

Regular Meeting  
November 13, 2018

The regular meeting of City Council was held this date in City Hall Council Chambers at 6:00 pm. In attendance were Mayor Terence Roberts, Mayor Pro Tem Thompson, Council Members John Roberts, Chapman, Stewart, Laughridge, Harbin, Newton and Jeff Roberts. Also in attendance were City Manager, Linda McConnell; Assistant City Manager, David McCuen; Finance Director, Margot Martin; Planning Director, Maurice McKenzie; IT Director, Mark Cunningham; Parks and Recreation Director, Bobby Beville; Community Development Director, Erica Craft; and Economic Development Director, Kimberly Spears. The invocation was given by Councilman Chapman and respect to the flag was given by Councilman Jeff Roberts.

APPROVAL OF MINUTES

A motion by Councilman Laughridge seconded by Mayor Pro Tem Thompson carried unanimously (9-0) to approve the minutes of October 22, 2018 meeting as presented.

REQUEST SECOND READING OF ORDINANCE 18-17 CONSENTING TO PLACEMENT OF REAL PROPERTY INTO A MULTI-COUNTY INDUSTRIAL BUSINESS PARK AND APPROVING A CREDIT AGREEMENT WITH JB FERGUSON PROPERTIES LLC AND ESTATE PLANNING CONSULTANTS, INC. AND OTHER RELATED MATTERS

City Manager, Linda McConnell said one of the primary missions of the City of Anderson is to encourage development and improve tax base and enhance the livability of the Anderson Area.

The development will directly and beneficially affect the economy of the City with a substantial investment in the improvement of property in the downtown area. The development will be in the Palmetto Building on Murray Avenue and the 400 Block of S. Main Street.

The public interest of the City will be served to a substantial degree by undertaking the development because of significant capital investment and job creation.

A motion by Councilman Harbin seconded by Councilman John Roberts carried unanimously (9-0) approve Ordinance 18-17 consenting to placement of real property into a Multi-County Industrial Business Park and approving a credit agreement with JB Ferguson Properties LLC and Estate Planning Consultants, Inc. and other related matters on Second Reading.

## REQUEST CONSIDERATION OF AN APPOINTMENT TO THE PLANNING COMMISSION

Planning Director, Maurice McKenzie said the Planning Commission consists of 9 members, and each City Council member has the responsibility to appoint one representative. The bylaws of the Planning Commission allow Council members to appoint representatives who reside anywhere inside the City, not just from their Seat.

Councilman Matt Harbin's representative on the Planning Commission, Jim Harris, resigned from the position earlier this year. Steve LeFevre has expressed interested in serving on a City board or commission. Councilman Harbin recommends that Mr. LeFevre complete the unexpired term which ends on June 30, 2021. Mr. LeFevre resides within the City limits, which is a requirement.

The benefit of this appointment is to allow citizens an opportunity to be a part of the City's governing process and for the City to benefit from citizen representation.

A motion by Councilman Harbin seconded by Councilman John Roberts carried unanimously (9-0) to appoint Steve LeFevre to the Planning Commission with a term expiring June 30, 2021.

Mayor Terence Roberts thanked Steve LeFevre for his willingness to serve and Jim Harris for his time serving on the Planning Commission.

## REQUEST CONSIDERATION TO PURCHASE A 311 REQUEST AND WORK MANAGEMENT SOFTWARE PACKAGE

IT Director, Mark Cunningham said City Staff is requesting to purchase a 311 Request and Work Management software package that will replace our existing system with a solution that is compatible with our OMS (Operations Management System).

The City of Anderson has used At Your Request software since 2006. This software is a web only work order/request software that allows citizens or employees to initiate work requests. The software has not been updated in the last 12 years and does not offer a mobile application.

Over the past 18 months, the City has implemented Cartegraph, an Operations Management System (OMS). We began this implementation in the Utilities Division and have since expanded to Stormwater and Public Works.

See Click Fix is a 311 Request and Work Management software package that has partnered with Cartegraph so that both software packages work together. When a user submits a request into See Click Fix, a workorder is generated in Cartegraph.

Cost breakdown:

See Click Fix Subscription (Annual Recurring)	\$12,800.00
Implementation Services (Installation)	\$5,300.00
Total	\$18,100.00

See Click Fix will allow the City of Anderson to become more efficient in the way work requests are handled. When implemented, this software will work seamlessly with Cartegraph. See Click Fix comes with a customizable app that the City can use for other purposes – it can essentially be the new “City” app where you can go to get information on all City services.

Anderson County – who is also a Cartegraph customer – will be transitioning to See Click Fix next year. When we are both using the same system, we will be able to route work requests back and forth between agencies. If a citizen submits a work request to Anderson County that actually belongs to the City of Anderson, See Click Fix will route the request to the City and the citizen will not need to do anything.

The Building Department and Building Maintenance will be able to use this software for both internal and external requests. Both of these departments will be trained on Cartegraph and See Click Fix will allow work orders to be routed into that system.

Public Works has been a heavy user of At Your Request over the years. Now that they are using Cartegraph, they must take the work order information and manually enter it. See Click Fix will streamline this process.

As this software will be utilized City wide, the funding will be paid out of the 2019 operating budgets as follows:

Installation expense of \$5,300 – City Building Maintenance

Annual subscription of \$12,800

Sewer Fund	\$3,200
Water Fund	\$3,200
Stormwater Fund	\$3,200
General Fund Public Works	\$1,600
General Fund Building Maintenance	\$1,600

A motion by Councilman Chapman seconded by Mayor Pro Tem Thompson carried unanimously (9-0) to approve the purchase of 311 Request and Work Management software package with an installation cost of \$5,300 and an annual subscription of \$12,800.

## REQUEST CONSIDERATION TO PURCHASE EQUIPMENT FOR THE RECREATION DIVISION

Parks and Recreation Director, Bobby Beville said the Beautification Department needs to replace two mowers used to maintain the parks, City lots and right-of-ways. The ExMark mowers were purchased in 2009 & 2010 and both have over 2800 hours.

The fitness/wellness program would like to expand the program by adding Spin Bikes. Adding spin bikes to the facility would create the opportunity to attract new members and offer classes to a younger population. Having spin bikes would create the opportunity to offer classes for our youth. Currently, there are two instructors on staff certified to teach spin classes.

Purchasing mowers will provide the beautification department with reliable equipment to keep the parks, right-of-ways, flumes maintained to the City's expectations.

Adding spin bikes create an additional feature to attract potential members and provide an opportunity to create programs for youth, young adults and seniors.

These purchases will be funded by the Hospitality Fund.

Staff recommends purchasing two John Deere mowers from Ag-Pro (Anderson, SC) in the amount of \$18,511.38 and purchase eleven Precor Spinner Rally Indoor cycles in the amount of \$22,348.04 from Advantage Sport & Fitness, Inc. Total hospitality request is \$40,859.42.

A motion by Councilman Laughridge seconded by Councilman Newton carried unanimously (9-0) to approve the purchase of two John Deere mowers in the amount of \$18,511.38 and eleven Precor Spinner Rally Indoor Cycles in the of \$22,348.04 to be paid from the Hospitality Fund.

## REQUEST CONSIDERATION OF AN ORDINANCE TO AMEND SECTION 66-4(a)(3) OF CHAPTER 66 OF THE CODE OF THE CITY OF ANDERSON

City Manager, Linda McConnell said Section 66-40(a)(3) of the Code of the City of Anderson provides standards for the removal of building materials.

This amendment clarifies the language in the Solid Waste ordinance concerning the removal of incidental building materials resulting from work performed by the occupant of the house. The amendment clarifies this section so that it is understood that removal of materials by the City is limited to those projects done by the occupant of the house that do not require a building permit.

Amendment will clarify the responsibility for the removal of building materials from a work site.

Councilman Jeff Roberts asked to postpone this item to take a better look at the language and strengthen the standards.

**REQUEST CONSIDERATION OF ORDINANCE 18-18 AUTHORIZING THE EXECUTION OF A DEED TO CONVEY REAL ESTATE LOCATED ON MCCULLY STREET IN THE CITY OF ANDERSON**

Community Development Director, Erica Craft said the City currently owns certain real property located on McCully Street in the City of Anderson, State of South Carolina, consisting of three lots identified as Anderson County Tax Map Numbers 124-21-06-010, 124-21-08-019 and 124-21-08-018.

Upon the acquisition of the property, the Developer plans to construct a minimum of three single family residences within a period of five years.

The City of Anderson has previously selected Nehemiah Community Revitalization Corporation to develop McCully Street as a Community Stabilization Area.

Nehemiah Community Revitalization Corporation completed 10 single family homes on McCully Street in 2012 which resulted in a tremendous improvement to the area.

Nehemiah Community Revitalization Corporation has applied for additional funds through the Affordable Housing Program.

The Development of the additional lots will contribute significantly to improvement of McCully Street.

A motion by Councilman Laughridge seconded by Mayor Pro Tem Thompson carried unanimously (9-0) to approve the execution of deed to convey real estate located on McCully Street in the City of Anderson on First Reading.

**REQUEST CONSIDERATION OF AN ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE CITY OF ANDERSON AND ROGUE HOLDINGS, LLC ON BEHALF OF WEST POINT HOME, INC.**

City Manager, Linda McConnell said Rogue Holdings, LLC is redeveloping a property located at 201 N. Main Street to accommodate office space for WestPoint Home, Inc. The downtown 15,000 SF project area on the second and third floors of the building will accommodate office space for 65 new jobs. The total investment is \$1,625,000.00.

The proposed agreement is based on the capital investment and new revenue generated by this project.

Revenues resulting from the proposed development are estimated to exceed \$200,000 in a five-year period.

