City Council Planning Retreat Summary - Friday, February 26, 2016
Madren Conference Center
8:30 a.m. – 3:30 p.m.

Summary of Planning Session Retreat:

1. City Council started the planning retreat by receiving reports from City Department Heads regarding the accomplishments of the past year and departmental goals for 2016.

2. Council reviewed the status of several projects or initiatives that are currently in progress or will be started in the near future. A summary of those items is as follows:

Projects/Initiatives remaining to be completed – or – "What's left on the plate from last year?"

- Berkeley Drive Pedestrian Bridget project: to be bid in March for summer construction start.
  - Estimated construction time – 10 months.
  - Concerns: construction price escalation over past two years of delays.

- Fire Substation – design and construction – contractor to be selected in March 2016.
  - Will require a General Obligation Bond issuance in August 2016.

- Cochran Road Office & Laboratory building construction:
  - Goodwyn, Caywood, Mills – design architecture to be completed in April.
  - Bid in May for summer construction start.
  - Concerns: square footage is greater than previously anticipated, which will lead to higher construction cost result.

- Downtown College Avenue:
  - Storm drain replacement project – will require completion of eminent domain proceedings.
  - Water and sewer line construction – to be completed in March.
  - Concerns: additional costs will be incurred for curb & gutter replacement and brick paver sidewalk repairs.

- Old Calhoun District Streetscape project:
  - Bid award in April for May construction.
  - Concerns: budget increase is needed to cover engineer's estimate. Delivery of mast-arm traffic signal structure will require significant lead time.

- Clemson "re-imagining CAT" route and operations analysis:
  - Study to start in March – will take 12 months to complete.
  - Could be a significant change in routes and operating costs.
  - Could require additional or changes in bus fleet.
  - Concerns: long-term local operating revenues will need to be developed.

- Highway 123 retaining wall project: contractor repairs will require two months for completion.

- College Avenue to Pump Station #7 Flow study:
    - Results should be available in March or April.
    - Developer agreement would provide $125,000 of contribution to capacity improvements.
    - Would need to be designed, bid and constructed in summer 2016.

- Pendleton/Clemson WWTP flow issues – sewer trunk line – installation of flow meters to record actual flow to the plant need to be installed this summer. Issue of Advancing Flow Agreement with SC DHEC has not been filed at this time.

- Clemson Park Master Plan:
    - Should be completed by May 2016.
    - Council will budget for improvements with FY 16/17 budget development process.
    - Consideration of name change?

- SMS4 – Stormwater Permitting Process
    - Permitting and public education process development will continue over the next 18 months.
    - Mapping efforts will be accelerated during the next fiscal year.

- Chapman Hill/Issaqueena Trail/Camelot intersection: traffic signalization installation.
    - Thomas & Hutton to finalize intersection design and submit SCDOT permit
    - Mast arm signal structures will require five month lead time.
    - Additional right-of-way may or may not be required for change in sight triangles.

- Tottie's Place greenway: additional sidewalk and pedestrian bridges should be installed during the next year.

- Town of Central dispatching agreement expires on June 30, 2016.

- City Council ordinance issues:
    - Short-term rental permitting and regulations?
    - Game-day Parking – regulations and permitting/business license?
    - Noise ordinance amendment?

- Building & Codes Administration workload:
    - $80 million of permitted private construction in calendar year 2015
    - Estimated permitted construction of $120 million in 2016.

3. City Council used a round table discussion to briefly identify issues that should be addressed or considered during the next year. Following the identification of issues, Council members ranked the priority of these issues by using the 10/3 priority rating system. Each Council member was allotted 10 priority stickers to utilize in marking their priority, with not more than 3 stickers to be placed on one item. The issues are identified below, with the priority ranking points as tallied:

a. Focus on the multiple projects, issues and initiatives that are already in process. **(7 points).** Make sure that we follow-through and complete these items in an effective manner.

b. Consider a potential public/private partnership for Downtown Clemson that could result in a significant private, taxable development which could provide land for the City to develop a second public parking deck facility. **(9 points)** Mayor Cook is involved with these possible partnership discussions at this time.

c. CATbus issues: **(7 points).**
   - ⊗ The "re-imagining CATbus" project will be extremely important in determining the long-term future success of CAT in establishing new routes that improve ridership, provide enhanced service levels, and find the means of serving locations that do not have access to transit routes. This will be a year-long process.
   - ⊗ Even with the recent $2.75 million grant to acquire 8 replacement buses, CATbus will still have 6 buses that are at or beyond their expected life. Additional grant funding will need to be located in the near future for this purpose.
   - ⊗ Proceed with conversations with Clemson University regarding potential electric bus options on campus routes. (Meeting with Johnson Link's staff and visit to Proterra is already being scheduled). The Tiger 8 grant application is due in two months – if this is something that both parties desire to pursue.
   - ⊗ GPATS Section 5307/5340 funding reductions are anticipated:
     - o Total reduction to the UZA allocation was experienced in FY 16.
     - o The CU commuter mileage component of the allocation formula has not been resolved at this time.
   - ⊗ Tri-County/Pendleton Route – there still exists the need for local operating financial match for this route. Also, the future transportation for Bridge to Clemson students has not been discussed (when Douthit Hills housing complex is completed).

d. Create special events for Downtown Clemson on a scheduled and regular occurrence, similar to Greenville's Downtown Alive **(5 points).**
   - Budget to host and promote with Hospitality Taxes.
   - Consider ordinance amendment issues – related to open container laws and having beer/wine in closed public streets.
   - Be considerate of merchant needs and schedules when planning events & times.

e. Continue to "maintain what we build" – pay attention to maintenance and appearance issues **(5 points):**
   - Budget to provide adequate funding for maintenance of assets and equipment.
   - Re-decking of Abernathy Park boardwalk will be needed in the coming year.
   - SRF loans for replacing aged water and sewer lines was a good investment for the City – and should be continued in future years.
   - New facilities will require additional maintenance budget – Fire substation building will be new in 2017.

f. Downtown parking issues – continue to monitor and address: **(4 points)**
   - "A good problem to have – but is frustrating that we could use more parking."
   - Determine best balance of long vs. short-term parking in the new 40 spaces that will be available in the Earle Street parking garage location in 2018.
   - Consider moving some long-term spaces from Keith Street to Earle Street locations?

g. Improve the audio and video capabilities in City Council Chamber: (**4 points**)
   - Recent comments about persons not being able to hear Council microphones.
   - Television screens are not effective in showing illustrations or narrative to both Council members and the public – examine other options to improve this.

h. Resolve game-day issues: (**4 points**)
   - Consider game-day parking regulations and/or licensing.
   - Consider short-term residential rental issues (AirBNB issues).
   - This needs to be done this spring – because some persons are already renting for the next football season.

i. Redevelopment of the old Planning Office into a Welcome Center & Police Substation: **(3 points)**
   - Begin process of planning/design for a new Welcome Center redevelopment.
   - Preserve some "public space" in front of the new building for non-profits to use in a similar manner to historical uses.
   - Consider if the Judge Keller statue can be incorporated into the redevelopment, because it is one of the oldest "town/gown" linkages in Clemson.

j. Keith Street Parking Deck: convert parking meters to electronic payment system (which could also be utilized for spaces in the future Earle Street public parking spaces): **(3 points)**

k. Continue dialog with developer of the Youngblood tract of land that was acquired a year ago: **(3 points)**
   - Developer is interested in future annexation and services from the City of Clemson.
   - Consider partnership opportunities for land use planning process, future road access, and long-term utility infrastructure requirements of this land area.
   - This area is one of only a few long-term growth corridors remaining for City.

l. Continue progress in becoming "paperless" organization: **(2 points)**
   - Google Docs is a good platform to move in right direction.
   - Council and staff will need training and support to move in this direction.
   - Cost savings will result with less paper and printer related costs.

m. Budget & complete an update of the City's Classification & Compensation Plan – in fiscal year 16/17**: (2 points)**
   - Some positions are getting difficult to fill (police and utility operators).
   - Ensure that compensation levels are competitive in the market.
   - Strong compensation plan will assist with employee retention in future.

n. Fire Substation Project – do it right the first time: **(2 points)**
   - Don't skimp on construction budget – build for life-cycle costing efficiencies.
   - Plan and budget for future operation and maintenance needs.
   - New community room should be well designed and functional for public and City training utilization.
   - Appearance is important and sends message to public about City image…this will be a 50 year building ….

o. Police Department should investigate creation of a "Internet Transaction Safe Zone" designated area: **(2 points)**
   - Similar to City of Lexington example. Internet transactions will continue to grow.

p. Pickens County – attempt to improve relationship and explore future opportunities that will benefit both county and city. **(2 points)**

q. Radio-read water meters – re-evaluate and get costs updated: **(2 points)**

r. Affordable housing will continue to be critical in future: **(1 point)**
   - Older and affordable housing stock continues to become "aggregated" for redevelopment projects.
   - PME Planned Development may assist in providing multiple levels of housing stock and styles – but this will be a few years away from reality.
   - Continue Community Development Fund activities to find smaller affordable housing solutions.

s. Sports Tourism – expand demographics and types of activities/sports**: (1 point)**

t. Consider a future "University/City Design Center": **(1 point)**
   - Future research assistance; option for internships; studio activities; etc.

u. Investigate alternative traffic speed control devices and other alternatives to slow traffic at various locations in the community. **(1 point)**

v. The following items were listed by Council members during the round table discussion, but received no priority points during the prioritization process:

   - Connect with "Think Tank" tenants – which could lead to future long-term economic growth and businesses in Clemson community.

   - Complete Clemson Park Master Plan & continue with Tottie's Place greenway development (both are already in progress and will continue in next year).

   - Larry's Carousel Dream!