Town of Summerville Organizational Chart



Division Director Level

Department Head Level

Adopted 1/29/20

Ricky Waring, Mayor

Council Members:

Bob Jackson

Walter Bailey

Aaron Brown

Terry Jenkins

Kima Garten-Schmidt

William McIntosh



Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
January 31, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Terry Jenkins, Walter Bailey, and Kima Garten-Schmidt. Absent: Bill McIntosh, Aaron Brown, Bob Jackson. A quorum was present. Staff was also present. Public and press were duly notified.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 2:00pm on Friday, January 31, 2020.

EXECUTIVE SESSION:

Mr. Jenkins made a motion, seconded by Mr. Bailey, to enter into Executive Session to discuss personnel matters related to the Town Administrator position. The motion carried, and Council entered into Executive Session at 2:01pm.

OTHER BUSINESS:

Council reconvened at 2:33pm in Chambers. Town Attorney GW Parker stated that Council met in Executive Session to discuss personnel matters related to the Town Administrator position and that no action was taken in Executive Session.

Mr. Bailey made a motion, seconded by Mr. Jenkins, to authorize the Mayor to sign an employment contract with Rebecca Vance, with two items amended. The motion carried unanimously with the two amendments to the contract.

ADJOURN:

Mr. Jenkins made a motion, seconded by Mr. Bailey, to adjourn. The motion carried unanimously, and the meeting adjourned at 2:35pm.

January 31, 2020
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Respectfully submitted:

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor



TOWN OF SUMMERVILLE PARKS & RECREATION DEPARTMENT
"Creating Sense of Place Through Parks & Play"

TO: Beth Messervy, Town Clerk

CC: Colin Martin, Town Administrator
Tim Orvin, Parks & Recreation Asst. Manager

FROM: Amy Evans, Parks & Recreation Director

DATE: February 10, 2020

RE: Parks & Recreation Committee Minutes

The Parks & Recreation Committee met on Monday, February 10, 2020 in Council Chambers in the annex building at 200 South Main Street. Committee members Bob Jackson and Aaron Brown were present. Committee member Kima Garten-Schmidt was absent. Also present were Director of Parks and Recreation Amy Evans and Assistant Manager Tim Orvin. Members of the press were duly notified and present.

Chairman Jackson called the meeting to order at 5:32PM.

Tim Orvin reported that the Town is still working to smooth out the property where the ice skating rink was set up.

Steve Doniger with DREAM gave a report on the financials and attendance of the ice skating rink. The gross revenue from the ice skating rink was \$210,956. Per the agreement with the Town of Summerville, DREAM returned 90% of the net revenue to the Town in the amount of \$61,605.84. Mr. Doniger stated that DREAM would like to continue the event for 2020. Committee member Bob Jackson suggested that DREAM work on getting more sponsorship money.

Mr. Brown made a motion, seconded by Mr. Jackson to adjourn the meeting. The meeting adjourned at 5:48pm.

Sincerely,

Amy Evans
Parks & Recreation Director

Mayor
Ricky Waring

Council Members:
Bob Jackson,
Walter Bailey
Aaron Brown
Terry Jenkins
Kima Garten-Schmidt
William McIntosh



Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville

PUBLIC WORKS STANDING COMMITTEE OF COUNCIL

There was not a meeting of the Public Works Standing Committee on Monday, February 10, 2020 because a quorum of members was not present.

**TOWN OF SUMMERVILLE
FINANCE COMMITTEE REPORT
February 10, 2020**

The Finance Committee met on Monday, February 10, 2020 in Council Chambers on the third floor of the Annex building at 200 South Main Street. Present were Mayor Waring and Committee members Bob Jackson, Aaron Brown, Terry Jenkins and Bill McIntosh. Committee members Walter Bailey and Kima Garten-Schmidt were absent. Also present were Town Clerk Beth Messervy and Town Attorney G.W. Parker. Other staff members, members of the press and members of the public were duly notified and also present.