The development satisfies the following eligibility criteria for the Economic Development Incentive Program:

- Designated Area: Downtown TIF
- Corporate headquarters
- Research & Development
- High technology growth business
- Creation of Jobs
- The development exceeds the \$300,000 investment threshold with 50% towards physical improvements

#### REQUEST CONSIDERATION OF ORDINANCE 18-19 APPROVING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ANDERSON AND PROJECT SPINDLE

City Manager, Linda McConnell said the developer has requested financial assistance from the City of Anderson in return for an expansion project that will include new construction to accommodate an expanded operation and 80 new jobs. The estimated cost of development is \$2.5 million.

The mission of the City to encourage economic development will be enhanced by the completion of the development project.

The proposed agreement is based on the capital investment and new revenue generated by this project.

Revenues resulting from the proposed development are estimated to exceed \$300,000 in a five-year period. The development will result in the creation of 80 new jobs.

City Manager, Linda McConnell asked Council to further discuss the two Economic Development items in Executive Session.

## ADMINISTRATIVE BRIEFING

### UPCOMING EVENTS

City Manager, Linda McConnell reminded Council of the following upcoming events and all meetings in November 2018.

November 15<sup>th</sup> – Southeast Anderson Task Force – provides a Thanksgiving meal to the community

November 16<sup>th</sup> – Holiday Ice Opening – Carolina Wren Park

November 22<sup>nd</sup> & 23<sup>rd</sup> – City Offices closed for Thanksgiving Holiday

November 26<sup>th</sup> – Council Meeting

November 30<sup>th</sup> – Tree Lighting Festivities

December 2<sup>nd</sup> – Christmas Parade

### EXECUTIVE SESSION

A motion by Councilman Stewart seconded by Councilman Jeff Roberts carried (9-0) to move into Executive Session to discuss: Section 30-4-70(a)(5) – Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body.

A motion by Councilman Laughridge seconded by Councilman John Roberts carried unanimously (9-0) to move out of Executive Session.

### REQUEST CONSIDERATION OF AN ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE CITY OF ANDERSON AND ROGUE HOLDINGS, LLC ON BEHALF OF WEST POINT HOME, INC.

City Manager, Linda McConnell said the applicable project is the development of 201 N. Main St.

City Council adopted this program with a philosophy that incentives may provide a financial impact of the decision making process for economic development prospects. Equally important is the emphasis of a business friendly environment and “can do” attitude as a manner of conducting municipal business. More specifically, the development meets the eligibility criteria and other factors of consideration as follow:

- Located in the Downtown TIF district
- Identified as a corporate headquarters
- Investment increases taxable value by approximately \$800,000
- Generation of water tap, water capacity, building permits and business license fees in the first year totaling \$6,595
- Generation of approximately \$51,523.92 annual increase in City taxes
- Creation/retention of 65 office jobs

The amount of the Incentive Grant is based upon the amount of the capital investment and new revenue generated as a result. The total grant amount shall not be greater than the direct value received by the City and derived from the capital investment during the term of the incentive. The amount of the grant is \$200,000 paid in \$40,000 increments over 5 years, beginning in 2019 and ending with the payment in 2023. There is no payment during the year 2018.

The scheduled of revenues and anticipated revenues along with the projected grant payments indicate that the incentive grant will be a budgeted general fund item.

A motion by Councilman Harbin seconded by Councilman Laughridge carried unanimously (9-0) to approve an Economic Development Incentive Agreement between the City of Anderson and Rogue Holdings, LLC on behalf of West Point Home, Inc in the amount of \$200,000 to be paid in \$40,000 increments over 5 Years beginning 2019.

**REQUEST CONSIDERATION OF ORDINANCE 18-19 APPROVING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ANDERSON AND PROJECT SPINDLE**

City Manager, Linda McConnell said Project Spindle is with an existing business within the City limits that will promote expansion to the business and will create/retain 80 jobs.

In return for the proposed development by the developer, the City will pay a grant in the total amount of \$345,000 payable over five years.

Anticipated revenues indicate that the grant will be a budgeted general fund item.

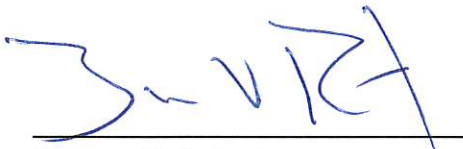
A motion by Councilman Chapman seconded by Councilman Newton carried unanimously (9-0) to approve Ordinance 18-19 approving an Economic Development Agreement between the City of Anderson and Project Spindle in the amount of \$345,000 payable over five years on First Reading.



ADJOURNMENT

A motion by Councilman Newton seconded by Councilman John Roberts carried unanimously (9-0) to adjourn.

ATTEST:

A handwritten signature in blue ink, appearing to read "T. V. Roberts", written over a horizontal line.

Terence V. Roberts  
Mayor

A handwritten signature in blue ink, appearing to read "Margot B. Martin", written over a horizontal line.

Margot B. Martin  
City Clerk Treasurer