



AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING -
REVISED
TUESDAY, MARCH 12, 2019 - 5:30 PM
CITY 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 FRIDAY, MARCH 8, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV.

1. CALL TO ORDER - MAYOR
2. INVOCATION AND PLEDGE
3. APPROVAL OF MINUTES
 - a. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF FEBRUARY 12, 2019 REGULAR CITY COUNCIL MEETING.
4. PRESENTATIONS
 - a. Certified 2019 Special Election Results
 - b. Swearing In of Newly Elected Official
 - c. Girl Scout Week Proclamation
 - d. Storm Water Issues - Edith Byrd, 626 South Sixth Street
 - e. Lincoln Village Complex Proposal - Tabernacle of Faith Outreach Ministries, Bishop Mouzon
5. MANAGER UPDATE
 - a. Miscellaneous Items from City Manager
 - b. Statement of Economic Interests Filing deadline 3/30/19

CONSENT AGENDA - Received as Information Only

- a. Committee Draft Minutes/Reports
February 2019 Draft Minutes/Reports
- b. Departmental Reports
February 2019 Reports

UNFINISHED BUSINESS

6. PUBLIC HEARING AND FINAL READING ORDINANCE 4360: AUTHORIZING AND RATIFYING THE CONVEYANCE AND TRANSFER OF CERTAIN REAL PROPERTY; AND OTHER MATTERS RELATING THERETO.
 - a. Reading by Title and Presentation
 - b. Open/Close Public Hearing (state name and address for record)
 - c. Approval of Final Reading and Waiving of Complete Reading
7. PUBLIC HEARING AND FINAL READING ORDINANCE 4361: AN ORDINANCE TO AUTHORIZE THE SALE OF TAX MAP PARCEL NUMBER 057-03-01-005 AT 120 WEST

WASHINGTON STREET CONSISTING OF .769 ACRES (+/-) TO DARLINGTON COUNTY HABITAT FOR HUMANITY.

- a. Reading by Title and Presentation
- b. Open/Close Public Hearing (state name and address for record)
- c. Approval of Final Reading and Waiving of Complete Reading

8. PUBLIC HEARING AND FINAL READING ORDINANCE 4362: TO ANNEX AN APPROXIMATELY 1.00 (+/-) ACRE PARCEL OF LAND, TAX MAP NUMBER 057-08-01-001 LOCATED AT 1300 SOUTH FOURTH STREET INTO THE CITY LIMITS OF HARTSVILLE.

- a. Reading by Title and Presentation
- b. Open/Close Public Hearing (state name and address for record)
- c. Approval of Final Reading and Waiving of Complete Reading

NEW BUSINESS

9. RESOLUTION 03-19-01: APPROVAL OF BID AWARD FOR PINE RIDGE PUMP STATION RENOVATIONS.
10. RESOLUTION 03-19-02: APPROVAL OF BID AWARD FOR PINE RIDGE PUMP STATION, FORCE MAIN AND AIR RELEASE VALVES REPLACEMENT.
11. RESOLUTION 03-19-03: APPROVAL FOR CITY OF HARTSVILLE TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH MAIN STREET SOUTH CAROLINA.
12. FIRST READING ORDINANCE 4363: TO AMEND THE LEASE TO U S CELLULAR FOR THEIR INSTALLATION OF CELLULAR EQUIPMENT ON THE MAGNOLIA CEMETERY WATER TOWER.
- a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading

EXECUTIVE SESSION

13. MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4-70(a)(1) FOR DISCUSSION OF APPOINTMENTS TO COUNCIL COMMITTEES.
14. MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION.
15. UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.
16. RESOLUTION 03-19-04: APPOINTING MEMBERS TO THE HARTSVILLE CITY COUNCIL COMMITTEES.

INFORMATION ONLY

- a. Calendars and Other Items

ADJOURNMENT

Please turn off or silence all mobile devices.

The City of Hartsville located at 100 E. Carolina Avenue, is an accessible facility.
For assistance call 843-383-3018.



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

February 12, 2019 Regular City Council Minutes.

IMPACT IF DENIED:

ATTACHMENTS:

Description

- ▣ February 12, 2019 Regular City Council Meeting Minutes



MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, FEBRUARY 12, 2019 - 5:30 PM
COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

Mayor/Council:

Mayor Pennington
Mayor Pro-Tem Andrews
Councilmember Braddock
Councilmember Gammage
Councilmember Mack
Councilmember Wilson

Attorney - None
Press

Executive Staff:

City Manager Zeigler
City Clerk Skipper
Human Resources Director Ward
Fire Chief Burr
Police Chief Thompson
Public Service Director Slatton
Finance Director Caulder
Community & Economic Dev Dir. Munoz

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, FEBRUARY 8, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY, AND ON HARTSVILLESC.GOV.

Mayor Pennington called the meeting to order at 5:37pm and asked Councilmember Gammage to lead in the invocation and Pledge of Allegiance.

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF JANUARY 08, 2019 REGULAR CITY COUNCIL MEETING AND JANUARY 22, 2019 SPECIAL CITY COUNCIL MEETING - APPROVED.
Motion: Andrews; Second: Mack; Carried: All ayes.

PRESENTATIONS

Random Acts of Kindness Proclamation was presented to Jannie Harriott.

Year End 6-30-18 Audit Report - Sheheen Hancock & Godwin: The auditors reported an unmodified audit report, which is the highest level opinion that can be given. The city staff did a wonderful job this year; budgeting by each department was good and it was a pleasure working with everyone. The Auditors recommended that the city have 3 – 4 months of unassigned funds; the general fund needs improvement and the proprietary fund looks good.

MANAGER UPDATE

Reminder that Statement of Economic Interests are due by 3/30/19. Information is included in agenda packet.

New hires were introduced: Fire Chief Burr introduced Kaylee Ethridge as the new animal control officer and fire inspector. Fire Captain Tim Watford introduced Russell Grabowski as our new firefighter. Streets and Grounds Supervisor Stephen Wild introduced LaQuan Johnson as our new maintenance employee. He stated that he enjoys working for the city. They were all welcomed aboard by the City Council.

Russ Slatton and his entire team have partially moved to the Leesburg location leaving Poole Street,

North Fifth Street, and the West Carolina Avenue locations. Lt. Tenyonde Richardson and Sergeant Gloria Mack will be moving to the Poole Street location.

We have received complaints about the playground at Byerly Park. We will be putting in a rubberized pathway and a covered shelter.

CONSENT AGENDA - Received as Information Only

UNFINISHED BUSINESS

PUBLIC HEARING AND FINAL READING ORDINANCE 4358: APPROVAL TO LEASE A PORTION OF ALLEYWAY AT 120 SOUTH FIFTH STREET FROM THE TRUST COMPANY OF SOUTH CAROLINA APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Mack;

Carried: with all ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4359: AN ORDINANCE AUTHORIZING THE SALE OF TAX MAP PARCEL NUMBER 056-09-03-004 LOCATED AT 559 WEST CAROLINA AVENUE CONSISTING OF 1.81 ACRES (+/-) - APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Braddock;

Carried: with all ayes, except Mack voting nay.

NEW BUSINESS

RESOLUTION 02-19-01: APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO A MUTUAL AID AGREEMENT WITH THE CHESTERFIELD COUNTY SHERIFF'S OFFICE - APPROVED.

Motion: Andrews; Second: Mack; Carried: All ayes.

FIRST READING ORDINANCE 4360: AUTHORIZING AND RATIFYING THE CONVEYANCE AND TRANSFER OF CERTAIN REAL PROPERTY; AND OTHER MATTERS RELATING THERETO - APPROVED.

Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: Gammage;

Carried with all ayes.

FIRST READING ORDINANCE 4361: AN ORDINANCE TO AUTHORIZE THE SALE OF TAX MAP PARCEL NUMBER 057-03-01-005 AT 120 WEST WASHINGTON STREET CONSISTING OF .769 ACRES (+/-) TO DARLINGTON COUNTY HABITAT FOR HUMANITY - APPROVED.

Approval of First Reading and Waiving of Complete Reading: Motion: Mack; Second: Wilson;

Carried with all ayes.

FIRST READING ORDINANCE 4362: TO ANNEX AN APPROXIMATELY 1.00 (+/-) ACRE PARCEL OF LAND, TAX MAP NUMBER 057-08-01-001 LOCATED AT 1300 SOUTH FOURTH STREET INTO THE CITY LIMITS OF HARTSVILLE - APPROVED.

Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: Gammage;

Carried with all ayes.

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a)(1) FOR DISCUSSION OF APPOINTMENTS TO HOUSING AUTHORITY OF HARTSVILLE BOARD – APPROVED.

Motion: Mack; Second: Wilson; Carried: All ayes.

MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION - APPROVED.

Motion: Andrews; Second: Mack; Carried: All ayes.

UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

Mayor called for a moment of silence in memory of Chief Jim Stone.

ADJOURNMENT: Without objection at 6:32pm.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

2019 Special Election Results for District 6.

ATTACHMENTS:

Description

- ▣ Certify Special Election Results to City Council
- ▣ Certified Election Results Letter



March 12, 2019

The Honorable Mayor Mel Pennington
City of Hartsville

Dear Mayor Pennington,

As reported by the Director of the Darlington County Board of Elections and Registration, the following February 19, 2019 official certified Special Election results are as follows:

<u>Council District #06</u>	<u>Votes Cast</u>
Casey Copeland	34
Bobby McGee	159

In that the legal time limit has expired and no protests have been filed, the following candidate is submitted to City Council as being elected to fill the unexpired term for Council District #6, ending November 2019, and it is recommended that the successful candidate be confirmed by City Council.

Council District #06: Bobby McGee

A copy of these official results will remain on file in the office of the City Clerk and filed with the office of the Darlington County Clerk of Court.

Sincerely,

Sherron L. Skipper, City Clerk

cc: Hoyt Campbell, Director Darlington County Board of Elections and Registration
Darlington County Clerk of Court

**DARLINGTON COUNTY
ELECTIONS AND VOTER REGISTRATION**

131 CASHUA STREET DARLINGTON, SOUTH CAROLINA 29532

• 843-398-4900
FAX: 843-398-4907



March 7, 2019


Mrs. Sherron Skipper, Clerk
City of Hartsville
100 E. Carolina Ave
Hartsville SC 29550

Dear Mrs. Skipper:

On February 19, 2019 the special election for Hartsville City Council District # 1 was held and Mr. Bobby McGee was elected. The results were as follows: Mr. Bobby McGee 159 votes and Mr. Casey Copeland 34 votes. Earlier I emailed you the copy of the Board of Canvassers certifying Mr. McGee as the winner.

If you have any questions, please feel free to contact me.

Sincerely,


R. Hoyt Campbell
Director



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Oath of Office for Councilmember in District #6, Bobby McGee.



REQUEST FOR
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The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

March 11 - 15, 2019 is Girl Scout Week

ATTACHMENTS:

Description

- ▣ Girl Scout Week 2019



Proclamation



WHEREAS, March 12, 2019, marks the 107th anniversary of Girl Scouts of the USA, founded by Juliette Gordon Low in 1912 in Savannah, Georgia; and,

WHEREAS, throughout its distinguished history, Girl Scouting has inspired millions of girls and women with the highest ideals of character, conduct, and patriotism; and,

WHEREAS, through Girl Scouting, girls gain courage, confidence and character who make their local communities and the world a better place; and,

WHEREAS, through the Girl Scout Leadership Experience girls develop the skills and lessons that will serve them throughout their lives so that they may contribute to their communities; and,

WHEREAS, more than 2.6 million current Girl Scout members nationwide will be celebrating 107 years of this American tradition, with nearly 60 million women who are former Girl Scouts and living proof of the impact of this amazing Movement; and,

WHEREAS, Girl Scouts welcomes girls from every background to join.

NOW, THEREFORE, I, Carl M. (Mel) Pennington IV, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim the week of March 11 - 15, 2019, as


"GIRL SCOUT WEEK"

in Hartsville and applaud the commitment Girl Scouting has made to support the leadership and development of America's girls and urge all citizens to join me in celebrating Girl Scout Week 2019.



IN WITNESS THEREOF, I hereunto set my hand and cause to be affixed the seal of the City of Hartsville.


Carl M. (Mel) Pennington IV, Mayor

ATTEST: 
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Mrs. Byrd requested to speak to Council regarding storm water issues at her house on 6th Street.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Future of affordable housing and the revitalization of the City of Harstville.



REQUEST FOR
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The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Misc Items from City Manager.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Reminder of SEI March 30, 2019 filing deadline.

ATTACHMENTS:

Description

- ▣ SEI Filing Reminder for 3/30/19

STATE OF SOUTH CAROLINA **STATE ETHICS COMMISSION**

PLEASE READ ALL INFORMATION CAREFULLY BEFORE FILING ANY REPORTS ONLINE

The **2019** Statement of Economic Interests (SEI) report is **required** to be filed **electronically**. Paper copies of this report are **no longer accepted**. To file this report, please go to our website <http://ethics.sc.gov>. Electronic filing is **mandatory** and failure to file the required report electronically will result in a minimum **late filing penalty of \$100.00**. For new filers, please read the User's Guide found on our Home Page for (1) registering an account and (2) filing the 2019 Statement of Economic Interests report.

1. When is this report filed?

- A.** The annual report is filed annually by March 30. Interims and new filers should register an account and file "upon assuming the duties."
- B. Please note:** This annual report is not required if you are not holding an elected, appointed or employee position on March 30, 2019.
- C. Please note:** Any person who is added due to promotion, new hire (including interims), change in staff organization, etc., is required to file the Statement of Economic Interests report immediately upon assuming the duties of the new position.

2. Where do you file this report online? Go to our website <http://ethics.sc.gov> and click on "electronic filing."

If this is your first time filing, you must **first create a user account**. Go to our website <http://ethics.sc.gov> and click on "electronic filing." Read the information on that page carefully and click on **"create a user account."** After you create a username, create a password, and enter a valid e-mail address, then click "next." **There are several steps in creating a user account. Read and follow the instructions carefully.** Please click on **"I am a candidate or elected official"** if you are a candidate or elected. Click on **"I only need to file a Statement of Economic Interests"** if you are an appointed official or government employee.

After you create a user account you will receive this message: "You have successfully completed registration. Please [click here](#) to login to your account." You are now ready to start filing your first report.

Reset Password

NOTE: New password requirements: Minimum of 8 characters containing at least one number, one symbol (examples: \$! # % & @ ? * +), one capital letter, and one small letter. Password cannot contain the username.

If you know your username but forgot your password, reset the password using the instructions below. If you don't know your username, contact our office.

Elected Officials

Instructions on how to reset your password

Go to our website <https://ethics.sc.gov> and up top next to User Guides, click on "Electronic Filing."

Click "**forgot your password.**"

Enter your username and click "**next**".

Instructions on password retrieval will be sent to the e-mail address in your account. Please read and follow the instructions to reset your password. After you reset your password, you will be directed to your account on our website. Enter your username and password. Then click on "login." Go to the column on the left side of your screen and under Electronic Filing click on "Statements of Economic Interests" (the second little dot). Then click the yellow box that says "**start a new filing**" and complete the 2019 Statement of Economic Interests report.

Appointed Officials and Government Employees

Instructions on how to reset your password:

Go to our website <http://ethics.sc.gov> and up top next to User Guides, click on "Electronic Filing."

Click "**forgot your password.**"

Enter your username and click "**next**".

Instructions on password retrieval will be sent to the e-mail address in your account. Please read and follow the instructions to reset your password. After you reset your password, you will be directed to your account on our website. Enter your username and password. Then click on "login." Scroll down and click the yellow box that says "**start a new filing**" and complete the 2019 Statement of Economic Interests report.

How do you file the Statement of Economic Interests report online?

Go to our website: <http://ethics.sc.gov>.

Click **“electronic filing.”**

Enter your username and password.

Click on **“login.”**

Note: Candidates and elected officials will have to click on the second dot on the left side for **“Statements of Economic Interests”**

Note: Appointed Officials and Government Employees will just scroll down.

Click on **“start a new filing” (all elected officials, appointed officials and employees).**

There are several steps in completing this report. Please read and follow the instructions carefully.

Please Note: When you file the 2019 Statement of Economic Interests report you must select the year 2019; however, the information you enter on that report is **from the previous calendar year (2018).**

For example: The **2019** report is due by March 30, 2019. The filing year will be **2019**, but the information you enter on this report is from **January 1 through December 31, 2018.**

Select the filing year and click **“next.”**

Select position status and click **“next.”**

For the next sections, please **read carefully** and enter the information concerning your position status.

Next the system will ask: “How would you like to continue?” Please read carefully, select one of the items listed and click “next.” Clicking the “skip for now” box means you don’t have any information to report for that section.

Additional Information

Effective January 1, 2017 - NEW REQUIREMENT FOR INFORMATION UNDER “INCOME & BENEFITS”

Report anything of value that must be reported on an IRS form:

You (the filer) must disclose (1) the source (name of Employer) and (2) the type (i.e., salary, rental income, vehicle, etc.) of any private income/benefit received in the previous year (2018) by you or a member of your immediate family (dependents) under the Income & Benefits section of the 2019 SEI. The dollar amount is required **ONLY** for government income. The dollar amount box will close when you click on “private.”

The following income is not disclosed: retirement, annuity, pension, IRA, disability, or deferred compensation payments received by you. It also does not include income received from a court order, a savings, checking or brokerage account, and a mutual or

similar fund. State retirement, disability, social security, and private unemployment are not disclosed.

Report Instructions read: "Any full-time or part-time income or benefit received by you from governmental entities in South Carolina during the prior calendar year must be disclosed. 'Governmental entity' means the State, a county, municipality, or political subdivision thereof with which a public official, public member, or public employee is associated or employed. 'Governmental entity' also means any charitable organization or foundation, but not an athletic organization or athletic foundation which is associated with a state educational institution and which is organized to raise funds for the academic, educational, research, or building programs of a college or university. Generally, this amount is the same as the gross amount reported on your W-2 form. If you receive a W-2 form or 1099 MISC for use of a publicly-owned vehicle or a government residence, then it must also be disclosed.

Contact Us

For more general information about the Statement of Economic Interests Report please go to our website <http://ethics.sc.gov> and click on "Statement of Economic Interests" (located on the left side of the computer screen). You can also go to the User Guides for directions on how to file your report electronically (located on the Home Page) or contact our office if you have any questions.

The State Ethics Commission staff members are available to assist you with electronic filing. Please contact our office:

**Office Hours:
Monday - Friday
8:30 AM – 5:00 PM
803/253-4192**



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Committee Draft Minutes and Reports for February 2019.

ATTACHMENTS:

Description

- ▣ Parking Beautification and Business Improvement Commission
- ▣ Council African American Cemetery Committee
- ▣ Council Community Engagement Committee

MINUTES

PARKING, BEAUTIFICATION, AND BUSINESS IMPROVEMENT COMMISSION
MONDAY, JANUARY 28, 2019 AT 5:30 PM
COUNCIL CHAMBERS – CITY HALL 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 JANUARY 18, 2019, AND DULY POSTED AT CITY HALL LOCATED AT 100 E. CAROLINA AVE, AN ACCESSIBLE FACILITY.

Commission Members Present: Chairman Carol Godwin, Emily Phillips, Gregory Alexander, Steve Fagan, Richard Porter

Members of the Public Present: None

City of Hartsville Staff: Shannon Munoz

1. Chairman Godwin called the meeting to order at 5:45 PM.
2. Oath of Office for Commission Member Porter was presented and he signed and dated. Original signed Oaths of Office were distributed to other members.
3. MOTION TO APPROVE THE MINUTES OF THE MONDAY, AUGUST 13, 2018, COMMISSION MEETING – APPROVED. Motion: Alexander; Second: Fagan; Carried: All Ayes

NEW BUSINESS

4. When financial statements were audited three businesses were found that were not billed and all but one have paid. Paper bills for PBBIC were sent out last week. Business licenses will be mailed out next month. All are due May 1, 2019, and for the first time can be paid online.
5. The original resolution expanding the district was not available for review at the meeting. Carol Ann will send the resolution to members and invite Karine to the next meeting for clarification of apartment billing and also boundaries.
6. Audited Financial Statements were distributed to members. All had a chance to look over them and comment. No issues found and all information looks correct.
7. We still own the lot behind Brown Coker Realty and need to renew insurance on that lot and renew the insurance on Commissioners. Policies are (1) \$825.00 Great American Insurance for the Directors and (2) \$646.60 Tapco for the lot. Both are through Trust Company. MOTION TO CONTINUE THESE POLICIES AND GO AHEAD AND PAY THEM – APPROVED. Motion: Fagan; Second: Porter; Carried: All Ayes
8. Suggestion from Commission Member Alexander to encourage businesses in our area and outside of area – pick a month to be beautification month and ask them to pick up trash, repaint, trim hedges, and broadcast that we are being proactive in making Hartsville more beautiful. Suggested that we partner with Suzy Moyd and we could help with funding. Perhaps have a contest and have people present before and after pictures. Alexander will talk to Suzy and Munoz will talk to Natalie and this could be something done in the Spring. Suggested that we incorporate high school groups, Coker College students.

9. MOTION TO ADJOURN THE MEETING at 7:00 PM. Motion: Fagan; Second: Alexander; Carried: All Ayes

This is our report to the full Council.

Carol Ann Godwin Commission Chair

Date



REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL AFRICAN-AMERICAN CEMETERY COMMITTEE
TUESDAY, FEBRUARY 26, 2019 AT 3:00 PM
COUNCIL CHAMBERS – CITY HALL – 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 MONDAY, FEBRUARY 25, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVE.

