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City of Walterboro

242 Hampton Street

Walterboro, South Carolina 29488

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Walterboro, South Carolina 29488-0008

Walterboro City Council
Regular Meeting
February 23, 2016
City Hall
6:15 P.M.

A G E N D A

I. Call to Order:

1. Invocation.
2. Pledge of Allegiance.

II. Public Input on Agenda Items:

III. Approval of Minutes:

1. Minutes of the February 9, 2016 Regular Meeting (Minutes attached).

IV. Old Business:

V. New Business:

1. Consideration of Funding Recommendations from the Accommodations Tax Advisory Board (Memorandum attached).
2. Request for Street Closings for "The Warrior Ride" on March 24, 2016 by David Hansen, SC Coordinator (Memorandum attached).
3. Consideration of Cancelling the March 8, 2016 Regular Meeting.

VI. Committee Reports:

VII. City Manager's Report:

1. Introduction of Michael Crosby, New Public Works Director.

VIII. Executive Session:

1. Discussion of Negotiations Incident to Proposed Contractual Arrangements - I-95 Business Loop Project.

IX. ADJOURNMENT.

Walterboro City Council
Regular Meeting
February 9, 2016

MINUTES

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, February 9, 2016, at 6:15 P.M., with Mayor Bill Young presiding.

PRESENT WERE: Mayor Bill Young, Council Members: Jimmy Syfrett, Paul Siegel, Tom Lohr, Bobby Bonds, James Broderick and Judy Bridge. City Manager Jeff Molinari, City Clerk Betty Hudson, and City Attorney George Cone were also present. There were approximately 8 persons present in the audience.

There being a quorum present, Mayor Young called the meeting to order and welcomed everyone to the meeting. Council Member Syfrett gave the invocation, and Council Member Broderick led the pledge of allegiance to our flag.

PUBLIC INPUT ON AGENDA ITEMS:

No public comments or questions were received on agenda items.

APPROVAL OF THE MINUTES:

Upon motion of Council Member Bridge, seconded by Council Member Broderick, the following minutes were unanimously approved as presented by Council:

1. Minutes of the December 16, 2015 Work Session on the I-95 Business Loop Project.
2. Minutes of the January 12, 2016 Public Hearing and Regular Meeting.
3. Minutes of the January 26, 2016 Regular Meeting.

OLD BUSINESS:

There was no Old Business before Council.

NEW BUSINESS:

1. Ordinance # 2016-01, An Ordinance to Amend Appendix A, Meetings of Council; Section 2.201, Meetings, Places; Open to Public, of the Code of Ordinances of the City of Walterboro, South Carolina, First Reading

City Manager Molinari briefed Council that this proposed ordinance would change our meeting schedule for City Council from the second and fourth Tuesday of each month to the first Tuesday of each month. The meeting time and location would not change, but we would change from twice a month to once a month. He explained that there may still be a need for Council to call special meetings from time to time to conduct City business.

A motion was then made by Council Member Bonds, seconded by Council Member Syfrett, to give first reading approval to Ordinance # 2016-01, to change the meeting date for City Council from the second and fourth Tuesday each month to the first Tuesday each month. At this point, the Mayor stated that this also gives us the opportunity to have work sessions on the other Tuesdays if we need. It also frees us up maybe to be more involved with the Southern Carolina Alliance, which often has meetings the same time as our meetings. We can always call a special meeting if the workload gets too heavy or if there is something that needs immediate attention. This is something that we want to try and we'll go forward with that.

The motion then passed with all Council Members voting in favor.

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2. **Discussion of the Potential Uses of CDBG Funds**

City Manager Molinari reminded Council that on January 12, 2016, Ms. Kim Mullinax of Lowcountry Council of Governments was here to conduct a public hearing for CDBG priorities for the next funding cycle. At our retreat, a week and a half ago, Council had some discussion about our priorities for the coming year. Based on those conversations, the CDBG priority list is essentially the same as it was last year, which is:

1. Public Infrastructure
 - Improvements to Wastewater Treatment Plant
 - Upgrade of water and sewer lines as needed
 - Other projects as identified
2. Community Enrichment
 - I-95 loop project
 - Adaptive reuse of existing structures
 - Demolition of properties that are attractive nuisances
 - Others as identified
3. Multiple Activity Neighborhood Improvement Projects
 - North Lemacks Street
 - Other neighborhoods as identified
4. Special Projects as identified
5. Economic Development Projects as identified

Mr. Molinari pointed out that the top three (3) priorities would be eligible for funding. He asked for Council's favorable consideration of the CDBG prioritization list.