Welcome	Mayor Waring welcomed everyone and called the meeting to order at 6:06pm.
Presentation of Financial Report	Andrew Shelton presented the January 2020 financial report. The report was accepted as information.
Financial Requisitions	<p>Mr. Brown made a motion, seconded by Mr. Jackson, to issue a purchase order to Civitas, LLC for \$33,750 for the consultation and completion of the CDBG Consolidated Plan and Annual Action Plan, to be paid with Community Development Grant Funds. Some discussion followed. The motion carried unanimously.</p> <p>Mr. Jenkins made a motion, seconded by Mr. Jackson to authorize the Town Administrator to enter into an Agreement with Found Design, LLC (d.b.a., MERJE), in the amount of \$48,950 for the purposes of conducting a study and preparing a plan for the implementation of a wayfinding signage and brand incorporation program for the Town. Some discussion followed. The motion carried unanimously.</p> <p>Mr. Jenkins made a motion, seconded by Mr. Brown, to review and vote on the Police Department financial requisitions as a group and the Fire Department financial requisitions as another group. The motion carried unanimously.</p> <p>Mr. McIntosh made a motion, seconded by Mr. Brown, to approve the following financial requisitions for the Police Department:</p> <ol style="list-style-type: none"> i. Authorization to issue a purchase order to Axon Enterprises in the amount of \$62,779.04 (new Tasers). Funds to come from 2020 Budgeted Funds on State Contract Funds. This is on a State Contract. Request from the Police Department. ii. Authorization to issue a purchase order to Motorola Solutions in the amount of \$420,060.69 (Police and Fire Department radio encryption and upgrades) 2020 Budgeted Capitol Funds on State Contract. Request from the Police Department. iii. Authorization to issue a purchase order to Low Country Harley Davidson in the amount of

- \$71,782.58. (2 fully outfitted police motorcycles) This was completed by bid process. 2020 Budgeted Capitol Funds. Request from the Police Department.
- iv. Authorization to issue a purchase order to Santee Automotive \$429,562.00 for (14) Dodge Durangos State Contract. 2020 Budgeted Capital Funds. Request from the Police Department.
 - v. Authorization to issue a purchase order to West Chatham Warning Devices \$97,942.47 for equipment/outfitting vehicles State Contract. 2020 Budgeted Capital Funds. Request from the Police Department.

The motion to approve all financial requisitions for the Police Department carried unanimously.

Mr. Jenkins made a motion, seconded by Mr. Brown, to approve the following financial requisitions for the Fire Department:

- vi. Authorization to issue a purchase order to Safe Air Systems in the amount of \$40,823.35 for the purchase of a Self-Contained Breathing Apparatus (SCBA) fill system. Funds to come from fund balance. Request from Fire Department.
- vii. Authorization to issue a purchase order to Safe Industries in the amount of \$1,449,909.00 for the purchase of a tractor drawn aerial apparatus to replace an existing apparatus. Funds to come from Hospitality Tax Budget. Request from Fire Department.

The motion to approve all financial requisitions for the Fire Department carried unanimously.

Mr. Jackson made a motion, seconded by Mr. Jenkins to approve a change order in the amount of \$4,980 to Johnson Controls for the New Security Camera System for the Town Parking Garage. The motion carried unanimously.

Mr. Brown made a motion, seconded by Mr. Jackson, to approve the request for a budget adjustment to reduce the Parks and Recreation Division Budget in the amount of \$198,662 and to increase the Streets Department in the amount of \$198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department.

Mr. McIntosh called a point of order that the Finance Committee did not have the authority to make budget adjustments and that this item and the budget adjustment for the Police Department would have to have two readings of Council.

Some discussion followed. The following items were moved to the Thursday Council meeting for first reading:

- a. Request for a budget adjustment to reduce the Parks and Recreation Division Budget in the amount of \$198,662 and to increase the Streets Department in the amount of \$198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department.
- b. Request for a capital budget adjustment from the Police Department in the amount of \$67,644.93 to cover associated costs for the purchase of new police vehicles. Vehicles that were ordered will not be produced. Funds to come from Fund Balance.

Discussion of Upcoming Council Agenda Items	N/A
Adjourn	Mr. Jenkins made a motion, seconded by Mr. Jackson, to adjourn. There being no further business, the meeting adjourned at 6:37pm with a unanimous vote.

