I. CALL TO ORDER OF THE REGULAR MEETING  
Mayor Pro Tempore Wayne Griffin – 6:31 P.M.

The following members of Council were in attendance:  
Jay Arrowood, Mark Hopper, Lee Dumas, Wryley Bettis and Judy Albert.

Mayor Rick Danner was 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  
Councilmember Lee Dumas

III. INVOCATION  
Councilmember Lee Dumas

IV. SWEARING IN CEREMONY – OATH OF OFFICE


V. PUBLIC FORUM  
No one signed up to speak

VI. MINUTES OF THE COUNCIL MEETING  
December 10, 2019

ACTION – Councilmember Wryley Bettis made a motion that the minutes of December 10, 2019 be received as written. Councilmember Jay Arrowood seconded the motion.

VOTE - Motion carried with Councilmember Hopper abstaining.

VII. DEPARTMENTAL REPORTS
A. Building and Development Standards, Finance, Fire Department, Municipal Court, Parks & Recreation, Police Department, Public Services and the Website Activity Reports for **November 2019** were included in the packet for informational purposes.

**Finance**
Susan Howell, Budget and Audit Manager presented the Financial Report for the period ending November 30, 2019. (Attached)

General Fund Cash Balance: $10,601,351.
General Fund Revenue: $3,362,419.
General Fund Expenditures: $12,237,544.
Revenue Benchmark Variance: ($692,566.)
Expenditure Benchmark Variance: ($1,782,138.)
Overall Benchmark Variance: ($2,474,704.)

The City is 1% over budget during this time period.

Hospitality Fund Cash Balance: $1,781,376.
Storm Water Fund Cash Balance: $1,368,554.

**VIII. ADMINISTRATOR’S REPORT**

Ed Driggers, City Administrator presented the following:

**Food Truck Roll Out** will be held Friday, January 10th in City Park from 5:00 pm – 8:00 pm.

**Martin Luther King, Jr. Luncheon** will be held Monday, January 20th at 11:00 am at City Hall. If you need tickets please let us know.

**Annual Greer Chamber of Commerce Celebration** will be held Thursday, January 23rd. Please let us know if you would like to attend.

**Hometown Legislative Action Day** will be held Tuesday, February 4th, in Columbia. We are scheduled as partners with the municipalities of Simpsonville, Fountain Inn, Travelers Rest and Mauldin hosting the Legislative Delegation of Greenville County along with our Legislative Delegation from Spartanburg County for dinner Tuesday evening. Those of you making plans to attend we are looking forward to spending that time together if your schedule has changed please let us know if you would like to join us that evening.

**Council Planning Retreat** will be held Tuesday, February 18th and Wednesday, February 19th beginning at 8:30 am. Tuesday’s meeting will be held at the Center for the Arts and Wednesday’s meeting will be held at the Greer Golf and Country Club.

**Center G** We worked through the holiday season and were able to maintain access to the businesses. We received good feedback from our downtown merchants on how that process flowed. We are ahead of schedule and on budget with a ribbon cutting expected in June. We are looking to do some expansion of some of the areas there we believe we can do that with allocated resources that we have for the project. Most of our work is on
Victoria Street now the section between Victoria and Trade is closed and we will move over to section between Trade Street and Main Street soon and will complete that section in the next three weeks. Storm drainage work has begun on Poinsett Street at the entrance of City Hall and we are working our way up the street. We are scheduling to do a weekend night installation of the intersection of Poinsett Street and Main Street that is the area we have our biggest concerns for disruption to traffic. We have made arrangements with SCDOT (South Carolina Department of Transportation) they are allowing us to completely close that intersection as we approach that work several months from now. We will close that intersection on a Friday evening and it will remain completely closed until early Monday morning. We will be working 24 hours a day to get that in place. We will provide plenty of notice to the community when that will be taking place.

**Hotel Project** mobilization has begun. I had a conference call earlier today with the developer on that project the rains this week have held things back a little but they are beginning to get some of the ancillary equipment on to the property and we are expecting to see work there in the next several days.

**Garage Project** will follow forty-five (45) days after construction starts on the hotel. We will provide access on Jason Street. We will keep you informed as that process starts.

**Greer Golf and Country Club**, we continue to work through our acquisition of the Greer Golf and Country Club. We’ve had the opportunity to meet onsite several times with the Board of Directors and the management staff that is there. They have been extremely cooperative in working with us for a smooth transition. We anticipate by the time you have your retreat there we will have acquired the property but assumed the operations. There will be an operations agreement that will bridge us between us closing and acquiring the property and then us taking over the day to day management of the course itself. We will keep you informed.

**W2 Statements** are in your mailboxes.

**IX. APPOINTMENT TO BOARDS AND COMMISSIONS**

**A. Planning Commission**
District 3 Mark Hopper has tendered his resignation effective 12/31/2019 his term expires 6/30/2021.

No action was taken.

**X. 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

Greer City Council Meeting Minutes
January 14, 2020
Page 3 of 5
vacancy occurs in the office of mayor, the mayor pro tempore shall serve as mayor until a successor is elected.

**ACTION** – Councilmember Jay Arrowood made a motion to nominate Councilmember Wryley Bettis. Councilmember Judy Albert seconded the motion.

**VOTE** – Motion carried unanimously.

**B. First and Final Reading of Resolution Number 1-2020**

A RESOLUTION CERTIFYING DECLARING THE CITY’S INTENT TO REIMBURSE ITSELF FOR CERTAIN EXPENDITURES MADE PRIOR TO THE CITY’S CONSUMMATION OF A FEDERALLY TAX-EXEMPT FINANCING.

Ed Driggers, City Administrator introduced the resolution.

**ACTION** – Councilmember Wryley Bettis made a motion to approve First and Final Reading of Resolution Number 1-2020. Councilmember Jay Arrowood seconded the motion.

**VOTE** – Motion carried unanimously.

**C. Road Improvement Program**

Staff plans to partner with a consulting firm, KCI Technologies, to evaluate West Phillips Road, Westmoreland Road and Brookshire Road. The project will evaluate traffic volume, road geometry, cross slope, accident data, available Right of Way, pavement & marking conditions, intersection function, vehicle type & distribution, utilities, hydraulics and signage.

Cost for this project is $64,400 and is funded from the budget.

Steve Grant, City Engineer presented the request.

**ACTION** – Councilmember Jay Arrowood made a motion to approve the request for the Road Improvement Program. Councilmember Judy Albert seconded the motion.

Brief discussion held.

**VOTE** – Motion carried unanimously.

**D. Pavement Condition Evaluation Project**

Greenville County is preparing for a new pavement evaluation in 2020 and City staff desires to contract with their consultant as well to take advantage of their procurement process, unit pricing and also ensure re-surfacing program consistency with our neighboring County. Their consultant is Infrastructure Management Services (IMS) based in Illinois.
The estimated cost for this project is $55,700 and is funded from the budget. Staff requests approval to enter into this agreement with IMS.

Steve Grant, City Engineer presented the request.

**ACTION** – Councilmember Wryley Bettis made a motion to approve the request for the Pavement Condition Evaluation Project. Councilmember Jay Arrowood seconded the motion.

Brief discussion held.

**VOTE** – Motion carried unanimously.

**XI. EXECUTIVE SESSION**

Mayor Pro Tempore Griffin stated an Executive Session was not needed.

**XII. ADJOURNMENT**

7:05 P.M.

Wayne Griffin, Mayor Pro Tempore

Tammela Duncan, Municipal Clerk

Public Forum
Sign in

January 14, 2020
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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Agenda Item</th>
<th>In Favor / Oppose</th>
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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

_______________________________  Date: January 8, 2020
Richard W. Danner, Mayor
At-Large

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

Jay Arrowood, Councilmember
District 1

Date: January 14, 2020

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.

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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

Mark Hopper, Councilmember
District 3

Date: January 14, 2020

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.

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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

[Signature]

Date: January 14, 2020

Wryley Bettis, Councilmember
District 5

Attest:

[Signature]

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

[Signature]
Gene Gibson
Commissioner of Public Works

Date: January 14, 2020

Attest:

[Signature]
Tammela Duncan, Municipal Clerk
## Financial Performance Summary

### As of Month End November, 2019

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<th>Quick Look Indicators</th>
<th>This Month</th>
<th>This Year</th>
<th>Balance</th>
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<td>↓</td>
<td>$ 10,601,351</td>
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<tr>
<td>General Fund Revenue</td>
<td>↓</td>
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<td>$ 3,362,419</td>
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<td>General Fund Expenditures</td>
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<td>$ 12,237,544</td>
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<td>(1,782,138)</td>
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<td>Overall Benchmark Variance</td>
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<td>(2,474,704)</td>
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<td>Hospitality Fund Cash Balance</td>
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<td>$ 1,368,554</td>
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<td>Storm Water Fund Expenditures</td>
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<td>$ 312,297</td>
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MEMO

January 8, 2020

From: Steve Grant, P.E., CFM., City Engineer

To: Ed Driggers, City Administrator

RE: Road Improvement Program

The City of Greer has grown significantly over the last 10-15 years and is still growing rapidly with Commercial, Residential and Industrial growth in the City and in the neighboring counties. This regional and local growth has increased demands on our road infrastructure. Several roads in the City that were built many years ago as farm to market rural roads are now experiencing traffic volumes in both cars and commercial trucks that they were not designed to carry. These roads have limited width, shoulder space, right of way and in some cases, deficient geometry (horizontal and vertical curves). Drivers are experiencing tight passing in the opposite direction and in some cases are running off the shoulder to pass large trucks. These areas are becoming unsafe and a potential liability.

Staff plans to partner with a consulting firm, KCI Technologies, to evaluate West Phillips Road, Westmoreland Road and Brookshire Road. The project will evaluate traffic volume, road geometry, cross slope, accident data, available Right of Way, pavement & marking conditions, intersection function, vehicle type & distribution, utilities, hydraulics and signage.

Project deliverables will be a comprehensive assessment of the roads and recommendations for potential improvements along with cost estimates.

Cost for this project is $64,400 and is funded from the budget.
ROADWAY IMPROVEMENT PLAN:
BROOKSHIRE, WEST PHILLIPS AND WESTMORELAND ROADS
SCOPE OF SERVICES – REVISION #4

Prepared for
City of Greer

Prepared by
KCI Technologies, Inc.

Date: July 12, 2019
January 8, 2020

MEMO

To: Ed Driggers, City Administrator
From: Steve Grant, P.E., City Engineer

Subject: Pavement Condition Evaluation Project – Infrastructure Management Services-(IMS)

In 2016 the City participated with Greenville County when they contracted for a pavement condition evaluation of all County roads. Their consultant also evaluated all Greer City roads along with the County roads and we have used those results to prioritize our paving program for the last 4 years.

The plan at that time was to have subsequent evaluations performed every 4 years to assess current pavement conditions and set paving priorities for the next 4 years.

Greenville County is preparing for a new pavement evaluation in 2020 and City staff desires to contract with their consultant as well to take advantage of their procurement process, unit pricing and also ensure re-surfacing program consistency with our neighboring County. Their consultant is Infrastructure Management Services (IMS) based in Illinois.

Custom built vans equipped with cameras, 2D and 3D lasers and GIS mapping equipment will ride city streets and collect pavement condition data as well as sidewalk and ADA ramp inventory and condition data.

Deliverables will be GIS based road distress data and a road condition score as well as GIS based sidewalk and ADA ramp condition scores that we can utilize to establish a location and condition database and for prioritizing improvements.

They plan to collect the street data in February of 2020 and we should expect completed data in May of 2020.

The estimated cost for this project is $55,700 and is funded from the budget.

Staff requests approval to enter into this agreement with IMS.