

MINUTES

PARKING, BEAUTIFICATION, AND BUSINESS IMPROVEMENT COMMISSION
MONDAY, NOVEMBER 14, 2022, AT 5:15 PM
COUNCIL CHAMBERS – 100 EAST CAROLINA AVENUE

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON THURSDAY, NOVEMBER 10, 2022, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-917-0602.

Commission Members Present: Chairman Carol Godwin, Emily Phillips, Steve Fagan, Greg Alexander
Members of the Public Present: None
City of Hartsville Staff: Daniel Moore, Amber Matthews, Michelle Byers Brown, Matt Winburn

1. Chairman Godwin called the meeting to order at 5:24 PM.
2. MOTION TO APPROVE THE MINUTES OF THE OCTOBER 13, 2021, COMMISSION MEETING. Motion: Alexander; Second: Fagan; Carried: All Ayes

CONTRACT FOR ANNUAL AUDIT

1. Sheheen, Hancock, and Godwin, LLP, submitted a contract for our annual audit services. The amount will remain the same as last year and is \$3,750.00. MOTION TO APPROVE THAT WE ACCEPT THIS OFFER AS PRESENTED BY SHEHEEN, HANCOCK, AND GODWIN. Motion: Fagan; Second: Alexander; Carried: All Ayes

PBBIC FINANCIAL UPDATE

- 1 Daniel Moore reported that our account balance is \$127,095.44. The only expenses that have been paid over the last year are monthly fees of \$1200.00. \$950.00 of that was for parking lot maintenance. \$250.00 of that was for Centennial Park maintenance.

UPDATE ON DOWNTOWN LIGHTING FROM DANIEL MOORE

1. Duke upgraded to LED lighting this summer. Conduits short circuited and were repaired. He wants to see what lighting looks like this Thursday evening during Downtown Open House to determine what additional upgrades need to be made. Power source and working around trees are the main issues. Options include wrapping the tree trunks year round, adding string lights like those across College Avenue (will have to talk to DOT), and uplighting. The city will hire a lighting consultant.

UPDATE ON DOWNTOWN PARKING LOTS AND PARKS

1. Lots need to be restriped. The city will get updated quotes on all lots.
2. Small bushes in Centennial Park are dying. The city will get an updated from Stephen Wilds about what need to be done about this.
3. Homeless are no longer staying in parks. The city put up No Overnight Stay signs that helped.

MAIN STREET UPDATE

1. Michelle Byers Brown was introduced as Director of Tourism & Communications/Public Information Officer.

2. Brown introduced Matt Winburn as Main Street Manager.
3. Hartsville is one of five accredited Main Street Programs in South Carolina. Main Street programs are moving more toward revitalization and beautification and moving away from events. A requirement of the main street program is to have a five-person advisory board appointed by City Council. Applications are now being accepted.
4. They want to work with PBBIC regarding vibrancy grants. Façade grants are funded by Byerly Foundation. No grants are needed at this time.
5. Treats on the Streets was brought back to downtown this year. 5,000 – 6,000 families came through. Most businesses stayed open and participated.
6. Downtown Open House and Tree Lighting is this Thursday, November 17, 6:00 – 9:00 pm.
7. Holiday Parade is Saturday, December 10th, 3:00 pm. The Farmers Market will take place the same day.
8. This month the Farmers Market was moved back to Cargill Way. They are considering moving it back there permanently.

CITY OF HARTSVILLE UPDATE

1. Will be launching a new website.
2. Haley Gates is new marketing coordinator.
3. Joel McCall is new special events coordinator.

NEW BUSINESS

1. Dick Porter's term on PBBIC ran out. We are working on getting a new member. Michelle Byers Brown and Sherron Skipper will be notified of who this is. Member has to be approved by the state and then city council.

MOTION MADE TO ADJOURN THE MEETING at 6:14 PM. Motion: Alexander; Second: Fagan; Carried: All Ayes

This is our report to the full Council.

Carol Ann Godwin Commission Chair

Date