



CITY OF SPARTANBURG

SOUTH CAROLINA

CITY COUNCIL AGENDA

City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, April 25, 2016
5:30 p.m.

- I. **Moment of Silence**
- II. **Pledge of Allegiance**
- III. **Approval of the Minutes of the April 11, 2016, City Council Meeting**
- IV. **Approval of Agenda of the April 25, 2016 City Council Meeting**
- V. **Public Comment**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. **Presentation of Proclamation to John Green, Executive Director of the Spartanburg Science Center**
Presenter: Mayor Junie White
- VII. **Resolution**
 - A. **Allocating FY 17 Community Development Block Grant and HOME Funds**
Presenter: Mitch Kennedy, Community Development Director
- VIII. **Ordinance – Second Reading**
 - A. **A Third Supplemental Ordinance Providing for the Issuance and Sale of City of Spartanburg, South Carolina, Special Obligation Bonds in the Aggregate Principal Amount of Not Exceeding \$12,500,000; Delegating the Authority to the Mayor and City Manager to Determine Certain Matters with Respect to the Bonds; Prescribing the Form and Details of Such Bonds;; and Other Matters Relating Thereto (Second Reading)**
Presenter: Chris Story, Assistant City Manager
- IX. **Consent Agenda**
 - A. **Ordinance to Amend the City of Spartanburg, South Carolina Zoning Ordinance and Comprehensive Plan Land Use Element, by Amending Section 206, Changes to District Boundaries Specifically Portions of Parcel #7-08-13-**

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.

**230.00 Located at 101 East Wood Street Within the Sections Bordered by North Church Street, Catawba Street, East Wood Street, Serpentine Drive, Aimee Street, and Dewey Avenue that are Currently Zoned B-1, B-3, LOC, and R-8, with Land Use Designations of Neighborhood Shopping District, General Business District, Limited Office District, and General Residential District to Zone GID with a Land Use Designation of General Institutional District, as well as Parcel #7-12-01-190.00 Located at 727 North Church Street Which is Currently Zoned B-3 with a Land Use Designation of General Business District to Zone GID, with a Land Use Designation of General Institutional District; and Providing for Severability and an Effective Date (Second Reading)
Presenter: Natalia Rosario, Planning Staff**

- B. Ordinance Accepting the Property Owned by John D. and Belton W. Montgomery, and being Located at 1150 Woodburn Road, and that Portion of Woodburn Road Abutting Said Property, and is Further Identified on Spartanburg County Tax Map as #7-17-03-032.00 as a Part and Parcel of the City of Spartanburg and Declaring Said Property Annexed to and a Part and Parcel of the City of Spartanburg (Second Reading)
Presenter: Natalia Rosario, Planning Staff**

X. Other Business

- A. Award of Bid for North Pine Street Intersection Improvement
Presenter: Tim Carter, Engineering Administrator**

XI. City Council Updates

XII. Executive Sessions

- A. Executive Session Pursuant to Section 30-40-70 (a) (2) of the South Carolina Code to Receive Legal Advice Relating to the Oakview Apartments**
- B. Executive Session Pursuant to Section 30-40-70 (a) (5) of the South Carolina Code to Discuss Matters Relating to Encouraging the Location of Two Businesses in the City**

XIII. Adjournment

** Non-Agenda Items*

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.

**Agenda Items*

City Code Sec. 2-56. Addressing Council, Comments or Remarks to Council on Agenda Items Not Requiring Public Hearing. On agenda items not requiring a Public Hearing, please provide to the City Clerk prior to the opening of the meeting, your desire to speak on an agenda item. Remarks shall be limited to five (5) minutes and total remarks on any agenda item shall not exceed twenty (20) minutes.

City Council Workshop
Council Chambers
Monday, April 25, 2016

- I. Reconvene
- II. Spartanburg City Police Department Crime Report
Presenters: Alonzo Thompson, Chief of Police
- III. Adjournment



**City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, April 11, 2016
5:30 p.m.**

**(These minutes are subject to approval at the
April 25, 2016 City Council meeting.)**

City Council met this date with the following members present: Mayor Junie White, Mayor pro tem Sterling Anderson, Councilmembers Jan Scalisi, Jerome Rice, Erica Brown, Laura Stille and Rosalyn Henderson Myers. 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 – several Boy Scouts assisted with the Pledge of Allegiance**
- III. Approval of the Minutes of the March 28, 2016, City Council Meeting –**
Councilmember Rice made a motion to approve the minutes as received.
Councilmember Henderson Myers seconded the motion, which carried unanimously 7 to 0.
- IV. Approval of Agenda of the April 11, 2016 City Council Meeting –**
Councilmember Henderson Myers made a motion to approve the agenda as received.
Councilmember Scalisi seconded the motion, which carried unanimously 7 to 0.
- V. Public Comment - see below**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
Ella R. Williams, 612 Camelot Dr., Spartanburg, SC, spoke regarding her concerns about a vacant house at 610 Camelot Drive.
Brian Henry, 393 Woodside Lane, Spartanburg, SC, spoke regarding traffic calming concerns.
- VI. Presentation by Palmetto Council Boy Scouts Group**
Presenter: Taylor Thomas, Daniel Morgan Sr. District Executive, Palmetto Council
Mr. Thomas updated Council on scouting activities in Spartanburg and introduced three speakers to express what scouting has meant to them. Boy Scout Thomas Halley, Troup 125, Cub Scout Kalin Jeter, Pack 500, chartered by the City of Spartanburg, and Julie Bennett, Spartanburg EMS, came forward to speak to Council.

VII. “Seeing Spartanburg in a New Light” Update

Presenter: Jennifer Evins

President & CEO, The Arts Partnership of Greater Spartanburg

Ms. Evins introduced Artist Erwin Redl, who presented his creative concepts for each of the nine neighborhoods selected to have a “Seeing Spartanburg in a New Light” design placed in their neighborhoods. She shared that the final projects would be revealed at the National Night Out celebration on Tuesday, October 4, 2016.

VIII. Public Hearings

- A. Ordinance to Amend the City of Spartanburg, South Carolina Zoning Ordinance and Comprehensive Plan Land Use Element, by Amending Section 206, Changes to District Boundaries, Specifically Parcel #6-21-11-117.00 Located at 823 John B. White Senior Boulevard, which is Currently Zoned R-12 with a Land Use Designation of General Residential District to Zone LOD with a Land Use Designation of Limited Office District; and Providing for Severability and an Effective Date (First Reading)**

Presenter: Natalia Rosario, Planning Staff

Ms. Rosario presented the item to Council as follows:

“On March 17, 2016, the Planning Commission held a public hearing and reviewed a rezoning request submitted by Wellspring Living SC, proposed purchaser of property, submitted by Scott Talley, Talley Law Firm, Agent on behalf of Geraldine B. Stockdale Trust, Property Owner of 823 John B. White, Senior Boulevard, to rezone parcel 6-21-11-117.00 from Zone R-12/General Residential District to LOD/Limited Office District, in order to sell the property to Wellspring Living SC, a ministry devoted to the counseling of women as well as the office headquarters in Spartanburg. The purchase of the property is contingent upon the request being approved.

The 2004 Comprehensive Plan envisions this area have a future land use category of Limited Activity Center, with land use zoned of Limited Office District and Limited Commercial District. Therefore, the change of zoning from R-12: General Residential to LOD: Limited Office District is supported by the Comprehensive Plan.

The Planning Commission held a public hearing on the proposal on March 17, 2016. After consideration of the staff report, public comments, and the criteria set forth in the City of Spartanburg Zoning Ordinance and 2004 City Comprehensive Plan, the Planning Commission voted to recommend approval of the request to City Council for the rezoning of the parcel from R-12 to LOD.

PLANNING COMMISSION RECOMMENDATION: The request was endorsed by the Planning Commission on March 17, 2016 by a vote of 5 to 0. Staff’s

recommendation concerning this application is explained in detail in the attached staff report to the Planning Commission.”

Councilmember Henderson Myers asked if there were any concerns from citizens in the area. Ms. Rosario explained that there was a concern from the resident at 410 Allison Dr. about the easement in the deed from the 1940’s. She explained that the easement had nothing to do with the rezoning and that neither the Planning Commission nor City Staff had any comment regarding the easement since the issue before Council was concerning the rezoning.

Councilmember Rice asked City Attorney McCabe if Council’s decision would affect the easement in any way. She stated that it would not.

Mayor White opened the public hearing. He asked if there was anyone to speak in favor of the rezoning.

Mrs. Drucilla Gosnell, owner of 410 Allison Drive, came forward and stated that she was not speaking against the rezoning. She wanted to make sure everyone knew that she did not want commercial traffic on her easement. She stated that she had no objections to the rezoning of the John B. White property.

Scott Talley, 134 Oakland Avenue, Attorney for the seller, came forward to clarify that there was no dispute that the strip of property was part of the easement of 410 Allison, granted to the owner of 410 Allison in 1949. He stated that there was litigation between the seller and Ms. Gosnell confirming the existence of the easement, that the two parties came up with a resolution that was signed by both parties, and that the litigation was dismissed. It was stated in the agreement that the new owner’s would not block her access to her property over the easement of the drive.

Susan High, Executive Director of Wellspring Living, spoke in favor of the rezoning.

An argumentative and contentious discussion ensued regarding the easement that was not the item on the agenda for consideration.

Mayor pro tem Anderson finally made a motion to close the public hearing. Councilmember Henderson Myers seconded the motion, which carried unanimously 7 to 0.

Mayor pro tem Anderson made a motion to approve the rezoning as recommended by the Planning Commission. Councilmember Scalisi seconded the motion. The vote was 4 to 3 opposing the rezoning. Mayor White and Councilmembers Rice, Brown, and Henderson Myers voted against the rezoning. Mayor pro tem Anderson and Councilmembers Stille and Scalisi voted in favor of the rezoning.

- B. Ordinance to Amend the City of Spartanburg, South Carolina Zoning Ordinance and Comprehensive Plan Land Use Element, by Amending Section 206, Changes to District Boundaries Specifically Portions of Parcel #7-08-13-230.00 Located at 101 East Wood Street Within the Sections Bordered by North Church Street, Catawba Street, East Wood Street, Serpentine Drive, Aimee Street, and Dewey Avenue that are Currently Zoned B-1, B-3, LOC, and R-8, with Land Use Designations of Neighborhood Shopping District, General Business District, Limited Office District, and**

General Residential District to Zone GID with a Land Use Designation of General Institutional District, as well as Parcel #7-12-01-190.00 Located at 727 North Church Street Which is Currently Zoned B-3 with a Land Use Designation of General Business District to Zone GID, with a Land Use Designation of General Institutional District; and Providing for Severability and an Effective Date (First Reading)

Presenter: Natalia Rosario, Planning Staff

Ms. Rosario presented the item to Council as follows:

“On March 17, 2016, the Planning Commission held a public hearing and reviewed a rezoning request submitted by David McCutchen, PE, McCutchen Engineering Associates, PC, Agent on behalf of Spartanburg Regional Healthcare System, Property Owner of 101 East Wood Street and 727 North Church Street, to rezone the portions of Parcel 7-08-13-230.00 within the sections bordered by North Church Street, Catawba Street, East Wood Street, Serpentine Drive, Aimee Street, and Dewey Avenue that are currently zoned B-1/Neighborhood Shopping District, B-3/General Business District, LOD/Limited Office District, and R-8/General Residential District, as well as Parcel 7-12-01-190.00 which is zoned B-3/General Business District to Zone GID/General Institutional District and are addressed as 101 East Wood Street and 727 North Church Street, in order to consolidate all of their property as referenced above to the same Zone of GID.

The 2004 Comprehensive Plan envisions this area have a future land use category of Institutional, with land use zoned as GID. It is described as: “Intended to accommodate activities associated with public or semi-public institutional uses, such as hospitals, schools, or government centers”. Therefore, the change of zoning from B-1, B-3, LOD, and R-8 to GID is supported by the Comprehensive Plan.

The Planning Commission held a public hearing on the proposal on March 17, 2016. After consideration of the staff report, public comments, and the criteria set forth in the City of Spartanburg Zoning Ordinance and 2004 City Comprehensive Plan, the Planning Commission voted to recommend approval of the request to City Council for the rezoning of the above referenced portions of 101 E. Wood Street from B-1, B-3, LOD, and R-8 to GID; as well as the parcel at 727 North Church Street from B-3 to GID.

PLANNING COMMISSION RECOMMENDATION: The request was endorsed by the Planning Commission on March 17, 2016 by a vote of 5 to 0.”

***Mayor White** opened the public hearing. He asked if there was anyone to speak in favor of or against the rezoning request. **Hearing none, Mayor pro tem Anderson** made a motion to close the public hearing. Councilmember Scalisi seconded the motion, which carried unanimously 7 to 0.*

***Councilmember Scalisi** made a motion to approve the rezoning on first reading. Councilmember Stille seconded the motion, which carried unanimously 7 to 0.*

- C. **Ordinance Accepting the Property Owned by John D. and Belton W. Montgomery, and being Located at 1150 Woodburn Road, and that Portion of Woodburn Road Abutting Said Property, and is Further Identified on Spartanburg County Tax Map as #7-17-03-032.00 as a Part and Parcel of the City of Spartanburg and Declaring Said Property Annexed to and a Part and Parcel of the City of Spartanburg (First Reading)**

Presenter: Natalia Rosario, Planning Staff

Ms. Rosario presented the item to City Council as follows:

“Staff received a request from John D. and Belton W. Montgomery, owners of 1150 Woodburn Road for annexation of the property into the City of Spartanburg on March 15, 2016. Because this property will be zoned R-15, Single Family Residential upon Annexation, there is no need to obtain zoning designation by the Planning Commission.

Since the parcel is contiguous to the City Limits, the property owner has submitted an annexation petition under the 100 percent Petition and Ordinance method. Since the zoning designation for the contiguous parcel is R-15, Single Family Residential; Staff is requesting Council to designate the parcel as R-15. ACTION REQUESTED: Staff recommends that the City Council take the following actions:

- a) Approve the annexation of 1150 Woodburn Road (TMS7-17-03-032.00).
- b) Designate the zoning for this property as R-15 (Single Family Residential) upon annexation.

BUDGET AND FINANCE DATA: The parcel will generate property tax after annexation. Additional service costs will be minimal.”

Mayor White opened the public hearing. He asked if there was anyone to speak in favor of or against the rezoning request. Hearing none, Mayor pro tem Anderson made a motion to close the public hearing. Councilmember Henderson Myers seconded the motion, which carried unanimously 7 to 0.

Councilmember Stille made a motion to approve the ordinance as presented on first reading. Councilmember Brown seconded the motion, which carried unanimously 7 to 0.

IX. Resolution and Declaration

- A. **Directing the Abandonment and Closure of a Street in the City of Spartanburg, being Athens Court from its Beginning that Turns Right Off of North Church Street to its Terminus at Aimee Street. Athens Court is Located on Spartanburg Regional Healthcare System Property, As Well As Are All of the Surrounding Property**

Presenter: Natalia Rosario, Planning Staff

Ms. Rosario presented the item to Council as follows:

“Staff has received a request by David McCutchen, PE, McCutchen Engineering Associates PC, Agent on behalf of Spartanburg Regional Healthcare System to abandon and close Athens Court from its beginning that turns right off of North Church Street to its terminus at Aimee Street, in order for the hospital to further

expand their facility. Spartanburg Regional Healthcare System owns the property and surrounding property.

A Public Notice concerning this site appeared in the Spartanburg Herald-Journal on March 27, 2016. Letters to all property owners within 400 feet of the subject street were sent on March 18, 2016. The City’s Engineering, Public Works, Public Safety, Fire Department, as well as Spartanburg Water were contacted to determine the impact of the proposed street abandonment and closure on services each department provides to the surrounding areas; and they had no objections to the request.

ACTION REQUESTED: That City Council approves the requested Street Abandonment and Closure of Athens Court by Resolution.

BUDGET AND FINANCE DATA: N/A”

Mayor pro tem Anderson made a motion to approve the resolution as presented. Councilmember Scalisi seconded the motion, which carried unanimously 7 to 0.

X. Other Business

A. Award of Bid for Northside Pedestrian Safety Improvements

Presenter: Tim Carter, Engineering Administrator

Mr. Carter presented the item to Council as follows:

“Staff solicited bids for the Northside Pedestrian Safety Improvements. The project includes the installation of 600 LF of sidewalk along S. Cleveland Street to connect Fulton Avenue to N. Vernon Street. It also includes the installation of a brick crosswalk, crossing S. Cleveland Street. All of the sidewalk improvements will include ADA curb ramps with detectable warning surfaces. This project will help create a safe connection between neighborhood and the recently renovated Cleveland Park. Staff anticipates the completion of this project in early May.

Only one bid was submitted for this project.