Committee Members Present: Tre Gammage, Chair, Johnny Andrews, Mayor Pro-Tem
Guests Present: Willie Williams, Adlena Graham, Patricia Wingate, Jennifer Heusel
Staff Present: Kennedy McGee

The following matters were discussed:

1. African American Heritage Committee Award Nomination
 - a) An application was submitted to the African American Heritage Committee to be considered for the "Preserving our Places in History Award". This was submitted on project and group levels.
 - b) The group would like to consider contacting other foundations in pursuit of additional monetary contributions such as the CASE, Ford, Gates, and Bloomberg Philanthropy.
2. National Registry Updates
 - a) Group spent the vast majority of the meeting carefully reviewing the current application for the National Registry. Jennifer Heusel has been working on completing the application and brought copies for the attendees and sought more information/constructive feedback from the group.
 - b) Group made some adjustments and provided clarity in certain portions of the application. Present guests were able to provide stories and other information that will help Jennifer when composing the essay portions of the form; certain stories and people discussed will help highlight the historical significance the Marion Cemetery has to Hartsville's community and will strengthen the application overall.

The next meeting will be held Tuesday, March 26 at 3pm in City Hall Council Chambers.

Councilman Gammage closed the meeting at 4:05pm.

This is our report and recommendations to the full council.

Tre Gammage, Chair

Date



REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL COMMUNITY ENGAGEMENT COMMITTEE
TUESDAY, FEBRUARY 26, 2019 – 4:00 PM
CITY 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 MONDAY, FEBRUARY 25, 2019, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE, AN ACCESSIBLE FACILITY.

Committee Members Present: Tre' Gammage, Chair and Johnny Andrews

Members of the Public Present: Guests from Coker Enactus and GSSM

Staff: Lauren Baker

Chair, Tre' Gammage called the meeting to order at 4:09 PM.

The Chair led discussion on the following:

a) Citi Bot Updates

Natalie and Lauren had a conference call with the CEO of SeeClickFix and our account manager. They discussed reasons that we were thinking about switching to Citi Bot. They have committed to exploring options similar to that of what Citi Bot can offer and will be in touch on their capabilities. After discussing with Coker and SCGSSM students, they agreed that a text interface would be simpler than what is currently offered with SeeClickFix.

b) GSSM Bike 2 the Future Visit

Students presented the ideas and proposals that they have to make the streets of Hartsville safer for both bike and foot traffic. They presented on the importance of connecting the streets, complete streets, traffic calming, and the safer routes to school initiative. The students plan to continue their pop up initiative with bike lanes in conjunction with bike races in the city.

c) Pocket Park Progress

Chair Gammage reported that the proposed Pocket Park properties are currently on hold with the Darlington County Forfeited Land Commission. We do not have an expected date on when to expect the process to continue moving. Coker Enactus Students are going to explore additions opportunities to allow them to continue with their projects before their April 1st Competition Deadline. The cemetery site was mentioned as being a possible alternative. Chair Gammage will be calling City Manager Zeigler to discuss options.

d) Next meeting: March 26, 2019, at 4:00 PM, in City Council Chambers

Chair Gammage adjourned the meeting at 5:15 PM.

This is our report and recommendations to the full Council.

Tre Gammage, Chair

Date



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Departmental Reports for February 2019

ATTACHMENTS:

Description

- ▣ Animal Control
- ▣ Business Navigator
- ▣ Code Enforcement Activity
- ▣ Development
- ▣ Environmental Services
- ▣ Financial
- ▣ Financial Revenue
- ▣ Fire Incidents
- ▣ Fire Incidents by Zone
- ▣ Fire Recovery
- ▣ Grants
- ▣ Human Resources
- ▣ Main Street Hartsville
- ▣ Museum
- ▣ Parks & Recreation
- ▣ Police Statistics
- ▣ Code Enforcement - Issues Map
- ▣ Development - Permit Map

City of Hartsville Fire Department

Hartsville, SC

This report was generated on 3/6/2019 9:34:56 AM



Events for Event Type for Event Category for Date Range

EventCategory:Animal Control | EventType:Animal Control

DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
02/04/2019	402 Bell Ave. Dog bite	Animal Control	402 Bell Ave. Hartsville SC. 29550	0.5
	Jeffrey Burr			
02/05/2019	412 W. Richardson Set cat trap	Animal Control	412 W. Richardson Circle Hartsville SC 29550	0.25
	Jeffrey Burr			
02/06/2019	1013 S 6th street. loose pit bull dog	Animal Control	1013 S 6th Street	0.5
	Jason Bell, Jeffrey Burr			
02/11/2019	Cat Traps at Byerly Park Shop	Animal Control	Byerly Park Shop 700 Russell Road	2
	Kaylee Ethridge			
02/15/2019	Pit bull pickup at Washington & Tusekegee	Animal Control	124 W Washington Street	1
	Kaylee Ethridge			
02/19/2019	406 Easy Street Cat Traps	Animal Control	406 Easy Street	1
	Kaylee Ethridge			
02/20/2019	322 Kings Place (Raccoon)	Animal Control	322 Kings Place Hartsville SC	0.5
	Jason Bell, Jeffrey Burr			
02/20/2019	509 E Richardson Cir Cat attacked by dogs	Animal Control	509 E Richardson Cir	1.5
	Kaylee Ethridge			
02/22/2019	Dog at Middleton Appartments	Animal Control	601 Washington Street	0.5
	Kaylee Ethridge			
02/25/2019	Pit bull at large 603 W Carolina Avenue	Animal Control	Tenth Street & 603 W Carolina Avenue	0.5
	Kaylee Ethridge			
02/25/2019	Raccoon at 803 Lawhon	Animal Control	803 Lawhon	0.5
	Kaylee Ethridge			

List of events in chronological order for given Category and Type. Displays participants, location, and duration.



**EMERGENCY
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DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
02/25/2019	Raccoon captured at 513 Woodland Drive	Animal Control	513 Woodland Drive	1
	Kaylee Ethridge			
02/26/2019	Dog at large 329 Laurel Oak Street	Animal Control	The area of 329 Laurel Oak Street	1
	Kaylee Ethridge			
02/27/2019	416 Bell Avenue Raccoon with distemper	Animal Control	416 Bell Avenue	1
	Kaylee Ethridge			
02/27/2019	721 Home Avenue	Animal Control	721 Home Avenue	1
	Kaylee Ethridge			
02/28/2019	522 Home Avenue	Animal Control	522 Home Avenue	1
	Kaylee Ethridge			

List of events in chronological order for given Category and Type. Displays participants, location, and duration.



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Monthly Departmental Report: Navigator 2019



Comprehensive Plan

January & February 2019: Statistical information is still being gathered and the Natural Resources & Transportation Elements are almost complete. The Housing Element is currently being compiled. Many of the Planning Commission members have provided a lot of information online for the remaining elements. This information will be compiled and completed for the remaining elements within the next few months.

Ordinance Revision

January 2019: The Planning Commission met on January 28th to review the Alta Planning & Design Ordinance suggested changes. At this meeting, no action was taken so these ordinances will be further reviewed at February's Planning Commission meeting.

February 2019: The Planning Commission did not have a quorum for the February 25th meeting.

Historic Butler District Neighborhood Revitalization Strategy

January & February 2019: Staff will set up a meeting in March to see how the City of Hartsville may assist the district in potential projects for 2019.

CODES ENFORCEMENT ACTIVITY

TIME STAMP	TYPE ACTIVITY	SUBJECT PROPERTY	PROPERTY OWNER NAME	OWNER'S ADDRESS	TAX MAP #	Letter/ Report sent? Date	Follow up target date	Disposition: Open or Closed
10/19/17	IPMC	810 Butler St., Hartsville, SC	Brockington, Joseph	206 Howard ST., Hartsville, SC	057-02-01-113	10-19-17		OPEN
2/26/18	IPMC	313 Lincoln ave., Hartsville, SC	Dorothy, Samuel	1210 Robinson Street, Hartsville,	057-02-01-083	2/26/18		OPEN
2/26/18	IPMC	1010 Myrtle St., Hartsville, SC	Bevel, Marvel	880 Boynton Ave. Apt. 3H,	057-06-02-005	2/26/18		OPEN
2/26/18	IPMC	1310 Robinson St., Hartsville,	Alsbrooks, Parolee	1310 Robinson St.,	057-06-03-071	2/26/18		OPEN
3/8/18	IPMC	414 Howard St., Hartsville, SC	Robenson, Leona c/o	1307 Martin Luther King	056-10-03-082	6/5/18	2/7/19	CLOSED
4/12/18	IPMC	315 Tillotson Ave., Hartsville,	Forfeited Land Commission			4/11/18		OPEN
4/12/18	IPMC	322 Tillotson Ave., Hartsville,	Forfeited Land Commission			4/11/18		OPEN
4/12/18	IPMC	717 Pitt St., Hartsville, SC	Forfeited Land Commission			4/11/18		OPEN
4/13/18	IPMC	206 Sumter Ave., Hartsville,	Forfeited Land Commission			4/12/18		CLOSED
4/13/18	IPMC	823 Hampton St., Hartsville,	Forfeited Land Commission			4/12/18		OPEN
4/13/18	IPMC	411 Howard st., Hartsville, SC	Forfeited Land Commission			4/12/18		OPEN
4/13/18	IPMC	311 Howard St., Hartsville, SC	Forfeited Land Commission			4/12/18		OPEN
5/17/18	IPMC	907 Myrtle St., Hartsville SC	Forfeited Land Commission			5/17/18		OPEN
5/17/18	IPMC	1005 Robinson St., Hartsville,	Forfeited Land Commission			5/17/18		OPEN
5/17/18	IPMC	909 Hampton St., Hartsville,	Forfeited Land Commission			5/17/18		OPEN
5/17/18	IPMC	413 Brewer Ave., Hartsville, SC	Redmond, Evan	185 West St., Weymouth, MA	056-14-01-064	5/17/18		OPEN
5/17/18	IPMC	222 Jasper Ave., Hartsville, SC	Forfeited Land Commission			5/17/18		OPEN
6/25/18	IPMC	702 Hudson St., Hartsville, SC	Mudde, Rene & Laura	136 Wakefield Dr., Hartsville,	056-14-05-027	6/25/18		CLOSED

6/29/18	IPMC	Off of Fifth St., Hartsville, SDC 29550	SC Development Properties c/o Charles Winfree Law Office	100 S. Elm St., Suite 430, Greensboro, NC 27401	056-14-04-072	6/29/18		OPEN
7/13/18	IPMC	921 Spring Court, Hartsville, SC	Edwards, Wayne	4411 Church Ave. #6H, 3052	036-16-01-009	9/19/18		OPEN
7/24/18	IPMC	326 Marion Ave., Hartsville, SC	Hinson, Mae Canete	Drakeshore Dr., 516 Society Avenue,	056-14-07-039	7/24/18		OPEN
7/27/18	IPMC	612 Howard St., Hartsville, SC	Liberty Hill Holiness Church	PO Box 14092, Florence, SC	056-14-03-050	7/27/18		OPEN
8/23/18	IPMC	723 Hudson St., Hartsville, SC	Jackson, Donald and Vanessa	309 Pebble Way, Durham, NC	056-14-05-016	8/23/18		CLOSED
9/26/18	IPMC	315 Logan Ave., Hartsville, SC	Capers, Garry c/o Linda Capers		056-14-02-046	9/26/18	2/7/19	CLOSED
10/30/18	License	416 W. College Ave., Hartsville,	Richard's Tree Service			10/30/18		OPEN
11/27/18	IPMC	404 S. Eleventh St., Hartsville,	Grigg, Ellyn	404 S. Eleventh St., Hartsville,	056-13-01-075	11/27/18	2/7/19	CLOSED
12/17/18	IPMC	404 Sumter Ave, Hartsville, SC	Davis, John % Rose Carraway	6454 Society Hill Rd, Society Hill,	056-14-01-004	12/17/18		OPEN
12/17/18	IPMC	729 E. Home Ave, Hartsville,	Coward Jacob Wells & Xochitt	903 Pinetree Terrace,	056-04-01-004	12/17/18		OPEN
1/24/19	IPMC	429 Sumter Avenue,	Jackson, Louise	1411 Carter Ave., Hartsville,	056-13-03-026	1/24/19		CLOSED
1/24/19	IPMC	431 Sumter Ave., Hartsville,	Triplett, Earlene Koonce &	138 Mulligan Rd, Spartanburg, SC	056-13-03-027	1/24/19		OPEN
1/24/19	IPMC	Sumter Ave., Hartsville, SC 29550	Funderburk, Tim	1261 Lakeview Blvd., Hartsville, SC 29550	056-13-03-028	1/24/19	2/4/19	CLOSED
1/25/19	IPMC	Marion Ave., Hartsville, SC	Heatley, Blondell Etal	410 St. Nichols Ave., 310-D,	056-14-07-056	1/25/19		OPEN
2/1/19	IPMC	District 4,6	Routine Patrol					
2/1/19	License	1101 E. Home Ave., Hartsville,	Treadaway Painting			2/1/19		CLOSED
2/1/19	License	420 E. Carolina Ave., Hartsville,	J & C Plumbing			2/1/19		CLOSED
2/1/19	IPMC	420 Marion Ave., Hartsville, SC	Brunson, Eugene	655 W. Washington St.,	056-13-04-060	2/1/19		OPEN

2/4/19	IPMC	District 4	Routine Patrol						
2/5/19	IPMC	District 5	Routine Patrol						
2/6/19	License	616 N. Fifth St., Hartsville, SC	Southeast Power Clean System			2/5/19	2/5/19	CLOSED	
2/7/19	IPMC	405 Howard St., Hartsville, SC	Swinton, Early Est. c/o Muriel	842 Pegg Rd. SW, Atlanta, GA	056-10-03-074	2/7/19		OPEN	
2/7/19	IPMC	1108 Robinson St., Hartsville,	ASC Investment Group(However	1108 Robinson St., Hartsville,	057-06-03-057	2/7/19		CLOSED	
2/7/19	IPMC	District 2,3,6	Routine Patrol						
2/8/19	License	1268 S. Fourth St., Hartsville,	GAYLOR Electric			2/8/19	2/8/19	CLOSED	
2/8/19	IPMC	District 1							
2/11/19	IPMC	District 4, 6	Routine Patrol						
2/11/19	IPMC	813 W. Home Ave., Hartsville,	Kirven, Jaqueline & Joel Pollard	813 W. Home Ave., Hartsville,	035-12-01-079	2/11/19		OPEN	
2/12/19	License	780 Tailwind Lane, Hartsville,	Clegg's Termite and Pest Control			2/12/19		CLOSED	
2/12/19	IPMC	District 1 & 3							
2/12/19	IPMC	Hampton St., Hartsville, SC	New Hopewell Missionary	3500 New Hopewell Rd.,	057-02-02-053	2/12/19		OPEN	
2/12/19	IPMC	426 S. Sixth St., Hartsville, SC	Bennett, Anna & Michael Gogola	Bennett, Anna & Michael Gogola	056-10-03-057	2/12/19		OPEN	
2/13/19	IPMC	District 2,5	Routine Patrol						
2/13/19	IPMC	City Parking Lot	Dawson, Kevin					CLOSED	
2/15/19	License	1131 E. Home Ave., Hartsville,	Southern States			2/15/19	2/15/19	CLOSED	
2/19/19	IPMC	District 4	Routine Patrol						
2/20/19	IPMC	District 5	Routine Patrol						
2/20/19	IPMC	519 E. Home Ave., Hartsville,	Oneal, Carol	519 E. Home Ave., Hartsville,	056-03-03-005	2/20/19		OPEN	

2/21/19	IPMC	1301 S. Fourth St., Hartsville,	EKDANT Hospitality LLC	1301 S. Fourth St., Hartsville,	057-00-03-001	2/21/19	OPEN
2/21/19	IPMC	District 6	Routine Patrol				
2/22/19	IPMC	District 1,2,3	Routine Patrol				
2/25/19	IPMC	District 3	Routine Patrol				
2/25/19	License	811 Glen Acres, Hartsville, SC	Twin Oaks				
2/26/19	IPMC	District 4,6	Routine Patrol				
2/27/19	IPMC	District 5	Routine Patrol				
2/28/19	IPMC	District 1,2,3	Routine Patrol				

MONTHLY DEVELOPMENT REPORT

PERMITS ISSUED		Feb-19					
			Number	Est. construction		Fees	
			of permits	cost	YTD	paid	YTD
	Building		11	\$ 168,902.00	\$ 3,656,627.11	\$ 1,263.00	\$ 18,532.50
	Electrical		4	\$ 7,300.00	\$ 159,229.30	\$ 220.00	\$ 3,090.00
	Gas		2	\$ 3,200.00	\$ 11,810.25	\$ 110.00	\$ 395.00
	Mechanical		4	\$ 50,515.00	\$ 1,287,089.66	\$ 564.00	\$ 13,150.00
	Plumbing		0	\$ -	\$ 59,018.65	\$ -	\$1,355.00
	TOTAL		21	\$ 229,917.00	\$ 5,173,774.97	\$ 2,157.00	\$36,522.50
PLAN REVIEWS							
	Number						
	Fees paid						
AD ZBOA	Number						
	Fees paid						
ZONING PERMITS (signs)		4					
	Total	\$100.00					
ZONING PERMITS(building)							
	Total issued						
Demolition			\$ -				
Well		0					
Re-inspection fees		2	\$ 50.00				
Maps		0	\$ -				

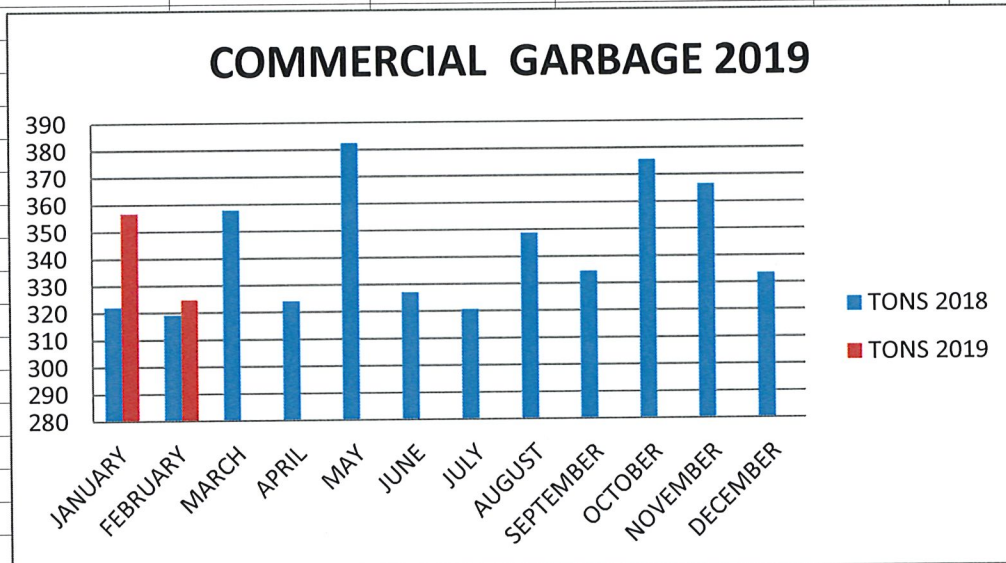
Monthly Departmental Report: Environmental Services



FEBRUARY

2019

Departmental Report: Environmental Services			
COMMERCIAL GARBAGE 2019			
<u>MONTH</u>	<u>TONS 2018</u>	<u>TONS 2019</u>	<u>GAIN/LOSS</u>
JANUARY	322.12	356.77	34.65+
FEBRUARY	319.14	324.76	5.62+
MARCH	357.85		
APRIL	324.04		
MAY	382.45		
JUNE	327.02		
JULY	320.62		
AUGUST	348.76		
SEPTEMBER	334.49		
OCTOBER	375.63		
NOVEMBER	366.45		
DECEMBER	333.47		
TOTALS	4112.04		

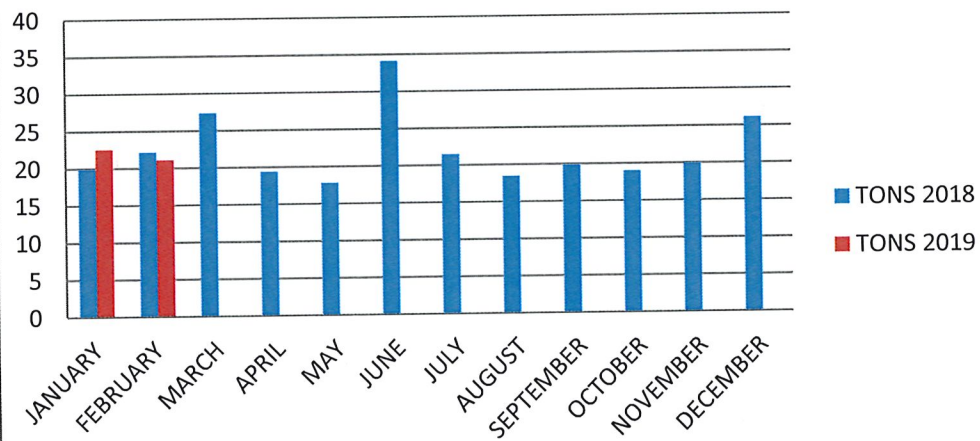


Departmental Report: Environmental Services

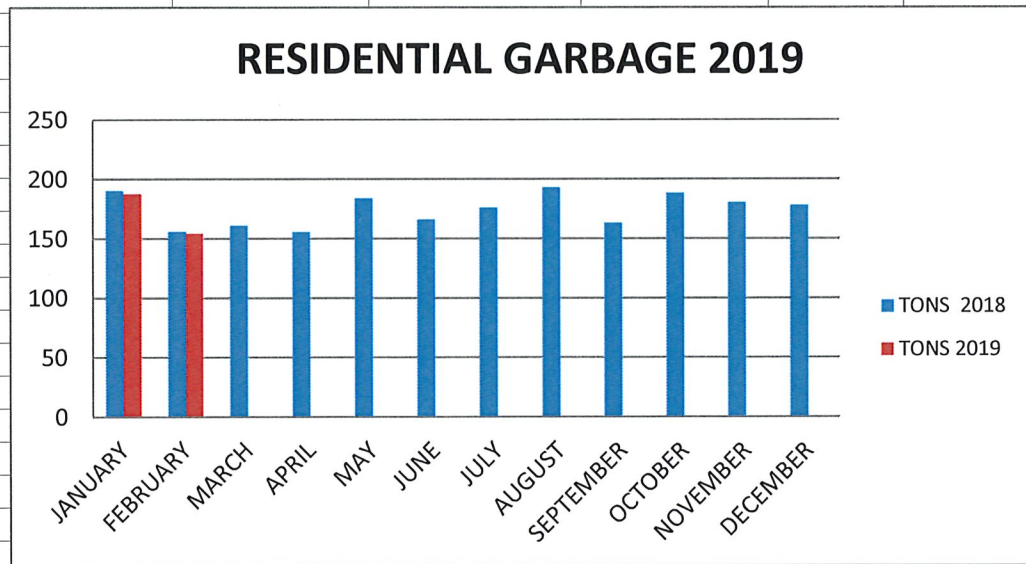
COMMINGLE MRF 2019

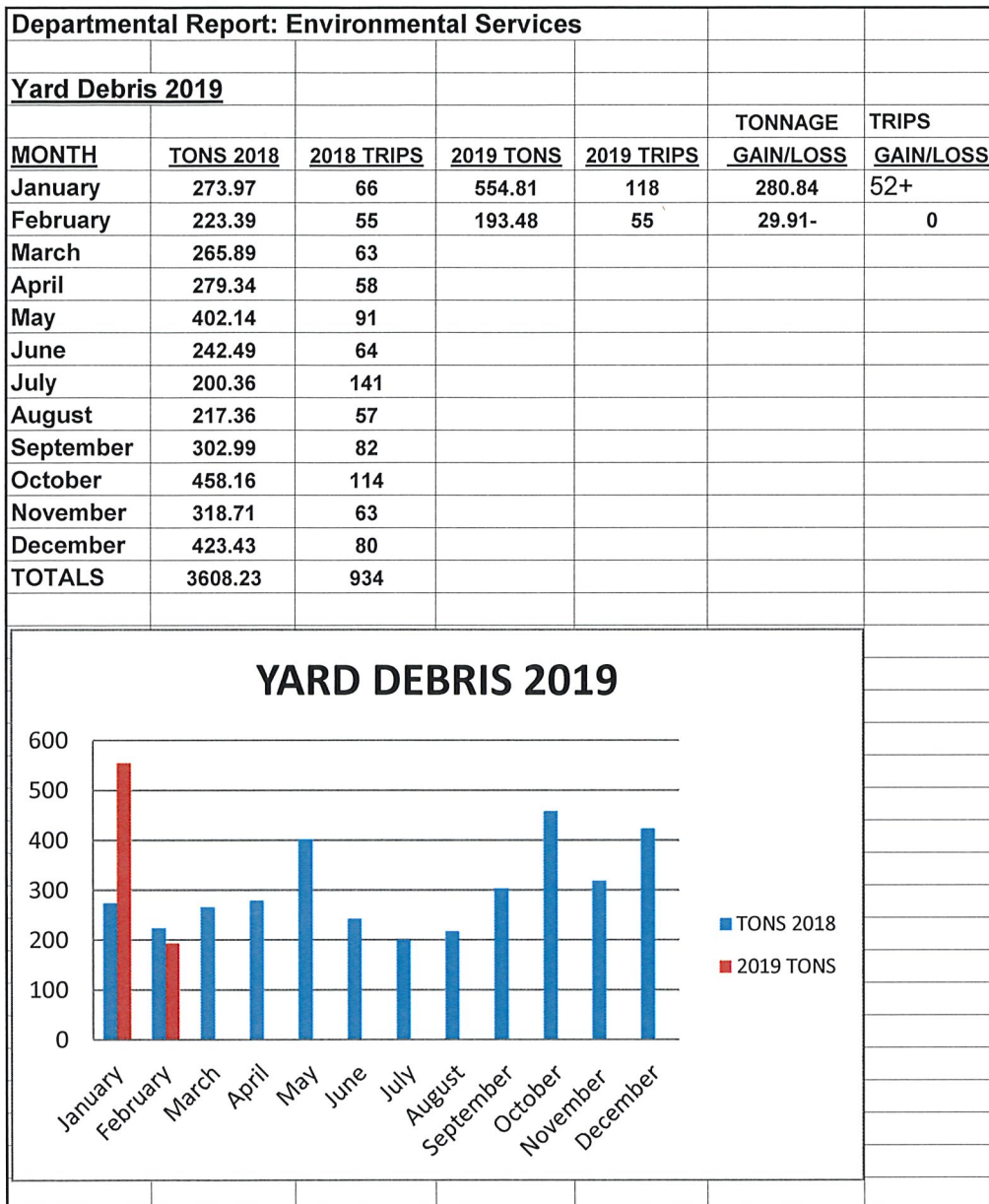
<u>MONTH</u>	<u>TONS 2018</u>	<u>TONS 2019</u>	<u>GAIN/LOSS</u>
JANUARY	19.9	22.55	2.65+
FEBRUARY	22.13	21.1	1.03-
MARCH	27.37		
APRIL	19.38		
MAY	17.79		
JUNE	34.11		
JULY	21.44		
AUGUST	18.43		
SEPTEMBER	19.88		
OCTOBER	19.00		
NOVEMBER	19.96		
DECEMBER	26.1		
TOTALS	265.49		

COMMINGLE MRF 2019



Departmental Report: Environmental Services			
RESIDENTIAL GARBAGE 2019			
<u>MONTH</u>	<u>TONS 2018</u>	<u>TONS 2019</u>	<u>GAIN/LOSS</u>
JANUARY	190.29	187.67	2.62-
FEBRUARY	155.85	154.32	1.53
MARCH	160.95		
APRIL	155.62		
MAY	183.93		
JUNE	166.19		
JULY	176.06		
AUGUST	193.2		
SEPTEMBER	163.17		
OCTOBER	188.22		
NOVEMBER	180.45		
DECEMBER	177.9		
TOTALS	2091.83	341.99	







Monthly Financial Reports & Update

For the Month Ended February 28, 2019

Council Meeting 03/12/2019

City of Hartsville
General Fund Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Property Taxes	1,513,196.38	2,378,474.66	2,936,000.00	18.99%
Payments in Lieu	10,477.28	16,749.67	90,000.00	81.39%
Franchise Fees	180,592.34	637,758.60	638,500.00	0.12%
Penalties & Interest - Taxes	3,139.64	14,872.43	30,000.00	50.43%
Business Licenses	4,545.60	94,833.29	1,699,600.00	94.42%
Permits	2,562.00	44,305.50	78,700.00	43.70%
Tax Revenues - State	319,284.80	1,174,351.42	1,566,157.00	25.02%
Public Safety Fees	271,949.09	660,877.77	790,100.00	16.36%
Parks & Recreation Fees	1,223.00	18,062.50	21,500.00	15.99%
Fines	13,364.52	54,251.14	140,000.00	61.25%
Special Assessments	22,220.00	98,985.00	115,000.00	13.93%
Investment Earnings	-	135.74	-	0.00%
Rents	1,200.00	16,850.00	30,600.00	44.93%
Contributions & Donations	2,500.00	51,500.00	72,000.00	28.47%
Other Financing Sources	958.61	8,956.17	185,200.00	95.16%
Interfund Transfers	-	-	1,621,439.51	100.00%
Sale of Assets	-	12,163.66	15,000.00	18.91%
Extraordinary Items	-	-	-	0.00%
	2,347,213.26	5,283,127.55	10,029,796.51	47.33%
Expenditures				
General & Administrative	83,641.54	897,207.26	1,209,471.03	25.82%
Mayor & Council	13,362.52	123,386.42	206,737.48	40.32%
Court Operations	16,981.73	144,423.16	196,521.97	26.51%
City Manager	23,923.83	225,782.55	330,875.25	31.76%
Information Technology	28,679.87	205,875.37	240,000.00	14.22%
Finance	25,347.70	212,012.78	381,067.09	44.36%
Legal	3,920.00	33,911.78	75,000.00	54.78%
Human Resources	11,348.18	124,133.29	184,439.65	32.70%
Mainstreet	4,209.68	40,993.63	56,441.95	27.37%
Business Navigator	26,366.82	302,803.58	458,585.18	33.97%
Police Department	235,922.71	2,039,549.71	2,939,177.17	30.61%
Fire Department	127,880.98	1,194,290.93	1,621,929.34	26.37%
Victims Advocate	3,133.85	28,417.32	44,583.01	36.26%
Marketing/Tourism	16,424.58	124,360.19	162,638.10	23.54%
Operations Maintenance	4,965.26	51,478.22	70,916.14	27.41%
Parks & Recreation	54,042.02	438,702.89	728,441.15	39.78%
Streets & Grounds	63,597.70	520,523.64	772,004.18	32.58%
Museum Operations	13,652.41	91,970.00	135,817.82	32.28%
Cemetery Operations	11,534.78	72,425.22	104,400.00	30.63%
Airport Operations	4,661.17	83,592.08	110,750.00	24.52%
School Crossing Guards	4,166.68	22,127.79	-	0.00%
	777,764.01	6,977,967.81	10,029,796.51	30.43%
Net Revenue (Expenditures)	1,569,449.25	(1,694,840.26)	-	

**City of Hartsville
Utility Funds**

Water/Sewer Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Charges for Services	174,007.70	1,577,991.83	2,186,059.00	27.82%
Fees	170,375.23	1,415,560.83	2,321,198.00	39.02%
Investment Earnings	8.90	22,977.64	-	0.00%
Rents	-	188,001.70	125,000.00	-50.40%
Waterpark Services	980.20	931,455.31	1,811,600.00	48.58%
Other Financing Sources	-	1,554.49	-	0.00%
Accumulated Surplus	-	60,998.24	-	0.00%
	<u>345,372.03</u>	<u>4,198,540.04</u>	<u>6,443,857.00</u>	<u>34.84%</u>
Expenditures				
Water Expenditures	175,011.24	2,017,349.14	1,985,268.98	-1.62%
Sewer Expenditures	90,281.57	1,242,666.79	2,214,924.15	43.90%
Waterpark Expenditures	26,655.93	1,515,436.25	1,811,600.00	16.35%
	<u>291,948.74</u>	<u>4,775,452.18</u>	<u>6,011,793.13</u>	<u>20.57%</u>
Net Revenue (Expenditures)	<u>53,423.29</u>	<u>(576,912.14)</u>	<u>432,063.87</u>	

Stormwater Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Stormwater Fees and Interfund transfers	8.00	36.00	106,255.43	99.97%
	<u>8.00</u>	<u>36.00</u>	<u>106,255.43</u>	<u>99.97%</u>
Expenditures				
Total Expenditures	5,640.60	47,458.34	105,796.87	55.14%
	<u>5,640.60</u>	<u>47,458.34</u>	<u>105,796.87</u>	<u>55.14%</u>
Net Revenue (Expenditures)	<u>(5,632.60)</u>	<u>(47,422.34)</u>	<u>458.56</u>	

**City of Hartsville
Misc Funds**

Environmental Services Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Fees	113,465.13	905,681.99	1,344,800.00	32.65%
Investment Earnings	-	555.15	-	0.00%
Other Financing Sources	-	-	-	0.00%
Interfund Transfers in	-	-	-	0.00%
Extraordinary Items	-	-	-	0.00%
	<u>113,465.13</u>	<u>906,237.14</u>	<u>1,344,800.00</u>	<u>32.61%</u>
Expenditures				
Total Expenditures	119,932.64	908,478.18	1,340,315.81	32.22%
	<u>119,932.64</u>	<u>908,478.18</u>	<u>1,340,315.81</u>	<u>32.22%</u>
Net Revenue (Expenditures)	<u>(6,467.51)</u>	<u>(2,241.04)</u>	<u>4,484.19</u>	

Infrastructure Park Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Payments in Lieu of Taxes	310,434.08	453,238.60	515,000.00	11.99%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	500.00	4,000.00	5,500.00	27.27%
Extraordinary Items	-	-	-	0.00%
	<u>310,934.08</u>	<u>457,238.60</u>	<u>520,500.00</u>	<u>12.15%</u>
Expenditures				
Total Expenditures	429,434.46	459,990.16	507,416.72	9.35%
	<u>429,434.46</u>	<u>459,990.16</u>	<u>507,416.72</u>	<u>9.35%</u>
Net Revenue (Expenditures)	<u>(118,500.38)</u>	<u>(2,751.56)</u>	<u>13,083.28</u>	

Debt Service Fund

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Property Tax Revenues	83,650.43	125,181.92	165,000.00	24.13%
	<u>83,650.43</u>	<u>125,181.92</u>	<u>165,000.00</u>	<u>24.13%</u>
Expenditures				
Total Expenditures	-	-	164,621.11	100.00%
	<u>-</u>	<u>-</u>	<u>164,621.11</u>	<u>100.00%</u>
Net Revenue (Expenditures)	<u>83,650.43</u>	<u>125,181.92</u>	<u>378.89</u>	

**City of Hartsville
Special Revenue Funds**

Hospitality Taxes Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Taxes	73,990.12	611,508.40	900,000.00	32.05%
Penalties & Interest - Taxes	-	3,000.31	2,600.00	-15.40%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	<u>73,990.12</u>	<u>614,508.71</u>	<u>995,100.00</u>	<u>38.25%</u>
Expenditures				
Total Expenditures	-	91,186.88	995,100.00	90.84%
	-	91,186.88	995,100.00	90.84%
				0%
Net Revenue (Expenditures)	<u>73,990.12</u>	<u>523,321.83</u>	<u>-</u>	

Accommodations Taxes Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Taxes	11,580.64	142,415.65	185,000.00	23.02%
Investment Earnings	-	-	-	0.00%
	<u>11,580.64</u>	<u>142,415.65</u>	<u>185,000.00</u>	<u>23.02%</u>
Expenditures				
Total Expenditures	456.67	8,653.36	185,000.00	95.32%
	456.67	8,653.36	185,000.00	95.32%
Net Revenue (Expenditures)	<u>11,123.97</u>	<u>133,762.29</u>	<u>-</u>	

**City of Hartsville
Recreation Enterprise Funds**

Recreation Concessions Budget to Actual

	<i>Feb-19</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Concessions Revenue	481.90	26,706.57	92,000.00	70.97%
Extraordinary Items			13,000.00	0.00%
	481.90	26,706.57	105,000.00	74.57%
Expenditures				
Total Expenditures	2,895.82	28,522.19	105,000.00	72.84%
	2,895.82	28,522.19	105,000.00	72.84%
Net Revenue (Expenditures)	<i>(2,413.92)</i>	<i>(1,815.62)</i>	<i>-</i>	

Monthly Departmental Report: Finance



Monthly Revenue Report

Month of: February 2019

Hospitality taxes collected:	\$63,367.09
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	
Accommodation taxes collected:	\$11,580.64
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	
Revenue collected for Cemetery Lots:	\$15,070.00

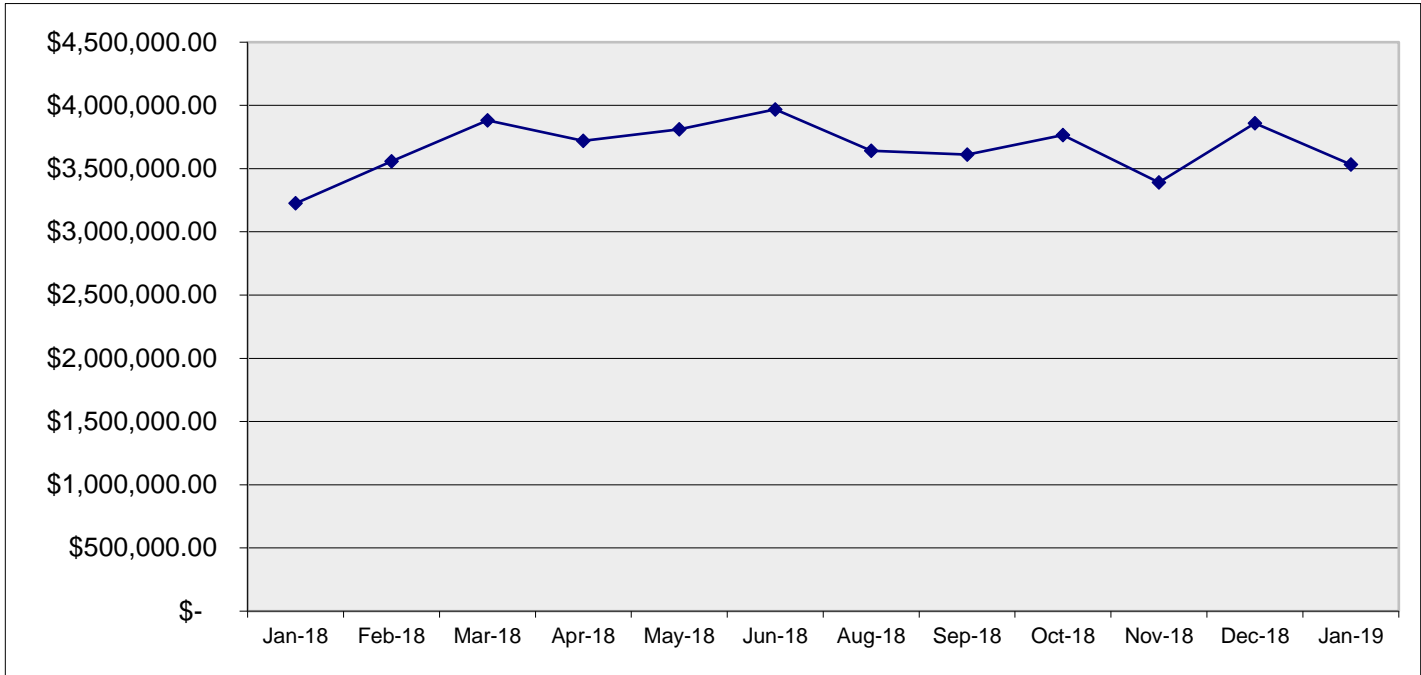
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid
Jan-18	\$ 3,225,202.63	\$ 64,504.05	\$ (1,257.30)	\$ 47.85	\$ 63,294.60
Feb-18	\$ 3,556,735.77	\$ 71,134.72	\$ (1,400.43)	\$ 47.29	\$ 69,781.58
Mar-18	\$ 3,881,018.48	\$ 77,620.88	\$ (1,512.90)	\$ 43.16	\$ 76,151.14
Apr-18	\$ 3,719,631.64	\$ 74,392.32	\$ (1,447.86)	\$ 135.73	\$ 73,080.19
May-18	\$ 3,810,078.02	\$ 76,196.60	\$ (1,508.66)	\$ -	\$ 74,687.94
Jun-18	\$ 3,968,752.03	\$ 79,374.80	\$ (1,555.06)	\$ 104.71	\$ 77,924.45
Aug-18	\$ 3,642,022.58	\$ 72,849.53	\$ (1,439.58)	\$ 30.66	\$ 71,440.61
Sep-18	\$ 3,610,683.34	\$ 72,213.95	\$ (1,362.32)	\$ 265.26	\$ 71,116.89
Oct-18	\$ 3,765,121.35	\$ 75,302.40	\$ (1,518.44)	\$ 43.22	\$ 73,827.18
Nov-18	\$ 3,391,107.87	\$ 66,946.28	\$ (1,274.75)	\$ 82.47	\$ 68,150.97
Dec-18	\$ 3,859,626.03	\$ 77,183.54	\$ (1,498.48)	\$ 70.11	\$ 75,674.19
Jan-19	\$ 3,533,130.79	\$ 70,662.64	\$ (1,384.84)	\$ 89.29	\$ 63,367.09
TOTAL	\$43,963,110.53	\$ 878,381.71	(\$17,160.62)	\$959.75	\$ 719,455.55

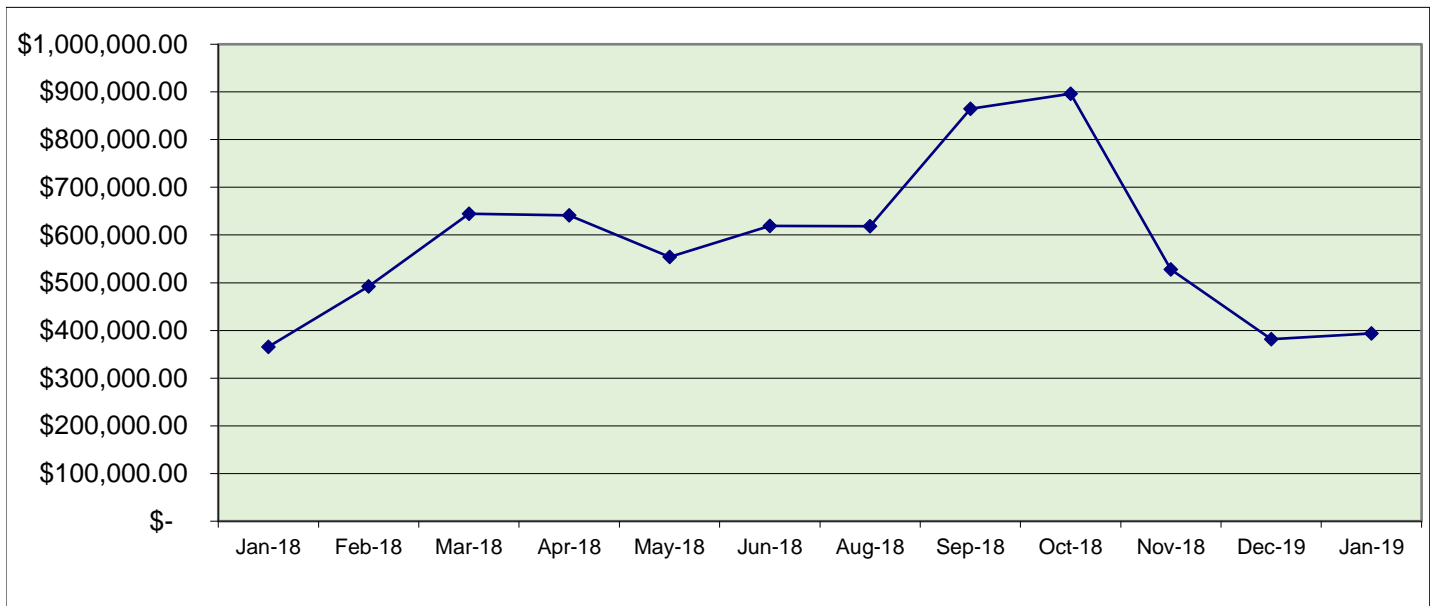
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
Jan-18	\$ 365,716.04	\$ 10,971.47	\$ (216.72)	\$ -	\$ 10,754.75
Feb-18	\$ 492,246.04	\$ 14,767.38	\$ (293.64)	\$ -	\$ 14,473.74
Mar-18	\$ 644,602.41	\$ 19,337.79	\$ (383.62)	\$ -	\$ 18,954.17
Apr-18	\$ 641,184.56	\$ 19,235.53	\$ (382.00)	\$ -	\$ 18,853.53
May-18	\$ 554,234.14	\$ 16,627.02	\$ (330.90)	\$ -	\$ 16,296.12
Jun-18	\$ 618,913.22	\$ 18,567.40	\$ (367.25)	\$ -	\$ 18,200.15
Aug-18	\$ 618,635.90	\$ 18,559.09	\$ (366.71)	\$ -	\$ 18,192.38
Sep-18	\$ 864,652.12	\$ 25,939.58	\$ (516.82)	\$ -	\$ 25,422.76
Oct-18	\$ 896,252.81	\$ 26,887.58	\$ (536.08)	\$ -	\$ 26,351.50
Nov-18	\$ 528,158.97	\$ 15,844.80	\$ (287.37)	\$ 129.52	\$ 15,686.95
Dec-19	\$ 381,919.48	\$ 11,457.59	\$ (210.11)	\$ 95.50	\$ 11,342.78
Jan-19	\$ 393,844.20	\$ 11,815.35	\$ (234.71)	\$ -	\$ 11,580.64
TOTAL	\$7,000,359.89	\$210,010.58	(\$4,125.93)	\$129.52	\$79,332.31

Hospitality Tax Chart for past 12 months



Accommodation Tax Chart for past 12 months



City of Hartsville Fire Department

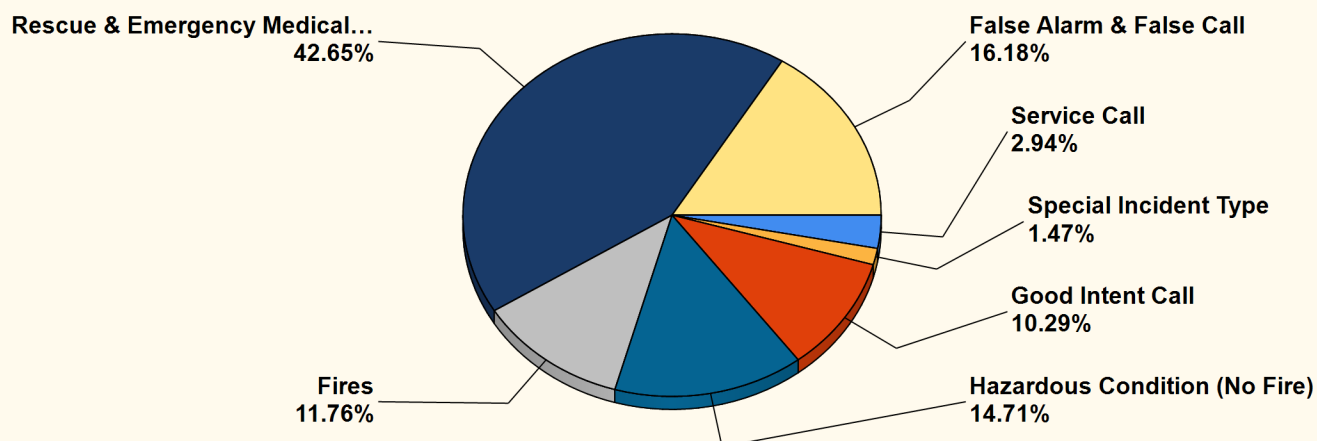
Hartsville, SC

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 02/01/2019 | End Date: 02/28/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	8	11.76%
Rescue & Emergency Medical Service	29	42.65%
Hazardous Condition (No Fire)	10	14.71%
Service Call	2	2.94%
Good Intent Call	7	10.29%
False Alarm & False Call	11	16.18%
Special Incident Type	1	1.47%
TOTAL	68	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	1.47%
111 - Building fire	2	2.94%
118 - Trash or rubbish fire, contained	2	2.94%
131 - Passenger vehicle fire	1	1.47%
142 - Brush or brush-and-grass mixture fire	1	1.47%
143 - Grass fire	1	1.47%
311 - Medical assist, assist EMS crew	16	23.53%
320 - Emergency medical service, other	1	1.47%
321 - EMS call, excluding vehicle accident with injury	1	1.47%
322 - Motor vehicle accident with injuries	6	8.82%
324 - Motor vehicle accident with no injuries.	4	5.88%
331 - Lock-in (if lock out , use 511)	1	1.47%
412 - Gas leak (natural gas or LPG)	3	4.41%
440 - Electrical wiring/equipment problem, other	1	1.47%
441 - Heat from short circuit (wiring), defective/worn	1	1.47%
444 - Power line down	1	1.47%
463 - Vehicle accident, general cleanup	4	5.88%
551 - Assist police or other governmental agency	1	1.47%
554 - Assist invalid	1	1.47%
600 - Good intent call, other	1	1.47%
611 - Dispatched & cancelled en route	5	7.35%
651 - Smoke scare, odor of smoke	1	1.47%
700 - False alarm or false call, other	1	1.47%
733 - Smoke detector activation due to malfunction	1	1.47%
743 - Smoke detector activation, no fire - unintentional	2	2.94%
745 - Alarm system activation, no fire - unintentional	7	10.29%
900 - Special type of incident, other	1	1.47%
TOTAL INCIDENTS:	68	100.00%

Only REVIEWED incidents included. Summary results for a major incident type are not displayed if the count is zero.

City of Hartsville Fire Department

Hartsville, SC

This report was generated on 3/6/2019 9:47:36 AM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 02/01/2019 | End Date: 02/28/2019

INCIDENT TYPE	Incident Status	# INCIDENTS
Zone: City Limits - City Limits		
118 - Trash or rubbish fire, contained	Reviewed	1
131 - Passenger vehicle fire	Reviewed	1
142 - Brush or brush-and-grass mixture fire	Reviewed	1
143 - Grass fire	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	11
320 - Emergency medical service, other	Reviewed	1
321 - EMS call, excluding vehicle accident with injury	Reviewed	1
322 - Motor vehicle accident with injuries	Reviewed	4
324 - Motor vehicle accident with no injuries.	Reviewed	2
331 - Lock-in (if lock out , use 511)	Reviewed	1
412 - Gas leak (natural gas or LPG)	Reviewed	3
440 - Electrical wiring/equipment problem, other	Reviewed	1
444 - Power line down	Reviewed	1
463 - Vehicle accident, general cleanup	Reviewed	2
551 - Assist police or other governmental agency	Reviewed	1
554 - Assist invalid	Reviewed	1
600 - Good intent call, other	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	3
651 - Smoke scare, odor of smoke	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	2
745 - Alarm system activation, no fire - unintentional	Reviewed	4

Zone: Darlington Co. - Darlington County		
100 - Fire, other	Reviewed	1
111 - Building fire	Reviewed	2
118 - Trash or rubbish fire, contained	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	5
322 - Motor vehicle accident with injuries	Reviewed	2
324 - Motor vehicle accident with no injuries.	Reviewed	2
441 - Heat from short circuit (wiring), defective/worn	Reviewed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



EMERGENCY REPORTING

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Page # 1 of 2

INCIDENT TYPE	Incident Status	# INCIDENTS
463 - Vehicle accident, general cleanup	Reviewed	2
611 - Dispatched & cancelled en route	Reviewed	2
700 - False alarm or false call, other	Reviewed	1
733 - Smoke detector activation due to malfunction	Reviewed	1
745 - Alarm system activation, no fire - unintentional	Reviewed	3
900 - Special type of incident, other	Reviewed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



**EMERGENCY
REPORTING**

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Page # 2 of 2



Monthly Totals For City of Hartsville Fire Department

February, 2019

Dear Jeff Burr,

This monthly status report gives you a quick snapshot (as of 2019-03-01) of the claims which have been submitted and paid in the previous month.

	Last Month (Feb)		All Year (2019)	
	# Claims	\$ Amount	# Claims	\$ Amount
Claims Submitted	14	\$6,712.80	23	\$10,260.00
Payments Received By FRUSA	2	\$792.00	3	\$1,188.00
Claims Denied	0	\$0.00	2	\$696.00
Non-Billable (Other)	0	-	1	-
In Progress	14	-	20	-



MARCH 2019 COUNCIL GRANT REPORT

Active Projects:

- COPS Hiring Grant (final closeout report being generated)
- SC Housing NIP Award-Property Maintenance (will close once final lot has been inspected)
- Byerly Foundation Projects:
 1. Outdoor Basketball Court
 2. Wayfinding Signage
 3. Police Youth Academy
 4. Business Builder
- DOJ Bullet Proof Vests
- Land & Water Conservation Fund (LWCF)
- Palmetto Pride Community
- SC Department of Public Safety – Highway Safety 2019

Applications Submitted in 2019:

- SC Department of Public Safety – Highway Safety 2020

Applications Awarded in September 2018:

- SC Department of Public Safety – Highway Safety 2019 (\$58,950)
- USDA Community Facilities (\$29,100)
- Bullet Proof Vest – 2018 (\$1,289)

Future Applications & Expected Awards:

(2 – 6 months lead time & application contingent upon council approval)

- SC Recovery/FEMA - S. Hartsville Drainage Improvements
- SC Recovery/FEMA – Generators for Pump Stations & Wells
- CDBG South Park Neighborhood Sewer Upgrades
- Wells Fargo Main Street/Farmers Market Grant
- SCDPS – Justice Program FEMA PMD - Generator for City Hall
- SC Department of Archives & History / SHPO - Cemetery

Should you have any questions regarding this report, please contact me at 843.383.3015 ext. 2010, 843.858.0699, or shannon.munoz@hartsvillesc.gov.

Shannon J. Munoz
Director of Community & Economic Development

Human Resources Monthly Report - February 2019

Home Department**	January Headcount	February Hires / Transfers In	February Terms	February Transfers Out	February Headcount	DIVERSITY				
						Asian	Black or African American	Hispanic or Latino	White	2 or More Races
000411 / Mayor Council Clerk	7	0	0	0	7	0	3	0	4	0
000412 / Court Operations	5	0	0	0	5	0	1	1	3	0
000413 / City Manager	2	0	0	0	2	0	0	0	2	0
000415 / Finance	5	0	0	0	5	0	2	0	3	0
000417 / Human Resources	2	0	0	0	2	0	0	1	1	0
000418 / Main Street Hartsville	1	0	0	0	1	0	0	0	1	0
000419 / Business Navigator	4	0	0	0	4	0	2	1	1	0
000421 / Police Department	44	0	0	0	44	0	5	0	39	0
000422 / Fire Department	33	0	0	0	33	0	2	0	31	0
000423 / Victim's Advocate**	0	0	0	0	0	0	0	0	0	0
000426 / Tourism	2	1	0	0	3	0	0	0	3	0
000431 / Maintenance	1	0	0	0	1	0	0	0	1	0
000432 / Sanitation Dept.	13	1	1	0	13	0	8	0	5	0
000452 / Parks & Recreation	7	1	0	0	8	0	2	0	6	0
000453 / Streets & Grounds	11	0	0	0	11	0	8	0	3	0
000454 / Museum Operations	3	0	0	0	3	0	0	0	3	0
000500 / Water Utilities	7	0	0	0	7	0	1	0	6	0
000600 / Sewer Utilities	3	0	0	0	3	0	1	0	2	0
000700 / School Crossing Guards	9	0	0	0	9	0	5	0	4	0
000800 / Storm Water Utilities	1	0	0	0	1	0	0	0	1	0
000900 / Water Park	1	0	0	0	1	0	0	0	0	1
Totals:	161	3	1	0	163	0	40	3	119	1

**Based on Home Departments/does not reflect employees with dual departments; Victim's Advocate headcount reflected in 421

Completed Events/Campaigns

February

City Training / Policies & More - Session 2
Performance Appraisals - Supervisor Completion
Student to Work Day - DATE: 2/15/19

Upcoming Events

March

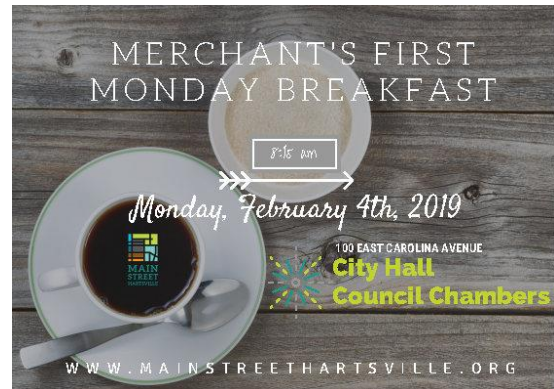
Performance Appraisal - Employee Meetings
CPR Training
National Employee Appreciation Day 3/1
Parks & Recreation Quarterly Event - Bowling 3/4
Find Your Fire Wellness Challenge Activity [TBD]

April

Administrative Professionals Day 4/24
Lunch & Learn - Financial [TBD]



Date: March 3, 2019
To: City of Hartsville
From: Suzy Moyd,
Executive Director,
Main Street Hartsville
Re: **Monthly Status Report for February**



Status Report & Updates

Calendar:

February 4th, Merchants First Monday Breakfast
February 8th, Walking Tour of downtown for Leadership Hartsville class
February 8th, Promotions Committee ad hoc meeting luncheon
February 8th, Meeting about Summer Literary Camp & Festival
February 12th & 13th SC Festival & Events Association Meeting in Myrtle Beach
February 14th Artsville's Room For Dessert at Griggs Circle Bakery
February 15th GSSM Historical Marker Dedication
February 15th Take Your Favorite Student To Work Day
February 20th Economic Development Summit meeting at SiMT
February 20th, ARB Cancelled
February 21st, Mandatory HR Meeting
February 27th, Meeting with Shannon Munoz, ED

Current Social Media Stats:



Facebook: 4317 Followers
Twitter: 1322 Followers
Instagram: 1296 Followers
MailChimp: 524 Subscribers

New businesses opening and Ribbon Cuttings soon:

Hoof & Hound
Wooden Pineapple Boutique
Brandi's On College reimaged 2.0
Block & Vino butcher shoppe

Closings:

1000 Lives Gaming
Rambo's Shoes
Berri Lane



Working on:

2019 Calendar of Events & Promotions

Touring new businesses, developers, and visitors around our downtown.

Scheduling and coordinating Ribbon Cuttings.

Processing Main Street Hartsville Gift Certificates.

Updates to budgets and sponsorships.

Updates to Main Street's website and social media.

Updating Power Point with new business openings and closings.

New Partnerships, current Partnership Renewals & Thank Yous.

Weekly MailChimp Newsletters.

Making deposits and processing payments for farmers, vendors and sponsors.

Processing Façade Grant Applications.

Updating Gift Certificate Inserts.

Updating MSH Brochures.

Submitting Public/Private Partnership Award Application for City + EdVenture to MSSC.

Working on Shop Your Shamrocks Off March Promotions.

Assisting Hoof and Hound and also Mahala Reese with Events planning.

Introducing Shasta Partee and MyDeliveryDoctor.com, food delivery service coming to Hartsville.





Monthly Departmental Report: Museum
FEBRUARY 2019.

Members of the Hartsville Museum Commission attended a planning retreat at The Edition on February 20 to discuss short and long range planning for the museum. City of Hartsville Purchasing Director, Gina Tiller, Hartsville Museum Manager, Andrea Powell, and Museum Director, Kathy Dunlap were present.

Hartsville Museum Visitor Demographics:

<u>Month</u>	<u>Walk-In Count</u>	<u>Web Site</u>	<u>Facebook</u>
January	562		
February	410		

Total Visitors YTD: 562

Visitors (Walk-In) by Day of Week

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	.
47	78	41	100	93	51	

Visitors signing guest book came from:

States: PA, GA, TX, WA Countries: Ireland, Canada



February 2019

Monthly Departmental Report

Coach TB Thomas Sports Center

- H.A.R.D has completed their 2018-2019 basketball season. .
- Current programs are Zumba, cardio step, and hard bodies.
- We added 8 new members in February.
- Painting of TB Thomas entry way has finished.

Byerly Park

- Construction of the new basketball court has begun, expected completion date is spring/summer
- Playground removal in front of tennis court has finished.
- Tree trimming and redistribution of mulch throughout Byerly Park is still in progress.
- Baseball/ softball tournament on February 23 & 24 was cancelled due to weather conditions.

Hartsville Police Department

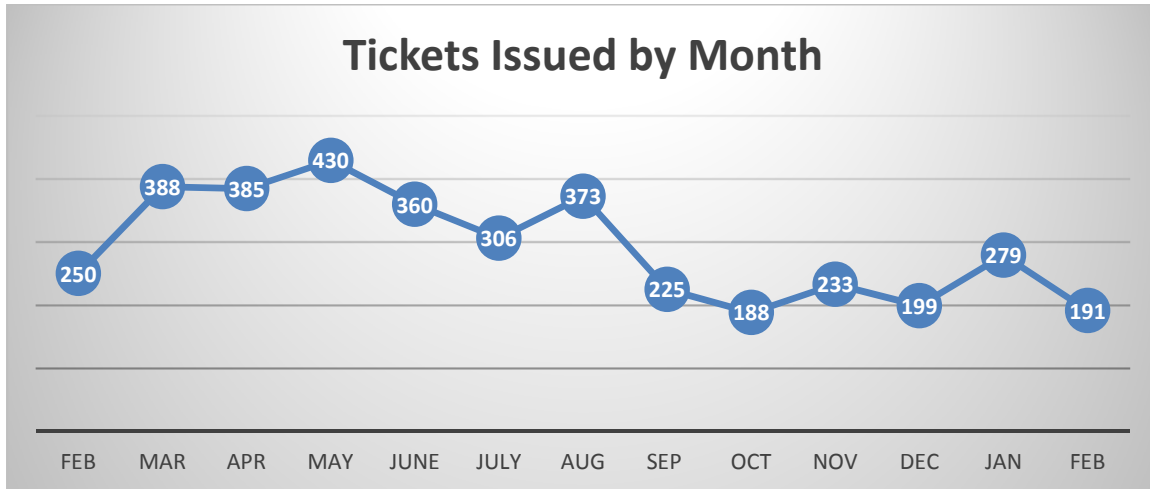


Monthly Report

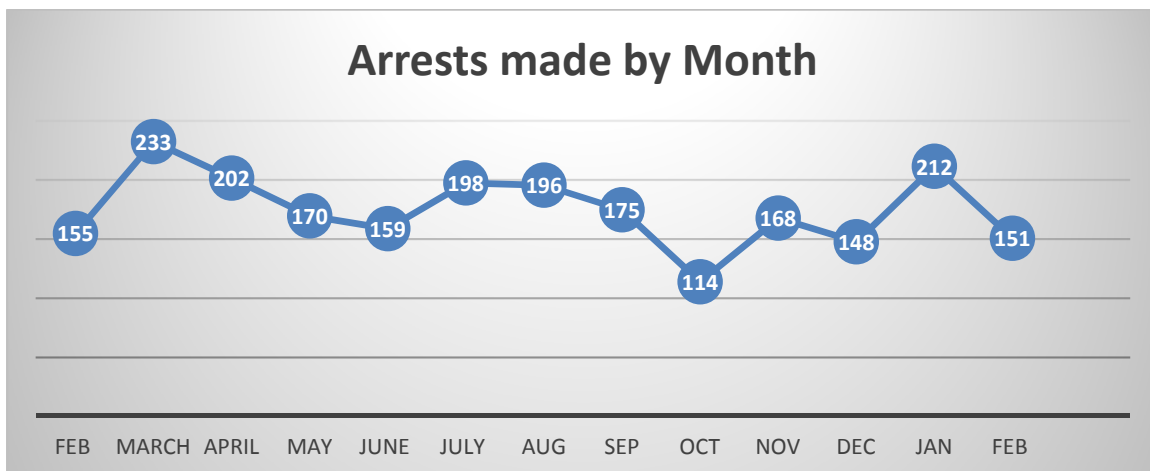
February 2019

Prepared by Mark Blair

The Hartsville Police department employs 36 sworn positions, 3 civilians, and 8 crossing guards



Spring and Summer showed a marked increase in citations, however fall and winter are showing their usual slump. May showed our highest rates of ticket issuance for the previous 12 months. Hurricanes had a drastic impact on citations in September and October. Officers were involved with Hurricane preparation and flood mitigation, and wrote fewer tickets. Citations at this point are higher than last year, and we hope to see another rise towards spring.



March had a huge spike in arrests, due in large part to Operation Spring Freeze. April-June had shown a gradual drop towards average, with a large percentage of offenders being from outside the City limits. October had a marked decrease in arrests, however Arrests began returning to more of a normal level. Although November to December showed a slight decrease, there was not as much of an arrest slump as there was a citation slump. January had a huge rise in arrests followed by a slump towards average.

Arrestees and Victims

On average, between 50-65% of arrested persons come from outside the city limits, showing that we serve many more people than our in-town population.

In February there were 151 arrests, including 6 Juveniles.

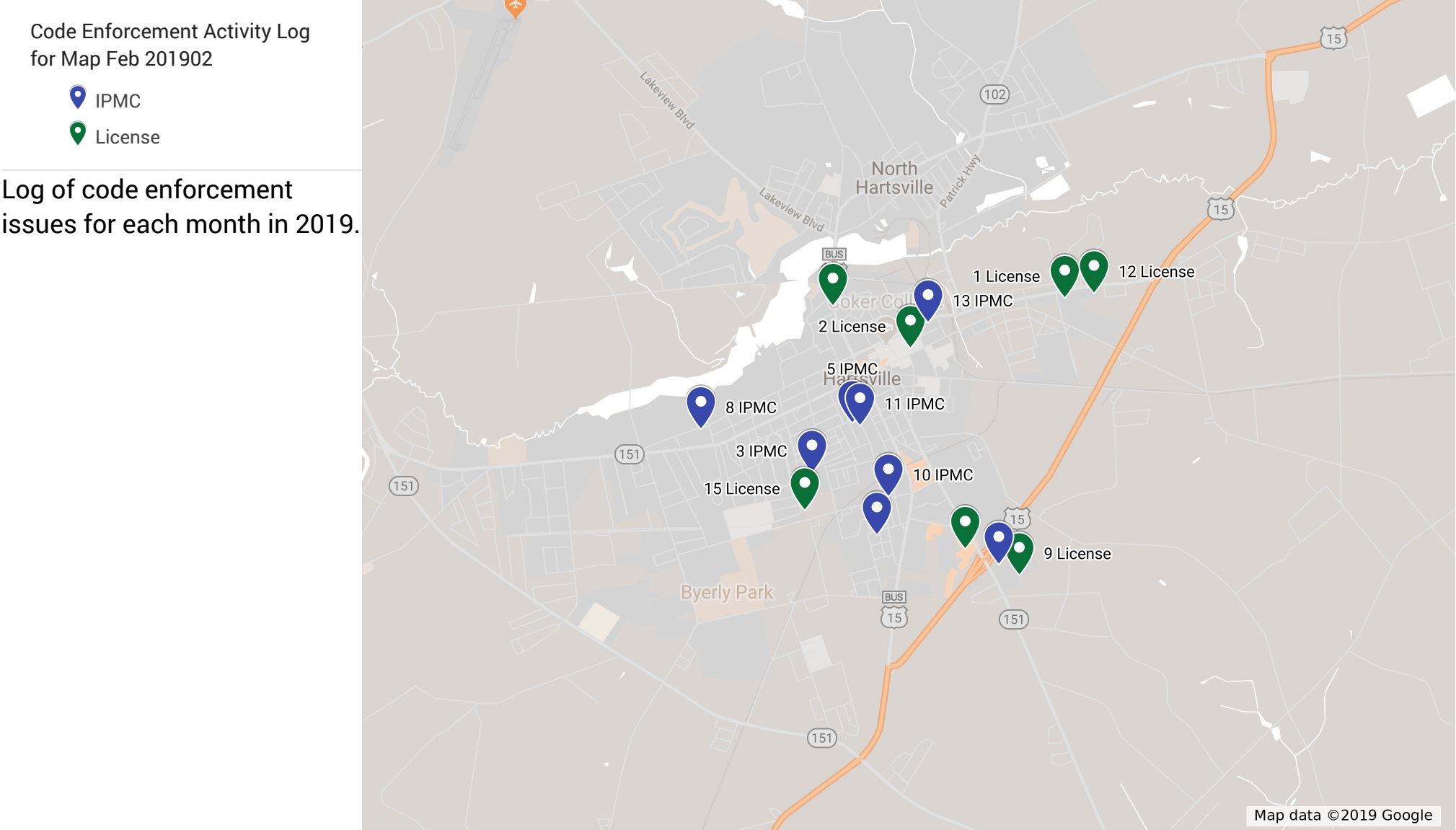
Crime Types

Arrests consisted of the following: (Major categories, not inclusive of all arrests):

Shopliftings –	9	(78% from outside city)
Assaults –	11	(36% from outside city)
Robbery -	1	(100% from outside city)
Burglary -	4	(25% from outside city)
Thefts -	3	(66% from outside city)
Forgery/Fraud –	13	(46% from outside city)
Drug Offenses –	41	(71% from outside city)
DUI/Drunkeness-	11	(45% from outside city)
Weapons Violations-	6	(67% from outside city)
Murder	1	(100% from outside City)
Rape	2	(100% from outside City)


Totals for all arrests (including those not listed above)
100 of 151 people arrested (66%) live outside the city limits.

City of Hartsville Monthly Codes Enforcement Issues 2019

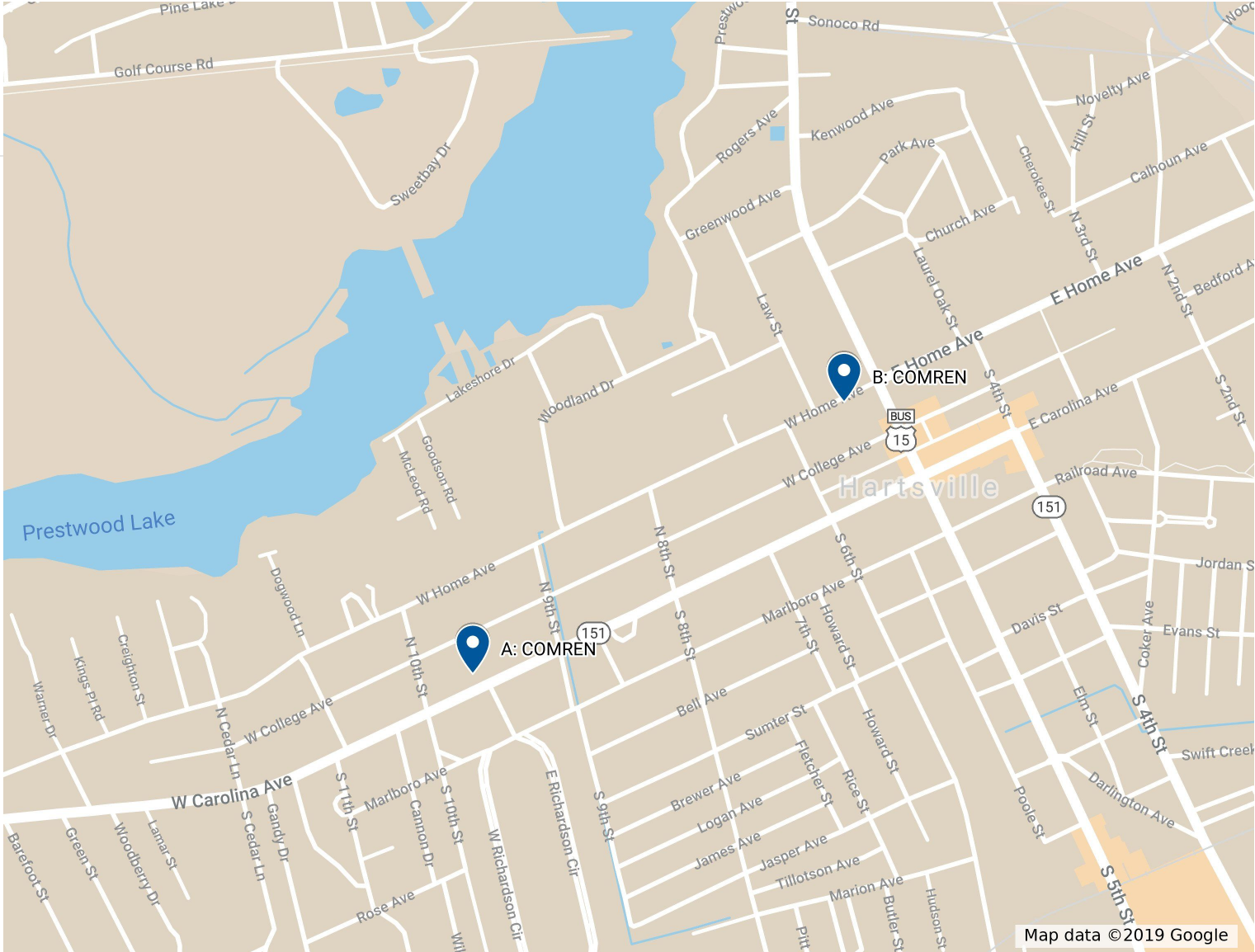


City of Hartsville Monthly New Permits 2019

City of Hartsville Permits for Map
Feb 201902

 COMREN

New residential and
commercial construction
permits issued each month in
2019.





REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: 4360 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Authorizing and Ratifying conveyance and transfer of certain real property to HPDC.

ATTACHMENTS:

Description

- ▣ Ordinance 4360

ORDINANCE 4360

AUTHORIZING AND RATIFYING THE CONVEYANCE AND TRANSFER OF CERTAIN REAL PROPERTY; AND OTHER MATTERS RELATING THERETO.

BE IT ORDAINED by the Mayor and City Council of the City of Hartsville in a meeting duly assembled:

Section 1. Findings of Fact

The City Council of the City of Hartsville (the “**City Council**”), the governing body of the City of Hartsville, South Carolina (the “**City**”), has made the following findings of fact:

(A) The City is a municipal corporation of the State of South Carolina (the “**State**”) located in Darlington County, South Carolina, and as such possesses all general powers granted by the Constitution and statutes of the State of South Carolina to such public entities.

(B) The Hartsville Public Development Corporation (the “**Corporation**”) is a South Carolina nonprofit corporation, incorporated, organized and existing under the laws of the State of South Carolina.

(C) The Corporation has been formed to assist in the development of public facilities and other projects which benefit the City.

(D) The Corporation is controlled by City Council as two of its three directors are appointed by City Council.

(E) The City has previously acquired certain properties as listed on Exhibit A attached hereto (the “**Parcels**”), all of which will be or have been acquired by the Corporation.

(F) The Corporation, acting in concert with the City, has stated its intent to develop or arrange for the development of a mixed-use commercial and residential development, currently known as the “Canalside Project”, which is intended to benefit the City by further developing and improving its downtown corridor and adding multi-family housing options and commercial development, which are needed in the City (“**Project**”).

(G) The City believes that the development of the Project will serve as a catalyst to further interest, investment and development of Canalside as well as increased tourism, quality of life enhancement and community vitality. As such, the City seeks to incentive the Project as it deems appropriate.

(H) By the terms of its Articles of Incorporation and its Bylaws, the Corporation is authorized “to acquire, by gift, lease or purchase...any property, real or tangible personal, incidental to carrying out” projects located in and for the benefit of the City.

(I) The City is authorized by the laws of the State to sell, alien, convey, lease or otherwise dispose of real property.

(J) The City, under the terms of Ordinance 4325 dated March 13, 2018 (“**Ordinance 4325**”), has previously authorized the transfer of City Parcels and Other Parcels (as each such term is defined in Ordinance 4325). The City Parcels and the Other Parcels were determined by the City Council to benefit the Project.

(K) By the terms of this Ordinance and similar to the provisions of Ordinance 4325, the City intends to convey the Parcels to the Corporation; alternatively, to the extent any of the Parcels have already been conveyed to the Corporation, the City intends to ratify such conveyance. In making such conveyances, the City is cognizant that its authority to dispose of real property is limited by a fiduciary duty to act in the best interest of the public.¹ The City has a fiduciary duty to receive consideration of “reasonably equivalent value” in exchange for its sale or conveyance of real property.² In determining what constitutes “reasonably equivalent value,” a municipality is not limited to considering the monetary value received for the property but may also “consider indirect benefits resulting to the public in determining what is a fair and reasonable return for disposition of its properties....”³

(L) The City is mindful of and has considered the requirements of *Nichols v. South Carolina Research Authority*, 290 S.C. 415, 351 S.E.2d 155 (1986) and *WDW Properties v. City of Sumter*, 342 S.C. 6, 535 S.E.2d 631 (2000) (the “**Byrd Test**”), wherein public purpose of the proposed incentives is determined by the following four-part test: (1) what is the ultimate goal or benefit to the public intended by the project; (2) are public parties or private parties the primary beneficiaries; (3) is the benefit to the public speculative; and (4) what is the probability that public interest shall be served and to what degree.

(M) The City Council is enacting this Ordinance in order to:

(1) authorize the conveyance of the Parcels by grant (or a substantially below-market sale) to the Corporation;

(2) ratify and approve of the conveyance of any of the Parcels by grant (or a substantially below-market sale) to the Corporation which may have occurred prior to the enactment of this Ordinance;

(3) to confirm its support for the Project; and

(4) authorize the execution and delivery by, and on behalf of, the City of such other agreements and certificates and the taking of such other action by the City (acting through the City Manager) as shall be necessary or desirable in connection with the conveyance of the Parcels.

¹ *Haesloop v. City Council of Charleston*, 115 S.E. 596, 600 (S.C. 1923).

² *Id.*

³ Quoting *McKinney v. City of Greenville*, 203 S.E.2d 680, 688 (S.C. 1974).

Section 2. Ratification of the Byrd Test; Recital of Indirect Benefits

(A) The City reaffirms the criteria set forth by the South Carolina Supreme Court when it established the Byrd Test. The City, in conveying the Parcels to the Corporation, understands and affirms that the Corporation plans to use the Parcels, as well as the City Parcels and the Other Parcels, as an incentive for the development of the Project; for these reasons, of the City's conveyance of the Parcels complies with the objective provisions of Byrd Test as described in Section 2(B).

(B) With regard to the Byrd Test recited above, the City believes that:

(1) the development of the Project is integral to City's redevelopment efforts and the Project shall serve as a catalyst for future redevelopment in the area; further, there is a significant amount of excitement and anticipation throughout the City in support of the Project;

(2) although some benefits inure to the Corporation, the City is the primary beneficiary because the Project shall provide a direct economic impact to the City through increased taxes, growth in property valuations, and the creation of jobs, and shall provide indirect economic impacts by attracting businesses, investment and patronage into the area and enhancing quality of life and enjoyment for City residents by developing blighted or vacant areas in the community, increasing property tax revenues within the areas surrounding the Project and increased demand in property and property values in the vicinity of the Project;

(3) while the Project is still in its introductory phase, the Corporation's state corporate purpose is to serve the City's best-interests and through the City Council's control of the Corporation it can ensure that the Project is developed in a manner best benefitting the City; and

(4) the public interest shall be greatly served, as the Project is expected to generate investment within the City and potentially create jobs. The direct investment of capital and the potential creation of jobs are beneficial to the success of the City and its general welfare.

Section 3. Authorization to Convey Property

A. In order to incentivize and induce the success of the Project, the City may convey the Parcels by grant, sale or otherwise to the Corporation; in the event of a sale, the amount of the sale may be for amounts less than the appraised value of any the Parcel and the specific sales price may be determined by the City Manager based on her estimate of best value at the time of conveyance.

B. To the extent any of the Parcels have already been transferred or conveyed by the City to the Corporation, such transfers or conveyances, whether they were processed by grant, sale

or otherwise, are ratified, approved and confirmed.

C. The consummation of the transactions and undertakings described in this Ordinance, and such additional transactions and undertakings as may be determined by the City Manager, in consultation with legal counsel to be necessary or advisable in connection therewith, are hereby approved.

Section 4. Other Documents; Ratification of Prior Actions

In connection with the execution and delivery of the conveyance documents, the City Manager is additionally authorized to prepare, review, negotiate, execute, deliver, and agree to such additional agreements, certifications, documents, closing proofs, and undertakings as she shall deem necessary or advisable. Any actions previously undertaken by the City Manager, City Council or City staff in connection with the conveyance of the Parcels prior to the enactment of this Ordinance are ratified and confirmed.

Section 5. Severability

If any one or more of the provisions of this Ordinance should be contrary to law, then such provision shall be deemed severable from the remaining provisions, and shall in no way affect the validity of the other provisions of this Ordinance.

Section 6. Repealer

Nothing in this Ordinance shall be construed to affect any suit or proceeding impending in any court, or any rights acquired or liability incurred, or any cause of action acquired or existing, under any act or ordinance hereby repealed; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 7. Inconsistency

All ordinances, resolutions or parts of any ordinances or resolutions inconsistent or in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict or inconsistency.

Section 8. Effect

This Ordinance shall be enacted upon final reading by the City Council.

[Remainder of Page Intentionally Left Blank]

ORDAINED AND ENACTED in City Council Meeting duly advertised and assembled
this ____ day of _____, 2019.

Carl M. (Mel) Pennington IV, Mayor

[SEAL]

ATTEST:

Sherron L. Skipper, City Clerk

First Reading: February 12, 2019
Public Hearing: _____, 2019
Final Reading: _____, 2019

Exhibit A

List of Parcels

056-07-01-036
056-07-01-038
056-07-01-081
056-07-01-084
056-11-01-009
056-11-01-011
056-11-01-018
056-11-01-020
056-11-01-051



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: 4361 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To sale City owned property located at 120 W Washington St to Darlington County Habitat for Humanity, non-profit organization.

BACKGROUND SUMMARY:

DC Habitat has been leasing this property from the city since 2002.

ATTACHMENTS:

Description

- ▣ Ordinance 4361
- ▣ Ordinance 4361 - map

ORDINANCE 4361

AN ORDINANCE TO AUTHORIZE THE SALE OF TAX MAP PARCEL NUMBER 057-03-01-005 AT 120 WEST WASHINGTON STREET CONSISTING OF .769 ACRES (+/-) TO DARLINGTON COUNTY HABITAT FOR HUMANITY.

WHEREAS, The City Council of the City of Hartsville (the "City Council"), the governing body of the City of Hartsville, South Carolina (the "City"), is a municipal corporation of the State of South Carolina (the "State") located in Darlington County, South Carolina, and as such possesses all general powers granted by the Constitution and statutes of the State of South Carolina to such public entities.

WHEREAS, under the laws of the State, the City is authorized to sell, alien, convey, lease or otherwise dispose of real property; and,

WHEREAS, the City currently owns real property located at 120 West Washington Street, Hartsville, South Carolina, portion of Tax Map No. 057-03-01-005; and,

WHEREAS, Darlington County Habitat for Humanity, a non-profit organization, would like to purchase the property and building that they have leased from the City since 2002; and,

WHEREAS, the City of Hartsville desires to sale the property located at 120 West Washington Street, Hartsville, South Carolina (Tax Map Number 057-03-01-005); and,

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that the sale of tax map parcel number 057-03-01-005 to Darlington County Habitat for Humanity is hereby approved.

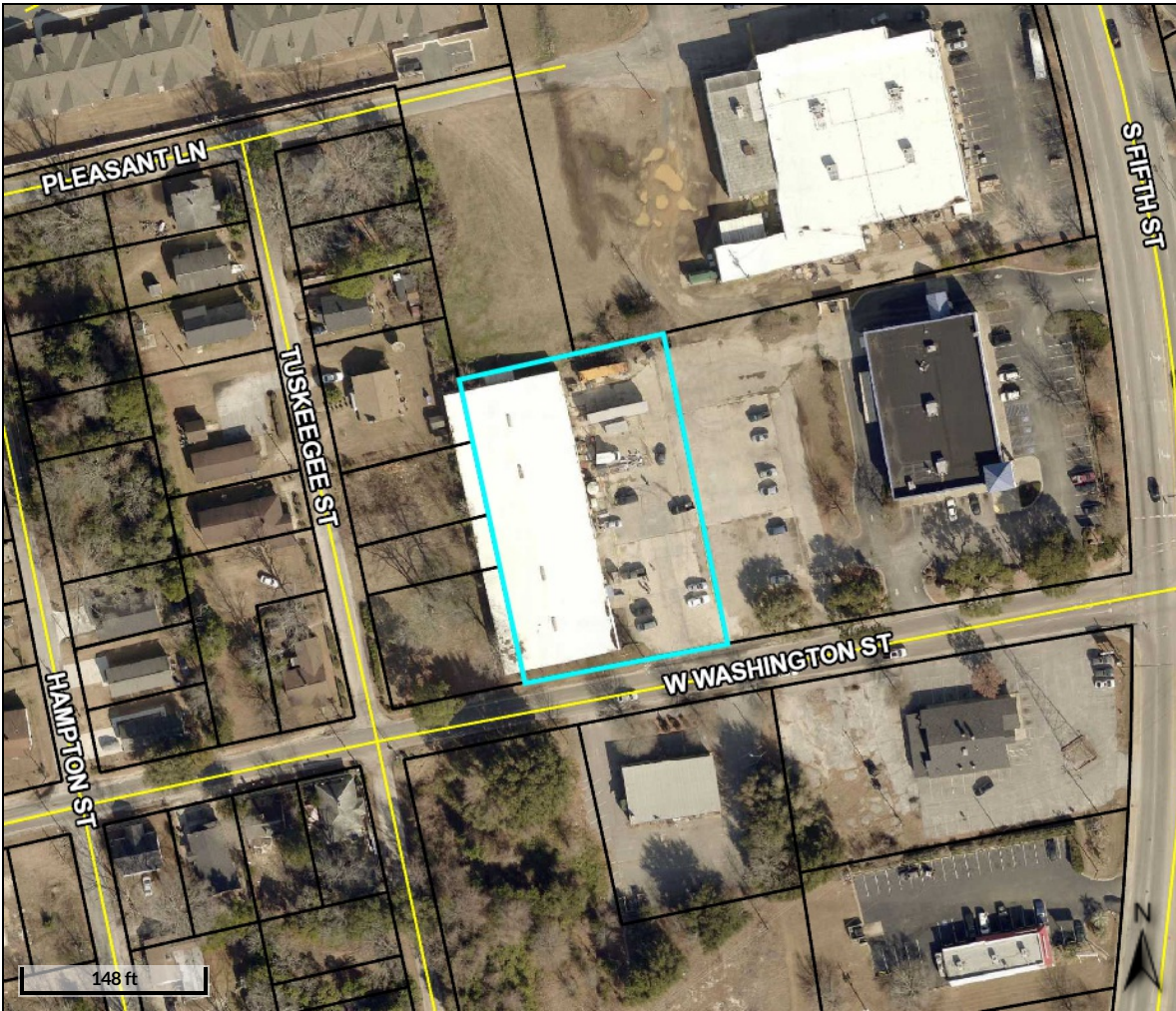
NOW, THEREFORE BE IT FURTHER ORDAINED, by the Mayor and Council of the City of Hartsville that the City Manager is hereby authorized to execute all necessary documents.

