

City Council Workshop
February 26, 2019
6:00 P.M.
Fire Department Training Room

Council Members Present:

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:

None

Staff Present:

City Administrator Jake Broom; Assistant City Administrator Daniel Moore; Director of Economic Development Matt Brady; Fire Chief Steve Chapman

Staff Absent:

City Clerk Kelly Lovette

Press Present:

Guests Present:

I. Call to Order:

Mayor Pro Tem Condon called the meeting to order at 6:01 p.m.

II. “Beauty and the Creek” Traffic Signal Box Public Art Project – Cultural Arts Commission (CAC):

Mrs. Marsha Hassell, Chairman of the Cultural Arts Commission, thanked City Council for inviting her to speak on “Beauty and the Creek.” Ms. Hassell stated that art is important and that it has an economic value as it attracts tourism. She stated the traffic signal box project is a low risk, high reward project and that the results of a survey conducted by the CAC shows that citizens in the City want an expression of art. She stated the Town of Mount Pleasant participated in this program and it was widely embraced by the community. Mrs. Hassell stated that Mr. Broom suggested traffic boxes be used as the art displays since traffic will be stopped and the Goose Creek Artist Guild, local high school students, and interested artists will be invited to submit art work; and, that a local vinyl wrap vendor will be engaged to process and install the artwork. She stated The Goose Creek Gazette, homeowner association newsletters, Goose Creek schools; art teachers, social media, the City’s website, the Facebook Cultural Art’s Commission page, and Cultural Art’s Commission Meeting and City Council Meetings all can be used as outlets to notify citizens of this project. Mrs. Hassell shared three (3) quotes she received: Low Country Wrap was \$550 a box; Charleston Wraps was \$11 per square foot and TGI Signs, which is the vendor that Mount Pleasant used, was \$700. Ms. Hassell presented examples of wrapped boxes to City Council.

Mr. Broom stated that he met with the CAC last week and recommended to limit this project to traffic signal cabinets as they are more visible and the same size. He stated we will need to get permission from the Department of Transportation (DOT). He stated he spoke with Mr. Josh Johnson who stated they will be allowed with an encroachment permit, but they have very specific guidelines regarding content. Mr. Broom stated he would limit the scope to Saint James Avenue.

Mayor Habib suggested City staff find out how many boxes are on Saint James Avenue. Councilmember Tekac inquired if the CAC could look at vendors in the City limits. Mr. Broom suggested Carolina Signs and Minuteman Press.

III. Facilities Use Policy:

Mr. Moore shared potential facilities, owned by the City, that could possibly be available for use and their times. He explained the information he would be discussing excluded the golf course.

Community Center:

- Multipurpose (MP) Room one (1) and MP Room two (2) are only available during scheduled Community Center business hours Monday through Friday 6:00am-9:00pm and Saturday 7:00am-7:00pm.

- Gymnasium one (1) and gymnasium two (2) are only available Monday through Thursday 8:00am-9:00pm; Friday 8:00am-8:00pm and Saturday 9:00am-2:00pm.

Activity Center:

- Gymnastics Floor (90 Minute Rental) is only available Monday through Thursday 8:00am-9:00pm; Friday 8:00am-8:00pm and Saturday 9:00am-2:00pm.

Fire Station I – Headquarters:

- Fire Station Headquarters Training Room is only available during normal business hours which are Monday through Friday 8:00am-5:00pm.

Seniors Center:

- Seniors Center which includes the use of the dining room, restrooms and kitchen serving area only, plus a staff member for the opening building, monitoring the event and locking the facility.

Mr. Moore stated a minimum of two (2) hours will be charged for all rentals. He stated half-hour rentals are not allowed and renters cannot arrive, decorate, drop off food etc. before their rental time starts. Mr. Moore stated facilities are rented and scheduled depending on an hourly basis between designated hours. He stated payment and all event details must be finalized at least fourteen (14) days prior to the reservation. He stated reservations made less than fourteen (14) days in advanced may be accommodated only if scheduling and staff permits. Mr. Moore stated a seven (7) day notice of cancellation is required to receive a refund. He stated refunds will not be given for cancellations made less than seven (7) days prior to the event. Mr. Moore stated any event that extends past the allotted time may result in additional fees and the rates are typical to those that the Recreation Department uses. He shared the table below with City Council:

Room	Rental Fee's
MP ROOM 1 (RED)	\$60 (\$70 Non-Resident)
MP ROOM 2 (PRESCHOOL)	\$45 (\$55 Non-Resident)
GYMNASIUM 1 OR 2	\$60 (\$70 Non-Resident)
GYNMASTICS FLOOR (90 MINUTES)	\$175
FIRE STATION HEADQUARTERS	
TRAINING ROOM	\$100
SENIOR CENTER (BERKELEY COUNTY RESIDENTS ONLY)	
DINING ROOM	\$70

Mr. Moore stated regarding the gymnastics floor rental, gymnastics coaches are required to be there for the safety of the children. Discussion began between Mr. Broom, Mr. Moore and City Council around guidelines for facilities use and who is responsible for payment of rooms for public meetings that are not City related.

It was decided that meeting rooms may **not** be used for any of the following:

- Fundraising
- Commercial Activity
- Religious or Anti-Religious Activity
- For the Benefit of Private Individuals
- Any use for which the City of Goose Creek determines is not consistent with the mission of the City.

