

City of Anderson
Regular Meeting
January 25, 2016

The regular meeting of City Council was held this date in City Hall Council Chambers at 6:00 pm. In attendance were Mayor Roberts, Mayor Pro Tem Chapman, Council Members Kirven, Thompson, Buck Roberts, Stewart, and Harbin. Councilmen Laughridge and John Roberts were not present. Also in attendance were City Manager, Linda McConnell; Assistant City Manager, David McCuen; Finance Director, Peggy Maxwell; City Attorney, Frankie McClain; Utilities Director, Jeff Caldwell; Fire Chief, Dale Horne; and Downtown Manager, Arlene Young. The invocation was given by Councilman Kirven with respects to the flag by Mayor Pro Tem Chapman.

SPECIAL RECOGNITIONS

Arthur Hawthorne – Water Operations Retiree

Utilities Director, Jeff Caldwell said Arthur Hawthorne began employment with the City of Anderson in 2002; however, his service to the Anderson community began many years before. Arthur began his career Duke Water Company in 1979 as a skilled laborer and promoted to foreman in 1983. After 23 years with Duke, the City was fortunate to retain him as its Water Operations Supervisor.

Arthur was a valuable asset to the City in the seamless transition in ownership between Duke Water and the City of Anderson. He supervised a five person utility crew responsible for the delivery of safe, reliable drinking water to our customers.

This is Arthur's second special recognition during his service to the City. In 2008, he was honored as the South Carolina Rural Water Association Distribution System Operator of the Year.

In all, Arthur dedicated his career to the Anderson Community for over 36 years. He was also active on the City's Safety Committee developing programs to ensure safe working conditions for all employees.

In retirement, Arthur plans to enjoy plenty of camping and fishing with his wife, Debbie.

Mayor Roberts presented Arthur with a gift and plaque in recognition of his dedication to the City of Anderson.

FIRE DEPARTMENT PROMOTIONS

Lieutenant Treavor Brazeal
Sergeant Ryan Herring
Engineer John P. Poore

Fire Chief, Dale Horne said Lieutenant Treavor Brazeal came to the fire department November 26, 2007. He was promoted to Engineer November 26, 2010 and Sergeant October 22, 2014. He is also a Lieutenant with the Honea Path Fire Department and Captain with the Craytonville Fire Department. He is a member of the AFD Honor Guard.

Sergeant Ryan Herring came to the fire department May 5, 2005. He was promoted to Engineer November 19, 2012. He has past experience with the Homeland Park and Williford Volunteer Fire Departments. Mr. Herring is the Deputy Coordinator of the Anderson Fire Department Technical Rescue Team.

Engineer John P. Poore came to the fire department December 18, 2012. He has past experience with Hopewell Volunteer Fire Departments where he served as Lieutenant.

Lieutenant Treavor Brazeal, Sergeant Ryan Herring and Engineer John P. Poore were pinned by Assistant Chief, Randy Bratcher.

SWEARING-IN CEREMONY

Firefighter Grant Brady
Firefighter Lee Deal
Firefighter Laura Hoover

Chief Horne said Firefighter Grant Brady is a 2014 graduate of Westside High School and is a volunteer firefighter with the Williford Fire Department. He completed recruit firefighter school at the South Carolina Fire Academy and received his Fire Fighter I and II certifications. He has also completed numerous other fire academy courses.

Firefighter Lee Deal is a 2013 graduate of Ninety Six High School in Ninety Six, SC and is a volunteer firefighter with the Lower Lake Fire Department in Ninety Six. He has received his Fire Fighter I and II certifications. He has also completed numerous other fire academy courses.

Firefighter Laura Hoover is a graduate of W.T. Woodson High School in Fairfax, Va. She has a Degree in Business Management from Clemson University and has worked with the Oconee Memorial Hospital and Medshore Ambulance Service and is a volunteer firefighter with the Corinth-Shiloh Fire Department in Oconee County. Ms. Hoover is also a Crossfit Instructor and has received her Fire Fighter I and II, EMT, and has completed numerous other fire academy courses.

All have successfully completed their probationary period and are qualified to be sworn in as Anderson City Firefighters.

Chief Horne proceeded to swear-in Firefighter Brady, Firefighter Deal, and Firefighter Hoover. They were also pinned by Assistant Chief, Randy Bratcher.

SPECIAL PRESENTATION
Comprehensive Annual Financial Report for Fiscal Year 2014-2015
Greene, Finney & Horton, LLP – David Phillips, Partner

Mr. Phillips stated that the City received an unmodified opinion which is the best opinion that the City can receive. The City also received the GFOA Award for Excellence in Financial Reporting for 20 years in a row. Also, Mr. Phillips shared the following highlights:

General Fund – Fund balance increased \$423,000. The unassigned fund balance is \$7,300,000.

Hospitality Fund – Fees increased \$278,000.

Sewer Fund – Net position increased \$441,000.

Water Fund – Net position decreased \$12,000.

Implemented GASB #68/71 on Pension Accounting

Good financial position at June 30, 2015.

APPROVAL OF MINUTES

A motion by Councilman Buck Roberts seconded by Council Member Thompson carried unanimously (7-0) to approve the minutes of the January 11, 2016 meeting as presented.

REQUEST CONSIDERATION OF ORDINANCE 16-02 TO REVISE THE PLANNED DEVELOPMENT DISTRICT (PDD) DOCUMENT FOR TRACT B OF THE MAYFIELD, LOCATED OFF HARRIETT CIRCLE

City Manager, Linda McConnell said the subject property consists of approximately 29 acres of a 139-acre parcel that was annexed in 2003. At the time, the parcel was divided into 5 tracts, each with specific development guidelines under the PDD, Planned Development District zoning standards. Two of the tracts (D&E) have been developed as a residential subdivision known as Rockwell Plantation. Tract A guidelines were revised in 2015 to provide more density (93 single-family homes) along with more buffering. Development has yet to commence on Tract A. The subject property, known as Tract B, is located off Harriett Circle and abuts Tract B.

Current language for Tract B allows single-family residential and multi-family residential. The proposal is to construct 101 single-family houses and an amenity center for residents, but a PDD revision is necessary in order to accommodate a higher density development plan. Revisions to PDD documents are handled in the same manner as a rezoning, requiring Planning Commission review and approval by City Council.

Specifically, the applicant proposes to revise the following in Tract B (*details have been revised since the submittal for the January 11th Council package*):

- Eliminate the language that allows multi-family development
- Reduce the minimum lot size from 10,000 square feet to 6,240 square feet (8,000 square foot average)
- Reduce the minimum lot widths from 75 feet to 52 feet
- Revise the side yard setback language to be 5 feet per side, instead of 10% of the lot width

As a point of comparison, the chart below shows the range and average lot sizes for surrounding developments in The Mayfield PDD.

Subdivision	Minimum Lot Size (Sq. Ft.)	Average Lot Size (Sq. Ft.)
Tract A	7,800	9,200
Tract B – Current Guidelines	10,000	N/A
Tract B – Proposed	6,240	8,000
Tract C – Undeveloped	N/A	N/A
Tract D-Rockwell Plantation Phase II	8,500	9,500
Tract E-Rockwell Plantation Phase I	7,500	8,500

The Planning Commission considered this request at their January 5th meeting and recommended approval. Eliminating the multi-family development potential should be beneficial as the PDD continues to develop. No one from the public attended the Planning Commission meeting.

Mayor Pro Tem Chapman said the Mayfield Subdivision was located in the area he serves. He stated that no calls were received in opposition to the revisions to the PDD.

A motion by Mayor Pro Tem Chapman seconded by Councilman Buck Roberts carried unanimously (7-0) to approve Ordinance 16-02 to revise the Planned Development District (PDD) document for Tract B of The Mayfield, located off Harriett Circle on First Reading.

REQUEST CONSIDERATION OF APPOINTMENTS TO THE INNOVATE ANDERSON BOARD

Mrs. McConnell said Innovate Anderson is a public-private organization of which the City is a member. Our financial contribution to the organization entitles the City to seven representatives on the Board of Directors. The City's representatives to the Board currently are:

Mayor Terence Roberts, Council Members Bea Thompson and Steve Kirven (all representing City Council)

Doug McDougald, Jr. and Charlie Thornton, Jr. (representing City from the private sector)

John Moore and Linda McConnell (representing the City from the staff)

Appointments/reappointments to the Board are requested annually to coincide with Innovate Anderson's business year. Thus, at this time, they are requesting appointments and/or reappointments of the City's representatives on the Board. Due to John Moore's retirement, we are recommending the appointment of David McCuen, Assistant City Manager to fill that vacancy. Each of the other representatives has agreed to continue to serve.