A motion was made by Council Member Siegel to approve the CDBG prioritization list as submitted by the City Manager. Council Member Broderick seconded the motion that passed unanimously.

3. **Request to Place Purple Ribbons Downtown on April 18, 2016 to the Week of May 23, 2016 for the Relay for Life Celebration Event**

A motion was made by Council Member Broderick, seconded by Council Member Bridge to approve the request to place purple ribbons downtown on April 18 through May 23, 2016 for the Relay for Life Event. The motion passed unanimously.

4. **Consideration of Reappointments to Boards and Commissions**

Next, City Manager Molinari informed Council that many board and commission members terms expired in January of this year. We reached out to those board members and several members have indicated that they would like to continue to serve on their respective board/commission.

City Manager Molinari then read the list of those persons who wished to continue to serve on their respective board/commission, after which a motion was made by Council Member Syftett to approve the reappointment of Boards and Commission Members as presented by the City Manager. Council Member Lohr seconded the motion that passed with all members voting in favor. The reappointments to the Boards and Commissions were as follows:

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Accommodations Tax Board

Alta Mae Marvin was reappointed for a 3-year term expiring January, 2019.
Susan McConnell was reappointed for a 3-year term expiring January, 2019.
Charlie Sweat was reappointed for a 3-year term expiring January, 2019.

Historic Preservation Commission

Sherry Cawley was reappointed for a 2-year term expiring January, 2018.
Lucille Powers was reappointed for a 2-year term expiring January, 2018.
Benjamin Cook was reappointed for a 2-year term expiring January, 2018.

Planning Commission

Jack Jackson was reappointed for a 4-year term expiring January, 2020.

Tree Protection Committee

Calvin Bailey was reappointed for a 2-year term expiring January, 2018.
Mitzi Carter was reappointed for a 2-year term expiring January, 2018.
Robert Wilkinson, III was reappointed for a 2-year term expiring January, 2018.

5. **Acceptance of Resignation of George Feild from the Economic Development Commission**

A motion was made by Council Member Bonds to accept the resignation of George Feild from the Economic Development Commission. Council Member Broderick seconded the motion. All in favor. None opposed. Motion Carried. The Mayor then said, we have accepted his resignation with appreciation for his service.

CITY MANAGER'S REPORT:

2016 Strategic Planning Retreat

City Manager Molinari then gave the following highlights of the 2016 Strategic Planning Retreat which was held on January 29-January 30 at the Wampee Conference Center in Pinopolis, South Carolina.

Mr. Molinari stated that the annual retreat was attended by City Council, the City Manager, City Attorney as well as the facilitator, Dr. Jon Pierce which began on Friday afternoon with a presentation by the City Manager. In the afternoon, the facilitator led City Council through a number of issues that were identified in the 2014 and 2015 retreats and went through each item one by one. He either checked some things off which had already been completed or discussed some things that still needed to be addressed.

The conversation/discussion on Friday afternoon set the stage for the discussion on Saturday morning and into the afternoon. Basically, what the discussions lead us to was we boiled down all conversations into six different priority issues being:

1. Business Development
2. Substandard Buildings
3. Annexation
4. Police Body Cameras
5. Entry Ways
6. City Boards and Commissions
7. Other Considerations

Mr. Molinari then gave a brief description of each identified priority issue as follows:

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1. **Business Development**

On the Business Development side, we focused more on the commercial and retail sector and talked about taking a closer look at our permitting process and potentially revising the process as needed to make it more friendly for people doing business with the City. We also discussed the possibility of having a City employee that would work with prospective businesses and walk them through the process that they need to get going. We also talked about potentially assisting owners of vacant buildings in securing new tenants.

2. **Substandard Buildings**

These are buildings that are currently not up to code. We looked at doing an inventory of vacant buildings; identifying and prioritizing the buildings that are in the worse condition, focusing on them, and also paying particular attention to the boundaries of the City and the different entrance ways in trying to enhance those areas.

3. **Annexation**

Mr. Molinari stated that there was a lot of discussion about closing what we refer to as "doughnut holes." Doughnut holes are areas that are surrounded by the City, but are not inside the City, and they don't receive City services. From a service delivery standpoint, it can cause confusion. South Carolina is a very strong property rights state. There are no avenues that allow municipalities to unilaterally annex areas that are surrounded by the City. So, it's challenging on many fronts. We also talked about putting together information for different enclaves or doughnut holes that we target to explain to the property owners the benefits of coming into the City - what the cost implications would be.

4. **Police Body Cameras**

Mr. Molinari further stated that we talked a lot about Police Body Cameras. The Police Chief has been working on this for some time. In fact, his department has been testing out some different body cameras and Chief Marvin will be coming to City Council in the next couple of months with a recommendation on the best company to outfit the department with cameras.

5. **Entry Ways**

Under Entry Ways, we asked the question, what is the first thing that people see when they come into Walterboro and what kind of impact does that have upon the impression that they have of Walterboro? So, we looked at clearing brush, removing trash, coordinating with the County from a Code Enforcement standpoint to try and enhance those areas, because from an economic development standpoint, the better impression that we create for people coming into the city, that is going to benefit both the city and the county.

6. **City Boards and Commissions**

Under Boards and Commissions, we talked about developing a detailed manual for the different boards and commissions that outlines their specific roles and responsibilities. We also talked about further exploring and defining the role of the City's Economic Development Commission.

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7. **Other Considerations**

In conclusion, Mr. Molinari noted that Council also talked about other items which included looking at the number and location of City polling places for the next election, and revising the ordinance specifying the number and date of City Council meetings.

Mayor Young thanked the City Manager for his report.

There being no further business to consider, a motion to adjourn the meeting was made by Council Member Bridge, seconded by Council Member Bonds and passed unanimously. The meeting adjourned at 6:50 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson
City Clerk



Accommodations Tax Advisory Committee

To: Walterboro City Council
Cc: Jeffrey P. Molinari, City Manager
From: Accommodations Tax Advisory Committee
Date: February 18, 2016
Re: Approvals at February 18th, 2016 meeting

At its regularly scheduled meeting held on February 18, 2016, the Accommodations Tax Advisory Committee approved the following requests for funding.

<u>Requests for 65% Tourism Fund</u>	<u>Requested</u>	<u>Approved</u>
Walterboro Tourism – Front Porch banners	\$ 5,000	\$ 5,000
Walterboro Colleton Chamber of Commerce	\$10,000	\$ 6,000

Should these requests be approved as submitted, the projected remaining balance for 2015-2016 will be approximately \$11,165. The remaining funds will be for consideration at the next scheduled meeting. Therefore, the Atax Advisory Committee respectfully requests City Council approve these items.

City of Walterboro Downtown Banner A-Tax Funding Request 2016-2017

Project Name: Downtown Banner Project

Amount requested from A-tax: \$5,000

Organization Name: Walterboro Tourism Commission (DMO)

Tax ID Number: 27-0473097

Contact Name: Michelle Strickland
Tourism Director
Secretary/Treasurer Walterboro Tourism Commission

Address: 1273 Sniders Highway
Walterboro, SC 29488

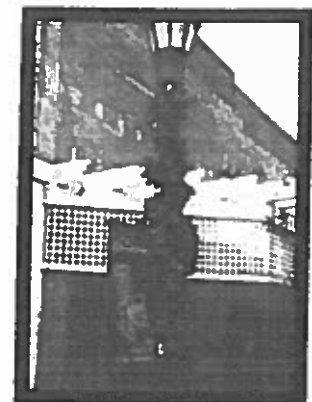
Phone & fax: 843-538-4353 office
843-909-4325 cell
843-538-4356 (fax)

Email: mstrickland@walterborosc.org

Project/Event Description (narrative)

You never get a second chance to make a first impression. Clean roadways, parks, neighborhoods and city facilities make an impact on residents and visitors alike and can affect tourism and economic development activities. Walterboro recently completed a downtown arborscape project that included new tree plantings, sidewalk and curbing repairs, and specialty paving crosswalks. Brick monument columns were placed at key intersections.

Now it is time to address the downtown banners (shown here: photo taken December 2015) Many have fallen off, and the ones that remain are faded and in need of replacement. Here is an example of one that has partially fallen. These banners line the street on Jefferies Boulevard from Wichman



Street to Hampton Street, East Washington Street from Jefferies Boulevard to Memorial Avenue, and Walter and Lucas Streets. There are 79 poles on East Washington, Lucas and Walter Streets, and 25 on Jefferies Boulevard.

The most significant beautification project that the city has undertaken is the I-95 Business Loop. The city has identified a 6.35 mile transportation corridor that runs through the city from I-95 exit 53 to exit 57. The project includes sidewalks, crosswalks, landscaped medians, wayfinding signage, ornamental street lighting and decorative mast arms.

The Walterboro Tourism Commission would like to oversee the installation of the downtown banner project and ensure that it compliments the loop project and the downtown arborscape project. (current banner design shown here)

The result will be a cohesive NEW design that enhances the visitor experience and makes Walterboro more memorable to tourists, which can impact our number of hotel/motel room nights.

The duration of this project is fiscal year July 1, 2016 thru June 30, 2017.

Benefit to Tourism and/or the Community

There is an economic benefit to tourism, and in tourism, image is everything. The downtown banner project will not only help beautify downtown with color and vibrancy, it will further drive our branding campaign with our red rocking chair logo and "front porch of the lowcountry" slogan.

WTC projects this project will increase accommodation tax dollars by 1%. Statistics show in the fiscal year 2014-2015 there were 209,934 visitors to the Walterboro/Colleton area:

222,530 A Tax (Walterboro-Colleton County excluding Edisto Beach)
divided by 2% = 11,126,500 total hotel sales
11,126,500 divided by \$53 (\$ avg. night) = 209,934 number of nights
209,934 divided by 2 (avg. number of nights per stay) = 104,967 groups
104,967 x 2 people (avg. party number) = 209,934 visitors per year
To achieve the 1% increase the goal is to add 39 additional room nights.

Budget: Quote Attached



**City of Walterboro
Accommodations Tax Funding Request 2016**

Project Name: Turkey Trot 5K Run & Walk K/St. Patrick's Day 5K Run & Walk
Amount Requested \$10,000
Organization Name: Walterboro-Colleton Chamber of Commerce
Tax ID Number: 570293773
Contact Name: Jeremy Ware
President
Walterboro-Colleton Chamber of Commerce
Address: 403 E. Washington Street
Walterboro, SC 29488
Phone & Fax: 843-549-9595
843-549-5775
Email: chamberpresident@colletoncounty.org

PROJECT/EVENT DESCRIPTION (NARRATIVE)

The Walterboro-Colleton Chamber of Commerce, an I.R.S. designated 501(c) 6 nonprofit organization, is dedicated to the promotion of business and economic well-being in the City of Walterboro and Colleton County. The Chamber of Commerce is recognized as the premier source of information on the entire community including tourism, events, activities and business information.

Every year the Walterboro-Colleton Chamber of Commerce hosts these two races not only for local family recreational activities but also to attract tourists from all over the world. Last year we had over 5 different states attend these events.

Benefit to Tourism and/or the Community: We will insure sustainable economic growth for the City of Walterboro through the development of increased tourism dollars and secondary growth of businesses related to and benefiting from tourism. By enhancing the image of Walterboro through these events and advertising campaign, we will create a positive atmosphere of community involvement that supplements tourism's crucial function of economic, cultural and social development of our area. This application of promotional dollars will result in a stronger economy consistent with the economic development plan and increased overnight stays.

Project Tracking: Tools will include but are limited to visitor information logs at the Welcome Center and Chamber of Commerce, visitor sign-in records at tourist destination points, website visitor statistics, sign up rosters for the event, brochure distribution and replenishing statistics, visitor map usage (at lodging sites) and event statistics through collaborative reporting of community activities and organizations.

Project Duration: February 2016 – November 2016. St. Patrick's Day race will be on March 19, 2016 and end on March 19, 2016. The Turkey Trot will begin and end on November 24, 2016.

Permits: We will request road closures but will not need permits.

Funding: \$10,000. The accommodations tax funding supports our comprehensive advertising campaign to improve our advertising via, print, multi-media, radio, brochure distribution and signage.

Project Summary: Accommodations Tax Funding: Fiscal Year 2016

FUNDING'	<u>\$ 10,000</u>	
TOTAL FUNDING		<u><u>\$ 10,000</u></u>
EXPENSES:		
Advertising		
Broadcast Media	\$ 2,500	
Print Media	\$ 2,500	
Marketing and Promotions		
Promotional Material, Media Kits	\$ 1,000	
Flyers, Maps, Brochures, Banners	\$ 1,000	
Signs, Posters, Website, Social Media	\$ 1,000	
Facilities & Services		
Signage, Displays, awards	<u>\$ 2000</u>	
PROJECT TOTAL		<u><u>\$ 10,000</u></u>

Jeff Molinari

From: Moncks Corner Inn <monckscornerinn@homesc.com>
Sent: Wednesday, February 17, 2016 11:35 AM
To: jmolinari@walterborosc.org
Cc: Team Racine
Subject: Warrior Ride in Walterboro

Mr. Molinari:

On behalf of the “Warrior Ride” I want to thank you for meeting me on February 16th, 2016 to discuss our plans on visiting the city Of Walterboro & Colleton County on March 24, 2016.

