



CITY OF SPARTANBURG

SOUTH CAROLINA

CITY COUNCIL AGENDA

**City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, July 27, 2015
5:30 p.m.**

- I. Moment of Silence**
- II. Pledge of Allegiance**
- III. Approval of the Minutes of the July 13, 2015 City Council Meeting**
- IV. Approval of Agenda of the July 27, 2015 City Council Meeting**
- V. Public Comment**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. National Night Out Proclamation**
Presenter: Mayor Junie White
- VII. Consent Agenda**
 - A. To Authorize the City Manager to Execute a Deed Conveying Vacant Lot on Greenlea Street, Block Map Sheet 7-16-07-219.00 (Second Reading)**
Presenter: Mitch Kennedy, Community Services Director
- VIII. Other Business**
 - A. Boards and Commissions – City Council Recommendations and Approval**
Presenter: Connie McIntyre, City Clerk
- IX. City Council Updates**

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.

X. Executive Session Pursuant to Section 30-4-70 (a) (5) of the South Carolina Code to Discuss Matters Relating to Encouraging the Location of Two Businesses in the City

XI. 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, July 13, 2015
5:30 p.m.**

**(These minutes are subject to approval
at the July 27, 2015 City Council meeting.)**

City Council met this date with the following members present: Mayor Junie White, Mayor pro tem Erica Brown, Councilmembers Jan Scalisi, Robert Reeder, Jerome Rice, and Laura Stille. Councilmember Sterling Anderson was absent attending the South Carolina Sheriff's Annual Conference June 12 - June 14, 2015. 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 June 22, 2015 City Council Meeting –**
*Councilmember Rice made a motion to approve the minutes as received.
Councilmember Scalisi seconded the motion, which carried unanimously 6 to 0.*
- IV. Approval of Agenda of the July 13, 2015 City Council Meeting –**
*Councilmember Reeder made a motion to approve the agenda as received.
Councilmember Stille seconded the motion, which carried unanimously 6 to 0.*
- V. Public Comment - none**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. Special Presentation –** *Mayor White stated the presentation would be postponed to another meeting.*
Presenter: Mayor Junie White
- VII. Ordinance**
 - A. To Authorize the City Manager to Execute a Deed Conveying Vacant Lot on Greenlea Street, Block Map Sheet 7-16-07-219.00**
Presenter: Mitch Kennedy, Community Services Director
Mr. Kennedy presented the item to City Council as follows:

“In 1971, the City of Spartanburg acquired a parcel on Greenlea Street, Block Map Sheet 7-16-07-219.00. This is a small vacant wooded lot which has a creek running through it and is adjacent to the property owned by Quinton McClintock. Staff does not anticipate redeveloping this parcel in the future. Mr. McClintock asked if the City would be willing to donate the property to him.

ACTION REQUESTED: Approval of an Ordinance conveying the property on Greenlea Street, Block Map sheet 7-16-07, Parcel 219.00 to Quinton McClintock.”

After discussion, Councilmember Reeder made a motion to approve the ordinance as requested on first reading. Councilmember Scalisi seconded the motion, which carried unanimously 6 to 0.

VIII. Resolution

A. Approving Voluntary Acquisition (Block Map Sheet 7-16-01-256.00, 7-16-01-157.00, 7-16-01-158.00, 7-16-01-159.00)

Presenter: Mitch Kennedy, Community Services Director

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

“The City of Spartanburg in an effort to stabilize its neighborhoods and provide for redevelopment opportunities has from time-to-time purchased real property. Staff assesses the value of the property, current conditions, and potential for redevelopment to determine feasibility of acquisition.

The owner of 412 Highland Avenue (7-16-01-255.00) and 414 Highland Avenue (7-16-01-256.00) has offered to sell the two parcels to the City. Both properties have vacant blighted structures. Staff believes that it is in the public’s interest to purchase the two properties and tentatively negotiated a purchase price of \$25,000.

The owner of 328 Caulder Avenue (7-16-07-157.00), 330 Caulder Avenue (7-16-07-158.00), and 334 Caulder Avenue (7-16-07-159.00) has offered to sell the three parcels to the City. All three parcels are vacant lots. Staff believes that it is in the public’s interest to purchase the three properties and tentatively negotiated a purchase price of \$18,000

Staff plans to work with a nonprofit housing provider to redevelop these sites if acquired.

ACTION REQUESTED: Approval of a Resolution to authorize the City Manager to proceed with the purchase of 412 Highland Avenue, 414 Highland Avenue, 328 Caulder Avenue, 330 Caulder Avenue, and 334 Caulder Avenue

BUDGET AND FINANCIAL DATA: \$43,000 in CDBG funds will be used for the purchase of the parcels.”

After discussion, Councilmember Rice made a motion to approve the resolution as requested. Councilmember Reeder seconded the motion, which carried unanimously 6 to 0.

B. Authorizing the City Manager to Enter Into an Employment Contract for Municipal Judge

Presenter: Mayor Junie L. White

Mayor White stated that Judge Erika L. McJimpsey had been the Municipal Judge since 2011 and that her contract was due for renewal. He shared that the Judicial Review committee had met and talked with Judge McJimpsey and that they were very pleased with the job that she had done for the City over the last two years. He added that Judge McJimpsey was pleased with her contract with the city.

Mayor White stated that the committee recommended approval of a resolution authorizing the City Manager to enter into a new contract with Erika L. McJimpsey as Municipal Judge for a term of two years with her annual salary to remain at the current amount.

Mayor pro tem Brown made a motion to approve the resolution as requested.

Councilmember Reeder seconded the motion, which carried unanimously 6 to 0.

Mayor White took the opportunity to introduce Ms. Terrill Bates, new Executive Director of the Spartanburg Housing Authority, since June 8. Ms. Bates shared that she was looking forward to working with everyone to make the community a better place. Council welcomed Ms. Bates and wished her well in her new position at the Housing Authority.

IX. Other Business

A. Award of Bid for Landscape Maintenance Contract

Presenter: Mark Ford, Grounds & Environmental Services Manager

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

“The City contracts for grounds maintenance of certain leased parks and green spaces. These locations are:

Mary H. Wright Greenway	Irwin Park
Andrews Farm Park	Bethlehem Center
Adams Park	Fairgrounds BB
Park Hills Area	TK Gregg (former site)

Staff solicited competitive bids for this work. Bids were submitted by:

Clipping Grounds, Spartanburg, SC	\$57,583
US Lawns, Spartanburg, SC	\$68,454
Green’s Landscaping, Inman, SC	\$76,500

Clipping Grounds is a certified MWBE contractor and has provided reliable service to the City for several years. Staff is recommending contract award to Clipping Grounds.

ACTION REQUESTED: Council authorization for the City Manager to enter into a contract with Clipping Grounds for grounds maintenance in the amount of \$57,583 annually.

BUDGET AND FINANCE DATA: Grounds Maintenance Division - Professional Services \$57,583.”

After discussion, Councilmember Rice made a motion to approve the award of bid as requested to Clipping Grounds, Spartanburg, SC in the amount of \$57,583. Councilmember Scalisi seconded the motion, which carried unanimously 6 to 0.

B. Approval of Development Agreement to Support the Renovation and Reuse of 137 W. Main Street

Presenter: Chris Story, Assistant City Manager

Mr. Memmott presented the item for Mr. Story as follows:

“137 West Main is an important structure within the historic blocks of Morgan Square. It has been vacant for many years. It was most recently occupied by the Sandwich Factory which closed over five years ago. Since that time, our Economic Development staff has sought to encourage its renovation and reuse.

Earlier this year, 137 West Main LLC, a locally owned corporation purchased the building for the purpose of renovating and restoring the property to being a productive contributor to our downtown. The attached development agreement would provide necessary incentives to ensure completion of this undertaking.”

After discussion, Councilmember Stille made a motion to approve the development agreement as requested. Councilmember Scalisi seconded the motion, which carried unanimously 6 to 0.

X. City Council Updates

Mayor White asked Council to be sure and forward their recommendations for boards and commissions that would be presented at the July 27 council meeting.

Councilmember Stille shared she was pleased to read the editorial in the Sunday paper about all the great things happening in Spartanburg. She mentioned the new website seespartanburgrise.com, which is an interactive and informative website to learn about development of downtown property. She reminded everyone of the Baguette & Company grand-opening the following day on Wall Street, and of the opening of Sparkle City Mini Putt on Thursday at 5:00 p.m. She stated she was excited about the completion of the Main Street Streetscaping completion in a couple of weeks.

Councilmember Rice mentioned and complemented the new signage on the bridge on Pine Street going out of town, as well as all the new signage downtown. He shared that the eight time winner of Mr. Olympia Lee Haney was in town and held an event at Barnet Park, and visited Spartanburg High School to promote healthy living and fitness.

Councilmember Scalisi mentioned that the Art Walk would be after the opening of Sparkle City Mini Putt. She encouraged everyone to attend “Scrappy Shakespeare” in the amphitheater behind the George on Friday, Saturday and Sunday at 7:30 p.m. for free.

Mayor pro tem Brown mentioned that the Panthers Training Camp would start on July 31 and that the city was very grateful for all the tourists and visitors who would be in

town, and for the Panthers choosing Spartanburg as the location for their camp. She stated that she didn't know if everyone had heard last Friday the news about "some piece of cloth that we decided to take down from the statehouse, and I just want to commend those that fought for that, and I want to say thanks, maybe, to the legislature for doing the right thing, but I'm still kind of bitter about some people and their opinions, but I'm very happy about that, and it's not going to erase racism, but to me it means a lot because I remember learning about the Civil War in high school and in middle school. For me, as a child, what it meant to me was just one thing, and it still means the same thing to me this day, so I was very happy to see that news. I think this is a move in the right direction for us to all move forward and begin the healing process, to continue to move forward together as one. So, I was very happy about that."

Councilmember Reeder shared that two weeks ago, Gina McCarthy, Head Administrator for the EPA, came to tour Spartanburg. He added that he, the Mayor, Mr. Memmott, Mitch Kennedy and others toured the northside, southside, the Hope VI project, and the many things that were happening in the city. He shared that she was "floored" by all the collaborative partnerships that the city has, and all the work that the city is doing as a whole. He stated that she "went back bragging on that" and President Obama sent her a note thanking her for her "leadership and protection of our most valued communities. We need to keep doing all that we can do to make sure these communities do not bear the burden of the national pollution and to make sure their voices are heard when we make decisions.....we hope Mr. Harold Mitchell will continue to look for new ways to build on the community there in Spartanburg, South Carolina." He reiterated that we are working together, northside and southside, to make Spartanburg a better place in which to live, and that we need to continue to strive for that.

- XI. Adjournment – Mayor pro tem Brown made a motion to adjourn the meeting. Councilmember Reeder seconded the motion, which carried unanimously 6 to 0. The meeting adjourned at 5:57 p.m.**



Connie S. McIntyre, City Clerk



Boards and Commissions 2015-16 Summary of Vacancies

(Please be mindful of any specific requirements of a board and the occupation and residency of an applicant for those boards when considering the applications.)

Accommodations Tax Advisory Committee – 4 vacancies – 6 applications – 1 verbal commitment

Clyde Norris (at large member) – is willing to be reappointed

Wayne Sease (lodging industry) – is willing to be reappointed

Steve Wong (cultural organization) – is willing to be reappointed (verbal commitment)

Carol Theiler

Roger J. Sullivan (also applied for Public Safety)

Larry Mullins

Angelina P. Eschauzier

Term: 4 years

Purpose: To make recommendations on the expenditure or revenues generated from the Accommodations Tax. A majority of the members must be selected from the hospitality industry. Two-(2) of these members must be from the lodging industry. One-(1) member shall represent the cultural organizations of the City.

Meetings: On call as required **Compensation:** none

Contact: Kathy Hill, Community Services Coordinator – 596-2905

Airport Advisory Committee – 1 vacancy – 4 applications

John C. Strickland

Kevin Sloan

John Travis Sutton

Cullen Pitts

Term: 3 years

Purpose: The Airport Advisory Committee provides advice to the City Airport Director, City Manager and City Council on issues affecting the Airport.

Membership: A five (5) member board with each serving a three (3) year term.

Meetings: as called **Compensation:** none

Contact: Darwin Simpson, Airport Director – 574-8552

Board of Architectural Design and Historic Review – 4 vacancies – 3 applications

John W. Ringo, Jr. (Will)

Ray Trail

Albert B. Jolly

Term: 3 years with no member serving more than two-(2) consecutive terms. Former members may be reappointed after the expiration of two-(2) years. Members must be residents of the City of Spartanburg.

Purpose: The Board is responsible for administering and enforcing the provisions of the Architectural Design & Historic Review Ordinance of the City of Spartanburg dated March 6, 1995.

Membership: This is a nine-(9) member board comprised of persons who have demonstrated civic interest and have general knowledge of and interest in history and historic preservation. At least four-(4) members shall be citizens who are knowledgeable in one of the following disciplines: archeology, architecture, landscape architecture, American history, urban planning, engineering, environmental science, law, banking or real estate.

A historian and professional architect will serve at all times. None of the voting members may hold any other public office or position in the City. **Members must be residents of the City of Spartanburg.**
Meetings: If business is received, the Board meets the second Thursday of every month at 5:30 p.m. in the City Council Chambers located at 145 West Broad Street **Compensation:** None
Contact: Chris Story

Bicycle and Pedestrian Committee – 3 vacancies – 3 applications
(Monique Watson resigned June 15, 2015 creating another vacancy)

Janet Goode

Annette Haynie

Carolyn Harbison

Term: 3 years

Purpose: The City Council shall **appoint as members of the Bicycle and Pedestrian Committee seven (7) persons who should be a resident or have a significant business interest in the City of Spartanburg.** The majority of the members of the committee shall have knowledge of urban planning, trails and greenways, active living, exercise science, or other comparable skill sets as determined by Council to be appropriate.

Duties of the committee would include: (a) Conducting quarterly meetings with senior city staff; (b) assisting City in developing a process for prioritization of bicycle/pedestrian projects that are financially feasible, enjoy broad based support, and which recognize the necessity to partner with organizations such as SPATS, SCDOT, private foundations, schools, and local businesses; (c) Review and assess planned public improvement projects and provide recommendations to incorporate bicycle and pedestrian features where feasible; (d) Assist the City in marketing and promotion of existing bicycle and pedestrian infrastructure; (e) Assist the City in organizing events to promote bicycle and pedestrian activity; (f) Assist the City in recognizing local businesses that incorporate bicycle and/or pedestrian infrastructure or activities into their projects or programs; (g) Provide recommendations to City on opportunities to leverage and connect new development projects via bicycle and/or pedestrian projects; (h) Pedestrian improvements; (i) Make an annual report to City Council on bike/ped activities, recognition; (j) Assist the City in developing and measuring benchmarks for bicycling and walking in the City; (k) Review and comment on changes to zoning, development code, comprehensive plan, and other long-term planning and policy documents as they relate to bicycle and pedestrian activity and safety including any updates to the Spartanburg County Bicycle and Pedestrian Master Plan.

Meetings: Every other month. Dates vary. **Compensation:** None

Contact: Ned Barrett, Trails Coordinator, Partners for Active Living (598-9638) The City of Spartanburg has a partnership with PAL (a local non-profit organization) to provide staff support for this committee.

Civil Service Commission – 2 vacancies(one 6 year member and one alternate) – 2 applications

Jacqueline Putnam

William R. Moon

Term: 6 years

Purpose: To hold Civil Service exams for Public Safety employment, all exams for promotions, and holds hearings on appeals from disciplinary action. **Members must be residents of the City of Spartanburg.**

Meetings: On call as required.

Compensation: \$462.40 annually

City Staff contact: Michele Clyburn, Human Resources Director – 596-2795

Construction Board of Adjustments and Appeals – 3 vacancies -3 applications

Kenya Trenthem – is willing to be reappointed

Robbie McDade

Benjamin C. Boland

Term: 3 years

Purpose: To hear appeals from decisions of the Building Inspections Department and the Fire Division of the City of Spartanburg. **The Board shall be comprised of 9 individuals with knowledge and experience in the technical codes such as design professionals, contractors or building industry representatives.** Two such board members should consist of one member at large from the building industry and one member at large from the public.

Meetings: On-call as requested.

Compensation: None

City Staff contact: Buddy Bush, Building Inspector – 596-2111

Housing Authority – 3 vacancies – 7 applications – 1 verbal commitment

Kittie Tullis – is willing to be reappointed

Anthony Brothers

Benjamin Wright

Matt Copeland

Chuck White

Andrew Poliakoff

Avis Dawkins

Willa Reeder

Term: 5 years

Purpose: To operate the City Housing Authority, including but not limited to the making of rules, regulations, filing applications for and constructing facilities as approved by City Council in accordance with State Law.

Membership: A seven (7) member board with each serving a five (5) year term. Four (4) members shall be residents of the City of Spartanburg with one of these members being a tenant in a residence owned by the Authority. The other three (3) members are not required to be residents of the City of Spartanburg, but if possible, should represent a major Spartanburg County employer, a higher education facility and a foundation interested in the goals of the Spartanburg Housing Authority.

Meetings: Third Tuesday at 5:30 p.m.

Compensation: None

Contact: Ed Memmott, City Manager – 596-2026

Housing Board of Adjustment and Appeals – 2 vacancies – 1 application – 2 verbal commitments

Ronald Poole – is willing to be reappointed (verbal commitment)

Horace Littlejohn – is willing to be reappointed (verbal commitment)

Ed Waddell

Term: 3 years

Purpose: To hear appeals from decisions of the Code Enforcement division of the Community Services Department regarding housing code and nuisance ordinance violations.

Membership: A five (5) member board appointed by City Council.

Meetings: On call as needed

Compensation: None

Contact: Sidney Ferguson, Code Enforcement Supervisor – 596-2912

Minority and Women Business Enterprise Program – 5 vacancies - 2 applications

Sadhana Patel

Ricky Eason, Sr.

Term: 3 years

Purpose: To increase business with Minority and Women owned businesses in construction projects, professional service contracts and in the purchase of commodities and products with the City of Spartanburg. **City residency, while preferred, is waived as a requirement for this committee to cover the City's primary market for goods and services.**

Meetings: Required to meet quarterly with additional meetings as needed.

Compensation: None

City Staff contact: Carman Mays, MWBE Coordinator – 596-3449

Planning Commission – 1 vacancy – 2 applications

Reed Teague (also applied for Zoning Board of Appeals)

Michael Epps

Term: 4 years

Purpose: Reviews rezoning petitions, subdivision plats and text amendments to the Zoning Ordinance. The commission also prepares and updated the Comprehensive Plan of the City. **Members must be residents of the City of Spartanburg.**

Meetings: Third Thursday of each month at 7:00 p.m.

Compensation: None

City Staff contact: Chris Story, Assistant City Manager

Public Safety Committee – 5 vacancies – 6 applications

Nancy Eaker

Mary Jane Michels

RJ Plumley

Amanda Gaines Phillips

Roger Sullivan (also applied for A-Tax committee)

Ann Bearden

Term: 3 years

Purpose: To assist in development, promote, and support the programs and efforts of the Public Safety Department of the City of Spartanburg.

Membership: Twelve (12) members who must be residents of the City.

Meetings: First Monday of the month from September to May, as well as special meetings.

Compensation: None

Contact: Col. Jennifer Kindall, Public Safety – 596-2820

Storm Water Appeals Board – 3 vacancies – no applications received

Term: 3 years

Purpose: The Storm Water Appeal Board shall hear and determine appeals (to a “stop work order” or permit revocation for particular projects) in a quasi-judicial capacity within thirty (30) days of the receipt of the Storm Water Manager’s notice or such other times as may be mutually agreed upon and will render a decision within ten (10) working days after the appeal has been heard.

Membership: Five (5) members who must be residents of the City of Spartanburg. Members should have knowledge of civil engineering, landscape architecture, architecture and/or land surveying.

Compensation: None

Contact: Jay Squires, Storm Water Manager – 596-2089

Zoning Board of Adjustments and Appeals – 3 vacancies – 4 applications

Josh Lonon – willing to be reappointed

Reed Teague (also applied for Planning Commission)

Anne Poliakoff

William R. Moon (also applied for Civil Service)

Term: 3 years

Purpose: Provides a forum for appeal for any persons that are aggrieved by the zoning administrator or are seeking a variance of special exception to the requirements of the zoning ordinance.

Membership: Seven (7) member board. **Members must be a resident of the City of Spartanburg.**

Meetings: Second Tuesday of each month at 5:15 p.m. in City Council Chambers, unless there is no business.

Compensation: None

City Staff contact: Chris Story