NOW, THEREFORE BE IF FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ____ day of _____, 2019 and to become effective immediately upon Final Reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: February 12, 2019
Public Hearing:
Final Reading:



Overview



Legend

- Parcels
- Roads

Parcel ID 057-03-01-005

Sec/Twp/Rng n/a

Property Address 120 W WASHINGTON ST

District 32-1A

Brief Tax Description 120 W WASHINGTON ST

(Note: Not to be used on legal documents)

Alternate ID 057-03-01-005

Class Exempt

Acreage n/a

Owner Address CITY OF HARTSVILLE

P O BOX 2467

HARTSVILLE SC 29551

Date created: 2/5/2019

Last Data Uploaded: 2/5/2019 9:05:43 AM

Developed by  Schneider
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REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: 4362 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Annexation of approximately 1.00 (+/-) acre of land, TMP 057-08-01-001 located at 1300 S 4th St into the city limits.

ATTACHMENTS:

Description

- ▣ Ordinance 4362
- ▣ Ordinance 4362 - Annexation Petition

ORDINANCE 4362

TO ANNEX AN APPROXIMATELY 1.00 (+/-) ACRE PARCEL OF LAND, TAX MAP NUMBER 057-08-01-001 LOCATED AT 1300 SOUTH FOURTH STREET INTO THE CITY LIMITS OF HARTSVILLE.

WHEREAS, PHBE Hartsville, LLC (known as Welch & Bonds) has petitioned the City of Hartsville to annex an 1.00 (+/-) acre parcel of land, Darlington County Tax Map Number 057-08-01-001 shown on attached map) located at 1300 South Fourth Street; and,

WHEREAS, the City of Hartsville has agreed to provide appropriate zoning, water and sewer, and other municipal services to this property upon annexation; and,

WHEREAS, the City will request permission from South Carolina Department of Transportation (SCDOT) for annexation of the adjoining public road right-of-way along South Fourth Street.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that the parcel of land referenced above on South Fourth Street, is hereby annexed into the City of Hartsville, zoned Business (B-3) and located in City Council Election District Two (2).

NOW, THEREFORE BE IT FURTHER ORDAINED, that the official City of Hartsville boundary, election, and zoning maps are to be amended to reflect these changes.

NOW, THEREFORE BE IT FURTHER ORDAINED, that the City Clerk is authorized to submit this approved annexation petition to all appropriate agencies.

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the _____th day of _____, 2019 and to become effective immediately upon final reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: February 12, 2019
Public Hearing:
Final Reading:

STATE OF SOUTH CAROLINA
COUNTY OF DARLINGTON
CITY OF HARTSVILLE

PETITION OF ANNEXATION

We, the undersigned, owner(s) of the property described below and shown on the attached map, respectfully petition the Honorable Mayor and Council of the City of Hartsville to annex our property into the corporate limits of Hartsville, South Carolina. We further request that it be zoned B3. This request is in accordance with the provisions of Section 5-3-150 of the 1976 Code of Laws for South Carolina, as amended by cumulative supplements. Any person who seeks to challenge this annexation, and who has standing to do so, may bring action in the Court of Common Pleas of Darlington County according to the requirements of Chapter 34 of Title 5 of the South Carolina Code of Laws.

Property Address(s): 1300 South Fourth Street

Tax Parcel Number (s): 057-08-01-001

Deed Book/Page #(s): bk1082/pg8048-8052

Property Acreage(s): 1.00(+/-)

Assessed Value: Land: 30,000 Buildings: 207,500 for 1 Bldg

Number, Race & Age of Residents: 0

Property Owner(s)
PHBE Hartsville, LLC

Witnesses

Owner Signature


Philip W. Bonds, Manager





3405 Ebenezer Chase Drive
Florence, SC 29501
843-665-8176 or 843-669-2239

2-1-2019
Date

FOR MUNICIPAL USE ONLY:

Petition Received By: <u>ADA</u>	Date: <u>2/1/19</u>
Description & Ownership Verified By: <u>ADA</u>	Date: <u>2/1/19</u>
Recommendation: Annex <u>✓</u> Not Annex <u> </u> By: <u>ADA</u>	Date: <u>2/1/19</u>
Submitted to City Clerk's Office for Council Agenda: By: <u>ADA</u>	Date: <u>2/1/19</u>



Summary

Parcel Number 057-08-01-001
 Tax District County (District 32-2)
 Location Address 1300 S FOURTH ST
 Class Code (NOTE: Not Zoning Info) C-Commercial
 Acres 0.00
 Description 1300 S FOURTH ST
 Legal Information REF IND PB 153 PG 71
 Record Type Commercial
 Town Code / Neighborhood
 Owner Occupied

[View Map](#)

Owners

PHBE HARTSVILLE LLC
 3405 EBENEZER CHASE DR
 FLORENCE SC 29501

Value Information

Land Market Value \$30,000
 Improvement Market Value \$207,500
 Total Market Value \$237,500
 Taxable Value \$237,500
 Total Assessment Market \$14,250
[Online Taxes](#)

Building Information

First Floor Square Footage 2798
 Second Floor Square Footage 0
 Garage Square Footage 0
 Year Built 1983

Lot Size Information (Dimensions in Feet)

Size	Back	Left	Right
300	290	125	147

Sales Information

Sale Date	Price	Deed Book	Plat Book	Grantor
8/7/2017	\$1	1082 8048	153 71	BONDS HONOR S
4/7/2000	Not Available	D272 247	Not Available	Not Available
5/23/1994	Not Available	D71 14	Not Available	Not Available

Recent Sales By Distance

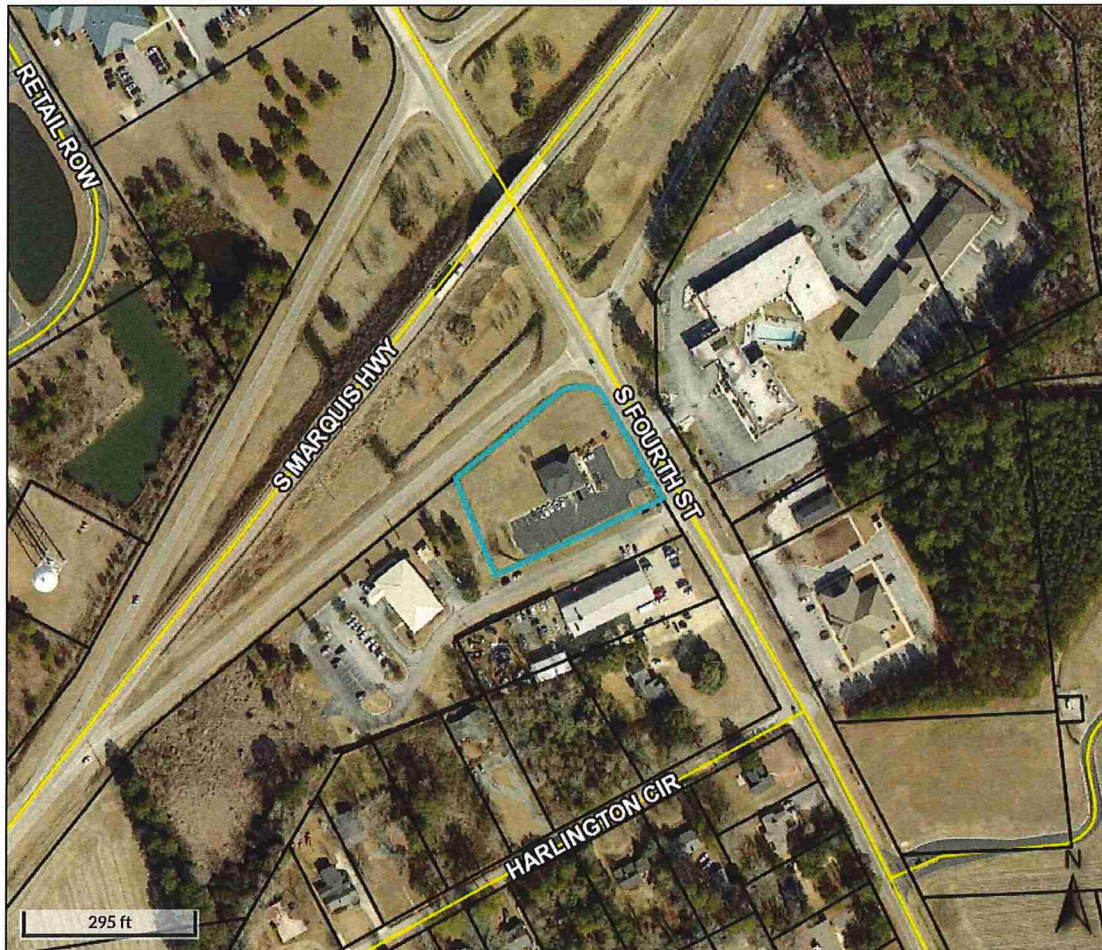
From: To:

Darlington County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. For all mapping questions please contact: Don Dixon, Darlington County Mapper and GIS Coordinator, Room 309, (843)398-4180, ddixon@darlcosc.net.

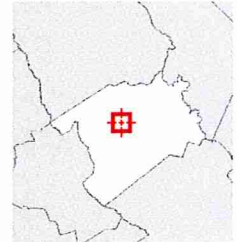
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Developed by





Overview



Legend

- Parcels
- Roads

Parcel ID	057-08-01-001	Alternate ID	057-08-01-001	Owner Address	PHBE HARTSVILLE LLC
Sec/Twp/Rng	n/a	Class	Commercial		3405 EBENEZER CHASE DR
Property Address	1300 S FOURTH ST	Acreage	n/a		FLORENCE SC 29501
District	32-2				
Brief Tax Description	1300 S FOURTH ST				

(Note: Not to be used on legal documents)

Date created: 2/1/2019

Last Data Uploaded: 2/1/2019 9:05:46 AM

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**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 03-19-01 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Pine Ridge Pump Station Renovations bidder Harper Corporation Base bid \$1,085,820.00. Alternate one \$110,000.00. Alternate two \$30,000. Alternate three \$40,000. Total bid of \$1,265,820.00.

BACKGROUND SUMMARY:

Alternate one contains a bypass pump. Alternate two is the coating of the existing wet well. Alternate three is the coating of the new wet well.

ATTACHMENTS:

Description

- ▣ Resolution 03-19-01
- ▣ Resolution 03-19-02 - Bid Info

RESOLUTION 03-19-01

APPROVAL OF BID AWARD FOR PINE RIDGE PUMP STATION RENOVATIONS.

WHEREAS, the City advertised and received bids for the Pine Ridge Pump Station renovations on February 28, 2019; and,

WHEREAS, the recommended successful bidder is The Harper Corporation – General Contractors of Greenville, South Carolina for Base Bid in the amount of One Million, Eighty-Five Thousand, Eight Hundred and Twenty dollars (\$1,085,820.00), Alternate one in the amount of One hundred and Ten thousand dollars (\$110,000.00), Alternate two in the amount of Thirty thousand dollars (\$30,000), Alternate three in the amount of Forty thousand dollars (\$40,000) for a total bid of One Million, Two Hundred Sixty-Five Thousand, Eight Hundred and Twenty dollars (\$1,265,820.00); and,

WHEREAS, The Harper Corporation – General Contractors is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and workers' compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the bid for the above service from The Harper Corporation – General Contractors of Greenville, South Carolina for the Base Bid in the amount of One Million, Eighty-Five Thousand, Eight Hundred and Twenty dollars (\$1,085,820.00), Alternate one in the amount of One hundred and Ten thousand dollars (\$110,000.00), Alternate two in the amount of Thirty thousand dollars (\$30,000), Alternate three in the amount of Forty thousand dollars (\$40,000) for a total bid of One Million, Two Hundred Sixty-Five Thousand, Eight Hundred and Twenty dollars (\$1,265,820.00) is hereby awarded.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is hereby authorized to execute all required documents.

NOW, THEREFORE BE IT FINALLY RESOLVED, in meeting duly advertised and assembled the 12th day of March, 2019.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

BID TABULATION SHEET				Hanna Engineering, LLC								SHEET			
PROJECT NAME: CONTRACT 3: PINE RIDGE PUMP STATION RENOVATIONS				2412 Pisgah Road								1 of 1			
PROJECT NO. 18142				Florence, SC 29501								BID DATE			
												February 28, 2019			
February 28, 2019			The Harper Corporation		Stutts & Williams, LLC.		RWF Construction, LLC.		M.B. Kahn Construction Co.,		AAA Utility and Construction,		MJL, Inc.		
DATE			General Contractors						Inc.		LLC.				
CONTRACT 3: PINE RIDGE PUMP STATION RENOVATIONS: BASE BID															
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1.	Construction Entrance	1	LS	5,000.00	5,000.00	4,364.00	4,364.00	6,200.50	6,200.50	2,500.00	2,500.00	5,005.00	5,005.00	5,000.00	5,000.00
2.	Demolition	1	LS	15,000.00	15,000.00	20,195.00	20,195.00	25,000.00	25,000.00	73,200.00	73,200.00	7,150.00	7,150.00	54,800.00	54,800.00
3.	Wet Well	1	LS	90,000.00	90,000.00	129,404.00	129,404.00	223,000.00	223,000.00	194,000.00	194,000.00	243,828.84	243,828.84	389,300.00	389,300.00
4.	Site Grading	1	LS	25,000.00	25,000.00	9,454.00	9,454.00	9,100.00	9,100.00	60,600.00	60,600.00	5,005.00	5,005.00	12,000.00	12,000.00
5.	Wetwell Piping	1	LS	15,000.00	15,000.00	33,591.00	33,591.00	37,000.00	37,000.00	15,000.00	15,000.00	42,372.56	42,372.56	23,200.00	23,200.00
6.	12" Gravity Sewer (0'-6')	67	LF	35.00	2,345.00	55.00	3,685.00	59.00	3,953.00	75.00	5,025.00	225.88	15,133.96	90.00	6,030.00
7.	10" Gravity Sewer (14'-16')	45	LF	60.00	2,700.00	105.00	4,725.00	120.00	5,400.00	90.00	4,050.00	490.46	22,070.70	270.00	12,150.00
8.	8" Gravity Sewer (0'-6')	79	LF	30.00	2,370.00	46.00	3,634.00	38.00	3,002.00	65.00	5,135.00	187.09	14,780.11	83.00	6,557.00
9.	Tie Into Existing Wetwell	1	EA	5,000.00	5,000.00	4,386.00	4,386.00	7,000.00	7,000.00	8,300.00	8,300.00	7,922.20	7,922.20	6,650.00	6,650.00
10.	12" Restrained Joint DI Piping	31	LF	90.00	2,790.00	133.00	4,123.00	70.00	2,170.00	52.00	1,612.00	569.40	17,651.40	230.00	7,130.00
11.	12" Restrained Joint PVC Piping	76	LF	70.00	5,320.00	77.00	5,852.00	40.00	3,040.00	25.00	1,900.00	227.01	17,252.76	95.00	7,220.00
12.	10" Restrained Joint PVC Piping	107	LF	65.00	6,955.00	51.00	5,457.00	38.50	4,119.50	22.00	2,354.00	165.20	17,676.40	91.00	9,737.00
13.	12" Plug Valve	1	EA	7,500.00	7,500.00	5,342.00	5,342.00	4,400.00	4,400.00	3,896.00	3,896.00	20,122.39	20,122.39	4,900.00	4,900.00
14.	Ductile Iron Fittings	3,060	LBS	14.00	42,840.00	16.00	48,960.00	18.00	55,080.00	6.55	20,043.00	9.72	29,743.20	16.00	48,960.00
15.	Tie Into Existing Water Line	1	LS	1,500.00	1,500.00	3,152.00	3,152.00	300.00	300.00	1,400.00	1,400.00	3,029.88	3,029.88	1,100.00	1,100.00
16.	Permanent Bypass Pump Connection	1	LS	8,500.00	8,500.00	10,835.00	10,835.00	8,600.00	8,600.00	2,785.00	2,785.00	31,540.14	31,540.14	12,600.00	12,600.00
17.	Manhole (0'-6')	3	EA	3,500.00	10,500.00	6,972.00	20,916.00	7,700.00	23,100.00	1,800.00	5,400.00	20,681.61	62,044.83	3,900.00	11,700.00
18.	Manhole (6'-8')	1	EA	4,000.00	4,000.00	8,507.00	8,507.00	9,900.00	9,900.00	2,250.00	2,250.00	23,757.45	23,757.45	4,550.00	4,550.00
19.	Manhole (14'-16')	1	EA	9,000.00	9,000.00	15,114.00	15,114.00	17,700.00	17,700.00	5,519.00	5,519.00	45,502.60	45,502.60	12,250.00	12,250.00
20.	Air Release Valve with Manhole	1	EA	6,500.00	6,500.00	11,238.00	11,238.00	11,000.00	11,000.00	3,000.00	3,000.00	29,589.56	29,589.56	6,900.00	6,900.00
21.	Water Service	1	LS	6,000.00	6,000.00	7,819.00	7,819.00	3,600.00	3,600.00	6,820.00	6,820.00	19,566.40	19,566.40	5,800.00	5,800.00
22.	Plumbing	1	LS	5,000.00	5,000.00	4,321.00	4,321.00	3,500.00	3,500.00	7,600.00	7,600.00	16,259.84	16,259.84	7,900.00	7,900.00
23.	Building Slab	1	LS	12,000.00	12,000.00	33,333.00	33,333.00	14,000.00	14,000.00	9,200.00	9,200.00	10,582.00	10,582.00	26,025.00	26,025.00
24.	Concrete	1	LS	100,000.00	100,000.00	40,395.00	40,395.00	38,000.00	38,000.00	48,460.00	48,460.00	7,436.00	7,436.00	72,200.00	72,200.00
25.	Pump Station	1	LS	204,206.00	204,206.00	172,954.00	172,954.00	160,000.00	160,000.00	227,671.00	227,671.00	210,832.05	210,832.05	169,500.00	169,500.00
26.	Block Walls	1	LS	65,000.00	65,000.00	33,333.00	33,333.00	35,000.00	35,000.00	29,119.00	29,119.00	24,882.00	24,882.00	25,000.00	25,000.00
27.	Roof, Trusses, & Framing	1	LS	5,000.00	5,000.00	20,000.00	20,000.00	15,100.00	15,100.00	4,450.00	4,450.00	12,727.00	12,727.00	17,800.00	17,800.00
28.	Asphalt Shingle Roofing	1	LS	8,000.00	8,000.00	6,173.00	6,173.00	2,800.00	2,800.00	4,580.00	4,580.00	5,119.40	5,119.40	4,450.00	4,450.00
29.	Vinyl Siding	1	LS	3,500.00	3,500.00	6,173.00	6,173.00	2,250.00	2,250.00	2,875.00	2,875.00	4,404.40	4,404.40	3,640.00	3,640.00
30.	Insulation	1	LS	1,000.00	1,000.00	9,259.00	9,259.00	1,400.00	1,400.00	5,500.00	5,500.00	2,974.40	2,974.40	1,520.00	1,520.00
31.	Electrical	1	LS	150,000.00	150,000.00	131,481.00	131,481.00	150,000.00	150,000.00	135,166.00	135,166.00	107,250.00	107,250.00	130,500.00	130,500.00
32.	Lighting	1	LS	25,000.00	25,000.00	14,568.00	14,568.00	15,000.00	15,000.00	12,000.00	12,000.00	2,259.40	2,259.40	15,800.00	15,800.00
33.	Pump Station Monitoring	1	LS	35,000.00	35,000.00	27,246.00	27,246.00	12,000.00	12,000.00	33,634.00	33,634.00	20,547.67	20,547.67	25,100.00	25,100.00
34.	Cabinets	1	LS	7,500.00	7,500.00	9,259.00	9,259.00	2,400.00	2,400.00	3,200.00	3,200.00	2,259.40	2,259.40	2,350.00	2,350.00
35.	Miscellaneous Metal	1	LS	8,000.00	8,000.00	17,259.00	17,259.00	8,300.00	8,300.00	6,840.00	6,840.00	8,917.37	8,917.37	3,600.00	3,600.00
36.	Doors & Hardware	1	LS	15,000.00	15,000.00	10,000.00	10,000.00	7,050.00	7,050.00	10,200.00	10,200.00	2,202.20	2,202.20	7,200.00	7,200.00
37.	Exhaust Fans & Louvers	1	LS	7,500.00	7,500.00	3,704.00	3,704.00	2,250.00	2,250.00	3,580.00	3,580.00	2,202.20	2,202.20	9,000.00	9,000.00
38.	Dehumidifier	1	EA	1,000.00	1,000.00	6,173.00	6,173.00	1,100.00	1,100.00	1,285.00	1,285.00	2,459.60	2,459.60	4,000.00	4,000.00
39.	PTAC Unit	1	LS	2,500.00	2,500.00	6,173.00	6,173.00	2,400.00	2,400.00	1,800.00	1,800.00	4,135.56	4,135.56	14,000.00</	



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 03-19-02 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Resolution to approve bid of Palmetto Utility Group LLC of Branchville, South Carolina for the bid of \$221,034.00.

BACKGROUND SUMMARY:

The bid is for the force main and air release valves for the required for the pine ridge pump station renovation.

IMPACT IF APPROVED:

ATTACHMENTS:

Description

- ▣ Resolution 03-19-02
- ▣ Resolution 03-19-02 - Bid Info

RESOLUTION 03-19-02

APPROVAL OF BID AWARD FOR PINE RIDGE PUMP STATION, FORCE MAIN AND AIR RELEASE VALVES REPLACEMENT.

WHEREAS, the City advertised and received bids for the Pine Ridge Pump Station, force main, and air release valves replacement on February 28, 2019; and,

WHEREAS, the recommended successful bidder is Palmetto Utility Group LLC of Branchville, South Carolina for Base Bid in the amount of Two Hundred and twenty-one thousand thirty-four dollars (\$221,034.00); and,

WHEREAS, Palmetto Utility Group LLC is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and workers' compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the bid for the above service from Palmetto Utility Group, LLC of Branchville, South Carolina for the Base Bid in the amount of Two Hundred and twenty-one thousand thirty-four dollars (\$221,034.00) is hereby awarded.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is hereby authorized to execute all required documents.

NOW, THEREFORE BE IT FINALLY RESOLVED, in meeting duly advertised and assembled the 12th day of March, 2019.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

BID TABULATION SHEET PROJECT NAME: CONTRACT 2: PINE RIDGE FORCE MAIN & AIR RELEASE VALVE REPLACEMENT PROJECT NO. 18142								Hanna Engineering, LLC 2412 Pisgah Road Florence, SC 29501				SHEET 1 of 2 BID DATE February 28, 2019	
February 28, 2019				Palmetto Utility Group, LLC.		Complete Utilities, LLC.		AAA Utility & Construction, LLC.		RWF Construction, LLC.		Digging Deep Construction	
CERTIFIED AS CORRECT DATE													
ITEM NO. DESCRIPTION		QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1.	12" PVC Pipe	4,309	LF	27.00	116,343.00	29.00	124,961.00	36.30	156,416.70	26.00	112,034.00	35.00	150,815.00
2.	12" Restrained Joint PVC Pipe	475	LF	35.00	16,625.00	40.00	19,000.00	36.29	17,237.75	37.00	17,575.00	50.00	23,750.00
3.	Air Release Valve	4	EA	6,000.00	24,000.00	5,650.00	22,600.00	5,014.71	20,058.84	10,000.00	40,000.00	6,500.00	26,000.00
4.	10" Insertion Valve	1	EA	22,750.00	22,750.00	13,530.00	13,530.00	15,498.00	15,498.00	14,755.00	14,755.00	17,000.00	17,000.00
5.	10"X10" Tapping Sleeve & Valve	1	EA	6,500.00	6,500.00	7,332.00	7,332.00	6,709.65	6,709.65	6,000.00	6,000.00	5,600.00	5,600.00
6.	Remove and Replace Existing Fence	40	LF	87.50	3,500.00	25.00	1,000.00	54.27	2,170.80	68.00	2,720.00	30.00	1,200.00
7.	Remove and Replace Existing Air Release Valve	3	LS	4,500.00	13,500.00	5,125.00	15,375.00	4,250.88	12,752.64	12,000.00	36,000.00	4,000.00	12,000.00
8.	Concrete Markers	6	EA	50.00	300.00	50.00	300.00	132.02	792.12	65.00	390.00	100.00	600.00
9.	Ductile Iron Fittings	1,510	LBS	11.60	17,516.00	12.50	18,875.00	6.55	9,890.50	12.00	18,120.00	12.60	19,026.00
TOTAL BID - CONTRACT 2				\$221,034.00		\$222,973.00		\$241,527.00		\$247,594.00		\$255,991.00	

BOLD DENOTES AN ERROR IN BID SUBMITTED

BID TABULATION SHEET PROJECT NAME: CONTRACT 2: PINE RIDGE FORCE MAIN & AIR RELEASE VALVE REPLACEMENT PROJECT NO. 18142						Hanna Engineering, LLC 2412 Pisgah Road Florence, SC 29501						SHEET 2 of 2 BID DATE February 28, 2019	
February 28, 2019				Stutts & Williams, LLC.		Frank Horne Construction, Inc.		MJL, Inc.		Driggers Construction, LLC.		M.B. Kahn Construction Co., Inc.	
CERTIFIED AS CORRECT DATE													
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
1.	12" PVC Pipe	4,309	LF	29.00	124,961.00	36.25	156,201.25	44.00	189,596.00	50.10	215,880.90	55.00	236,995.00
2.	12" Restrained Joint PVC Pipe	475	LF	38.00	18,050.00	56.00	26,600.00	57.00	27,075.00	58.86	27,958.50	67.00	31,825.00
3.	Air Release Valve	4	EA	11,250.00	45,000.00	9,950.00	39,800.00	6,780.00	27,120.00	9,352.00	37,408.00	6,500.00	26,000.00
4.	10" Insertion Valve	1	EA	17,000.00	17,000.00	16,625.00	16,625.00	23,085.00	23,085.00	20,100.00	20,100.00	12,750.00	12,750.00
5.	10"X10" Tapping Sleeve & Valve	1	EA	10,750.00	10,750.00	9,275.00	9,275.00	6,750.00	6,750.00	10,251.00	10,251.00	6,079.00	6,079.00
6.	Remove and Replace Existing Fence	40	LF	30.00	1,200.00	60.00	2,400.00	40.00	1,600.00	47.00	1,880.00	65.00	2,600.00
7.	Remove and Replace Existing Air Release Valve	3	LS	13,000.00	39,000.00	10,755.00	32,265.00	10,500.00	31,500.00	10,669.00	32,007.00	16,610.00	49,830.00
8.	Concrete Markers	6	EA	81.00	486.00	180.00	1,080.00	96.00	576.00	37.00	222.00	45.00	270.00
9.	Ductile Iron Fittings	1,510	LBS	14.00	21,140.00	22.00	33,220.00	15.00	22,650.00	10.00	15,100.00	9.75	14,722.50
TOTAL BID - CONTRACT 2				\$277,587.00		\$317,466.25		\$329,952.00		\$360,807.40		\$381,071.50	

BOLD DENOTES AN ERROR IN BID SUBMITTED



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 03-19-03 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

The Main Street South Carolina Classic Program memorandum of agreement with the City of Hartsville for the Main Street Hartsville Program.

BACKGROUND SUMMARY:

Main Street South Carolina requires a local Main Street Program to obtain 501(c)(3) designation or be designated as a department of a local municipal government.

ATTACHMENTS:

Description

- ▣ Resolution 03-19-03
- ▣ Main Street SC MOA

RESOLUTION 03-19-03

APPROVAL TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH MAIN STREET SOUTH CAROLINA FOR MAIN STREET HARTSVILLE TO BE A CLASSIC MEMBER AS A DESIGNATED DEPARTMENT OF THE CITY OF HARTSVILLE.

WHEREAS, the City of Hartsville agrees to designate Main Street Hartsville as a department of the City and desires to enter into a memorandum of agreement with Main Street South Carolina; and,

WHEREAS, Main Street South Carolina empowers residents with the knowledge, skills, tools and organizational structure necessary to revitalize their downtowns, neighborhood commercial districts and cities into vibrant centers of commerce and community; and,

WHEREAS, Main Street South Carolina follows the National Trust Main Street's Four Point Approach- Organization, Promotion, Design and Economic Restructuring.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that endorsement for the execution of the Memorandum of Agreement with Main Street South Carolina for Main Street Hartsville in the Classic Program is hereby approved.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is hereby authorized to execute all documents required.

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled the 12th day of March, 2019.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



This agreement is entered into and executed by Main Street South Carolina (hereinafter referred to as "MSSC") and the City of Hartsville (hereinafter referred to as the "city").

Whereas, MSSC is a service offered through and administered by the Municipal Association of South Carolina which provides technical assistance and training to MSSC member communities;

Whereas, this agreement is for the purpose of the local program continuing to participate in MSSC, being designated as an accredited MSSC program and being eligible to use the name Main Street™, and

Now, therefore, in consideration of the foregoing and mutual covenants and agreements contained herein, the parties have agreed to the following:

Please read thoroughly and initial where indicated.

Section I: The Local Program Agrees To:

Initial:

- ____ 1. Employ a Program Coordinator who will be responsible for the day-to-day administration of the Main Street Program. In the event the manager's position is vacated during the term of this agreement, the local program agrees to fill the position within ninety (90) days, and to send the manager to training designated by MSSC as soon as the position has been filled.
- ____ 2. Expend funds and furnish in-kind services for continuation of the Main Street Program, including but not limited to maintaining a full-time office with the necessary travel and operating budget for the local program. A copy of the local program's current Main Street Program budget is required.
- ____ 3. Implement a comprehensive approach to downtown revitalization following the **Four Point Approach™** methodology recommended by the National Main Street Center and Main Street South Carolina. This implementation includes the development of annual written work plan for the local Main Street Program and the establishment of a strong, broad-based organizational system to include but not be limited to Organization, Promotion, Design and Economic Development. These Four Points are the impetus for accomplishing transformation strategies.
- ____ 4. Concentrate the Main Street Program activities within the boundaries that are designated by the local program. This may include entryways and approaches to the Main Street district, as well as neighborhoods with housing and commercial strips, as they may affect the Main Street District.
- ____ 5. If the local program is a non-profit, file all applicable IRS forms in accordance with state and federal taxation laws.
- ____ 6. Maintain data for monitoring the progress of the Main Street Program, submit monthly progress and

statistical reports using formats provided by MSSC, and provide other information requested by MSSC on or before the identified deadlines.

- ____ 7. Authorize and support the local program manager's attendance and participation in Main Street Manager meetings scheduled four (4) times each year. The local program shall be responsible for the manager's travel costs and expenses associated with these meetings. If the program manager cannot attend, another program representative should attend.
- ____ 8. Promote and encourage local committee and board member attendance at local, state and national training opportunities, as identified by MSSC.
- ____ 9. Ensure that at least sixty percent (60%) of persons designated to participate in any MSSC on-site services confirm attendance at least 48 hours before the scheduled event. MSSC reserves the right to reschedule said on-site service if this requirement is not met.
- ____ 10. Assist in local arrangements during on-site and public relations visits to the local program, as requested by MSSC.
- ____ 11. Maintain an active membership and current fee-paid status in Main Street South Carolina, participating at the Main Street Program membership level; Agree to acknowledge being an official South Carolina Main Street city and membership in MSSC on all printed and electronic materials, (i.e. websites, newsletters and brochures). Logo specifications are provided by MSSC.
- ____ 12. Pursuant to the National Main Street Center Coordinating Program Licensing Agreement, Main Street South Carolina, as a licensee, can sublicense the use of the Trademarks (excluding the NATIONAL TRUST FOR HISTORIC PRESERVATION mark, the use of which cannot be delegated or sublicensed) only to Local Programs within Main Street South Carolina's service area that have been designated and which are an active Designated MAIN STREET AMERICA member in good standing (all dues paid and appropriate eligibility criteria met). **A Sublicense Agreement must be obtained from Main Street South Carolina.**
- ____ 14. Maintain broad-based local program support demonstrated by the public and private sector, financial contributions and in-kind or volunteer support.
- ____ 15. With the assistance of MSSC, develop and implement a local program work plan which includes goals and measures. The work plan must be completed within the first two months of each year. Copy to be provided to MSSC.

Section II: MSSC Agrees To:

1. MSSC will serve as a central point of contact and will facilitate communication between the local program, MASC, state government agencies and the National Main Street Center, as they relate to the local Main Street Programs and the efforts of downtown revitalization in South Carolina.
2. Training on the Main Street **Four Point Approach™** will be offered for program managers, board members, committee members and government representatives from Main Street communities. MSSC will provide all necessary materials related to training.
3. Provide one on-site training session each year during the Classic phase with the local program for

development of goals, objectives and annual work plan. MSSC will also provide guidelines and other materials designed to assist in the educational process. Additional trainings and on-site visits will be at the expense of the local program including mileage, meals (and lodging if necessary).

4. Conduct quarterly meetings and/or workshops to further develop and refine the skills of the program managers, board members, committee members, other volunteers and local government representatives.
5. In coordination with MASC's Advocacy and Communication Department, facilitate and promote ongoing press coverage of Main Street South Carolina and its individual local programs.
7. Provide phone consultations as needed to evaluate the program's progress at six-month and one-year marks and aid the local program in deciding the direction of the program in the next six months/one year.

Section III: MSSC and the local program jointly agree that:

1. The term of this agreement shall be effective _____, 2019 with automatic renewals unless terminated by either party upon 60 days written notice.
2. Notwithstanding any other provisions of this agreement, if funds for fulfillment of the obligations contained in this agreement are not appropriated and available for payment to MSSC, notice must be given to MSSC immediately.
3. Should a local Main Street program fail to comply with the provisions of the Classic Memorandum of Agreement (in part or in whole), the MSSC Manager will work with the local program manager to correct any failures. MSSC reserves the sole right to cancel this agreement if violations of the terms of the MOA persist.
4. Each party will carry limits of general, automobile and public official's liability insurance adequate to satisfy the requirement of the SC Tort Claims Act (Section 15-78 of the South Carolina Code of Laws).
5. Each party will carry workers' compensation and employers' liability coverage on its employees.
6. To the extent permitted by law, agree to jointly hold each other harmless for any activities of the other including but not limited to general liability, automobile liability, worker's compensation and employer's liability.

WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT.

By: _____
AUTHORIZED MUNICIPAL REPRESENTATIVE LOCALITY

Name (printed): _____ Date signed: _____

MSSC MANAGER or point of contact Date signed: _____

****If local program is a nonprofit, include signature of the board president****

By: _____
PRESIDENT/BOARD CHAIRPERSON NAME OF SPONSORING ORGANIZATION

Name(printed): _____ Date signed: _____

CHECKLIST for the Memorandum of Agreement and Enclosures

- _____ 1. The Classic Memorandum of Agreement, signed and dated by all parties.
- _____ 2. A completed Main Street Survey (see below).
- _____ 3. A completed South Carolina Main Street Contact Information Sheet (see below).
- _____ 4. A copy of the local program's current Main Street Program Budget
- _____ 5. A copy of the local program's Program of Work and/or goals for 2019 (if completed)
- _____ 6. A complete list of local board members, including name, address, email address and telephone numbers.
- _____ 7. Dues payment for 2019.

MAIN STREET MANAGER REMINDERS:

- 1. Main Street Managers **MUST** attend all Manager Trainings, **OR SEND** a representative from the local program.
- 2. Main Street Managers must submit a completed Monthly Report to MSSC within fifteen (15) days of the end of each month.

Please submit all required additional materials by March 20, 2019 to:

Main Street South Carolina
P.O. Box 12109
Columbia, SC 29211

MAIN STREET SOUTH CAROLINA

Local Contact Information

PLEASE PRINT OR TYPE

MAIN STREET MANAGER Name: _____

Beginning year as Main Street Manager: _____

Beginning year of your Main Street Program: _____

Email address: _____

Web site address: _____

Office telephone: _____

Cell phone: _____

Mailing Address: _____

Physical address: _____

Social Media addresses:

Main Street South Carolina Local Program Survey

Please complete the following. The information requested below will be kept confidential and used only for statistical study in the MSSC office.

City Name: _____

Population: _____

Structure of Program - Please check all that apply:

_____ Stand-Alone Main Street Program

_____ Cityprogram

_____ 501 c-3

_____ 501 c-6

_____ Other (please clarify): _____

City Funding amount: \$ _____

County Funding amount: \$ _____

Grant Funding amount(s): \$ _____
Include sources

Program Budget: \$ _____

Manager Yearly Salary: \$ _____



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: 4283 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To amend a tower lease

ATTACHMENTS:

Description

- ▣ Ordinance 4363
- ▣ Ordinance 4363 - Lease Agreement Amendment

ORDINANCE 4363

TO AMEND THE LEASE TO U S CELLULAR FOR THEIR INSTALLATION OF CELLULAR EQUIPMENT ON THE MAGNOLIA CEMETERY WATER TOWER.

WHEREAS, U S Cellular has made a proposal for a Second Amendment to the original lease agreement dated January 9th, 2001 and First Amendment dated January 9th, 2015; and,

WHEREAS, the proposal conforms to the guidelines listed in article VI (D) of the city zoning Ordinance 1183 which regulates the placement of towers for communications use within the city limits; and,

WHEREAS, the amendment would allow for additional equipment, modifications at Licensee expense, and an increase in the rental fee which fees will be deposited in the Utility Fund.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that U S Cellular is hereby granted a Second Amendment to their lease for installation of cellular equipment on the Magnolia Cemetery Water Tower.

NOW, THEREFORE BE IT FINALLY ORDAINED, that the City Manager is hereby authorized to execute the negotiated lease agreement document.

NOW, THEREFORE BE IT ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the _____ day of _____, 2019 and to become effective upon final reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: March 12, 2019
Public Hearing:
Final Reading:

Site Name: Hartsville

Site Number: 596314

**SECOND AMENDMENT TO LICENSE AGREEMENT BETWEEN THE CITY OF
HARTSVILLE AND US CELLULAR**

THIS SECOND AMENDMENT TO LICENSE AGREEMENT (hereinafter "Second Amendment") is made as of the ____ day of _____, 2019, by and between **City of Hartsville, South Carolina**, by and through its Mayor and Council, having a mailing address at 100 East Carolina Avenue, Hartsville, SC 29550 ("Licensor"), and **USCOC of South Carolina RSA #4, Inc.**, a South Carolina corporation, having a mailing address at Real Estate Lease Administration, 8410 West Bryn Mawr Avenue, Chicago, Illinois 60631 ("Licensee"); and

WHEREAS, Licensor and Licensee entered into a License Agreement dated January 9, 2001, pursuant to which Licensor Licensed to Licensee a portion of the tower site located on 140 South Cedar Lane, Hartsville, South Carolina 30824 described in Exhibit A of the License Agreement; and

WHEREAS, Licensor and Licensee entered into a First Amendment to the License Agreement dated January 9, 2015 (collectively the License Agreement dated January 9, 2001 and First Amendment are hereinafter referred to as the "Agreement") ; and

WHEREAS, Licensor and Licensee desire to further amend the Agreement to adjust the Rent in conjunction with the modifications to the Agreement as provided in this Second Amendment.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements contained herein the sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. In addition to the antennas and equipment permitted in the License Agreement, Licensor consents to the removal of three (3) antennas and six (6) coax lines and the installation of six (6) new antennas and three (3) new hybrid lines, several ancillary radio units and junction boxes as more completely described in Exhibit B attached hereto. Licensee shall also replace the existing corral antenna mount with a new corral antenna mount. Exhibit B of the Agreement is deleted in its entirety and replaced with a new Exhibit B DESCRIPTION OF PREMISES AND EQUIPMENT, attached hereto.

2. Commencing on the first day of the month following the date that Licensee begins installation of the modifications set forth in this Second Amendment, Rent shall be increased by Six Thousand and No/100 Dollars (\$6,000.00) per year, partial year to be prorated. Rent shall be increased annually as provided for in Section 3 of the Agreement.

3. Except as specifically set forth in this Second Amendment, the Agreement is otherwise unmodified and remains in full force and effect. In the event of any inconsistencies between the Agreement, and this Second Amendment, the terms of this Second Amendment shall take precedence.

[END OF AMENDMENT- SIGNATURE PAGE FOLLOWS]

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment effective as of the last date of execution shown below.

Licensor: The City of Hartsville

**Licensee: USCOC of South Carolina
RSA #4, Inc.**

BY: _____

By: _____

Name: _____

Name:  **Jeffrey W. Baenke**
Vice President

Title: _____

Title: _____

Date: _____

Date: **FEB 08 2019**

STATE OF SOUTH CAROLINA)

COUNTY OF DARLINGTON)

I, the undersigned, a Notary Public in and for the State and County, aforesaid, do hereby certify that, _____, known to me to be the same person whose name is subscribed to the foregoing Second Amendment to License Agreement, appeared before me this day in person and acknowledged that she signed the said Amendment as her free and voluntary act on behalf of Licensor for the uses and purposes therein stated.

Given under my hand and official seal this ____ day of _____, 20__.

Notary Public

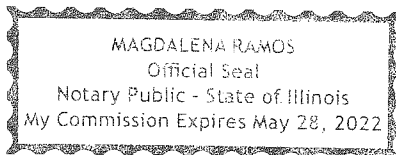
My Commission Expires: _____

STATE OF ILLINOIS)

COUNTY OF COOK)

I, the undersigned, a Notary Public in and for the State and County aforesaid, do hereby certify that, Jeffrey W. Baenke, Vice President, known to me to be the same person whose name is subscribed to the foregoing Second Amendment to License Agreement, appeared before me this day in person and acknowledged that he signed the said Amendment as his free and voluntary act on behalf of the named Licensee for the uses and purposes therein stated.

Given under my hand and official seal this 8 day of February, 2019



[Signature]
Notary Public

MAY 28 2022

My Commission Expires: _____

EXHIBIT B

LEGAL DESCRIPTION FOR INGRESS-EGRESS EASEMENT

BEGINNING at the intersection of the southwesterly corner of the right-of-way Woodberry Street and the northern property line of the City of Hartsville property designated as Darlington County, S.C. Tax Parcel 35-16-02-089, being located approximately 1025 feet southeast of the intersection of the southerly right-of-way of West Carolina Avenue and the Westerly right-of-way of Woodberry Street, being designated as the POINT OF BEGINNING, thence N 65° 41' 54" E for a distance of 30.02 feet to a point; thence S 26° 16' 15" E for a distance of 1.91 feet to a point; thence S 15° 03' 22" E for a distance of 155.23 feet to a point thence N 87° 47' 55" W for a distance of 31.41 feet to a point thence N 15° 03' 22" W for a distance of 142.96 feet to the Point of Beginning and containing 0.10 acre, more or less.

LEGAL DESCRIPTION FOR BUILDING AND ICE BRIDGE AREA

COMMENCING at the intersection of the southwesterly corner of the right-of-way Woodberry Street and the northern property line of the City of Hartsville property designated as Darlington County, S.C. Tax Parcel 35-16-02-089, being located approximately 1025 feet southeast of the intersection of the southerly right-of-way of West Carolina Avenue and the Westerly right-of-way of Woodberry Street, thence S 15° 03' 22" E for a distance of 142.96 feet to the POINT OF BEGINNING, thence S 87° 47' 55" E for a distance of 40.00 feet to a point; thence S 02° 12' 05" W for a distance of 55.00 feet to a point; thence N 87° 47' 55" E for a distance of 40.00 feet to a point; thence N 02° 12' 05" E for a distance of 55.00 feet to the Point of Beginning and containing 0.05 acre, more or less.

