



**CITY OF GREER, SOUTH CAROLINA**

**MINUTES of the FORMAL MEETING of GREER CITY COUNCIL  
January 12, 2016**

**MEETING LOCATION: Greer City Hall, 301 East Poinsett Street, Greer, SC 29651**

**I. CALL TO ORDER OF REGULAR MEETING** Mayor Rick Danner - 6:34 P.M.

The following members of Council were in attendance:

Jay Arrowood, Wayne Griffin, Kimberly Bookert, Lee Dumas, Wryley Bettis and Judy Albert.

The following members of Council were absent:

Others present:

Ed Driggers, City Administrator, Mike Sell, Assistant City Administrator, Tammela Duncan, Municipal Clerk, Steve Owens, Communications Manager and various other staff and media.

**II. PLEDGE OF ALLEGIANCE** Councilman Wryley Bettis

**III. INVOCATION** Councilman Wryley Bettis

**IV. SWEARING IN CEREMONY**

Judge Henry J. Mims administered the Oath of Office to Councilman Jay Arrowood, Councilwoman Kimberly Bookert, Councilman Wryley Bettis, Commissioner of Public Works Jeff Howell and Mayor Rick Danner.

**V. PUBLIC FORUM**

Richard Splivalo, 3 Covey Court shared his concerns regarding Ordinance Number 34-2015. (Attached)

**VI. MINUTES OF THE COUNCIL MEETING** December 8, 2015

**ACTION** - Councilman Wryley Bettis made a motion that the minutes of December 8, 2015 be received as written. Councilman Jay Arrowood seconded the motion.

**VOTE** - Motion carried unanimously.

## VII. DEPARTMENTAL REPORTS

- A. Building and Development Standards, Finance, Fire Department, Municipal Court, Parks & Recreation, Police Department, Public Services and the Website Activity Report for **November 2015** were included in the packet for informational purposes.

### **Finance**

David Seifert, Director of Finance and Information Technology presented the Financial Report for the period ending November 30, 2015. (Attached)

General Fund Cash Balance: \$3,123,237.

General Fund Revenue: \$2,214,478.

General Fund Expenditures: \$7,544,912.

Revenue Benchmark Variance: (\$271,601.) Expenditure Benchmark Variance: (\$151,078.)

Overall Benchmark Variance: (\$422,679.)

Hospitality Fund Cash Balance: \$1,348,821.

Storm Water Fund Cash Balance: \$762,080.

The City is 5% under budget during this time period.

Mr. Seifert also informed Council the financial report presented during the December 8<sup>th</sup> meeting had to be modified. There were a few schedules that were newly required from GASB (Government Accounting Standards Board) there were inadvertently left out of the report as the auditors were preparing the report. A mathematical error was found on the newly required South Carolina Retirement information. 4 schedules related to the newly required disclosures for the South Carolina Retirement System were also left out. A newly required GASB form relative to all agency funds that we have fiduciary responsibility for was omitted and lastly a voluntary supplementary schedule that the city includes in our financial statements relative to the grants and awards that we receive each year. All 6 schedules and the corrected note are in the modified and amended statements. We have those printed if you would like a copy please let me know. These do not affect any data presented to the city. The amended report has been placed on the website.

## VIII. ADMINISTRATOR'S REPORT

- A. Ed Driggers, City Administrator presented the following:

### **Calendar Items:**

**Martin Luther King, Jr. Luncheon** – will be held Monday, January 18<sup>th</sup> at City Hall. This event will sell out please let us know if you would like to attend and we will provide a ticket for you.

**Hometown Legislative Action Day** – will be held Wednesday, February 3<sup>rd</sup>, the Municipal Elected Officials Advanced Institute will be held Tuesday, February 2<sup>nd</sup> in Columbia please let us know if you would like to attend and we will make those travel arrangements for you.

**Greater Greer Chamber of Commerce Annual Meeting** – will be held Thursday, February 4<sup>th</sup> we are a table sponsor. If you would like to attend please let me know.

**Tuition Reimbursement** – I will be informing all of our employees there will be a temporary suspension of approvals for new applications to our tuition reimbursement program. There are no problems we simply feel it is time to review the policy.

**The 5 Dysfunctions of a Team** – Every year our Leadership Team is involved in a book review and this year is no exception. The Leadership Team is review “The 5 Dysfunctions of a Team”. I have had the opportunity to hear the author speak and review some of his work. Our team is trying to make sure we are functioning the best that we can at every level. We will be working on this throughout 2016. I shared a copy of the book with Mayor Danner and if any of you would like a copy please let me know and I will be happy to get a copy for you as well.

**Council Planning Retreat** – we are preparing for your annual planning retreat. It is typically held in February please check your calendars. I have sent you a doodle poll and I encourage you to open the link and indicated when you are available. The 14-day time period is from the second week of February through the second week of March. If this time period doesn’t work, we will look at a different time period.

#### **Executive Session**

Mr. Driggers stated he had 2 items for consideration in Executive Session, 1 Update on a Legal matter and 1 Personnel matter in the Fire Department.

### **IX. APPOINTMENTS TO BOARDS AND COMMISSIONS**

#### **A. Recreation Association Board of Trustees**

District 2 Edward Ballenger’s term will expire 12/31/2015

No nominations were made.

### **X. OLD BUSINESS**

#### **A. Second and Final Reading of Ordinance Number 33-2015**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY TIM HOWARD LEASING LLC, LOCATED AT 92 OLD WOODRUFF ROAD FROM R 7.5 (RESIDENTIAL SINGLE FAMILY) TO RM-1 (RESIDENTIAL MULTI-FAMILY).**

Glenn Pace, Planning and Zoning Coordinator presented the ordinance. He stated the Planning Commission held a public hearing November 16<sup>th</sup> for the request, no one spoke in favor or opposition to the request. The Planning Commission unanimously recommended approval of the request.

**ACTION** – Councilman Wryley Bettis made a motion to approve Second and Final Reading of Ordinance Number 33-2015. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** - Motion carried unanimously.

**B. Second and Final Reading of Ordinance Number 34-2015**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY WILLIAM C. AND CAROLYN R. DORRIS LOCATED AT 16 QUAIL CREEK DRIVE FROM PD (PLANNED DEVELOPMENT), R 12 (RESIDENTIAL SINGLE FAMILY) AND DRD (DESIGN REVIEW DISTRICT) TO DRD (DESIGN REVIEW DISTRICT).**

Glenn Pace, Planning and Zoning Coordinator presented the ordinance. He stated the Planning Commission held a public hearing November 16<sup>th</sup> for the request and several people spoke regarding the request and they are still obtaining information on the property regarding development of the property. This will go before our Planning Advisory Committee at the end of this month. We will review the development process during this meeting. The Planning Commission will have a second review of this request at a later date to review the final development plan for the property.

**ACTION** – Councilman Wryley Bettis made a motion to approve Second and Final Reading of Ordinance Number 34-2015. Councilman Jay Arrowood seconded the motion.

Lengthy discussion held.

**VOTE** - Motion carried unanimously.

**C. Second and Final Reading of Ordinance Number 35-2015**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY NEW JERUSALEM BAPTIST CHURCH LOCATED AT 416 EAST POINSETT STREET FROM C-2 (COMMERCIAL) TO R 7.5 (RESIDENTIAL SINGLE FAMILY).**

Glenn Pace, Planning and Zoning Coordinator presented the ordinance. He stated the Planning Commission held a public hearing November 16<sup>th</sup> for the request, no one spoke in favor or opposition to the request. The Planning Commission unanimously recommended approval of the request.

**ACTION** – Councilman Wryley Bettis made a motion to approve Second and Final Reading of Ordinance Number 35-2015. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** - Motion carried unanimously.

**XI. NEW BUSINESS**

**A. Election of Mayor Pro Tempore**

SECTION 5 7 190. Mayor pro tempore elected from council membership. Immediately after any general election for the municipal council, the council shall elect from its membership a mayor pro tempore for a term of not more than two years. The mayor pro tempore shall act as mayor during the absence or disability of the mayor. If a



vacancy occurs in the office of mayor, the mayor pro tempore shall serve as mayor until a successor is elected.

**ACTION** - Councilman Wayne Griffin nominated Councilman Wryley Bettis to serve as Mayor Pro Tempore. Councilman Lee Dumas seconded the motion.

No other nominations were made.

**VOTE** – Motion carried unanimously.

**B. Bid Summary – Century Park Concessions and Restrooms**

Ed Driggers, City Administrator and Ann Cunningham, Director of Parks and Recreation presented the bid summary (attached) and additional information.

Mr. Driggers explained the bid was over budget. He stated we sought out grant funding (Soil and Water Conservation) and received a grant in the amount of two hundred thousand dollars (\$200,000.) which required a match by the City of two hundred thousand dollars (\$200,000.). As we approached this project we've always indicated there may be a necessity for us to reallocate some Storm Water Funds for site work and we are proposing that we do that as well as Hospitality Funds that may be necessary. I am asking Councils consideration to set aside ninety thousand dollars (\$90,000.) from our Storm Water Fund and ninety thousand dollars (\$90,000.) from our Hospitality Fund for a total project cost of five hundred and eight thousand dollars (\$580,000.) that would allow a ten percent (10%) contingency in the construction budget. That will allow us to do the light up fits now verses doing it as a lease purchase in the following fiscal year. We really need to do that when we are on site now. We are currently at about forty-eight thousand dollars (\$48,000.) spent on the demo and other work that needed to take place. We are at the point where we could not amend the construction budget but if we are to do that in reviewing the bids we received we will need to redesign the project. Because we have the available resources it is my recommendation to Council that we would proceed in that alternative way we discussed earlier and that is allocating those additional resources from both Storm Water and Hospitality.

Discussion followed.

Mr. Driggers stated staff recommended the low bid of \$523,000.00 from Lazer Construction and not using the alternate (Asphalt) instead use concrete.

**ACTION** - Councilman Jay Arrowood made a motion to accept the bid from Lazer Construction in the amount of \$523,900.00. Councilwoman Judy Albert seconded the motion.

**VOTE** – Motion carried unanimously.

**C. First Reading of Ordinance Number 1-2016**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTIES OWNED BY NANCY M. COX LOCATED AT 2960 EAST GAP CREEK ROAD BY ONE HUNDRED**

**PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF R-12 (RESIDENTIAL SINGLE FAMILY) FOR SAID PROPERTY**

Glenn Pace, Planning and Zoning Coordinator presented the ordinance. Mr. Driggers informed Council the developer is interested in purchasing property owned by the City adjacent to this site. It is part of the Country Club recreation facility site. We evaluated that area at this point we are not in a position to recommend or not recommend. We've evaluated it and we do that see it is an issue but what we have been very clear to communicate to the development project is we take no position in what Council's prospective of that opportunity may or may not be. But we want to give you full disclosure as you consider the annexation.

**ACTION** - Councilwoman Kimberly Bookert made a motion to receive First Reading of Ordinance Number 1-2016. Councilman Jay Arrowood seconded the motion.

Discussion held.

A representative of the owner was present but did not speak.

**VOTE** – Motion carried unanimously.

**D. First and Final Reading of Resolution Number 1-2016  
A RESOLUTION OF THE CITY OF GREER, SOUTH CAROLINA, ADOPTING THE  
GREER DOWNTOWN WALKING AND BICYCLING MASTER PLAN**

The presentation was provided during the December 8, 2015 Council meeting. No new information was provided.

**ACTION** - Councilman Wayne Griffin made a motion to receive First and Final Reading of Resolution Number 1-2016. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**XIII. EXECUTIVE SESSION**

Mayor Rick Danner stated an Executive Session was needed to receive an update on one (1) **Legal** matter and information on one (1) **Personnel** matter (Fire Department).

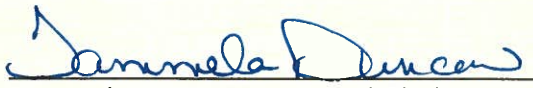
**ACTION** - In (7:58 p.m.) - Councilwoman Judy Albert made a motion to go into Executive Session to receive information as stated by the Mayor. Councilman Wryley Bettis seconded the motion. Motion carried unanimously.

Mayor Danner stated during Executive Session they received information on one (1) **Legal** matter and one (1) **Personnel** matter and no action would be needed.

**ACTION** - Out (8:32 p.m.) – Councilman Wayne Griffin made a motion to come out of Executive Session. Councilwoman Kimberly Bookert seconded the motion. Motion carried unanimously.

**XIV. ADJOURNMENT**

8:33 P.M.

  
Tammela Duncan, Municipal Clerk

  
Richard W. Danner, Mayor

**Notifications:**

Agenda posted in City Hall and email notifications sent to The Greenville News, The Greer Citizen, GreerToday.com and the Spartanburg Herald Journal Friday, January 8, 2016.



## Oath of Office (Mayor)

"I do solemnly swear (or affirm) that I am duly qualified, according to the Constitution of this State, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the Constitution of this State and of the United States. So help me God."

**State Constitution**

As mayor of the municipality of Greer I will equally, fairly, and impartially, to the best of my ability and skill, exercise the trust reposed in me, and I will use my best endeavors to preserve the peace and carry into effect according to law the purposes for which I have been elected. So help me God."

**South Carolina Code of Laws**

Oath administered by: Municipal Judge Henry J. Mims

A handwritten signature in black ink, appearing to read 'Rick Danner', is written over a horizontal line.

Richard W. Danner, Mayor

At-Large

Date: January 12, 2016

Attest:

A handwritten signature in blue ink, appearing to read 'Tammela Duncan', is written over a horizontal line.

Tammela Duncan, Municipal Clerk

**SECTION 5-15-150.** Oath of office for mayor and councilmen.

The mayor and councilmen, before entering upon the duties of their respective offices, shall take the oath prescribed by the Constitution and also the following oath, to wit: HISTORY: 1962 Code Section 47-103; 1975 (59) 692.

**ARTICLE VI Officers**

**SECTION 5.** Form of oath.

Members of the General Assembly, and all officers, before they enter upon the duties of their respective offices, and all members of the bar, before they enter upon the practice of their profession, shall take and subscribe the following oath: (1972 (57) 3181; 1973 (58) 83.)





## Oath of Office (Councilmember)

"I do solemnly swear (or affirm) that I am duly qualified, according to the Constitution of this State, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the Constitution of this State and of the United States. So help me God."

**State Constitution**

As a councilmember of the municipality of Greer I will equally, fairly, and impartially, to the best of my ability and skill, exercise the trust reposed in me, and I will use my best endeavors to preserve the peace and carry into effect according to law the purposes for which I have been elected. So help me God."

**South Carolina Code of Laws**

Oath administered by: Municipal Judge Henry J. Mims

A handwritten signature in blue ink, appearing to read 'Andrew J. Arrowood', is written over a horizontal line.

Date: January 12, 2016

Andrew J. Arrowood, Councilmember  
District 1

Attest:

A handwritten signature in blue ink, appearing to read 'Tammela Duncan', is written over a horizontal line.

Tammela Duncan, Municipal Clerk

**SECTION 5-15-150.** Oath of office for mayor and councilmen.

The mayor and councilmen, before entering upon the duties of their respective offices, shall take the oath prescribed by the Constitution and also the following oath, to wit: HISTORY: 1962 Code Section 47-103; 1975 (59) 692.

**ARTICLE VI Officers**

**SECTION 5.** Form of oath.

Members of the General Assembly, and all officers, before they enter upon the duties of their respective offices, and all members of the bar, before they enter upon the practice of their profession, shall take and subscribe the following oath: (1972 (57) 3181; 1973 (58) 83.)



## Oath of Office (Councilmember)


"I do solemnly swear (or affirm) that I am duly qualified, according to the Constitution of this State, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the Constitution of this State and of the United States. So help me God."

**State Constitution**

As a councilmember of the municipality of Greer I will equally, fairly, and impartially, to the best of my ability and skill, exercise the trust reposed in me, and I will use my best endeavors to preserve the peace and carry into effect according to law the purposes for which I have been elected. So help me God."

**South Carolina Code of Laws**

Oath administered by: Municipal Judge Henry J. Mims

  
\_\_\_\_\_

Date: January 12, 2016

Kimberly LaDoris Williams Bookert, Councilmember  
District 3

Attest:

  
\_\_\_\_\_

Tammela Duncan, Municipal Clerk

**SECTION 5-15-150.** Oath of office for mayor and councilmen.

The mayor and councilmen, before entering upon the duties of their respective offices, shall take the oath prescribed by the Constitution and also the following oath, to wit: HISTORY: 1962 Code Section 47-103; 1975 (59) 692.

**ARTICLE VI Officers**

**SECTION 5.** Form of oath.

Members of the General Assembly, and all officers, before they enter upon the duties of their respective offices, and all members of the bar, before they enter upon the practice of their profession, shall take and subscribe the following oath: (1972 (57) 3181; 1973 (58) 83.)



## Oath of Office (Councilmember)

"I do solemnly swear (or affirm) that I am duly qualified, according to the Constitution of this State, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the Constitution of this State and of the United States. So help me God."

**State Constitution**

As a councilmember of the municipality of Greer I will equally, fairly, and impartially, to the best of my ability and skill, exercise the trust reposed in me, and I will use my best endeavors to preserve the peace and carry into effect according to law the purposes for which I have been elected. So help me God."

**South Carolina Code of Laws**

Oath administered by: Municipal Judge Henry J. Mims

  
\_\_\_\_\_  
Wryley Bettis, Councilmember  
District 5

Date: January 12, 2016

Attest:

  
\_\_\_\_\_  
Tammela Duncan, Municipal Clerk

**SECTION 5-15-150.** Oath of office for mayor and councilmen.

The mayor and councilmen, before entering upon the duties of their respective offices, shall take the oath prescribed by the Constitution and also the following oath, to wit: HISTORY: 1962 Code Section 47-103; 1975 (59) 692.

**ARTICLE VI Officers**

**SECTION 5.** Form of oath.

Members of the General Assembly, and all officers, before they enter upon the duties of their respective offices, and all members of the bar, before they enter upon the practice of their profession, shall take and subscribe the following oath: (1972 (57) 3181; 1973 (58) 83.)



### Oath of Office (Commissioner of Public Works)

(1) I do solemnly swear (or affirm) that I am duly qualified, according to the constitution of this state, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof; and preserve, protect, and defend the constitution of this state and of the United States. So help me God.

(2) As a Commissioner of Public Works of the municipality of Greer, I will equally, fairly and impartially, to the best of my ability and skill, exercise the trust reposed in me, and I will use my best endeavors to preserve the peace and carry into effect according to the law the purpose for which I have been elected. So help me God.

Oath administered by:           Municipal Judge Henry J. Mims

  
\_\_\_\_\_  
Jeffery M. Howell  
Commissioner of Public Works

Date: January 12, 2016

Attest:

  
\_\_\_\_\_  
Tammela Duncan, Municipal Clerk





**Public Forum  
Sign in**

**January 12, 2016  
6:30 pm**

(a) **Public Forum.** During a period of thirty (30) minutes at the beginning of each city council meeting, referred to as a public forum, the presiding officer may recognize citizens of the municipality or others who have standing in the municipality, such as business owners, who wish to address council on matters pertaining to items on that meeting's agenda.

**Sign-up for Public Forum.** At least fifteen (15) minutes prior to the commencement of a city council meeting, a potential speaker, who is not already a petitioner appearing on the agenda and is not a previous petitioner speaking on the same subject, wishing to appear before council must place his or her name, address, and whether he or she is for or against an agenda item on the public forum list. This list shall be maintained by the municipal clerk. Sign ups for public forums will be on a first come, first served basis. The municipal clerk shall make the public forum list available for council and public inspection. No names will be added to the list once the list is given to the presiding officer and the public forum has begun. The presiding officer will give equal time to those for and against the agenda items that are to be discussed during a public forum.

Name	Address	Agenda Item	In Favor / Oppose
Richard Splivalo	3 Covey Court	Ordinance 34-2015	oppose (currently)



# Financial Performance Summary

As of Month End November, 2015

<b>Quick Look Indicators</b>	<b>This Month</b>	<b>This Year</b>	<b>Balance</b>
General Fund Cash Balance	↓	↑	\$ 3,123,237
General Fund Revenue	↑	↓	\$ 2,214,478
General Fund Expenditures	↓	↑	\$ 7,544,912
Budget Percentage (Over) / Under	↑	↓	5%
Revenue Benchmark Variance	↑	↓	\$ (271,601)
Expenditure Benchmark Variance	↑	↓	\$ (151,078)
Overall Benchmark Variance	↑	↓	\$ (422,679)
Hospitality Fund Cash Balance	↑	↑	\$ 1,348,821
Hospitality Fund Revenue	↑	↑	\$ 784,527
Hospitality Fund Expenditures	↓	↑	\$ 111,427
Storm Water Fund Cash Balance	↓	↓	\$ 762,080
Storm Water Fund Revenue	↑	↓	\$ 30,649
Storm Water Fund Expenditures	↑	↑	\$ 50,367