

# **MINUTES OF THE FOREST ACRES CITY COUNCIL MEETING May 8, 2018**

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

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

**1. Invocation and Pledge of Allegiance**

Ms. Ginger Dukes led the invocation and the Pledge of Allegiance.

**2. Approval of Minutes:**

- a. City Council Meeting held April 10, 2018  
On a motion by Mr. Powell seconded by Ms. Dukes, Council unanimously approved the minutes having added one minor change on page two paragraph three.

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

- a. TPAC Report – Jack Oliver  
No report given.
- b. Mayor Brunson added clarification that he had been quoted properly by Cathy Cobb at the Columbia Star, however, it has been brought to his attention that several people in the community may be taking what he said out of context. He further commented that he is not strictly opposed to all commercial projects that extend in to residential areas. Mayor Brunson stated that his concerns are about unlimited commercial ramifications in residential neighborhoods.
- c. Responses to Community Forum Items –  
Mr. Greenwood stated that there were no new community forum items to report on, however, past items will continue to be monitored.

**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 REVISING SECTION 21.4.2 (ZONING MAP) OF SAID CODE; PROVIDING FOR A CHANGE IN THE DISTRICT BOUNDARIES OF THE CITY ZONING MAP FOR PROPERTY LOCATED ON THE EASTERN SIDE OF SUNNYSIDE DRIVE CONSISTING OF APPROXIMATELY TWENTY FIVE AND 59/100 (25.59) ACRES NEAR BROOKWOOD COURT (TMS 13907-01-09) FROM AN EXISTING PUBLIC AND SEMI-PUBLIC DISTRICT (P-1) TO A PLANNED DEVELOPMENT DISTRICT (PDD).  
On a motion by Mr. Powell seconded by Ms. Dukes, Council unanimously approved the rezoning request.
- b. 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 21.6.1(F) OF THE ZONING ORDINANCE OF SAID CODE; PROVIDING FOR NON-CONFORMING USES, REPAIR AND ALTERATION.  
On a motion by Mr. Suber seconded by Mr. Rye, Council unanimously approved the ordinance.
- c. Proclamation for Peace Officers' Memorial Day 2018  
Mayor Brunson presented to Police Chief Gene Sealy a Proclamation for May 8<sup>th</sup> to be Peace Officers' Memorial Day.

- d. Discussion of Building Permit fees  
Administrator Greenwood reported that as he and Assistant Administrator Smith were preparing the budget they noticed our building permit fees get out of sync with neighboring cities once the total value of the job exceeds a certain dollar amount. The biggest difference with the fees is that most of the other cities have a declining scale after certain thresholds of project value and our fees remain steady. There are larger projects coming to the city and the timing to make a change and possibly add a declining scale to the new budget revenues would benefit those projects if Council would like to pursue this matter. Council spoke in favor of a change. Mr. Greenwood said they will work to remain revenue neutral and have a plan together for Council as soon as possible.
- e. 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 2018-2019.  
On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the budget ordinance.

**5. Old Business:**

- a. Continued discussion of playground equipment for Citadel Park  
  
Mr. Greenwood said that he has received several quotes to resurface approximately one thousand square feet of play surface ranging from \$14.00 to \$17.00 per square foot. The cost of resurfacing would be in addition to the cost of additional play equipment. The play surface would have to be replaced due to the multiple points of contact into the ground for adding play equipment. Mr. Powell asked Mr. Greenwood with Mayor Brunson in agreement to continue researching solutions.
- b. Continued discussion of a proposed Ordinance amending Section 2/75 and 2/76 relating to the structure and operating procedures of the Planning Commission and continued discussion of a proposed Ordinance amending Section 21.236 relating to the structure and operating procedures of the Zoning Board of Appeal  
  
Mr. Greenwood said that the Planning Commission is in favor of implementing an attendance policy to replace members who are not able attend the meetings on a regular basis. They are in opposition of a term limit for the Chair person. The newer members said they did not feel comfortable taking the Chair. The recommendation is no term limit to the Chair. Council asked Mr. Greenwood to discuss a four-year term Chair limit for both Planning Commission and the Zoning Board of Appeals and report back to Council.

**6. City Administrator Report:**

- a. RFQ Evaluation Committee  
  
Mr. Greenwood said the RFQ has been published for the site feasibility study and space needs assessment for a future municipal facility, police headquarters, and city hall. Mr. Greenwood asked for two Council members to volunteer to be on the committee to review the RFQ's. Mr. Powell and Mr. Rye volunteered. The deadline for submittal is May 30, 2018 at 3:00 p.m.
- b. Park updates  
  
The cities park department has been doing a spring cleaning on all our parks.

c. Comprehensive Plan update

There has been a breakthrough with Planning Commission and a final update should be ready for Council soon.

**7. Finance Director Report:**

Assistant City Administrator/Finance Director Smith was absent, however, provided a monthly report for Council in their meeting packets.

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

Chief Sealy reported that the Run Forest Run 5k/10k/1-mile race held on April 28<sup>th</sup> was successful.

A traffic study on Winthrop Avenue was conducted for approximately five days beginning on April 18<sup>th</sup> following complaints from the neighbors about speeding. The speed limit on Winthrop is currently twenty-five mph. There were 4,696 vehicles counted during the study and the average speed was 22.94 mph. FAPD will continue to monitor the area.

**9. Community Forum:**

Resident Gene Reeder asked if he could discuss the first reading on the Sunnyside Drive project. Mayor Brunson asked Attorney Holloway to address Mr. Reeder. Mr. Holloway stated that the time for discussion was held during the Public Hearing which took place on April 10, 2018 at which Mr. and Mrs. Reeder were present. Mr. Greenwood added that the city advertised the meeting in accordance with all the state mandated requirements. The public notice was in the State newspaper, signs were posted at the property, and a notice was also on [www.forestacres.net](http://www.forestacres.net). Any further responses from residents can be submitted to Mr. Greenwood and they will be distributed to Council.

A resident voiced her concerns about corresponding with Council with the information available on the website. Mr. Greenwood added that the contact information on [www.forestacres.net](http://www.forestacres.net) is up to date and added he will talk to our IT provider to make sure firewalls, etc. work for Council.

**10. Council Items:**

Councilman Powell asked if we had any response from SC DOT regarding the city's request to reduce the speed limit on Country Club Drive to twenty-five mph and/or add speed bumps. Chief Sealy said he has not heard back but will follow up. Mr. Greenwood added the he did receive an email from SC DOT saying due to the short length of Country Club Drive according to their manual the requests are not appropriate. Mr. Greenwood asked them to reevaluate because of the country club at the end of the road.

**11. Executive Session:**

- a. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege
- b. Discussion of negotiations related to the construction of a new City Hall
- c. Discussion of a personnel matter related to the City Administrator's performance evaluation

**NOTE: Items discussed in Executive Session may result in action by City Council upon its return to general session**

**12. Adjourn:**

With no action taken in Executive Session on a motion by Mr. Rye seconded by Mr. Powell at 7:00 p.m., the meeting was adjourned.

Respectfully submitted,

Maria Queen  
Administrative Assistant  
City of Forest Acres