Respectfully submitted,


Beth Messervy
Town Clerk

AN ORDINANCE

TO AMEND THE SUMMERVILLE UNIFIED DEVELOPMENT ORDINANCE TO PROVIDE FOR CHANGES TO CHAPTER 2, SECTION 2.4.2, NEIGHBORHOOD MIXED-USE (N-MX); CHAPTER 3, SECTION 3.3, TABLE OF PERMITTED USES, SECTION 3.4.5.A, ADULT ESTABLISHMENT, AND 3.6.1.B, PERMITTED TEMPORARY USES; CHAPTER 4, SECTION 4.3.1, APPLICABILITY; CHAPTER 8, SECTION 8.3.3.E.2, OTHER PRESERVATION AREAS; AND CHAPTER 13, SECTION 13.1.2, CONFORMITY WITH CODE, SECTION 13.3.1, GENERAL PROVISIONS FOR ALL BOARDS AND COMMISSIONS, SECTION 13.4.7.B, VESTED RIGHTS AND EXPIRATION OF APPROVALS, SECTION 13.6.2.B.3, APPLICATION FORMS AND FEES, SECTION 13.8.1.B, CERTIFICATE OF APPROPRIATENESS (MINOR), SECTION 13.11.2.D, PLANNED UNIT DEVELOPMENT DISTRICTS; AND CHAPTER 14, SECTION 14.3.1, REMEDIES AND PENALTIES, GENERAL, SECTION 14.3.2.B.3, OTHER REMEDIES AND PENALTIES, OF THE TOWN OF SUMMERVILLE CODE OF ORDINANCES

BE IT ORDAINED by the Mayor and Council members of the Town of Summerville, in Council assembled, that Chapter 2, Section 2.4.2, Neighborhood Mixed-Use (N-MX); Chapter 3, Section 3.3, Table of Permitted Uses, Section 3.4.5.A, Adult Establishment, and 3.6.1.B, Permitted Temporary Uses; Chapter 4, Section 4.3.1, Applicability; Chapter 8, Section 8.3.3.E.2, Other Preservation Areas; Chapter 13, Section 13.1.2, Conformity With Code, Section 13.3.1, General Provisions For All Boards And Commissions, Section 13.4.7.B, Vested Rights And Expiration Of Approvals, Section 13.6.2.B.3, Application Forms And Fees, Section 13.8.1.B, Certificate Of Appropriateness (Minor), Section 13.11.2.D, Planned Unit Development Districts; and Chapter 14, Section 14.3.1, Remedies And Penalties, General, Section 14.3.2.B.3, Other Remedies And Penalties, of the Summerville Unified Development Ordinance is hereby amended as follows:

Chapter 2

Section 2.4.2 – Neighborhood Mixed-Use (N-MX)

“limited lodging” will be added between “shops,” and “restaurants.”

Chapter 3

Section 3.3 – Table of Permitted Uses

Under Lodging, **Inn (Up to 24 Rooms)**, the “C” will be changed to “P” for the N-MX, D-MX, and UC-MX Districts; Under Office/Service, **Professional Services**, the “C” will be changed to “P” for both the N-MX and D-MX Districts.

Section 3.4.5.A – Adult Establishment

(G-B) will be deleted and replaced with (H-I).

Section 3.6.1.B – Permitted Temporary Uses

UC-MX will be added to the list of districts in which open lot sale of seasonal natural products is allowed.

Chapter 4

Section 4.3.1 – Applicability

The number of units or lots will be changed to “5” from “3.”

Chapter 8

Section 8.3.3.E.2 – Other Preservation Areas

“Tree Protection Advisory Committee” will be changed to “Tree Protection Board.”

Chapter 13

Section 13.1.2 – Conformity With Code

The following will be added after “void”: “provided that said permit, license, or certificate has not been detrimentally relied upon.”

Section 13.3.1 and 13.3.1.A – General Provisions For All Boards And Commissions

The first sentence will be amended to read as follows: “Unless otherwise noted in this Ordinance or any other adopted law or policy, the following shall apply to all Boards and Commissions delineated in Chapter 13 and their members.”

The first sentence of Letter A will be amended to read as follows: “All Board/Commission members shall be appointed by the Mayor and Town Council with the Mayor and each Council Member making one appointment following the procedures set forth in Town Code Section 2-160.”

Section 13.4.7.B – Vested Rights And Expiration Of Approvals

The following will be deleted from the last sentence of Letter B: “unless an amendment to this ordinance has been adopted that prohibits approval.”

The last sentence under Section 13.4.7.B.5 will be amended to read as follows: “The lapse of more than 180 days shall cause the expiration of the Development Plan approval unless an extension is approved.”

Section 13.6.2.B.3 – Application Forms And Fees

This section will be amended to read as follows: “An applicant who has paid an appropriate fee pursuant to the submission of an application, but who chooses to withdraw such application prior to any staff review or action taken, shall be entitled to a refund of the total amount paid upon written request to the Town.”

Section 13.8.1.B – Certificate Of Appropriateness (Minor)

This last two sentences of this section will be amended to read as follows: “Town Staff shall determine whether the activity is considered a Minor Work. Any appeals of the determination of Town Staff shall be to the BAR.”

