

Minutes  
EPD Committee Meeting  
June 1, 2020  
6:00 p.m.  
4<sup>th</sup> committee meeting

Members present were Chairman Taft Matney, Committee members Diane Kuzniar and Mayor Merritt. Community and Development Director Van Broad and City Administrator Brandon Madden were also present.

1. Call to Order- Chairman Matney
2. Public Comment- None
3. Reading and Approval of Minutes
  - a. EPD Committee Meeting: June 1, 2020  
Councilwoman Kuzniar made a motion to approve the minutes with Mayor Merritt seconding. The vote was unanimous (3-0).

4. Reports or Communications from City Officers
  - a. Department Reports

Community Development Director Van Broad  
Budget Review

5. Unfinished Business- None

6. New Business
  - a. Cultural Center lease agreements and rules- This is for information only.

The renovation of the auditorium gives us a great rental space for weddings, corporate events, etc. We are adding the amphitheater and auditorium to current rental guidelines. Staff has drafted plans, policies and rental agreements which are currently used in several formats with current tenants at the center as well as updated requirements staff would like to see discussed with adjustments and approval by council. The policies and recommendations of staff are typical of multiple event and rental spaces throughout the upstate. Based on those findings and in keeping with current agreements, staff prepared these documents. Community and Development Director Broad asked committee to read these documents and provide any comments.

Mayor Merritt asked about the staffing for after-hours events if it is needed. Would the person who is in the office all day be the same person expected to stay after hours? Van said there is a maintenance person that comes in part-time, and we would look to them to be additional staff presence if needed. If alcohol is served, the police department staff would have to be onsite.

Mayor Merritt said the facilities would be open about 14 hours a day and that would mean staffing between 3.5 people. Van said we either need to hire more staff if we continue to expand programming, or we say this is our limit. Staff needs to know when we say enough is enough. Mayor Merritt said the department continues to raise the bar.

Councilwoman Kuzniar asked if the rental pricing has changed. Mr. Broad said no. Some of the information presented is from 2008. The Art Haven is due an increase. They pay \$750 a month for two rooms. Some do not rent rooms but pay a percentage of their pupils' payments. Woodcarvers use a room for free. The Rotary Club paid \$25,000 for the front room renovations and have the room leased until 2021. This policy is based on a conglomeration of things from the past. This property is a public trust and should have a cheaper rental cost than private properties.

Councilwoman Kuzniar made a motion to hold this item on the floor for future consideration. Mayor Merritt asked if we want Council feedback, should it go to the Finance committee? Chairman Matney said this item falls under this committee and should stay here until a recommendation is made by the EPD committee that could be forwarded to Finance or Council. Mayor Merritt seconded the motion. The vote was unanimous (3-0).

7. Public Comment- None

8. Committee Concerns

Chairman Matney said Van's staff is handling a lot, our programs are growing, and when the Council agenda item comes up to use \$40,000 out of hospitality and accommodation funds for a full-time Event Coordinator, please consider voting favorably.

9. Adjourn- Chairman Matney adjourned the meeting.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk