

**Minutes
Building Codes Committee
September 4, 2018
6:00 PM
2nd committee meeting**

Members present were Chairman Dale Black, Committee members Carol King and Larry Goodson. Interim City Administrator Bryan Turner and Interim Assistant City Administrator Van Broad were also present.

1. Call to order- Chairman Black
Chairman Black thanked everyone for their help while he was gone.
2. Public comment- None
3. Reading and approval of minutes- August 6, 2018
Councilwoman King made a motion to approve the minutes with Councilman Goodson seconding. The vote was unanimous (3-0).
4. Reports or communications from city officers
 - a. Budget Review- The budget is 90% of an 84% expected budget. Staff is responding well to changes in the department.
 - b. Department report- The credit card system should be up and running soon. Applications for permits and business licenses are now online. View Permits is looking to see if the online building permits will be able to integrate into their system. Plan reviews and zoning reviews may be able to be done online as well. We have surpassed last year's commercial permit valuations. There is an additional project coming soon and that alone is valued at \$25 million dollars. Residential valuations have also passed last year's valuations. Residential growth spurs more activity in the community.

Chairman Black asked about a statewide license fee. Will this change our process? Mayor Raines said the state is trying to get cities to standardize classification. Councilwoman King said the classification code would be the same statewide and so the fee would be the same. There will be an administrative fee for this from the MASC. Chairman Black asked if our software would allow for this. Mayor Raines said the state would calculate how much is owed to each City. Van said we are trying to use the software to its full extent and capacity. There may be a purchase to upgrade the system

we have. The state would have its own portal and each city would have to choose whether or not to participate in the program.

Chairman Black said we need to make sure to advertise that we can take credit card payments. Councilwoman King said she has had to deal with probate court lately and the lady who works there does everything at her desk- the card is swiped right there.

Van said we are using the SC.gov credit card system. It doesn't cost the city, the user pays the fees. Chairman Black said he wants to make sure everything is working because we have had trouble in the past with our software systems.

Councilwoman King said several months back there was some talk about looking at the classification and rates for business license. She said that needs to be looked at with everything else that is going on. Chairman Black asked about the requirement for tax returns. Van said he has heard mixed reviews on what other people require. We will be looking into that.

Van said the department is having a weekly staff meeting and business license rates were discussed. Some cities automatically raise rates every year.

5. Unfinished business
6. New business
 - a. Telecommunications franchise agreement- MCI/Metro is doing business with the fiber optic arm of Verizon Wireless. It is a \$1000 yearly fee to the City for access. This is like the franchise agreement we just passed a few months ago. There is nothing different. The ordinance is not ready for committee but will be ready for council.

Chairman Black said he doesn't think this would be a fee on the bill for residents. Councilman Goodson made a motion to send the ordinance and franchise agreement to council with Councilwoman King seconding.

Chairman Black asked that both documents be sent out before the council meeting. The vote was unanimous (3-0).

7. Public comment- None
8. Committee concerns
9. Adjournment- Chairman Black adjourned the meeting.

Respectfully Submitted,

Cindy Miller

Municipal Clerk

NOTICE: A majority or quorum of City Council may attend a committee meeting.