

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
VIRTUAL ZOOM MEETING
October 11, 2022**

Mayor Frank Brunson, Mayor Pro-tem Thomas Andrews, Council members John Barnes, Haskell Kibler and David Black were present, along with City Administrator Shaun Greenwood, Assistant City Administrator/Finance Director Andy Smith, Police Chief Don Robinson, and City Attorney Will Dillard.

Mayor Frank Brunson called the meeting to order at 6:00 p.m.

1. Invocation and Pledge of Allegiance

Council member Tom Andrews led the invocation and the Pledge of Allegiance.

2. PUBLIC HEARINGS

AN ORDINANCE APPROVING A PURCHASE AND SALE AGREEMENT AND AMENDING THE FISCAL YEAR 2022-23 BUDGET

City Attorney Will Dillard opened the hearing at 6:01 pm stating that the purpose of the public hearing is to entertain public comments on an ordinance approving the sale agreement and amending the Fiscal Year 2022-23 Budget.

With there being no questions or concerns either in favor or opposition to the ordinance amendment from either Council or the public, Mr. Dillard closed the public hearing at 6:03 pm.

3. Approval of Minutes

- a. City Council Meeting held September 13, 2022
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously approved the minutes as amended. The meeting was not virtual.
- b. Special City Council Meeting September 8, 2022
On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously approved the minutes.

4. Mayor's Issues & City Projects

- a. Responses to Community Forum Items:
Administrator Greenwood said that concerns have been reported regarding the construction of new homes at Satchel Ford and Valleybrook Roads. The city's Building Official and Code Enforcement has been monitoring the construction and noticed a two weeks ago that the contractor had greatly exceeded their Land Disturbance Permit with the county having gone beyond the work they were permitted. A "Stop Work" order was issued from both Forest Acres and the county until they resolve their permitting issues.

5. Public Comment Related to Items on the Agenda:

Citizens that wish to speak about an item specifically listed on the agenda must call 803-782-9475 by 5 pm the day before the meeting to be added to the list of speakers.

No items to report.

6. New Business:

- a. Presentation of Officer of the Quarter by the Public Safety Foundation sponsored by the Law Office of Kenneth Berger
Council member Tom Andrews and Chief Don Robinson presented the 3rd Quarter Officer of the Quarter award to Detective Jermaine Baxter.
- b. Presentation of new FAPD Officers
Chief Robinson promoted Officer Leighton Jenny and presented him with a new badge and stripes.

- c. Presentation of the Central Midlands Hazard Mitigation Plan 2021 and a Resolution adopting the plan
Guillermo Espinoza shared a presentation with Council regarding the plan.
On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously approved the resolution and authorized Mayor Brunson to sign the document.
- d. Proclamation recognizing Catch The COMET Month
Mayor Brunson recognized with a proclamation the 20th anniversary of the COMET. A moment of silence was also held regarding the untimely death of Interim CEO Derek Huggins on October 7, 2022.
- e. Discussion and approval of Memorandum of Understanding regarding Internet Crimes Against Children Task Force
Attorney Will Dillard explained that this Memorandum of Understanding will essentially be between the United States Department of Justice, South Carolina Attorney General's Office, and Forest Acres Police Department providing for certain cooperations and broad access to resources to investigate and prosecute these types of crimes. It does not rise to the level of a Mutual Aid Agreement; however, it does set forth how the arrangement would be handled. Chief Robinson added that this allows FAPD to obtain the training for a dedicated in house investigator to work these cases.
On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously approved the program.
- f. Proclamation for American Pharmacists Month
Mayor Brunson recognized American Pharmacists Month with a proclamation.
- g. 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 OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 6720 LONGBROOK ROAD, RICHLAND COUNTY TAX MAP NUMBER R16905-07-11
On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously approved the annexation.
- h. 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 21, ARTICLE XIII, SECTION 21.129 (DISTRICT REGULATIONS) PROVIDING FOR MAXIMUM STRUCTURE HEIGHT IN PDD, PLANNED DEVELOPMENT DISTRICTS
Attorney Dillard informed Council that the Planning Commission recommends this change for approval.
On a motion by Mr. Black seconded by Mr. Barnes, Council unanimously approved the ordinance.
- i. 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 17 (LAND DEVELOPMENT REGULATIONS) TO PROVIDE FOR APPROVAL OF SUBDIVISION OF PROPERTY FOR PUBLIC USES
On a motion by Mr. Barnes seconded by Mr. Black, Council unanimously approved the ordinance.
- j. Discussion and approval of a request for streetlights by the Forest Glen HOA
Mr. Greenwood reported that homeowners surrounding the area contacted the Forest Glen HOA to obtain signatures from any of the neighbors that would be impacted by the changed bulbs and added streetlights. The list was received, and the residents are comfortable with the changes and additions.
On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously approved the request.
- k. Appointments
 - a. Hospitality Tax Committee
 - i. Appointment of a Councilman to serve as Chair
On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously appointed Mr. Kibler as Chair.
 - b. Beautification Foundation
 - i. Vacant Seat

1. Madeleine Knaus
2. Scot Seigler
On a motion by Mr. Black seconded by Mr. Barnes, Council unanimously appointed Mr. Scot Seigler to the Beautification Foundation.