Section 13.11.2.D – Planned Unit Development Districts

“Building Elevations (13.5.2.G)” and “Schematic Plan (13.5.2.C)” will be deleted from this section.

Chapter 14

Section 14.3.1 – Remedies And Penalties, General

This section will be amended to read as follows: “Any person violating the UDO shall be guilty of a misdemeanor and, upon conviction, shall be punished as provided in the Town of Summerville Code of Ordinances, Chapter 1, Section 1-8. Each day during which the violation continues is a separate offense also punishable by Section 1-8.”

Section 14.3.2.B.3 – Other Remedies And Penalties

This section will be amended to read as follows: “The permit or development approval was issued in error, provided that it has not been detrimentally relied upon.”

Ratified this _____ day of _____, 2020 A.D.

Richard Waring, Mayor

Beth Messervy, Town Clerk

PUBLIC HEARING: December 16, 2019

FIRST READING: January 9, 2020

SECOND READING: _____

An Ordinance

To amend Ordinance 19-001 Adopting an Operating Budget for the Town of Summerville for the fiscal year 2020

Whereas, 2020 fiscal budget provided in part an amount of \$198,662 for the Right of Way Crew for the Parks and Recreation Division; and,

Whereas, the Town of Summerville is desirous to transfer the Right of Way crew to the Streets Department which will require the 2020 budget to be amended to allow for the transfer of these funds from the Parks and Recreation Department; and,

Whereas, the Summerville Police Department budgeted for new vehicles from a dealer who no longer produces the needed type of vehicles necessary for the Summerville Police Department, resulting in the order with a dealer who can supply the necessary vehicles which increased the cost by \$67,644.93, will come from the Fund Balance.

NOW THEREFORE:

BE IT ORDAINED, by the Mayor and Council members of the Town of Summerville, in Council assembled that: the fiscal budget for 2020 be amended to reduce the Parks and Recreation Department budget in the amount of \$198,662 and to increase the Streets Department budget in the amount of \$198,662 for the transfer of the Right of Way Crew from the Parks and Recreation Department to the Streets Department; and,

Amend the 2020 capital budget of the Summerville Police Department by an increase in the amount of \$67,644.93 to cover associated costs for the purchase of new police vehicles, said funds to come from the Fund Balance.

It is so ordained this _____ day of _____, 2020.

Richard G. Waring, Mayor

Beth Messervy, Town Clerk

FIRST READING: _____

SECOND READING: _____

- 1. Discussion of 2020 Sidewalk Project.** The Town’s Bicycle and Pedestrian Advisory Committee developed a priority list of sidewalk projects. The top three projects, their associated estimated costs are in the table below. Staff recommends pursuing the top listed project, Lee Street. There is \$250,000 Budgeted for sidewalks for FY2020 from H-Tax Proceeds.

Road Name	Termini Limits	Length	Estimated Cost
Lee Street	From King Charles Circle to Bacons Bridge Road	2,200'	\$220,000
W.5th S. Street	From Sumter Avenue to Main Street	1,700'	\$255,000
W. Richardson Avenue	From W. Carolina Avenue to N. Maple Street	3,000'	\$450,000

- 2. Discussion of 2020 Roadway Project.** The past two years, the Town has initiated and/or completed transportation improvement projects to address traffic congestion and safety. Those projects have Marymeade Road Extension, North Main Street left turn lane extension, US-78 center median extension, and the Five Points Intersection Improvements. The completed projects have been successful. Staff has identified four transportation projects that would address traffic congestion and safety for Summerville motorists. Costs have not been identified for any of these projects, and would not be identified until further study is conducted and a scope of work developed. As an effort to continue addressing traffic congestions and safety, staff recommends pursuing at least one of the below projects show in the table.

Project
Magnolia Street Railroad Crossing
Cedar Street Extension to Berkeley Circle
US-78 & Cedar Street Intersection Improvements
Central Avenue and Woodward Blvd intersection Improvements

- 3. Discussion of 2020 Drainage Project.** As with roadway and sidewalk projects, the Town has initiated drainage improvement projects over the past several years to address flooding issues in Summerville. Successful and ongoing projects have been Arbor Oaks, Gadsden Acres, and Shepard Park. Staff has identified two potential drainage projects to study and implement solutions. Those projects are Springview Lane in Oakbrook and the area between North Magnolia and North Gum Street near US-78. Both these areas have experienced structural flooding during extreme rainfall events. Work has been done in both areas that have improved the situations, but both areas still experience parking lot flooding during extreme events. Staff recommends pursuing both projects to identify solutions and prioritize improvements based on funding.