The Warrior Ride is a non – profit 501(3) organization located in Oak Island North Carolina with a mission of rehabilitation for our wounded war heroes, by implementing challenging adaptive bicycling and morale events throughout the United States.

Our plans would include starting our route @ the Victory House for Veterans in Colleton County then visiting Colleton Middle school, Colleton Preparatory school & Forest hill Elementary. We also would like to include on our route the Historic Walterboro Business district.

We would also request the help of the Walterboro Police & Fire Department during our ride.

Again, thank for meeting with me and I hope you will permit the “Warrior Ride” to visit Walterboro on March 24th, 2016

Sincerely,

David Hansen
843 478 2943

CC: Bob Racine



The Warrior Ride is a non-profit 501(c)3 organization founded in Oak Island, North Carolina with a mission of rehabilitation for our wounded war heroes, by implementing challenging adaptive bicycling and morale events throughout the United States. The Warrior Ride founders believe that with the events our nation's wounded warriors are able to take pride in the skills they have and redefine their capabilities through accomplishment in an atmosphere of camaraderie and support. The Warrior Ride uses adaptive bicycling and other morale building events, such as kayaking and golf as a tool for recreation and rehabilitation. **There is no cost to the Wounded Warriors to participate in "The Warrior Ride" events. All expenses are paid through donations and grants.**

Vision

The Warrior Ride vision is to provide our nation's wounded warriors the opportunity to find their own starting line for a new future and to bring community support and awareness of the sacrifice our heroes make in their effort to keep freedom free and to offer communities the opportunity to thank our nation's heroes.



With our dedicated staff and our financial supporters the sky is the limit.

Help us make more events possible.



Tom can only recall through a haze the spray of small arms fire that blew his Navy helicopter out of the night sky. It was roughly 20 years ago, during the first Gulf War, Tom describes it mildly as a "hard landing" from the chopper's 100 foot fall. His helmet had come off, leaving no buffer when his head hit against the aircraft on impact. This was Tom's second combat head injury, but this one was far more serious and left him to struggle with a Spinal Cord Injury, Traumatic Brain Injury and Post Traumatic Stress. Tom, his wife Lori, and their children Port and Marina reside near Wilmington, NC. It was 3 years ago, when Tom read in the Wilmington newspaper that The Warrior Ride would be in town. Tom went to one of the published rest stops during the event to say "Thanks". Tom met Bob Racine and said, "I'm a wounded warrior, how can I get involved with this?" Bob asked Tom if he could ride a bicycle. Tom was wearing jeans, so Bob duct taped his pant legs to keep them from getting caught in the derailleurs. Since that day, Tom has been actively involved in The Warrior Ride events, and credits his participation in the events with helping him reduce the number of medications he takes.





About Us

THE WARRIOR RIDE was founded by a husband and wife team (Bob and Debra Racine) from Oak Island, NC. After their first cycling event in 2005, they knew that adaptive cycling presented itself as a tool for recreation and rehabilitation for wounded service members.

Bob and Debra believe that with recreational therapy and the camaraderie of being with peers who have similar experiences it can help put our nation's heroes on the path to healing. Adapting bicycles to injuries can be challenging, but they make it work.

Bob is a three tour Vietnam Vet and one of the founding members of Delta Force. After being mistreated and receiving zero honor from the American Public upon his returns from Vietnam, Bob promised himself that if there was another war, that he would be on the forefront of welcoming home and honoring our defenders of freedom. Being a Veteran himself Bob understands the sacrifices made every day by our Servicemen and woman.

The Cycling events are Bob and Debra's way of saying "Thank You" to our nation's heroes. "This is our life work, our personal ministry, and one of the greatest joys of our life."



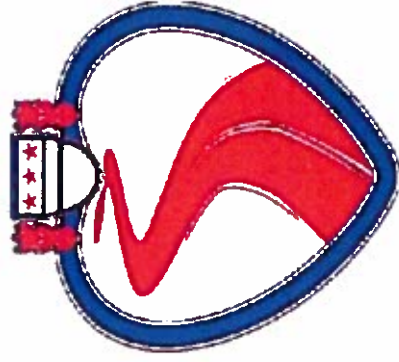
Contact Information

1401 East Oak Island Dr.
Oak Island, NC 28465
Office: 910-278-4612
Web: thewarriorride.org

Email:

teamracine@thewarriorride.org

THE WARRIOR



RIDE



"Warriors Helping Warriors"

