

Administration Department

Interoffice Memorandum



TO: Mayor and City Council

FROM: B. Todd Glover, City Administrator

DATE: April 28, 2017

SUBJECT: Regular City Council Meeting of May 1, 2017

REGULAR COUNCIL MEETING

ITEM 5. PERSONNEL: Employee of the Quarter, October, November, and December, 2016 – Mandy Nelson, Tourism and Marketing Coordinator for the Department of Parks, Recreation, & Tourism

The City of North Augusta Employee Recognition Committee would like to recognize the employee of the quarter for October, November, and December, 2016, Mandy Nelson, Tourism and Marketing Coordinator for the Department of Parks, Recreation, & Tourism.

Mandy started her career at the City of North Augusta as a summer intern in May of 2011 from the Clemson University Parks, Recreation & Tourism Management Department. She worked three consecutive summer internships. Upon graduation and completion of her third summer internship, she was hired in August 2013 as a Part-time Center Coordinator. Mandy was promoted to full time Center Coordinator in January, 2015. With the change in the name of the Department, Mandy's position was changed to Tourism & Marketing Coordinator in January, 2017.

Mandy has been tasked with planning and supervising special events, activities, and festivals for the City of North Augusta. Mandy's responsibilities include the primary role in the Jack-O-Lantern Jubilee fall festival, the annual Christmas Tree Lighting, and Kid's Earth Day. Mandy managed over 150 craft vendors and an additional 30 food vendors for the 2016 Jack-O-Lantern Jubilee. Mandy's positive and professional attitude in dealing with so many different people in a fast and frenzied atmosphere has won the accolades of her fellow employees and management. Mandy's responsibilities for the Jack-O-Lantern Jubilee also include the coordination of the carnival rides as well as being a part of the team that selects the festival's musical entertainment, laying out the festival's footprint, and promoting the City's signature event through media.

Mandy's work can also be seen in the upgrading of the annual Christmas Tree Lighting event and Kid's Earth Day.

Mandy is also responsible for all aspects of marketing that includes brochures, website content, advertisements, and social media. Some of Mandy's handiwork can be seen on the big screen by the front office of the Activities Center as she keeps the information and activities up to date for our members and guests to view.

In addition to her new duties with Tourism & Marketing, Mandy also serves as the face of the front office of the Activities Center. She works the front desk for a major portion

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of her shift each day in helping walk-in customers, answering numerous phone calls, and supporting the athletic staff. She also serves as Co-Camp Director of the department's summer Adventure Camp. Mandy and fellow employee J.R. Williams have used their creative skills to produce a very popular summer alternative camp that is based on arts, crafts, games, field trips, and fun. Participation continues to grow for Adventure Camp each year and this summer will see the expansion of the previously 4 weeks to 7 full weeks and one mini-camp week during the July 4th holiday week.

Congratulations to Mandy Nelson, our employee of the fourth quarter of 2016. Mayor Jones will present her with a plaque, a \$25 gift certificate to SMS Sportsworld, and a \$25 Wal-Mart gift card.

**ITEM 6. PERSONNEL: **Employee of the Quarter, January, February, and March, 2017
– Tim Stembridge, PSO for the Department of Public Safety****

The City of North Augusta Employee Recognition Committee would like to recognize the employee of the quarter for January, February, and March, 2017 Tim Stembridge, PSO for the Department of Public Safety.

Tim started his employment with the City of North Augusta on March 14, 2012. He and his wife Crystal are the proud parents of a newborn baby boy, Easton.

Officer Stembridge works in the schools as a resource officer, volunteers to be part of the City of North Augusta's SWAT team, has served as a backup dispatcher for his shift, and is known to be the Department Facebook operator that keeps people informed of what's happening in the community in a timely manner. Tim has attended the Federal Law Enforcement Training Center Active Shooter training to become familiar with the latest in tactical training in large scale or small scale shooting situations. He has also trained to become a certified first medical responder. In addition to his regular duties, Tim recently spent his entire work day at North Augusta Middle School finger printing every student.

Officer Stembridge serves as the department liaison to the South Carolina Special Olympics. The vision of Special Olympics South Carolina is to be the leader in lifelong and unified sports programs for individuals with intellectual disabilities, empowering athletes to be valued members of their community and respected members of society. Tim has personally taken part in "Cops and Calabash" to help raise money for this effort. Last year Tim set a goal to raise \$5,000 and through his leadership North Augusta Public Safety raised \$5,057.30. Tim helped organize the first "Run with the Cops 5k/10k race to benefit Special Olympics. Tim's efforts have reflected great credit upon the City of North Augusta and the Department of Public Safety.

Officer Stembridge is also very involved in the Law Enforcement Torch Run. This run starts at the Savannah River Site and goes to the state capitol. Tim has been very active in selling hats, shirts, and getting runners to participate in the event.

PSO Stembridge is also an active participant in a program called "Real Men Read." The State of South Carolina ranks 39th in literacy. Tim has made it his mission to use his position to read to children in the area schools.

Tim Stembridge is a tremendous asset to the Department of Public Safety and the City of North Augusta workforce.

Congratulations to Tim Stembridge, our employee of the first quarter of 2017. Mayor Jones will present him with a plaque, a \$25 gift certificate to SMS Sportsworld, and a \$25 Wal-Mart gift card.

ITEM 7. CITY COUNCIL: Oath of Office – Mayor Robert A. Pettit, and Councilmembers Pat C. Carpenter, Fletcher L. Dickert, and David W. McGhee, Administered by Judge Thomas Murphy

Municipal Judge Thomas Murphy will administer the Oath of Office to:

**Mayor Robert A. Pettit
Councilmember Pat C. Carpenter
Councilmember Fletcher L. Dickert
Councilmember David W. McGhee**

Please see [ATTACHMENT #7](#) for the oaths of office.

ITEM 8. CITY COUNCIL: Mayor Pro Tempore – Selection by Council

Section 2-31 of the North Augusta City Code entitled “Mayor Pro Tempore”, states:

- (a) The council shall at the first meeting of the newly constituted council after any general election for municipal council, elect one of its members as mayor pro tempore for a term of two (2) years.
- (b) It shall be the duty of the mayor pro tempore to act as mayor during the absence or disability of the mayor, or in case of a vacancy in the office of mayor.

A majority vote of the members of City Council is required to select the Mayor Pro Tempore.

ITEM 9. CITY PROPERTY: Authorization to Approve the Exchange and Acquisition of Real Estate as Contemplated and Agreed Pursuant to the Master Development Agreement among the City of North Augusta, Greenjackets Baseball, LLC, Ackerman Greenstone North Augusta, LLC and Greenstone Hammonds Ferry, LLC as Recorded in the Office of the RMC for Aiken County on March 28, 2017 in Book 4654, Pages 723-821

A. Ordinance, First Reading

An ordinance has been prepared for Council’s consideration authorizing the approval of the the exchange and acquisition of real estate as contemplated and agreed pursuant to the Master Development Agreement among the City of North Augusta, Greenjackets Baseball, LLC, Ackerman Greenstone North Augusta, LLC and Greenstone Hammonds Ferry, LLC as recorded in the Office of the RMC for Aiken County on March 28, 2017 in Book 4654, Pages 723-821

Please see [ATTACHMENT #9-A](#) for a copy of the proposed ordinance.

B. Ordinance, Second Reading

Pending Council’s passage of the ordinance on first reading, it is submitted for Council’s consideration on second reading.

ITEM 10. ECONOMIC DEVELOPMENT: Authorizing the City Administrator to Execute a Contract with Brasfield and Gorrie, LLC Related to Construction of the Stadium within Project Jackson – Remove from Table/Resolution

May 1, 2017

Pending removal from the table a resolution has been prepared for Council's consideration to authorize the City Administrator to execute a contract with Brasfield and Gorrie, LLC related to the construction of the stadium within Project Jackson. This resolution was tabled on March 21, 2016.

Please see [ATTACHMENT #10](#) for a copy of the proposed resolution and supporting documents.

ITEM 11.

STREETS AND DRAINS:

Authorizing the City to Execute a Memorandum of Understanding Between North Augusta and the South Carolina Department of Transportation to Address Potential Traffic Impacts to the SCDOT Roadway System Resulting from Development of Ballpark Village at Hammonds Ferry - Resolution

A resolution has been prepared for Council's consideration authorizing the City to execute a Memorandum of Understanding between North Augusta and the South Carolina Department of Transportation to address potential traffic impacts to the SCDOT roadway system resulting from development of Ballpark Village at Hammonds Ferry.

Please see [ATTACHMENT #11](#) for a copy of the proposed resolution and Memorandum of Understanding.