It was decided that any rooms that are rented will require payment.

IV. Certified Goose Creek Local Campaign:

Mr. Brady stated the Certified Goose Creek Local Campaign is an extension of the #CREEKRISING and new branding initiative. He stated the language for this initiative is from the Town of Mount Pleasant. A PowerPoint presentation was provided by Mr. Brady wherein the following criteria's that would have to be met before a business can be certified as a Goose Creek Local Business were discussed.

- Business must be privately held and located in the city limits – no corporate or national headquarters out of state.

- Owners who have a controlling interest (>50%) reside in the Berkeley-Charleston-Dorchester region.
- Independent decisions regarding the name and look of the business, purchasing, practices and distribution are made locally.
- Businesses pay all their own marketing, rent and other expenses.

The PowerPoint presentation displayed a logo that can be exhibited if a business meets these criteria. Mr. Brady shared the benefits of being certified as a local business which are the following: the business will be listed in an online certified local business directory and map; a printed window cling and digital graphics will be provided for use on storefront, website, and digital communications and lastly, the business will receive regular contact from City staff and regular communication from the Economic Development Director.

Councilmember Tekac shared an idea regarding the sports teams for Stratford and Goose Creek High Schools wherein he stated at the end of the year, the team that won the most will be crowned the Creek Rising Cup.

V. Fire Truck Design Discussion:

Mr. Broom stated back in August City staff began the process of designing a new fire truck. He stated he attended a meeting with all the fire fighters and received feedback on how we can make the trucks more safe, efficient, and function better. He stated Chief Chapman used this input and sent these specifications out for bids. He stated the proposal will be due March 7, 2019. Mr. Broom stated the bid was sent to eight (8) or nine (9) companies and we are proposing to replace Engine One (1) housed at Fire Station Headquarters. He stated this engine is a seventy-five (75) foot quint purchase in 2007 for less than \$500,000. Mr. Broom stated the Fire Department was transitioning to a traditional pumper which is like Engine Three (3), and it was purchased in 2015 for \$455,000. He stated Engine One (1) is not the oldest truck, but it is in the worst shape and it's an American La France Quint, which is no longer in business, hence we have a difficult time getting parts for repairs. Mr. Broom stated City staff is proposing to buy a pumper with a 500-gallon tank and a 15,000 gallon per minute pump. He stated City staff budgeted \$507,000 broken into three (3) years, with this year being the first and wherein it was budgeted using a 3.25% interest rate. He stated for this year it would be \$122,160 principle and \$11,040 interest if we start payment in April.

Mr. Broom stated City staff would like to get the bids by March 7, 2019 and put out a request for proposal (RFP) for financing to all the banks located within City limits. Mr. Broom stated he would like to bring this request for financing to the April City Council Meeting for City Council's approval. Mr. Broom showed City Council a PowerPoint slide of Engine Three (3).

VI. Crowfield Clubhouse Expansion Pro Forma:

Mr. Broom stated this is a follow up on the Crowfield Clubhouse Expansion discussion. He stated City Council previously requested two (2) estimates for building a fifty (50) person meeting space and two hundred (200) person event space.

He stated the consensus was that a two hundred (200) person event space interested City Council, therefore Mr. Sanders contacted three (3) comparable facilities to receive staffing, booking and budget numbers.

Mr. Broom presented a PowerPoint slide that showed the rental rates that he and Mr. Sanders came up with based on other facilities:

- Weekday (M-Th) Resident: \$1,000
- Weekday (M-Th) Non-Resident: \$1,500
- Weekend (Fri-Sun) Resident: \$2,500
- Weekend (Fri-Sun) Non-Resident: \$3,500

He stated there are different rates for resident and non- resident, as well as weekday and weekend rates. He stated they assume to have a seventy percent (70%) weekend, Friday and Saturday occupancy rate; a thirty-five percent (35%) occupancy rate for Sundays, and a twenty-five (25%) occupancy rate for Monday through Thursday, which is to one hundred and forty-two (142) days per year. He stated the projected staffing is as follows:

- Restaurant / Banquet Operations Manager (x1)
- Executive Chef (x1)
- Banquet Space Rental Manager (x1)
- Bartender/Server Full-time (x2)

- Cook Full-Time (x2)
- Night Custodian (x1)
- Custodian Part-Time (x1)

He stated when Mr. Sanders and he plugged the new projected revenue and expenditures, they compared them to the 2019 budget. He stated it resulted in a \$22,000 profit. Mr. Broom stated this is heavily dependent on the occupancy rates which is currently just an estimate. Discussion began regarding rates, cost of building the facility, and possibly contracting staff.

VII. Executive Session:

Mayor Habib stated City Council was going into executive session to discuss the following:

- a) Section 30-4-70 (a) (2) Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property – sale of city-owned property – RFP for real estate services
- b) Section 30-4-70 (a) (1) Discussion of employment – Planning Director vacancy.

Mayor Pro Tem Condon made a motion to go into Executive Session. Councilmember Tekac seconded the motion. All in favor, none opposed. (7:22 p.m.)

Mayor Pro Tem Condon made a motion to come out of Executive Session. Councilmember Tekac seconded the motion. All in favor, none opposed. (7:40 p.m.) No action was taken while in Executive Session.

VIII. 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 7:42 p.m.

Kelly J. Lovette, MMC
City Clerk

Date: April 9, 2019

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.