

**MINUTES OF THE  
FOREST ACRES CITY COUNCIL MEETING  
FEBRUARY 21, 2012**

Mayor Frank Brunson and Council members, Ginger Dukes, Curt Rye, Jr. and Shell Suber, Jr. were present, as were City Administrator Mark Williams, Assistant City Administrator Jake Broom, Police Chief Gene Sealy, Financial Director Bob Massa, and City Attorney Lee Holloway. Mayor Pro-Tem led the meeting at the request of Mayor Frank Brunson, who informed council of his need to depart before the meeting may end. Council member Charlie Fetner was absent.

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

**1. Invocation and Pledge of Allegiance**

Mr. Dukes gave the Invocation and introduced members of Boy Scout Troop 8 from Incarnation Lutheran Church, Assistant Scoutmasters Bill Gregory and Mark Plowden and Scouts William Hunter and Dylan Connell who led the Pledge of Allegiance.

**2. Approval of Minutes:**

a. City Council Meeting of January 10, 2012

On a motion by Ms. Dukes and seconded by Mr. Rye, Council unanimously approved the minutes of the Regular Meeting of City Council on January 12, 2012 with a one change brought to Council's attention by Attorney Holloway.

b. Special City Council Meeting January 25, 2012

On a motion by Ms. Dukes and seconded by Mr. Rye, Council unanimously approved the minutes of the Special Meeting of City Council of January 25, 2012 as presented.

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

a. Citadel, Idalia Parks

Administrator Williams stated that by now he had hoped these projects would have gone to bid, but even so, work has progressed. Council was provided copies of two tree surveys for Citadel and Idalia Parks. The surveys illustrated the approximate location trees that an arborist hired by Grimball-Cotterill, & Associates recommended be removed either because they would be affected by construction or the trees are in such poor condition removal is necessary. Williams said that in either case tree removal would be kept at a minimum and said that he would like to share the information with neighbors of Citadel Park. Williams also reported that Grimball-Cotterill & Associates had successfully renewed the SCDOT encroachment permit for curbside parking. Mr. Williams will keep Council updated on the schedule for going to bid.

b. Responses to Community Forum Items

Administrator Williams stated there were no previous community forum issues held over for discussion.

**4. New Business:**

a. Catherine Horne- Edventure Museum

Ms. Horne thanked the City of Forest Acres for its previous support of the Edventure Museum and said that she had an update on Edventure for Council. With the support of Forest Acres, Edventure achieved important milestones within the last twelve months. Edventure has been named one of the top ten children's museums in the country by a major national magazine, and continues to be named as the best museum in the Midlands by Columbia Metropolitan Magazine. Most recently Edventure has won the National Medal for Museum Service which is presented at the United States Capitol each year to five museums nationwide. Edventure is the first museum in the State of South Carolina to have won this award.

Ms. Horne stated that Edventure has made significant impact in serving families across the State of South Carolina. Membership percentages are as follows: 80% of members are families, 45% live in Richland County and 10% are residents of Forest Acres. Ms. Horne said that they were well into their

Next Generation exhibit plan which has a financial goal of \$5 million and they have currently raised \$3 million. The Tree and Forest for Early Childhood exhibit is the project that they have requested Hospitality Funds for from Forest Acres in the amount of \$75,000. The entire project cost is approximately \$400,000.

- b. Norree Boyd-Wicks; Richland/Lexington Cultural Council  
Ms. Wicks was not in attendance.
  - c. Presentation of FY2010-2011 Fiscal Year Audit- Bill Hancock, CPA  
Mr. Hancock presented Council with a copy of the 2010-2011 Fiscal Year Audit. He stated that his firm had found no deficiencies, issues of non-compliance, or instances/combinations of instances of internal weaknesses in Forest Acres financial administration. Disbursements in the auditing samples were all properly authorized and accounted for, as well as all payroll and insurance monies. Revenues received from the State of South Carolina and from Richland County Treasury to the City of Forest Acres were also accounted for accurately. A sample of court cases and related transactions were audited and the funds were handled properly. Business Licenses fees were audited and the funds were collected and were found to be in compliance. Mr. Hancock said that he was pleased to present to the city an audit without qualifications.
  - d. First Reading, An Ordinance to Annex 6423 Bridgewood Rd. into the City of Forest Acres  
On a motion by Mr. Suber and seconded by Ms. Dukes, the ordinance was approved unanimously.
  - e. First Reading, An Ordinance to Annex 6141 Lakeshore Drive into the City of Forest Acres  
On a motion by Mr. Suber and seconded by Ms. Dukes, the ordinance was approved unanimously.
  - f. Resolution to authorize equipment lease/purchase from First Citizens Bank  
Administrator Williams stated that First Citizens Banks has a format that they prefer and requested a resolution of this lease/purchase. On a motion by Mayor Brunson and seconded by Ms. Dukes, the resolution was approved unanimously.
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 AMENDING SECTION 18-4 (d) OF SAID CODE; PROVIDING FOR A LOCAL HOSPITALITY TAX.  
On a motion by Mayor Brunson and seconded by Mr. Suber, the ordinance was approved unanimously.
  - 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 9-15 IN ORDER TO ADD SUBSECTION (f) OF THE CITY BUSINESS LICENSE ORDINANCE PROVIDING FOR SUSPENSION OR REVOCATION OF LICENSE.  
On a motion by Mayor Brunson and seconded by Ms. Dukes, the ordinance was approved unanimously.
6. **City Administrator Report:**  
Discussion of amending bonding requirements for contractors; extending vacation and sick leave to part-time positions. All topics were deferred to Council's retreat scheduled for March 8, 2012.
7. **Police Chief's Report:**
- a. Evidence Room Storage

Chief Sealy stated that due to the recent structural City Hall building problems the police evidence room had to be emptied and its contents stored temporarily in an outside storage container. In an effort to improve use of the storage room once it has been rehabilitated Chief Sealy said he had learned of a modular storage system used by other police departments. A representative from American Specialties out of Florence, SC was asked to create a diagram of the needs of the evidence room storage with an eye toward security. An amount of \$12,556 is needed to construct the custom shelving to better use the available space.

On a motion by Ms. Dukes and seconded by Mr. Suber, the request was approved unanimously.

- b. Chief Sealy gave the Forest Acres Police Department 2011 Year End Summary  
A copy of the report is attached.

8. **Community Forum:**

Carol Kososki stated with the support of Alex James of the Forest Acres Appearance Committee there may be a new opportunity to revitalize the walking/nature trail project behind Trenholm Plaza. Ms. Kososki asked Council to try to keep the project alive.

9. **Council Items:**

Council had no items to discuss.

10. **Adjourn:**

There being no further business, on a motion by Mayor Brunson, seconded by Mr. Rye, the meeting ended at 6:12 p.m.

Respectfully submitted,

Maria Queen  
Administrative Assistant  
City of Forest Acres