EXHIBIT B (continued)

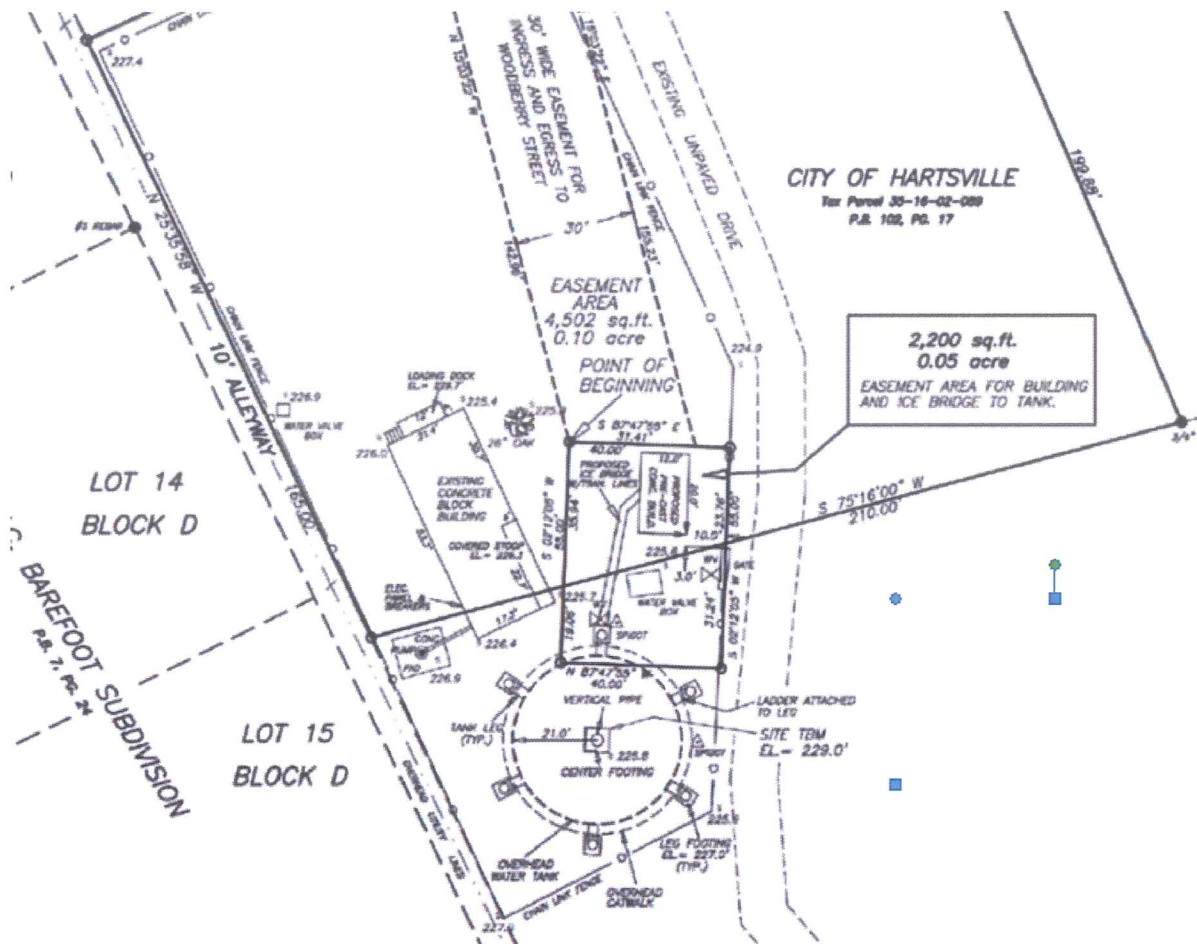


EXHIBIT B (continued)

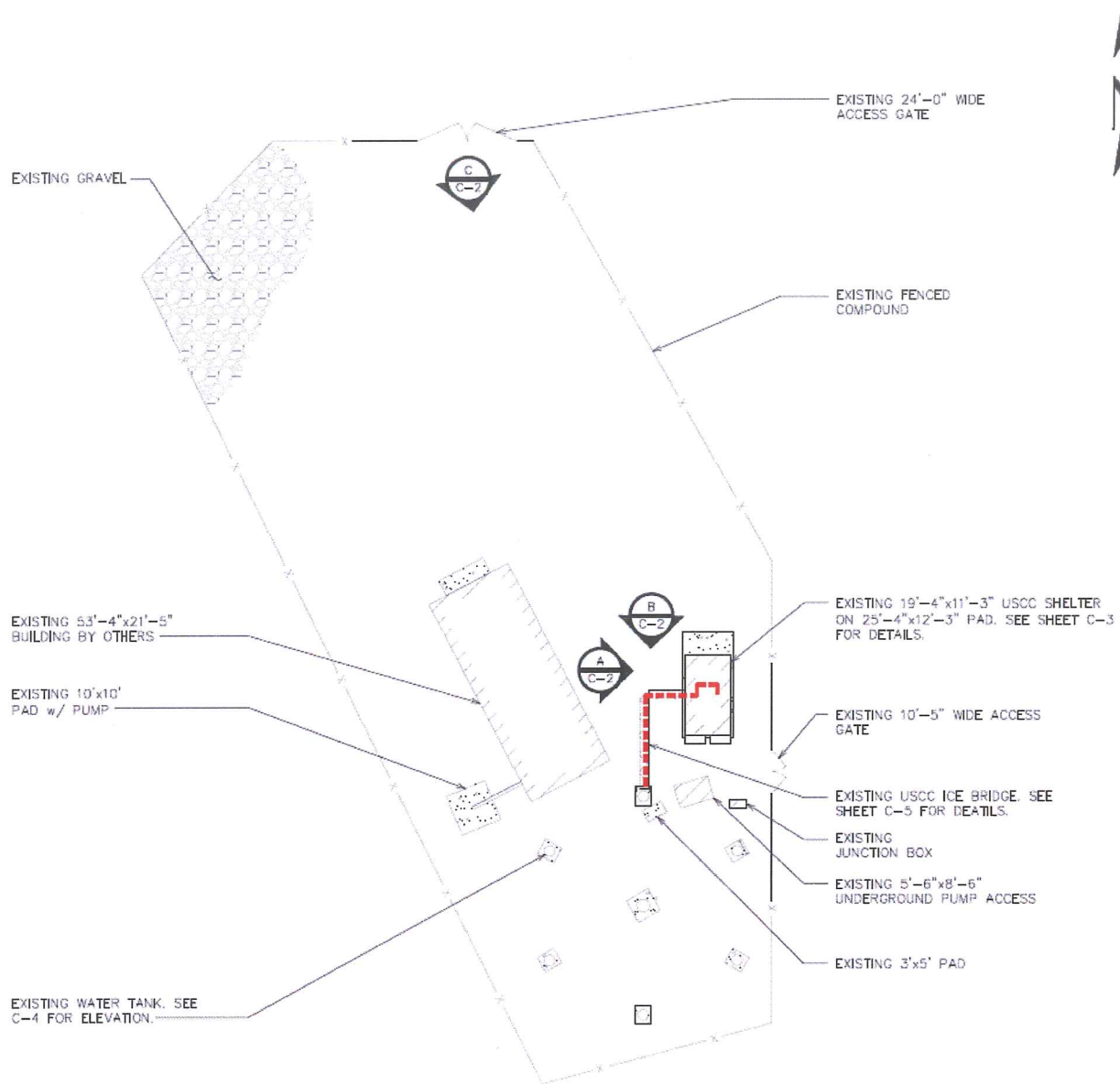


EXHIBIT B (continued)

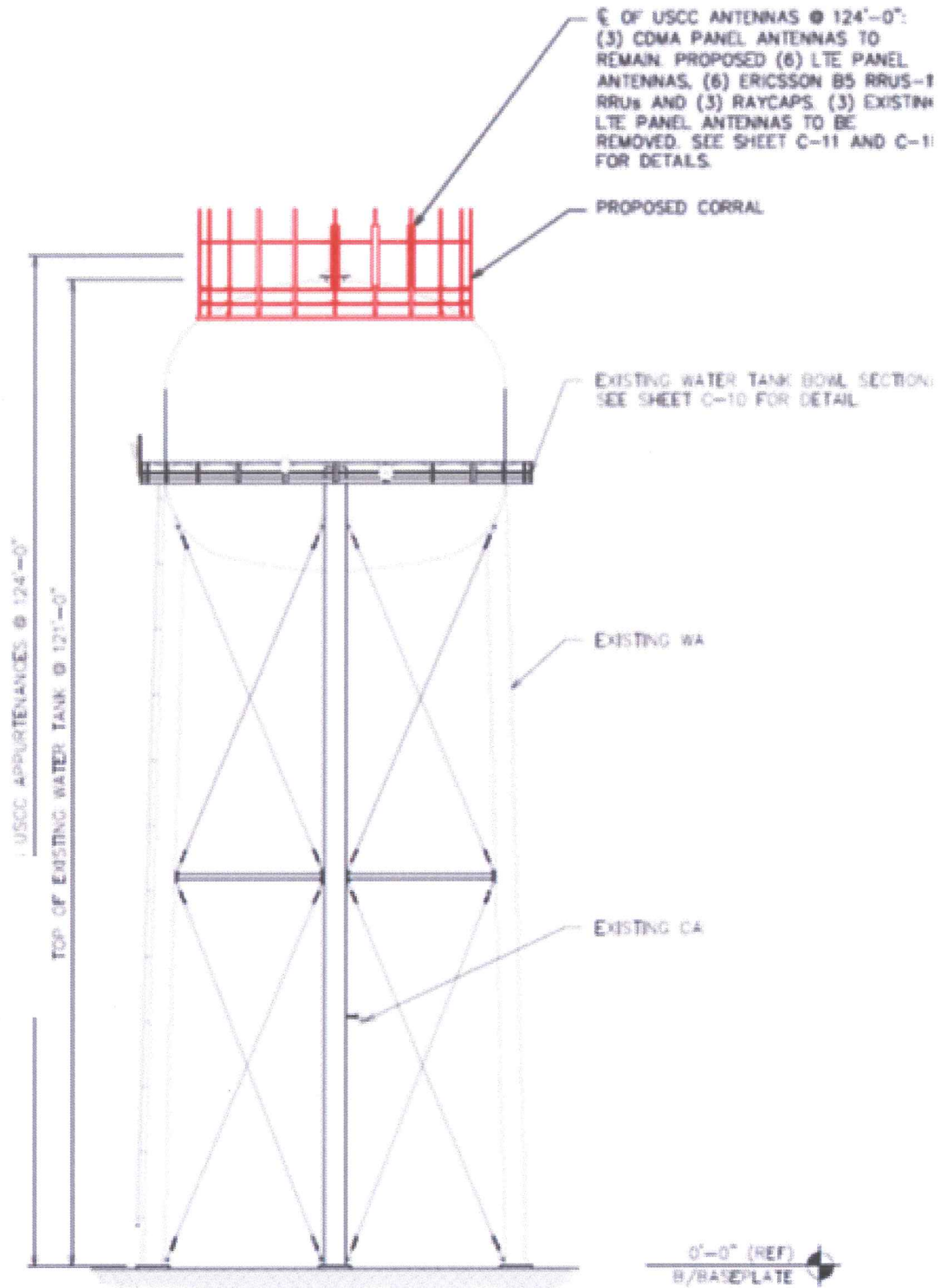
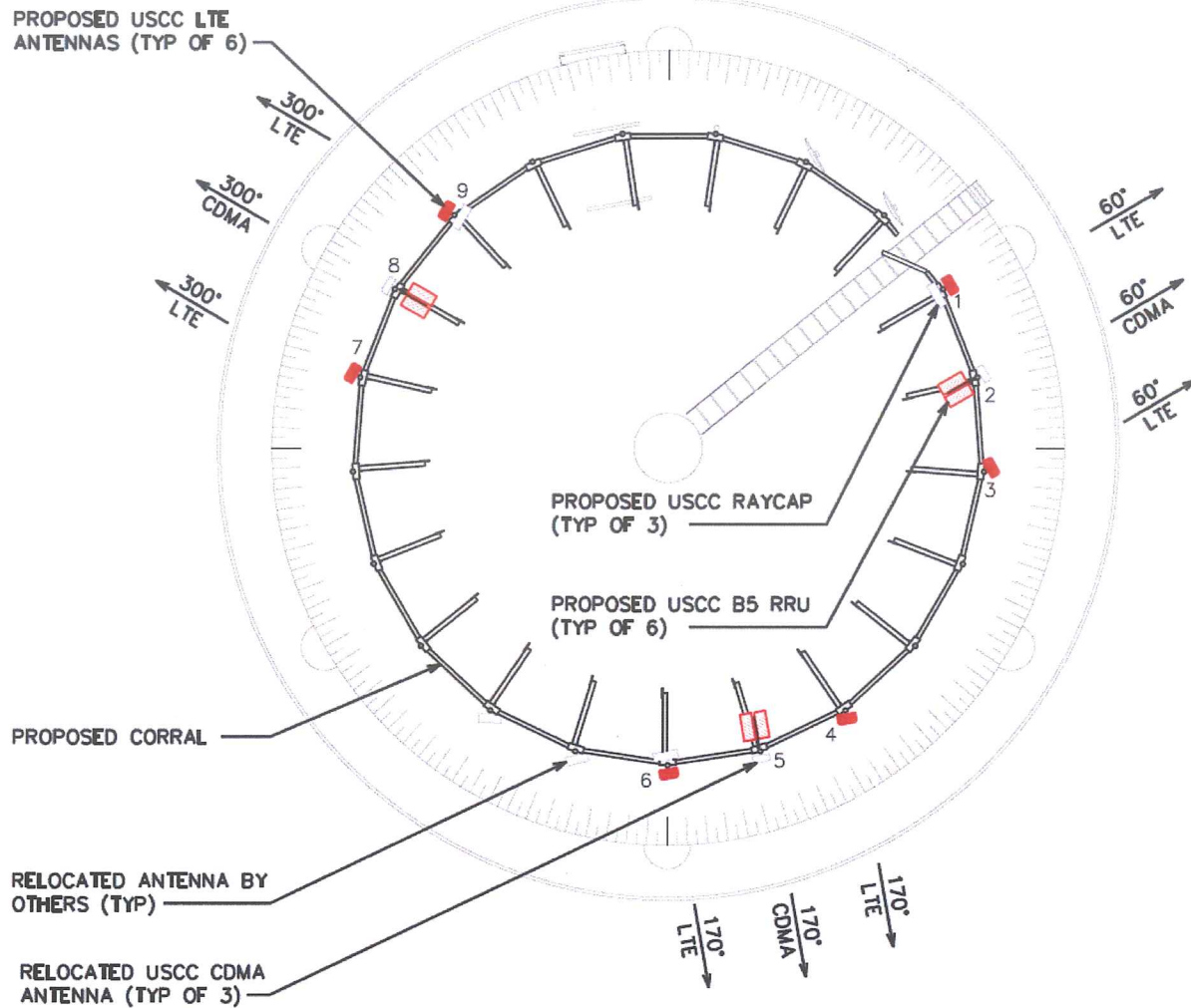


EXHIBIT B (continued)



PROPOSED LOADING														
ANTENNAS							CABLES				TOWER TOP RELATED EQUIPMENT			
SECTOR	ANTENNA POSITION NUMBER	MANUFACTURER/ MODEL NUMBER	ELEC. D-TILT	MECH. D-TILT	TECH	BAND	CABLE TYPE	COAX SIZE	CABLE QTY.	CABLE LENGTH	BIAS- T	RRU	*RAYCAP	ANTENNA NOTES
ALPHA	1	KWV AM-X-CD-17-65-00T-RET	2°	0°	LTE	B5/B12	HYBRID	1¼"	1	230'-0"	-	(1) B5 RRUS-11	(1) RUSOC-6267-PF-48	-
ALPHA	2	ANTEL BXA 80090/B	-	0°	CDMA	B5	COAX	1½"	2	157'-0"	-	-	-	-
ALPHA	3	KWV AM-X-CD-17-65-00T-RET	2°	0°	LTE	B5/B12	-	-	-	-	-	(1) B5 RRUS-11	-	-
BETA	4	KWV AM-X-CD-17-65-00T-RET	2°	0°	LTE	B5/B12	HYBRID	1¼"	1	250'-0"	-	(1) B5 RRUS-11	(1) RUSOC-6267-PF-48	-
BETA	5	ANTEL BXA 80063/BCF	-	0°	CDMA	B5	COAX	1½"	2	157'-0"	-	-	-	-
BETA	6	KWV AM-X-CD-17-65-00T-RET	2°	0°	LTE	B5/B12	-	-	-	-	-	(1) B5 RRUS-11	-	-
GAMMA	7	KWV AM-X-CD-17-65-00T-RET	2°	0°	LTE	B5/B12	HYBRID	1¼"	1	210'-0"	-	(1) B5 RRUS-11	(1) RUSOC-6267-PF-48	-
GAMMA	8	ANTEL BXA 80090/B	-	0°	CDMA	B5	COAX	1½"	2	157'-0"	-	-	-	-
GAMMA	9	KWV AM-X-CD-17-65-00T-RET	2°	0°	LTE	B5/B12	-	-	-	-	-	(1) B5 RRUS-11	-	-



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Motion to enter Executive Session.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Verifying Executive Session Items discussed.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Council may take action on matters discussed in Executive Session.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 03-19-04 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To appoint members to fill vacancies on Council Committees.

ATTACHMENTS:

Description

- ▣ Resolution 03-19-04

RESOLUTION 03-19-04

APPOINTING MEMBERS TO THE HARTSVILLE CITY COUNCIL COMMITTEES.

WHEREAS, the City Council has determined that a Council committee structure will benefit the entire body by allowing no more than three members, with one being appointed as Chair, to serve and report findings to the full body; and,

WHEREAS, there are currently two vacancies to be filled.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the following Hartsville City Council Committee System Guidelines and appointments to fill vacancies are as shown below.

Hartsville City Council Committee System Guidelines

- Appointed Committees are made up of no more than three members of Council with one member appointed as Chair. The members will serve for two years (terms ending June 30 of even number years) or will fill an unexpired term.
- The City Council may entertain motions to defer matters to these Committees.
- Although no actions are taken during Committee meetings, a quorum of committee members is required for the Committee to meet.
- The Chair of each committee will work with the City Clerk to establish a set meeting schedule, which will be noticed to the press in compliance with the South Carolina Freedom of Information Act. Committee Chair must notify City Clerk at least 24 hours in advance of a meeting cancelation or rescheduling.
- Each Chair will designate a Committee member or a staff member to take notes and prepare a written report of the discussion and recommendations. The original is to be provided to the City Clerk for signature and inclusion in the next Council agenda packet. The signed original will become a part of the City's official record.
- The City Manager, under our form of government, will designate a staffer(s) to facilitate assigned committee meetings. Councilmembers may request information from the designated staffer(s), and with the approval of the City Manager, that information may be provided for discussion and recommendation purposes only. Under State Code 5-13-40, Councilmembers serving on these committees, are prohibited from directing employees or interfering with departmental operations.

Committee Structure and Scheduled Meetings

Administrative/Personnel Committee – Staff: Natalie/Sherron - Meet: As Needed

This committee reviews matters related to City Manager, City Attorney and City Judges.

Chair – Mayor Pro-Tem Johnny Andrews

Member – Councilmember Bernice Wilson

Member - Vacant

African American Cemetery Committee – Staff: Kennedy McGee – Meet: last Tuesday of month at 3:00pm

This committee proposes funding sources for the clean-up and ongoing upkeep of the cemetery and its recognition as a cultural and historic resource.

Chair – Councilmember Tre' Gammage

Member – Mayor Pro-Tem Johnny Andrews

Member - Vacant

Community Engagement Committee – Staff: Lauren Baker- Meet: last Thursday of month at 4:00pm

This committee provides constituents frequent and open forums to express ideas, concerns, and share information.

Chair - Councilmember Tre' Gammage

Member – Councilmember Teresa Mack

Member – Mayor Pro-Tem Johnny Andrews

Environmental Committee – Staff: Christopher Morgan – Meet: last Tuesday of month at 10:00am

This committee reviews matters related to property maintenance, including rentals, demolitions, and abatements.

Chair - Councilmember Teresa Mack

Member – Mayor Pennington

Member - Councilmember Tre' Gammage

Finance, Audit & Budget Committee – Staff: Karen Caulder – Meet: As Needed

This committee reviews matters related to City finances, internal and external audit and budget.

Chair – Mayor Pro-Tem Johnny Andrews

Member – Mayor Pennington

Member - Councilmember Bernice Wilson

NOW, THEREFORE BE IT HEREBY RESOLVED, in meeting duly advertised and assembled the 12th day of March, 2019.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
3/12/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

City Council and Hartsville Events Calendars.
<https://www.hartsvillesc.gov/calendar/>

ATTACHMENTS:

Description

- ▣ March City Council Calendar
- ▣ April City Council Calendar

March 2019

March 2019							April 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	1	2	1	2	3	4	5	6	7
10	11	12	13	14	8	9	7	8	9	10	11	12	13
17	18	19	20	21	15	16	14	15	16	17	18	19	20
24	25	26	27	28	22	23	21	22	23	24	25	26	27
31					29	30	28	29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 24	25	26	27	28	Mar 1	2
3	4	5 5:30pm Council Worksession - Chambers	6	7	8	9
10	11 5:30pm Airport Advisory Bd - Sports Ctr - City Council	12 5:30pm Council Regular Mtg - Chambers	13	14	15	16
17	18	19	20 5:15pm ARB Mtg - Chambers	21	22	23
24	25 5:30pm Planning Comm - Chambers	26 10:00am Environmental 10:00am HHA - S. Park 3:00pm Cemetery 4:00pm Council	27	28	29	30
31	Apr 1	2	3	4	5	6

April 2019

April 2019							May 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 31	Apr 1	2 5:30pm Council Worksession - Chambers	3	4	5	6
7	8 5:30pm Airport Advisory Bd - Sports Ctr - City Council	9 5:30pm Council Regular Mtg - Chambers	10	11	12	13
14	15	16	17 4:00pm Parks Comm - Public Serv Conf Rm 5:15pm ARB Mtg - Chambers	18	19 Good Friday, Office Closed	20
21	22	23	24	25	26	27
28	29 5:30pm Planning Comm - Chambers	30 10:00am Environmental Comm - City Hall 10:00am HHA - S. Park 3:00pm Cemetery 4:00pm Council	May 1	2	3	4