

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
November 15, 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 David Black led the invocation and the Pledge of Allegiance.

2. Approval of Minutes

- a. City Council Meeting October 11, 2022
On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the minutes as amended.
- b. Special City Council Meeting October 3, 2022
On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the minutes.
- c. Special City Council Meeting October 18, 2022
On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the minutes.

3. Mayor's Issues & City Projects

- a. Responses to Community Forum Items:
 - i. Satchel Ford Road property
Administrator Greenwood reported that since the last meeting the developer has regraded the property. City Engineer Keith Lindler said that he spoke with Richland County's investigator, and he has received the revised plan from the developer. Mr. Lindler said that he should have a more defined update with the restoration aspects of the project and approval of the revised submittals.

4. Public Comment Related to Items on the Agenda:

- a. Stephen Oliver voiced his support as a resident for the AC Flora Baseball Classic to be funded in the full request by the AC Flora Booster Club.
- b. Will Owens voiced his opposition as a resident for the AC Flora Baseball Classic to be funded in the full request by the AC Flora Booster Club.

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. Resolution honoring Sgt. Rick Skrabak for his dedication and service
Mayor Brunson read a resolution honoring Sgt. Skrabak career at FAPD and his recent retirement.
- b. Promotion of FAPD Officer and Introduction of new FAPD Officer
Chief Don Robinson promoted Officer David Pickett to Corporal and introduced new FAPD Officer Jeff Roberts.

- c. 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 5, SECTION 5-2 (CODES ADOPTED) TO PROVIDE FOR ADOPTION OF THE LATEST EDITIONS OF BUILDING CODES AS APPROVED BY THE SOUTH CAROLINA BUILDING CODES COUNCIL WITH MODIFICATIONS AND OTHER AUTHORIZED CODES AND STANDARDS.
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously approved the ordinance.
- d. Staff Request for Hospitality Tax:
 - i. Request for up to \$10,000 for holiday patrols
On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously approved the request.
- e. Hospitality Tax Committee Recommendation:
 - i. AC Flora: \$42,000 request for the Forest Acres Classic Baseball Tournament
Mr. Kibler
Chairman Kibler reported that the committee met and following a lengthy discussion decided to reduce the request to \$29,500 with three stipulations. The stipulations are that Forest Acres resident's gain admittance to the tournament without cost, the out of town teams have two of the three meals a day in Forest Acres, and the coaches' gifts be purchased in Forest Acres. AC Flora Coach Andy Hallett spoke regarding the tournament. Mayor Brunson asked Mr. Hallett if the school has reached out to the City of Columbia, Richland County, and any private companies to solicit support. Mr. Black suggested that Coach Hallett reach out to AC Flora's golf coach for information on the private funds they were able to secure.
On a motion by Mr. Kibler seconded by Mr. Black, Council approved the \$29,500 with a four to one vote. Mr. Barnes voted no.
 - ii. Forest Acres Beautification Foundation: \$700 for the Utility Box Wrapping Project
Mr. Kibler
On a motion by Mr. Kibler seconded by Mr. Andrews, Council unanimously approved the \$700 request.
- f. Discussion and Approval of Employee Holiday Bonus
On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the holiday employee bonuses.

6. Old Business:

No items to report.

7. City Administrator Report:

- a. FLP Park Update
Mr. Greenwood reported that he and Keith Lindler meet with the contractor at the site. Eighty truckloads of silt have been removed from the creek and the work continues to be on track. The bridge reopening has been delayed until after the bridge is replaced due to the materials being delivered sooner than expected.
- b. FAPD Request
Mr. Greenwood and Chief Robinson are asking to move some money around in the budget to change the Annual Employee Christmas Luncheon to a Dinner to improve a greater attendance. The increase to \$5000 will not be additional funds but within our current budget.
- c. Zoning Ordinance Update
Mr. Greenwood said that the update is moving forward although we are a little behind schedule due to other city projects having to be attended to.

d. Holiday Lights

Mr. Greenwood said that the Christmas lights and trees will begin earlier this year to make sure they are ready for Sweet Seasons on November 29, 2022.

e. Sweet Seasons

PIO Lynnsey Baker said that the event is two weeks from today. The advertisements, vendors, and entertainment are all confirmed. The event was very successful last year with attendance of over 1000 and we are expecting the same this year.

8. Finance Director Report: Monthly Financial Report

Assistant City Administrator/Finance Director Smith reported to Council that we are through a third of our fiscal year and recognized \$1.2 million on a budget of on the annual budget of \$9.6 million. On the expense side we are at 26.5% of our annual budget which is a positive expense variance in our favor. Mr. Smith also added the ARPA fund and Forest Lake Place fund in his report.

9. Police Chief's Report:

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

Seizure funds are being used for other narcotics investigations or equipment for the department as allowed by the Asset Forfeiture Statute.

The traffic accident monthly review has now been changed have a mid-month review as well. From this time last year accidents are 9% lower.

Mail and identity theft is a concern in the city currently and FAPD is working on identifying the protocol of the offenders.

There is also concern and current active trend of burglaries in homes where homeowners are not present. FAPD is working on heavier patrol and informing residents how to keep their homes safer.

Several officers volunteered to clean up a resident's yard on Trenholm Road and did an exemplary job.

Taser recertifications and low-light firearm efficiency qualifications for all officers has been completed for the year.

10. Community Forum:

Resident Ralph Bailey expressed his concerns regarding flooding and potential danger on the construction of the new homes on Satchel Ford Road.

Resident Stephen Oliver relayed his frustration regarding the upcoming Richland Mall project.

Resident Michelle Morrison said that the yard that the FAPD volunteered to clean up for a resident on Trenholm Road was done well.

11. Council Items:

No items to report.

12. Executive Session:

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously agreed to go into Executive Session at 7:35 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 matters related to the City Administrator's annual evaluation

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

On a motion by Mr. Andrews seconded by Mr. Kibler, Council approved a 2% merit bonus for City Administrator.

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. Barnes seconded by Mr. Black, Council adjourned at 7:55 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres