

# MINUTES OF THE FOREST ACRES CITY COUNCIL MEETING APRIL 12, 2016

Mayor Frank Brunson, Mayor Pro-Tem Curt Rye, Council members, Ginger Dukes, Beau Powell, and Shell Suber were present, along with City Administrator Mark Williams, Assistant City Administrator/Finance Director Andy Smith, and City Attorney Lee Holloway. Police Chief Gene Sealy was absent.

Mayor Frank Brunson called the meeting to order at 5:15 p.m.

1. **Invocation and Pledge of Allegiance**

Ms. Dukes gave the Invocation and led the Pledge of Allegiance. Mayor Brunson then asked for a moment of silence in observance of the passing of Valeria Bailey, member of the Municipal Election Commission and wife of Planning Commission member Ralph Bailey.

2. **Approval of Minutes:**

a. City Council Meeting held March 8, 2016

On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the minutes.

3. **Mayor's Issues & City Projects:**

a. TPAC Report- No report given.

b. Pinetree Park-Under design; DOT request for "No Parking" signs

Administrator Williams reported that SC DOT surprised the city by suggesting that installing "No Parking" signs around the park's perimeter would be appropriate. This was particularly ironic in light of the city's ongoing discussions with the DOT about the city's desire to regulate parking at other parks. Council reiterated that they had agreed on one sign on the upper side of the park but not on the other two sides. Mr. Williams will convey the information to SC DOT.

c. Responses to Community Forum Items- none

4. **New Business:**

a. First Reading, An Ordinance for the City of Forest Acres, State of South Carolina, providing that the Code of Ordinances, City of Forest Acres, be amended by adding a section providing for the budget for the City of Forest Acres for the fiscal year 2016-2017.

On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the ordinance.

b. A Resolution of the City Council of the City of Forest Acres, South Carolina, Authorizing and Consenting to the Creation of a Special Tax District Within a Portion of the Municipal Boundaries of the City of Forest Acres; and Other Matters Relating Thereto.

Attorney Lawrence Flynn of Pope Flynn stated he had been engaged by the Upper Rocky Ford Homeowners Association in the creation of a special tax district applying to only the sixty-one homes that abut the lake for restoration of the dam and lake. Eleven of the properties are in Forest Acres are within, and that has made it necessary and advisable for the city to consent by adopting the resolution. The city's revenue will not be affected by the creation of the special tax district.

On a motion by Mr. Rye seconded by Mr. Suber, Council unanimously approved the resolution.

c. Ratification of engagement of Pope Flynn Group for preparation of capital-lease purchase

On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the engagement.

d. Ratification of agreement with Compass Municipal Advisors (bond financial analysis)

On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the agreement.

e. Authorization to sign IGA with Richland County for backup commercial building inspections

Administrator Williams reported that due to Building Official Keith Lindler's two week absence in May Richland County has agreed to conduct commercial inspections during the time frame.

On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the IGA with Richland County with one change pointed out by City Attorney Holloway.

- f. Request for \$5,000 support from Transitions (End Midlands Homelessness)  
Following discussion, on a motion by Mr. Powell seconded by Mr. Rye, Council denied the request.
- g. Request for a street light at 3428 Willow Ridge  
Due to Chief Sealy's absence, Administrator Williams asked Council to defer this request to May 10, 2016 council meeting.

5. **Old Business:**

- a. Second Reading, AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY REVISING SECTION 21.4.2 (ZONING MAP) OF SAID CODE; PROVIDING FOR A CHANGE IN THE DISTRICT BOUNDARIES OF THE CITY ZONING MAP. (...to change the existing zoning upon that certain 12.47 acres of real property, more particularly identified and described ...as Cardinal Newman High School...to a single Planned Development District) (Agenda placeholder; 2nd reading deferred until May 10, 2016)  
On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously agreed to defer the reading.
- b. Second Reading, AN ORDINANCE AUTHORIZING THE EXECUTION OF AN EQUIPMENT LEASE-PURCHASE AGREEMENT IN AN AMOUNT NOT EXCEEDING \$950,000 RELATING TO THE PURCHASE OF CERTAIN EQUIPMENT BY THE CITY OF FOREST ACRES, SC, AUTHORIZING THE EXECUTION OF OTHER NECESSARY DOCUMENTS AND PAPERS, AND OTHER MATTERS RELATING THERETO.  
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the ordinance.
- c. First Reading, AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY REVISING SECTION 21.152.2, GENERAL PERMIT REQUIREMENTS, ZONING ORDINANCE OF SAID CODE, PROVIDING FOR AN EXPIRATION OF TREE PERMITS; AND, BE FURTHER AMENDED BY REVISING SECTION 21.152.3 LAND DISTURBANCE ACTIVITY, ZONING ORDINANCE OF SAID CODE, PROVIDING FOR AN EXPIRATION OF LAND DISTURBANCE PERMITS. (Placeholder on agenda until this ordinance is taken up by the Planning Commission)  
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously agreed to defer the reading.

6. **City Administrator Report:**

- a. DR4241 FEMA Update  
Assistant City Administrator/Finance Director Smith reported that both claims for FEMA funding have been closed. Force labor and debris cleanup claims amount to the city was just over \$100,000.
- b. Conversion to contracted cleaning services for FAPD and City Hall  
Administrator Williams reported that the company Chavco was recommended by First Citizens and are on a sixty day temporary contract. If services remain satisfactory Mr. Williams will asks Council for an extension of the contract.
- c. Businesses miscalculating license fees/refunding over \$10K  
Administrator Williams reported that a large number of businesses have miscalculated their fees resulting in dozens of refunds of over \$10,000. Williams said he may ask Council to create an administrative fee to offset the extra work being generated by the licensees' errors.
- d. Hazard Mitigation Grant Program  
Administrator Williams reported that in order to apply for grant funding to replace the FAPD/FAMC building a commercial appraisal of the building is needed.  
On a motion by Mr. Powell seconded by Mr. Suber, Council unanimously approved the appraisal request.
- e. Signs posting prohibitions at city parks  
Administrator Williams stated that the language needed to be on signs at city parks is quite extensive and asked council to review. Discussion ensued and a decision will be made at a later date.

7. **Police Chief's Report:**

Administrator Williams reported in Chief Sealy's absence that FAPD was awarded another \$5,000 patrol car video camera for one of the police vehicles.

8. **Community Forum:**

Forest Lake Fabrics owner Michael Marsha said that he has exhausted all possibilities regarding maintenance of the pump station behind the strip of businesses near Forest Lake Fabrics. Mr. Marsha stated he and a couple other owners are willing to fund a portion of drainage needs but the city needs to step up and assume some responsibility to address the problem immediately. Discussion ensued. Council indicated that it would look into the matter further.

9. **Council Items:**

Ms. Dukes reported the details for Mrs. Valeria Bailey's funeral arrangements and interment.

10. **Adjourn:**

With no action taken in Executive Session and there being no further business, on a motion by Mr. Rye seconded by Ms. Dukes at 5:45 p.m., the meeting was adjourned.

Respectfully submitted,

Maria Queen  
Administrative Assistant  
City of Forest Acres