

City of Orangeburg  
Planning Commission Minutes  
February 15, 2024

**Members Present**

Guy Best – Chairperson  
Dr. Shirlan Mosley-Jenkins – Vice-Chairperson  
Paula Payton  
Stephon Edwards II  
Vincent Pendarvis

**Members Absent**

Jeanna Reynolds  
John Wolfe

**Staff Members**

Theresa Williams, Interim Assistant City Administrator  
Kenith Salley, Jr., Administrative Coordinator  
Clayton Bozard, Director of Innovation & Technology

**Citizens from the community**        0  
**Press present**                                0

**REGULAR MEETING**

Meeting was call to order at 6:05 p.m. by Chairman Best.

**Approval of Minutes**

A motion was made by Commissioner Edwards, seconded by Vice-Chairperson Jenkins to approve the minutes for November 16, 2023. The motion was unanimously approved.

**New Business**

Chairman Best opened the floor for new business starting with Planning Commission meeting calendar for 2024. Interim Assistant City Administrator, Theresa Williams, addressed the Planning Commission by stating, “Regarding the Planning Commission meetings for the remainder of 2024, there is no change to the meeting schedule. However, March 21, 2024, meeting will not be held in Council Chambers due to a schedule conflict, the meeting will be relocated to the City Gym.”

Chairman Best opened the floor for 2024 Chairperson and Vice-Chairperson nominations. A motion was made by Vice-Chairperson Jenkins, seconded by Commissioner Edwards to nominate Chairman Best as 2024 Chairperson. The motion was unanimously approved. A motion was made by Chairman Best, seconded by Commissioner Payton to nominate Vice-Chairperson Jenkins as 2024 Vice-Chairperson. The motion was unanimously approved.

Chairman Best confirmed that all Commission members have updated and submitted their contact information for year 2024.

Chairman Best confirmed that all Commission members are up to date with their annual training.

Interim Assistant City Administrator, Theresa Williams, addressed the Planning Commission by stating, “Each of you were sent an email with a link to a 4-minute video on parliamentary procedures. The video goes over engagement procedures for Planning Commission meetings and a great review for both old and new Commission members.”

A motion was then made by Chairman Best, seconded by Vice-Chairperson Jenkins to adjourn. The motion was unanimously approved. The meeting adjourned at 6:20 p.m.

Respectfully Submitted,



Theresa Williams  
Interim Assistant City Administrator