- l. Recommendation from Htax Committee
 - i. AC Flora Annual Golf Tournament – AC Flora Boys/Girls Golf \$1,500
On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously approved the request.

7. 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 6527 BROOKSIDE CIRCLE, RICHLAND COUNTY TAX MAP NUMBER 14116-08-09
On a motion by Mr. Black 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 CHAPTER 19, ARTICLE I, TO PROVIDE ADDITIONAL REQUIREMENTS REGARDING THE POLICE DEPARTMENT'S ROTATING LIST OF TOWING AND WRECKER SERVICES
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously approved the ordinance.
- c. Second Reading: AN ORDINANCE ACKNOWLEDGING AN AGREEMENT GOVERNING THE FOREST ACRES BUSINESS PARK AND APPROVING AN INTERGOVERNMENTAL AGREEMENT WITH RICHLAND COUNTY
Attorney Dillard asked Council to defer this item to another date.
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously deferred this item.
- d. Second Reading: AN ORDINANCE APPROVING A PURCHASE AND SALE AGREEMENT AND AMENDING THE FISCAL YEAR 2022-23 BUDGET.
Attorney Dillard asked Council to defer this item to another date.
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously deferred this item.

8. City Administrator Report:

- a. Hospitality Tax Funding Requests
Mr. Greenwood said that the process has been changed for additional information and set timeframes for requestors. PIO Lynnsey Baker is heading the process. Beginning January 1, 2023, applications will be due a minimum of three months before their event. PIO Lynnsey Baker has informed previous applicants and posted the new guidelines on social media. Additional changes are being discussed and will be presented to Council for consideration.
- b. FLP Park Update
The process has begun and the excavation of silt in the creek is underway. The bridge is closed for about a month for this process.
- c. Building Codes
The building codes updates are due for an effective date of January 1, 2023. The state Building Codes Council mandates that according to state law we must adopt the new codes by that date. Further information will be provided to Council for approval.
- d. MPDES Permit (Stormwater)
Mr. Greenwood relayed that he and staff are working on this to report our duty to the county for our activities we do throughout the year to help mitigate stormwater and non-point source pollution.

e. Grant Update

Mr. Greenwood said that he is working on the grant for ARPA funds related to stormwater mitigation at the Forest Lake Place Park project. We have also applied for PRT funds for the park as well through Richland County Legislative Delegation.

9. Finance Director Report: Monthly Financial Report

Assistant City Administrator/Finance Director Smith reported to Council that we are through the first quarter of our fiscal year and have received and recognized \$883,000 which is also 9% in revenue on the annual budget of \$9.6 million. On the expense side we are at 20.25% of our annual budget which is a positive expense variance in our favor.

10. Police Chief's Report:

Chief Robinson reported year to date crime and traffic statistics to Council.

Our K-9 Officer and canine Indy have three more weeks of training in Greenville.

Five front porch roll calls have been conducted as part of our Officer Accountability Program and will continue.

We have received approval through the Richland County Recreation Commission to hold a Cornhole Tournament on March 11, 2023, to raise funds for The Therapy Place.

FAPD officer Ebony Ivy has begun volunteering as an assistant football coach at Crayton Middle School.

A stealth stat survey is in progress on Falcon Drive at AC Flora and will continue for several more weeks.

FAPD helped with the Greg's Groceries event held recently. It was highly successful in donations for those in need.

FAPD is working with Richland School District One to provide a shelter at one of our schools during inclement weather.

The evidence processing room renovations are complete.

A dedicated officer will be assigned to conduct high visibility patrol will begin during busy hours during this holiday season.

The city has been notified of several Trunk or Treat events and FAPD will participate with the event coordinators.

11. Community Forum:

Residents Kathy Marie Davis, Cynthia Rivers, Ada McKinstry, and Jetarie Belton all residents in the Satchel Ford Terrace area reported their concerns regarding stormwater run off in the area on Satchel Ford where the new homes are being constructed. Mr. Greenwood added that the stop work orders at that project in place by Forest Acres and Richland County requires the developers to submit a corrective plan to the county for approval prior to hard work resuming. At this time the developers can only do safety work.

12. Council Items:

No items to report.

13. Executive Session:

On a motion by Mr. Kibler seconded by Mr. Black, Council unanimously agreed to go into Executive Session.

- a. Receipt of legal advice related to claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege

- b. Discussion of a proposed contractual matter related to an intergovernmental agreement for the Regional Gateway Project
- c. Discussion of proposed contractual matters related to the potential sale and/or acquisition of real property
- d. Discussion of contractual matters related to the Forest Lake Place Bridge construction and right-of-way easements
- e. Discussion of matters related to the City Administrator's annual evaluation

On a motion by Mr. ? seconded by Mr. ?, Council unanimously agreed to go back into regular session.

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

13. Adjourn

On a motion by Mr. Kibler seconded by Mr. Black, Council adjourned at 9:47 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres