



**CITY OF SPARTANBURG**

SOUTH CAROLINA

**CITY COUNCIL AGENDA**

**City Council Meeting  
City Council Chambers  
145 West Broad Street  
Spartanburg, SC  
Monday, October 27, 2014  
5:30 p.m.**

- I. Moment of Silence**
- II. Pledge of Allegiance**
- III. Approval of the Minutes of the October 13, 2014 City Council Meeting**
- IV. Approval of Agenda of the October 27, 2014 City Council Meeting**
- V. Public Comment**  
\*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. Special Recognition of Retiring Spartanburg City Firefighter Robert Walker**  
**Presenter: Mayor Junie White**
- VII. Other Business**
  - A. Award of Bid for Stewart Park Activity Center**  
**Presenter: David Cook, Construction Manager**
  - B. Award of Bid for Strategic Study for Police and Fire Services**  
**Presenters: Ed Memmott, City Manager**
  - C. Presentation and Review of Northside Choice Neighborhood Transformation Plan**  
**Presenter: Chris Story, Assistant City Manager**

**VIII. City Council Updates**

**IX. Executive Session to Discuss Potential Downtown Economic Development Project**

**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, October 13, 2014  
5:30 p.m.**

**(These minutes are subject to approval at the  
October 27, 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, Robert Reeder, Jerome Rice, and Sterling Anderson. 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 September 22, 2014 City Council Meeting –**  
*Councilmember Rice made a motion to approve the minutes as received. Mayor pro tem Scalisi seconded the motion, which carried unanimously 7 to 0.*
- IV. Approval of Agenda of the October 13, 2014 City Council Meeting –**  
*Mayor White requested that the agenda be amended to add under Item VII. D, consideration of an applicant for the Bicycle and Pedestrian Committee. Councilmember Reeder made a motion to approve the agenda as amended. Councilmember Ryba seconded the motion, which carried unanimously 7 to 0.*
- V. Public Comment – none.**  
\*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. Special Recognition of Retired Lt. Mike Foster – Spartanburg Police Department**  
**Presenter: Mayor Junie White**  
*Mayor White presented Lt. Mike Foster with a retirement plaque from the City and thanked him for his many years of service.*

**VII. Other Business**

**A. Award of Bid for Cart Drive Culvert Replacement Project**

**Presenter: Jay Squires, Storm Water Manager**

**Mr. Squires** presented the item to City Council as follows:

“Staff received bids for the replacement of a bridge on Cart Drive. This project consists of removal and replacement of a three sided arch culvert under Cart Drive, between Blackwood Drive and Hillbrook Drive.

The following bids were submitted:

Dillard Excavating (Pelzer, S.C.)	\$645,315.00
Upstate Grading & Engineering, Inc. (Inman, S.C.)	\$844,607.50

Staff has reviewed the bids and the qualifications for each of these contractors. Based on that review, staff has determined that, Dillard Excavating is the responsive low bidder. No bids were submitted from MWBE certified contractors. It is anticipated that it will take 90 days (depending on weather) to complete this project. Staff will give neighborhood residents advance notice using door hangers and mailers. A portion of Cart Drive will be closed during construction for safety reasons. A detour route will be in place for convenience while the segment of road is closed.

ACTION REQUESTED: Allow staff to accept the bid from Dillard Excavating and authorize the City Manager to enter into a contract with Dillard Excavating for the completion of the project.

**BUDGET AND FINANCE DATA:**

\$ 430,315 - Storm Water Utility Fund

\$ 189,265 - County Transportation Funds

\$ 25,735 - State Representative Durham Cole C Fund Set-aside”

*Councilmember Anderson made a motion to approve the award of bid as requested. Councilmember Brown seconded the motion, which carried unanimously 7 to 0.*

**B. Update on Trail Development**

**Presenters: Laura Ringo and Ned Barrett, Partners for Active Living**

**Ms. Ringo and Mr. Barrett** updated Council on the progress of the long range plan to connect existing trail amenities with new sections to construct a cohesive network of trails throughout and around the City. They shared the anticipated path forward for utilization of the \$675,000, not yet allocated, to specific trail projects and the potential project scheduling.

*Council received the report as information.*

**C. Brief Overview of Fiscal Year 2013-2014 Financial Performance**

**Presenter: Chris Story, Assistant City Manager**

**Mr. Story** shared that a complete audit of FY13-14 would be completed in a couple of months and that the update was to give Council an idea of where the City was financially. He stated that unaudited numbers for the end of FY 13-14

indicated that revenues exceeded expenditures by 1.5%, which equated to approximately \$490,000. He explained this represented that we were managing to maintain structural fiscal balance and continued tightening of expenditures, with revenue growth exceeding what was budgeted. He mentioned that a negative was larger workmen's compensation claims and healthcare costs. He explained that the City was within the trends of larger employers and that we hoped to see those costs flatten in the coming years. He shared that the strongest news on revenue growth was that property taxes held steady, that there was evidence of more household spending in the form of higher value vehicles being added to the tax books, and a 6% growth in hospitality taxes.

*Council received the report as information.*

**D. Boards and Commissions – Storm Water Appeals Board and Bicycle and Pedestrian Committee**

**Presenter: Connie S. McIntyre, City Clerk**

**Ms. McIntyre** presented the following applicants for Council consideration:

**Storm Water Appeals Board – Winthrop Allen**

*Councilmember Ryba made a motion to waive the rules and appoint Winthrop Allen to the Storm Water Appeals Board. Mayor pro tem Scalisi seconded the motion, which carried unanimously 7 to 0.*

**Bicycle and Pedestrian Committee – Bryan Burnett**

*Councilmember Rice made a motion to waive the rules and approve Bryan Burnett to the Bicycle and Pedestrian Committee. Councilmember Brown seconded the motion, which carried unanimously 7 to 0.*

**VIII. City Council Updates**

**Councilmember Rice** reminded everyone that Spartanburg High School Football team beat the Dorman High School Football team the previous Friday night.

He thanked those who participated in National Walk to School Day the previous Wednesday at Mary H. Wright Elementary School.

He invited everyone to visit Friends and Company, a new restaurant and antique shop recently opened on West Main Street.

He mentioned the new safety concussion indicators, provided by the Marcus Lattimore Foundation, for the helmets of all City Little League Football players.

**Councilmember Anderson** reminded everyone of the November 8 opening date for the mini-park in partnership with at St. Matthew's Episcopal Church from 11:00 until 2:00.

**Councilmember Brown** thanked everyone associated with the International Festival and commented on what a great event it was for everyone.

She mentioned the SC Summit on Stem Cell Research two day event with 400 participants and 310 hotel rooms rented in the area.

She reminded everyone of the YMCA Fall Festival on October 25 from 12:00 – 2:00 p.m.

**Councilmember Ryba** shared that she would be attending/representing the City at the Playful Cities Leadership Summit October 22 – 24 in Chicago.

**Mayor pro tem Scalisi** echoed comments that the International Festival was a great event.

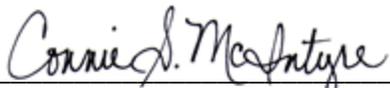
She mentioned that Fratellos restaurant had recently opened on Fernwood-Glendale Road, and that Motte & Sons had opened on Daniel Morgan Avenue. She shared that she noticed that there were 4 poetry readings in 3 weeks in the City and celebrated those events.

She shared that she attended the Fire Department's Fire Prevention Event, that there was a good turnout despite the weather, and that all the City Fireman were wearing pink t-shirts during the month of October to commemorate Breast Cancer Awareness Month. **Councilmember Reeder** echoed comments that the International Festival was a great event.

- IX. Executive Session to Receive Legal Advice Regarding Land Acquisition –** *Mayor pro tem Scalisi made a motion to adjourn to Execution for the reason stated. Councilmember Reeder seconded the motion, which carried unanimously 7 to 0. Council adjourned to Executive Session at 6:08 p.m.*

*Council reconvened at 7:00 p.m. Mayor White stated that legal advice was received with no vote taken.*

- X. Adjournment – Councilmember Reeder made a motion to adjourn the meeting.** *Mayor pro tem Scalisi seconded the motion, which carried unanimously 7 to 0. The meeting adjourned at 7:05 p.m.*

  
**Connie S. McIntyre, City Clerk**





## REQUEST FOR CITY COUNCIL ACTION

**TO:** Ed Memmott, City Manager  
**FROM:** David Cook, Construction Project Manager  
**SUBJECT:** Stewart Park Activity Center  
**DATE:** October 22, 2014

### BACKGROUND:

Staff solicited bids for the construction of an Activity Center at Stewart Park. This facility will be approximately 3,000 square feet in size. The building has been designed to provide flexible space which can be used for exercise, crafts, educational, and other community purposes. Funding for the construction of the Stewart Park Activity Center was included in the Park and Recreation Improvement Capital Plan.

The following bids were submitted:

<b>Contractor</b>	<b>Bid</b>
Clayton Construction, Spartanburg, SC	\$438,000
Melloul Blamey Construction, Greenville, SC	\$479,000

Staff has reviewed the qualifications and references for both contractors, and has determined that Clayton Construction is the responsive low bidder. Clayton Construction is a certified MWBE firm, and plans to sub-contract 7% of the work to a Disadvantage Business Enterprise.

### ACTION REQUESTED:

Authorization for the City Manager to negotiate final terms and enter into a contract with Clayton Construction for the construction of Stewart park Activity Center

### BUDGET AND FINANCIAL DATA:

Neighborhood Park Improvement Capital Project GP1270











## REQUEST FOR CITY COUNCIL ACTION

**TO:** Mayor and Members of City Council

**FROM:** Ed Memmott, City Manager

**SUBJECT:** Strategic Study for Police and Fire Services

**DATE:** October 22, 2014

### BACKGROUND:

The provision of high quality police and fire services is the City's highest priority. This emphasis is reflected in the City's budget. Police and fire services account for nearly half of total expenditures. 220 of the City's approximately 390 full time employees work in the police or fire departments. Over the next five years, expenditures for police and fire operations will likely exceed \$65 million. The efficiency in how the City delivers these services will have a significant impact on the availability of resources for other city services and programs. The effectiveness of these services will be a major determinant of the City's ability to remain an attractive place for private investment and development.

Given these important consequences, management strongly believes it is appropriate to contract for a strategic study of City police and fire operations. This study will assess our current and future staffing/deployment needs, equipment needs, provide bench marking data, and offer recommendations for optimal results given budget constraints. The study will provide management and Council with an independent assessment conducted by a team of professionals who specialize in police and fire operations.

In August, the City advertised for statements of qualifications from firms interested in providing this study. Qualifications statements were received from the following firms:

1. BDO USA, LLP
2. Berkshire Advisors
3. Center for Public Safety Management, LLC
4. Fitch and Associates, LLC
5. Management Partners
6. Matrix Consulting Group
7. Novak Consulting Group
8. Tri-Data Division, Systems Planning Corporation

A review committee comprised of Police Chief Alonzo Thompson, Fire Chief Marion Blackwell, Municipal Judge Erika McJimpsey, Spartanburg Water General Manager Sue Schneider, Rhonda Lockhart (JM Smith Corporation), and I rated the qualifications of the responding firms. Two firms, Berkshire Advisors and Management Partners, were determined to be the most qualified. I then requested fee

proposals from Berkshire and Management Partners. Based on these fee proposals, I have determined that Management Partners offers the best value and would provide a very high quality study. I have consulted with Chiefs Thompson and Blackwell throughout this process and both indicated that they would be comfortable with the selection of Management Partners.

**ACTION REQUESTED:**

Authorization to enter into a contract with Management Partners for Strategic Study for Police and Fire services at a cost of \$76,990.

**BUDGET AND FINANCIAL DATA:**

\$76,990 – FY 15 General Fund Budget - Professional Services





## MEMORANDUM

**TO:** Spartanburg City Council

**FROM:** Chris Story, Assistant City Manager

**SUBJECT:** Presentation and Review of Northside Choice Neighborhood Transformation Plan

**DATE:** October 23, 2014

The Northside Initiative reached an important milestone this week with the completion of the Northside Choice Neighborhood Transformation Plan. Built on the work of the four themed planning committees (Education, People, Housing, and Neighborhood), the transformation plan specifically addresses all aspects of creating the desired neighborhood including, among others, schools and early childhood programs; jobs and economic development; health, wellness, recreation and the arts; and the phased physical redevelopment of the area. The 400-page document describes roles and responsibilities among the many partners. It identifies over \$80 million of investments from a variety of sources over the coming years.

In order for you to receive, digest and reflect on this volume of material in a manageable and effective process, we intend to review it with you in segments with brief presentations occurring at each of the next several City Council meetings. We will begin this series at Monday's meeting. Curt McPhail with the Northside Development Group will provide an overview of the plan. He and other members of the Northside Team will be on hand at subsequent meetings to dive deeper into specific sections of the plan in future installments in the series over the coming months.

Please let us know if you have any questions.