

#### **AGENDA**

# CITY OF HARTSVILLE, SOUTH CAROLINA PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING TUESDAY, SEPTEMBER 10, 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, SEPTEMBER 6, 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
- APPROVAL OF MINUTES
  - a. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF AUGUST 13, 2019 REGULAR CITY COUNCIL MEETING AND AUGUST 26, 2019 SPECIAL CITY COUNCIL MEETING.
- 4. MANAGER UPDATE
  - a. Miscellaneous Items from City Manager

#### CONSENT AGENDA - Received as Information Only

a. <u>Committee Draft Minutes/Reports</u>

August 2019 Draft Minutes/Reports

b. <u>Departmental Reports</u>

August 2019 Reports

#### **UNFINISHED BUSINESS**

- 5. PUBLIC HEARING AND FINAL READING ORDINANCE 4369: AN ORDINANCE TO LEASE THE PROPERTY ON THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET TO THE HARTSVILLE RESCUE SQUAD.
  - 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
- 6. PUBLIC HEARING AND FINAL READING ORDINANCE 4370: TO ANNEX AN APPROXIMATELY 50.13 (+/-) ACRES OF LAND, INCLUDING THREE PARCELS KNOWN AS TAX MAP NUMBERS 056-00-01-157 CONSISTING OF 12.0 (+/-) ACRES, 056-00-01-158 CONSISTING OF 6.28 (+/-) ACRES, AND 056-00-01-159 CONSISTING OF 31.85 (+/-) ACRES LOCATED BEHIND THE CURRENT WALMART PROPERTY 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
- 7. PUBLIC HEARING AND FINAL READING ORDINANCE 4371: TO AUTHORIZE THE PURCHASE OF PROPERTIES AT TAX MAP PARCEL NUMBERS 056-10-01-042 LOCATED AT CORNER OF MARLBORO AVENUE AND SIXTH STREET, 056-10-01-043 LOCATED BEHIND

POLICE STATION, AND 057-02-02-086 LOCATED AT 2205 ROBINSON STREET FROM ARTHUR PROPERTIES.

- 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**

- 8. FIRST READING ORDINANCE 4372: AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA AMENDING AND RESTATING CHAPTER 14 "BUSINESS LICENSE" ARTICLE II "BUSINESS LICENSE PROGRAM" OF THE CITY'S CODE OF ORDINANCES, TO UPDATE THE BUSINESS LICENSE RATE SCHEDULE; TO MAKE CERTAIN OTHER MODIFICATIONS TO CITY'S BUSINESS LICENSE PROCEDURES; AND OTHER MATTERS RELATED THERETO.
  - a. Reading by Title and Presentation
  - b. Approval of Final Reading and Waiving of Complete Reading
- FIRST READING ORDINANCE 4373: AUTHORIZING AND RATIFYING THE CONVEYANCE AND TRANSFER OF CERTAIN REAL PROPERTY; AND OTHER MATTERS RELATING THERETO.
  - a. Reading by Title and Presentation
  - b. Approval of Final Reading and Waiving of Complete Reading
- 10. FIRST READING ORDINANCE 4374: AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA AMENDING AND RESTATING CHAPTER 2 "ADMINISTRATION" ARTICLE II "COUNCIL" DIVISION 1 "GENERALLY" SECTION 2-38 "DUTIES OF MAYOR, MAYOR PRO TEMPORE OF THE CITY'S CODE OF ORDINANCES, TO MAKE CERTAIN AMENDMENTS; AND OTHER MATTERS RELATED THERETO.
  - a. Reading by Title and Presentation
  - b. Approval of Final Reading and Waiving of Complete Reading
- 11. FIRST READING ORDINANCE 4375: AN ORDINANCE TO LEASE THE PROPERTY AT 407 MILL AVENUE TO A HARTSVILLE POLICE OFFICER AS REQUIRED IN THE CITY'S CDBG MATCH FOR THE OAKDALE VILLAGE RENAISSANCE GRANT.
  - a. Reading by Title and Presentation
  - b. Approval of Final Reading and Waiving of Complete Reading
- 12. RESOLUTION 09-19-01: APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE US MARSHALS OFFICE.
- 13. RESOLUTION 09-19-02: APPROVAL TO APPLY FOR A 2019 MUNICIPAL ASSOCIATION OF SOUTH CAROLINA (MASC) HOMETOWN ECONOMIC DEVELOPMENT GRANT AND FOLLOWING ITS PROCUREMENT POLICY WHEN SECURING SERVICES AND PRODUCTS WITH GRANT FUNDS.
- 14. RESOLUTION 09-19-03: AUTHORIZING THE WAIVING OF BUSINESS LICENSE FEES FOR APPROVED MAIN STREET HARTSVILLE DOWNTOWN EVENTS.
- 15. RESOLUTION 09-19-04: APPROVAL OF BID AWARD FOR HVAC SERVICES.
- 16. RESOLUTION 09-19-05: APPROVAL OF BID AWARD FOR ELECTRICAL SERVICES
- 17. RESOLUTION 09-19-06: APPROVAL OF BID AWARD FOR UNIFORM SERVICES

#### **EXECUTIVE SESSION**

18. MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4-

- 70(a)(1)(2) FOR DISCUSSION OF APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS, AND COMMITTEES AND NEGOTIATIONS INCIDENT TO PROPOSED SALE, TRANSFER, OR PURCHASE OF PROPERTIES FOR THE PURPOSE OF ECONOMIC DEVELOPMENT.
- 19. MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION.
- 20. UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.
- 21. RESOLUTION 09-19-07: APPOINTMENT TO HARTSVILLE PUBLIC DEVELOPMENT CORPORATION.
- 22. RESOLUTION 09-19-08: APPOINTMENTS TO VARIOUS CITY BOARDS, COMMISSIONS AND 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.



### Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Minutes of August 13, 2019 Regular City Council Meeting and August 26, 2019 Special City Council Meeting.

#### **IMPACT IF DENIED:**

#### ATTACHMENTS:

Description

- Minutes August 13, 2019 Regular Meeting
- Minutes August 26, 2019 Special Meeting



#### **MINUTES**

#### CITY OF HARTSVILLE, SOUTH CAROLINA REGULAR CITY COUNCIL MEETING TUESDAY, AUGUST 13, 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 McGee

Councilmember Wilson

Attorney - None

**Press** 

**Executive Staff:** 

City Manager Zeigler

City Clerk Skipper

Finance Director Caulder

Police Chief Thompson

Community & Economic Dev Dir. Munoz

**Public Service Director Slatton** 

Fire Chief Burr

**Human Resources Director Ward** 

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, AUGUST 9, 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 5:38pm and asked Councilmember Wilson to lead in the invocation and Pledge of Allegiance.

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF JULY 9, 2019 REGULAR CITY COUNCIL MEETING - APPROVED.

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

#### **PRESENTATIONS**

MASC Municipal Award - Charlie Barrineau, Field Services Manager presented the award and the video of the presentation of the award winning project – Neptune Island Water Park.

#### MANAGER UPDATE

- 1. New Hires:
  - a. Brandon Brown introduced Katie Melton as new Deputy Clerk of Court
  - b. Stephen Wild introduced Marcus Brunson, Streets and Grounds Maintenance Worker
  - c. Russ Slatton introduced Kevin Miller, Tommy Brunson, and Ronnie Rodgers as new CDL drivers
- 2. Ribbon Cutting at Outdoor Basketball Court at 10:00am tomorrow
- 3. Neptune Island hit 80,000 visitors yesterday
- 4. Mayor asked for a Moment of Silence for Garrison Murph
- 5. Councilmember Mack thanked the City Manager for the city swim program

#### **CONSENT AGENDA - Received as Information Only**

#### **NEW BUSINESS**

RESOLUTION 08-19-01: APPROVAL FOR TRANSFER OF CEMETERY REVENUE TO PERPETUAL CARE INVESTMENT TRUST FUND – APPROVED AS AMENDED.

Motion: Andrews; Second: McGee; Motion to Amend by changing the amount to \$6,617.00:

Andrews; Second: McGee; Carried As Amended: All ayes.

FIRST READING ORDINANCE 4368: TO AMEND CHAPTER 70 "SOLID WASTE" ARTICLE I "IN GENERAL" SECTION 70-3 "COMMERCIAL SOLID WASTE USER'S FEE" - APPROVED.

Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: Gammage; Carried: with all ayes with the exception of Mack voting Nay.

FIRST READING ORDINANCE 4369: AN ORDINANCE TO LEASE THE PROPERTY ON THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET TO THE HARTSVILLE RESCUE SQUAD - APPROVED. Approval of First Reading and Waiving of Complete Reading: Motion: Gammage; Second: Mack; Carried: with all ayes.

FIRST READING ORDINANCE 4370: TO ANNEX AN APPROXIMATELY 50.13 (+/-) ACRES OF LAND, INCLUDING THREE PARCELS KNOWN AS TAX MAP NUMBERS 056-00-01-157 CONSISTING OF 12.0 (+/-) ACRES, 056-00-01-158 CONSISTING OF 6.28 (+/-) ACRES, AND 056-00-01-159 CONSISTING OF 31.85 (+/-) ACRES LOCATED BEHIND THE CURRENT WALMART PROPERTY INTO THE CITY LIMITS OF HARTSVILLE – APPROVED.

Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: McGee; Carried: with all ayes.

Mayor Pennington welcomed Trevor McDonald as a guest.

#### **EXECUTIVE SESSION**

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a)(1)(2) FOR DISCUSSION OF APPOINTMENTS TO HOUSING AUTHORITY OF HARTSVILLE BOARD AND NEGOTIATIONS INCIDENT TO PROPOSED SALE OR PURCHASE OF PROPERTIES FOR THE PURPOSE OF ECONOMIC DEVELOPMENT - APPROVED.

Motion: Andrews; 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.

ADJOURNMENT: Without objection at 7:00pm.

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

FIRST READING ORDINANCE 4371: TO AUTHORIZE THE PURCHASE OF PROPERTIES AT TAX MAP PARCEL NUMBERS 056-10-01-042 LOCATED AT CORNER OF MARLBORO AVENUE AND SIXTH STREET, 056-10-01-043 LOCATED BEHIND POLICE STATION, AND 057-02-02-086 LOCATED AT 2205 ROBINSON STREET FROM ARTHUR PROPERTIES - APPROVED.

Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: McGee; Carried: with all ayes with the exception of Mack voting Nay.

,	
	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	_
Sherron L. Skipper, City Clerk	



#### **MINUTES**

#### CITY OF HARTSVILLE, SOUTH CAROLINA SPECIAL CITY COUNCIL MEETING MONDAY, AUGUST 26, 2019 – 12:00 PM COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

Mayor/Council:
Mayor Pennington - Absent
Mayor Pro-Tem Andrews
Councilmember Braddock
Councilmember Gammage
Councilmember Mack
Councilmember Wilson - Absent
Attorney - None Present
Press - None Present

Executive Staff:
City Manager Zeigler
City Clerk Skipper
Finance Director Caulder

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON THURSDAY, AUGUST 22, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE, AN ACCESSIBLE FACILITY, AND ON HARTSVILLESC.GOV.

Mayor Pro-Tem Andrews called the meeting to order at 12:01pm and asked Councilmember Mack to lead in the invocation and Pledge of Allegiance.

Finance Director Caulder introduced Terry Laughter, Senior Finance Account and Amber Matthews, Purchasing Agent as the two additions in the Finance Department.

#### **UNFINISHED BUSINESS**

PUBLIC HEARING AND FINAL READING ORDINANCE 4368: TO AMEND CHAPTER 70 "SOLID WASTE" ARTICLE I "IN GENERAL" SECTION 70-3 "COMMERCIAL SOLID WASTE USER'S FEE" - APPROVED. Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Braddock; Second: Gammage; Discussion: Mack asked if this was an increase. Finance Director Caulder stated that this is a decrease to the commercial customers due to a calculation error; Carried: with all ayes.

ADJOURNMENT: Without objection at 12:04pm.

		Carl M. (Mel) Pennington IV, Mayor
ATTEST:		
	Sherron L. Skipper, City Clerk	



Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

#### ORDINANCE/RESOLUTION CAPTION:

Misc Items from City Manager.



### Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Committee Draft Minutes and Reports for August 2019.

#### ATTACHMENTS:

Description

- Airport Advisory Board
- Architectural Review Board
- Museum
- Parking Beautification and Business Improvement Commission
- Parks Committee August
- Parks Committee July
- Planning Commission
- Council African American Cemetery Committee July
- Council African American Cemetery Committee August
- Council Community Engagement Committee
- Council Community Engagement Committee



#### Minutes

## City of Hartsville South Carolina Airport Advisory Board Regular Meeting Monday, August 12, 2019 – 5:30pm Public Services Conference Room – 402 S. Leesburg Street

Pursuant to Freedom of Information Act SC Code 30-4-80: Written notice was delivered to the press by email on Friday, August 9, 2019 and duly posted at TB Thomas Sports Center, and on hartsvillesc.gov.

Members Present: Bryan Drayton, Wayne Guttry, Lee Gardner, Chair

Members Absent: James Harrell, Lex West, Vice-Chair

Guests: Bob Braddock, Ex-Officio

Staff Present: Hemming Hemmingsen, Kennedy McGee, Russell Slatton

#### Call to Order

Board Chair Gardner called meeting to order at 5:34pm.

#### Minutes

Motion to approve July 8, 2019 regular meeting minutes; Guttry: Second; Harrell

#### Review of Contract with the Middleton Group

Group expects to have firm estimate from architectural firm by end of the week. This will allow the group to have numbers to present to council, seeking approval to move forward with plans for construction/securement of funds.

#### **FBO Report**

Flight Operations: 468 Piston Aircraft; 14 Jet; Total: 482

Fuel Sales: 742gal 100-low lead; 437gal jet-A

Flight School Numbers: 5 Instructors; 2 aircraft; 8 students

#### Report from the City

The hangar door project is nearly complete; the bottom of the door needs some minor adjustments before being fully functional. Lee is still awaiting word from the company he contacted regarding treatment of the runway vegetation. As stated at the prior meeting, the airport is treated for fire ants each spring and fall with the next treatment set for some time in August/September. Further research is still taking place regarding the SCAC Airport Inspection Report, as some of the suggested repairs are no longer relevant due to evolving processes in airport management; action will be taken once the necessary adjustments are identified. There has been no recent word from DNR regarding the deer removal but group will attempt contact. Group discussed that 3 out of 5 members are required to reside within the city limits to keep the board compliant. Board will continue the conversation regarding group membership at the next meeting.

#### Adjournment

Chair Gardner adjourned the meeting at 5:48pm.

Lee Gardner, Board Chair	Date	



### **MINUTES**

#### **CITY OF HARTSVILLE**

#### ARCHITECTURAL REVIEW BOARD MEETING **WEDNESDAY, AUGUST 21, 2019 - 5:15PM**

#### **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, AUGUST 16, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

Members present: Chairman Bobby Goodson, Vice Chairman Danny Johnson, Deborah Gandy, Andy Newsom and Marci Tuten. Absent: George Walden and Albert Wingfield. Guest: Zane Rogers, Stephen Heugel, Suzy Moyd and Brandy Stellingworth. Staff: Brenda Kelley, Shannon Munoz, Karine Thomas. **Press:** Absent.

#### **Call to Order**

Chairman Goodson called the meeting to order at 5:16pm.

#### **Approval of Minutes**

Motion made by Tuten to approve the July 17, 2019 minutes as submitted; Second: Johnson; Carried: all in favor.

#### **Introduction of New Member**

Chairman Goodson introduced new member Andy Newsom.

#### Oath of Office

Andy Newsom took the Oath of Office.

#### **New Business**

#### **Applications**

#### Black Creek Builders – 116 E. Carolina Ave. –window & door signs

Zane Rogers was present to participate in the discussion regarding Black Creek's proposal to place vinyllettered signs on the lower portion of the front display windows that read "Black Creek Builders." Vinyl letters would also be placed on the door that displays a logo, the business name, days and hours of operation, and the phone number. Johnson made a motion to approve the signs as submitted; Second: Tuten: Carried: All in favor.

#### CMS in care of AMC - Mantissa Alley - enclosure for HVAC unit

Stephen Heugel of CMS was present to participate in the discussion regarding a proposal to build a solid vinyl enclosure for a new HVAC unit for the AMC theatre. Tuten made a motion to approve the enclosure as presented with the option of subdued gray or beige. Second: Gandy; Carried: All in favor.

#### Hartsville Rail Passenger Station - S. Fourth St. - proposed ideas

Brandy Stellingworth was present to participate in the discussion regarding her ideas for the Hartsville Rail Passenger Station. Mrs. Stellingworth plans to relocate her current business, Retrofit, to the building in 2020. Mrs. Stellingworth introduced the following ideas:

Maintain the exterior

- Porch on the front.
- Paint exterior white (original color)
- Window frame charcoal
- Under hang (Charleston blue)
- Enlarge window on front of the building
- Main entrance middle of the building (Jones Eye Care side)
- Convert bay windows to French doors
- Rear of the building for private events only
- Deck on rear of the building
- Fence wall of railroad ties as main post with growing ivy

Chairman Goodson discussed the content and historic value of the property. He had a copy of the covenants that govern the building. Mrs. Stellingworth said she was not aware of the covenant. She also said that she spoke with someone from the State Historic Preservation Office and was told that she did not have to follow historic guidelines if she was not using Federal money. Mr. Goodson explained that the rail passenger station is in a historic district designated by the City of Hartsville City Council and requires specific guidelines and standards accordingly. Mrs. Stellingworth was presenting ideas only. No action was taken.

#### Main Street Update - Suzy Moyd

- Parking Day September 20, 2019
- YMCA Fest da Ville October 5, 2019
- Treats on the Street October 24, 2019
- Wine Walk November 2019
- Downtown Open House November 2019
- Block and Vino Opening soon
- Colours is open in the new location
- New furniture will available for downtown dining. All restaurants with outdoor dining will have the same type furniture made of wrought iron.

#### **Adjournment**

Johnson made a motion to adjourn at 6:03pm; Second: Tuten; Carried: All in favor.

City Hall.		
 Signature	 Date	



#### Minutes

City of Hartsville, South Carolina Museum Commission Meeting Wednesday, August 21, 2019, 6:30 PM The Edition—221 North Fifth Street

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, AUGUST 16, 2019, AND DULY POSTED AT THE EDITION, AN ACCESSIBLE FACILITY.

Members present: Chairman, Dr. Mac Chapman, Treasurer, John Nichols, Phyllis Fields, Paula Alvarez, Sue

Brand, Colin Hungerpiller, Judi Elvington and Jennifer Heusel

Members Absent: Steve Tinney

**Staff**: Museum Director, Kathy Dunlap, Museum Manager, Andrea Steen, Public Information Officer, Lauren Baker and Director of Human Resources, Rebecca Ward

#### 1. Call to Order

Chairman Chapman called the meeting to order at 6:26 PM.

#### 2. Motion to Approve Minutes from Commission Meeting May 15, 2019 - APPROVED

Motion: Hungerpiller; Second: Elvington; Carried: All Ayes

#### 3. **Induction of New Commission Member** – Heusel

Chapman welcomed Heusel. Heusel introduced herself and shared her position at Coker University in the Communications Department and her outreach with the African American Cemetery, Butler Heritage, NAACP and S.C. African American Heritage Commission.

#### 4. Oath of Office for appointed Commission Members – Administered by Baker

Members Heusel, appointed by City Council at their June 2019 meeting, Hungerpiller, Chapman and Brand took their Oath of Office.

#### 5. Election of Officers (Chair and Vice Chair) - APPROVED

Motion: Hungerpiller to elect Chapman as Chair; Second: Brand; Carried: All ayes. Motion: Elvington to elect Sue Brand as Vice Chair; Second: Fields; Carried: All ayes.

#### 6. Financial Report - Dunlap

- 6.1 **Museum Commission Account** Reflects credit card purchases and Gallery Store sales; the financial statement shows we tend to maintain a low balance, but otherwise are in good shape.
- 6.2 **Museum City Budget** We are into a new City budget. Dunlap will be working with Terry Laughter in Finance to clean up old line items not in use. Concern for low rental income for The Edition. Baker acknowledged that summer rentals were slow and shared plans on upcoming promotions through advertising and social media in the event world with wedding promotion websites, wedding pages and opportunities with Wedding Showcases. Samantha Altman, Special Events Coordinator is currently receiving lots of inquiries for The Edition and rentals should pick up for fall and winter.
- 6.3 Fundraising Update Fundraising went really well. Donations are still coming in.

#### 7. Update

#### 7.1 Coming Soon – New Claude Hart Exhibit – Dunlap

Changing exhibits; moving Sonoco exhibit and using space to create Claude Hart's studio. Working with Alleyway to produce wall murals and signage. Sonoco exhibit will be relocated to back wall across from Locomobile. It will be smaller, but more dynamic.

7.2 Darkside Tour – Steen

Announced plans were already in place for the Darkside Tour to once again haunt the streets of Hartsville for 6 nights in October with a few new added stories and a new Tour Guide, James Daniel Chaplin.

#### 7.3 **Staff Update** – Ward

8. Adjournment

Ward introduced herself and presented personnel changes. She explained the intent of removing the Director role and elevating the Museum Manager title, but also being flexible if needing to adjust to industry standards. This will also mean introducing an Administrative type role. Ward explained that Andrea Steen will maintain the Museum Manager Title and lead the museum with the upcoming retirement of Dunlap. The board and staff all showed much appreciation for Dunlap's time and dedication to the Hartsville Museum through the years.

Motion to adjourn the meeting at 7:18 PM.	
Motion: Brandt: Second: Hungerpiller: Carried: All Aves	

Attest	Attest
Mac Chapman, Museum Commission Chair	Andrea Steen, Museum Manager

#### **MINUTES**

## PARKING, BEAUTIFICATION, AND BUSINESS IMPROVEMENT COMMISSION MONDAY, AUGUST 5, 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 AUGUST 2, 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, Richard Porter

Commission Members Absent: Steve Fagan

Members of the Public Present: None City of Hartsville Staff: Shannon Munoz Main Street Hartsville Staff: Suzy Moyd City Council Member: Bobby McGee Ex Officio: Mayor Mel Pennington

- 1. Chairman Godwin called the meeting to order at 5:30 PM.
- 2. MOTION TO APPROVE THE MINUTES OF THE MONDAY, JUNE 10, 2019, COMMISSION MEETING APPROVED. Motion: Alexander; Second: Porter; Carried: All Ayes

#### **NEW BUSINESS**

- 3. Shannon Munoz presented Oath of Office. Porter and Alexander signed Oath of Office.
- 4. Election of Officers MOTION MADE TO CONTINUE WITH CURRENT OFFICERS APPROVED. Motion: Alexander; Second: Porter; All Ayes. Those offices are: Chairman Carol Godwin, Vice Chairman Richard Porter, Recorder Emily Phillips.
- 5. Future meeting dates decided to continue meeting as needed
- 6. Warren Arthur spoke with Ziegler and wants to sell property in the PBBIC district on the corner of Marlboro and Sixth for \$79.000.00. City presented map and is asking PBBIC to pay for half of the \$79,000.00. Discussion followed. MOTION MADE FOR PBBIC TO PAY FOR HALF AND ALLOW THE PARTIES TO WORK TOGETHER TO CRAFT VERBIAGE EXPRESSING PBBIC'S OPTION TO RECEIVE BACK OR DEFER THEIR INVESTMENT DEPENDING ON WHETHER OR NOT THE COMMITTEE AGREES WITH WHAT IS EVENTUALLY DONE WITH THE PROPERTY. Motion: Porter; Second: Alexander; All Ayes.

