



**CITY OF SPARTANBURG**

SOUTH CAROLINA

**CITY COUNCIL AGENDA**

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

- I. **Moment of Silence**
- II. **Pledge of Allegiance**
- III. **Approval of the Minutes of the January 11, 2016 City Council Meeting**
- IV. **Approval of Agenda of the January 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. **Ordinance**
  - A. **Authorizing the Lease of 440 South Church Street and for the City Manager to Enter into a Lease Purchase Agreement with Spartanburg Development Corporation (First Reading)**  
**Presenter: Ed Memmott, City Manager**
- VII. **Other Business**
  - A. **Bus Route Review**  
**Presenter: Dennis Locke, Finance Director**
  - B. **Boards and Commissions – HARB Application Consideration**  
**Presenter: Connie McIntyre, City Clerk**
- VIII. **City Council Updates**
- IX. **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**

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

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

**City Council met this date with the following members present: Mayor Junie White, Mayor pro tem Erica Brown, Councilmembers Jan Scalisi, Jerome Rice, Sterling Anderson, and Laura Stille. Councilmember Elect 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 - recited**
- III. Installation of City Councilmembers**
  - A. Honorable W. Sterling Anderson – District 1  
Oath of Office Administered by Patrick Anderson (Son)  
Assisted by Mrs. Jane Anderson (Wife)  
Ms. Cheryl Hucks (Daughter)  
Mr. Curtiss Hucks (Son-In-Law)  
Miss Louisa Hucks (Granddaughter)  
Ms. Leah Anderson (Daughter-In-Law)  
Master James Patrick Anderson (Grandson)  
Mr. W. Sterling Anderson II (Son)**
  - B. Honorable Jan Scalisi – District 2  
Oath of Office Administered by Ms. Joan Foss (Mother)  
Assisted by Mr. Douglas Brand (Stepfather)**
  - C. Honorable Rosalyn Henderson Myers – District 3  
Oath of Office Administered by Mrs. Roberta M. Henderson  
(Mother)  
Assisted by Mr. Kenneth E. Myers, Sr. (Husband)**

- IV. Election of 2016 Mayor Pro Tempore –**  
*Mayor pro tem Erica Brown made a motion to elect Councilmember Sterling Anderson as Mayor pro tem for 2016. Councilmember Stille seconded the motion, which carried unanimously 7 to 0.*
- V. Approval of the Minutes of the December 14, 2015 City Council Meeting –**  
*Councilmember Rice made a motion to approve the minutes as received. Councilmember Scalisi seconded the motion, which carried unanimously 7 to 0.*
- VI. Approval of Agenda of the January 11, 2016 City Council Meeting –**  
*Councilmember Stille made a motion to approve the agenda as received. Councilmember Brown seconded the motion, which carried unanimously 7 to 0.*
- VII. Public Comment**  
 \*Citizen Appearance forms are available at the door and should be submitted to the City Clerk **Ms. Irene Lattimore and Mr. Stanley Jenkins, of 744 Wofford Street, came forward to share concerns regarding vacant, boarded up property on Wofford Street.**
- VIII. Recognition of Retiring City of Spartanburg Police Department MPO Brian Stokes**  
**Presenter: Mayor Junie White**  
**Mayor White** congratulated MPO Stokes on his retirement, thanked him for his service to the City, presented him with a plaque from the City, and wished Mr. Stokes well in his future endeavors.
- IX. Presentation of Proclamation – The J. W. Woodward Funeral Home, Inc.**  
**Presenter: Mayor Junie White**  
**Mayor White** presented Ms. Kay Woodward and her daughter, Ms. Stinson Ferguson with the proclamation. He thanked them for their service to the Spartanburg community.
- X. Other Business**
- A. FY2015 Comprehensive Annual Financial Report Update**  
**Presenters: Dennis Locke, Finance Director**  
**Kevin Madden, Greene, Finney and Horton, LLP**  
**Mr. Locke and Mr. Madden** overviewed the financial audit for FY 2015. Madden advised that the City received the highest possible rating as a result of the audit.  
*Council received the report as information.*
- XI. City Council Updates –**  
*Councilmember Stille offered her congratulations to the reinstated Councilmembers Sterling Anderson and Jan Scalisi, and to new Councilmember Rosalyn Henderson Myer.*  
*Councilmember Brown offered her congratulations to Councilmembers Anderson, Scalisi, and Henderson Myers. She mentioned the Police Department fundraiser January*

15 at the Northwest Center beginning at 6:00 p.m.

**Councilmember Anderson** thanked his family for being with him at the installation ceremony. He stated he was looking forward to working with all of council in the coming years.

**Councilmember Henderson Myers** shared that she was excited to be on council. She stated that she was a consensus builder and was ready to continue her father's legacy on council. She reminded everyone of the Martin Luther King activities beginning on Thursday and continuing through the Unity Celebration on Monday evening.

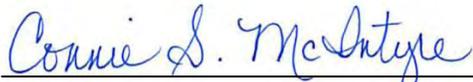
**Councilmember Scalisi** pointed out that there would be a majority female city council for the first time ever, which, she said should be entertaining. She also mentioned the Martin Luther King activities planned for the coming week and ending with the Unity Celebration on Monday, January 18.

**Councilmember Rice** wished everyone a Happy New Year and thanked them for coming to the meeting. He congratulated the incumbents and welcomed Councilmember Henderson Myers.

**Mayor White** thanked everyone for coming to the meeting.

## **XII. Adjournment –**

**Mayor pro tem Anderson** made a motion to adjourn the meeting. Councilmember Scalisi seconded the motion, which carried unanimously 7 to 0. Council adjourned to the main lobby at 6:10 p.m. for a reception honoring Mayor pro tem Anderson, Councilmember Scalisi, and Councilmember Rosalyn Henderson Myers.



---

**Connie S. McIntyre, City Clerk**





## REQUEST FOR CITY COUNCIL ACTION

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

**FROM:** Ed Memmott, City Manager

**SUBJECT:** Lease-Purchase Agreement for 440 South Church Street

**DATE:** January 20, 2016

**BACKGROUND:** Since 2009, the City has leased space at the Wright Center for its Building Inspections, Planning, Neighborhood Services, Construction and Facilities Management, and Engineering Administration departments. While the City needed office space for these departments, the major motivation to lease this space was to assist in the redevelopment of the former Mary H. Wright Elementary School. While reasonably functional, the office space was never optimal for City use due to the building's layout and limited parking. In spite of the challenges, the City was willing to continue to lease and use this space provided that the Spartanburg Housing Authority (SHA) continued as a tenant in the building.

Regretfully, the Wright Center is now in foreclosure. Its future is uncertain. The Spartanburg Housing Authority has relocated from the building. Given these circumstances, staff believes the City should find other office space to meet its needs.

After evaluating various sites, staff has determined that the former South Carolina Department of Employment and Workforce building located at 440 South Church Street is the best option. It is owned by the State of South Carolina and is approximately 7,000 square feet in size. The 2.1 acre site has ample customer parking in front and additional employee parking in the rear. The building is easily assessable from South Church Street. The building is in good condition and only in need of cosmetic repairs that would include new carpet, painting, and reconfiguration of a few non-structural interior walls. The property was listed for sale for \$600,000. Staff submitted an initial purchase offer of \$395,000. The state had the property appraised by an independent appraiser for \$520,000. After negotiation, a tentative purchase price of \$430,000 was accepted by the state. Cost of upfit for the building will total approximately \$70,000.

Instead of funding acquisition and upfit directly from the City's reserve fund, staff is recommending that the City enter into a lease-purchase agreement for the building. Under this proposal, the Spartanburg Development Corporation (SDC) would purchase the building using the proceeds of a bank loan. The City would lease the building for a term of five (5) years. The SDC would use the lease payments from the City to pay debt service. At the end of the lease, the City would have the option to purchase the building for a nominal sum. Structuring the purchase in this manner would maintain the City's liquidity and spread the costs of the acquisition over five years. Total costs to the City for rent, utilities, and insurance will total approximately \$120,000 annually during the lease. During the five year lease, the City will achieve modest nominal savings. After the debt on the building is fully paid, annual savings as compared to lease expenses

at the Wright Center will approach \$100,000 annually. Staff wanted to present this acquisition strategy to City Council first. The transaction will require the approval of the SDC Board. Staff anticipates SDC approval.

**ACTION REQUESTED:** Approval of an Ordinance to authorize the City Manager to finalize a lease-purchase agreement with the SDC for 440 South Church Street.

**BUDGET & FINANCIAL DATA:** Lease-purchase of 440 South Church Street can be achieved within currently budgeted operational funding. Once the debt associated with purchase is paid after five years, the City will achieve annual savings of approximately \$100,000.

**AN ORDINANCE**

AUTHORIZING THE LEASE OF 440 SOUTH CHURCH STREET AND FOR THE CITY MANAGER TO ENTER INTO A LEASE-PURCHASE AGREEMENT WITH SPARTANBURG DEVELOPMENT CORPORATION.

WHEREAS, since 2009, the City of Spartanburg (“City”) has leased the former Mary H. Wright Elementary School (the “Wright Center”) from Wright Center, LLC to house some City department employees; and

WHEREAS, the Wright Center is in foreclosure; and

WHEREAS, the City seeks to provide space for the City employees currently housed at the Wright Center; and

WHEREAS, subject to approval of its Board, the Spartanburg Development Corporation is purchasing the former South Carolina Department of Employment and Workforce building located at 440 South Church Street (the “Property”); and

WHEREAS, the City has determined that the building located at 440 South Church Street is suitable for relocating the City employees.

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

Section 1. That the City Manager is authorized to finalize negotiations and enter into a lease-purchase agreement with the Spartanburg Development Corporation to lease the Property for a term of five (5) years and to purchase it for a nominal fee at the end of the lease term.

Section 2. This Ordinance shall become effective upon the date of enactment.

DONE AND RATIFIED this \_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
MAYOR.

ATTEST:

\_\_\_\_\_  
CITY CLERK.

\_\_\_\_/\_\_\_\_/\_\_\_\_ 1st Reading  
\_\_\_\_/\_\_\_\_/\_\_\_\_ 2nd Reading

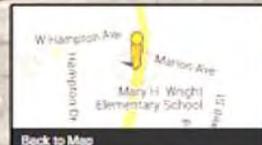
APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY.



440 S Church St

440 South Church St.  
Spartanburg. SC



Google





## REQUEST FOR CITY COUNCIL ACTION

**TO:** Ed Memmott, City Manager  
**FROM:** Dennis R. Locke, Finance Director  
**SUBJECT:** Bus Route Review  
**DATE:** January 19, 2016

**BACKGROUND:**

Staff presented to Council the results of a Bus Route Review at the December 14<sup>th</sup> council meeting. Included in that report were several recommendations to improve the service for our citizens. We are requesting at this time approval to implement the following changes on April 1, 2016.

**ACTION REQUESTED:**

Route 2-Hillcrest (Two Parts)

Part One: 8:30 and 3:30 trips to Converse Heights

These trips travel through a residential neighborhood on narrow streets with numerous turns. On the trips that were observed, there was no ridership on this deviation. This observation was in line with information from SPARTA employees. In addition, there is extra time needed on each trip, this causes the Route 2 bus to be late for the pulse on a daily basis. These trips also require a different pattern of service compared to the regular Route 2 alignment and causes missed regular stops on East Main Street. We are recommending that we discontinue these trips.

Part Two: Running Late

There is no left turn arrow in the outbound direction for the traffic signal on East Main Street and Drayton Road. When traffic is heavy going westbound on East Main Street significant delays at this intersection occur. This causes the bus to run late on the remaining outbound trip and subsequently on the inbound trip to the Transit Center. We are recommending a change in the direction of this route to go to Wal-Mart first then to Mary Black Hospital.

We recommend passage of a motion approving these two changes effective April 1, 2016.





City of spartanburg  
SOUTH CAROLINA

### Boards and Commissions Nominee Form

(Please print or type information)

BOARD/COMMITTEE: Board of Architectural Design and Historic Review

CITY RESIDENT: YES  NO

SEX:  M  F

RACE: White

NAME: Joshua C. Turner

ADDRESS: 740 Springdale Dr. Spartanburg, SC 29302  
Street City, State, Zip Code

BUSINESS PHONE: 476-8144 HOME PHONE: 641-9218 EMAIL jcturner@woodluffederal.com

OCCUPATION: Loan Officer

EMPLOYER: Woodluff Federal Savings + Loan

OTHER VOLUNTEER OR CIVIC ACTIVITIES: Woodluff First Baptist Church  
Bethel Lodge 112, Wofford College

WHY ARE YOU INTERESTED IN SERVING ON THIS BOARD? I would be honored to help maintain and strengthen the historic integrity of Spartanburg. Our city is full of beauty and significance and it is our duty as citizens to ensure it stays that way

RECOMMENDED BY: Dr. Phillip Stone

DO YOU PRESENTLY SERVE ON OTHER GOVERNMENTAL BOARDS OR COMMISSIONS?

YES  NO  IF YES, PLEASE LIST: \_\_\_\_\_

12-1-2015  
DATE

Return via MAIL or Email to:

Connie S. McIntyre, City Clerk  
City of Spartanburg  
PO Drawer 1749  
Spartanburg, SC 29304  
Email: [cmcintyre@cityofspartanburg.org](mailto:cmcintyre@cityofspartanburg.org)