**MINUTES OF THE**

**FOREST ACRES CITY COUNCIL**

**March 11, 2025**

Mayor Tom Andrews, Mayor Pro-tem David Black, Council members Haskell Kibler, Ryan Newton, 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.

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

1. **Invocation and Pledge of Allegiance**

Mayor Tom Andrews led the invocation and Pledge of Allegiance.

**Public Hearing**

1. AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, AMENDING THE CODE OF ORDINANCES, CHAPTER 21 (ZONING ORDINANCE) TO ADD PROVISIONS REGULATING HOURS OF OPERATION OF BUSINESSES OPEN TO THE PUBLIC

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 a proposed ordinance. With there being no questions or concerns either in favor or opposition to the ordinance from either Council or the public, Mr. Dillard closed the public hearing at 6:04 pm

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 ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 4201 SANDWOOD ROAD, RICHLAND COUNTY TAX MAP NUMBER 16808-11-16

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 annexation into the City of Forest Acres. With there being no questions or concerns either in favor or opposition to the annexation request from either Council or the public, Mr. Dillard closed the public hearing at 6:04 pm.

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

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

* 1. Special City Council Meeting February 4, 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. Speeding complaint during school hours on Clemson Ave.

Chief Robinson said that PD has increased patrol on Clemson Avenue and are actively

looking for a more permanent plan.

* + 1. Stormwater issue from new houses on Satchel Ford (Valleybrook)

Mr. Greenwood said that the county is still performing routine inspections on the stormwater in that area.

1. **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.

1. **New Business:**
   1. FAPD: Introductions of new employees and promotions

Chief Robinson introduced new dispatcher Lennsey Sjoberg, Rebecca Oliver who was promoted to Victim’s Advocate, and Robert Oates who was promoted to Detective.

* 1. Introduction of new Finance Director and Assistant City Administrator

Administrator Greenwood introduced newly appointed Assistant City Administrator Kendall Adams,

Lt. Colonel, Retired, and new Finance Director Brittany Adams.

* 1. A RESOLUTION CERTIFYING THE PROPERTIES IDENTIFIED AS RICHLAND COUNTY TAX MAP NUMBERS R13908-04-35, R14001-11-11, R14005-08-02, R13908-04-36, AND R13908-04-37 AS ABANDONED BUILDING SITES PURSUANT TO THE SOUTH CAROLINA ABANDONED BUILDINGS REVITALIZATION ACT, CODIFIED AT TITLE 12, CHAPTER 67 OF THE CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED; AND OTHER MATTERS RELATED THERETO

On a motion by Mr. Black seconded by Mr. Newton, Council unanimously approved the resolution.

* 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 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. Kibler seconded by Mr. Newton, Council unanimously approved the annexation.

* 1. First Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, AMENDING THE DATE FOR PUBLICATION OF NOTICE OF THE 2025 GENERAL ELECTION

On a motion by Mr. Oliver seconded by Mr. Newton, Council unanimously approved the ordinance.

Council members David Black and Haskell Kibler recused themselves from the vote.

f. Htax Committee Recommendations:

a. The Therapy Place – $5,000 Miracles in Motion 5K

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

g. Appointment and Reappointments

a. Municipal Election Commission – 1 Vacancy

Mr. Greenwood reported that there have been zero applicants for the open MEC seat to date.

1. **Old Business:**
   1. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, AMENDING THE CODE OF ORDINANCES, CHAPTER 21 (ZONING ORDINANCE) TO ADD PROVISIONS REGULATING HOURS OF OPERATION OF BUSINESSES OPEN TO THE PUBLIC

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

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

Mr. Greenwood said that most of the mall and parking deck is down, and the demolition contractors are saying that they remain close to their target date.

* 1. Budget Preparation

Mr. Greenwood said that we are preparing budget preparation.

* 1. Entryway Sign

There have been some last minute changes to the design, and we are working with SC DOT for the encroachment permit.

* 1. City Parks

We had the last of our tree work done because of the September 2024 hurricane. Uncle Willie’s Tree Service did a good job on limbing trees and removing all necessary trees.

* 1. Business License Renewals

We are in the middle of renewal season. The 2024 licenses expire on April 30, 2025.

* 1. Staffing

We have promoted from within Dylan Seely as Public Works Supervisor to assist our Public Works Director, Joey Paschal. We are still looking to hire a new Public Information Officer.

* 1. Falcon Drive speed humps

We did receive the Traffic Control Manual from SC DOT. We are right now looking at a summer installation due to all the spring sports and school traffic.

* 1. We are planning on having Representative Heather Bauer and SC DOT representative Tony Magwood at our April 8, 2025, meeting.

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

Mr. Greenwood said that we will begin Financial Reporting with Brittany Adams at the April 8, 2025, meeting.

1. **Police Chief’s Report:**

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

1. **Community Forum:**

Resident Bryan Willis expressed his concerns about the Covenant Road area and the trash that is on both sides of the road. He added the trash problem also around the smoke shop in that area.

Resident Kathy Marie Davis asked about the storm water issue at Valleybrook and Satchel Ford. Mr. Greenwood said that there are open permits on those properties and RC is doing routine inspections of the

Stormwater issues.

1. **Council Items:**

Council member reiterated to the audience that Sweep the Acres will be held on Saturday, April 5, 2025. It will begin at 8:30 am in the Lowes Foods parking lot. Sign up is on all our social media and our website. We also will have a cookout after the event.

**13. Adjourn**

On a motion by Mr. Kibler seconded by Mr. Black, Council unanimously agreed to adjourn at 7:05 pm.

Respectfully submitted,

Maria Queen

Administrative Coordinator

City of Forest Acres