

**MINUTES OF THE  
FOREST ACRES CITY COUNCIL MEETING  
November 13, 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, Assistant City Administrator/Finance Director Andy Smith, Police Chief Gene Sealy and City Attorney Lee Holloway.

**Mayor Frank Brunson called the meeting to order at 5:15**

**1. Invocation and Pledge of Allegiance**

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

**PUBLIC HEARINGS:**

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 3508 PINEBELT ROAD (TMS 14106-01-10) FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO C-3 (GENERAL COMMERCIAL)

Attorney Holloway opened the hearing at 5:18 p.m. stating that the purpose of the public hearing. Mr. Holloway stated that the property was annexed in to the city in 1945 and has been used as a non-conforming warehouse use. Administrator Greenwood added that the property has been vacant for over a year and is according to the city's current zoning ordinance the property can no longer be reestablished as a non-conforming use. Property owner Mike Dennis stated he wanted rezone the property to lease it out. Attorney Holloway added that The Planning Commission recommended the property to be re-zoned at the August 21, 2018 meeting. Mr. Holloway asked if any parties present wanted to speak in favor of the zoning change. Mr. Holloway asked if any parties present wanted to speak in opposition of the zoning change. With nothing further, Attorney Holloway closed the public hearing on the rezoning request at 5:29 p.m.

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 3278 BAGNAL DRIVE (TMS 14001-08-19) FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO C-1 (LIMITED COMMERCIAL)

Attorney Holloway opened the hearing at 5:30 p.m. stating that the purpose of the public hearing. Property owner Jewel Patterson stated that she and her sons have a commercial real estate business and would like to have the property rezoned to be able to utilize it as an office for that business. She added that there would be minimal traffic added to the area. Bagnal Drive resident George Grogan expressed his concerns due to the lack of sidewalks and commercial parking on the road. Ms. Patterson reiterated that there would be minimal if any commercial parking at the property and added that the back yard is big enough to add any needed parking spaces. Mr. Grogan spoke in favor of the rezoning. Following further discussion, Mr. Grogan changed his opinion to opposing the request. Mr. Holloway added that the Planning Commission did not recommend the rezoning. Mr. Holloway asked if any parties present wanted to speak in favor of the zoning change. Mr. Holloway asked if any parties present wanted to speak in opposition of the zoning change. With nothing further, Attorney Holloway closed the public hearing on the rezoning request at 5:43 p.m.

**2. Approval of Minutes**

City Council meeting held October 9, 2018

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

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

- a. TPAC report – Jack Oliver  
No report given.
- b. Responses to Community Forum items:  
Mr. Greenwood stated that resident Jack Oliver had voiced his concerns regarding Golf Cart regulations and the matter continues to be researched.

### **4. New Business:**

- a. Request for Non-Standard Service Funds to bury power lines in front of Crayton School  
Mr. Greenwood reported that he was contacted by representatives of the Crayton Middle School PTO regarding using Non-Standard Funds from SCE&G to bury power lines along Clemson Avenue in front of the school. The school has a beautification project they would like to complete. Jack McKenzie, an attorney in town spoke along with engineer Randy Roberts regarding the potential project. The funds would be used to bury the power lines and matched at 50% by a fund raiser at the school and used to plant trees along the front of the school along with some additional landscaping. There would be no cost to the city. Following a discussion with Council, Mr. McKenzie and Mr. Roberts asked Council to consider the project. Mayor Brunson and Council encouraged the project to move toward the next step.
- b. Discussion of Annual Christmas bonuses  
On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the annual bonuses for City employees.
- c. Discussion of License Agreement with SCE&G to install signs, banners, and holiday light mounts on light poles  
Mr. Greenwood reported that there are several new poles in the city and the new poles do not have brackets on them to accommodate the Christmas lights. The negotiation is ongoing with Attorney Holloway and SCE&G. He asked Council to authorize the agreement to be signed by the City Administrator when negotiations are completed.  
On a motion by Mr. Powell seconded by Ms. Dukes, Council unanimously approved the authorization of Mr. Greenwood to sign the contract once the negotiations are completed.
- d. Resolution to authorize the Municipal Association of South Carolina to act as claimant agency for the collection of debt on behalf of the City of Forest Acres in accordance with the Set-Off Debt Collection Act  
On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the resolution.

### **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 ADOPTION OF THE CITY OF FOREST ACRES AMENDED COMPREHENSIVE PLAN  
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the ordinance.
- b. 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 9-2 DEFINITION, 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  
On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the ordinance.
- c. 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 ADDING THE RECOVERY OF COLLECTION COSTS AS A PART OF THE DELINQUENT DEBTS COLLECTED PURSUANT TO THE SET-OFF DEBT COLLECTION ACT  
On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the ordinance.

**6. City Administrator's Report:**

- a. PDD Ordinance  
Mr. Greenwood stated that the Planning Commission continues to review the Planned Development District (PDD) ordinance.
- b. Sweet Seasons  
Mr. Greenwood reported that Sweet Seasons is scheduled for Tuesday, December 4, 2018 from 5:30 to 9:00 p.m. at the Forest Park Shopping Center.
- c. Holiday Lights  
Mr. Greenwood reported that the lights will be going up after Thanksgiving in time for Sweet Seasons.
- d. Christmas Luncheon  
Mr. Greenwood reported that the annual Employee Christmas Luncheon hosted by Council is scheduled for Wednesday, December 1, 2018 from 12:30 to 2:30 p.m.
- e. Zoning Map update  
Mr. Greenwood reported that the updates are being worked on so that a digital copy can be published on [www.forestacres.net](http://www.forestacres.net).
- f. Forest Lake Place update  
Mr. Greenwood reported that he is still working through the process with the county regarding grant money for the Four Paws property. Our request was given low priority at this time; however, the process is ongoing.
- g. Citadel Park update  
Mr. Greenwood reported he received word from the play equipment manufacturer that the piece ordered should be received in the month of December.
- h. 5205 N. Trenholm roof  
Mr. Greenwood reported that the heavy rains of late added to the roof leaking at FAPD. The roof needs to be sealed and an estimate from the prior contractor is \$80,000.00. Additional quotes will be obtained prior to an authorization from Council.

**7. Finance Director's 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 January 8, 2019 meeting.

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

Chief Sealy reported that two toilets need to be replaced in the holding cells at FAPD. The quote received for \$6,901.00 not including installation.

On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the purchase and up to \$10,000 for the entire project including installation.

Chief Sealy asked for a revision flat rate fee to the wrecking/towing services rotated in City of Forest Acres. He will work on the revision with Mr. Greenwood.

**9. Community Forum:**

Resident Kathy Davis added her concerns regarding the use of golf carts on roads in the city.

Resident Jay Dawson voiced concerns regarding residents parking in their yards in city neighborhoods.

Mr. Greenwood stated that this issue has been noticed and to call Code Enforcement, so any violations can be addressed.

**10. Council Item(s):**

Council member Dukes announced that AC Flora High School's Girls Tennis team won the 4A state championship. Council will invite them to be recognized at the December 11, 2018 City Council meeting.

**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 for a proposed traffic calming application on Country Club Dr. to install speed humps and lower the speed limit to 25mph
- c. Discussion of negotiations related to a contract for the expenditure of Non-Standard Service Funds to bury power lines in front of Crayton School.
- d. 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 additional action taken during Executive Session on a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Maria Queen  
Administrative Assistant  
City of Forest