CITY OF ANDERSON  
COUNCIL AGENDA  
January 13, 2020  

INVOCATION:           Council Member Beatrice Thompson  
RESPECTS TO FLAG:          Council Member Rick Laughridge  
SPECIAL RECOGNITION:        Public Works Division – American Public Works Association  
                            2019 Project of the Year Award  

Approval of Minutes of December 9, 2019  

A.  OLD BUSINESS:  

1. Request second reading of Ordinance 20-01 amending Article I of Chapter 46 of the City Code to add requirements for fire prevention and protection and the enforcement thereof.  

B.  NEW BUSINESS:  

1. Request consideration of two proposals for professional engineering services regarding South Murray Avenue/South Towers Street stormwater improvements.  
2. Request consideration of expenditures to reconstruct Poplar Lane/Little Creek stormwater drainage system.  
3. Request consideration of a contract with Woolpert for SMS4 Compliance and NPDES Permit Assistance.  

C.  ADMINISTRATIVE BRIEFING:  

1. Quarterly Progress Report  
2. Upcoming Events  

D.  EXECUTIVE SESSION:  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.
The American Public Works Association (APWA) South Carolina Upstate Branch recognized the City of Anderson’s Public Work Division for the “Under the Bridge Clock Project” as their 2019 Public Works Project of the Year.

The APWA Project of the Year Award was established to promote excellence in the management and administration of public works projects by recognizing the teamwork demonstrated in completing a public works project.

Criteria used in the selection process included:
1. Use of good construction management techniques and completion of the project on schedule.
2. Safety performance and demonstrated awareness of the need for a good overall safety program during construction.
3. Community relations as evidenced by efforts to minimize public inconvenience due to construction, safety precautions to protect public lives and property.
4. Demonstrated awareness for the need to protect the environment during the project.
5. Unusual accomplishments under adverse conditions including, but not limited to age or condition of the facility, adverse weather, soil, or other site conditions over which there is no control.
6. Additional conditions deemed of importance to the public works agency, such as exceptional efforts to maintain quality control and, if value engineering is used, construction innovations as evidenced by time and/or money saving techniques developed and/or successfully utilized.

City employees from the following divisions contributed to the success of the project:
*Public Works – Economic Development — Utilities*
Council Work Session  
December 9, 2019

The Work Session of City Council was held this date in City Hall Council Chambers at 5:00 pm to discuss Court Personnel and Parking Garage Contractor/Developer Agreement. In attendance were Mayor Terence Roberts, Mayor Pro Tem Stewart, Council Members Thompson, Harbin, Laughridge, Chapman, and Jeff Roberts. Councilmen John Roberts and Newton were not present at the motion to move into Executive Session.

A motion by Mayor Pro Tem Stewart seconded by Councilman Jeff Roberts carried unanimously (7-0) to move into Executive Session:

Court Personnel – Section 30-4-70(a)(1) – Discussion of personnel matters relating to employment, appointments, and compensation.

Parking Garage Project – Section 30-4-70(a)(2) – Discussion of negotiations incident to proposed contractual arrangements.

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

Regular Meeting  
December 9, 2019

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 Stewart, Council Members Thompson, Harbin, Laughridge, Chapman, John Roberts, Newton and Jeff Roberts. Also in attendance were City Manager, David McCuen; Assistant City Manager, Andrew Strickland; Finance Director, Margot Martin; City Attorney, Frankie McClain; Planning Director, Maurice McKenzie; Utilities Director, Jeff Caldwell; Fire Chief, Randy Bratcher; and Community Development Director, Erica Craft. The invocation was given by Councilman Jeff Roberts and respect to the flag was given by Mayor Pro Tem Stewart.

SPECIAL PRESENTATION  
Comprehensive Annual Financial Report for FY 2018-2019  
Greene Finney, LLP

Mr. David Phillips, Audit Partner, stated that the City received an unmodified opinion which is the best opinion that the City can receive. He also stated that the City had received the GFOA
Award for Excellence in Financial Reporting for 24 years in a row. Also, Mr. Phillips shared the following highlights:

- General Fund – Fund balance increased $1,100,000. The unassigned fund balance is $8,800,000.
- Hospitality Fund – Fees increased $161,000.
- Sewer Fund – Net position increased $899,000.
- Water Fund – Net position increased $233,000.
- Good financial position at June 30, 2019.

APPROVAL OF MINUTES

A motion by Council Member Thompson seconded by Councilman Laughridge carried unanimously (9-0) to approve the minutes of November 18, 2019 meeting as presented.

REQUEST CONSIDERATION OF ORDINANCE 19-14 TO AMEND THE PLANNED DEVELOPMENT DISTRICT (PDD) DOCUMENT FOR MYSTIC VINEYARDS SUBDIVISION, LOCATED OFF REED ROAD

Planning Director, Maurice McKenzie said the applicant, who is a property owner in Mystic Vineyards, requests to amend the Planned Development District (PDD) document for Mystic Vineyards subdivision in order to allow accessory buildings in the back yard. A PDD document is considered to be the zoning guidelines for a specific piece of land, so any proposed changes to the document must go through the public process, similar to a rezoning. The PDD document for Mystic Vineyards governs lot sizes, setbacks, house materials, fencing, accessory buildings, etc.

Although the Homeowners Association approved a resident’s request to construct an accessory building, the PDD document states that detached/accessory buildings are not permitted. The request is to revise the language to allow accessory buildings. The current and proposed language are as follows:

Current
Detached/Accessory Structures: Detached/Accessory structures shall not be permitted. However, all garages must be attached to the primary structure and shall conform to the Mystic Vineyards Homeowners Association covenants.

Proposed
Detached/Accessory Structures: Detached/Accessory structures shall be permitted with architectural approval of the Homeowners Association. Accessory structures shall meet the
setback requirements as shown in the City of Anderson Zoning Ordinance for accessory structures. All garages must be attached to the primary structure and shall conform to the Mystic Vineyards Homeowners Association covenants.

The City Council approved this on first reading at their November 18th meeting. The Planning Commission considered this request at their November 5th meeting and recommended approval.

A motion by Councilman Newton seconded Councilman John Roberts carried unanimously (9-0) to approve Ordinance 19-14 to amend the Planned Development District (PDD) document for Mystic Vineyards subdivision, located off Reed Road on Second Reading.

REQUEST CONSIDERATION OF ORDINANCE 19-15 AMENDING THE CITY OF ANDERSON BUSINESS LICENSE ORDINANCE TO COMPLY WITH THE 2018 MODEL BUSINESS LICENSE ORDINANCE

Finance Director, Margot Martin said the model business license ordinance, developed by the Municipal Association of South Carolina (MASC), outlines language that cities can use to ensure their business license ordinance complies with state and federal laws as well as other best practices of business licensing. Standardization of the business license and practices is an important step in helping maintain this important revenue source for the City by reducing the procedural burden on businesses.

Both the City and the Model Ordinance use the North American Industry Classification System (NAICS) to place businesses into proper classification according to their profitability using IRS data. This data was updated in 2019 and the mandated rate class changes affect the rate class that the City can charge a business. (Appendix B of the ordinance).

Based on current rates and due to the IRS rate class changes, the City is projected to lose approximately $399,000 or 9.7% of its current business license revenue. In order to help reduce this loss, the staff is requesting amending Appendix A Rate schedule to a change of $.05 per $1,000 and $0.25 per $1,000 rate differential between the rate classes.

Revenue Alternatives were discussed at the Council work session on November 18th.
The City of Anderson’s total business license revenue of $7,150,000 and it is 27% of the general fund operating revenues. The City is limited in its ability to raise revenue because of Act 388’s millage and reassessment caps and restrictions on the use of other revenue sources such as hospitality and accommodation taxes, thereby making the business license tax a critical revenue source.

A motion by Councilman Harbin seconded by Councilman John Roberts carried unanimously (9-0) to approve Ordinance 19-15 amending the City of Anderson Business License Ordinance to comply with the 2018 Model Business License Ordinance on Second Reading.

REQUEST CONSIDERATION OF ORDINANCE 19-16 ESTABLISHING THE APRIL 2020 GENERAL ELECTION

City Attorney, Frankie McClain said the next general election is scheduled for Tuesday, April 7, 2020 for the Municipal Council Seats Two, Four, Six, and At-Large Eight. Candidates for this election shall be elected to serve a four-year term.

The filing period for candidates begins Thursday, January 23, 2020 at 12:00 Noon, and filing ends Thursday, February 6, 2020 at 12:00 Noon. The filing for candidacy shall be initiated at the Anderson County Registration and Elections Office at 301 N. Main Street. Upon completion of the necessary candidacy forms, payment of the $200 filing fee shall be submitted to the City Clerk and Treasurer at City Hall, 401 S. Main Street.

The last day to register to vote in the April 7, 2020 election is Saturday, March 7, 2020.

A motion by Councilman Harbin seconded by Councilman Laughridge carried unanimously (9-0) to approve Ordinance 19-16 establishing the April 2020 General Election on Second Reading.

<table>
<thead>
<tr>
<th>Current Rates</th>
<th>Proposed Rates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base</td>
<td>Rate per $1,000</td>
</tr>
<tr>
<td>$25.00</td>
<td>$1.35</td>
</tr>
<tr>
<td>$30.00</td>
<td>$1.55</td>
</tr>
<tr>
<td>$35.00</td>
<td>$1.75</td>
</tr>
<tr>
<td>$40.00</td>
<td>$1.95</td>
</tr>
<tr>
<td>$45.00</td>
<td>$2.15</td>
</tr>
<tr>
<td>$50.00</td>
<td>$2.35</td>
</tr>
<tr>
<td>$55.00</td>
<td>$2.55</td>
</tr>
</tbody>
</table>
REQUEST CONSIDERTATION OF APPOINTMENT TO THE MUNICIPAL ELECTION COMMISSION

City Attorney, Frankie McClain said the Municipal Election Commission is composed of three people who serve six-year terms. The Commission is charged with the task of conducting the municipal elections. However, in 1994, the City transferred responsibility for the actual conduct of the elections to the Anderson County Registration and Elections Commission. This was done in an effort to provide for the uniformity in the conduct of municipal elections statewide. Thus, the MEC now serves more in an oversight capacity by certifying ballots, election results, etc. Time commitment is minimal due to the election process occurring every two years. However, the MEC members are required to attend local training as well as state wide training thus some travel is required.

The current three-member Commission is composed of David Ford, Clara Humphrey, and Renee Fields York. Mr. Ford’s term extends through December 31, 2023, Ms. Humphrey’s term extends through December 31, 2021, and Mrs. Renee Fields-York’s term extends through December 31, 2019.

Mrs. Fields-York is willing to continue serving in this capacity. The staff recommends her reappointment to the MEC for a term of service through December 31, 2025.

A motion by Councilman Harbin seconded by Councilman Laughridge carried unanimously (9-0) to approve reappointment of Renee Fields-York through December 31, 2025 to the Municipal Election Commission.

REQUEST CONSIDERTATION OF APPOINTMENTS FOR MUNICIPAL JUDGES

City Manager, David McCuen said City Code Sec. 58-2 specifies that Municipal Judges shall be appointed by Council for a term not less than 2 years nor more than 4 years.

Josh Allen, Richard E. Thompson, Jr., Robert B. King Jr., Goetz Eaton and Stacy Blair were previously appointed to 2-year terms beginning July 1, 2017 and ending June 30, 2019. Josh Allen has been designated Chief Judge for the Municipal Court. These Judges have received training and held their respective terms of court and assigned responsibilities.

Staff recommends that Josh Allen continue as Chief Judge of the Municipal Court.

A standard pay scale will be incorporated for attorneys and a separate pay scale for non-attorneys who are appointed as Municipal Judges.

Once appointed, the Judges will be on a two-calendar year appointment rather than a fiscal year appointment. Appointments will begin January 1, 2020 and run through December 31, 2021.
Note: The City contracts with Anderson County for the judicial services of Matt Lollis and no changes or terms are necessary for him to continue to serve.

A motion by Councilman Laughridge seconded by Councilman John Roberts carried unanimously (9-0) to approve reappointment of Josh Allen, Richard E. Thompson, Jr., Robert B. King Jr., Goetz Eaton and Stacy Blair as Municipal Judges for a 2-year term. Josh Allen will continue to serve as Chief Judge.

REQUEST CONSIDERATION TO PURCHASE EQUIPMENT FOR GENEROSTEE CREEK WASTEWATER TREATMENT PLANT

Utilities Director, Jeff Caldwell said as part of our capital equipment plan, we identified the need to address the following equipment in FY2020. Quotes were requested by the wastewater treatment plant manager in order to set budget and not to exceed cost to complete the capital plan.

Generostee Creek WWTP
- Rebuild 6 Recirculation Pumps for Process Control ($55,000)
- Replace four (4) Aerators in the Storage Pond ($60,000)

This equipment is essential to the daily operation of the city’s wastewater treatment plants and compliance with state discharge permits.

This purchase will be funded by the Wastewater Treatment Plants capital equipment budget.

Staff recommends the approval not to exceed $115,000 according to the above equipment plan.

A motion by Councilman Harbin seconded by Council Member Thompson carried unanimously (9-0) to approve the purchase of equipment for the Generostee Creek Wastewater Treatment Plant not to exceed $115,000.
REQUEST CONSIDERATION OF ORDINANCE 19-17 AMENDING ARTICLE I OF CHAPTER 46 OF THE CITY CODE TO ADD REQUIREMENTS FOR FIRE PREVENTION AND PROTECTION AND THE ENFORCEMENT THEREOF

Fire Chief, Randy Bratcher said pursuant to Section 22-31 of the Anderson City Code, the City has adopted the International Fire Code. In addition, Chapter 46 of the Code provides for requirements for fire prevention and protection. In order to specify requirements for fire prevention and protection and to improve the enforcement of the requirements, it is the desire of the City of Anderson to amend Chapter 46.

The City will benefit by ensuring its fire insurance rating and by facilitating reimbursement for the cost of inspections.

A motion by Councilman Harbin seconded by Councilman Laughridge carried unanimously (9-0) to approve Ordinance 19-17 amending Article I of Chapter 46 of the City Code to add requirements for fire prevention and protection and the enforcement thereof on First Reading.

REQUEST CONSIDERATION OF CONTRACT WITH HAN CONSTRUCTION AND MANAGEMENT, LLC FOR ASBESTOS ABATEMENT AT SEVEN HOUSES

Community Development Director, Erica Craft said the City of Anderson receives Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development as an entitlement grant. Last fall, City Council confirmed the allocation of CDBG funds toward activities such as demolition and clearance of substandard, blighted housing within the City’s redevelopment areas and the Focus Area Neighborhoods (FANs). Over the years, there have been approximately 82 properties removed within the City limits.

The following seven properties are recommended for abatement:

312 W. River Street
1403 Newell Street
214 B Street
205 C Street
309 E Street
304 Benjamin Street
805 Beechwood Avenue

Three (3) bids were received as follows:

Chembion Environmental LLCN. Charleston, SC $ 75,000
Brand Construction Services Lugoff, SC $ 69,225
Han Construction and Management Columbia, SC $ 65,800

Council Meeting 12/9/2019
Approval of the contract with Han Construction and Management, LLC includes asbestos abatement at seven houses under Phase 1.

Asbestos abatement for these dilapidated dwellings which are scheduled for demolition is the next step before the actual demolition and clearance of the houses. Removal of the asbestos is a regulatory and environmental requirement.

Councilman Stewart asked the City Staff to research the demolition of these blighted homes preformed in house using City employees to complete the work.

The City of Anderson’s Community Development Block Grant award from the US Department of Housing and Urban Development will fund the $65,800 demolition cost.

Staff recommends approval of this contract for asbestos abatement services to continue to remove slum and blighted properties. The future demolition of these existing blighted structures will compliment other strategies for neighborhood improvement outlined in the City’s adopted Neighborhood Revitalization Plan.

A motion by Councilman Chapman seconded by Council Member Thompson carried unanimously (9-0) to approve contract with Han Construction and Management, LLC in the amount of $65,800 for asbestos abatement at seven houses.

**ADMINISTRATIVE BRIEFING**

**UPCOMING EVENTS**

City Manager, David McCuen reminded Council of the following upcoming events and meetings in December 2019.

- December 12th – Employee Christmas Luncheon
- December 12th – Anderson County Municipal Association Meeting
- December 24th – 26th – City Offices closed for the Christmas Holiday

**ADJOURNMENT**

A motion by Councilman Newton seconded by Councilman Chapman carried unanimously (9-0) to adjourn.
ATTEST:

__________________________________________  ___________________________
Terence V. Roberts                     Margot B. Martin
Mayor                                  City Clerk Treasurer
Title/Description: Old Business

Request second reading of ordinance 20-01 amending Article I of Chapter 46 of the Code of the City of Anderson.

Executive Summary:

**Background:** Pursuant to Section 22-31 of the Anderson City Code, the City has adopted the International Fire Code. In addition, Chapter 46 of the Code provides for requirements for fire prevention and protection. In order to specify requirements for fire prevention and protection and to improve the enforcement of the requirements, it is the desire of the City of Anderson to amend Chapter 46. Council passed the ordinance on first reading at its December 9, 2019 meeting.

**Benefits:** The City will benefit by ensuring its fire insurance rating and by facilitating reimbursement for the cost of inspections.

**Recommendation:** Staff recommends approval of the Ordinance amending Chapter 46.

Action Requested:

- ___ Ordinance 1st Reading
- ___ Information Only
- X Ordinance 2nd Reading
- ___ General Approval
- ___ Resolution
- ___ Other
ORDINANCE NO. 20-01

AN ORDIANCE OF THE MAYOR
AND COUNCIL OF THE CITY OF
ANDERSON TO AMEND ARTICLE
I OF CHAPTER 46 OF THE CODE
OF THE CITY OF ANDERSON

WHEREAS, Article I, Section 46-1 through 46-5 of Chapter 46 of the Code of the City of Anderson provides for requirements for fire prevention and protection; and

WHEREAS, it is the desire of the City of Anderson to add to the requirements for fire prevention and protection and the enforcement thereof.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF ANDERSON THAT:

1. Chapter 46, Article I is hereby amended by the addition of Sections 46-6 through 46-10, as follows:

Section 46-6. Obstructing fire hydrants.

It shall be unlawful for any person to obstruct, with building material or otherwise, any fire hydrant so as to obstruct approaches to the fire hydrant by the fire department.

Section 46-7. Right-of-way over adjoining property at fires.

While endeavoring to control or extinguish the burning of any building or structure within the city, the fire department, under order of its chief or his designee, may enter and pass through and over any adjacent or neighboring lot, house, or structure of any kind.

Section 46-8. Burning trash, paper and other materials.

It shall be unlawful for any person at any time to burn anywhere within the city any trash, paper, waste or other flammable materials without first having obtained permission to do so from the chief of the fire department; provided that this shall not preclude individual or neighborhood cookouts.
Section 46-9. Open burning.

All open burning is prohibited within the Anderson city limits (with the following exceptions):

(1) Fires may be used for cooking food, provided no smoke violation or other nuisance is created.

(2) Recreational fire in commercially manufactured fire pit with a screen enclosure and a screen or solid top.

(3) A small drum or container (55 gallons or less) which burns small scraps or ordinary wood only may be used as a warming fire on construction sites provided no smoke violations or other nuisance is created.

Section 46-10. Inspection fees.

(1) The city shall charge a reasonable fee for the fire safety inspections of commercial properties as follows:

(a) Initial fire safety inspection …No Fee
(b) First reinspection to verify items cited in inspection corrected …No Fee
(c) Second and each subsequent reinspection with cited items still out of compliance…$250.00

(2) The fee charged shall be paid within 30 days of issuance. Failure to do so will be subject to the issuance of a Uniform Ordinance Summons and fine pursuant to the Anderson City Code.
Title/Description: New Business

Request consideration of two proposals for professional engineering services regarding South Murray Avenue to Towers Street stormwater improvements.

Executive Summary:

Background: The City was notified of a sinkhole along the rear of the building of 512 South Murray Avenue (commonly referred to as Mac's Tire). After researching the history of the failing pipe, it was determined that the pipe is part of a stormwater drainage system that was built circa 1914 by the city as part of a railroad spur expansion. The City contracted with Davis & Floyd to prepare an engineering study of the possible repair options. At the conclusion of the study, it was determined that the best option was to reroute the section of failing pipe to a location outside of the building footprint. Since initial discovery of the sinkhole, others have formed and continue to grow along a side line on the adjoining property.

This phase of the project involves design of the relocation and replacement of the affected portion of the drainage system, which will be performed by Davis & Floyd. Additionally, Schnabel Engineering will be contracted to evaluate the existing Mac’s Tire building foundation (exposed by the pipe failure) and develop remediation plans for long-term stabilization of the building.

<table>
<thead>
<tr>
<th>Firm</th>
<th>Lump Sum Amount</th>
<th>Not To Exceed Amounts / Budget Amounts</th>
<th>Total Maximum Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Davis &amp; Floyd</td>
<td>$84,500</td>
<td>$34,000</td>
<td>$118,500</td>
</tr>
<tr>
<td>Schnabel Engineering</td>
<td>$100,000</td>
<td>$20,000</td>
<td>$120,000</td>
</tr>
</tbody>
</table>

The contracts for this project include both lump sum items and not to exceed or budgetary items. Contracts for both firms are attached.

Benefit: Moving forward with this project will provide increased safety along the drainage system and the replacement of failing drainage infrastructure.

Funding: Funding for this project will be from the stormwater fund.

Recommendation: Public Works Staff have reviewed and negotiated the deliverables and fees in the proposed contracts. Staff recommends the approval of engineering contracts with Davis & Floyd and Schnabel Engineering in the total amount not to exceed $238,500.

Action Requested: X General Approval
City of Anderson
Council Agenda

Title/Description:  New Business

Request consideration of expenditures to reconstruct Poplar Lane/Little Creek stormwater drainage system.

Executive Summary:

Background: The piped system scheduled for replacement is a stormwater line that was converted from open channel stream flow to a piped system several decades ago. Over the last several years, multiple sinkholes have formed and continue to grow along the entire length of the drainage system.

This project involves the replacement of a drainage system consisting of approximately 1,840 LF of failing 24” to 60” corrugated metal stormwater pipe with high density polyethylene pipe (HDPE) using traditional dig and replace methods. The expected materials cost to complete the project is $293,468. By completing this project with city crews, we expect to realize a savings of approximately $372,000. A detailed list of expected expenditures and a project location map are attached.

The project was based on pricing provided by vendors and/or recent expenditures made for the various required materials. To ensure we obtained the best solution, staff explored several possible options for the 820ft of 60” pipe in lieu of dig and replace.

The first alternate considered for the 60” pipe section was the Advanced Drainage Systems (ADS) HDPE slip-lining product. Representatives from ADS investigated the pipe and determined this was not an option.

The second option explored for the 60” pipe section was a proprietary geopolymer lining. The quote provided for this method was $719,300.

The third option considered for the 60” pipe section was spin-cast lining. After visiting the site, product representatives provided a cost estimate of $279,100.

Based on these findings, traditional dig and replace methods will be the most cost-effective solution.

Benefit: Moving forward with this project will provide increased safety along the Poplar Lane median and along the piped section of Little Creek, and replace failing drainage infrastructure.

Funding: Funding for this project will be from the stormwater fund.

Recommendation: Staff recommends the approval of expenditures in the amount not to exceed $293,468 for materials.

Action Requested:  X  General Approval
City of Anderson  
Council Agenda

Title/Description: New Business

Request consideration of a contract with Woolpert, Inc. for TMDL Monitoring Services and NPDES Permit Compliance Services for the Stormwater Program.

Executive Summary:

Background: The City of Anderson has a permit from the SC Department of Health and Environmental Control (DHEC). This permit (South Carolina NPDES General Permit for Stormwater Discharges from Regulated Small Municipal Storm Sewer Systems (SMS4), regulates the stormwater discharge into the City’s drainage basins. The purpose of the TMDL (Total Maximum Daily Load) monitoring requirements is to improve water quality conditions in the drainage basins as per the requirements in the DHEC permit.

As per DHEC regulations, in 2014, the City developed TMDL monitoring and assessment plans for the Rocky River and Big Generostee Creek watersheds. The plans provide in-stream monitoring strategies to characterize the quality and quantity of stormwater discharges, and are designed to evaluate improvement plans for identified pollutants. For the past four years, the City has conducted in-stream monitoring of stormwater runoff in the Rocky River and Big Generostee Creek watersheds. The plan and the implementation of the plan means that the City must continue sampling stormwater runoff during storm events and dry weather conditions throughout the year.

This year is continuation of the TMDL monitoring and implementation. Woolpert, Inc. has assisted previously with these regulatory requirements. Woolpert, Inc. was selected during the RFQ process for on-call engineering services. The proposed contract is in the amount of $28,000. The scope of services below will meet SCDHEC permit requirements and the federally mandated component of the City’s stormwater program.

Benefit: The City is required to report on the progress of its TMDL monitoring and assessment program annually to DHEC. The scope of services for this project include:

1. The continued collection and analysis of grab samples collected from two predetermined locations: at the confluence of Cox Creek and Bailey Creek in the Rocky River watershed, and near the confluence of Whitner Creek and Dye Creek in the Big Generostee Creek watershed (joint project/shared costs with Anderson County),
2. Maintenance of instruments, telemetry, turbidity and pressure transducer sensors at the Cox Creek monitoring station (joint project/shared costs with Anderson County),
3. General NPDES SMS4 permit compliance services (up to 40 hours),
4. Reviewing/negotiating with SC DHEC on the draft SMS4 permit when issued for public comment by SC DHEC (up to 24 hours).

Funding: Stormwater Budget

Recommendation: The staff recommends approval of the Professional Services Agreement with Woolpert, Inc. in the amount of $28,000.

Action Requested: _X_ General Approval
City of Anderson  
Council Agenda

**Title/Description:**  Administrative Briefing  
Quarterly Progress Report

---

**Executive Summary:**

Attached is the Quarterly Progress Report.

---

**Action Requested:**

- [ ] Ordinance 1st Reading  
- [ ] Ordinance 2nd Reading  
- [ ] Resolution  
- [X] Information Only  
- [ ] General Approval  
- [ ] Other
Economic Development

- Entrepreneurial Programs
  - Concluded LEAP partnership with the South Carolina Community Loan Fund for minority entrepreneurs and business owners. Participants learned different aspects of running a business weekly (business plan building, marketing, finance, human resources, management, etc.). Winner of $10,000 capital award was Punch Drunk Designs, a t-shirt design company with a creative makerspace component. There were 12 Participants.
  - Continued 1 Million Cups – 2,497 attendees since October 2017, 82 presenters since October 2017
  - Continued Build Your Own Business (BYOB) sessions (Third Thursday, Monthly) 307 Participants since January.
    - 10th Session: eCommerce - Excavating a larger market
    - 11th Session: Customer Retention - If you build it, they’ll come back
    - 12th Session: Defining Success & Setting New Goals - Phase 1 complete! What’s next?

- Business Recruitment/Retention
  - New Business Prospects:
    - 1 Entertainment Venue
    - 4 Food Service
    - 2 Mixed-use
    - 1 Service Expansion
  - Business Assistance Grants awarded:
    - La Bella & Company (new)
  - New businesses downtown – 2
    - Tracey Starr Home
    - La Bella & Company

- Development Projects
  - Completed Downtown:
    - Blake and Brady Façade renovations 142 N. Main Street
    - La Bella and Company interior upfit and historic preservation renovations at 142 N. Main Street
    - Kitchen Emporium relocation to 418 North Main Street
    - Lyndon’s Academy of Music (S. Murray Ave)
  - Under Construction:
    - 109 E. Calhoun – Electric City Brewing
    - 109 E. Calhoun – TLK Gym
    - 401 N. Main – (former mortuary) – purchased and pursuing plans for micro-retail market and other uses.
    - 106 E. Benson (former School of Dance) – Katherine Marie’s (wedding dress boutique)
    - 201 S. Murray (Palmetto Building) - event center & 22 corporate apartments
    - 215 & 219 S. Main (former Creative Health & Big John’s Luncheonette) – McCoy Wright Offices with 10 employees & 7 residential units
    - 400 Block S. Main - Anderson Hotel (mixed-use development)
    - Clemson Boulevard – Papa Bear Carwash at former Cole’s Carwash location under construction and will open in the Spring of 2020.
    - Home2Suites by Hilton on S. Main Street
Downtown Projects

- Crosswalk designs at Sullivan’s and Phil’s Jewelers crosswalks to integrate artistic application
- Mural Project for Main Street by Chamber Leadership Anderson Class
- Coordinating with Duke Energy for lighting fixtures to change globes and convert to LED on Main Street, working with committee to schedule conversion for City owned lights
- Moving forward with CVB for Banner Project to replace vehicular and pedestrian banners
- Rolled out Breathe Easy No Smoking Ordinance with signage and marketing campaign

Business Retention

- Continued partnership with Clemson Area SBDC to offer free and confidential consulting to businesses citywide
- Promoted Council approved facade grant program for businesses that have been in business for 5 years or more.

Hospitality Program

- Continued Downtown Dollar coupon program
- Continued distribution of Downtown brochures at Anderson hotels
- Grant Programs
  - Awarded ATAX grants as approved by Council in November; 27 applications for 19-20 Funding Requests were approved

Events

- Continued to facilitate special events in Carolina Wren Park & Downtown
- Continued to coordinate First Friday events in Downtown
- FreshTaste 2019; estimate 1500 in attendance
- Anderson University Dance Department “Site Specific” performance at ED Offices; over 100 attendees

Community Development

- Began rehabilitation work on 1010 E. Market Street and 1218 Pruitt Street. Began pre-qualifying applicant at 1308 Daniels Avenue. Submitted five (5) applicants to AIM to consider providing assistance through their Owner Occupied and/or Emergency Rehabilitation Programs.

- Approved Earth Grading and Materials bid to complete improvements in D.B. Walker Park to demolish an existing basketball court in preparation for the addition of a pavilion where the court was. The picnic pavilion will be ADA compliant. Work will include site prep, demolition, grading, the addition of 5 feet of concrete and gazebo pads and landscaping.

- Worked to complete DHEC Notification of Demolition forms. Met with Miller Construction’s staff at 427 Gray Street, 116 Bailey Street units 1 and 2, 112 Norris Street, 1410 W. Whitner Street, 1603 S. Fant Street, 1114 White Street and 211 Street.

- Met with the Recreation Department staff and LandPlan Group to begin revising bids for the Bea Thompson Park Improvements Park.

Recreation

- 192 Silver Sneakers participants.
- 2019 class participants 23,974. 2018 was 21,604
- Electric City Bowl day held October 5 @ McCants Field.
- Partnered with Men at Work to host Father/Son day in November.
- Awarded Main Street tree replacement project to Proscape Landscaping. Work to begin January 2020.
Board of Architectural Review approved design for fence at Cater’s Lake, replacing fence along Hwy. 81.


Bid documents complete for Bea Thompson park upgrade. New shelter, expanded playground.

Holiday Ice opened November 15 for fifth season.


### Planning and Development

- **Comprehensive Plan Update**
  - Staff and Appalachian Council of Governments personnel are finalizing draft language for the standard elements of the plan.
  - Appalachian Council of Governments will facilitate public input sessions and delivery of a final plan for consideration by Council.
  - Public input sessions beginning in 2020 and final product to be completed in late 2020.

### Public Works

- **Downtown Crosswalks**
  - Project consists of replacing or modifying 38 crosswalks in downtown Anderson.
  - The crosswalk rehabilitation consists of removing the paver element in the crosswalks that have contributed to rough and inconsistent driving conditions throughout downtown.
  - Four crosswalks have been rehabilitated through December 2019; John St., John St. @ S. Main St., S. Main St. @ John St., and N. Main St. @ Tribble St.

- **Poplar Lane and Little Creek Pipe Replacement Project**
  - Project involves the replacement of the corrugated metal and reinforced concrete piped drainage system along Poplar Lane, from Harden Rd. to the outfall at Little Creek.
  - Topographic survey was completed by the Engineering Department.
  - Site plans and detail sheets were prepared by the Engineering Department.

- **S. Murray Ave./S. Towers St. Drainage Improvements**
  - A sink hole between S. Murray Ave. and S. Towers St. that involves an arched brick drainage system from downtown approximately 20-feet deep.
  - Engineering contract phase.

- **Oak Drive to James Street Drainage Improvements**
  - Project involves the rehabilitation of a drainage system consisting of approximately 550 linear feet of failing 60” – 69” corrugated metal stormwater pipe by both slip lining with HDPE pipe and traditional dig a replace methods.
  - The slip-lining portion of the work was completed in December 2019. The project is anticipated to be completed in January 2020.

- **Lafayette/White Street Area Drainage Study**
  - Project involves a study to include conceptual designs and opinion of probable costs for drainage improvements in the Lafayette and White Street areas.

- **Calhoun Street and Cornelia Road Drainage Study**
  - Project involves a study of the existing drainage conditions and to evaluate alternative drainage improvements within drainage basins in the Calhoun Street and Cornelia Road areas draining the Laurel and Bailey creeks.

- **CNG Maintenance facility**
  - Received bids on A&E services for design. Selected A&E firm Adeptus Architecture from Greenville for project.
• **Utilities**
  - Continued EPA CMOM Program – Consent Agreement with goal of eliminating Sanitary Sewer Overflows (ongoing since July 2014)
    - Submitted 21st Quarterly progress report to EPA in October 2019
    - Submitted and received EPA approval of all 10 CMOM programs
    - Continued implementation of all programs
    - Infrastructure Rehabilitation Program
      - Cox Creek Interceptor Sewer Improvements
        - Replacement of trunk sewer serving major growth area
        - Reviewed CIP and planned next steps
      - Byrum/Whitner Creek Sewer Improvements
        - Researched existing right-of-way easements
        - Held 30% review meeting with engineer
        - Reviewed FEMA floodway requirements with Anderson County

• **Police**
  - Extra duty patrol within downtown, parks, and neighborhoods, and also for utilization at downtown special events, etc.
  - Graduation from the implementation of the new SC Criminal Justice Pre-Academy with (11) recent graduates; (4) in enrollment in current classes.
  - Police Department staffing is full; Detention has (2) vacancies.
  - New per diem, transport and guard rates in effect with the United State Marshalls.
  - (40) new body cameras purchased to replace aging body cameras.

• **IT**
  - Continued working with provider for service of video cameras located in parks, downtown and recreation areas. *This will be a long term project whose completion will coordinate with available funding and new installations.*
    - Continued working with AT&T and other vendors, developing plans, processes, etc. to ultimately bring all camera maintenance in house
    - Continued to standardize our equipment with AT&T wireless, Cradlepoint SIM routers, and Vicon cameras
    - Updated Audio system at Economic Development offices.
  - Continued security awareness training for all City employees. Four sections have been completed that consisted of interactive online videos and simulated phishing attacks. A new training module will be released in the coming months for this year.
  - Continue to maintain and update GIS databases
    - Working with Cartegraph to build out assets and expand to other Divisions
    - Developing Internal Request module for Building Maintenance
    - Launched See Click Fix for citizen requests
    - Began the development of Viewpoint Cloud software for the Building Department. Launched Viewpoint Cloud for a grant application in Economic Development
• Finance
  
  o Revenue Collections
    ▪ Property taxes were assessed at 116 mills (no change from the prior year) in October. Payment is due January 15, 2020.
    ▪ Annual Business License Renewals will be mailed end of January 2020. Payment is due April 30, 2020.
  
  o Business License
    ▪ Updated the Business License ordinance to comply with the Municipal Association of SC Master Business License model. Council approved December 9, 2019.
    ▪ Updated the Rate Classes (based on the North American Industry Classification System (NAICS), which is the system that the IRS uses to determine a business’ profitability.)
    ▪ Updated business license rates.
  
  o Annual Budget for July 1, 2020 – June 30, 2021
  
  o Audit
    ▪ Submitted the Comprehensive Annual Financial Report to GFOA for annual reporting award consideration.
  
  o Debt Service
    ▪ Completed the funding for the Capital Equipment Lease for $855,000.
    ▪ Working on the final funding for the Installment Purchase Revenue Bond (IPRB) (monies for McDuffie Street Parking Garage).