

**City Council Workshop  
Fire Department Training Room  
January 22, 2019  
6:00 P.M.**

**Council Members Present:**

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Mayor Gregory S. Habib; Mayor Pro Tem Kevin Condon; Councilmember Debra Green-Fletcher; Councilmember Jerry Tekac; Councilmember Corey McClary; Councilmember Gayla McSwain

**Council Members Absent:**

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None (Vacant Seat)

**Staff Present:**

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City Administrator Jake Broom; Assistant City Administrator Daniel Moore; City Clerk Kelly J. Lovette

**Staff Absent:**

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None

**Press Present:**

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**Guests Present:**

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**I. Call to Order:**

Mayor Habib called the meeting to order at 6:00 p.m.

**II. Staff Presentations and Updates:**

**a) Facilities Use Policy**

Mr. Broom stated this is a follow-up to a previous discussion. He stated the purpose of this policy is to provide guidelines for reserving space for use in one of our City's facilities by external individuals and organizations. He stated an attorney from the South Carolina Municipal Insurance Risk and Finance (SMIRF) wrote a draft policy to which the City attorney reviewed. Mr. Broom presented this draft policy to City Council.

Discussion regarding prohibited uses such as fundraising, politics, religion, subleasing and commercial activities occurred. It was suggested there be different rates for City residents' verses those that do not live in the City limits. It was also suggested that a City resident be a sponsor. Additional discussion occurred regarding liability insurance, late exit fees and staffing rental spaces. It was decided that Mr. Broom will continue to work on the policy factoring in the discussion of this meeting.

**III. City Council Discussion Items:**

**a) Appointment to the Cultural Arts Commission (CAC)**

Councilmember McClary stated there are three (3) new commissioners; Ms. Barbara Richardson, Ms. Belle Anderson and Ms. Winter McKee. He stated there is still one (1) vacancy on the CAC which should be filled as soon as possible. Mayor Habib stated he will ask Mr. Broom to include the appointment of the three (3) new commissioners on the agenda for the next City Council meeting.

**IV. Adjourn:**

Councilmember Tekac made a motion to adjourn. Mayor Pro Tem Condon seconded the motion. All in favor, none opposed. Motion carried. Meeting adjourned at 6:45 p.m.

Date: April 13, 2019

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Kelly J. Lovette, MMC  
City Clerk

*A copy of this meeting's agenda was sent to the Post and Courier and The Goose Creek Gazette; it was posted in City Hall 24 hours prior to the meeting.*