**MINUTES OF THE**

**FOREST ACRES CITY COUNCIL**

**April 8, 2025**

Mayor Tom Andrews, Mayor Pro-tem David Black, Council members Haskell Kibler, and Stephen Oliver were present, along with City Administrator Shaun Greenwood, Assistant City Administrator Kendall Adams, Finance Director Brittany Adams, Police Chief Don Robinson, and City Attorney Will Dillard. Council member Ryan Newton was absent.

**Mayor Tom Andrews called the meeting to order at 6:00 p.m.**

1. **Invocation and Pledge of Allegiance**

Council member Haskell Kibler led the invocation and Pledge of Allegiance.

1. **Approval of Minutes**
   1. City Council Meeting March 11, 2025

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

1. **Mayor’s Issues & City Projects**
   1. Follow up from Community Forum Discussion
      1. Code Enforcement Issues in Covenant Crossing Area

Code Enforcement has reached out to the businesses in that area and the property owners are addressing the issues.

1. **New Business**
   1. Presentation of Officer of the Quarter by the Public Foundation

Chief Don Robinson and Council member David Black presented Officer Brandy Warner with the FAPD Employee of the Quarter award.

* 1. Presentation by Tony Magwood on SCDOT projects in Forest Acres

Tony Magwood acknowledged the presence of Representatives Heather Bauer and Beth Bernstein and their advocacy for Forest Acres. Mr. Magwood discussed the purpose of SCDOT and what their role is in the State of South Carolina. He went on to discuss the progress that SCDOT has made in Forest Acres, the cleanup of Hurricane Helene and the current work that is in progress. Opening the floor for conversation, a question and answer session ensued first with Council and then with residents. Question cards were also provided for residents to write down any specific concerns for Mr. Magwood to address on a more personal basis.

* 1. Approval of staff recommendation related to the RFQ for On-call Architect Services

Following a staff evaluation of the five received RFQ’s, staff recommends GMK Associates for the on-call services.

On a motion by Mr. Kibler seconded by Mr. Oliver, Council unanimously approved the staff recommendation and authorized the City Attorney and Administrator Greenwood to negotiate a contract with GMK.

* 1. 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 10, ARTICLE II, TO PROVIDE FOR DISPOSITION OF ABANDONED, STOLEN OR CONFISCATED PROPERTY

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

* 1. Appointment and Reappointments

1. Board of Zoning Appeals – 1 Reappointment
   * 1. Pete Balthazor

On a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously reappointed

Pete Balthazor.

1. Planning Commission – 1 Reappointment
2. Lyle Lee

On a motion by Mr. Oliver seconded by Mr. Black, Council unanimously reappointed

Lyle Lee.

1. Municipal Election Commission – 1 Vacancy

On a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously appointed

Madeleine Knaus.

1. **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 4201 SANDWOOD ROAD, RICHLAND COUNTY TAX MAP NUMBER

16808-11-16

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously approved the annexation.

b. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH

CAROLINA, AMENDING THE DATE FOR PUBLICATION OF NOTICE OF 2025

GENERAL ELECTION

On a motion by Mr. Andrews seconded by Mr. Oliver, Council unanimously agreed to defer this reading to the

April 30, 2025, Budget Planning meeting.

1. **City Administrator Report**
   1. Richland Mall Update

Mr. Greenwood reported that there remains a small portion of the parking garage that needs to be removed and the contractor is getting ready to begin demolishing our park property.

* 1. Budget Preparation

The budget preparation is underway, and we will have our Budget Workshop on April 30, 2025.

* 1. Entryway Sign

We are waiting on one final approval for this project.

* 1. City Parks

We have a designer working on the seating and shading at Citadel Park due to all of the trees we had to have

removed because of the damage from Hurricane Helene. Portions of the playground surface at Citadel and the walking trail at Quinine Park needs to be replaced. We have blocked off some of the more damaged areas for the safety of our residents and nonresidents.

* 1. Business License Renewal

Renewal season is underway and the expiration date for the 2024 licenses is April 30, 2025.

* 1. Election

The election is on Tuesday, May 13, 2025. Council Chambers will be a polling place.

* 1. Helene Grant Finalization

Kendall Adams and Brittany Adams have worked hard on this grant, and we are asking for approximately $72,000.00.

1. **Finance Director Report:** Monthly Financial Report

Brittany Adams reported that as of March we are through three quarters of Fiscal Year 25. Our revenues and expenses are both a small amount less than last year at this time. We have submitted our Homestead Exemption and received property tax assessments for next year.

1. **Police Chief’s Report:**

Chief Robinson reported the March 2025 crime and traffic statistics to Council.

FAPD has applied for a grant to add a Forensic Investigator position.

The security camera on Willingham Drive is ready for our electrician to make live.

1. **Community Forum:**

Resident Brian Willis suggested inviting City of Columbia Mayor Rickenman to one of Forest Acres City Council meeting.

Resident Joann Williams announced Meet the Candidates at the FANA meeting at 7 pm on April 15, 2025, at St. Martin’s in the field. Ms. Williams also voiced concern about residents blowing yard debris into the streets. Mr. Greenwood said that Code Enforcement does and will address that if it is seen or reported.

1. **Council Items:**

Council member Stephen Oliver mentioned the Forest Acres Festival is on Saturday, April 12, 2025, at AC Flora, the AC Flora Baseball Classic is the week of April 14, 2025, and Timmerman’s Annual Golf Tournament is on April 25, 2025.

Council member Haskell Kibler reported that Sweep the Acres that was held on April 5, 2025, was well attended and tremendously successful.

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

1. **Executive Session:**

a. Discussion of contractual matters related to the City Administrator’s Employment Contract

b. Discussion of personnel matters related to FAPD and the Chief of Police

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

On a motion by Mr. Oliver seconded by Mr. Black, Council unanimously agreed to return to general session.

**12. Adjourn**

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously agreed to adjourn at 10:21 pm.

Respectfully submitted,

Maria Queen

Administrative Coordinator

City of Forest Acres