A motion by Councilman Buck Roberts seconded by Councilman Stewart carried unanimously (7-0) to approve the appointment of Assistant City Manager, David McCuen to fill the vacancy due to John Moore's retirement. Terence Roberts, Dr. Thompson, Steve Kirven, Doug McDougald, Jr., and Charlie Thornton, Jr. all agreed to continue to serve and were reappointed.

REQUEST CONSIDERATION OF ORDINANCE 16-01 AMENDING THE 2015-2016 BUDGET

Mrs. McConnell asked for consideration of Ordinance 16-01 amending the 2015-2016 Annual Budget by increasing the General Fund budget \$230,380 and the Economic Development Fund budget \$100,000.

The City Council adopted the 2015-2016 Annual Budget by Ordinance 15-07 on June 22, 2015. During the first half of the fiscal year, council approved a public defender contract (\$30,380), and reviewed in committee meetings, housing demolition (\$100,000) and economic development incentives, (\$100,000).

The amendments allow the budget and audit to more accurately reflect revenue received and expenditures made that were unknown when the budget was originally adopted. Therefore, comparisons between budget and actual are more meaningful.

A motion by Councilman Harbin seconded by Council Member Thompson carried (6-1) with Councilman Kirven opposed to approve Ordinance 16-01 amending the 2015-2016 Budget by increasing the General Fund by \$230,380 and the Economic Development Fund by \$100,000 on First Reading.

REQUEST CONSIDERATION OF A CONTRACT WITH THE LANDPLAN GROUP SOUTH, INC. TO
UPDATE THE RECREATION COMPREHENSIVE MASTER PLAN

Mrs. McConnell said the LandPlan Group South, Inc. was selected through a RFQ process last fall. LandPlan developed a scope of services and began discussions with staff to negotiate a contract to update the 2008 Recreation Master Plan. Representatives from the LandPlan Group came to Anderson and visited several locations where the City programs athletic and fitness activities were held to help establish a baseline for their proposal.

Staff reviewed the initial proposal submitted by the LandPlan Group and identified areas where City staff could complete the tasks. The proposal was revised to reflect these savings. At the Recreation Committee meeting on January 12, 2016, the Committee recommended approval of the contract.

Completing the scope of work will provide the information to help determine how to address future City recreation facilities, programs, etc. relative to the City's role in recreation in our community. The plan will provide a roadmap to assist staff with possible new programs and/or facilities. Community partnerships will be identified to insure facilities and/or programs are not duplicated. The project will take about 6 months to complete.

This contract will be funded by the Hospitality Fund.

The Recreation Committee and staff recommend that Council approve a contract with The LandPlan Group South, Inc. for \$121,800 to update the current Recreation Master Plan.

A motion by Councilman Stewart seconded by Councilman Buck Roberts carried unanimously (7-0) to approve a contract with The LandPlan Group South, Inc. in the amount of \$121,800 to update the current Recreation Master Plan.

REQUEST CONSIDERATION OF ORDINANCE 16-03 ESTABLISHING AN ECONOMIC DEVELOPMENT
BUSINESS ASSISTANCE PROGRAM

Mrs. McConnell said the Economic Development Division was established to encourage the economic development of the City and to provide for the increased benefit and prosperity of its citizens. The City has proven success with their Infrastructure Reimbursement Program, Façade Grant Program and the Economic Development Incentive Program (EDI Program). Presently only one of these programs are available; the EDI Program. As of August 2015, those developments assisted through the EDI Program have generated approximately \$373,828 in new city revenue.

Downtown Manager, Arlene Young shared with Council the Business Assistance Program specifics:

Façade Program

This program provides financial assistance for improvement projects on building facades. Grants up to \$5,000 may be provided to property owners or tenants; a 50% match is required.

Sign Program

This program provides businesses signage on the exterior of buildings. Grants up to \$500 may be provided to property owners or tenants; no match is required.

Design Assistance

This program provides for architectural design services and/or preparation of scope of work for exterior facades. Grants up to \$500 may be provided to property owners or tenants; no match is required.

Infrastructure Reimbursement

This program will reimburse any person, firm or corporation developing property for commercial, retail, cultural, tourism or residential purposes up to 50% of the infrastructure costs associated with such development. Eligible infrastructure costs include but are not limited to sewer, water, storm water, fire safety, sidewalks and related infrastructure costs.