#### **OLD BUSINESS**

7. Outside Dining cost estimate from Lowe's presented by Munoz - \$15,777.15. Would take two weeks for tables, chairs and umbrellas/stands to come in. Home Depot has volume pricing and Shannon will check with them on pricing. Will also check on two seaters for some areas. Will make sure all seating meets ADA requirements. Suzy Moyd reports that restaurants are in favor of having table/chairs/umbrellas provided. Restaurant owners who utilize outside dining have to sign an outdoor dining permit which includes the requirement that restaurants have to have insurance on tables placed on public property. Discussed the need to have a uniform policy stating where tables/chairs/umbrellas can be placed if they are to be used. City will store these items during off season. City will come up

with a "menu" of other items such as outdoor planters, joggling boards, etc. for non-dining establishments to choose from. This will be done via an application process with Main Street Hartsville. MOTION MADE TO SPEND \$15,777.15 ON TABLES, CHAIRS, AND UMBRELLAS/STANDS. Motion: Porter; Second: Alexander; All Ayes. SECOND MOTION MADE TO EARMARK \$15,000.00 FOR BEAUTIFICATION GRANTS OTHER ESTABISHMENTS MAY APPLY FOR. MAIN STREET HARTSVILLE WILL CREATE AN APPLICATION PROCESS ON A PER DIEM BASIS. APPLICATIONS WILL BE BROUGHT TO PBBIC TO APPROVE. Motion: Porter; Second: Alexander; All ayes.

- 8. Related to beautification the subject of Christmas decorations was brought up. Suzy Moyd and Shannon Munoz will check on estimate for LED lighting to wrap trees in downtown.
- 9. Discussion related to spending decisions on NEW BUSINESS purchase of property and OLD BUSINESS outside dining occurred in regard to parking beside Dr. Quaye's office and apartments between College Avenue and Mantissa Alley. There is no handicapped parking. This area needs to be marked one way. It has been requested that there be a 10-15 minute unloading area. This parking area needs to be redesigned, restriped, and have new bumpers installed. Mel Pennington will make sure it's being cleaned. PBBIC acknowledges in making other spending decisions that the commission will also have some expense with this.
- 10. MOTION MADE TO APPROVE RESOLUTION CLARIFYING QUALITIFICATION FOR COMMISSION MEMBERS. Motion: Alexander; Second: Porter; All Ayes.
- 11. Decided to postpone proposal of Clean Up Hartsville Campaign at this time. Perhaps will re-address at a later time.
- 12. MOTION MADE TO ADJOURN THE MEETING at 6:50 PM. Motion: Alexander; Second: Porter; Carried: All Ayes

This is our report to the full Council.		
Carol Ann Godwin Commission Chair	 Date	



#### Minutes

# City of Hartsville South Carolina Parks Committee Special Meeting Wednesday, August 21, 2019 – 5:00pm Public Services Office, 402 S Leesburg Street

Pursuant to Freedom of Information Act SC Code 30-4-80: Written notice was delivered to the press by email on Monday, August 19, 2019, and duly posted at 402 S Leesburg Street and on hartsvillesc.gov.

Members Present: Antonio de Ridder, Bryson Caldwell, Ken Hughes, Rose Williams

Staff Present: Russell Slatton, Adam Bedard, Alisha Belk, Sherron Skipper

Council Ex-Officio: Bobby McGee

The meeting was called to order at 5:35pm by vice chair, Ken Hughes.

#### Minutes

Committee approved minutes from the November 28, 2019.

#### Election of Chair and Vice Chair

Bryson Caldwell nominated Ken Hughes for chair; second: Antonio de Ridder; all ayes. Ken Hughes nominated Antonio de Ridder for vice chair; second: Bryson Caldwell; all ayes.

#### Set Regular Monthly Meetings Date, Time Location

Committee will meet every other month on the second Wednesday of the month, at 5:00pm. The location will be the Public Services Office, Conference Room. The next meeting will be October 9, 2019 and then December 11, 2019 respectively.

#### Oaths of Office

All present committee members recited their oaths of office and signed their documentation to be submitted to the city clerk.

#### Review of codes section

Sherron Skipper reviewed with the committee how the current vacancy on the committee would be filled since Julia Klimek sent in her resignation. All regular terms end June 30 of that year. Reviewed the attendance portion of the code for committees that explains 2 unexcused consecutive absences would be brought to City Council for review for removal and City Council will find a replacement. Role will be taken at each meeting and committee member will need to let Alisha Belk know the reason why they aren't able to make the meeting so that if a quorum isn't going to happen the meeting can go ahead and be cancelled. Per code the committee must meet at least once a quarter. Russell Slatton asked if announcements for new committee members also be placed at T.B Thomas.

#### **Construction Updates**

a. The outdoor basketball court was completed and ribbon cutting was held last week, looking to add some type of fencing around the court to catch any wild balls and do some more plantings around the court. Bryson Caldwell brought up a question regarding adding lights around the court and Russell Slatton commented that they have looked at it but there were concerns about doing so. Committee can discuss at a later time and decide further and funds would need to be found to cover.

- b. A pull up bar was put up for the circuit course at Byerly Park. There are three more stations that will be added this year: monkey bars, dip bar and a sit up station. They are looking to add at least eight stations at Byerly Park along the one mile track.
- c. T.B. Thomas painting is being done slowly, lightening up the entire building. The lobby was repainted last year and the conference room this year for Girls University to use.
- d. To keep people from parking in the grass around the ballfields road perimeter plantings have been added along the Russell Road side, baseball field and football field side. This was done to keep from having to put up more fencing, poles or ropes. The intent is to do this around the entire park to keep people from parking on the grass.
- e. There were funds left over from a tournament that enabled the installation of batting cages. The ones that were originally ordered where actually made for inside and they were destroyed within a week. New outdoor cages have now been installed, higher intensity poles and there are two at each complex.

#### **Prior Events**

- a. Young Eagles flight fest was held out at the airport in April. There was a movie offered the Friday before on the tarmac. The following Saturday there were 48 free flights for the kids and over 150 people showed up. There were presentations made to educate children about being a pilot and airplanes in general. There was a mother and daughter pair that came and speak about the hurdles they faced being female pilots.
- b. There have been 6 tournaments so far this year and one on the books for August 24<sup>th</sup>. One day passes are handed out to go to Neptune Island at the tournaments to entice tournaments to come to Hartsville.

Meeting was adjourned at 6:07 pm.		
Chair, Ken Hughes	Date	



#### **Minutes**

# City of Hartsville South Carolina Parks Committee Special Meeting Wednesday, July 17, 2019 – 4:00pm Public Services Conference Room-402 South Leesburg Street

Pursuant to Freedom of Information Act SC Code 30-4-80: Written notice was delivered to the press by email on Monday, July 17, 2019 and duly posted at 402 South Leesburg Street and on hartsvillesc.gov.

Members present: Ken Hughes, Bryson Caldwell

Members absent: Julia Klimek, Rose Williams, Antonio de Ridder

Council Ex-Officio: Bobby McGee

Staff present: Russell Slatton, Adam Bedard, Alisha Belk, Sherron Skipper

#### Call to order

Meeting was not called to order by Vice-Chair Hughes due to lack quorum

Oath of Office was taken by Bryson Caldwell

A Special Meeting will be held on August, 21, 2019 at 5:00pm.



# MINUTES CITY OF HARTSVILLE PLANNING COMMISSION MEETING MONDAY, AUGUST 26, 2019 - 5:30PM 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, AUGUST 23, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

Members present: Vice Chairman Curtis Lee, Dan Askins, Casey Hancock, and Nancy McGee. Members Absent: Chairman Curtis Lee, Rebecca McDonald and Trevor McDonald. Staff: Brenda Kelley, Shannon Munoz and Karine Thomas. Guest: Paul Mills, Gray Segars, Mark Stellingworth and Logan Waters. Press: Jim Faile.

#### **Call to Order**

Casey Hancock called the meeting to order at 5:33pm.

#### **Approval of Minutes**

Nancy McGee made a motion to approve the July 29, 2019 special meeting minutes; Second: Hancock; Carried: All in favor.

#### **Oath of Office**

Chris Shirley took the oath of office.

#### **Old Business**

#### **Comprehensive Plan/Vision 2030**

Mark Stellingworth is working on the technical writing and presentation for the final document. Mr. Stellingworth met with the Chairman to develop an overall theme. Vision 20/30 would be less lengthy than Hartsville 20/20. The document will be outlined base. Social networking needs to be included. Mr. Stellingworth keep the commission informed of the progress.

#### **Sign Ordinance**

Staff Brenda Kelley presented signs allowed with a permit and the signs allowed without a permit. The commissioners discussed certain aspects of each. No action was taken. The planning commission is reviewing the ordinance in sections.

#### **Ordinance Revisions**

The commissioners discussed the Temporary Pop Up Retail and the Temporary Storage Unit Ordinances. They asked Ms. Kelley to research other city ordinances and be prepared to make a report at the next meeting.

#### **New Business**

#### Subdivision Plat – Hartsville Bojangles – South Fourth Street

Gray Segars was present to participate in the discussion regarding a proposal to subdivide an approximately 2.44 acre tract identified at Tax Map #056-00-01-011 and an approximately 39.49 acre tract identified at Tax Map #056-00-01-002 into several tracts. The new tracts would include a new

street, a new carwash, a new Bojangles restaurant, and a new lot for future development. Dan Askins made a motion to approve the subdivision as submitted; McGee seconded. All in favor.

#### Site Development Plan – Hartsville Bojangles – South Fourth Street

Logan Waters of Atwell, LLC was present to participate in the discussion regarding the site development plan for Bojangles. The Planning Commission received a copy of staff reviews. The shape of the parcel forced the parking lot to the rear. Sidewalks will be around the building. Nancy McGee asked if the number of parking spaces was client driven. Mr. Waters would find out and let her know. Casey Hancock made a motion to approve the site development plan as submitted; Second: Askins seconded. All in favor.

#### Site Development Plan – Hartsville Crossing Apartments – Driver Avenue

<u>Adjournment</u>

Signature

Paul Mills of Site Design was present to participate in the discussion regarding the site development plan for Bojangles. The Planning Commission received a copy of the City of Hartsville's third party reviewer. The 12-acre tract would house two (2) two (2) - story buildings. A clubhouse, play area, and picnic shelter would also be a part of the development. Two detention ponds are on the site. A four (4)-chain link fence is proposed for each pond. A non-jurisdictional wetland is on the property. The street would be 24 feet face to face. A sidewalk will be on the portion of the street where Drive Road enters the apartment complex. Casey Hancock made a motion to approve the site development plan, contingent upon the second and final reading of the annexation and staff approval.

McGee made a motion to adjo	urn at 7:42pm;	Second: McGee	e; Carried: All in favor	



# CITY OF HARTSVILLE, SOUTH CAROLINA COUNCIL AFRICAN-AMERICAN CEMETERY COMMITTEE Tuesday, July 30, 2019 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 FRIDAY, MAY 2014, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 E. CAROLINA AVE.

Committee Members Present: Tre Gammage, Chair, Johnny Andrews, Mayor Pro-Tem Guests Present: Pecolia Grove, Adlena Graham, Jennifer Heusel, Patricia Wingate

Staff Present: Alisha Belk

The following matters were discussed:

- 1. Volunteer Letter
  - a) Tre opened the floor for discussion regarding the volunteer/donation letter that was drafted to be sent out to local community and those that may have had ties to Hartsville. Tre was going to speak with Sherron Skipper regarding getting addresses and email addresses that the letter could be sent out to within our community.
- 2. Cemetery entrance update
  - a) Tre will follow up with BJ about designs. Mentioned using brick columns for the entrance and the possibility of selling bricks that people could have their names put on it.
  - b) Suggestion was made by Johnny Andrews to present something to the Butler Foundation to set up a booth of some type at the Taste of Butler to provide hand-out information to potential donors for the entrance.
- 3. Saturday Clean Up
  - a) Group will continue to seek volunteers from civic groups, schools and local churches in the area. Next clean-up will be August 10th @ 8am.
  - b) Discussed trying to get a letter out to the churches that may have family buried in the cemetery to seek help with clean up as well

The next meeting will be held Tuesday, August 10th at 3pm in the City Hall Council Chambers.

Councilman Gammage closed the meeting at 3:40pm.

|--|

Tre Gammage, Chair	-	Date



# CITY OF HARTSVILLE, SOUTH CAROLINA COUNCIL AFRICAN-AMERICAN CEMETERY COMMITTEE TUESDAY, AUGUST 27, 2019 AT 3:00PM 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 FRIDAY, August 23, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 E. CAROLINA AVE.

Committee Members Present: Tre Gammage, Chair, Johnny Andrews, Mayor Pro-Tem

Guests Present: Adlena Graham, Jennifer Heusel, Ruth Segars, Alisha Dundy

Staff Present: Alisha Belk

The following matters were discussed:

- 1. Volunteer Letter
  - a) Tre sent out the volunteer/donation letter to 10 people and had a goal of at least 20 people. They were sent out to F3, Hartsville Middle, Rotary Club, Kiwanis Club, Chris Morgan, Enactus Team at Coker College, Governors School and Back to the Future club and he could not recall the others he could not recall.
  - b) Discussed others that they might could send the letter out to: Boys Scout troop, Cub Scout troop, One Church, Presbyterian Church, New Hopewell.
- 2. Saturday Clean Up
  - a) Group will continue to seek volunteers from civic groups, schools and local churches in the area. Next clean-up will be September 14th @ 8am.
  - b) Group raised the question about what the contract with Arborworks covered so that they weren't both working on the same thing.
- 3. Historic Registry Update
  - a) Jennifer continuing to work on the registry application.
  - b) Reviewed questions on the application that she needed more information on.

The next meeting will be held Tuesday, September 24, 2019 at 3pm in the City Hall Council Chambers.

Councilman Gammage closed the meeting at 4:02pm.

This is our report and recommendations to the	he ful	I council
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Tre Gammage, Chair	Date



# CITY OF HARTSVILLE, SOUTH CAROLINA COUNCIL COMMUNITY ENGAGEMENT COMMITTEE TUESDAY, July 30, 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 FRIDAY, JULY 26, 2019, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE, AN ACCESSIBLE FACILITY.

Committee Members Present: Tre' Gammage, Chair, Johnny Andrews, Bobby McGee

Members of the Public Present: None

Staff: Lauren Baker

Chair, Tre' Gammage called the meeting to order at 4:02 PM.

The Chair led discussion on the following:

- a) Loop da'Ville and Bike to the Future

  Students from the Governor's School for Science and Mathematics are interested in having a pop up park for the
  Loop da'Ville Race on October 5, 2019. Ideas of a water station, ice cream, and simple seating such as tire seats,
  and hay bales were brought up. Chair Gammage will meet with them when school returns to get a game plan of
  what the committee members will do.
- b) Citibot Release Date
  Lauren has been working with Citibot on the logistics and marketing of the Citibot Release in Hartsville. The plan
  is to have a Mid-August Soft Launch with city employees, City Council, and other interested parties to work any
  kinks out. We will go live for a full launch to the public around September 1, 2019.
- c) Next meeting: August 27, 2019, at 4:00 PM, in City Council Chambers

Chair Gammage adjourned the meeting at 4:36 PM.

Tre' Gammage, Chair	Date	
This is our report and recommendations to the full Council.		



# CITY OF HARTSVILLE, SOUTH CAROLINA COUNCIL COMMUNITY ENGAGEMENT COMMITTEE TUESDAY, AUGUST 27, 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 FRIDAY, AUGUST 23, 2019, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE, AN ACCESSIBLE FACILITY.

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

Members of the Public Present: None

Staff: Lauren Baker

Chair, Tre' Gammage called the meeting to order at 4:10 PM.

The Chair led discussion on the following:

- a) Loop da Ville
  - Discussion was held concerning the committee's involvement in Loop da Ville. Committee members will set up a table (Borrow from Tourism Office), Tire Chairs, and Water Cooler to use at a water station along the family ride portion of the Loop da Ville race on October 5<sup>th</sup>. The race begins at 9:00 and the family ride portion will likely finish up around 10:00.
- b) Citibot Release Date
  - Lauren explained the Citibot process and passed out cards with the phone number. We have begun the soft launch phase and are working out kinks in the system. It will go out to employees later in the week and the full launch will happen on September 10<sup>th</sup>.
- c) Beautification

This topic will be discussed at the September meeting.

d) Next meeting: September 24, 2019, at 4:00 PM, in City Council Chambers

Chair Gammage adjourned the meeting at 4:30 PM.

Tre' Gammage, Chair	Date	
this is our report and recommendations to the full Council.		



### Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Departmental Reports for August 2019

#### ATTACHMENTS:

Description

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

### **City of Hartsville Fire Department**

Hartsville, SC

This report was generated on 9/4/2019 11:30:01 AM



#### Personnel and Events for Event Type for Event Category for Date Range

Event Categories: Animal Control | Event Type(s): Animal Control | Start Date: 08/01/2019 | End Date: 08/31/2019

DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
08/07/2019	317 E Richardson Circle Surrendered Cat	Animal Control	317 E Richardson Circle	1
	Jeffrey Burr			
08/09/2019	102 Holly Cir, Checking on a dog that we recived a complaint on. Stating the dog was not in a proper living area.	Animal Control		0.5
	Matthew Hayden, William Burdick			
08/09/2019	320 W Washington St. Talked with owner about 3 stray dogs coming into the yard in the morning time.	Animal Control		0.25
	Matthew Hayden, William Burdick			
08/09/2019	1212 Robinson St. Attempted to tranquilize a mean dog in the neigborhood.	Animal Control		0.75
	Matthew Hayden, William Burdick			
08/15/2019	1212 Robinson St	Animal Control		0.75
	William Burdick			
08/15/2019	708 Butler st	Animal Control	708 Butler	0.5
	William Burdick			
08/20/2019	Possible Stray black dog/ Possibly has puppies	Animal Control	Hartwood Villiage on E Carolina	0.5
	William Burdick			
08/25/2019	Animal Control 407 Coker Ave	Animal Control	407 Coker AVE	5.5
	Timothy Watford II			
08/26/2019	Fox on Bedford Avenue (not sighted just hear at night)	Animal Control	Bedford Avenue	0
	Sherry Griggs			

### **Monthly Departmental Report: Navigator 2019**



#### **Comprehensive Plan**

January - July 2019: Statistical information is still being gathered and the Natural Resources & Transportation Elements are almost complete. The Housing Element is currently being compiled. Commission members will provide updates to their elements by the end of July. At that point, Mark Stellingworth will help serve as a technical writer to further solidify the elements. Within three months or October 2019, the elements should be ready for presentation at the Planning Commission meeting and then submitted to Council for their review and approval in November 2019.

**August 2019:** Mark Stellingworth provided an update on the Comprehensive Plan and asked the element leaders to provide him with an outline. Mark will contact each element leader individually after September 7, 2019, to determine the key investment priorities for each.

#### **Ordinance Revision**

**January 2019**: The Planning Commission met on January 28<sup>th</sup> 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 25<sup>th</sup> meeting.

**March 2019:** The Planning Commission discussed and voted to allow staff to present a creative approach to the city's Sign Regulations Ordinance revision and present the updates at the May Planning Commission meeting.

**April 2019:** Due to several subdivisions of lots, the ordinance revision was not placed on the agenda. It will pick back up on the May agenda.

**May 2019:** There Planning Commission did not have a meeting on May 27<sup>th</sup>, due to Memorial Day.

June 2019: None

**July 2019:** The sign ordinance was presented for review on July 29<sup>th</sup>. Staff prioritized the remaining ordinances and created a worksheet for the commission's review each month. **August 2019:** Three ordinances (Sign, Temporary Pop Up Retail & Temporary Storage) were discussed. The commission asked that staff provide examples of how a few other cities addressed these and to put together a draft ordinance that incorporates best practices instead of just what the Alta Planning produced ordinance states.

#### **Historic Butler District Neighborhood Revitalization Strategy**

Staff will set up a meeting to see how the City of Hartsville may assist the district in potential projects for 2019/2020.

### **Great American Cleanup**

The Great American Cleanup will be hosted but will be postponed until a key resource (Sanitation Manager) position can be filled.

	70	-	CODES E	NFORCE	CODES ENFORCEMENT ACTIVITY	IVITY		
TIME	TYPE	SUBJECT	PROPERTY OWNER NAME	OWNER'S	TAY MAD #	Letter/ Report	Follow up	Disposition:
10/19/17 IPMC	IPMC	810 Butler St., Hartsville, SC		206 Howard ST., Hartsville, SC	057-02-01-113	6-4-19	raiger date	Description of Closed
2/26/18 IPMC	IPMC	313 Lincoln ave., Hartsville, SC	Samuel	1210 Robinson Street Hartsville		81/96/16		
2/26/18 IPMC	IPMC	1010 Myrtle St., Hartsville, SC	_	880 Boynton Ave. Apt. 3H.		2/26/18		N L L
2/26/18 IPMC	IPMC	_		1310 Robinson St.,	057-06-03-071	2/26/18		NEO
A/12/18 IPMC	IPMC		Forfeited Land			7		
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12/18 DMC		823 Hampton	Forfeited Land			01/11/4		O PEN
4/13/18 IPMC	IPMC	411 Howard st., Hartsville, SC	Forfeited Land			4/12/18		OPEN
5/17/18 IPMC	IPMC	1005 Robinson St., Hartsville,	Forfeited Land Commission			5/17/18		NHdC
5/17/18 IPMC	IPMC	909 Hampton St., Hartsville,	Forfeited Land Commission			5/17/18		OPEN
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3/13/19 IPMC		821 S. Sixth St., Hartsville, SC	Kela &	821 S. Sixth St., Hartsville, SC	057-02-02-102	3/13/19		
4/16/19 IPMC	IPMC	یَہ	Dixon, Henry & Cora C	1201 E. Old Camden Rd	056-10-03-043	4/16/19		8/14/19 CI OSED
4/17/19 IPMC	IPMC	212 Howard St., Hartsville, SC	Ronnie ngate,	3247 Samuel Rd., Darlington,	056-10-04-035 & 056-10-04-093	4/17/19		OPEN
5/8/19 IPMC	IPMC	813 W. Home Ave., Hartsville,	ine	813 W. Home Ave., Hartsville,	035-12-01-079	5/8/19		OPEN
5/14/19 IPMC	IPMC	810 Glen Acres, Hartsville, SC	Pietrzack, Jennifer	138 Ski Cove Ln., Hartsville,	057-01-02-032	5/14/19		OPEN
5/22/19 IPMC	IPMC	404 S. Eleventh St., Hartsville,	Grigg, Ellyn	3509 Emperor Ct., Bowie, MD	056-13-01-075	5/22/19		OPEN
5/22/19   IPMC	IPMC	East Lewellen Dr., Hartsville,	Amerson, James C/O Amerson,	3127 Moss Hammock	057-01-02-033	5/22/19		OPEN

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21 S. Beach Dr., Surfside, SC	804 Butler St., Hartsville, SC	1261 Lakeview Blvd., Hartsville,	-	#818, Lancaster,		1224 Meadow	Lark Ln.,	PO Box 212721,	Columbia, SC	413 Goodson Dr., Hartsville.		Darlington, sC	220 Beechwood	Dr., Hartsville,	300 Acorn Dr.,	Lafayette, LA	_		5709 Peace	Nest Dr.,	141 Forest Dr., Darlington, SC	812 Havenwood	Ct., Hartsville,SC	347 Dovesville	Hwy., Darlington,		Ave., Lorain,	821 Sunny Hill		202 Washington St., Hartsville	209 White Oak	INA, INIGIIIIO, CO
McLendon, Ann & Etal	Brockington, James E.	Funderburk, Tim	Brown, John	Michael	Dixon Flectrical		Jackson, Polly		Dickey, James	Arthur Properties		Gates, JD		Josey, Donnie		Murray, Delores		Smith, Ellen Etal	Horton, Dennis	Lee	Cole, Williams	Douglas, Jack	_		, Tchalla		Anderson, Cora		Jackson, George	Coe. William	Glasscho,	עוטוטוא א
528 Clyburn Ave., Hartsville,	804 Butler St.	Sumter Ave., Hartsville, SC	710 & 712 Pitt	St., Hartsville,	725 E. Carolina Ave Hartsville	146 W. Laurens	Ave, Hartsville,	216 S. Sixth St.,	Hartsville, SC	2205 Robinson St., Hartsville,	2206 Robinson	St., Hartsville,	Sixth St.,	Hartsville, SC	700 Butler St.,	Hartsville, SC	704 Butler St.,	Hartsville, SC	706 Butler St.,	Hartsville, SC	Robinson St.	706 Chaplain	Circle, Hartsville,	1018 Myrtle	Street, Hartsville,	2307 Myrtle St.,	Hartsville, SC	Myrtle Street,	Hartsville, SC	Tuskeegee St., Hartsville. SC	904 Tuskeegee	Ot., 1 191 to 111 C,
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056-06-04-006	057-03-01-018	056-14-07-004	056-14-03-093			056-13-04-015	056-14-07-018	056-13-04-022	056-10-04-014										035-15-01-034
310 Hinnant Lane, Hartsville,	1776 Brookshire Court,	PO Box 14610, Surfside Beach,	PO Box 381, Timmonsville,			432 James Ave., Hartsville, SC	2017 Gum Circle, Hartsville,	2044 Promise Rd. Apt. 2102,	PO Box 1057 Darlington, SC										143 Gardner Dr., Hartsville, SC
Qui, Hejin	Flo-Rose LLC, Bieneta Johnwon	Big Trouble in PO Box 14610, Little China Surfside Beach,		Routine Patrol	Routine Patrol		Hough, Zealouise	Cain, Angel	II M	Routine Patrol	Boatwright Homes	Roofing Pros	BAS	Routine Patrol					
310 Hinnant Lane, Hartsville,	117 W. Washington St.,	331 Jasper Ave., Hartsville, SC	204 Jasper Ave., Hartsville, SC	District 5	District 1,2,3	432 James Ave., Hartsville,SC	310 Tillotson Ave., Hartsville,	418 James Ave., Hartsville, SC	Corner of Malboro and	District 6	321 King's Place, Hartsville,	West College Ave., Hartsville,	Retail Row, Hartsville, SC	District 4	Distirct 6	District 1, 3	District 2	District 4	143 Gardner Dr., Hartsville, SC
IPMC	IPMC	IPMC	IPMC	IPMC	IPMC	IPMC	IPMC	IPMC	IPMC	IPMC	8/6/19 Permit	License/P ermit	8/6/19 License	IPMC	IPMC	IPMC	IPMC	IPMC	IPMC
7/29/19 IPMC	7/29/19 IPMC	7/29/19 IPMC	7/29/19 IPMC	8/1/19 IPMC	8/2/19 IPMC	8/2/19 IPMC	8/2/19 IPMC	8/2/19 IPMC	8/2/19 IPMC	8/5/19 IPMC	8/6/19	Licen 8/6/19 ermit	8/6/19	8/6/19 IPMC	8/12/19 IPMC	8/13/19 IPMC	8/14/19 IPMC	8/15/19 IPMC	8/16/19 IPMC

	CLOSED	OPEN					OPEN	OPEN						
	8/16/19	8/16/19					8/23/19	8/23/19						
	057-03-01-094	056-14-04-014					056-10-04-080	057-06-03-002						
	903 S. Fifth St., Hartsville, SC	PO Box 698 Thomasville, NC 056-14-04-014					p	513 Rice St., Hartsville, SC						
Routine Patrol	Shree-Dutt- Hartsville, LLC	Cook Out Hartsville, INC	Routine Patrol	Routine Patrol	Routine Patrol	Routine Patrol	iates,	son, les						
District 5,6	903 S. Fifth St., Hartsville, SC	626 S. Fifth St., Hartsville, SC	District 6	District 1,2,3	District 5	District 2	324 Bell Ave., Hartsville, SC	1018 Robinson St., Hartsville,						
8/16/19 IPMC	8/16/19 IPMC	8/16/19 IPMC	8/19/19 IPMC	8/20/19 IPMC	8/21/19 IPMC	8/22/19 IPMC	8/23/19 IPMC	8/23/19 IPMC						

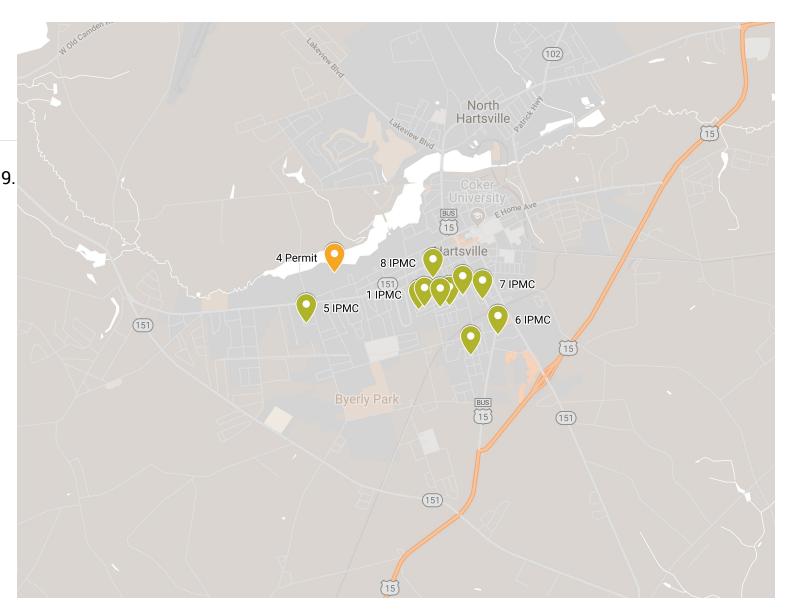
## **City of Hartsville Monthly Codes Enforcement Issues 2019**

Code Enforcement Activity Log for Map 201908 August

**♀** IPMC

Permit

Log of code enforcement issues for each month in 2019.





### **MONTHLY DEVELOPMENT REPORT**

<b>PERMITS ISS</b>	UED	Aug-19								
			Number	Est.	construction			Fees		
			of permits		cost	ΥT	D	paid	ΥΤΙ	)
	Building		12	\$	412,404.00	\$	1,112,151.00	\$ 3,053.00	\$	6,349.50
	Electrical		4	\$	22,000.00	\$	65,900.00	\$ 370.00	\$	800.00
	Gas		0	\$	_	\$	1,505.50	\$ -		\$85.00
	Mechanical		5	\$	55,255.00	\$	198,861.14	\$ 649.00	\$	2,278.00
	Plumbing		2	\$	7,780.00	\$	18,249.48	\$ 150.00	\$	220.00
	TOTAL		23	\$	497,439.00	\$	1,396,667.12	\$ 4,222.00		\$9,732.50
PLAN REVIEW										
	Number	2								
	Fees paid	\$ 892.50								
AD ZBOA	Number									
	Fees paid									
ZONING PERI	<u>l</u> MITS (signs)	6								
	Total	\$150.00								
ZONING PERI	MITS(building	3								
	Total issued	\$75.00								
Demolition		1	\$ 70.00							
Well		0								
Re-inspection	fees	1	\$ 25.00							
Maps		0	\$ -					<del></del>		

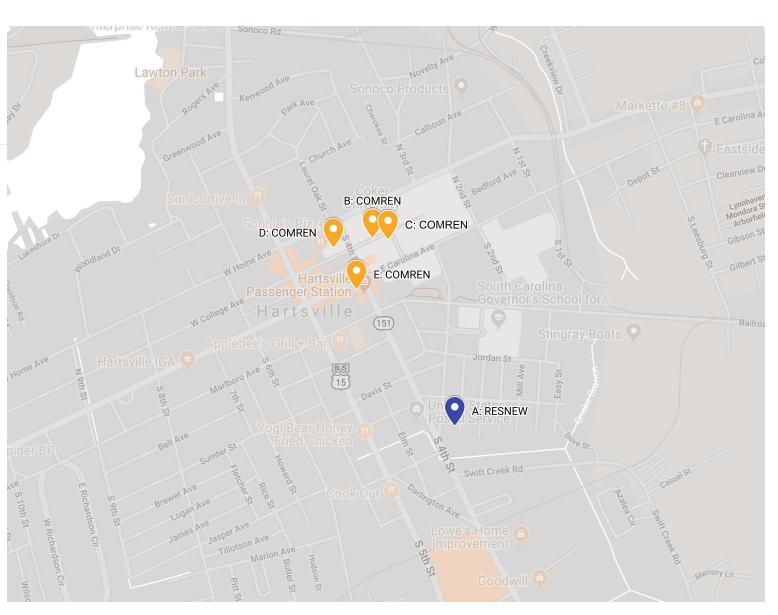
## **City of Hartsville Monthly New Permits 2019**

City of Hartsville Permits for Map 201909 August



RESNEW

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



### **Monthly Departmental Report: Environmental Services**



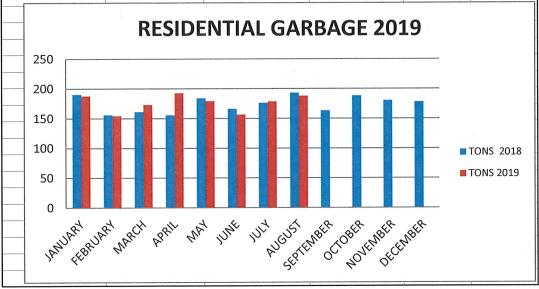
**August** 

2019

Departmental R	eport: Environm	ental Services			
Dopartin					
COMMERCIAL (	GARBAGE 2019				
<b>MONTH</b>	<b>TONS 2018</b>	<b>TONS 2019</b>	GAIN/LOSS		
JANUARY	322.12	356.77	34.65+		
FEBRUARY	319.14	324.76	5.62+		
MARCH	357.85	350.73	7.12-		
APRIL	324.04	340.93	16.89+		
MAY	382.45	372.8	9.65-		
JUNE	327.02	313.93	13.09-		
JULY	320.62	328.67	8.05+		
AUGUST	348.76	348.77	.01+		
SEPTEMBER	334.49		T		
OCTOBER	375.63				
NOVEMBER	366.45				
DECEMBER	333.47				
TOTALS	4112.04				
450 400 350 300 250	COMME	RCIAL GA	ARBAGE 2019		
200 150 100 50 0	et apair apair and	Junk July Gust	JABER OBER JABER JABER	■ TONS 2018 ■ TONS 2019	
		,	•		

COMMINGLE MI						
COMMUNICE IN	RF 2019					
MONTH .	TONS 2018	TONS 2019	GAIN/LOSS			
JANUARY	19.9	22.55	2.65+			
FEBRUARY	22.13	21.1	1.03-			
MARCH	27.37	18.06	9.31-			
APRIL	19.38	19.63	.25+			
MAY	17.79	18.58	.79+			
JUNE	34.11	19.13	14.98-			
JULY	21.44	18.67	2.77-			
AUGUST	18.43	19.91	1.48+			
SEPTEMBER	19.88					
OCTOBER	19.00					
NOVEMBER	19.96					
DECEMBER	26.1			-		
TOTALS	265.49					
						-
	C	OMMINGL	E MRF 20	19		
40 35 30 25 20 15 10 5					■ TONS 2018 ■ TONS 2019	

Departmental R	eport: Environme	ental Services		
RESIDENTIAL C	SARBAGE 2019		T	
MONTH	TONS 2018	<b>TONS 2019</b>	GAIN/LOSS	
JANUARY	190.29	187.67	2.62-	
FEBRUARY	155.85	154.32	1.53	
MARCH	160.95	172.97	12.02+	
APRIL	155.62	192.61	36.99+	
MAY	183.93	179.04	4.89-	
JUNE	166.19	156.51	9.68-	
JULY	176.06	178.67	2.61-	
AUGUST	193.2	187.94	5.26-	
SEPTEMBER	163.17			
OCTOBER	188.22			
NOVEMBER	180.45			
DECEMBER	177.9			
TOTALS	2091.83	1409.73		



Departmen	tal Report: I	Environmen	tal Services	3		
Yard Debris	s 2019					
					TONNAGE	TRIPS
<u>MONTH</u>	TONS 2018	2018 TRIPS		<u>2019 TRIPS</u>	GAIN/LOSS	GAIN/LOS
January	273.97	66	554.81	118	280.84	52+
February	223.39	55	193.48	55	29.91-	0
March	265.89	63	217	48	48.89-	15-
April	279.34	58	282.45	56	3.11+	2-
Мау	402.14	91	286.45	59	115.69-	32-
June	242.49	64	291.64	61	49.15	3-
July	200.36	141	224.63	45	24.27+	96-
August	217.36	57	243.91	51	26.55+	6-
September	302.99	82				
October	458.16	114				
November	318.71	63				
December	423.43	80				
TOTALS	3608.23	934				
	\/ (1)		DDIC 20	10		
600	Y <i>F</i>	ARD DEI	3KIS 2U	19		
500						
300						
400 —						
300						
300			_		■ TONS 2018	
200					■ 10N3 2018	
100					■ 2019 TONS	
100						
0						
January Leprus	ard arch april 4	igy line lity	gist net october	December December		
	1		,			



# Monthly Financial Reports & Update

For the Month Ended August 31, 2019

Council Meeting 9/10/2019

City of Hartsville General Fund Budget to Actual

	Aug 10	YTD	Dudgatad	% Budget
Revenues	Aug-19	YID	Budgeted	Remaining
Property Taxes	32,877.38	225,659.30	2,875,000.00	92.15%
Payments in Lieu	52,017.50	-	90,000.00	100.00%
Franchise Fees	169,040.42	169,040.42	647,000.00	73.87%
Penalties & Interest - Taxes	996.75	4,156.50	30,000.00	86.15%
Business Licenses	34,132.29	75,992.34	1,852,900.00	95.90%
Permits	6,234.50	13,239.00	79,200.00	83.28%
Main Street Grant Reveneu	0,231.30	15,257.00	6,296.00	100.00%
Tax Revenues - State	201,423.45	202,847.61	1,586,000.00	87.21%
Public Safety Fees	11,519.86	52,752.47	840,100.00	93.72%
Parks & Recreation Fees	1,993.00	4,389.67	23,000.00	80.91%
Fines	14,827.83	27,381.33	122,000.00	77.56%
Special Assessments	10,000.00	20,220.00	130,000.00	84.45%
Investment Earnings	10,000.00	20,220.00	130,000.00	0.00%
Rents	1,200.00	2,570.00	30,600.00	91.60%
Contributions & Donations		2,570.00 15,500.00		
	2,500.00	•	79,500.00	80.50%
Other Financing Sources	1,668.77	2,680.02	41,900.00	93.60%
Interfund Transfers	- 224.25	-	1,810,281.52	100.00%
Sale of Assets	221.25	221.25	50,100.00	99.56%
Extraordinary Items	400 (25 50	- 016 640 01	10 202 077 52	0.00%
	488,635.50	816,649.91	10,293,877.52	92.07%
Expenditures				
General & Administrative	71,848.46	195,760.03	1,169,506.60	83.26%
Mayor & Council	17,633.88	32,435.35	221,697.95	85.37%
Court Operations	18,289.81	31,836.19	201,069.29	84.17%
City Manager	25,910.39	44,497.03	255,516.98	82.59%
Information Technology	29,518.33	32,525.08	315,000.00	89.67%
Finance	37,568.73	63,802.52	412,184.29	84.52%
Legal	215.00	572.50	55,000.00	98.96%
Human Resources	19,796.98	35,436.97	204,632.48	82.68%
Mainstreet	7,435.87	13,857.30	84,149.02	83.53%
Business Navigator	38,306.15	89,052.15	412,371.08	78.40%
Police Department	322,497.87	658,097.79	3,092,659.64	78.72%
Fire Department	152,132.53	360,450.92	1,725,259.26	79.11%
Victims Advocate	11,133.51	14,934.08	45,059.60	66.86%
Marketing/Tourism	16,550.56	36,487.60	177,050.20	79.39%
Operations Maintenance	8,130.89	14,191.99	120,062.27	88.18%
Parks & Recreation	67,441.17	126,189.00	676,424.80	81.34%
Streets & Grounds	86,793.45	140,747.32	783,323.98	82.03%
Museum Operations	14,601.74	26,145.88	146,760.08	82.18%
Cemetery Operations	9,464.97	9,472.30	104,400.00	90.93%
Airport Operations	5,423.49	6,486.94	91,750.00	90.93%
חוו שטו ג טשכו מנוטווא		1,237.59	91,/30.00	0.00%
			-	0.00%
School Crossing Guards	1,119.19		10 203 877 52	
	961,812.97	1,934,216.53	10,293,877.52	81.21%

## City of Hartsville Utility Funds

Water/Sewer Budget to A	Actuai
-------------------------	--------

				% Budget
	Aug-19	YTD	Budgeted	Remaining
Revenues				
Charges for Services	175,493.60	437,434.72	2,430,975.00	82.01%
Fees	199,113.87	399,592.47	2,452,184.00	83.70%
Investment Earnings	-	2,963.47	27,000.00	0.00%
Rents	32,304.16	32,304.16	125,000.00	74.16%
Waterpark Services	272,512.78	762,226.37	1,626,100.00	53.13%
Other Financing Sources	-	-	1,000.00	0.00%
Accumulated Surplus	-	-	-	0.00%
	679,424.41	1,634,521.19	6,662,259.00	75.47%
Expenditures				
Water Expenditures	99,758.92	264,535.08	2,137,078.36	87.62%
Sewer Expenditures	146,489.60	356,757.50	2,588,187.69	86.22%
Waterpark Expenditures	319,292.68	571,364.53	1,626,100.00	64.86%
	565,541.20	1,192,657.11	6,351,366.05	81.22%
Net Revenue (Expenditures)	113,883.21	441,864.08	310,892.95	

**Stormwater Budget to Actual** 

				% Budget
	<i>Aug-19</i>	YTD	Budgeted	Remaining
Revenues Stormwater Fees and Interfund				
transfers	-	-	122,354.48	100.00%
_	-	-	122,354.48	100.00%
Expenditures				
Total Expenditures	15,478.45	21,331.12	122,354.48	82.57%
	15,478.45	21,331.12	122,354.48	82.57%
Net Revenue (Expenditures)	(15,478.45)	(21,331.12)	-	

#### City of Hartsville Misc Funds

Environmental Services Budget to Actua	<b>Environmental</b>	Services	Budget to	Actual
--	----------------------	----------	-----------	--------

			ıaı	% Budget
	Aug-19	YTD	Budgeted	Remaining
Revenues			<b></b>	<u> </u>
Fees	106,928.51	228,033.69	1,372,290.00	83.38%
Investment Earnings	, -	<i>,</i>	-	0.00%
Other Financing Sources	-	-	-	0.00%
Interfund Transfers in	-	-	127,000.00	0.00%
Extraordinary Items	-	-	· -	0.00%
•	106,928.51	228,033.69	1,499,290.00	84.79%
Even on ditarrace				
<b>Expenditures</b> Total Expenditures	96,548.27	256,180.88	1,492,068.26	82.83%
Total Emperiateures	96,548.27	256,180.88	1,492,068.26	82.83%
Net Revenue (Expenditures)	10,380.24	(28,147.19)	7,221.74	
Īr	ıfrastructure Park	Rudget to Actual		
	mastructure rank	Duuget to Actual	1	% Budget
	Aug-19	YTD	Budgeted	Remaining
Revenues				
Payments in Lieu of Taxes	-	3,621.73	515,000.00	99.30%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	500.00	1,000.00	6,000.00	83.33%
Extraordinary Items	-	-	-	0.00%
	500.00	4,621.73	521,000.00	99.11%
Expenditures				
Total Expenditures	522.15	5,838.67	507,416.72	98.85%
Total Expenditures	522.15	5,838.67	507,416.72	98.85%
N (D (T II)	(00.45)	(4.04.6.04)	40 500 00	
Net Revenue (Expenditures)	(22.15)	(1,216.94)	13,583.28	
	Debt Servio	ce Fund		
				% Budget
	Aug-19	YTD	Budgeted	Remaining
Revenues				
Property Tax Revenues	1,715.91	2,769.64	165,000.00	98.32%
	1,715.91	2,769.64	165,000.00	98.32%
Expenditures				
Total Expenditures			164,542.47	100 0004
Total Expelluitures		<u> </u>	164,542.47	100.00% 100.00%
				20010070

#### City of Hartsville Special Revenue Funds

**Hospitality Taxes Budget to Actual** 

				% Budget
	<i>Aug-19</i>	YTD	Budgeted	Remaining
Revenues				
Taxes	81,667.79	169,825.89	900,000.00	81.13%
Penalties & Interest - Taxes	-	-	3,000.00	100.00%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	81,667.79	169,825.89	995,500.00	82.94%
Expenditures				
Total Expenditures	2,012.69	2,296.88	995,500.00	99.77%
	2,012.69	2,296.88	995,500.00	99.77%
				0%
Net Revenue (Expenditures)	79,655.10	167,529.01	-	

**Accommodations Taxes Budget to Actual** 

				% Budget
	<i>Aug-19</i>	YTD	Budgeted	Remaining
Revenues				
Taxes	17,815.96	33,014.96	200,000.00	83.49%
Investment Earnings	-	-	-	0.00%
	17,815.96	33,014.96	200,000.00	83.49%
Expenditures				
Total Expenditures	456.67	913.34	200,000.00	99.54%
-	456.67	913.34	200,000.00	99.54%
Net Revenue (Expenditures)	17,359.29	32,101.62	-	

## City of Hartsville Recreation Enterprise Funds

**Recreation Concessions Budget to Actual** 

		J		% Budget
	Aug-19	YTD	Budgeted	Remaining
Revenues				_
Concessions Revenue	4,948.54	7,043.84	65,000.00	89.16%
Extraordinary Items	-	-	-	0.00%
	4,948.54	7,043.84	65,000.00	89.16%
Expenditures				
Total Expenditures	1,526.16	4,277.41	60,000.00	92.87%
•	1,526.16	4,277.41	60,000.00	92.87%
Net Revenue (Expenditures)	3,422.38	2,766.43	5,000.00	

# **Monthly Departmental Report: Finance**



#### **Monthly Revenue Report**

Month of: August 2019

Hospitality taxes collected:

(taxes are collected on the revenue of the previous month and are due on the 20th of the next month

Accommodation taxes collected:

(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:

\$76,589.50

\$17,815.96

\$6,000.00

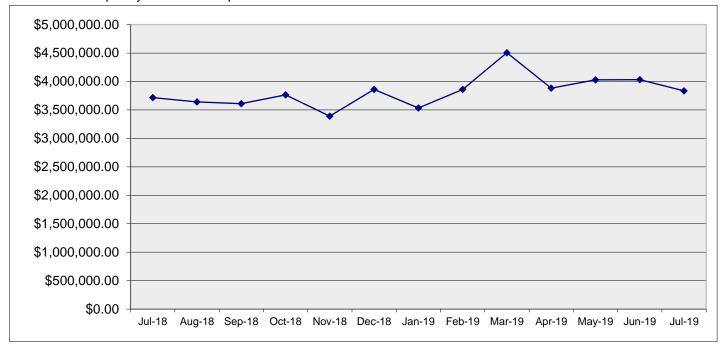
**Hospitality Tax Recap** 

İ	Net Taxable Sales	X .02		Disc	count	Pen	alty	Total Paid	
Jul-18	\$3,716,009.74	\$	74,329.27	\$	(1,439.58)	\$	303.63	\$	73,193.32
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
Feb-19	\$3,860,275.12	\$	77,205.87	\$	(1,464.62)	\$	68.58	\$	75,806.84
Mar-19	\$4,505,737.23	\$	90,114.93	\$	(1,776.56)	\$	6.00	\$	88,344.30
Apr-19	\$3,882,498.39	\$	77,649.97	\$	(1,526.54)	\$	-	\$	76,130.42
May-19	\$4,029,248.21	\$	80,584.97	\$	(1,589.78)			\$	79,007.37
Jun-19	\$4,031,640.70	\$	80,626.69	\$	(1,575.35)	\$	40.47	\$	79,092.61
Jul-19	\$3,835,432.41	\$	76,708.71	\$	1,505.86	\$	(7.60)	\$	76,589.50
TOTAL	\$49,662,533.76	\$	992,378.75		(\$16,344.98)		\$959.22	\$	357,728.97

#### **Accommodations Tax Recap**

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
Jul-18	\$ 618,635.90	\$ 18,559.09	\$ (366.71)	\$ -	\$ 18,192.38
Aug-18	\$ 684,842.29	\$ 20,545.29	\$ (406.27)		\$ 20,139.02
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-18	\$ 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
Feb-19	\$ 491,674.05	\$ 14,750.23	\$ (259.16)	\$ 164.07	\$ 14,655.14
Mar-19	\$ 514,550.09	\$ 15,436.53	\$ (303.82)		\$ 15,132.71
Apr-19	\$ 596,910.40	\$ 17,907.32	\$ (355.37)		\$ 17,551.95
May-19	\$ 596,568.74	\$ 17,897.07	\$ 354.82		\$ 17,542.25
Jun-19	\$ 516,827.72	\$ 15,504.84	\$ (305.84)		\$ 15,199.00
Jul-19	\$ 605,883.73	\$ 18,176.52	\$ 360.57		\$ 17,815.96
TOTAL	\$7,690,720.50	\$230,721.79	(\$3,066.87)	\$129.52	\$ 226,613.04

#### Hospitality Tax Chart for past 12 months



#### Accommodation Tax Chart for past 12 months



# **City of Hartsville Fire Department**

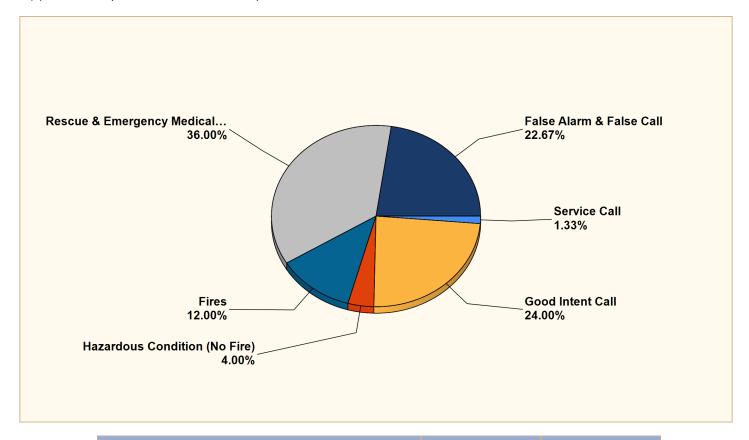
Hartsville, SC

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#### Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 08/01/2019 | End Date: 08/31/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	9	12.00%
Rescue & Emergency Medical Service	27	36.00%
Hazardous Condition (No Fire)	3	4.00%
Service Call	1	1.33%
Good Intent Call	18	24.00%
False Alarm & False Call	17	22.67%
TOTAL	75	100.00%

Detailed Breakdown by Incident Type							
INCIDENT TYPE	# INCIDENTS	% of TOTAL					
111 - Building fire	2	2.67%					
112 - Fires in structure other than in a building	1	1.33%					
113 - Cooking fire, confined to container	1	1.33%					
118 - Trash or rubbish fire, contained	2	2.67%					
121 - Fire in mobile home used as fixed residence	1	1.33%					
131 - Passenger vehicle fire	1	1.33%					
151 - Outside rubbish, trash or waste fire	1	1.33%					
300 - Rescue, EMS incident, other	1	1.33%					
311 - Medical assist, assist EMS crew	13	17.33%					
321 - EMS call, excluding vehicle accident with injury	1	1.33%					
322 - Motor vehicle accident with injuries	7	9.33%					
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1.33%					
324 - Motor vehicle accident with no injuries.	4	5.33%					
400 - Hazardous condition, other	1	1.33%					
440 - Electrical wiring/equipment problem, other	1	1.33%					
445 - Arcing, shorted electrical equipment	1	1.33%					
531 - Smoke or odor removal	1	1.33%					
611 - Dispatched & cancelled en route	14	18.67%					
622 - No incident found on arrival at dispatch address	2	2.67%					
651 - Smoke scare, odor of smoke	2	2.67%					
711 - Municipal alarm system, malicious false alarm	1	1.33%					
731 - Sprinkler activation due to malfunction	1	1.33%					
733 - Smoke detector activation due to malfunction	3	4.00%					
735 - Alarm system sounded due to malfunction	4	5.33%					
743 - Smoke detector activation, no fire - unintentional	4	5.33%					
745 - Alarm system activation, no fire - unintentional	4	5.33%					
TOTAL INC	CIDENTS: 75	100.00%					

# **City of Hartsville Fire Department**

Hartsville, SC

This report was generated on 9/4/2019 12:55:51 PM



#### Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 08/01/2019 | End Date: 08/31/2019

INCIDENT TYPE	Incident Status	# INCIDENTS
Zone:		
	Incomplete	7
322 - Motor vehicle accident with injuries	Incomplete	1
400 - Hazardous condition, other	Incomplete	1
Zone: City Limits - City Limits		
113 - Cooking fire, confined to container	Reviewed	1
151 - Outside rubbish, trash or waste fire	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	8
321 - EMS call, excluding vehicle accident with injury	Reviewed	1
322 - Motor vehicle accident with injuries	Reviewed	2
400 - Hazardous condition, other	Reviewed	1
440 - Electrical wiring/equipment problem, other	Reviewed	1
531 - Smoke or odor removal	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	8
622 - No incident found on arrival at dispatch address	Reviewed	2
651 - Smoke scare, odor of smoke	Reviewed	1
731 - Sprinkler activation due to malfunction	Reviewed	1
733 - Smoke detector activation due to malfunction	Reviewed	3
735 - Alarm system sounded due to malfunction	Reviewed	3
743 - Smoke detector activation, no fire - unintentional	Reviewed	3
745 - Alarm system activation, no fire - unintentional	Reviewed	2
745 - Alarm system activation, no fire - unintentional	Incomplete	1
Zone: Darlington Co Darlington County		
111 - Building fire	Reviewed	2
112 - Fires in structure other than in a building	Reviewed	1
118 - Trash or rubbish fire, contained	Reviewed	2
131 - Passenger vehicle fire	Reviewed	1
300 - Rescue, EMS incident, other	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	5

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



INCIDENT TYPE	Incident Status	# INCIDENTS
322 - Motor vehicle accident with injuries	Reviewed	5
323 - Motor vehicle/pedestrian accident (MV Ped)	Reviewed	1
324 - Motor vehicle accident with no injuries.	Reviewed	4
445 - Arcing, shorted electrical equipment	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	6
651 - Smoke scare, odor of smoke	Reviewed	1
711 - Municipal alarm system, malicious false alarm	Reviewed	1
735 - Alarm system sounded due to malfunction	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	1
745 - Alarm system activation, no fire - unintentional	Reviewed	2
Zone: Out of District - Out of District		
121 - Fire in mobile home used as fixed residence	Reviewed	1

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





# Fire Recovery for July 2019 - August 2019

Run Date	Run Number	NFIRS	Created	Paid Date	Insurance	Invoiced	Received	FD%
06/21/2019	19-578	111	06/25/2019	07/09/2019	AutoOwners	896.00	500.00	400.00
06/26/2019	19-592	322	07/10/2019	07/17/2019	Nationwide	487.00	487.00	389.60
05/02/2019	19-359	733	06/10/2019	07/18/2019	Coker College	200.00	192.00	153.60
06/11/2019	19-532	322	06/18/2019	07/28/2019	Allstate	487.00	487.00	389.60
06/03/2019	19-496	322	07/10/2019	07/30/2019	Farm Bureau	554.00	554.00	443.20
06/03/2019	19-493	463	07/10/2019	08/08/2019	USAA Insurance	487.00	487.00	389.60
10/23/2018	18- 1091	324	11/09/2018	08/09/2019	State Farm	495.00	250.00	200.00
07/15/2019	19-657	322	07/26/2019	08/20/2019	Travelers	1,037.00	487.00	389.60
03/11/2019	19-204	463	04/02/2019	08/28/2019	Geico	554.00	554.00	443.20
					Paid Total:	5,197.00	3,998.00	3,198.40
					<b>Unpaid Total:</b>	0.00	0.00	0.00
					Department Total:	7 19/00	3,998.00	3,198.40

Grand Total:	5,197.00	3,998.00	3,198.40



# SEPTEMBER 2019 COUNCIL GRANT REPORT

#### **Active Projects:**

- FAA Infrastructure Grant
- SC Department of Commerce, CDBG S. Hartsville Sewer Improvements
- SC Department of Public Safety Highway Safety 2019
- SCEMD Recovery/FEMA: S. Hartsville Drainage Study
- SCEMD Recovery/FEMA: Generators for Pump Stations & Wells
- SC Housing NIP Award-Property Maintenance (will close once final lot has been inspected)
- Byerly Foundation Projects:
  - 1. Wayfinding Signage
  - 2. Police Youth Academy
  - 3. Business Builder
- Land & Water Conservation Fund (LWCF)

#### Applications Awarded June - August 2019:

- CDBG South Park Neighborhood Sewer Upgrades \$750,000
- FAA Infrastructure Grant \$149,900
- SCDPS Office of Highway Safety & Justice for Body-Worn Cameras \$9,428.08

#### Applications Submitted in 2019:

- Byerly Foundation: HFD Extinguisher Training (\$13,084) & Main Street Façade Program (\$10,000)
- SC Department of Public Safety Highway Safety 2020

#### **Future Applications:**

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

- MASC Hometown Economic Development
- FEMA PMD Generator for City Hall
- RIA Well Project

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 - August 2019**

						DIVERSITY			1	
Home Department**	July Headcount	August Hires / Transfers In	August Terms	August Transfers Out	August Headcount	Asian	Black or African American	Hispanic or Latino	White	2 or More Races
000411 / Mayor Council Clerk	8	0	0	0	8	0	3	0	5	0
000412 / Court Operations	5	0	0	0	5	0	1	0	4	0
000413 / City Manager	1	0	0	0	1	0	0	0	1	0
000415 / Finance	5	1	0	0	6	0	1	1	4	0
000417 / Human Resources	3	0	0	0	3	0	0	1	2	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	42	0	2	0	40	0	4	0	36	0
000422 / Fire Department	31	0	1	0	30	0	3	0	27	0
000423 / Victim's Advocate**	0	0	0	0	0	0	0	0	0	0
000426 / Tourism	2	0	0	0	2	0	0	0	2	0
000431 / Maintenance	1	0	0	0	1	0	0	0	1	0
000432 / Sanitation Dept.	14	1	0	0	15	0	11	0	4	0
000452 / Parks & Recreation	5	1	0	0	6	0	2	0	4	0
000453 / Streets & Grounds	11	0	1	0	10	0	6	0	4	0
000454 / Museum Operations	3	0	0	0	3	0	0	0	3	0
000500 / Water Utilities	6	0	0	0	6	0	1	0	5	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	2	0	0	0	2	0	0	0	1	1
Totals:	157	3	4	0	156	0	40	3	112	1

<sup>\*\*</sup>Based on Home Departments/does not reflect employees with dual departments; Victim's Advocate headcount reflected in 421 / No seasonal or interns

#### **Completed Events/Campaigns**

August Water Park - 7 days a week / Active Headcount on August 31 = 146

MOVED TO AUGUST 23: 6/7 Employee Family Splash Evening - NEPTUNE ISLAND

HFD / HPD Annual Physicals

Quarterly Health & Wellness Series [Parks & Recreation] - Cornhole 8/12

**Upcoming Events** 

BBP + Refresher Training 9/12 & 9/19 September

Benefit Open Enrollment Meetings 9/25-9/27

Training: Anti-Harrassment

Quarterly Health & Wellness Series [Parks & Recreation] - Football 9/30

Benefit Open Enrollment Month October

Flu Clinic 10/16

Training: Leadership [Date TBA]

Run Date: 9/4/2019 1 of 1 Certified By: Rebecca Mejia-Ward Page 55 of 133



Date: August 30, 2019
To: City of Hartsville
From: Suzy Moyd,

Executive Director, Main Street Hartsville

Re: Monthly Status Report for August

#### Status Report & Updates

#### Calendar:

August 6<sup>th</sup>, Canal Feedback Meeting August 10<sup>th</sup>, Hartsville Farmers Market August 13<sup>th</sup>, City Council

August 21th, ARB

August 27th, Block & Vino Soft Opening

#### Current Social Media Stats:









Facebook: 4653 Followers Twitter: 1341 Followers Instagram: 1387 Followers MailChimp: 741 Subscribers

#### New businesses opening and Ribbon Cuttings soon:

Block & Vino Colours: an elite salon (re-opening) The Nook (re-opening)

# Ways You Can Get Involved

#### Hartrilla Farmore Market

The 2nd Saturdays of April- December from 9 AM until 1 PM 100 East Carolina Avenue

Volunteer opportunities start of 7:50 AM and lost throughout the day until looding but thes, John In four opport of the market. We cloc do some selves the Pricky of themson before markets, by marking off aposes with chall for the next day, Help farmers and croft vendors unload their goods, deter thriftle and without, hand our Information, raise photos for social medic, and put out harmones and stances.

#### Block Parties:

September 12, September 26, and October 10, from 6M until 9PM. 100 East College Avenue (Block) Volunteer opportunities before and after with setup and promotion during these

#### Treats On The Streets:

#### Thursday, October 24 from 4:30PM until 6:30P/

Our participating downtown Main Street Partners and community halpers hand out condy to thick-on-treaters, and the event ends with a Hoose Poole Costume Contest in Centennial Park. Help aresure the sofiety of children enjoying this event.

Nowntown Holiday Open House & Centennial

Thursday, November 2

Volunteer opportunities with caroling, snow tabing, setting up unknaries, and promotion. An extrended-shopping hours event, with Santa in City Hall handling out lookes, strolling coroless, free horsedrown corrioge rides, the tree lighting in the next year in when one for south

Main Street Hartsville is a partnership between the City of Hartsville and Main Street South Carolina. It is also part of the National Main Street movement, which is the leading voice for preservation-based economic development and community revitalization across the country

MAINSTREETHARTSVILLE.ORG 843.383.3015



106 E. Carolina Avenue: Downtown Hartsville's Visitors Center & Gift Shoppe is also home to City Communications, Touriem & Main Street



#### Working on:

Planning for Park(ing) Day in September

Planning with Fest Da Ville.

Hartsville Uncorked Promotion.

Working on a promo video idea for downtown.

Assisting with EdVenture Fashion Show logistics.

Supporting Coker University marketing logistics.

Processing farmers market applications.

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

Scheduling and coordinating Ribbon Cuttings.

Processing Main Street Hartsville Gift Certificates.

Updates to Main Street's website and social media.

New Partnerships, current Partnership Renewals & Thank Yous.

Weekly MailChimp Newsletters.

Processing payments for farmers, vendors and sponsors.

Learning SmartFusion.

Attending Navigator meetings.

Processing Façade Grant Applications.

Updating Gift Certificate Inserts.

Updating Eat, Shop, Play brochure.







# Monthly Departmental Report - AUGUST 2019

#### **Visitor Demographics 2019**

MONTH	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Walk- In	Website	Fac
January	3	18	20	36	31	42	562	410	
February	47	78	41	100	93	51	410	405	
March	69	80	210	96	127	132	714	383	
April	24	77	181	107	139	74	602	310	
May	13	101	120	157	110	70	571	240	
June	49	43	26	98	94	25	335	267	
July	44	61	44	46	88	33	316	325	1,
AUGUST	32	23	36	22	27	32	172	n/a	1,
September									
October									
November									
December									

Website	Facebook
Website	1 acebook
410	
405	
383	
310	
240	
267	
325	1,658
n/a	1,675

#### **Visitors Signing Guest Book came from:**

Wadesboro, NC Middleton, NY Portland, OR Hartsville **Pageland** Charleston, WV Springfield, MO Philadelphia, PA Darlington Florence **United Kingdom** London, England Mt. Pleasant Ruby Society Hill

Brooklyn, NY Summerville Miami, FL Patrick

#### **Museum News:**

- Swamp Fox Quilters Exhibit "Through the Eye of the Needle" featuring 42 Quilts on display from June August.
- "People's Choice Award" 314 visitors voted on their favorite Quilt. Winner will be announced at the end of the show.
- Planning new permanent exhibit to feature Claude Hart's Studio; Hartsville's first commercial photographer.
- In the designing stages to make over existing Sonoco exhibit to be more dynamic.
- Online Ticket sales will begin in September for DARKSIDE TOURS that will run for 5 nights in October.



#### August 2019

#### **Monthly Departmental Report**

#### **Coach TB Thomas Sports Center**

- Current programs are Zumba, cardio step, and hard bodies.
- We added 45 new members in August.
- Fall County programs registration is finished (Football, volleyball, cheerleading and Softball).
- Girls University has 6 members in the first month.
- Held the City of Hartsville wellness corn hole tournament on August 12.

#### **Byerly Park**

- USSSA baseball tournament held on August 24 & 25 brought 12 teams to Hartsville.
- New metal basketball nets have been installed at the outdoor basketball court.
- New natural barrier has been installed along the football field closet to Russell road entrance.
- Added Terry Lucas as a new employee with Parks and Recreation maintenance staff.

# Hartsville Police Department

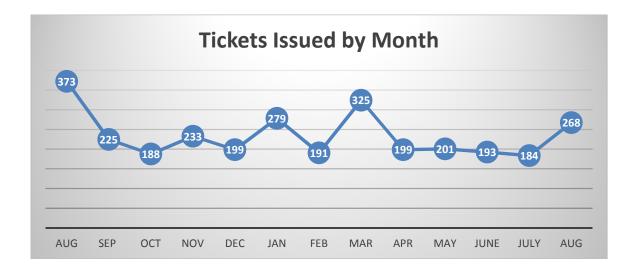


**Monthly Report** 

August 2019

Prepared by Mark Blair

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



August 2018 showed our highest rates of ticket issuance for the previous 12 months. April through July of 2019 have returned to levels seen in late fall of 2018, however there was a decent spike this August, for unknown reasons. We are down three patrol officers which may be one of the reasons for the slump, and now the SRO's are back in school.



Arrests over the past few months have slowly dropped off. July showed the lowest number of arrests of the past 12 months, however there was a jump in August due in part to Operation Summer Freeze. Otherwise, the cause of the slump is unknown, however we are down three patrol officers. Without the 45 arrests from Operation Summer Freeze, we would have been at 165 Arrests, which is closer to the 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 August there were 210 arrests, including 17 Juveniles.

#### Crime Types

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

Shopliftings – 23 (96% from outside city)
Assaults – 13 (23% from outside city)
Robbery - 4 (100% from outside city)
Thefts - 5 (60% from outside city)
Forgery/Fraud – 3 (100% from outside city)
Drug Offenses – 90 (46% from outside city)
DUI/DrunkenessKidnapping - 1 (100% from outside city)

Totals for all arrests (including those not listed above) 116 of 210 people arrested (55%) live outside the city limits.



Date: September 3, 2019
To: City of Hartsville

From: Samantha Altman, Special Events Coordinator

Re: Tourism and Events Report- August

#### **Status Report & Updates**

#### **Current Projects**

New front desk receptionist is hired and interns are back to working after school.

A gift basket option is now available at The Key.

Planning for Open House and the Parade are in progress and moving forward on and even ahead of schedule.

Screen on the Green and National Night Out events have all concluded with good attendance. Average attendance was around 100-120 people. Lowest attendance of 60-80 people during July showing and Nation Night Out. Working on new rain plans and dates for next year on these events.

Helping with Main Street events while Suzy is out this month.

Improving communication between Tourism, Museum, and Main Street Hartsville to achieve better results for the residents, businesses, and visitors of Hartsville.

The Tourism Department will now fall under the responsibilities of the Public Information Officer position.

Finalized the 2019 City of Hartsville events calendar to create a master list for scheduling events.

#### 2019 City of Hartsville Sponsored Events:

- Downtown Holiday Open House & Centennial Tree Lighting
  - Thursday, November 21, 2019 from 6:00-9:00 pm
- 2019 Hartsville Christmas Parade
  - Saturday, December 14, 2019 at 3:00pm

#### **Current Social Media & Website Stats**

Visit Hartsville, SC

Facebook- 2,925 Instagram (@visithartsvillesc)- 1,129 followers Twitter (@visithartsville)- 320 followers VisitHartsvilleSC.com- 3620 views

#### **Current Key Sales**

August 2019

Net Sales: \$568.93

Tax Collected: \$42.82

Total: \$611.75

#### Top Selling Items:

- 1. Gillespie's Salted Peanuts Singles- Gillespie's Peanuts
- 2. Gillespie's Chocolate Covered Peanuts Gillespie's Peanuts
- 3. Gillespie's Salted Peanuts Gillespie's Peanuts

#### **Future Projects**

Continue working on Christmas with new ideas and sponsors.

Working on bundle/day pricing for The Edition.

Creating new marketing materials, brochures and social media pages for Lawton and The Edition.

Market research on other local venues to compare Lawton and The Edition to so we can compare prices and packages of what is being offered at other locations.

Work on more community outreach with local hotels, realtors, and major businesses like Duke and Sonoco. Provide them with a brochure of The Key, all of our social media sites and regular websites so visitors and people moving to the area have the information they need.

Work more closely with the museum during the holiday events and joint promotions.



# Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4369 Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Ordinance to lease property at the corner of Marlboro and Seventh St to Rescue Squad for one year.

#### **BACKGROUND SUMMARY:**

The Rescue Squad has leased this property for several years.

#### ATTACHMENTS:

Description

- Ordinance 4369
- Draft Lease

#### **ORDINANCE 4369**

# AN ORDINANCE TO LEASE THE PROPERTY ON THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET TO THE HARTSVILLE RESCUE SQUAD.

WHEREAS, the City of Hartsville owns the property at corner of Marlboro Avenue and Seventh Street; and,

WHEREAS, the Hartsville Rescue Squad (Squad) wishes to lease the property; and,

**WHEREAS**, the City of Hartsville will lease the property to Hartsville Rescue Squad for the provision of community services only; the property shall not be used for any private and/or business enterprise.

**WHEREAS,** this lease shall stipulate that all the responsibilities for the maintenance of the property shall rest with the Hartsville Rescue Squad, and that the Squad shall have adequate insurance and liability coverage for the facilities, which they will provide to the City.

**NOW, THEREFORE BE IT ORDAINED**, by the Mayor and Council of the City of Hartsville that the City does hereby lease the property at the corner of Marlboro Avenue and Seventh Street to the Hartsville Rescue Squad for a term of one year.

**NOW, THEREFORE BE IT FINALLY 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 IT ORDAINED IN MEETING DULY And to become effective upon final	
	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	First Reading: August 13, 2019
Sherron L. Skipper, City Clerk	Public Hearing:

STATE OF SOUTH CAROLINA	)		
COUNTY OF DARLINGTON	)	LEASE AGREE	MENT
CITY OF HARTSVILLE	)		
THIS AGREEMENT, made and ente	red into this	th day of	2019, by and between, THE
CITY OF HARTSVILLE, as OWNER of	the property m	entioned below a	nd, THE HARTSVILLE RESCUE
SQUAD, INC., as LESSEE.			

- 1. That the OWNER agrees to lease the property at the corner of Marlboro Avenue and Seventh St in the City of Hartsville to the LESSEE. The address of the said property is as follows: 305 Marlboro Ave, Hartsville, SC 29550.
- 2. This lease shall run for a term of one (1) year from the 1st day of October, 2019 to the 30<sup>th</sup> day of September, 2020.
- 3. Either party may terminate this agreement any time by giving the other party sixty (60) days advance notice in writing of their intention so to do.
- 4. The LESSEE agrees to pay the sum of One and no/100<sup>th</sup> (\$1.00) Dollars as rent for the said property, payable on the first day of term of agreement, beginning on the 1st day of October, 2019. All payments made to the OWNER by the LESSEE, payments should only be made payable to the City of Hartsville and delivered to the office of the City Finance Director during the City's regular hours and workdays.
- 5. LESSEE shall be solely responsible for the maintenance of the grounds and yards of the leased premises, and all exterior vegetation pursuant to the provisions of the International Property Maintenance Code adopted by the City of Hartsville.
- 6. LESSEE shall be solely responsible for all maintenance and repairs required to maintain property in current condition.
- 7. LESSEE shall be solely responsible for any damages done on the premises by LESSEE, LESSEE's agents, invitees, assigns, subcontractors, employees, or anyone else and LESSEE shall, at its own expense, make any repairs by such damages.
- 8. The OWNER shall not be responsible to the LESSEE for any damages which may be caused by water, sleet, snow or for any other damages whatsoever in any manner caused by the occupancy of the premises.
- 9. No improvements or attachments shall be placed upon said leasehold property without prior written approval of the OWNER and any and all improvements constructed upon and attached to the said premises by the LESSEE shall become exclusively owned the OWNER.
- 10. LESSEE shall be responsible for obtaining its own User's and Occupier's casualty for all of its personal property and equipment it may carry upon and use on the leasehold premises and, under no circumstance shall the OWNER be responsible for any damage to LESSEE'S said personal property and equipment. The OWNER shall not be responsible for the loss of any of the LESSEE's personal property and equipment through casualty or theft during its occupancy of the leasehold premises.
- 11. The OWNER guarantees the peaceful occupation and enjoyment of the premises to the LESSEE during the term provided; however, the OWNER or its authorized agent shall have the right to enter the premises hereby leased at any time it sees fit for the purpose of viewing the premises to see that no waste or damage is being committed and the OWNER shall also have the right and privilege, in the event that the leased premises are for sale, to enter the premises and show the premises to prospective purchasers.

- 12. This lease is not assignable, and the LESSEE shall not sublet the premises or any part without written consent of the OWNER.
- 13. The OWNER will call the LESSEE before entering the premises, but will retain the right to enter if determined necessary if the LESSEE is not available to give permission.
- 14. This agreement is entered between the parties of their own free will and accord, for good and valuable consideration which is hereby acknowledged, and is binding upon their heirs and assigns.
- 15. If at any time the LESSEE ceases to use the property for rescue squad activities, the lease shall be terminated.

WITNESS our Hands and Seal this	_ day of, 2019.	
SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:		
	LESSEE	
	223322	
Witness		
	OWNER	
Witness	· 	
	City Clerk	



# Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4370 Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Owner requested the annexation of 3 parcels of vacant land behind the current Walmart property into the city limits.

#### ATTACHMENTS:

Description

- Ordinance 4370
- Annexation Petitions
- Annexation Map

#### **ORDINANCE 4370**

TO ANNEX AN APPROXIMATELY 50.13 (+/-) ACRES OF LAND, INCLUDING THREE PARCELS KNOWN AS TAX MAP NUMBERS 056-00-01-157 CONSISTING OF 12.0 (+/-) ACRES, 056-00-01-158 CONSISTING OF 6.28 (+/-) ACRES, AND 056-00-01-159 CONSISTING OF 31.85 (+/-) ACRES LOCATED BEHIND THE CURRENT WALMART PROPERTY INTO THE CITY LIMITS OF HARTSVILLE.

**WHEREAS,** Josh Thomason of PHLH – Hartsville, LLC has petitioned the City of Hartsville to annex an approximately 50.13 (+/-) acres of vacant land known as tax map numbers 056-00-01-157 consisting of 12.0 (+/-) acres, 056-00-01-158 consisting of 6.28 (+/-) acres, and 056-00-01-159 consisting of 31.85 (+/-) acres located behind the current Walmart property into the city limits of Hartsville; 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-ways along Hartsville Crossing Boulevard and also along South Marquis Highway a/k/a U.S. Highway 15 By-Pass.

**NOW, THEREFORE BE IT ORDAINED,** by the Mayor and Council of the City of Hartsville that the parcels of land referenced above behind the current Walmart property are 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 these approved annexation petitions to all appropriate agencies.

NOW, THEREFORE BE IT FINALLY ORDAINED	IN MEETING DULY ADVERTISED AND ASSEMBLED on the
th day of, 2019 and to b	pecome effective immediately upon final reading.
	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	First Reading: August 13, 2019
Sherron L. Skipper, City Clerk	Public Hearing:
	Final Reading:

#### STATE OF SOUTH CAROLINA COUNTY OF DARLINGTON CITY OF HARTSVILLE

#### **PETITION OF ANNEXATION**

I, the undersigned, owner 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 the described property into the corporate limits of Hartsville, South Carolina. I further request that it be zoned as  $\frac{R-2}{L}$ . 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): No address assigned	
Tax Parcel Number (s):056-00-01-157	
Deed Book/Page # (s):215/155	Property Acreage (s):12.0
Assessed Value: Land:	Building (s):0
Property Owner(s)  Josh Thomason of Hartsville Crossing, LP Owner Name - Print Owner Signature  295 W Crossville Rd, Suite 720  Mailing Address	Witnesses
Roswell, GA 30075 City/State/Zip Code 404-202-1357 Phone Number	
Date:	Date: 9 2 1 9

#### STATE OF SOUTH CAROLINA COUNTY OF DARLINGTON CITY OF HARTSVILLE

#### PETITION OF ANNEXATION

I, the undersigned, owner 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 the described property into the corporate limits of Hartsville, South Carolina. I further request that it be zoned as B-2/B-3. 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.

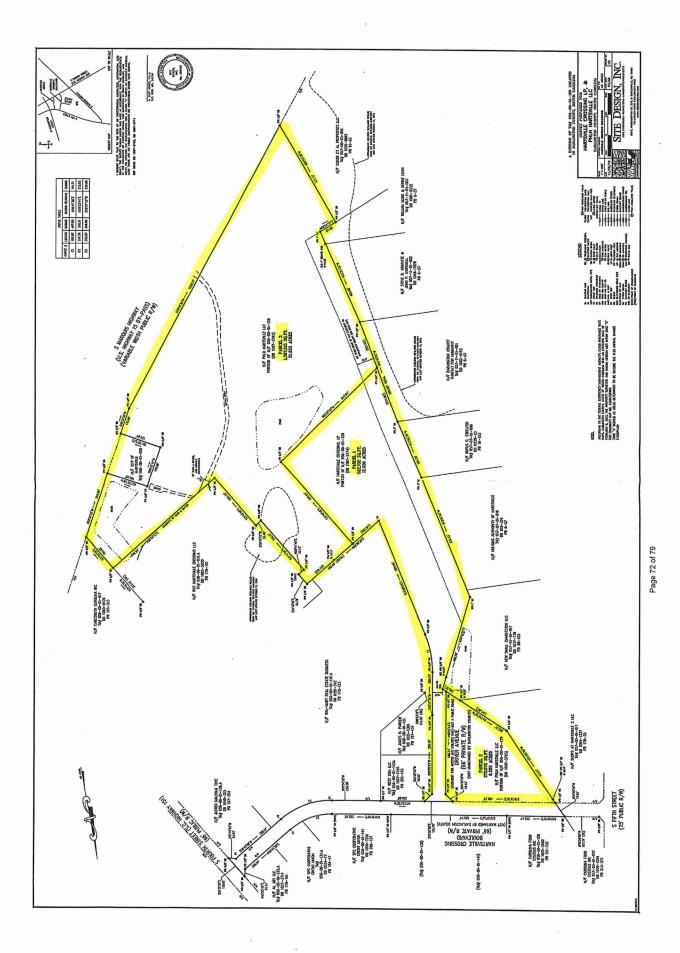
Property Address (s): No address assigned	
Tax Parcel Number (s):056-00-01-158	
Deed Book/Page # (s):215/155	Property Acreage (s):6.28
Assessed Value: Land:	Building (s):0
Josh Thomason of PHLH-Hartsville, LLC Owner Name - Print Owner Signature 295 W Crossville Rd, Suite 720 Mailing Address	Witnesses  Act felog
Roswell, GA 30075 City/State/Zip Code 404-202-1357 Phone Number	
Date: 8 - 2 - 19	
FOR MUNICIPAL USE ONLY: Petition Received By: Description & Ownership Verified By: Recommendation: Annex Submitted to City Clerk's Office for Council Agenda: By	Date: <u>8 2 19</u> Date: <u>8 2 19</u> By: <u>Blo</u> Date: <u>8 2 19</u> Date: <u>8 2 19</u> Date: <u>8 2 19</u> Date: <u>8 2 19</u>

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Property Address (s): No address assigned
Tax Parcel Number (s):056-00-01-159
Deed Book/Page # (s):215/155
Assessed Value: Land: Building (s):0
Property Owner(s) Witnesses
Josh Thomason of PHLH-Hartsville, LLC Owner Name - Print
1. House
Owner Signature
295 W Crossville Rd, Suite 720
Mailing Address
Roswell, GA 30075 City/State/Zip Code
404-202-1357
Phone Number
Date: 8-2-19
************************************
Petition Received By: Date: Solid
Description & Ownership Verified By: Q* Date: 8/249
Recommendation: Annex By: 43k Date:





## Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4371 Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

TO AUTHORIZE THE PURCHASE OF PROPERTIES AT TAX MAP PARCEL NUMBERS 056-10-01-042 LOCATED AT CORNER OF MARLBORO AVENUE AND SIXTH STREET, 056-10-01-043 LOCATED BEHIND POLICE STATION, AND 057-02-02-086 LOCATED AT 2205 ROBINSON STREET FROM ARTHUR PROPERTIES.

#### ATTACHMENTS:

Description

- Ordinance 4371
- Survey 1 for 2 parcels
- survey 2 for 1 parcel

#### **ORDINANCE 4371**

TO AUTHORIZE THE PURCHASE OF PROPERTIES AT TAX MAP PARCEL NUMBERS 056-10-01-042 LOCATED AT CORNER OF MARLBORO AVENUE AND SIXTH STREET, 056-10-01-043 LOCATED BEHIND POLICE STATION, AND 057-02-02-086 LOCATED AT 2205 ROBINSON STREET FROM ARTHUR PROPERTIES.

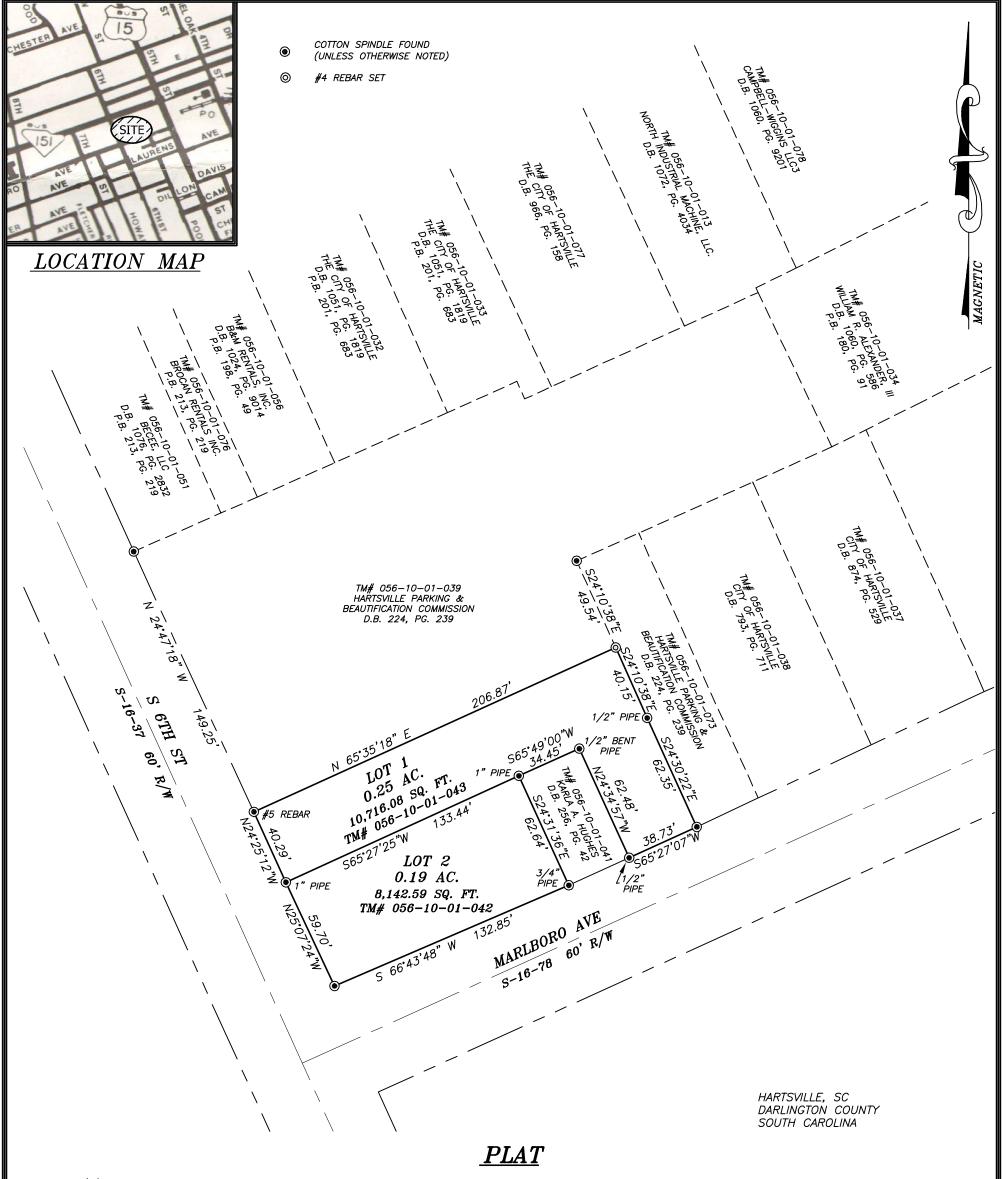
**WHEREAS**, the City of Hartsville desires to purchase the properties at Tax Map numbers 056-10-01-042 located at corner of Marlboro Avenue and Sixth Street, 056-10-01-043 located behind police station, and 057-02-086 located at 2205 Robinson Street from Arthur Properties; and

**WHEREAS**, the purchase price for all properties is no more than seventy-nine thousand dollars (\$79,000.00) and this purchase would allow for future economic development opportunities.

**NOW, THEREFORE BE IT ORDAINED**, by the Mayor and Council of the City of Hartsville that the purchase of the aforementioned properties in the amount of no more than seventy-nine thousand dollars (\$79,000.00) 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 negotiate and execute all necessary documents.

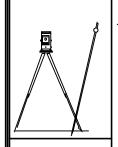
NOW, 1	THEREFORE BE IF FINALLY ORDAINED II	N MEETING DULY ADVERTISED AND ASSEMBLED on the	
0	, 2019 and to become effective immediately upon Final Reading.		
		<del></del>	
		Carl M. (Mel) Pennington IV, Mayor	
		F' + D - I' - A - + 40 0040	
ATTEST:	<u> </u>	_ First Reading: August 13, 2019	
	Sherron L. Skipper, City Clerk	Public Hearing: September, 10, 2019	
		Final Reading	



OF TWO (2) LOTS LOCATED IN THE HARTSVILLE CITY LIMITS, DARLINGTON COUNTY, SOUTH CAROLINA. LOT 1 BEING THE PROPERTY SHOWN AS TAX MAP PARCEL 056-10-01-043, BEING FURTHER DESCRIBED IN DEED BOOK 95, PAGE 197 AND ON A PLAT FOR PARKS & BEAUTIFICATION COMMISSION c/o WADE HICKS BY J.E. TUCKER, JR., DATED 9-19-1997, REVISED 11-9-1998. LOT 2 BEING THE PROPERTY SHOWN AS TAX MAP PARCEL 056-10-01-042, BEING FURTHER DESCRIBED IN DEED BOOK 95, PAGE 197 AND ON A PLAT FOR PARKS & BEAUTIFICATION COMMISSION c/o WADE HICKS BY J.E. TUCKER, JR., DATED 9-19-1997, REVISED 11-9-1998. SURVEYED FOR:

#### CITY OF HARTSVILLE

I HEREBY STATE TO THE BEST OF MY PROFESSIONAL KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE STANDARDS OF PRACTICE MANUAL FOR SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN. ALSO THERE ARE NO ENCROACHMENTS, PROJECTIONS, OR SETBACKS AFFECTING THE PROPERTY OTHER THAN THOSE SHOWN. ALSO I HAVE CONSULTED THE FEDERAL INSURANCE ADMINISTRATION FLOOD HAZARD MAP 45031C0280C, EFFECTIVE DATE FEBRUARY 6, 2013 AND FOUND THAT THE SUBJECT PROPERTY DOES NOT LIE WITHIN A SPECIAL FLOOD ZONE. NOTE: THIS PROPERTY IS SUBJECT OF ANY AND ALL RIGHTS—OF—WAY, EASEMENTS, COVENANTS AND RESTRICTIONS, RECORDED OR UNRECORDED, THAT MAY APPLY. UNLESS NOTED HEREON THIS MAP DOES NOT ADDRESS ENVIRONMENTAL CONCERNS OR SUBSURFACE INVESTIGATION.



#### NESBITT SURVEYING CO., INC.

4340 ALLIGATOR ROAD

U.S. HIGHWAY 76 & ALLIGATOR ROAD

TIMMONSVILLE, S.C. 29161

PHONE (843) 346-3302

FAX (843)-346-5802

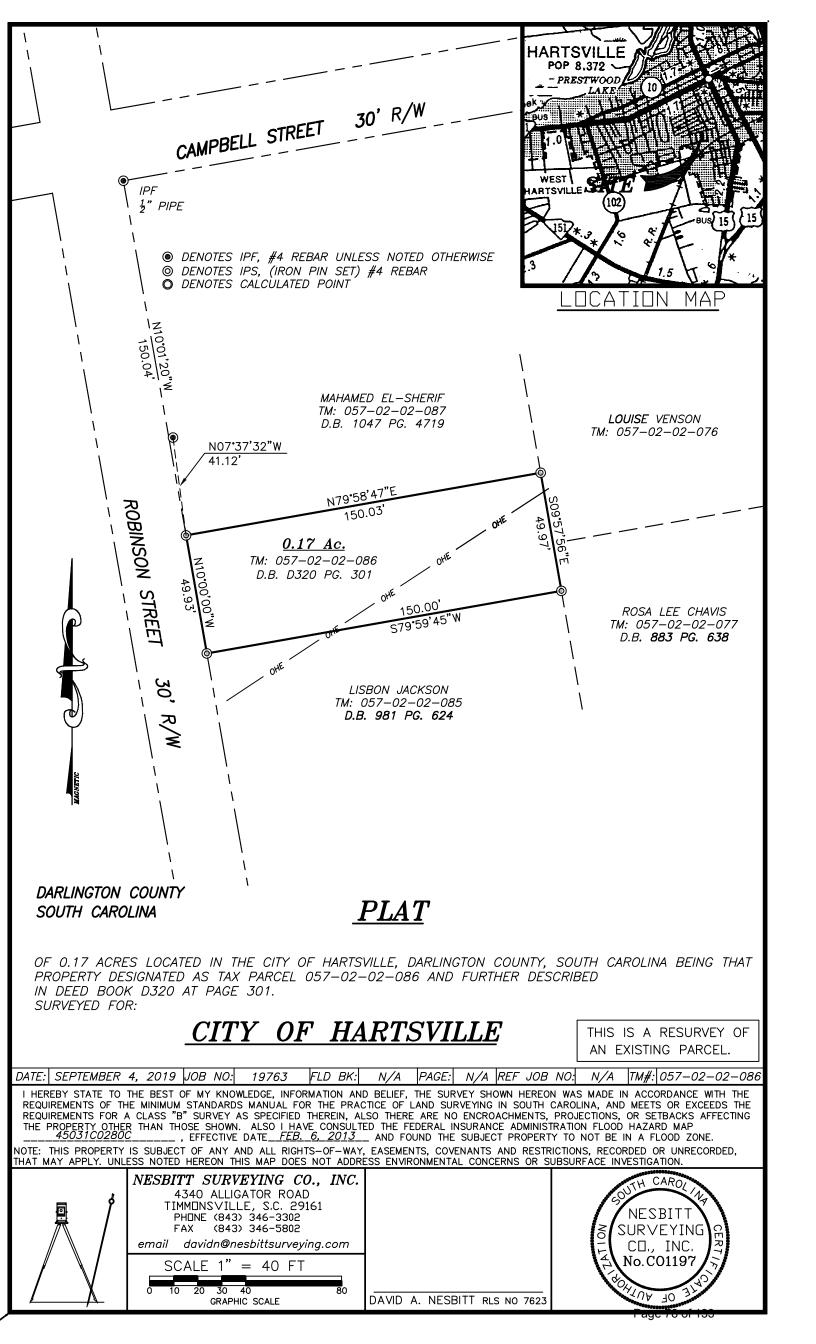
EMAIL: jon@nesbittsurveying.com

NESBITT SURVEYING C□., INC.
No.CO1197

JONATHAN W. NESBITT PLS NO 24770

	DATE: AUGUST 30, 2019
	JOB NO: 19762
	FLD BK:
.	PAGE:
•	REF JOB: 06532
	TAX MAP #: 056-10-01-039, 042, & 043
•	SCALE 1" = 50 FT
	0 25 50 100
	GRAPHIC SCALE

CAROL





## Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4372 Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Amends and restates Chapter 14 Business License, Article II Business License Program.

#### **BACKGROUND SUMMARY:**

Amendment includes: Licenses are due yearly May 1 to April 30; Each business requires a separate license; Provides a 30 day window for an annexed business to obtain a license; States that gross receipts and gross revenue from tax returns be submitted (which is the standard) instead of income figures; Change of Occupancy is further defined; Appendix B is revised to reflect the latest published 2016 Business License Class Schedule By NAICS Code.

#### **IMPACT IF DENIED:**

The city would not be using the latest NAICS Code; ambiguity would exist because the business license period would not be clearly defined; Annexed businesses would not be required to obtain a city business license; Income figures would still be used to determine rates instead of the required state and federal gross receipts and gross revenue; and, the latest NAICS Code Classes would not be stated.

#### **IMPACT IF APPROVED:**

The Business License Program would clearly specify that it would be utilizing the latest NAICS and methodology for determining business license fees while eliminating ambiguity and confusion arising from the existing Business License ordinance.

#### ATTACHMENTS:

Description

- Ordinance 4372
- Ordinance 4372 Track Changes
- Ordinance 4372 Appendix A
- Ordinance 4372 Appendix B

#### **ORDINANCE 4372**

AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA AMENDING AND RESTATING CHAPTER 14 "BUSINESS LICENSE" ARTICLE II "BUSINESS LICENSE PROGRAM" OF THE CITY'S CODE OF ORDINANCES, TO UPDATE THE BUSINESS LICENSE RATE SCHEDULE; TO MAKE CERTAIN OTHER MODIFICATIONS TO CITY'S BUSINESS LICENSE PROCEDURES; AND OTHER MATTERS RELATED THERETO.

**WHEREAS,** the City of Hartsville, South Carolina (the "City") was created as a municipal corporation under the laws of the State of South Carolina (the "State); and

**WHEREAS,** the City is duly empowered by Section 5-7-30 of the Code of Laws of South Carolina 1976, as amended, to require businesses located within the City to pay an excise tax for the privilege of doing business within the City; and

**WHEREAS,** City Council of the City of Hartsville, the governing body of the City (the "Council"), pursuant to Ordinance No. 4342, enacted on August 14, 2018, as subsequently amended, has enacted and implemented a comprehensive business license program (the "Business License Program"); and

**WHEREAS,** the Council has determined to update the Business License Rate Schedule based on the latest available IRS statistics and to generally update the City's procedures for the implementation of the Business License Program.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF HARTSVILLE, SOUTH CAROLINA, that Chapter 14 "Business License", Article II "Business License Program" is hereby amended to read as follows:

#### CHAPTER 14 "BUSINESS LICENSE". ARTICLE II "BUSINESS LICENSE PROGRAM".

Sec. 14-1. Title.

This article shall be titles "Business License Program".

Sec. 14-32. License required.

Every person engaged or intending to engage in any business listed in the rate classification index portion of this article, in whole or in part, within the municipal boundary of the city, is required to pay an annual license tax for the privilege of doing business within the city and obtain a license as provided in this article.

Sec. 14-33. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Business means a calling, occupation, profession, or activity engaged in with the object of gain, benefit or advantage, either directly or indirectly. A charitable organization shall be deemed a business unless the entire proceeds of its operation are devoted to charitable purposes pursuant to section 14-37.

Charitable organization means an organization that is determined by the Internal Revenue Service to be exempt from federal income taxes under 26 U.S.C. Section 501 (c) (3), (4), (6), (7), (8), (10) or (19).

City means the City of Hartsville, South Carolina.

Classification means that division of businesses by major groups subject to the same license rate as determined by a calculated index of ability to pay based on national averages, benefits, equalization of tax burden, relationships of services, or other basis deemed appropriate by the council.

Council means the city council of the city.

Gross income means the gross receipts or gross revenue of a business, received or accrued, for one calendar year collected or to be collected from business done within the city, excepting therefrom income earned outside of the city on which a license tax is paid by the business to some other municipality or a county and fully reported to the city. Gross income for agents means gross commissions received or retained, unless otherwise specified. Gross income for insurance companies means gross premiums written. Gross income for license tax purposes shall not include taxes collected for a governmental entity, escrow funds, or funds which are the property of a third party. The value of bartered goods or trade-in merchandise shall be included in gross income. The gross income for license purposes may be verified by inspection of returns and [report] is filed with the Internal Revenue Service, the South Carolina Department of Revenue, the South Carolina Department of Insurance, or other government agency.

*License* means a license for the privilege of conducting business within the city and issued pursuant to the terms of this article.

License official means a person designated by the city to administer this article.

License tax means an annual excise tax required to be paid as a condition of receiving a license.

*Licensee* means the business, the person applying for the license on behalf of the business, an agent or legal representative of the business, a person who receives any part of the net profit of the business, or a person who owns or exercises control of the business.

*NAICS* means the North American Industry Classification System for the United States published by the Federal Office of Management and Budget.

Person means any individual, firm, partnership, LLP, LLC, cooperative non-profit membership, corporation, joint venture, association, estate, trust, business trust, receiver, syndicate, holding company, or other group or combination acting as a unit, in the singular or plural, and the agent or employee having charge or control of a Business in the absence of the principal.

#### Sec. 14-34. Purpose and duration.

The license levied pursuant to this article is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through an excise tax for the privilege of conducting business within the city. Each yearly license shall be issued for the twelve-month period of May 1 to April 30. The provisions of this article and the rates herein shall remain in effect from year to year, as it may be amended from time-to-time by the council.

#### Sec. 14-35. License tax.

- (a) Each business in the city shall pay the license tax required under the terms hereof according to the applicable rate classification on or before the due date of April 30 of each year. Notwithstanding the due date set forth in this section, those businesses included within the classifications in rate class 8 shall be subject to the due date specified in each such classification.
- (b) A separate license shall be required for each place of business and for each classification or business conducted at one place. If gross income cannot be separated by classification for businesses at one location, the license tax shall be computed on the combined gross income for the classification requiring the highest rate. A license tax based on gross income shall be computed on the gross income for the preceding calendar or fiscal year, and on a twelve-month projected income based on

the monthly average for a business in operation for less than one year. The license tax for a new business shall be computed on the estimated probable gross income stated in the license application for the balance of the license-year. The initial license tax for an annexed business shall be prorated for the number of months remaining in the calendar year. No refund shall be made for a business that is discontinued.

(c) The license official shall determine the appropriate classification for each business in accordance with the latest issue of the NAICS for the United States published by the office of management and budget.

#### Sec. 14-36. Registration required.

- (a) The owner, agent or legal representative of every business subject to this article, whether listed in the classification index or not, shall register the business and make application for a license on or before the due date of each year; provided, a new business shall be required to have a license prior to operation within the city, and an annexed business shall be required to have a business license within thirty (30) days of the annexation. A license for a bar (NAICS 722410) must be issued in the name of the person who has been issued an alcohol, beer or wine permit or license by the State of South Carolina and will have actual control and management of the business.
- (b) The application shall be on a form provided by the license official which shall contain the social security number and/or the federal employer's identification number, the business name as reported on the South Carolina income tax return, and all information about the applicant, the licensee, and the business deemed appropriate to carry out the purpose of this article by the license official. Applicants may be required to submit copies of portions of state and federal income tax returns reflecting gross receipts and gross revenue figures.
- (c) The applicant shall certify under oath that the information given in the application is true, that the gross income is accurately reported, or estimated for a new business, without any unauthorized deductions, and that all assessments, personal property taxes on business property and other monies due and payable to the city have been paid.
- (d) License decals shall be required on each vehicle for electrical, plumbing, mechanical, general, landscaping, or service contractor who shall individually or through an entity or other person construct, service, or repair buildings of any type within the city. Decals shall be purchased with license renewals beginning January 1, 2017. License decals shall be issued annually by the city at a cost of \$3.00 per decal.
- (e) Whenever there is a change of tenant, occupancy, or use in a new or existing building or structure a new Certificate of Occupancy must be issued by the building official to the new tenant before a business license can be issued. Failure to obtain a Certificate of Occupancy shall invalidate the license and subject the licensee to prosecution for doing business without a license.

#### Sec. 14-37. Deductions, exemptions, and charitable organizations.

- (a) No deductions from gross income shall be made except to account for income earned outside of the city on which a license tax is paid by the business to some other municipality or a county and fully reported to the city, taxes collected for a governmental entity, or income which cannot be included for computation of the license tax pursuant to state or federal law. The applicant shall have the burden to establish the right to exempt income by satisfactory records and proof.
- (b) No person shall be exempt from the requirements of this article by reason of the lack of an established place of business within the city, unless exempted by state or federal law. No person shall be exempt from this article by reason of the payment of any other tax, unless exempted by state law,

- and no person shall be relieved of liability for payment of any other tax or fee by reason of application of this article.
- (c) A charitable organization shall be exempt from the license tax on its gross income unless it is deemed a business subject to a license tax on all or part of its gross income as provided in this article. A charitable organization or any for-profit affiliate of a charitable organization that reports income from for-profit activities, or unrelated business income, for federal income tax purposes to the Internal Revenue Service shall be deemed a business subject to a license tax on the part of its gross income from such for-profit activities or unrelated business income.
- (d) A charitable organization shall be deemed a business subject to a license tax on its total gross income if (1) any net proceeds of operation, after necessary expenses of operation, inure to the benefit of any individual or any entity that is not itself a charitable organization as defined in this article, or (2) any net proceeds of operation, after necessary expenses of operation, are used for a purpose other than a charitable purpose as defined in this article. Excess benefits or compensation in any form beyond fair market value to a sponsor, organizer, officer, director, trustee or person with ultimate control of the organization shall not be deemed a necessary expense of operation.
- (e) Real estate owners and lessors involved in leasing less than five residential dwelling units or less than three nonresidential units within the city shall be classified as not operating a business and shall be exempt from the license tax.
- (f) For-profit vendors for community sponsored events or festivals may be exempt from normal license taxes provided that a per-event or per-festival fee be required as set by resolution of council prior to each such event or festival.

#### Sec. 14-38. False application unlawful.

It shall be unlawful for any person subject to the provisions of this article to make a false application for a license, or to give or file, or direct the giving or filing of, any false information with respect to the license or license tax required by this article.

#### Sec. 14-39. Display and transfer.

- (a) All persons shall display the license issued to them on the original form provided by the license official in a conspicuous place in the business establishment at the address shown on the license. Contractors required to have decals shall display decals conspicuously at a location approved by staff on each and every vehicle at the job site used in performance of construction or service trades in the city. A transient or non-resident, that is not a contractor, shall carry the license upon his person or in a vehicle used in the business readily available for inspection by any authorized agent of the city.
- (b) A change of address must be reported to the license official within ten days after removal of the business to a new location and the license will be valid at the new address upon written notification by the license official and compliance with zoning and building codes. Failure to obtain the approval of the license official for a change of address shall invalidate the license and subject the licensee to prosecution for doing business without a license.
- (c) A license shall not be transferable and a transfer of controlling interest in a business shall be considered a termination of the old business and the establishment of a new business requiring a new license, based on old business income.

#### Sec. 14-40. Administration of article.

The license official shall administer the provisions of this article, collect license taxes, issue licenses, make or initiate investigations and audits to insure compliance, initiate denial or suspension and revocation procedures, report violations to the city attorney, assist in prosecution of violators, produce

forms, make reasonable regulations relating to the administration of this article, and perform such other duties as may be duly assigned.

#### Sec. 14-41. Inspection and audits.

- (a) For the purpose of enforcing the provisions of this article, the license official or other authorized agent of the city is empowered to enter upon the premises of any person subject to this article to make inspections, examine and audit books and records. It shall be unlawful for any such person to fail or refuse to make available the necessary books and records. In the event an audit or inspection reveals that the licensee has filed false information, the costs of the audit shall be added to the correct license tax and late penalties in addition to other penalties provided for herein. Each day of failure to pay the proper amount of license tax shall constitute a separate offense.
- (b) The license official shall make systematic inspections and random audits of all businesses within the city to insure compliance with this article. Financial information and records obtained by inspections and audits shall not be deemed public records, and the license official shall not release the amount of license taxes paid or the reported gross income of any person by name without written permission of the licensee, except as authorized by this article, state or federal law, or proper judicial order. Statistics compiled by Classifications are public records.
- (c) Further, the city's code enforcement officer shall be empowered to enter upon the premises of any person subject to this article for the purpose of inspecting, examining and searching for violations of the city's Code of Ordinances, which includes technical codes enacted by the city. It shall be unlawful for such person to deny entry to any code enforcement officer of the city. A denial of entry shall be grounds for penalties under section 14-49 and suspension or revocation of a license under section 14-46. Every such denial of entry shall constitute a separate offense under the terms hereof.

#### Sec. 14-42. Assessments, payment under protest, appeal.

- (a) If a person fails to obtain a license or to furnish the information required by this article or the license official, the license official shall examine such records of the business or any other available records as may be appropriate, and conduct such investigations and statistical surveys as the license official may deem appropriate to assess a license tax and penalties as provided herein.
- (b) A notice of assessment shall be served by certified mail or personal service. An application for adjustment of the license tax may be made to the license official within five days after the notice is mailed or personally served or the assessment will become final. The license official shall establish a uniform procedure for hearing an application for adjustment of assessment and issuing a notice of final assessment.
- (c) In order for a licensee to appeal a final assessment to council, in the manner set forth in section 14-47, the licensee must make payment of the license tax under protest within five days of the date that notice of the assessment is either mailed or personally served upon the licensee. Pursuant to section 14-47, the licensee must file a written notice of appeal with the license official within ten days after payment is made.

#### Sec. 14-43. Delinquent license taxes, partial payment.

(a) For non-payment of all or any part of the correct License Tax, the license official shall levy and collect a late penalty of five percent of the unpaid tax for each month or portion thereof after the due date until paid. Penalties shall not be waived. If any license tax remains unpaid for 60 days after its due date, the license official shall issue an execution which shall constitute a lien upon the property of the licensee for the tax, penalties and costs of collection and shall proceed to collect in the same manner as prescribed by law for the collection of other taxes.

(b) Partial payment may be accepted by the license official to toll imposition of penalties on the portion paid; provided, however, no license shall be issued or renewed until the full amount of the license tax due, including any penalties, has been paid.

#### Sec. 14-44. Notices.

The license official may, but shall not be required to, mail written notices that license taxes are due. If notices are not mailed, there shall be published a notice of the due date in a newspaper of general circulation within the city three times prior to the due date in each year. Failure to receive notice shall not constitute a defense to prosecution for failure to pay the license tax due or grounds for waiver of penalties.

#### Sec. 14-45. Denial of license.

- (a) The license official shall deny a license to an applicant when the license official determines:
  - (1) The application is incomplete, contains a misrepresentation, false or misleading statement, evasion or suppression of a material fact; or
  - (2) The activity for which a license is sought is unlawful or constitutes a public nuisance per se or per accidents; or
  - (3) The applicant, licensee or prior licensee or the person in control of the business has been convicted of an offense under a law or ordinance regulating business, a crime involving dishonest conduct or moral turpitude, or an unlawful sale of merchandise or prohibited goods; or
  - (4) The applicant, licensee or prior licensee or the person in control of the business has engaged in an unlawful activity or nuisance related to the business or to a similar business in the city or in another jurisdiction; or
  - (5) The applicant, licensee or prior licensee or the person in control of the business is delinquent in the payment to the city of any tax or fee; or
  - (6) The license for the business or for a similar business of the licensee in the city or another jurisdiction has been denied, suspended or revoked in the previous license-year.
- (b) The license official shall provide an applicant with a written denial stating the reasons therefor. A decision of the license official shall be subject to appeal to council in the manner set forth herein.

#### Sec. 14-46. Suspension or revocation of license.

- (a) The license official shall suspend a business' license when the license official determines any of the following:
  - (1) A license has been mistakenly or improperly issued or issued contrary to law; or
  - (2) A licensee has breached any condition upon which the license was issued or has failed to comply with the provisions of this article; or
  - (3) A licensee has obtained a license through a fraud, misrepresentation, a false or misleading statement, evasion or suppression of a material fact in the license application; or
  - (4) A licensee has been convicted of an offense under a law or ordinance regulating business, a crime involving dishonest conduct or moral turpitude, or an unlawful sale of merchandise or prohibited goods; or
  - (5) A licensee has engaged in an unlawful activity or nuisance related to the business; or
  - (6) A licensee is delinquent in the payment to the city of any tax or fee.

(b) When the license official determines that one or more of the above-stated reasons exist to suspend a license, the license official shall give written notice to the licensee or the person in control of the business within the city by personal service or certified mail that the license is suspended pending a hearing before council for the purpose of determining whether the license should be revoked. The notice shall state the time and place at which the hearing is to be held, which shall be at a regular or special council meeting within 30 days from the date of service of the notice, unless continued by agreement. The notice shall contain a brief statement of the reasons for suspension and proposed revocation and a copy of the applicable provisions of this article.

#### Sec. 14-47. Appeals to council.

- (a) Any person aggrieved by a decision, final assessment, proposed revocation, suspension, or a denial of a license by the license official may appeal the decision to the council by written request stating the reasons therefore, filed with the license official within ten days after service by certified mail or personal service of the notice of decision, final assessment, proposed revocation, suspension or denial.
- (b) An appeal or a hearing on proposed revocation shall be held by the council within 30 days after receipt of a request for appeal or service of notice of suspension at a regular or special meeting of which the applicant or licensee has been given written notice, unless continued by agreement. At the hearing, all parties shall have the right to be represented by counsel, to present testimony and evidence and to cross-examine witnesses. The proceedings shall be recorded and transcribed at the expense of the party so requesting. The rules of evidence and procedure prescribed by council shall govern the hearing. Council shall by majority vote of members present render a written decision based on findings of fact and application of the standards herein which shall be served upon all parties or their representatives and shall be the final decision of the city.
- (c) No person shall be subject to a prosecution pursuant to section 14-49 for doing business without a license until the expiration of ten days after notice of denial or revocation which is not appealed or until after final judgment of a circuit court upholding denial or revocation.

#### Sec. 14-48. Confidentiality.

Except in accordance with proper judicial order or as otherwise provided by law, it shall be unlawful for any official or employee to divulge or make known in any manner the amount of income or any particulars set forth or disclosed in any report or return required under this article. Nothing in this section shall be construed to prohibit the publication of statistics so classified as to prevent the identification of particular reports or returns. Any license data may be shared with other public officials or employees in the performance of their duties, whether or not those duties relate to enforcement of this article.

#### Sec. 14-49. Violations.

Any person violating any provision of this article shall be deemed guilty of an offense and shall be subject to a fine of up to \$500.00 or imprisonment for not more than 30 days or both, upon conviction. Each day of violation shall be considered a separate offense. Punishment for violation shall not relieve the offender of liability for delinquent taxes, penalties and costs provided for herein.

#### Sec. 14-50. Classification and rates.

(a) The class structure model by the NAICS code and the class structure model by rate class shall be adopted in their initial form by the council and shall be updated annually by the license official based upon the latest available IRS statistics and information provided by the Municipal Association of South Carolina. The class structure models are tools for classification and not a limitation on Businesses subject to a license tax. Class structure models and the latest issue of the NAICS shall be kept on file with the city's municipal clerk and shall be made available by the business license official.

(b) The license tax for each class of businesses subject to this article shall be computed in accordance with the business license rate schedule which shall be adopted and amended by council from time to time. A current copy of the business license rate schedule shall be filed in the office of the city's municipal clerk and shall be made available by the business license official.

Sec. 14-51. The Business License Rate Schedule.

Attached hereto as **Appendix A**, is hereby approved. The rates set forth therein may be amended from time to time by the Council as necessary. The initial form of the Class Structure Model by NAICS code and the Class Structure Model by rate class, attached hereto as Appendix B is hereby approved and shall be updated annually by the License Official as set forth in Section 14-50 of the Code, subject to the ability of Council to make any adjustments as may be necessary from time to time. A current copy of the Business License Rate Schedule Appendix A and Appendix B shall be filed in the office of the City's municipal clerk and shall be made available by the Business License Official.

Sec. 14-52. Severability.

Pursuant to City Code Section 1-6:

- (a) If any section, subsection, sentence, clause, or phrase of the License Program or this Ordinance is, for any reason, held or determined to be invalid or unenforceable, such decision shall not affect the validity of the remaining portions of the Business License Program or this Ordinance.
- (b) Nothing in this Ordinance or in the Business License Program hereby enacted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause of causes 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.
- (c) All ordinances or parts of ordinances inconsistent or in conflict with this Ordinance are hereby repealed in their entirety. This Ordinance and the provisions of the Business License Program shall take effect immediately upon its enactment by the Council.

Secs. 14-53—14-75. - Reserved.

of	EREFORE BE IT ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the 2019 and to become effective upon final reading.	
		Carl M. (Mel) Pennington IV, Mayor
ATTEST:	Sherron L. Skipper, City Clerk	First Reading: September 10, 2019 Public Hearing: Final Reading:

Sec. 14-34. - Purpose and duration.

The license levied pursuant to this article is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through an excise tax for the privilege of conducting business within the city. Each <u>yearly</u> license shall be issued for the twelve-month period of May 1 to April 30, one calendar year ending December 31. The provisions of this article and the rates herein shall remain in effect from year to year as it may be amended from time-to-time by the council.

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Sec. 14-36. - Registration required.

- (a) The owner, agent or legal representative of every business subject to this article, whether listed in the classification index or not, shall register the business and make application for a license on or before the due date of each year; provided, a new business shall be required to have a license prior to operation within the city, and an annexed business shall be required to have a business license within thirty (30) days of the annexation. A license for a bar (NAICS 722410) must be issued in the name of the person who has been issued an alcohol, beer or wine permit or license by the State of South Carolina and will have actual control and management of the business.
- (b) The application shall be on a form provided by the license official which shall contain the social security number and/or the federal employer's identification number, the business name as reported on the South Carolina income tax return, and all information about the applicant, the licensee, and the business deemed appropriate to carry out the purpose of this article by the license official. Applicants may be required to submit copies of portions of state and federal income tax returns reflecting gross receipts and gross revenue income figures.
- (c) The applicant shall certify under oath that the information given in the application is true, that the gross income is accurately reported, or estimated for a new business, without any unauthorized deductions, and that all assessments, personal property taxes on business property and other monies due and payable to the city have been paid.
- (d) License decals shall be required on each vehicle for electrical, plumbing, mechanical, general, landscaping, or service contractor who shall individually or through an entity or other person construct, service, or repair buildings of any type within the city. Decals shall be purchased with license renewals beginning January 1, 2017. License decals shall be issued annually by the city at a cost of \$3.00 per decal.

(e) Whenever there is a change of tenant, occupancy, or use in a new or existing building or structure a new Certificate of Occupancy must be issued by the building official to the new tenant before a business license can be issued. Failure to obtain a Certificate of Occupancy shall invalidate the license and subject the licensee to prosecution for doing business without a license.

Sec. 14-49. - Violations.

Section 3. The Business License Rate Schedule, attached hereto as Appendix A, is hereby approved. The rates set forth therein may be amended from time to time by the Council as necessary. The initial form of the Class Structure Model by NAICS code and the Class Structure Model by rate class, attached hereto as Appendix B is hereby approved and shall be updated annually by the License Official as set forth in Section 14-50 of the Code, subject to the ability of Council to make any adjustments as may be necessary from time to time. A current copy of the Business License Rate Schedule Appendix A and Appendix B shall be filed in the office of the City's municipal clerk and shall be made available by the Business License Official.

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#### **APPENDIX A**

#### **RATE SCHEDULE**

DATE OLAGO	INCOME: \$0 - \$2,000	INCOME OVER \$2,000
RATE CLASS	BASE RATE	Rate per Thousand or fraction thereof
1	\$ 40.00	\$1.10
2	\$ 46.00	\$1.25
3	\$ 52.00	\$1.40
4	\$ 58.00	\$1.55
5	\$ 64.00	\$1.70
6	\$ 70.00	\$1.85
7	\$ 76.00	\$2.00
8.1	\$ 72.50	\$1.35
8.3	MASC Telecommunications	
8.4B	\$ 66.00	\$1.35
8.4C	\$ 264.00	\$1.35
8.5	\$ 33.00	\$1.00
8.6	\$ 39.50	\$1.15
8.6A	\$ 25.00	\$1.00
8.7	MASC Insurance	
8.8A	\$46.20 + \$12.50 per machine	\$1.35
8.8C	\$46.20 + \$12.50 per machine	\$1.35
8.9B	\$264.00	\$2.65
8.9C	\$132.00	\$1.35
8.10A	\$132.00 + \$5.00 per table	\$2.65

#### **NON-RESIDENT RATES**

Unless otherwise specifically provided, all taxes and rates shall be doubled for nonresidents and itinerants having no fixed principal place of business within the municipality.

<u>DECLINING RATES</u>
Declining Rates apply in all Classes for gross income in excess of \$1,000,000, unless otherwise specifically provided for in this ordinance.

Percent of Class Rate for each additional \$1,000
100%
90%
80%
70%
60%

#### APPENDIX B 2016 BUSINESS LICENSE CLASS SCHEDULE BY NAICS CODE

NAICS Sector/Subsector	Industry Sector	Class
11	Agriculture, forestry, hunting and fishing	2
113	Forestry and logging (including forest nurseries, timber tracts)	1
115	Support activities for agriculture and forestry	1
21	Mining	3
2211	Electric Power Generation, Transmission and Distribution	Franchise
2212	Natural Gas Distribution	Franchise
22	Utilities	1
23	Construction	8.1
31-33	Manufacturing	1
311	Food manufacturing	1
313	Textile and textile product mills	1
315	Apparel	1
316	Leather and allied products	1
321	Wood products	1
322	Paper products	2
323	Printing and related support activities	1
324	Petroleum and coal products	1
325	Chemical manufacturing	2
327	Nonmetallic mineral products	1
331	Primary metal industries	1
332	Fabricated metal products	1
333	Machinery	2
334	Computer and electronic products	2
335	Electrical equipment, appliances, and components	2
336	Transportation equipment	1
337	Furniture and related products	1
339	Other miscellaneous manufacturing	2
42	Wholesale trade	1
423930	Recyclable Material Merchant Wholesalers (Junk)	8.4A
14-45	Retail trade	1
141	Motor vehicle and parts dealers	1
1411	Automobile Dealers	8.5
1412	Other Motor Vehicle Dealers	8.5
142	Furniture and home furnishing stores	1
143	Electronic and appliance stores	1
144	Building material and garden equipment and supplies dealers	1
145	Food and beverage stores	1
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## APPENDIX B 2016 BUSINESS LICENSE CLASS SCHEDULE BY NAICS CODE

NAICS Sector/Subsector	Industry Sector	Class
447	Gasoline stations	1
448	Clothing and accessories stores	1
451	Sporting goods, hobby, book, and music stores	1
452	General merchandise stores	1
453	Miscellaneous store retailers	1
454	Nonstore retailers	1
45439	Other Direct Selling Establishments (Peddlers)	8.6
48-49	Transportation and warehousing	1
482	Rail Transportation	8.2
484	Truck Transportation	1
486	Pipeline transportation	1
493	Warehousing and storage facilities	2
51	Information	2
511	Publishing industries (except internet)	2
512	Motion picture and sound recording	2
515	Broadcasting (except internet) and telecommunications	2
517	Telecommunications	2
5171	Wired Telecommunications Carriers	8.3
5172	Wireless Telecommunications Carriers (except Satellite)	8.3
518	Internet service providers, web search portals, and data processing	2
519	Other Information Services	2
52	Finance and insurance	4
522	Credit intermediation and related activities	4
522298	Pawnshops	8.4B
523	Securities, commodity contracts, and other financial investments	7
524	Insurance agents, brokers, and related activities	1
5241	Insurance Carriers	8.7
52421	Insurance Brokers for non-admitted Insurance Carriers	8.7
525	Funds, trusts and other financial vehicles	7
53	Real estate and rental and leasing	5
531	Real estate	6
5311	Lessors of real estate (including miniwarehouses and self storage)	7
532	Rental and leasing services	2
533	Lessors of nonfinancial assets	7
54	Professional, scientific, and technical services	3
5411	Legal Services	5
5413	Architectural, engineering and related services	3
5416-9	Other professional, scientific, and technical services	3

#### APPENDIX B 2016 BUSINESS LICENSE CLASS SCHEDULE BY NAICS CODE

NAICS Sector/Subsector	Industry Sector	Class
55	Management of companies	4
56	Administrative and support and waste management and remediation services	2
561	Administrative and support services	2
562	Waste management and remediation services	1
61	Educational services	2
62	Health care and social assistance	2
623	Nursing and Residential Care Facility	1
71	Arts, entertainment, and recreation	2
71119	Other Performing Arts Companies (Carnivals and Circuses)	8.9B
712	Museums, Historical Sites and similar institutions	1
7131	Amusement Parks and Arcades	8.8
7132	Nonpayout Amusement Machines	8.8
713290	Bingo Halls	8.9A
713990	All Other Amusement and Recreational Industries ( pool tables)	8.10
721	Accommodation	1
722	Food services and drinking places	1
72241	Drinking Places (Alcoholic Beverages)	8.9C
81	Other services	2
811	Repair and maintenance	1
8111	Auto repair and maintenance	1
812	Personal and laundry services	3
813	Religious, grantmaking, civic, professional, and similar organizations	3



## Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4373 Resolution Number: - REGULAR MEETING

#### ORDINANCE/RESOLUTION CAPTION:

To transfer Tax Map Parcel 056-06-02-104 to the Hartsville Public Development Corporation.

#### ATTACHMENTS:

Description

Ordinance 4373

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#### **ORDINANCE 4373**

# 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 property as described on <u>Exhibit A</u> attached hereto (the "*New Parcel*").
- (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 incentivize 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 and Ordinance 4360 dated March 12, 2029 (together, the "*Ordinances*"), has previously authorized the transfer of the City Parcels, the Other Parcels and the Parcels (as each such term is defined in Ordinances). The City Parcels, the Other Parcels and the Parcels were determined by the City Council to benefit the Project.
- (K) By the terms of this Ordinance and similar to the provisions of Ordinances, the City intends to convey the New Parcel to the Corporation. In making such conveyance, 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. The City has a fiduciary duty to receive consideration of "reasonably equivalent value" in exchange for its sale or conveyance of real property. 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...."
- (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 New Parcel by grant (or a substantially below-market sale) to the Corporation;
  - (2) ratify and approve of the conveyance of the New Parcel by grant (or a substantially below-market sale) to the Corporation in the event that such transfer may have been executed 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 New Parcel.

<sup>&</sup>lt;sup>1</sup> Haesloop v. City Council of Charleston, 115 S.E. 596, 600 (S.C. 1923).

 $<sup>^{2}</sup>$  Id.

<sup>&</sup>lt;sup>3</sup> 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 New Parcel to the Corporation, understands and affirms that the Corporation plans to use the New Parcel, as well as the City Parcels, the Other Parcels and the Parcels, as an incentive for the development of the Project; for these reasons, of the City's conveyance of the New Parcel 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; Property Maintenance Agreement

- A. In order to incentivize and induce the success of the Project, the City may convey the New Parcel by grant, sale or otherwise to the Corporation; in the event of a sale, the amount of the sale may be for an amount less than the appraised value of any the New 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 New Parcel has already been transferred or conveyed by the City to the Corporation, such transfer or conveyance, whether it was processed by grant, sale or otherwise, is 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.
- D. The New Parcel shall be added to and included with the City Parcels, Other Parcels, Parcels and any other property now owned by the Corporation, all of which shall be subject to the terms of that certain Property Maintenance Agreement between the City and the Corporation dated April 19, 2018, as amended.

#### 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 New Parcel 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.

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ORDAINE thisth day of		City Council Meeting duly advertised and assembled
		Carl M. (Mel) Pennington IV, Mayor
[SEAL]		
ATTEST:		
Sherron L. Skipper	, City Clerk	
First Reading: Public Hearing: Final Reading:	September 10, 2019 , 2019 , 2019	

#### Exhibit A

### **Description of New Parcel**

056-06-02-104

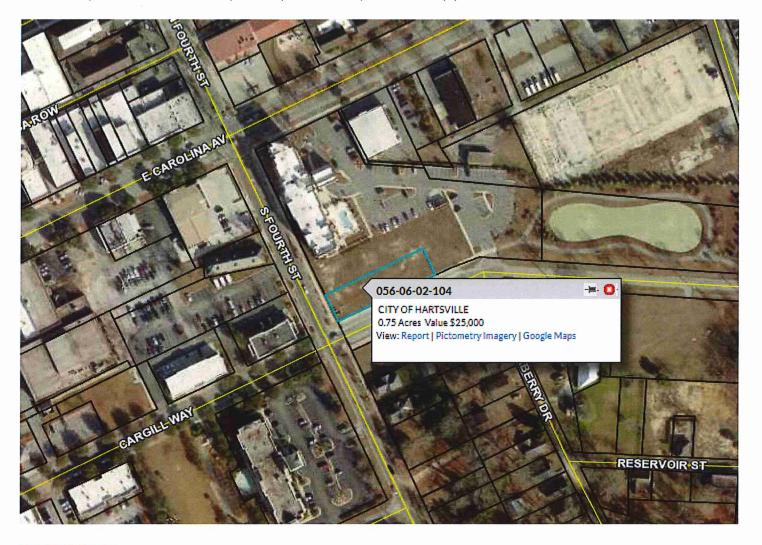
#### **Sherron Skipper**

From: Natalie Zeigler

Sent: Wednesday, August 28, 2019 3:38 PM

To:Sherron SkipperSubject:Next council agenda

Mel has requested transfer of Hampton outparcel to the public dev corp please.



Natalie M. Zeigler City Manager 843.339-2867 (office)



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Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4374 Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Amending City Code to add duties to Mayor and Mayor Pro Tempore in the event of a state declared emergency.

#### ATTACHMENTS:

Description

D Ordinance 4374

#### **ORDINANCE 4374**

AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA AMENDING AND RESTATING CHAPTER 2 "ADMINISTRATION" ARTICLE II "COUNCIL" DIVISION 1 "GENERALLY" SECTION 2-38 "DUTIES OF MAYOR, MAYOR PRO TEMPORE OF THE CITY'S CODE OF ORDINANCES, TO MAKE CERTAIN AMENDMENTS; AND OTHER MATTERS RELATED THERETO.

**WHEREAS,** the City of Hartsville, South Carolina (the "City") was created as a municipal corporation under the laws of the State of South Carolina (the "State); and

**WHEREAS**, the City is duly empowered by Section 5-7-30 of the Code of Laws of South Carolina 1976, as amended, to require businesses located within the City to pay an excise tax for the privilege of doing business within the City; and

**WHEREAS,** the Council has determined to amend the duties of the Mayor and Mayor pro Tempore in the event of a declaration of a statewide emergency.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Hartsville, South Carolina, that Chapter 2 "Administration" Article II "Council" Division 1 "Generally" Section 2-38 "duties of mayor, mayor pro tempore is hereby amended to read as follows:

## <u>CHAPTER 2 "ADMINISTRATION" ARTICLE II "COUNCIL" DIVISION 1 "GENERALLY" SECTION 2-38</u> <u>"DUTIES OF MAYOR, MAYOR PRO TEMPORE".</u>

Sec. 2-38. - Duties of mayor, mayor pro tempore. (Track Changes)

The mayor shall be the presiding officer of the council at all meetings of the council, shall be recognized as head of the city government for all ceremonial purposes and by the governor for purposes of military law to include in the event of an emergency, issuing an executive order to declare a state of emergency for the City of Hartsville once the Governor has issued an executive order declaring a state of emergency for the entire state, but the Mayor shall have no regular administrative duties. The council shall also elect one member of its body as a mayor pro tempore to serve as such for two years, who shall act as mayor during the absence or disability of the mayor and, if a vacancy occurs, shall become mayor until a successor is duly qualified and elected.

Sec. 2-38. - Duties of mayor, mayor pro tempore. (As amended)

The mayor shall be the presiding officer of the council at all meetings of the council, shall be recognized as head of the city government for all ceremonial purposes and by the governor for purposes of military law to include in the event of an emergency, issuing an executive order to declare a state of emergency for the City of Hartsville once the Governor has issued an executive order declaring a state of emergency for the entire state, but the Mayor shall have no regular administrative duties. The council shall also elect one member of its body as a mayor pro tempore to serve as such for two years, who shall act as mayor during the absence or disability of the mayor and, if a vacancy occurs, shall become mayor until a successor is duly qualified and elected.

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: September 10, 2019 Public Hearing: Final Reading:	



## Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: 4375 Resolution Number: - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

To revised lease agreement to for more than one year.

#### ATTACHMENTS:

Description

Ordinance 4375

#### **ORDINANCE 4375**

AN ORDINANCE TO LEASE THE PROPERTY AT 407 MILL AVENUE TO A HARTSVILLE POLICE OFFICER AS REQUIRED IN THE CITY'S CDBG MATCH FOR THE OAKDALE VILLAGE RENAISSANCE GRANT.

WHEREAS, the City of Hartsville owns the building and property at 407 Mill Avenue; and,

**WHEREAS**, the City of Hartsville wishes to lease the property as required in the City's match for the Oakdale Village Renaissance Grant; and,

**WHEREAS**, the City of Hartsville will lease the residence to a Hartsville Police Officer who will work with the Oakdale Neighborhood Association in an effort to make it a safer community.

**NOW, THEREFORE BE IT ORDAINED**, by the Mayor and Council of the City of Hartsville that the City does hereby lease 407 Mill Avenue to a Hartsville Police Officer.

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

NOW, THEREFORE BE IT FINALLY O	RDAINED in meeting duly advertised and assembled on the come effective upon final reading.
	Carl M. (Mel) Pennington IV, Mayor
ATTEST: Sherron L. Skipper, City Clerk	First Reading: September 10, 2019 Public Hearing: Final Reading:



## Agenda Date: 9/10/2019

To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-01 - REGULAR MEETING

#### ORDINANCE/RESOLUTION CAPTION:

The US Marshals Service seeks a Memorandum of Understanding (MOU) with the Hartsville Police Department.

#### **BACKGROUND SUMMARY:**

This strengthening the partnerhsips with the US Marshals Service Fugitive Task Force providing services that the agencies may not be able to provide alone to serve and protect out citizens.

#### **IMPACT IF DENIED:**

Not having a Mutual Aid Agreement may limit our abilities to work together to solve problems and help our citizens.

#### **FINANCIAL IMPACT:**

The MOU itself costs the City nothing.

#### ATTACHMENTS:

Description

- Resolution 09-19-01
- Resolution 09-19-01 MOU

#### **RESOLUTION 09-19-01**

APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE UNITED STATES MARSHALS SERVICE (USMS).

WHEREAS, pursuant to 28 U.S.C. Section 566(e)(1)(B) in the Presidential Threat Protection Act of 2000 a Memorandum of Understanding (MOU) with local law enforcement for the purpose of locating and apprehending fugitives is authorized; and,

**WHEREAS,** the United States Marshal Service (USMS) has requested to enter into a MOU with the Hartsville Police Department for the purposes aforementioned and authorized.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the City of Hartsville that the Memorandum of Understanding request from the United States Marshal Service 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 required documents.

**NOW, THEREFORE BE IT FINALLY RESOLVED**, in meeting duly advertised and assembled the 10th day of September, 2019

	Carl M. (Mel) Pennington IV, Mayor
ATTEST: Sherron L. Skipper, City Clerk	

#### United States Marshals Service Regional Fugitive Task Force - Memorandum of Understanding

Rev. 07/2019

#### PARTIES AND AUTHORITY:

This Memorandum of Understanding (MOU) is entered into by the

Hartsville Police Department

and the United States Marshals Service (USMS) pursuant to 28 U.S.C. § 566(e)(1)(B). As set forth in the Presidential Threat Protection Act of 2000 and directed by the Attorney General, the USMS has been granted authority to direct and coordinate permanent Regional Fugitive Task Forces consisting of Federal, state, and local law enforcement authorities for the purpose of locating and apprehending fugitives. The authority of the USMS to investigate fugitive matters as directed by the Attorney General is set forth in 28 USC § 566. The Director's authority to direct and supervise all activities of the USMS is set forth in 28 USC § 561(g) and 28 CFR 0.111. The authority of United States Marshals and Deputy U.S. Marshals, "in executing the laws of the United States within a State . . . [to] exercise the same powers which a sheriff of the State may exercise in executing the laws thereof" is set forth in 28 USC § 564. Additional authority is derived from 18 USC § 3053 and Office of Investigative Agency Policies Resolutions 2 & 15. (See also) "Memorandum for Howard M. Shapiro, General Counsel, Federal Bureau of Investigation" concerning the "Authority to Pursue Non-Federal Fugitives, issued by the USMS Office of General Counsel, dated May, 1, 1995. (See also) 42 U.S.C. § 16941(a)(the Attorney General shall use the resources of federal law enforcement, including the United States Marshals Service, to assist jurisdictions in locating and apprehending sex offenders who violate sex offender registration requirements).

#### MISSION:

The primary mission of the task force is to investigate and arrest, as part of joint law enforcement operations, persons who have active state and federal warrants for their arrest. The intent of the joint effort is to investigate and apprehend local, state and federal fugitives, thereby improving public safety and reducing violent crime.

Each participating agency agrees to refer cases for investigation by the RFTF (Regional Fugitive Task Force). Cases will be adopted by the RFTF at the discretion of the RFTF Chief Inspector. Targeted crimes will primarily include violent crimes against persons, weapons offenses, felony drug offenses, failure to register as a sex offender, and crimes committed by subjects who have a criminal history involving violent crimes, felony drug offenses, and/or weapons offenses. Upon receipt of a written request, the RFTF may also assist non-participating law enforcement agencies in investigating, locating and arresting their fugitives. Task force personnel will be assigned federal, state, and local fugitive cases for investigation. Investigative teams will consist of personnel from different agencies whenever possible. Participating agencies retain responsibility for the cases they refer to the RFTF.

Federal fugitive cases referred to the task force for investigation by any participating agency will be entered into the National Crime Information Center (NCIC) by the USMS or originating agency, as appropriate. State or local fugitive cases will be entered into NCIC (and other applicable state or local lookout systems) as appropriate by the concerned state or local agency.

#### SUPERVISION:

The RFTF will consist of law enforcement and administrative personnel from federal, state, and local law enforcement agencies. Agency personnel must be approved by the RFTF Chief Inspector prior to assignment to the RFTF. Agency personnel may be removed at any time at the discretion of the RFTF Chief Inspector.

Direction and coordination of the RFTF shall be the responsibility of the USMS RFTF Chief Inspector. Administrative matters which are internal to the participating agencies remain the responsibility of the respective agencies. Furthermore, each agency retains responsibility for the conduct of its personnel.

A Task Force Advisory Committee, consisting of representatives of participating agencies and USMS RFTF personnel, may be established at the discretion of the RFTF Chief Inspector and will meet and confer as necessary to review and address issues concerning operational matters within the RFTF.

