

**BLYTHEWOOD TOWN COUNCIL/PLANNING COMMISSION**  
**JOINT MEETING**  
**SPECIAL CALL MEETING**

**THE MANOR**  
100 ALVINA HAGOOD CIRCLE  
BLYTHEWOOD, SC 29016  
WEDNESDAY, JUNE 15 2022  
6:00 PM

**MINUTES**

**Members Present**

Mayor Franklin  
Councilman Baughman  
Councilman Brock  
Councilman Griffin  
Councilman McKenrick

**Staff Present**

Carroll Williamson, Town Administrator

**Staff Absent**

Melissa Cowan, Clerk

I. **CALL TO ORDER**

A. ROLL CALL OF TOWN COUNCIL

Mayor Franklin called the meeting to order at 6:00 pm. Five Council members were present, constituting a quorum.

B. NOTIFICATION AND POSTING OF THE MEETING AGENDA

Town Administrator Williamson confirmed notification and posting of the meeting agenda.

C. APPROVAL OF THE AGENDA

Councilman Brock made a Motion to amend and approve the agenda moving Item B To Item A. The Motion was seconded by Councilman McKenrick. **All in favor; 5-0**

D. PLEDGE OF ALLEGIANCE

Councilman Brock led the Pledge of Allegiance.

E. INVOCATION

The invocation was led by Councilman Brock.

II. **DISCUSSION ITEM**

A. **TOWN PROJECTS FOR COUNTY FUNDING**

Mayor Franklin stated that Richland County Councilman Derek Pugh had requested that the Town develop a list of projects that need funding. Councilman Brock stated that this should

also include projects that have been allocated in the Town's FY23 budget. Mayor Franklin requested that Council members provide their list to the Town Administrator.

**B. HOSPITALITY AND ACCOMMODATIONS TAX APPLICATIONS POLICY**

Led by Councilman McKenrick and Councilman Brock, Town Council discussed the effort to develop a policy for the expenditure of hospitality and accommodations tax funds in the next fiscal year. Topics discussed were the total amount to allocate to the event applications, clearer and more effective reporting requirements following the completion of the event, asking the applicants to appear before Council 60 days prior to the event to verify that the application is accurate, and the adjustments to the percentage of the amount paid to the applicant prior to the event.

No decisions were made, but the subcommittee of Councilmen Brock and McKenrick agreed to continue working on this policy and return to Council with recommendations. The agenda item concluded with a brief discussion on when to hold special call meetings.

**III. OPEN CITIZENS COMMENTS**

No one signed in to speak.

**IV. ADJOURNMENT**

Councilman Brock made a Motion to adjourn at 6:46 pm. The Motion was seconded by Councilman Baughman. **All in favor; 5-0**

Respectfully submitted,

*Melissa Cowan*

-----  
Melissa Cowan, Town Clerk