

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
April 18, 2023**

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, City Attorney Will Dillard, and Police Chief Don Robinson. Mayor Frank Brunson was absent.

Mayor Pro-tem Thomas Andrews called the meeting to order at 6:00 p.m.

1. Invocation and Pledge of Allegiance

Mayor Pro-tem Thomas Andrews led the invocation and led the Pledge of Allegiance.

2. Approval of Minutes

a. City Council Meeting March 14, 2023

On a motion by Mr. Black seconded by Mr. Barnes, Council unanimously approved the minutes as amended.

3. Mayor's Issues & City Projects

a. Responses to Community Forum Items:

No items to report.

4. Public Comment Related to Items on the Agenda:

No items to report.

5. New Business:

a. Discussion of Code Enforcement Issues:

- i. Proposed Demolition of 3639 Deerfield
- ii. Removal of Debris from 3507 Linbrook

Administrator Greenwood reported that the house on Deerfield still has not been remedied but is back on our radar. Code Enforcement is working on the notification process along with our City Attorney. The next step is to obtain bids for the demolition process. The same owner of Deerfield also owns the Linbrook property. This property needs debris removal on both the inside and outside. We are going to have to file a lien after the removal.

b. Discussion of the 2024 Annual Budget

Mr. Greenwood said that he and Andy have the overall framework of the budget completed including expenditures. The \$70,000 in pay increases for the Police Department is included. If Council looks at doing the cost of living increase of 2 percent and the merit increase of 2 percent, Mr. Greenwood said that he will ask for the increase to be as an overall COLA without a merit component this upcoming year. The total personnel salary increase will be \$330,000. A transfer from reserves for the Zoning Consultant will be completed. An increase for a transfer from HTAX for our PIO salary and park expenditures will also be in the budget. There will also be an increase in PD vehicles with the new equipment that is installed in them now. We are anticipating roughly \$90k more in permitting revenue from the timing of the first renovations at the mall. Property tax payments have been spread out by Richland County a little more than in the past. We are still not charging our residents for sanitation services. We have not received any information on our growth plus CPI in Forest Acres currently but are anticipating that information in May 2023.

6. Old Business:

a. Second Reading: AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY OF FOREST ACRES TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO

On a motion by Mr. Black seconded by Mr. Barnes, Council unanimously approved the ordinance.

7. City Administrator Report:

- a. Monthly Park and Bridge update
Administrator Greenwood said that the projects are moving along very well and remain on schedule. Colors for the wall at Gills Creek Memorial Park have been selected.
- b. Zoning Ordinance update
The consultant came and spoke to the Planning Commission and went over Module 1. The feedback was positive. They are currently working on Module II.
- c. Driveway at FAPD
Filling the sinkholes on the side of the PD/Court building will finally begin on Thursday, April 20, 2023.
- d. Intern
A former FAPD police officer and US ARMY retiree will begin in May to learn the ins and outs of City Government.
- e. Business License renewals
Renewals both in person and via the online renewal portal are in full effect.
- f. FA Festival
The Festival is fast approaching and will be held at AC Flora on Saturday, April 29th from 10 am to 4 pm.

8. Finance Director Report

Assistant City Administrator/Finance Director Smith reported that this is the time in the fiscal year that we begin to make gains in revenue from property taxes and business license renewals. We are underbudget on expenses. The park project fund shows significant activity in March 2023. We will be working on the DOT grant monies to be received and recognized.

9. Police Chief's Report:

Chief Robinson reported the February 2023 crime and traffic statistics to Council.

Different training opportunities are being accessed for officers.

FAPD is encouraging utilization for the public of our video monitored safe zone in the PD parking lot for sales and exchange purposes to help deter robberies and assaults.

Training hours are being consistently utilized for officers.

Stealth stats are in rotation at various locations throughout the city.

PD has one officer at the academy, one will be attending the academy soon, and a third certified officer will begin his employment in the next 4-5 weeks.

A Boy Scout troop was given a tour and met our K-9.

Conversations with DOT need to be had regarding roadwork and them contacting Chief so they he can coordinate assistance with traffic flow.

10. Community Forum:

Resident William Brantley asked about early voting.

Resident Peyton Wooldridge commended the FAPD for a stop on Harrison Road.

11. Council Items:

Council member Barnes reminded the audience that the Forest Acres Election is on May 9, 2023, and early voting is from April 24th through May 8th.

12. Executive Session:

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously agreed to go into Executive Session at 7:00 pm.

- a. Receipt of legal advice related to claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege
 - i. Disturbance on Pinestraw Rd.
 - ii. Participation in opioid national class action settlement
 - iii. New lawsuit (Sec. 1983 claims)

b. Discussion of contractual matters related to the Forest Lake Place Bridge and Park Project

c. Discussion of contractual matters related to the City's Auditing Contract

d. Discussion of contractual matters and proposed real estate transaction related to Richland Mall property and proposed park

e. Discussion of proposed sale of real property (Wittering Drive)

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

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

On a motion by Mr. Barnes seconded by Mr. Black, Council unanimously authorized City Attorney Will Dillard to engage in the Class Action Settlement as discussed in Executive Session.

On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously authorized the reciprocal easement and ground lease and authorized the City Administrator to finalize it and Mayor Brunson to sign the authorization as presented in Executive Session.

13. Adjourn

On a motion by Mr. Barnes seconded by Mr. Kibler, Council adjourned at 7:55 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres