



CITY OF SPARTANBURG

SOUTH CAROLINA

CITY COUNCIL AGENDA

**City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, April 14, 2014
5:30 p.m.**

I. Moment of Silence

II. Pledge of Allegiance

III. Approval of the Minutes of the March 31, 2014 City Council Meeting

IV. Approval of Agenda of the April 14, 2014 City Council Meeting

V. Public Comment

*Citizen Appearance forms are available at the door and should be submitted to the City Clerk

VI. Resolutions

- A. To Determine Eligibility of 154 Magnolia Street for Special Property Tax Assessment for Rehabilitated Historic Property as Adopted by Ordinance of City Council on September 9, 2013
Presenter: Chris Story, Assistant City Manager**

VII. Other Business

A. Proposed 2014 Street Resurfacing Project

Presenter: Tim Carter, Engineering Manager

B. 5 – Year Comprehensive Plan, Public Hearing, and Council Consideration of Community Development Block Grant/HOME Budget Allocation

Presenter: Mitch Kennedy, Community Services Director

1. Overview

2. Resolution Amending the FY14 Community Block Grant Budget

3. Resolution Allocating FY15 Community Development Block Grant and Home Funds

As required by the Americans with Disabilities Act, the City of Spartanburg will provide interpretive services for the City Council Meetings. Requests must be made to the Communications & Marketing Office (596-2020) 24 hours in advance of the meeting. This is a Public Meeting and notice of the meeting was posted with the Media 24 hours in advance according to the Freedom of Information Act.

VIII. City Council Updates

IX. Executive Session to Discuss Personnel Matters Regarding

A. Annual Evaluation of City Manager

B. Annual Evaluation of City Attorney

X. Adjournment

** City Code Sec. 2-57. Citizen Appearance. Any citizen of the City of Spartanburg may speak at a regular meeting on any matter pertaining to City Services and operations germane to items within the purview and authority of City Council, except personnel matters, by signing a Citizen's Appearance form prior to the meeting stating the subject and purpose for speaking. No item considered by Council within the past twelve (12) months may be added as an agenda item other than by decision of City Council. The forms may be obtained from the Clerk and maintained by the same. Each person who gives notice may speak at the designated time and will be limited to a two (2) minute presentation.*



**City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, March 31, 2014
5:30 p.m.**

**(These minutes are subject to approval at the
April 14, 2014 City Council Meeting.)**

City Council met this date with the following members present: Mayor Junie White, Mayor pro tem Jan Scalisi, Councilmembers Cate Ryba, Erica Brown, Jerome Rice, Robert Reeder, and W. Sterling Anderson were in attendance. City Manager Ed Memmott and City Attorney Cathy McCabe were also in attendance. Notice of the meeting was posted with the Media 24 hours in advance according to the Freedom of Information Act. All City Council meetings are recorded for a complete transcript.

- I. Moment of Silence – observed.**
- II. Pledge of Allegiance – recited.**
- III. Approval of the Minutes of the March 31, 2014 City Council Meeting –**
Councilmember Reeder made a motion to approve the minutes as received.
Councilmember Ryba seconded the motion, which carried unanimously 7 to 0.
- IV. Approval of Agenda of the April 14, 2014 City Council Meeting –**
Councilmember Rice made a motion to approve the agenda as received.
Councilmember Reeder seconded the motion, which carried unanimously 7 to 0.
- V. Public Comment – Dewey Tullis, of 1627 Union St, Spartanburg, SC, came forward to thank City council for their hard work and representation of the City.**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. Consent Agenda**
 - A. Authorizing the City of Spartanburg, South Carolina, to Execute and Deliver an Equipment Lease Purchase Agreement, 2014, in an Amount Not Exceeding \$1,600,000 Between the City and the Lessor Thereof to Defray the Cost of Acquiring Certain Equipment; and Other Matters Relating Thereto (Second Reading)**
Presenter: Dennis R. Locke, Finance Director
Councilmember Reeder made a motion to approve the consent agenda as received.
Mayor pro tem Scalisi seconded the motion, which carried unanimously 7 to 0.

VII. Other Business

A. Award for Construction Bid for Repair to T-Hangar J
Presenter: David Cook, Construction Project Manager

Mr. Cook presented the item to City Council as follows:

“Staff solicited for proposals for repair of windstorm damage to Hangar J at the Spartanburg Downtown Memorial Airport. This repair work will include repairs to concrete footings, steel structural supports, doors, and sheet metal siding/roofing. Proposals were received from the following firms:

Howard’s General Contracting	Rock Hill, S C	\$91,340
Clayton Construction Co.	Spartanburg, S C	\$92,814
Sossamon Construction Co.	Gaffney, S C	\$109,250
ES Walker Construction	Forest City, N C	\$126,714

After reviewing contractor qualifications, the lowest bidder (Howard’s) was found to have no steel structure experience. Staff is also concerned about this bidder’s contracting capacity which is limited to \$100,000 per its state license and very limited commercial experience. After consultation with the City’s Property and Procurement Manager and the City Attorney, staff notified Howard that its bid was rejected. Staff is recommending award to the next low bidder, Clayton Construction Company.

Hangar J is owned by Spartanburg Airport Facilities Corporation and leased by the City under the financing arrangements in place to pay for recent improvements (Terminal and new T Hangar construction) at the airport. Staff is requesting authorization for the City Manager to execute necessary documents to proceed with repair of Hangar J.

BUDGET AND FINANCIAL DATA: Repair will be paid from casualty insurance in place for Spartanburg Airport Facility assets.”

After discussion, Councilmember Anderson made a motion to approve the award of bid to Clayton Construction in the amount of \$92,814.

Councilmember Ryba seconded the motion, which carried unanimously 7 to 0.

B. Cammie Claggett Apartments Update

Presenter: Harry Byrd, Executive Director, Spartanburg Housing Authority

Mr. Byrd updated City Council on the progress of placement of current tenants of Cammie Claggett Apartments, the plan for demolition of the structure, and the broad redevelopment objectives regarding the long term redevelopment of the entire Highland area where Cammie Claggett is currently located.

Council received the report as information.

VIII. City Council Updates

Councilmember Anderson shared that he thought the new 4 way stop at Briarwood was producing good results with traffic issues. He also mentioned that he enjoyed the Hub-Bub Hog Fest the previous weekend, stating that it was well put together and well attended.

Councilmember Brown reminded everyone that Music on Main would begin a new season on Thursday, April 3, and that Jazz on the Square would begin on Friday, April 4. She also mentioned that the Hub City Farmers Market would be held Downtown on Saturday morning.

Councilmember Ryba commended Jennifer Evins and the Chapman Cultural Center for the Spartanburg Soars, Kite Flying event held the previous Sunday.

Mayor pro tem Scalisi shared that she was unable to read the proclamation for the Spartanburg Soars Kite Flying event because of all the noise. She stated that she would read it at an upcoming board meeting of the Arts Partnership. She expressed her excitement that a Chico's had opened at Hillcrest.

Councilmember Reeder thanked everyone who helped with the event at Steward Park, focusing on how to work together and be involved in your neighborhood.

- IX. Adjournment – Councilmember Reeder made a motion to adjourn the meeting. Councilmember Ryba seconded the motion, which carried unanimously 7 to 0. The meeting adjourned at 6:22 p.m.**

City Council convened in the Training Room at 6:32 p.m. for a Workshop to discuss allocation procedures for CDBG/HOME grant funds.

On motion of Mayor pro tem Scalisi, second by Councilmember Reeder and unanimous vote of council 7 to 0, the workshop adjourned at 7:53 p.m.



Connie S. McIntyre, City Clerk



REQUEST FOR COUNCIL ACTION

TO: Spartanburg City Council

FROM: Chris Story, Assistant City Manager

SUBJECT: Eligibility of 154 Magnolia Street for Special Assessment for Rehabilitated Historic Property

DATE: April 9, 2014

Last year City Council established by ordinance a mechanism, consistent with state code, which allows City Council to provide an advantaged property tax treatment for eligible historic properties when those properties are significantly rehabilitated according to historic standards.

Spring and Magnolia LLC, an affiliated entity of Johnson Development Associates, has invested approximately \$1 million in acquisition and renovation of 154 Magnolia Street which now serves as the corporate training facility for Pure Barre, a national enterprise headquartered in Downtown Spartanburg. This facility has already proven to have a positive impact on business activity downtown.

As verified by the City's preservation consultant, 154 Magnolia qualifies as an historic structure and the renovations were conducted to historic standards. The special assessment would relieve the owners of a portion of the additional property tax liability created by the acquisition and historic-standard renovation of the property for five years.

Staff recommends approval of the attached resolution. Also provided for information are the request letter from the owner, a statement from the City's preservation consultant, and the applicable ordinance.

We welcome any questions you may have.

RESOLUTION

TO DETERMINE ELIGIBILITY OF 154 MAGNOLIA STREET FOR SPECIAL PROPERTY TAX ASSESSMENT FOR REHABILITATED HISTORIC PROPERTY AS ADOPTED BY ORDINANCE OF CITY COUNCIL ON SEPTEMBER 9, 2013.

WHEREAS, City Council of the City of Spartanburg, South Carolina (the "City"), adopted an ordinance on September 9, 2013, providing for Special Property Tax Assessment for Rehabilitated Historic Properties and establishing processes and standards for eligibility; and

WHEREAS, the ordinance requires that the City Council determine by resolution the eligibility of individual projects for the Special Assessment; and

WHEREAS, 154 Magnolia Street is an eligible structure and the renovations appear to have been conducted according to standards.

NOW, THEREFORE, BE IT RESOLVED By the Mayor and Members of Council of the City of Spartanburg, in Council assembled:

Section 1. City Council has determined that 154 Magnolia Street is eligible to pursue the special tax assessment in accordance with Chapter 18, Article III of the Code of the City of Spartanburg.

Section 2. The Clerk shall provide written notice to the City of Spartanburg Architectural Design and Historic Review Board and the County Assessor of the adoption of this Resolution

Section 3. This Resolution shall become effective immediately upon its enactment.

DONE AND RATIFIED this _____ day of _____, 2014.

Junie L. White, Mayor.

ATTEST:

Connie S. McIntyre, City Clerk.



JOHNSON DEVELOPMENT ASSOCIATES, INC.

November 19, 2013

Mr. Chris Story Assistant City Manager City of Spartanburg, South Carolina 145 West Broad Street Spartanburg, South Carolina	
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RE: 154 Magnolia Street; Special Property Tax Assessment for Rehabilitated Historic Property

Dear Mr. Story:

As you may be aware, Spring and Magnolia, LLC (the "Company"), an entity managed by Johnson Development Associates, Inc., purchased the building located at 154 Magnolia Street (the "Building") and an adjacent building located at 156 Magnolia Street in downtown Spartanburg on July 1, 2013 for a combined purchase price of \$440,000. As you may also be aware, the Building is included in the National Register of Historic Places.

Pursuant to Article III, Chapter 18 of the Code of the City of Spartanburg, 1988 (the "Code"), we request that the City of Spartanburg ("City") grant special property tax assessment authorized by Section 5-21-140 of the South Carolina Code of Laws, 1976, as amended, for tax year 2013 and forward as allowed by the Code.

Since the purchase of the Building, the Company has incurred substantial rehabilitation expenses in renovating the Building to become a Pure Barre training facility. The Company engaged McMillan Pazdan Smith architecture firm to design and monitor the rehabilitation of the Building so as to preserve as much of the historic attributes of the Building as possible. The Company incurred \$510,429.09 for expenditures for rehabilitation. The Building received its certificate of occupancy on September 9, 2013.

We now ask (i) that you kindly accept this letter as our application for special property tax abatement under the Code and have the City's Architectural Design and Historic Review Board ("HARB") consider this application for preliminary certification; (ii) that the project be placed on the next appropriate agenda for City Council to resolve that the Building is eligible to receive the special tax assessment; and (iii) that the HARB issue a final certification that the completed rehabilitation is consistent with the preliminary certification.

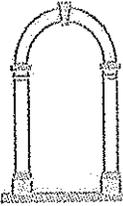
Enclosed herewith, please find an application fee of \$150.00 for final certification of this application.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Foster Chapman".

Foster Chapman
President of Johnson Development Associates, Inc.

Cc: Seph Wunder
David Berry



CAMPBELL MEEK and ASSOCIATES, ARCHITECTS, INC.
105 Parker Road, Enoree, S. C. 29335

154-156 Magnolia Street
Spartanburg, South Carolina
25 November 2013
Job Number 1314

Mr. Chris Story
City of Spartanburg, S. C.
P. O. Box 1749
Spartanburg, S. C. 29304

Mr. Story,

This letter is to certify that the buildings at 154 and 156 Magnolia Street are certified historic structure. The buildings were listed on the National Register of Historic Places on 19 May 1983 as part of the Spartanburg Historic District and are identified as key contributing properties to the historic district. There is a mistake in the nomination which states that 154 Magnolia Street is a vacant lot and is non-contributing. If you read the nomination it states that 156 Magnolia Street is six window bays wide on the second floor of the Magnolia Street facade that makes up both buildings. Also on the second page of photos it shows both 154 and 156 Magnolia as being located at 156 Magnolia Street. You can view that document at the web site below.

<http://www.nationalregister.sc.gov/spartanburg/S10817742036/S10817742036.pdf>

These two building were also part of a Federal tax credit project and were certified by the National Park Service as being historic structures at the time of the tax credit project. The buildings also received a facade grant from the City of Spartanburg.

When the plans for the recent renovations were submitted to the City of Spartanburg's building officials I was asked as the preservation consultant to the City of Spartanburg to review the proposed plan for these historic buildings and I personally approved the plans as submitted.

Campbell, Meek and Associates Architects, Inc.

By Martin E. Meek, President

AN ORDINANCE

TO AMEND THE CODE OF THE CITY OF SPARTANBURG 1988, CHAPTER 18 BY ADDING ARTICLE III TO PROVIDE FOR A SPECIAL PROPERTY TAX ASSESSMENT FOR REHABILITATED HISTORIC PROPERTY.

BE IT ORDAINED BY THE MAYOR AND MEMBERS OF COUNCIL OF THE CITY OF SPARTANBURG, SOUTH CAROLINA IN COUNCIL ASSEMBLED:

Section 1. To amend the Code of the City of Spartanburg 1988, Chapter 18, by adding Article III "SPECIAL PROPERTY TAX ASSESSMENT FOR REHABILITATED HISTORIC PROPERTY" which shall read as follows:

ARTICLE III. SPECIAL PROPERTY TAX ASSESSMENT FOR REHABILITATED HISTORIC PROPERTY.

Sec. 18-109. Purpose.

The purpose of this Article is to:

- (1) Encourage the rehabilitation of historic structures;**
- (2) Promote community development and redevelopment;**
- (3) Encourage sound community planning; and**
- (4) Promote the general health, safety and welfare of the community.**

Sec. 18-110. Authorization.

The special property tax assessments authorized by S.C. Code 1976, § 5-21-140, as amended from time to time, to real property which qualifies as a "rehabilitated historic property" as such terms are defined in such statute are hereby adopted in accordance with and pursuant to the provisions of such statute.

Sec. 18-111. Reviewing authority.

The "reviewing authority" is the City of Spartanburg Architectural Design and Historic Review Board. However, no separate application to the reviewing authority is required for properties receiving preliminary and final approval for the federal income tax credit allowed, pursuant to Section 47 of the Internal Revenue Code or the state income tax credit allowed pursuant to S.C. Code 1976, § 12-6-3535.

Sec. 18-112. Eligible properties.

(a) Certification. In order to be eligible for the special tax assessment, properties must receive preliminary and final certification.

(1) To receive preliminary certification, a property must meet the following conditions:

- a. City Council has resolved that the property is eligible to pursue the special tax assessment in accordance with the requirement of subsection (b) herein;
- b. The proposed rehabilitation work received approval from the reviewing authority (unless approval is not required pursuant to Sec. 18-111);
- c. If preliminary certification is not received prior to beginning work, any work done prior to preliminary certification is at the owner's risk.

(2) To receive final certification, a property must have met the following conditions.

- a. The property has received preliminary certification;
- b. The minimum expenditures for rehabilitation were incurred and paid;
- c. The completed rehabilitation receives approval from the reviewing authority (if required) as being consistent with the plans approved as part of preliminary certification.

(b) Historic designation. "Historic designation" means the property maintains one or more of the following:

(1) The property is listed on the National Register of Historic Places either individually or as a contributing property in a district.

(2) The property is at least 50 years old and is an individual landmark or a contributing property in a local district as designated by City Council as a historic district. A property may be designated historic if it:

- a. Has significant inherent character, interest, or value as part of the development or heritage of the community, state or nation;
- b. Is the site of an event significant in history;
- c. Is associated with a person or persons who contributed significantly to the culture and development of the community, state or nation.
- d. Exemplifies the cultural, political, economic, social, ethnic or historic heritage of the community, state or nation;
- e. Individually, or as a collection of resources, embodies distinguishing characteristics of a type, style, period or specimen in architecture or engineering;
- f. Is the work of a designer whose work has influenced significantly the development of the community, state or nation;
- g. Contains elements of design, detail, materials, or craftsmanship which represent a significant innovation;
- h. Is part of or is related to a square or other distinctive element of community planning;
- i. Represents an established and familiar visual feature of the neighborhood or community; or
- j. Has yielded, or may be likely to yield, information important in prehistory or history.

Sec. 18-113. Eligible rehabilitation.

(a) *Standards for review of rehabilitation work.* To be eligible for the special tax assessment, historic rehabilitations must be appropriate for the historic building and the historic district in which it is located. This is achieved from adherence to following standards:

- 1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.**
- 2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.**
- 3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.**
- 4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.**
- 5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.**
- 6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.**
- 7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.**
- 8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.**
- 9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.**

10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

(b) *Minimum expenditures for rehabilitation for "historic designation"* means the owner or his estate rehabilitates the property, with expenditures for rehabilitation of at least 25 percent of the fair market value of the property. Fair market value means the appraised value as certified to the City by a real estate appraiser licensed by the State of South Carolina, the sales price as delineated in a bona fide contract of sale within twelve months of the time it is submitted, or the most recent appraised value published by the Spartanburg County Tax Assessor, at the City's election.

(c) *Expenditures for rehabilitation* means the actual costs of rehabilitation relating to one or more of the following:

- (1) Improvements located on or within the historic building as designated;
- (2) Improvements outside of but directly attached to the historic building which are necessary to make the building fully useable, but shall not include rentable, habitable floor space attributable to new construction;
- (3) Architectural and engineering services attributable to the design of the improvements; or
- (4) Costs necessary to maintain the historic character or integrity of the building.

(d) *The special tax assessment may apply to the following:*

- (1) Rehabilitated structures; and
- (2) Real property on which the structure is located.

(e) *Time limits.* Upon receiving preliminary certification, the property shall be assessed for two years on the fair market value of the property at the time the preliminary certification was made. If the project is not complete after two years, but the minimum expenditures for rehabilitation have been incurred, the property continues to receive the special assessment until the project is completed.

Sec. 18-114. Process.

(a) *Fee required.* There is a fee of \$150.00 required for final certification for each application for review of rehabilitation work conducted pursuant to this Article. Final certification will not be awarded without payment of this fee to City of Spartanburg.

(b) *Application and plan required.* Owners of property seeking approval of rehabilitation work must complete and deliver a rehabilitation of historic structure application to the reviewing authority prior to beginning rehabilitation. Supporting documentation and a project plan must be included with the application.

(c) *Preliminary certification.* Upon receipt of the completed application the reviewing authority will determine if the project is consistent with the standards for rehabilitation in section 18-113, above. After the reviewing authority makes its determination, the owner shall be notified in writing. Upon receipt of this determination the owner may:

- (1) If the application is approved, begin rehabilitation.**
 - (2) If the application is not approved, revise such application in accordance with comments provided by the reviewing authority.**
 - (3) If the application is not approved, appeal the decision to the City Council.**
- (d) *Substantive changes.*** Once preliminary certification is granted to an application, substantive changes must be approved by the reviewing authority. Unapproved substantive changes are conducted at the risk of the property owner and may disqualify the project from eligibility. Additional expenditures will not qualify the project for an extension on the special assessment.
- (e) *Final certification.*** Upon completion of the project, the project must receive final certification in order to be eligible for the special assessment. The owner shall submit a request for final certification of completed work and photographs to reviewing authority. The reviewing authority will determine if the work is consistent with the preliminary certification approval granted pursuant to subsection 18-112(a) above. The reviewing authority may inspect completed projects. Final certification will be granted when the completed work meets the standards and verification is provided to the City that expenditures have been made in accordance with section 18-113 above.
- (f) *Notification.*** The City shall, upon final certification of a property and final approval by City Council, notify the Spartanburg Auditor, Assessor and Treasurer that such property has been duly certified and is eligible for the special tax assessment.
- (g) *Application.*** Once the City Council has granted the special property tax assessment authorized herein, the property owner shall make application to the Spartanburg County Auditor for the special assessment provided herein.
- (h) *Special assessment.*** Upon receiving final certification, the property will be assessed for the remainder of the special assessment period on the fair market value of the property at the time the preliminary certification was made or the final certification was made which ever occurred earlier. If a completed project does not comply with all requirements for final certification, final certification must not be granted and any monies not collected by the City due to the special assessment must be returned to the City.
- (i) *Special assessment period.*** Unless otherwise specified by City Council, the special assessment period shall be five years. City Council may, by resolution, specify a longer or shorter special assessment period, or extend a special assessment period that has already been approved, up to an aggregate period not to exceed 20 years.
- (j) *Additional work.*** For the remainder of the special assessment period after final certification, the property owner shall notify the City and reviewing authority of any additional work, other than ordinary maintenance. The reviewing authority shall review the work to determine whether the overall project is consistent with the standards for rehabilitation. If the additional work is found to be inconsistent, the property owner may withdraw his request and cancel or revise the proposed additional work.
- (k) *Decertification.*** When the property has received final certification and has been assessed as rehabilitated historic property, it remains so certified and must be granted the special assessment for the special assessment period. Written

notification of any change affecting eligibility must be given immediately to the City, and to the Spartanburg County Auditor, Assessor and Treasurer. The property becomes disqualified by anyone of the following:

- (1) Written notice by the owner to the City, and to the Spartanburg County Auditor, Assessor and Treasurer to remove the preferential assessment;
- (2) Removal of historic designation by City Council or National Register of Historic Places;
- (3) A sale or transfer of ownership during the special assessment period, other than in ordinary course within probate proceedings, unless approved by the City;
- (3) Rescission of the approval of rehabilitation work by the reviewing authority because of alterations or renovation by the owner or his estate which cause the property to no longer possess the qualities and features which made it eligible for final certification.

(l) *Notification.* The owner shall, upon final certification, notify the City, and the Spartanburg County Auditor, Assessor and Treasurer that such property has been duly certified and is eligible for the special tax assessment.

(m) *Date effective.* If an application for preliminary or final certification is filed by May 1, or the preliminary or final certification is approved by August 1, the special assessment authorized herein is effective for that year. Otherwise, it is effective beginning with the following year. The special assessment only begins in the current or future tax years as provided for in this section. In no instance may the special assessment be applied retroactively.

Sees. 18-114 - 18-120. Reserved.

Section 2. This Ordinance shall become effective upon the date of enactment, and its provisions shall apply to all projects commencing on or after January 1, 2013.

DONE AND RATIFIED this 9 day of September, 2013.

Jenni White
MAYOR.

ATTEST:

Connie S. McIntyre
CITY CLERK.

APPROVED AS TO FORM:

Christy Mc Cabe
CITY ATTORNEY.

8/26/13 1st Reading

9/19/13 2nd Reading



REQUEST FOR COUNCIL ACTION

TO: Ed Memmott, City Manager

FROM: Tim Carter, Engineering Manager

SUBJECT: Proposed 2014 Street Resurfacing Project

DATE: March 14, 2014

BACKGROUND

The City is eligible to receive funds for infrastructure improvements from the Spartanburg County Road Fee Program and the Spartanburg County Transportation Committee (“CTC”). Staff annually evaluates pavement conditions on City streets; this list contains the highest priority streets needing to be resurfaced. For FY15, staff is recommending the attached list of streets. If approved by Council, staff will received contractor proposals for resurfacing of the streets on this list. The estimated cost for the 2014 street resurfacing project is \$733,271.

If approved by Council, staff will proceed with bid solicitation and return to Council for contract approval. Before the project is awarded, staff will work carefully with residents on impacted streets to provide advance notice of work.

ACTION REQUESTED:

Allow staff to accept contractor proposals for the 2014 annually street resurfacing project.

BUDGET AND FINANCE DATA:

Spartanburg County Transportation Committee has approved \$ 350,000 for this project.
Spartanburg County Road Fee - \$383,271

City of Spartanburg

Street Resurfacing 2014- 2015 Road List

Street Name	Beginning	End	OCI	Length	Width	Sq. Yd. Milling	Sq. Yd FDP	Est. Quantity	Asphalt Price	Milling Price	FDP Price	Asph. Price	Est. Total
N. Carleila Lake Way	Rockbrook Blvd.	Cul-de-sac	47	840	24	1213.33	180.00	220.50	80.00	4246.67	5400.00	17640.00	\$ 27,286.67
S. Carleila Lake Way	Rockbrook Blvd.	Cul-de-sac	45	810	24	1170.00	200.00	212.63	80.00	4095.00	6000.00	17010.00	\$ 27,105.00
Knee Run	Cypress View	Cul-de-sac	20	570	24	823.33	150.00	149.63	80.00	2881.67	4500.00	11970.00	\$ 19,351.67
Conley St.	High St.	Cul-de-sac	30	640	27		200.00	189.00	80.00	0.00	6000.00	15120.00	\$ 21,120.00
Carson St.	Crecent Ave.	Ansel St.	40	1175	27	1697.22	100.00	346.99	80.00	5940.28	3000.00	27759.38	\$ 36,699.65
Ansel St.	S. Church St.	End of Street	38	620	18	0.00	0.00	122.06	80.00	0.00	0.00	9765.00	\$ 9,765.00
Oakleaf Dr.	Briarwood Rd.	Briarcliff Rd.	20	780	21	0.00	200.00	179.16	80.00	0.00	6000.00	14332.50	\$ 20,332.50
Amherst Dr.	Ardmore Rd.	Amherst Dr.	25	2350	32	3394.44	0.00	822.50	80.00	11880.56	0.00	65800.00	\$ 77,680.56
Olney Ln.	Cypress Creek Dr,	Cul-de-sac	20	600	24	866.67	200.00	157.50	80.00	3033.33	6000.00	12600.00	\$ 21,633.33
Cypress View	Cypress Creek Dr,	Cul-de-sac	18	710	24	1025.56	0.00	186.38	80.00	3589.44	0.00	14910.00	\$ 18,499.44
S. Liberty St.	Lee St.	E. Main St.	40	1375	26	1986.11	200.00	391.02	80.00	6951.39	6000.00	31281.25	\$ 44,232.64
Kearse Ct.	Sloans Grove Rd.	Cul-de-sac	30	400	24	577.78	150.00	105.00	80.00	2022.22	4500.00	8400.00	\$ 14,922.22
Boyd St.	Connecticut Ave.	Mills Av.	36	1070	29	1545.56	150.00	339.39	80.00	5409.44	4500.00	27151.25	\$ 37,060.69
Cambridge Cir.	S. Converse St.	Harvard Dr.	20	1100	22	0.00	100.00	264.69	80.00	0.00	3000.00	21175.00	\$ 24,175.00
Gable Ct.	Fernwood Glendale Rd.	Cul-de-sac	35	1300	26	1877.78	0.00	369.69	80.00	6572.22	0.00	29575.00	\$ 36,147.22
Butternut Rd.	Houndsear Trl.	Cul-de-sac	40	1100	24		500.00	288.75	80.00	0.00	15000.00	23100.00	\$ 38,100.00
Houndsear Trl.	Butternut Rd.	Cul-de-sac	42	480	24		600.00	126.00	80.00	0.00	18000.00	10080.00	\$ 28,080.00
Carolina Ave.	S. Church St.	Peronneau St.	24	650	33	938.89	500.00	234.61	80.00	3286.11	15000.00	18768.75	\$ 37,054.86
Peronneau St.	Carolina Ave.	W. Columbia St.	28	370	20	534.44	375.00	80.94	80.00	1870.56	11250.00	6475.00	\$ 19,595.56
W. Columbia Ave.	Peronneau St.	S. Church St.	25	650	30	938.89	400.00	213.28	80.00	3286.11	12000.00	17062.50	\$ 32,348.61
Patillo Ct.	S. Pine St.	End of Street	31	450	17		0.00	83.67	80.00		0.00	6693.75	\$ 6,693.75
Hart St.	E. Columbia Ave.	Cul-de-sac	35	450	18	650.00	0.00	88.59	80.00		0.00	7087.50	\$ 7,087.50
E. Columbia Ave.	S. Church St.	Liberty St.	38	800	30	1155.56	400.00	262.50	80.00		12000.00	21000.00	\$ 33,000.00
Saint James Dr.	Cornelius Rd.	Savoy St.	37	2800	22		400.00	673.75	80.00		12000.00	53900.00	\$ 65,900.00
Pennell Dr.	Heywood Ave.	Hammermill Holv	45	900	24	1300.00	350.00	236.25	80.00		10500.00	18900.00	\$ 29,400.00

21695.56 5355.00 6344.46

Total 2014 Paving List \$733,271.88

Amount Requested from CTC \$350,000.00

Amont to be funded by Road Fee \$383,271.88



REQUEST FOR CITY COUNCIL ACTION

TO: Ed Memmott, City Manager

FROM: Mitch Kennedy, Community Services Director

SUBJECT: 5-Year Comprehensive Plan, Public Hearing, and Council Consideration of Community Development Block Grant/HOME Budget Allocation

DATE: April 10, 2014

BACKGROUND:

Staff would like to provide Council with an overview of the City's 5-Year Consolidated Plan at the April 14 Council meeting. The Consolidated Plan is a HUD required document that requires updating in advance of the City's submission of its FY15 budget allocations. This plan contains an assessment of needs, statistical information, and identifies the neighborhoods where the City expects to concentrate its community development efforts and funding. The plan and its priority geographic areas are consistent with community development objectives discussed over the past several Council meetings.

After the Consolidated Plan review, I will then brief Council on two budget resolutions. Prior to Council taking action on either of the resolutions, it will be necessary for Council to hold a public hearing to receive comments regarding the budget recommendations.

ACTION REQUESTED: Allow staff to provide overview of 5-Year Consolidated Plan, conduct a public hearing to receive comment concerning proposed allocation of CDBG/HOME funds, and consider two resolutions to appropriate funds.

BUDGET & FINANCIAL DATA: As outlined in following agenda item requests.

City of Spartanburg

**2015-2019 Consolidated Plan Briefing
To City Council
April 14, 2014**



HUD Requires Grantees to Develop an Assessment of Needs and Projected Activities for next 5 Years

Elements of Plan

1. Housing Market Assessment
2. Housing & Non-housing Needs
3. 5-Year Strategies & Objectives
4. First Year (FY15) Annual Action Plan
5. Citizen Input

Annual Action Plan

- **Specific projects and other activities to be carried out for a particular year**
- **Should be consistent with long-term strategies and address priority needs**
- **Allocates resources (budget) for coming year**



Assessment of Current Conditions

- **37,401 population**
- **Age: Median age of 33.7; 14.6% are 65 and older;**
- **Race: 49.3% African American; White 45.6%; 3.4% Latino**
- **8% unemployment**
- **Median Income \$33,098; compared to South Carolina Median Income of \$44,623; County Median Income \$43,421**
- **17% of the population earn less than \$10,000/yr.; 25.9% live below poverty (compare to 13.2% statewide); 46.2% female head of household (compare to 35.6% statewide)**
- **19% receive SNAP benefits on last 12 months**
- **11.2% Businesses African-American Owned**

Data Source: US Census 2010 and ACS 2008-2012 (Quick Facts- Estimates 2012)



Assessment of Current Conditions

- **15,182 Households (28% Families with children under 18)**
- **Average household size of 2.27**
- **10,228 3yrs and older enrolled in School (3,324 in Elementary, 2,054 high school, 3,984 college)**
- **81.6% have high school diploma or higher; compared to 84% statewide**

Data Source: US Census 2010 and ACS 2008-2012 (Quick Facts- Estimates 2012)



Assessment of Housing Market

- **17,516 housing units**
- **51.1% Homeownership Rate (2008-2010)**
- **Median Home Price - \$115,500**
- **Aging Housing Stock - Over 75% built before 1980**
- **Approximately 150 single family structures are condemned**
- **6,950 Rental Units - 70% of tenants pay more \$500 month**
- **54% of Renters pay more than 30% of their income in housing costs**
- **33% of Home Owners pay more than 30% of their income in housing costs**

Citizen Input

- **As part of the planning process, the City held a citizen participation meeting Feb 27th at CC Woodson.**
- **Over 30 community leaders, citizens and non-profits shared key concerns and community priorities.**
- **Feedback from this participation meeting informed staff and assisted them in outlining key recommendations, which framed budget recommendations.**



What We Heard - Priority Needs

- removal of slum and blight
- new construction for home ownership opportunities
- rehab of owner occupied housing
- infrastructure improvements
- rental housing rehab
- community facilities - improvements and new construction
- Public Services
- financial literacy training programs
- home ownership counseling programs
- workforce development and job training programs
- economic development/ business development and job creation
- Fair Housing Programs



What We Heard - Geographic Priorities

- **Beaumont Neighborhood**
- **Forest Park Neighborhood**
- **Highland Neighborhood**
- **South Converse Neighborhood**
- **Midtown Heights Neighborhood**
- **Northside Community**



Additional Public Review & Opportunity to Comment

Full Five Year Consolidated and Annual Action Plan, CDBG, and/or HOME, is available at the Neighborhood Services Division, 201 Caulder Ave. Suite 220, weekdays, between the hours of 8:00 a.m. and 5:00 p.m.

Will also be available on at www.cityofspartanburg.org.

Citizens can also provide input through a community survey at <http://www.cityofspartanburg.org/community-services/neighborhood-services>

Questions





REQUEST FOR CITY COUNCIL ACTION

TO: Ed Memmott, City Manager
FROM: Mitch Kennedy, Community Services Director
SUBJECT: Amendment to the FY 2013–2014 CDBG/HOME Annual Action Plan
DATE: April 10, 2014

BACKGROUND:

Staff is proposing the expenditures of \$331,000 in prior year CDBG program income. In accordance with CDBG regulations and City procedures, staff is requesting Council approval of a Resolution to appropriate these funds. These funds are proposed for demolition, financial literacy, and professional services.

If approved by Council, staff will provide notice of those changes to the United States Department of Housing and Urban Development. Proposed expenditures are:

Sunshine Inn Demolition	\$200,000.00
Demolition-Citywide	\$100,000.00
Financial Literacy	\$20,000.00
Professional Services	<u>\$11,000.00</u>
Total Funding	\$331,000.00

ACTION REQUESTED:

Staff is requesting City Council conduct a public hearing and then consider the attached Resolution.

BUDGET AND FINANCIAL DATA:

CDBG FY14 Funds

**A RESOLUTION
AMENDING THE FY14
COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET**

WHEREAS, the City of Spartanburg has been awarded certain Community Development Block Grant fund and has allocated those funds to achieve various community development objectives; and

WHEREAS, in the implementation of its community development programs, the City has received certain repayment of loans; and

WHEREAS, it is necessary for City Council to approve the appropriation of funds derived as program income in accordance with Community Development Block Grant regulations; and

WHEREAS, the City has \$331,000 in program income from prior year rehabilitation loans; and

WHEREAS, the City has properly notified the public of these available funds and proposed uses; and

WHEREAS, the City Council of the City of Spartanburg has considered the recommendations of staff.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council assembled,

Section 1. The following appropriation of FY14 Community Development Block Grant program funds is hereby approved:

Sunshine Inn Demolition	\$200,000.00
Grant Administration	\$100,000.00
Financial Literacy	\$20,000.00
Professional Services	<u>\$11,000.00</u>
	\$331,000.00

Section 2. This Resolution adopted this ____ day of _____, 2014.

Mayor

ATTEST:

Connie S. McIntyre
City Clerk

APPROVED AS TO FORM:

Cathy Hoefler McCabe
City Attorney



REQUEST FOR CITY COUNCIL ACTION

TO: Ed Memmott, City Manager
FROM: Mitch Kennedy, Community Services Director
SUBJECT: FY15 Community Development Block Grant and HOME Budget
DATE: April 10, 2014

BACKGROUND:

Staff has prepared its recommended allocation of FY15 Community Development Block (“CDBG”), HOME grant, and CDBG program income for Council’s consideration. The FY15 CDBG grant is \$620,564. Staff has also included \$847,000 in a one-time CDBG program income for a total of \$1,467,564.

The FY15 HOME grant is \$151,914.

Total available FY15 CDBG & HOME funding is \$1,619,478

CDBG Administrative, Service Delivery, and Code Enforcement Expenses - Funding for these activities is recommended at \$214,808. This reflects a 27% reduction. This funding provides for administrative oversight and management of both CDBG/HOME funds, and code enforcement activities.

CDBG Project Expenses - \$1,050,479 is recommended to fund various project expenses as provided in the proposed Resolution. The increase in project funding is due to the one time program income funding.

CDBG Public Service Funding – Under CDBG regulations, a maximum of \$220,000 (15%) of our annual grant can be budgeted for public service programs. After careful evaluation of prior year funding and anticipated funding for future years, staff is recommending a set aside of \$70,000 FY15. Staff will return to City Council with a suggested process for allocation of these funds.

HOME Program Funding – Staff is recommending Administrative funding of \$7,595 (5% of HOME Funding) for the Upstate Housing Partnership (“UHP”). UHP meets the HUD requirements as a Community Housing Development Organization (CHDO), and is eligible for the 5% administrative funding. Additionally, staff is recommended \$128,405 in project funding for the Forest Park Redevelopment Project. Staff anticipates that these funds would be made available under the terms of a specific development agreement. Staff is recommending \$15,914 for Housing Services administrative cost.

Citizen Participation and Monitoring - Proper public notices and meetings were held earlier this year in accordance with HUD regulations for this allocation.

ACTION REQUESTED:

Staff is requesting that City Council conduct a public hearing regarding the proposed CDBG and HOME funds and then consider a Resolution to appropriate these funds.

BUDGET & FINANCIAL DATA:

CDBG and HOME Funds available on or about July1, 2014.

**A RESOLUTION
ALLOCATING FY15
COMMUNITY DEVELOPMENT BLOCK GRANT
AND HOME FUNDS**

WHEREAS, the City of Spartanburg (“City”) will receive a Community Development Block Grant (“CDBG”) and HOME grant for FY15; and

WHEREAS, in the implementation of its community development program, the City has received repayment of certain loans that will be budgeted with FY15 grant funds; and

WHEREAS, City Council has considered the various needs and priorities for the use of these funds and has provided for public input on the use of these funds.

NOW, THEREFORE, BE IT RESOLVED BY the Mayor and Members of Council of the City of Spartanburg in Council assembled:

Section 1. FY15 CDBG funds, FY15 CDBG program income, and FY15 HOME funds are appropriated as follows:

<u>CDBG Administration</u>	
Rehabilitation Admin + Code Admin	160,284
Neighborhood Services Administration	44,524
Professional Services	<u>10,000</u>
	214,808
<u>Planning</u>	
Choice Neighborhood Initiative Grant Match	100,000
<u>Projects</u>	
Acquisition of Blighted Structures-Citywide	65,192
Demolition of Blighted Structures-Citywide	141,000
Demolition of Blighted Structures-Northside	100,000
Emergency Repair/Christmas in Action	50,000
Fair Housing	15,000
Financial Literacy-Northside	10,000
First-time Homebuyers Training	10,000
Economic Development/Section 3 Activities	50,000
Neighborhood Pride Grant	25,000
Owner-Occupied Rehab-Northside	116,723
Redevelopment of Beaumont/S. Converse	217,564
Stewart Park Activity Center	<u>250,000</u>
Subtotal	1,050,479
<u>Public Services</u>	
All Agency Funding	70,000
<u>CDBG CONTINGENCY</u>	
Total CDBG Expenditures	<u>32,277</u> <u>\$1,467,564</u>
<u>HOME</u>	
Neighborhood Service HOME Admin 10%	15,914
CHDO- Admin 5%	7,595
CHDO-Set Aside-Project 15%	22,787
Projects/Forest Park	105,618
Total HOME Expenditures	<u><u>\$151,914</u></u>

Section 2. This Resolution adopted this ____ day of _____, 2014.

Mayor

ATTEST:

Connie S. McIntyre
City Clerk

APPROVED AS TO FORM:

Cathy Hofer McCabe
City Attorney