- Capitol Construction of the Carolinas, LLC (Spartanburg, SC) \$ 62,249.50

Staff has reviewed the bid received and qualifications for Capitol Construction of the Carolinas, LLC and determined them to be a responsive and qualified bidder. No bids were submitted from MWBE certified contractors.

ACTION REQUESTED: Allow staff to accept the bid from Capitol Construction of the Carolinas, LLC and authorize the City Manager to enter into a contract with Capitol Construction of the Carolinas, LLC for the completion of the project.

BUDGET AND FINANCE DATA:

\$ 62,249.50 – Community Development Block Grant Funds”

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

B. Traffic Calming Program Follow Up
Presenter: Ed Memmott, City Manager

Mr. Memmott opened the discussion with the following overview:

“Concern about certain aspects of the traffic calming program have been raised by some members of Council. Staff is, therefore, seeking direction from full Council. Information on what staff understands to be the areas of concern is provided below. Current program guidelines are provided as Exhibit 1.

The Impact/Voting Area and the Voting Majority Required to Install Speed Hump

The impact/voting area is determined by the traffic engineer. After receiving an application, at least two separate traffic counts and a period of speed enforcement have occurred. If both counts indicate the necessary traffic volumes/speeding, the traffic engineer will determine the placement of proposed speed humps and will then, based on traffic data, determine the area that is most impacted by speeding and the placement of speed humps. The households within this area decide by vote whether the speed humps will be installed.

The current program requires a minimum of 40% of households in the impacted area to participate in the vote AND that 60% of those voting approve the proposed installation of speed humps. Staff believes this standard is reasonable.

Staff believe the options available to Council on this aspect of the program are:

1. Keep the 40%/60% standard.
2. Raise the majority vote (of those voting) from the current 60% to 70% or higher.
3. Require a majority vote of the households in the impact area. Council could require 60%, 70%, 80%, or a higher percentage of the households (not just those voting) in an impact area to vote to approve the proposed calming measures.

A second concern raised is that the impact/voting area does not allow sufficient participation.

If Council feels that additional households should be included, it could approve a change to include additional houses based on their proximity to a proposed speed hump. This distance could be set at 500', 750', or 1000' from any speed hump. Staff believes there are important tradeoff involved in this

aspect of the program. To illustrate, a map of the Hillbrook Drive speed hump installation is provided as Exhibit 2.

Hillbrook Drive from Fernwood-Glendale to Cart Drive was experiencing significant cut through traffic and speeding. A large number of vehicles traveling to/from McCracken Middle School would take this route. Also, traffic traveling to/from Hillbrook Pool and Little League fields would cut through this section of Hillbrook Drive. In addition to the cut through traffic, this section of Hillbrook Drive had a high percentage of speeding traffic. While this section of Hillbrook Drive was experiencing a significant problem, the nearby streets (Duval, Henson, Henson Court) were not impacted by the traffic volumes and speeding.

After receiving a traffic calming application from residents on Hillbrook Drive and conducting traffic counts that confirmed speeding, the City conducted speed enforcement. After the enforcement period, a second traffic count was conducted. The second count again confirmed traffic volumes and speeding necessary to meet the standard for installation of speed humps. The traffic engineer then took the traffic data, located proposed speed humps, and defined the impact area. Note that the traffic engineer included Duval Drive and a portion of Henson Street in the impact area even though there were no speed humps proposed for these streets. The traffic engineer did this because of the possibility that traffic would “divert” to these streets to avoid some of the speed humps.

A total of 74 houses were included in the impact/voting area as established by the traffic engineer. Measuring along the street frontage, ten (10) houses would have been added if households within 500’ of a proposed speed hump were included in the voting process. If the voting area were expanded to 750’ of any speed hump, a total of 24 households would have been added. If 1,000’ were the standard, a total of 42 households would have been added to the voting area.

There is no magic number or distance for staff to recommend to Council. Staff believes the current process to establish the impact/voting area reasonably balances the competing interests involved. However, if Council wants to expand the voting area, it could include households at whatever distance it believes to be appropriate.

Many residents on Hillbrook Drive considered the traffic volumes and speeding to be a safety issue. Most were willing to accept the inconvenience of speed humps in order to mitigate the speeding problem. Other nearby residents (Henson Court, Duval, Henson Drive, Cart Drive) derived no safety benefit from speed humps on Hillbrook Drive and would, in staff’s opinion, been most likely to vote no regardless of the safety benefits on Hillbrook Drive.

Council is encouraged to consider how households not impacted by a speeding problem but located within a certain distance of proposed speed hump will likely influence future applications as it considers changes to the program.

Council could attempt to balance the competing interests by expanding the voting area based on distance from a speed hump, but provide those household with less than a full vote. There are various options to consider. Houses within 500' could get full vote with houses located between 500' and 1000' getting a half vote. Staff cautions Council about making the voting process so complicated that it is difficult for the public to understand.

Calming Measures Other Than Speed Humps/Lumps

Speed humps/lumps are the most widely used traffic calming measure because they are relatively inexpensive and they work. There are other traffic calming measures available. These other measures cost considerably more than speed humps. If Council wants to consider other measures, staff will include options in the FY17 budget for Council consideration. Council should anticipate that it will likely be necessary to cut other programs in order to fund the more expensive calming measures.

Additionally, staff does not recommend approval of other calming measures in absence of set guidelines which have been approved by Council. Most neighborhoods will prefer installation of the more expensive measures. To maintain consistency, staff would need to define the circumstances when these other measures would be utilized and have those rules approved by Council. If Council wants these other measures, staff will return with proposed procedures and with options to fund.

To reiterate, staff is seeking Council direction on following questions:

1. What majority vote does Council want to require for the approval of speed humps?
2. Does Council want to extend voting to households within a minimum distance of any proposed speed hump?
3. If yes on inclusion of additional households, at what distance?
4. Does Council want to provide additional households with a full vote or something less?
5. Does Council want to budget for more expensive traffic calming measures?

After a lengthy discussion, Councilmember Stille made a motion as follows:

- 1) *Direct staff to include any house that is located within 500 feet (as measured along street frontage) of any proposed traffic calming measure to the voting area.*

2) *Set the minimum vote necessary to approve proposed traffic calming measures as 50% plus 1 of the households in the voting area.*
Mayor White seconded the motion, which carried 6 to 1. Councilmember Rice voted against the motion.

After more discussion, Mayor pro tem Anderson made a motion that the city would only install speed humps and speed lumps as traffic calming measures. Councilmember Henderson Myers seconded the motion, which carried 5 to 2. Councilmembers Stille and Brown voted against the motion.

XI. City Council Updates

Councilmember Stille shared that she had joined “Ten at the Top” and that she hoped to bring valuable information from the group back to Council.

Councilmember Brown reminded everyone of the Hub City Hog Fest the following weekend to benefit Mobile Meals. She also mentioned the Spartanburg Soaring event at the Chapman Cultural Center.

Councilmember Henderson Myers shared she attended several Community Development events on Thursday and Friday of the previous week. She stated that she would be supporting the Blues Boulevard Jazz over the weekend.

XII. Adjournment – *Councilmember Scalisi made a motion to adjourn the regular meeting. Councilmember Brown seconded the motion, which carried unanimously 7 to 0. The regular meeting adjourned at 7:38 p.m.*

**City Council Workshop
Council Chambers
Monday, April 11, 2016**

I. Council reconvene at 7:50.

II. 311 Call System

Presenters: Ed Memmott, City Manager

Will Rothschild, Communications and Marketing Manager

Christopher George, Multimedia Communications Specialist

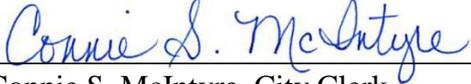
Terry Jolley, IT Director

Mr. Rothschild presented data gathered regarding 311 systems currently used in other cities. **Mr. Memmott** presented data regarding the city’s current system of handling customer calls. He mentioned that the city currently has a 96% rate of answering calls received and getting them to the person who should handle the call.

After discussion, it was the consensus of council that staff continues with the current system, enhancing data collection of handling of the current calls received. **Mr. Memmott** stressed that staff would continue to search for ways of improving the 96% and would come back to council with those at another meeting.

III. Adjournment

Councilmember Scalisi made a motion to adjourn the meeting. Mayor pro tem Anderson seconded the motion, which carried unanimously. The meeting adjourned at 8:56 p.m.



Connie S. McIntyre, City Clerk



REQUEST FOR CITY COUNCIL ACTION

TO: Ed Memmott, City Manager
FROM: Mitch Kennedy, Community Services Director
SUBJECT: FY 17 Community Development Block Grant and HOME Budget
DATE: April 22, 2016

BACKGROUND:

Staff has prepared its recommended allocation of FY 17 Community Development Block (CDBG) and HOME Grant for Council's consideration. The FY 17 CDBG grant is \$616,221; the FY 17 HOME grant is \$152,899. The total available FY 17 CDBG & HOME funding is \$769,162.

CDBG Administrative, Service Delivery, and Code Enforcement Expenses – Funding for these activities is recommended at \$236,447. This funding provides for administrative oversight and management of both CDBG/HOME funds and code enforcement activities.

CDBG Project Expenses - \$286,341 is recommended to fund various project expenses as provided in the proposed Resolution.

CDBG Public Service Funding – Under CDBG regulations, a maximum of \$92,433 (15%) of the CDBG grant can be budgeted for public service programs. Staff is recommending budgeting \$70,000 for public service activities. Staff will bring forward specific recommendation for use of the \$70,000 early in FY 17 for Council's consideration.

HOME Grant – Staff is recommending administrative funding of \$7,644 (5% of HOME funding). Additionally, staff is recommending \$129,966 in direct project expenses and \$15,289 for administrative expenses.

ACTION REQUESTED:

Citizen input was solicited regarding the proposed use of CDBG and HOME funds in accordance with HUD regulations. Public notice of Council's consideration of staff's recommendation was provided in accordance with program regulations.

Staff is requesting that City Council conduct a public hearing regarding the use of CDBG and HOME funds and then consider and approve staff's recommended budget allocation.

BUDGET & FINANCIAL DATA:

CDBG and HOME grants are expected to be available on or about July 1, 2016.

**A RESOLUTION
 ALLOCATING FY 17
 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 FY 17; 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. FY 17 CDBG funds and FY 17 HOME funds are appropriated as follows:

**Proposed – 2017 Budget
 CDBG and HOME**

<u>CDBG ADMINISTRATION</u>	
Rehabilitation Admin + Code Admin	134,200
Neighborhood Services Administration	102,247
<u>Projects</u>	
Removal of Blight	81,341
Housing	175,000
Economic Development	10,000
Infrastructure Improvements	20,000
Public Service (City Internal)	<u>22,433</u>
Subtotal	545,221
<u>Public Services</u>	
All Agency Funding	<u>70,000</u>
TOTAL CDBG EXPENDITURES	<u>\$615,221</u>
<u>HOME ADMINISTRATION</u>	
HOME Administration - 10%	15,289
Home Projects	129,966
CHDO- Operating 5%	<u>7,644</u>
TOTAL HOME EXPENDITURES	<u>\$152,899</u>

Section 2. This Resolution adopted this _____ day of _____ 2016.

Junie L. White, Mayor

ATTEST:

Connie S. McIntyre, City Clerk

APPROVED AS TO FORM:

Cathy Hoefer McCabe, City Attorney



REQUEST FOR COUNCIL ACTION

TO: Ed Memmott, City Manager
FROM: Tim Carter, Engineering Administrator
SUBJECT: Intersection Improvement North Pine
DATE: April 20, 2016

BACKGROUND

Staff solicited bids for improvements at the intersection of North Pine and East Cleveland Streets. The proposed work will accommodate additional traffic that will be generated by the renovation of Beaumont Mill. Improvements will include extending the existing left turn lane (southbound) to a full 150 LF of stacking. The private drive entrance to the Beaumont Mill property will be widened to allow for one lane of ingress and two lanes of egress. One bid was received.

Capitol Construction of the Carolinas, LLC (Spartanburg, SC) \$ 53,844.10

Staff has reviewed the bids received and the qualifications for each of these contractors and determined that Capitol Construction of the Carolinas, LLC is the responsive low bidder. Additionally, staff has reviewed the proposed contract price from Capitol and has determined it to be reasonable. No bids were submitted from MWBE certified contractors.

ACTION REQUESTED:

Allow staff to accept the bid from Capitol Construction of the Carolinas, LLC and authorize the City Manager to enter into a contract with Capitol Construction of the Carolinas, LLC for the completion of the project.

BUDGET AND FINANCE DATA:

\$ 53,844.10 County Transportation Committee Funds (CTC)

N. Pine Street Turning Lane Extension & Traffic Signal Improvements



Beaumont Mill Site

Legend

 Project Area

Worksession

**Spartanburg City Police Department
Crime Report**