Historic Building Maintenance

This program provides for repairs that will stop the intrusion of water into a historic building up to 50% of the total costs. All buildings within the Downtown Historic District are eligible; however priority is given to those buildings listed on the National Register of Historic Places or as a contributing member. Eligible items are roof repair, or the replacement/repair of other exterior elements (non-architectural) that are allowing water to enter the building and damage the interior structure of the building. The grant shall not be used as a match for the City's façade grant program.

Interior Up fit and Maintenance

This program provides for repairs or up fits to the interior of a building that will either repair or restore architectural or structural elements of the building or up fits that cause the building to be retail ready up to 50% of the total costs. Generally all up fits must be permanent improvements to the building and may include but not be limited to display windows, new construction such as bathrooms or changing areas, certain electrical, mechanical and plumbing work, interior repairs to walls, windows and flooring. In determining priority among applicants emphasis shall be given to the degree the project preserves or establishes historic or other like architectural features in the interior of the building.

Grant Match

Program funds may be used for needed match dollars for economic development grant requests.

All programs are offered to properties zoned for commercial or industrial use located within the City limits with the exception of the Historic Building Maintenance and the Interior Up Fit and Maintenance Programs which are offered to properties located in the Downtown District only.

Staff will accept applications on a monthly basis and evaluate them utilizing the Economic Development Incentive Program's selection criteria. Any individual program request of \$10,000 or more will require City Council's approval.

Selection Criteria

- The degree to which the development may potentially stimulate other desirable economic development and/or redevelopment activity (catalytic effect).
- The contribution that the development will make toward increased employment and earnings within the city, including the number and quality of jobs created.
- The increase in property tax revenues that may result from the development.
- The increase in sales tax/fee revenues that may result from the development.
- The potential of the development for further business activity expansion and additional job creation.
- The preservation of key historical or architecturally significant buildings or sites.
- The extent to which additional direct or indirect public costs to the city and to other local governmental units would be necessary, such as the cost of extending public infrastructure facilities and/or municipal services.
- The extent to which the proposed development satisfies a desired or unique niche in the marketplace and helps diversify the economy of the city.
- The beneficial economic impacts the development may have on a particular area of the city identified by the municipality as needing special assistance, including areas needing revitalization or redevelopment.
- The compatibility of the location of the development with land use and development plans as described by city goals and/or the comprehensive plan, including considering availability of existing infrastructure facilities and essential public services.

The Division recognizes the benefits and economic impact of new investment will contribute to the health and stability of the City and in furtherance of the various adopted goals and plans of the City. The primary purpose is to benefit the citizens of the City by encouraging revitalization and redevelopment. The City will realize direct and indirect economic benefit by attracting additional businesses, investment, patronage through enhancing the quality of life and enjoyment of our citizens.

This will be funded by the Economic Development Fund.

The Economic Development Committee and staff recommend approval of the Business Assistance Program and the annually assignment of 10% of revenue growth to the Business Development Assistance Program. The amount shall be calculated based upon the year the growth was generated.

A motion by Councilman Harbin seconded by Councilman Council Member Thompson carried unanimously (7-0) to approve Ordinance 16-03 establishing an Economic Development Business Assistance Program on First Reading.

ADMINISTRATIVE BRIEFING

UPCOMING EVENTS

City Manager, Linda McConnell reminded Council of the following upcoming events and all meetings in January and February 2016.

January 28th – Public Safety Committee Meeting

February 3rd – MASC Winter Meeting

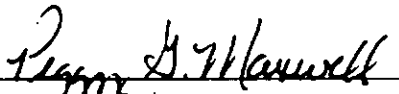
February 11th – Anderson County Municipal Association Meeting

February 19th – Council Retreat – Madren Center

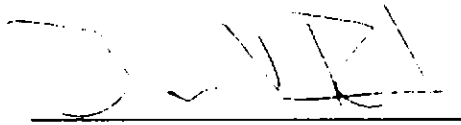
ADJOURNMENT

A motion by Councilman Buck Roberts seconded by Mayor Pro Tem Chapman carried unanimously (7-0) to adjourn.

ATTEST:



Terence V. Roberts
Mayor



Peggy G. Maxwell
City Clerk Treasurer