

**MINUTES OF THE  
FOREST ACRES CITY COUNCIL MEETING**

**January 14, 2020**

Mayor Frank Brunson, Mayor Pro-tem Beau Powell, Council members Shell Suber, John Barnes, and Thomas Andrews 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 6:00 p.m.**

**1. Invocation and Pledge of Allegiance**

Council member John Barnes led the invocation and introduced Boy Scouts Troop 10 from Eastminster Presbyterian Church led the Pledge of Allegiance. Attendees included: Scout Masters Henry Moore and Myles Burns, Wood Moore, Michael Rice, Zaman Lone, Thomas Burns, Collins Lee, Coleman Hughes, Holt Lathrenm Nick Beitz, and Cole Glenn.

**PUBLIC HEARING**

**1. 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 3500 FOREST DRIVE AND 2200 NORTH BELTLINE (TMS 14005-07-01 AND TMS 14005-07-02)**

Attorney Holloway opened the hearing at 6:03 pm stating that the owner is requesting the property be rezoned from C-1(Office and Limited Commercial District) to C-3 (Commercial District). Macon Lovelace presented to Council that the developers are requesting the zoning change in order to redevelop property to accommodate a 7,000 square foot multi-tenant retail building. The building will be a steel framed and brick with architectural features. Parking is currently planned for the rear of the building and green space for a "Welcome to Forest Acres" sign. Following questions from both Council member John Barnes and a residents Diane Elliot and Andy Yasinsac Attorney Holloway stated that the Planning Commission did recommend the property be rezoned with a unanimous vote. City Administrator added that SC DOT controls the access points to the property in question and will make the determination on developed access points. With nothing further, Attorney Holloway closed the public hearing on the rezoning request at 6:23 p.m.

**2. 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 OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 6601 EASTBROOK ROAD, RICHALND COUNTY TAX MAP NUMBER 16808-05-04**

Attorney Holloway opened the public hearing at 6:25 p.m. He stated the purpose of the public hearing was for a proposed annexation of 6601 Eastbrook Road. The property is single family residence and if annexed it will be zoned R-1 Single Family Residential property. Attorney Holloway stated that the Planning Commission has recommended for annexation. With nothing further. Holloway closed the public hearing at 6:27 p.m.

**2. Approval of Minutes**

City Council meeting held December 10, 2019

On a motion by Mr. Barnes seconded by Mr. Powell, 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 reported that Dominion Energy stated that a pole line cannot be placed at Sylvan and Meadowood on city property. The pole would have to be placed in a donut hole that is unincorporated Richland County property. County Council would have to take control of that request.

**4. New Business:**

- a. Discussion and approval of a contract with Chao and Associates for engineering services related to continued monitoring of the Forest Lake Place Bridge  
Administrator Greenwood informed Council that Chao and Associates engineering services determined that the bridge should be monitored quarterly for structural purposes due to the traffic.  
On a motion by Mr. Powell seconded by Mr. Andrews, Council unanimously approved a one-year contract with Chao and Associates and will revisit the matter prior to the contract end.
- b. Discussion and authorization to move forward with the formation of a Public Safety Foundation.  
Mr. Greenwood stated that establishing a Public Safety Foundation opens fundraising opportunities for FAPD. The foundation would raise money through donations and events to raise money for police needs. Attorney Holloway added for Council to determine how many members would be added to the foundation. Mr. Greenwood added that either Chief Sealy or a Council would be an Ex-Officio member for technical guidance.
- 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 5-2 (a) AND (b) OF SAID CODE, IN ORDER TO AMEND SUCH SECTION PROVIDING FOR CODES ADOPTED IN ORDER TO ADOPT THE LATEST EDITIONS OF THE BUILDING CODES AS APPROVED BY THE SOUTH CAROLINA BUILDING CODE COUNCIL, AND ADOPT THE INTERNATIONAL SWIMMING POOL AND SPA CODE  
On a motion by Mr. Barnes seconded by Mr. Powell, Council unanimously voted to adopt the ordinance.
- 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 REVISING CHAPTER 9, BUSINESS LICENSE ORDINANCE, IN ORDER TO UPDATE APPENDIX A, RATE SCHEDULE, BY ADJUSTING THE EXISTING RATES; UPDATE APPENDIX B, CLASS SCHEDULE, BY ADOPTING THE MOST RECENT NAICS CODES; AND MAKING CERTAIN MINOR TECHNICAL REVISIONS TO THE BUSINESS LICENSE ORDINANCE  
Mr. Greenwood said that the revisions will update classifications for businesses and these changes are statewide.  
On a motion by Mr. Powell seconded by Mr. Barnes, Council passed the ordinance by a vote of 4 to 0. Mr. Andrews recused himself and left chambers for the vote.
- e. Discussion of 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 TO BE NUMBERED 10-25 OF SAID CODE; PROVIDING FOR DISCHARGE OF FIREWORKS  
Attorney Holloway said that the discussion is for what hours the city can regulate for the discharge of fireworks and/or prohibition of any fireworks being discharged. Following a brief discussion of donut holes of unincorporated Richland County within the city Mr. Greenwood added that clarification is recommended from Council. The item will be considered by Council for a future vote.

**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 ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 6900 LONGBROOK ROAD, TMS 16906, BLOCK 04 LOT 01  
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the annexation.

- 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 19-23 OF SAID CODE, PROVIDING FOR PARKING IN VIOLATION OF SIGNS IN ORDER TO DEFINE SCHOOL HOURS  
On a motion by Mr. Powell seconded by Mr. Andrews, 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 ARTICLE VIII, TO BE NUMBERED SECTIONS 2-130 THROUGH 2-133 OF SAID CODE; PROVIDING FOR A HOSPITALITY TAX COMMITTEE  
Mr. Greenwood reported that he has had some interest regarding members and the city will advertise the committee being established.  
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the ordinance.

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

- a. Appraisals for City property  
Mr. Greenwood reported that he has reached out to companies and has received two of the three quotes and will have them for Council in February.
- b. Trenholm Park  
Mr. Greenwood stated that due to a family emergency the park director will have to reschedule the meeting to discuss plans for the park.
- c. Hospitality Tax program guidelines  
Mr. Greenwood said that guidelines are being established and a rough draft will be sent to the city attorney and will be available at the February meeting.
- d. Nuisance property program  
Mr. Greenwood said that guidelines are being reviewed by code enforcement and a rough draft will be sent to the city attorney and will be available at the February meeting.
- e. Quinine Hill park fence quotes  
Mr. Greenwood said that quotes have been requested for repairs/replacement of several fence panels at the park.

**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.

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

Chief Sealy reported that he will have a 2019 crime report for council in February. For the month of December there were one hundred and seventy-six various traffic tickets written of which sixty-seven were warning tickets. Shoplifting increased during December with twenty-six adults and two juveniles having been arrested. Forty-five traffic accidents were also worked by FAPD in the month of December.

Mr. Greenwood added that information has been published on the city's Facebook page reminding residents to be diligent about removing valuables from their vehicles and to lock the doors.

**9. Community Forum:**

Resident Walt Moore voiced his concern regarding loud or missing mufflers on vehicles being a nuisance. Chief Sealy said that FAPD is addressing the matter.

Resident Mary Beth Moore asked for an update on Richland Mall development. Mr. Greenwood said that there is interest by developers and all avenues are being explored.

Resident Brian Willis voiced concerns regarding an abandoned property on Havana Court deteriorating. Mr. Greenwood said that the nuisance property is being revitalized to improve the city's means of addressing these issues.

Dianna Elliott asked for an update on the old Burnett's Cleaners property. Mr. Greenwood said a plan is being developed, however, plans have not been submitted to the city to date.

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

Council member Barnes asked residents for input for the development of the old Four Paws property.

**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 contractual matters with Chao and Associates for engineering services related to continued monitoring of the Forest Lake Place Bridge
- c. Discussion of contract negotiations related to the removal of debris from Gills Creek
- d. Receipt of legal advice involving claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege related to the collection of delinquent Hospitality Tax payments
- e. Receipt of legal advice involving claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege related to the collection of delinquent Business License Tax payments
- f. Discussion of a personnel matter related to the City Administrator's Annual Evaluation

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

On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously agreed to come out of Executive Session.

**12. Adjourn**

On a motion by Mr. Powell seconded by Mr. Barnes, Council adjourned at 8:30 p.m.

Respectfully submitted,

Maria Queen  
Administrative Coordinator  
City of Forest Acres

**THOMAS EDWARD ANDREWS**  
5210 Circle Drive, Columbia, South Carolina 29206

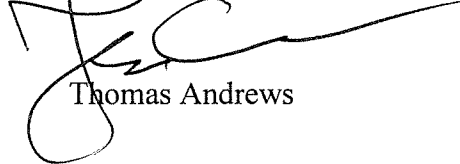
February 11, 2020

Mayor Frank Brunson  
City of Forest Acres  
5209 North Trenholm Road  
Forest Acres SC 29206

I am the sole shareholder of Andrews Law Office, LLC. My law firm is located in the City of Forest Acres and pays a business license fee. It appears the amendment of the Business License Ordinance before this council today would likely increase the business license fees paid by Andrews Law Office, LLC. While this fee increase appears minimal, I believe according to S.C. Code Section 8-13-700(B) and in the interest of avoiding even the appearance of impropriety, I am required to disclose in writing this potential conflict of interest and disqualify myself from any vote, deliberation or other actions related to the proposed amendment to the Business License Ordinance.

I also believe a copy of this letter needs to be printed in the minutes related to this meeting.

Sincerely,

A handwritten signature in black ink, appearing to be 'T. Andrews', written over the printed name 'Thomas Andrews'.

Thomas Andrews