

Regular Meeting
July 8, 2019

The regular meeting of City Council was held this date in City Hall Council Chambers at 6:00 pm. In attendance were Mayor Terence Roberts, Mayor Pro Tem Thompson, Council Members Chapman, Stewart, Laughridge, Harbin, Newton, John Roberts, and Jeff Roberts. Also in attendance were City Manager, David McCuen; Assistant City Manager, Andrew Strickland; Finance Director, Margot Martin; City Attorney, Frankie McClain; Assistant Police Chief, Major Nikki Carson; and IT Director, Mark Cunningham. The invocation was given by Councilman Jeff Roberts and respect to the flag was given by Councilman Stewart.

SPECIAL RECOGNITION
Captain David Creamer

Assistant Police Chief, Major Nikki Carson said Captain David Creamer has been employed by Anderson City Police Department for over 21 years. After serving 10 years in the Patrol division, he was promoted to the rank of Sergeant within the Detention Center. In 2009 Creamer was transferred to the position of Internal Affairs Investigator and then in 2011 his services were needed in Investigations. In August 2012 he was transferred back to Internal Affairs upon appointment by then Interim Chief Stewart. In 2013 he was promoted to Lieutenant over Administrative Services. He currently serves on the Crisis Negotiation Team with the City of Anderson SWAT team and Public Information Officer for the Police Department. He was selected Officer of the Year in 2003 and received a Resolution from the State of South Carolina House of Representatives. Lieutenant Creamer is a third generation Police Officer who follows in the footsteps of his grandfather (killed in the line of duty with Anderson County Sheriff's Office) and father (retired after 35 years with the City of Anderson). Captain Creamer will be assigned to the Criminal Investigative Division.

Captain David Creamer was pinned by his father and sworn-in by Major Nikki Carson.

ELECTION OF MAYOR PRO TEM

City Manager, David McCuen said the Anderson City Code specifies that the Mayor Pro Tem shall be elected from the council membership and shall serve a term of one year. The Mayor Pro Tem serves in the absence of the Mayor and as a representative of the City and Council at events, functions, speaking engagements and other such duties and responsibilities otherwise attached to the office of Mayor.

As per Sec. 2-220. Mayor pro tempore.

- (a) Prior to July 1st of each year, or as soon thereafter as may be practicable, the council shall elect from its membership a mayor pro tempore for a term of one year to run from July

1st to June 30th or until his or her successor is officially named and designated. The council shall elect the member who has served the longest period of time as council person and is willing to serve as mayor pro tempore. The person elected shall not serve consecutive terms. The person elected shall have a minimum of two years of service on council. The person elected shall be succeeded by the person next in length of service who is willing to serve as mayor pro tempore. Should two members of council have equal service, the member with the earliest birth date shall serve first. The council shall have an election each year to name the next eligible member in the rotation. Should circumstances prevent the eligible member from serving, the member may maintain his position of seniority in the rotation for subsequent elections.

Based upon Sec. 2-220, the next Council member in rotation is Tony Stewart, who is willing to serve as Mayor Pro Tem.

A motion by Council Member Thompson seconded by Councilman Harbin carried unanimously (9-0) to approve Councilman Tony Stewart as the next Mayor Pro Tem to serve until June 30, 2020.

APPROVAL OF MINUTES

A motion by Councilman Laughridge seconded by Councilman John Roberts carried unanimously (9-0) to approve the minutes of June 24, 2019 meeting as presented.

REQUEST CONSIDERATION OF A CONTRACT FOR VIEWPOINT SOFTWARE

City Manager, David McCuen said we will be moving the development review, permitting and inspection process to a modern software that allows integration with our existing OMS (Operation Management Software) software while providing the ability to collaborate tasks between departments. The software also provides an online solution to various application processes, most notably allowing the City to transition to online plan submittal.

Assistant City Manager, Andrew Strickland said the City has been using Kelly Software since 1997 and they informed us about 6 months ago that they are going out of business and will no longer support their software after 2019. During this time, we approached Cartegraph (our OMS software) and asked if they had a partner who produced this type of software who also integrates with their product. They put us in touch with Viewpoint Cloud who is the only vendor that they work with who met those criteria. Viewpoint Cloud also has the capability to integrate with See Click Fix.

This software will automate the permitting process so that contractors can submit plans, complete applications, and receive comments online. We had many software demo's for Building Department staff as well as other departments. Viewpoint Cloud is a cloud-based software that is designed to work with mobile devices. Building Department employees will be able to use their iPads in the field to receive work orders and complete tasks. This software will automate the permitting process so that contractors can complete applications and receive comments online.

Other departments that will be using this software are Economic Development for online grant applications and HR for online employment applications and departments involved in the plan review process (Planning, Engineering, Stormwater, Utilities, etc.)

The cost for this software was added to the FY19/20 budget based on a preliminary estimate. During the final discussions with staff and the vendor, there were some additional features added that increased the total cost of the software. These features include historical data migration, import of a master address table, contractor database integration and flag integration which includes geographic boundaries such as zoning and historic districts.

Total cost of this software is \$49,471 which includes discounts of \$17,282. Since this is a hosted solution there will be an annual fee for hosting and software support of \$37,680 which will be budgeted.

Funding for the ViewPoint Software is budgeted from various departments listed below:

Building Department	\$37,751 (\$25,000 budgeted - \$12,751 unrestricted fund balance)
Economic Development	\$5,860
Human Resources	\$5,860

A motion by Mayor Pro Tem Stewart seconded by Councilman Chapman carried unanimously (9-0) to approve a contract for ViewPoint Software in the amount of \$49,471.

REQUEST CONSIDERATION OF A CONTRACT FOR CARTEGRAPH SOFTWARE

City Manager, David McCuen said the staff is requesting approval of a 3-year renewal of our existing contract with Cartegraph and the purchase of 5 additional See Click Fix user licenses.

The City has been using Cartegraph OMS (Operation Management Software) for 2 ½ years. This project began in the Wastewater department and has expanded to Recreation, Stormwater, Public Works and Building Maintenance. We will also be adding Fleet to the platform in the next few months.

Assistant City Manager, Andrew Strickland said Cartegraph is the base of several new City software platforms. See Click Fix is integrated with Cartegraph and after implementing we found that we needed a few additional user licenses. The contract with Cartegraph also includes the software agreement for See Click Fix.

Year 1 of the proposed new contract is at the same fee schedule of our current contract. Years 2 and 3 include a 3% increase annually. The additional licenses will be prorated for the remainder of our existing contract and our annual contract will be due each February.

Additional 5 SCF licenses prorated	\$1,050.00
Year 1	\$61,305.50
Year 2	\$63,144.80
Year 3	\$65,039.09
Total	\$190,539.39

Operations Management Software is a requirement from EPA for our Utilities Division and we have since expanded the use to several other departments for asset management and work order management. It also is the key software for our public facing request software.

Funding for Cartegraph is budgeted from various departments listed below:

	<u>2020</u>	<u>2021</u>	<u>2022</u>
Sewer Fund	\$49,887.80	\$51,384.43	\$52,925.97
Water Fund	\$4,249.70	\$3,296.00	\$3,394.88
General Fund	\$8,218.00	\$8,464.37	\$8,718.24

City Staff recommends approval of a 3-year contract renewal with Cartegraph and the purchase 5 additional See Click Fix user licenses.

A motion by Councilman John Roberts seconded by Councilman Jeff Roberts carried unanimously 9-0) to approve a 3-year contract renewal in the amount of \$190,539.39 with Cartegraph and the purchase 5 additional See Click Fix user licenses.

REQUEST CONSIDERATION TO PURCHASE EIGHT VEHICLES FOR THE POLICE DEPARTMENT

Major Nikki Carson said the Police Department is requesting to purchase the following vehicles and equipment:

Vehicles:

Eight (8) state contracted 2020 Dodge Chargers (V-6), Santee Automotive LLC (Manning, SC) at a cost of \$184,312.00

Emergency Equipment:

The total installation cost for the (8) 2020 Dodge Chargers with emergency equipment included (lights, siren, cages, console, window guards, dash cameras, AR-15 racks, printer stands, and reinstallation of City of Anderson Police Department's existing radio from previous vehicles) are as follows:

- **Tri County – Holly Hill SC \$4,662.80 per vehicle. Total cost \$37,302.40**
- West Chatham – Columbia, SC \$5,737.34 per vehicle.
- Dana Safety Supply Columbia, SC \$4,668.83 per vehicle.
- Global Public Safety, Roebuck, SC \$5,976.55 per vehicle.
- McCoppins Special Services Vehicles, Anderson, SC \$6,285.50

Dash Cameras:

The police department would also request your approval for purchase of (8) Watch Guard digital recording systems for purchase in the new Dodge Charger patrol vehicles. Quotes were obtained from the following vendors. Watchguard is the current provider and the department has recently been awarded (35) Watchguard cameras from the South Carolina Department of Public Safety. The total costs for the camera are as follows:

- **Watchguard - \$2,182.26 per vehicle (DVD). Total cost \$17,458.08**
- Digital Ally - \$4,050.00 per vehicle (cloud storage).
- 10-8 Video - \$1,704.99 per vehicle (SD Card).
- Mobile Vision – This equipment would require a server and software. No bid.

Police Radios:

The police department would also request your approval for purchase of (10) 800 MHZ mobile radios for purchase in the new Dodge Charger patrol vehicles. (2) radios will go into spare vehicles. Anderson County will cover the cost of the user fees. Quotes were obtained from the following vendors. The total costs for the radios are as follows:

- Radio Communications Company – Arden, NC \$2,564.72 per vehicle.
- **Kimball Communications, Inc. – Hendersonville, NC \$1,875.88 per vehicle. Total cost \$18,758.80**
- Rock Communications – Fort Mill, SC \$2,204.49 per vehicle.
- Motorola Solutions – State Contract \$4,025.04 per vehicle.

Over the past thirteen years the Anderson PD has engaged to acquire enough vehicles to implement a take-home vehicle program where each Class 1 officer has an assigned vehicle. These capital purchases will enhance our fleet of emergency vehicles.

Capital Replacement Fund will purchase the vehicles and equipment.

A motion by Councilman Harbin seconded by Councilman Laughridge carried unanimously (9-0) to approve the purchase of the above vehicles, emergency equipment and dash video cameras in the amount of \$257,831.28 from the Capital Replacement Fund.

REQUEST CONSIDERATION OF ORDINANCE 19-08 AMENDING THE 2018-2019 ANNUAL BUDGET

City Manager, David McCuen said the Staff requests approval of an Ordinance amending the 2018 - 2019 Annual Budget by increasing the General Fund budget \$903,790, Water Fund \$40,498, Sewer Fund \$64,482 and Economic Development Fund \$64,000.

Finance Director, Margot Martin said the City Council adopted the 2018-2019 Annual Budget by Ordinance 18-08 on June 25, 2018. This Budget amendment request is to reflect City Council approval of revenues and expenditures that occurred after the original budget was implemented. The Budget amendment includes:

- (1) Reflecting use of General fund's prior year e-share funds for monies received in FYE 2018 but spent in FYE 2019 for the 7 Police vehicles (\$206,549)
- (2) Increasing police grant revenues and expenditures for \$ 163,989 in grants after the original budget (\$20,763 Justice Assistance Grant, \$85,791 Traffic Enforcement grant and \$57,435 Law Enforcement Victim's Advocate grant)
- (3) Continuation of Under the Bridge project and additional grant funds received of \$64,000 in Economic Development Fund
- (4) Increasing professional fees for the NuStrat Contact, as these additional revenues and commission fee were not in the original budget (\$329,330)
- (5) General fund appropriated unrestricted fund balance for Asbestos Abatement at 600 South Main St (\$54,011) and the purchase of a Storage Area Network (\$44,013)
- (6) Council approved the Ella Street Extension Rehabilitation project for \$196,106, which will be paid from unrestricted fund balances of General fund (\$91,126), Water Fund (\$40,498) and Sewer fund (\$64,482)

The amendments allow the budget and audit to more accurately reflect actual revenues received and expenditures made that were unknown when the budget was originally adopted. Therefore, comparisons between budget and actual are more meaningful.

A motion by Councilman Laughridge seconded by Council Member Thompson carried unanimously (9-0) to approve Ordinance 19-08 amending the 2018-2019 Annual Budget on First Reading.

ADMINISTRATIVE BRIEFING

QUARTERLY REPORTS

City Manager, David McCuen asked Council to review the Quarterly Progress Report included in the Council Packet.

UPCOMING EVENTS

City Manager, David McCuen reminded Council of the following upcoming events and all meetings in July 2019.

- July 9th – Seat 6 – Neighborhood Watch
- July 11th – Block Party in Carolina Wren Park
- July 12th – Movie Night in Carolina Wren Park
- July 22nd – Council Meeting

EXECUTIVE SESSION

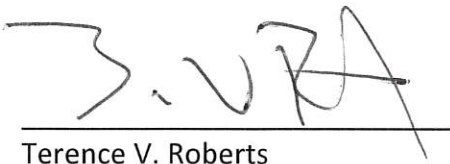
A motion by Councilman Laughridge seconded by Councilman Newton carried unanimously (9-0) to move into Executive Session for Section 30-4-70(a)(2) – Discussion of the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim.

A motion by Council Member Thompson seconded by Councilman Stewart carried unanimously (9-0) to move out of Executive Session.

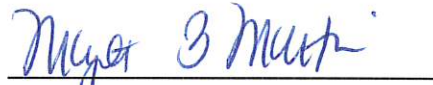
ADJOURNMENT

A motion by Councilman Newton seconded by Councilman Harbin carried unanimously (9-0) to adjourn.

ATTEST:



Terence V. Roberts
Mayor



Margot B. Martin
City Clerk Treasurer