

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
August 11 , 2026**

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

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 REVISING SECTION 21.2.1.2 (ZONING MAP) OF SAID CODE; PROVIDING FOR A CHANGE IN THE DISTRICT BOUNDARIES OF THE CITY ZONING MAP FOR 4515 ARCADIA ROAD (TMS R16804-07-10 and R16804-07-19) FROM R-1 (LOW DENSITY RESIDENTIAL) TO R-1A (LOW DENSITY RESIDENTIAL)

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 rezoning. Mr. Dillard introduced developer Robby Wilkins to present for the rezoning request. A 14-lot subdivision is the plan. The Planning Commission unanimously recommended the rezoning request. A brief discussion ensued with Council. Resident Hal Gladden asked about water, sewer, and stormwater diligence. Mr. Greenwood stated that Mr. Wilkins has engaged with Richland County Stormwater for the development. There remain questions regarding the width of the road and the reduction of the right-of-way. Compliance is necessary for any development. With there being no additional 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 6:11 pm.

3. Approval of Minutes

a. City Council Meeting July 14, 2026

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

4. Mayor's Issues & City Projects

a. Follow up from Community Forum Discussion

i. Pothole on Havana Court

Mr. Greenwood reported that the issue has been reported to SCDOT. We have not heard back yet. We will follow up with SCDOT.

ii. Posting of Crime Stats

Mr. Greenwood said that Crime Stats have been posted on www.forestacres.net.

5. Public Comment Related to Items on the Agenda

a. 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.

6. New Business

a. Presentation regarding Beautification Foundation

Beautification Foundation member Andrew Epting updated Council on current and upcoming projects going on with the Foundation.

b. Memorandum of Agreement with the Department of Juvenile Justice related to fees for the detention of youths
Mr. Dillard reported that this MOA will be specifically for the facility in Greenville County.

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously authorized the City Administrator to execute the Memorandum of Agreement.

- c. Resolution approving and adopting the Natural Hazards Mitigation Plan
Assistant City Administrator Kendall Adams stated that this resolution is required every five years and it allows the city to seek pre and post disaster relief from FEMA's Hazard Mitigation and the Flood Mitigation programs. This process goes through the Council of Governments.
On a motion by Mr. Newton seconded by Mr. Kibler, Council unanimously approved the adoption of this resolution.
- d. Discussion and approval of a letter of support for Serve and Connect
Mayor Andrews said that Serve and Connect asked Council for a letter of support on an application for a grant through the Department of Veterans Affairs.
On a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously approved the letter of support.
- e. Discussion and approval of a letter of concern to Richland County Recreation Commission related to potential closures at Trenholm Park
On a motion by Mr. Oliver seconded by Mr. Newton, Council unanimously approved the letter of concern as amended.
- f. Discussion and approval of a contract with The Spyglass Group LLC for utility audit services
Mr. Adams stated that They Spyglass Group will assist us with analyzing our telecommunications service accounts. It could assist with cost savings and cost recovery.
On a motion by Mr. Kibler seconded by Mr. Black, Council unanimously authorizing the City Administrator to execute the contract.
- g. Discussion regarding state law requiring municipalities to change municipal election dates to April or November
Mr. Greenwood said that the law passed in the State Legislature which means all municipalities will have to decide on either April or November of election years. Further discussion will proceed in Executive Session.
- h. Discussion and approval of an update to the City Workplace Violence Policy
Mr. Greenwood introduced an updated Workplace Violence Policy as part of our ongoing review of city policies. Mr. Dillard brought up points earlier that should be considered for the policy. A final version should be ready for the September council meeting.
- i. A RESOLUTION FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, RESOLVING TO CONSIDER AN AMENDMENT TO THE CODE OF ORDINANCES, CHAPTER 21 (UNIFIED DEVELOPMENT ORDINANCE) TO AMEND SECTION 21.4.9.9 RELATING TO BILLBOARD SIGN STANDARDS; SETTING AND ADVERTISING TO THE PUBLIC THE DATE OF A PUBLIC HEARING ON THIS AMENDMENT; REFERRING THIS AMENDMENT TO THE PLANNING COMMISSION FOR ITS CONSIDERATION; AND, INVOKING THE PENDING ORDINANCE DOCTRINE WITH RESPECT TO THIS AMENDMENT
Mr. Dillard said that when the Unified Development Ordinance was approved in December of 2025 a couple of questions arose after that approval. This resolution addresses those questions. A public hearing will be set for October's council meeting.
On a motion by Mr. Kibler seconded by Mr. Oliver, Council unanimously approved the resolution.
- j. 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 SECTION 21.2.1.2 (ZONING MAP) OF SAID CODE; PROVIDING FOR A CHANGE IN THE DISTRICT BOUNDARIES OF THE CITY ZONING MAP FOR 4515 ARCADIA ROAD (TMS R16804-07-10 and R16804-07-19) FROM R-1 (LOW DENSITY RESIDENTIAL) TO R-1A (LOW DENSITY RESIDENTIAL)
On a motion by Mr. Black seconded by Mr. Newton, Council unanimously approved the ordinance.
- k. Appointments

a. Beautification Foundation

i. Reappointment: Clara Thomas (August 2029)

On a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously reappointed Clara Thomas to the Beautification Foundation.

b. Public Safety Foundation

i. Open Position: (March 2028)

7. Old Business

No items to report.

8. City Administrator Report

a. Richland Mall Update

Mr. Greenwood said the he spoke with the developer and although the heavy rain lately has hindered the project they remain on schedule.

b. Grants

Assistant City Administrator Adams reported that the SCMIT/SCMIRF safety grants are underway with both Public Works and FAPD.

c. Events

Mr. Greenwood said that we have had a couple of well attended runs in the city recently.

d. Parks

Mr. Greenwood said that the bench swings have all been installed at the city parks and are fully operational. A few punch items are being addressed and after that the parks will be officially completed.

e. Vehicle Wraps

Mr. Greenwood said that we are looking at options for the larger city vehicles as well as for the Code Enforcement trucks. The cost will be between \$25-35k. Quotes and design will be ready for council in September.

9. Finance Director Report: Monthly Financial Report

Finance Director Brittany Adams reported that we have received approximately 6% of our anticipated revenues and 4% regarding expenses for FY 26-27. \$238,000 of the revenues we received this month were reallocated to FY 25-26. We have begun our FY 25-26 audit.

10. Police Chief's Report:

Chief Robinson reported the June 2026 crime statistics.

We will continue to work on training through the Municipal Association.

Chief Robinson announced his decision to retire from the City of Forest Acres. He stated he will stay on staff until council is able to hire a new Chief of Police. Mayor Andrews thanked Chief for his contributions to the city during his time as our Chief of Police.

11. Community Forum:

Resident Hal Gladden who also serves as president of FANA thanked Council and staff for assistance with the Ice Cream Social that was held on July 28, 2026.

Resident William Brantley asked about the timeframe that roll carts should be taken back into the apartments on Valleybrook Road area. Mr. Greenwood confirmed the apartments are in Richland County, and we do not have jurisdiction, however, we will try to reach out to the county. He also suggested that Mr. Brantley reaches out to Ms. Tyra Little on Richland County Council for assistance.

12. Council Items:

Council member Oliver mentioned that Lizard's Thicket has reopened after recent interior renovations.

13. Executive Session:

On a motion by Mr. Oliver seconded by Mr. Black, Council unanimously agreed to go into Executive Session at 7:15 pm.

- a. Receipt of legal advice related to claims and potential claims and other matters covered by Attorney Client Privilege:
 - i. Beer/wine permit protest matter
 - ii. Water and sewer franchise fee
 - iii. Proposed zoning ordinance amendment – billboard sign standards
 - iv. Election date changes to comply with new state law
- b. Discussion of proposed contractual matters and receipt of legal advice related to:
 - i. Naming rights related to public buildings and structures
 - ii. The potential purchase of property
 - iii. Utility Audit Services

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

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

12. Adjourn

On a motion by Mr. Oliver seconded by Mr. Newton, Council unanimously agreed to adjourn at 8:22 pm.

Respectfully submitted,

Maria Queen
Asst. City Clerk/HR Director
City of Forest Acres