

Forest Acres City Council Meeting

October 9, 2018 5:15 p.m.

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, Assistant City Administrator/Finance Director Andy Smith, Police Chief Gene Sealy and City Attorney Lee Holloway. Council member Ginger Dukes was absent for the first half of the meeting.

Call to Order: (Mayor Brunson)

1. Invocation and Pledge of Allegiance – Mayor Frank Brunson

2. Approval of Minutes:

- a. City Council Meeting held August 14, 2018
On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the minutes. (Ms. Dukes was absent.)

3. Mayor's Issues & City Projects

- a. TPAC Report – Jack Oliver
No report given.
- b. Responses to Community Forum Items: Grant Opportunities for Forest Lake Place Properties
Administrator Greenwood reported that in response to Carol Kososki's informational presentation at the August 14, 2018 meeting he is working with Richland County staff members to further discuss the grant opportunities.

4. New Business:

- a. Approval of a contract with Watson, Tate, Savory and Cox & Dinkins for services to perform a Space Needs Assessment and Site Feasibility Study for Police Headquarters and City Hall Item deferred.
- 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 ADOPTION OF THE CITY OF FOREST ACRES AMENDED COMPREHENSIVE PLAN 2018
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the ordinance. (Ms. Dukes was absent.)
- 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 9-2 DEFINITIONS, SECTION 9-3 PURPOSE AND DURATION, AND SECTION 9-4 LICENSE TAX OF SAID CODE PROVIDING FOR LICENSES FOR BUSINESSES IN ORDER TO CHANGE THE LICENSE YEAR AND PAYMENT DATE
Administrator Greenwood stated that the date changes will align the city with the statewide movement to standardize the business licensing making the timeframe more business friendly. The Municipal Association of South Carolina will be operating a portal on their website so that businesses can renew online.
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the ordinance. (Ms. Dukes was absent.)

- d. 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 THE RECOVERY OF COLLECTION COSTS AS A PART OF THE DELINQUENT DEBTS COLLECTED PURSUANT TO THE SETOFF DEBT COLLECTION ACT

Assistant City Administrator/Finance Director stated he has been working with MASC regarding this issue. The program is to collect unpaid court fines for the City of Forest Acres since bench warrants can no longer be issued under the new rule.

On a motion by Mr. Suber seconded by Mr. Rye, Council unanimously approved the ordinance. (Ms. Dukes was absent.)

- e. Approval of an application for appointment to the Code Board of Appeals

On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the appointment of Michael Jeremy Ray to a three-year-term on the Code Board of Appeals. (Ms. Dukes was absent.)

- f. Hospitality Tax Committee Recommendation:

- i. Hospitality Tax Request from Forest Acres Restaurant and Merchant Association for \$10,000 to support the annual DARE event

The Hospitality Tax Committee recommends in favor of the \$10,000 request in support of the annual DARE event. (Ms. Dukes was absent.)

- ii. Staff request for additional \$10,000 for Forest Acres logo promotional materials

The Hospitality Tax Committee recommends in favor of the \$10,000 staff request for Forest Acres promotional materials. (Ms. Dukes was absent.)

- iii. Hospitality Tax Request from Columbia Children's Theatre for \$9,000 for marketing and advertising for the 2018-19 season

The Hospitality Tax Committee recommends in favor of the \$9,000 request. Ms. Dukes and Mr. Rye unanimously agree. Council unanimously agreed.

- iv. Hospitality Tax Request from Columbia Ballet for \$12,000 for an Educational Outreach Series

The Hospitality Tax Committee do not recommend the \$12,000 request. Ms. Dukes and Mr. Rye unanimously agree. Mayor Brunson disagreed with the decision.

5. Old Business:

No old business to report.

6. City Administrator Report:

- a. Best Neighborhood

Mr. Greenwood reported to Council that the City of Forest Acres was voted "Best Neighborhood" by the readers of the Free Times.

- b. White House Conference

Mr. Greenwood reported that he and Mayor Pro-Tem Curt Rye attended the September 2018 White House Conference in Washington DC. Elected officials from all over the State of South Carolina also attended. Multiple divisions of the federal government spoke at the conference and relayed information on navigating through federal programs, guidelines, and requirements. Mr. Rye added that they were given a contact list of federal personnel and their positions who could assist the city in the future.

- c. Beautification Foundation Members
Mr. Greenwood reminded Council about a previous conversation regarding potential members of Beautification Foundations members. Council will be sent the application form so they forward to the person(s) they would like to appoint to the foundation. The information and form will also be put on www.forestacres.net.
- d. Hospitality Tax allocation for extra holiday patrol
Mr. Greenwood stated that the previously budget approved funds will be allocated during the holiday season for additional FAPD patrol in the city.

7. Finance Director Report:

Assistant City Administrator/Finance Director Smith stated that the city's budget is performing as expected for this period in the fiscal year that revenues and expenditures are consistent with the same period in prior years. The audit report should be available at the November 13, 2018 meeting.

8. Police Chief's Report:

Chief Sealy reported that the DARE event was quite successful and was heavily attended.

The annual Law Enforcement Risk Reduction Review was conducted by the Municipal Association and FAPD did receive 100% compliance.

FAPD has received grant funds in the amount of \$26,762.40 from the State for body camera maintenance this year.

A stealth stat survey was conducted on Satchelford Road at the request of residents. Results after a five-day survey were as follows: 4,380 vehicles, average speed was 26.76 mph, 85% of cars drove 35 mph or less. FAPD will continue to monitor the area.

Limited student parking at AC Flora continues to be a concern of residents. Students are parking along roads near the school causing several residents to complain. FAPD is monitoring the area and issuing parking tickets when laws are violated.

9. Community Forum:

Resident Jack Oliver voiced concerns regarding having seen golf carts being driven around the city with small children on board. Chief Sealy explained the state laws regarding golf carts on main and secondary roads.

10. Council Items:

No items to report.

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 a contract with Watson, Tate, Savory and Cox & Dinkins for services to perform a Space Needs Assessment and Site Feasibility Study for Police Headquarters and City Hall

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 Ms. Dukes at 6:30 p.m., the meeting was adjourned.

Respectfully submitted,

Maria Queen
Administrative Assistant
City of Forest Acres