

**MINUTES OF THE  
FOREST ACRES CITY COUNCIL  
May 10, 2023**

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

**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**

- 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 340 COUNTRY CLUB DRIVE (TMS R16703-02-01) FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO P-1 (PUBLIC AND SEMI-PUBLIC DISTRICT)**

City Attorney Will Dillard opened the hearing at 6:04 pm stating that the purpose of the public hearing is to entertain public comments on a proposed zoning change City of Forest Acres. The change would make the entire property P-1 (Public and Semi-Public District).

With there being no questions or concerns either in favor or opposition to the rezoning request from either Council or the public, Mr. Dillard closed the public hearing at 6:06 pm.

- 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 6486 BRIDGEWOOD ROAD, RICHLAND COUNTY TAX MAP NUMBER 16803-05-17** City Attorney Will Dillard opened the hearing at 6:06 pm stating that the purpose of the public hearing is to entertain public comments on a proposed annexation into the City of Forest Acres.

With there being no questions or concerns either in favor or opposition to the rezoning request from either Council or the public, Mr. Dillard closed the public hearing at 6:07 pm.

**2. Approval of Minutes**

- a. City Council Meeting April 18, 2023

On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously approved the minutes.

**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:**

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.

**5. New Business:**

- a. 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 6486 BRIDGEWOOD ROAD, RICHLAND COUNTY TAX MAP NUMBER R16803-05-17  
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the ordinance.
  
- b. 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 PROVIDING FOR THE BUDGET FOR THE CITY OF FOREST ACRES FOR THE FISCAL YEAR 2023-2024  
Assistant City Administrator/Finance Director Andy Smith said that we are still collecting information, particularly on the revenue side. This budget is essentially flat and represents less than a 1% decrease over the current year's budget. Some of the highlights are increases in building permits, local option sales tax, and hospitality tax transfer for specific targeted expenses within the general fund. It also highlights a decrease in our expectations for property taxes and court fees. We are also setting aside the portion of property tax that is fee revenue on the multi-county park project due to the specific restrictions. This budget includes a 3% COL increase for employees, two new streets and parks laborer positions and some leveling off with other expenses regarding personnel. We also do not anticipate a major increase in health insurance premiums.  
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the ordinance.

**6. 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 REVISING SECTION 21.4.2 (ZONING MAP) OF SAID CODE; PROVIDING FOR A CHANGE IN THE DISTRICT BOUNDARIES OF THE CITY ZONING MAP FOR 340 COUNTRY CLUB DRIVE (TMS R16703-02-01) FROM R-1 (SINGLE FAMILY RESIDENTIAL) TO P-1 (PUBLIC AND SEMI-PUBLIC DISTRICT)  
On a motion by Mr. Barnes seconded by Mr. Black, Council unanimously approved the rezoning request.
  
- b. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING FOR RATIFICATION OF A PREVIOUSLY AUTHORIZED RECIPROCAL EASEMENT AGREEMENT AND GROUND LEASE IN CONNECTION WITH PURCHASE OF A PORTION OF THE RICHLAND MALL SITE, AND OTHER MATTERS RELATED THERETO  
City Attorney Will Dillard said that this ordinance ratifies previously approved by Council.  
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously approved the ordinance.

**7. City Administrator Report:**

- a. Zoning Ordinance  
Mr. Smith reported that the update remains in process and Module II will go before Planning Commission for recommendation.
  
- b. Gills Creek Memorial Park  
The progress of the park is slightly ahead of schedule and may possibly be completed early.
  
- c. Colonel Kendall Adams  
Colonel Kendal Adams has begun his internship and is already bringing a positive contribution to the city.
  
- d. July 11, 2023, City Council meeting  
On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously agreed to postpone the July meeting to July 25, 2023, to avoid schedule conflicts.

**8. Finance Director Report: Monthly Financial Report**  
Assistant City Administrator/Finance Director Smith reported we are in a normal cycle in revenues and expenditures. The upcoming end of the current fiscal year will bring in a large amount of revenue from the Municipal Association and franchise fees which are common in our previous years' budgets.

**9. Police Chief's Report:**  
Chief Robinson reported the April 2023 crime and traffic statistics to Council.

We now have two officers on light duty down from three.

False alarms have decreased from March to April.

Officers have attended twenty community meetings/projects for the month of April.

**10. Community Forum:**  
Resident Kathy Marie Davis asked if there was any follow up with the future homes being built on Satchel Ford Road. Mr. Smith said that he did not know of any updates, however, he will follow up with the City Administrator and City Engineer regarding the project.

**11. Council Items:**  
PIO Lynnsey Baker reported that Rep. Heather Bauer will be attending the June 2023 Council meeting along with the head of the SC DOT for Council and the public to answer any questions regarding roadways in Forest Acres.

Mayor Brunson added that he and Mayor-elect Tom Andrews have had a discussion about recognizing businesses in the city more than just at new openings.

**12. Executive Session:**  
On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously agreed to go into Executive Session at 7:05 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
- b. Discussion of contractual matters related to the Forest Lake Place Bridge and Park Project and Forest Lake Place Extension
- c. Discussion of contractual matters and proposed real estate transaction related to Richland Mall property and proposed park

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

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

Mr. Smith introduced Lt. Col. Kendall Adams to Mayor Brunson, Council, and Attorney Will Dillard.

On a motion by Mr. Andrews seconded by Mr. Barnes, Council authorized Ken Simmons and Associates to finalize the design of the Forest Lake Place bridge road extension.

On a motion by Mr. Andrews seconded by Mr. Barnes, Council authorized a memo to be written and signed by Mayor Brunson to First Citizens Bank regarding the Forest Lake Place bridge road extension.

**13. Adjourn**  
On a motion by Mr. Black seconded by Mr. Kibler, Council adjourned at 7:15 p.m.

Respectfully submitted,

Maria Queen  
Administrative Coordinator  
City of Forest Acres