#### PERSONNEL:

In accordance with Homeland Security Presidential Directive 12, personnel assigned to the task force are required to undergo background investigations in order to be provided unescorted access to USMS offices, records, and computer systems. The USMS shall bear the costs associated with those investigations. Non-USMS law enforcement officers assigned to the task force will be deputized as Special Deputy U.S. Marshals.

Task force personnel may be required to travel outside of the jurisdiction to which they are normally assigned in furtherance of task force operations. State or local task force officers (TFOs) traveling on official business at the direction of the USMS shall be reimbursed directly by the USMS for their travel expenses in accordance with applicable federal laws, rules, and regulations.

#### REIMBURSEMENT:

If the Marshals Service receives Asset Forfeiture funding for either 1) overtime incurred by state and local investigators who provide full time support to USMS RFTF joint law enforcement task forces; or 2) travel, training, purchase or lease of police vehicles, fuel, supplies or equipment for state and local investigators in direct support of state and local investigators, the USMS shall, pending availability of funds, reimburse your organization for expenses incurred, depending on which category of funding is provided.

Reimbursement of overtime work shall be consistent with the Fair Labor Standards Act. Annual overtime for each state or local law enforcement officer is capped at the equivalent of 25% of a GS-1811-12, Step 1, of the general pay scale for the Rest of United States. Reimbursement for all types of qualified expenses shall be contingent upon availability of funds and the submission of a proper request for reimbursement which shall be submitted quarterly on a fiscal year basis, and which provides the names of the investigators who incurred overtime for the RFTF during the quarter; the number of overtime hours incurred, the hourly regular and overtime rates in effect for each investigator, and the total quarterly cost.

The request for reimbursement must be submitted to the RFTF Chief Inspector, who will review the request for reimbursement, stamp and sign indicating that services were received and that the request for reimbursement is approved for payment. Supporting documentation must accompany requests for reimbursement for equipment, supplies, training, fuel, and vehicle leases.

#### **VEHICLES:**

Pending the availability of asset forfeiture funding, the USMS may acquire vehicles to be utilized by state and local investigators assigned to the RFTF. Vehicles provided by the USMS remain in the control of the USMS and must be used solely in support of RFTF operations. The vehicles must be available for exclusive use of the TFOs assigned to the RFTF by the undersigned participant agency for the duration of the agency's participation on the task force. If the agency is no longer a participating member of the RFTF, any USMS vehicle provided to the agency for use by TFO(s) must be returned to the USMS. Operators of USMS-provided vehicles must adhere to USMS policy regarding the use of government owned vehicles. Any violation of the USMS vehicle policy may result in the vehicle being repossessed by the USMS and the operator and/or agency forfeiting the opportunity to utilize a USMS-provided vehicle in the future. Vehicles provided to state and local investigators may be subject to additional regulations or restrictions pursuant to USMS lease agreements. Replacement or removal of any vehicle provided by the USMS will be at the discretion of the USMS and/or subject to lease agreement terms.

#### **EQUIPMENT:**

Pending the availability of Asset Forfeiture funding, the USMS may purchase equipment for state and local investigators assigned to the RFTF. Equipment purchased by the USMS using Asset Forfeiture funding must be used solely in support of RFTF operations. The equipment must be available for exclusive use of the TFOs assigned to the RFTF by the undersigned participant agency for the duration of the agency's participation on the task force. If the agency is no longer a participating member of the RFTF, any equipment purchased with Asset Forfeiture and provided to TFOs from the agency may be retained by the agency.

Equipment provided by the USMS that is not purchased using Asset Forfeiture funding remains the property of the USMS and will be issued to state and local investigators for exclusive use in support of the RFTF. If the investigator or agency is no longer a participating member of the RFTF, any equipment issued that was not purchased with Asset Forfeiture funding will be returned to the USMS.

#### RECORDS AND REPORTS:

Original reports of investigation, evidence, and other investigative materials generated, seized, or collected by the RFTF shall be retained by the agency in the RFTF responsible for the case. However, evidence may be turned over to other law enforcement agencies as appropriate. Copies of investigative reports and other materials may be provided to other agencies in accordance with applicable laws, rules, and regulations. Task force statistics will be maintained in the USMS Mission System. Statistics will be made available to any participating agency upon request.

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#### CONFIDENTIAL SOURCES / CONFIDENTIAL INFORMANTS:

Pending the availability of funds, the USMS may provide funding for payment of Confidential Sources (CS) or Confidential Informants (CI). The use of CS/CIs, registration of CS/CIs and all payments to CS/CIs shall comply with USMS policy. USMS payment to an individual providing information or "tip" related to a USMS offered reward on an active Fugitive case shall be accomplished by registering the individual or "tipster" through the established USMS CS payment process.

#### USE OF FORCE:

All members of the RFTF will comply with their agencies' guidelines concerning the use of firearms, deadly force, and less-than lethal devices, to include completing all necessary training and certification requirements. All members of the RFTF and their parent agencies will read and adhere to the DOJ Policy Statement on the Use of Less-Than-Lethal Devices, dated May 16, 2011. Copies of all applicable firearms, deadly force, and less-than-lethal policies shall be provided to the RFTF Commander and each concerned TFO. In the event of a shooting involving task force personnel, the incident will be investigated by the appropriate agency(s).

Additionally, in the event of a shooting, the required reporting for the FBI National Use of Force Data Collection (NUOFDC) should be accomplished by the involved task force personnel's employing agency when the TFO is inside their primary/physical jurisdiction and by the USMS when the TFO is outside their employing agency's primary/physical jurisdiction. If the employing agency wishes to submit such NUOFDC entries regardless of the physical location of the event, that is allowed under this MOU with prior written notice to the USMS.

#### **NEWS MEDIA:**

RFTF:

Media inquires will be referred to the RFTF Commander. A press release may be issued and press conference held, upon agreement and through coordination with participant agencies' representatives. All press releases will exclusively make reference to the task force.

#### RELEASE OF LIABILITY:

Each agency shall be responsible for the acts or omissions of its employees. Participating agencies or their employees shall not be considered as the agents of any other participating agency. Nothing herein waives or limits sovereign immunity under federal or state statutory or constitutional law.

#### EFFECTIVE DATE AND TERMINATION:

This MOU is in effect once signed by a law enforcement participant agency. Participating agencies may withdraw their participation after providing 30 days advanced written notice to the RFTF Commander.

Carolinas RFTF			
United States Marshal or RFTF Command	er:		
Print Name: Commander Dan Wertheimer	Signature:		<b>Date:</b> 10/1/2019
Participant Agency:			
Name: Hartsville Police Department		Phone: 843-383-3011	
Location (City and State): Hartsville, S.C.			
Participant Agency Representative(s):			
Print Name and Title:	Signature:		Date: 10/1/2019
Assistant Director, Investigative Opera	ntions Division:		
Print Name: Jeff Tyler	Signature:		<b>Date:</b> 10/1/2019



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-02 - REGULAR MEETING

#### ORDINANCE/RESOLUTION CAPTION:

RESOLUTION FOR THE APPROVAL TO APPLY FOR A 2019 MASC HOMETOWN ECONOMIC DEVELOPMENT GRANT.

#### **BACKGROUND SUMMARY:**

This resolution authorizes the city to make application for a \$25,000 MASC grant that proposes an application. The plan will be used to improve quality of life and economic opportunities for its citizens.

#### **IMPACT IF DENIED:**

If this application is denied, the city will not be able to apply for \$25,000 that would be used to increase economic opportunities for its citizens.

#### **IMPACT IF APPROVED:**

The city will have an opportunity to make application for \$25,000 of grant funds.

#### **FINANCIAL IMPACT:**

There is a 10% (\$2,500) local match required.

## ATTACHMENTS:

Description

Resolution 09-19-02

APPROVAL TO APPLY FOR A 2019 MUNICIPAL ASSOCIATION OF SOUTH CAROLINA (MASC) HOMETOWN ECONOMIC DEVELOPMENT GRANT AND FOLLOWING ITS PROCUREMENT POLICY WHEN SECURING SERVICES AND PRODUCTS WITH GRANT FUNDS.

**WHEREAS**, the City of Hartsville desires to apply for a Municipal Association of South Carolina (MASC) grant that will improve economic development opportunities and quality of life for its citizens.

**WHEREAS**, the city is applying for a grant in the amount of \$25,000, and hereby commits to fund the minimum 10% local cash/in-kind match estimated at \$2,500.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council will follow its procurement policy adopted in accordance with SC Code of Laws Section 11-35-50 when securing all services and products purchased with funds awarded from a Hometown Economic Development Grant.

**NOW, THEREFORE BE IT FURTHER RESOLVED,** by the Mayor and Council of the City of Hartsville that application for the South Carolina Rural Infrastructure Authority Infrastructure grant program is hereby approved and 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 10th day of September, 2019.

	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	
Sherron L. Skipper, City Cle	rk



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-03 - REGULAR MEETING

#### **ORDINANCE/RESOLUTION CAPTION:**

Authorizing the Waiving of Business License Fees for Approved Main Street Downtown Events

#### **BACKGROUND SUMMARY:**

This resolution was approved by Council on May 14, 2019 (05-19-02). This resolution proposes to include "Fest da Ville" and any future approved events where business license fees would not be charged.

#### **IMPACT IF DENIED:**

Vendor participation could be limited.

#### **IMPACT IF APPROVED:**

Promotes greater participation from vendors.

#### **FINANCIAL IMPACT:**

Since this is a new event, revenue was not forecasted in the current fiscal year budget. No impact.

#### ATTACHMENTS:

Description

Resolution 09-19-03

# AUTHORIZING THE WAIVING OF BUSINESS LICENSE FEES FOR APPROVED MAIN STREET HARTSVILLE DOWNTOWN EVENTS.

WHEREAS, Main Street Downtown Block Party, Fest da Ville, Treats on the Streets, Downtown Holiday Open House, Hartsville Farmer's Market, and future approved events will offer local and area products, foods, and entertainment from various vendors approved by Main Street Hartsville and that the vendor permitting process can be streamlined to waive Business License fees for these events to encourage attendance of vendors.

**WHEREAS,** by integrating these events with the city's existing businesses will help increase business foot traffic, retail sales, and also encourage vendors who provide products and food that meet the intent of each of the Main Street events to participate.

**WHEREAS,** each vender would still be required to obtain a Main Street Hartsville vender permit and pay the associated fee and should they choose to pay the Business License fee then the vender would still be required to obtain a Main Street Hartsville vender permit at a reduced rate.

**NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and Council of the City of Hartsville that the waiving of Business Licenses fees for approved Main Street Hartsville Downtown events only 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 waive the business license fees for participants at all approved Main Street Hartsville Downtown events.

**NOW, THEREFORE, BE IT FINALLY RESOLVED IN MEETING DULY ADVERTISED AND ASSEMBLED** on the 10th day of September, 2019 and to become effective immediately upon adoption.

	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	
Sherron L. Skipper, City Clerk	<del></del>



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-04 - REGULAR MEETING

#### ORDINANCE/RESOLUTION CAPTION:

Approval of bid award for HVAC services.

#### **BACKGROUND SUMMARY:**

The city solicited bids to provide HVAC service for the city for a period of 2 years. Two companies provided bids, Piedmont Service Group and Johnson's Refrigeration Inc. Piedmont Service Group bid was \$12,788.00 and Johnson's Refrigeration Inc bid \$6,600. The recommendation is to award the bid to Johnson's Refrigeration Inc.

#### ATTACHMENTS:

Description

- Resolution 09-19-04
- Bid Tabulation Form

#### APPROVAL OF BID AWARD FOR HVAC SERVICES.

WHEREAS, the City advertised and received sealed bids for HVAC Services for all city facilities; and,

**WHEREAS**, sealed bids were opened and read aloud on Monday, August 19, 2019 at 4:00 pm and the recommended successful bidder is Johnson's Refrigeration, Inc. in the amount of Six Thousand Six Hundred Dollars (\$6,600.00); and,

**WHEREAS,** Johnson's Refrigeration, Inc. is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and worker's 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 a Resolution of Award for the above service is hereby awarded to Johnson's Refrigeration, Inc. in the amount of Six Thousand Six Hundred Dollars (\$6,600.00).

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

**NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED**, in meeting duly advertised and assembled the 10th of September, 2019.

	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	
Sherron L. Skipper, City Clerk	-

# CITY OF HARTSVILLE BID TABULATION FORM

PROJECT NAME: HVAC Service Agreement LOCATION FOR BID OPENING: City Hall BID OR PROJECT NUMBER: #0215/190801 BID DUE DATE AND TIME: 4:00pm, 19 Aug 19
DATE/TIME TOTAL BID AMOUNT  19/19/1733pm \$12,788.00  Tohnson's Referigeration Inc.  19/19/3:33pm \$6,600.00  W.B. Guirnarn  19aug/4:03 (rejected)
All bids were received in the {Location} Office, logged with date and time, opened and read aloud at {Time}.  ATTEST: Results All Station   19 Aug 19
City Representative Date  Staff Recommendation to City Manager By:
Explanation of Recommendation: Sohrson's Ref. was the Lowest, Tesponsire bid
City Manager's Recommendation to Council/City Manager's Approval:  Signature  Date
Bid tabulations will be furnished upon written request with a self-addressed, stamped envelope or by email. Bid tabulations will not be furnished until such time as an award has been made. Bid tabulations will not be provided via telephone or fax.
CITY CLERK'S OFFICE  [1] Place on Agenda for City Council approval.  [ ] cc: Department Head



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-05 - REGULAR MEETING

## **ORDINANCE/RESOLUTION CAPTION:**

APPROVAL OF BID AWARD FOR ELECTRICAL SERVICES

#### **BACKGROUND SUMMARY:**

The city solicited bids to become the city electrician for a period of 2 years. The bid tabulation form will be available on Tuesday.

#### **IMPACT IF DENIED:**

## ATTACHMENTS:

Description

Resolution 09-19-05

# APPROVAL OF BID AWARD FOR ELECTRICAL SERVICES.

WHEREAS, the City advertised and received sealed bids	for Electrical Services for all city	facilities; and,
WHEREAS, sealed bids were opened and read aloud on recommended successful bidder is rate; and,	• • • • • • • • • • • • • • • • • • • •	•
whereas, is considered to have a equipment and personnel, adequate liability and worke suitable financial resources to perform the work proper	er's compensation insurance cove	, adequate erage, and
<b>NOW, THEREFORE BE IT RESOLVED</b> , by the Mayor and of Award for the above service is hereby awarded to per hourly rate.	•	
<b>NOW, THEREFORE BE IT FURTHER RESOLVED</b> , by the M City Manager is authorized to execute all necessary doc	•	artsville that the
<b>NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED</b> , in 10th of September, 2019.	n meeting duly advertised and as	sembled the
	Carl M. (Mel) Pennington IV, M	ayor
ATTEST: Sherron L. Skipper, City Clerk		
Sherron L. Skipper, City Clerk		



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-05 - REGULAR MEETING

## **ORDINANCE/RESOLUTION CAPTION:**

APPROVAL OF BID AWARD FOR UNIFORM SERVICES

## **BACKGROUND SUMMARY:**

The city solicited bids for city uniforms. The bid tabulation form will be available on Tuesday.

## **IMPACT IF DENIED:**

## ATTACHMENTS:

Description

Resolution 09-19-06

# APPROVAL OF BID AWARD FOR UNIFORM SERVICES.

WHEREAS, the City advertised and received sealed bids	for Uniform Services for all city facilities; and,
WHEREAS, sealed bids were opened and read aloud on recommended successful bidder is provided on the attached Uniform Services Bid form; an	with the amounts of the unit prices
WHEREAS, is considered to have a equipment and personnel, adequate liability and worke suitable financial resources to perform the work proper	r's compensation insurance coverage, and
<b>NOW, THEREFORE BE IT RESOLVED</b> , by the Mayor and O of Award for the above service is hereby awarded to prices provided on the attached Uniform Services Bid for	with the amounts of the unit
<b>NOW, THEREFORE BE IT FURTHER RESOLVED</b> , by the M City Manager is authorized to execute all necessary doc	
<b>NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED</b> , in 10th of September, 2019.	meeting duly advertised and assembled the
	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	
Sherron L. Skipper, City Clerk	



To: City Council From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

# **ORDINANCE/RESOLUTION CAPTION:**

Motion to enter Executive Session.



To: City Council From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

# ORDINANCE/RESOLUTION CAPTION:

Verifying Executive Session Items discussed.



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.



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-07 - REGULAR MEETING

## ORDINANCE/RESOLUTION CAPTION:

Appointment to fill vacancy on HPDC when Vince Graham resigned.

# ATTACHMENTS:

Description

Resolution 09-19-07

Graham Resignation Letter

#### APPOINTMENT TO HARTSVILLE PUBLIC DEVELOPMENT CORPORATION.

WHEREAS, 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; and,

**WHEREAS,** the Corporation has been formed to assist in the development of public facilities and other projects which benefit the City; and,

WHEREAS, pursuant to Article IV, Section 3 of the Bylaws of the Corporation "two (2) Directors shall be appointed by the City Council" (the "City Directors"); and,

WHEREAS, the City Council previously appointed Mr. Vince Graham as a City Director;

WHEREAS, Mr. Graham recently resigned as a City Director, leaving a vacancy to be filled by the City Council.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and City Council of the City of Hartsville that \_\_\_\_\_ shall be appointed to serve as a City Director to the Hartsville Public Development Corporation Board and shall serve under the terms of their Bylaws.

**BE IT HEREBY RESOLVED DONE AND RATIFIED,** in meeting duly advertised and assembled the 10th day of September, 2019.

	Carl M. (Mel) Pennington IV, Mayor
ATTEST:	
Sherron L. Skipper, City Clerk	

June 24, 2019

Mr. Mel Pennington, President Hartsville Public Development Corporation Board of Directors 100 E. Carolina Avenue Hartsville, SC 29550

Dear Mayor Pennington,

I write to tender my resignation as a member of the Board of Directors of the Hartsville Public Development Corporation. It has been my honor to serve with you on the Board. Corporate direction having been established, I now feel I can better serve the City in other capacities.

Sincerely,

Vincent G. Graham



To: City Council From: City Manager

Ordinance Number: Resolution Number: 09-19-08 - REGULAR MEETING

## **ORDINANCE/RESOLUTION CAPTION:**

Appointments to fill vacancies for Housing Authority, Parks Committee, and Airport Advisory Board.

# ATTACHMENTS:

Description

n Resolution 09-19-08

D Vacancies List 9-1-19

# APPOINTMENTS TO VARIOUS CITY BOARDS, COMMISSIONS AND COMMITTEES.

**WHEREAS**, appointments are needed and have been advertised to fill vacancies on various city boards, committees, and commissions; and,

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the City of Hartsville that the following appointments are made for the terms as indicated below:

Committee	Appointed/Position	<u>Term Ends</u>
Airport Advisory Board		
Housing Authority of Hartsvi	le	
Parks Committee		
BE IT HEREBY RESOLVED, in	meeting duly advertised and assembled	on the 10 <sup>th</sup> of September, 2019, 2019.
	Car	rl M. (Mel) Pennington IV, Mayor
ATTEST:		
Sherron L. Skipper, (	City Clerk	

# Appointed Committees - 2019

Orange= Term Expiring and willing to continue to serve Yellow = Resigned or not willing to continue to serve or additional info needed Blue - No response or info needed

Aimort Advisory Board	MACMA	, m	10/00/200	0000000000	4.00	244 1/2	0777 000 070		Г		
Airport Advisory Board	MEM	Drayton	Ryan	06/30/2023	4 yrs	1558 Whippoppell Dd	843 340 0424	Braddock	McGee	Cho 2, Art IV, DIV 2	wayne.guttry@sonoco.com
Aimort Advisory Board	CHAIR	Gardner Ir	ad l	06/30/2021	4 yrs		843 330 8375	Draddook			bryan.drayton@sonoco.com
Airport Advisory Board	MEM	Harrell	James	06/30/2023	4 VIS	0 1318 W Carolina Ave	843-861-0993	Braddock		Cho 2 Art IV, Div 2	nleeg1@aol.com
Airport Advisory Board	MEM	West	Alexander	06/30/2023	4 yrs		000000	Braddock		Chp 2, Art IV, Div 2	lex@westolico.com
		The state of	STATE OF				Store Approx			STATE STATE OF THE PARTY OF THE	
Architectural Review Board - At-Large	MEM	Tuten	Marcia	06/30/2021	2yrsx3+7	1 1800 W Carolina Ave	704-796-0970	Zeigler	Kelley	Chp 11, Sec 11-4	marci.tuten@gmail.com
Architectural Review Board - At-Large	MEM	Gandy	Deborah	06/30/2021	2yrsx3+7	1 146B East Carolina Av	843-220-9736	Zeigler		Chp 11, Sec 11-4	deborah, gandy@coldwellbanker.com
Architectural Review Board - Historian	CHAIR	Goodson, Jr.	Robert	06/30/2020	2yrsx3+7	1 708 Prestwood Drive	843-307-2805	Zeigler		Chp 11, Sec 11-4	rgoo210173@aol.com
Architectural Review Board - At-Large	MEM	Newsom	Andy	06/30/2021	2yrsx3+7	1 404 E Home Ave	843-861-2664	Zeigler			drewnew67@aol.com
Architectural Keview Board - Design	MEM		Albert	06/30/2020	2yrsx3+7	$\neg$	843-624-1102	Zeigler			amis4homes@gmail.com
Architectural Review Board - Historic Property	VCHAIR		Danny	06/30/2020	2yrsx3+7	O 1110 John Street	843-858-1438	Zeigler		Chp 11, Sec 11-4	dannyjr@nimachine.net
Alchiectural Review Board - Al-Large	MEN	vvalden	George	06/30/2021	Zyrsx3+/	30/ N. 3rd Street	843-495-6894	Zeigler	Kelley	Chp 11, Sec 11-4	
Board of Appeals Regarding Technical Enforcement	VCHAIR	Acosta	Jose	06/30/2023	5 vrs	O 1117 Deermoss Drive	843.307.1598	None	K Thomas	Chp 10 Ar IV	annetaalantin manil nom
Board of Appeals Regarding Technical Enforcement	MEM	Hines	Dorothy	06/30/2024	5 VIS	$\neg$	843-383-0803	Ť	K Thomas	Cho 10, Art IV	decostaelectric@gmail.com
Board of Appeals Regarding Technical Enforcement	MEM	Edwards	Barry	06/30/2023	5 vrs	$\overline{}$	843-858-4289	T		Cho 10 Art IV	harry adwarde 05 @vahoo rom
Board of Appeals Regarding Technical Enforcement	MEM	Sellers	Derek	06/30/2024	5 vrs		843-616-7658	T	K Thomas	Cho 10 Art IV	derethenlimber maniform
Board of Appeals Regarding Technical Enforcement	CHAIR	Wilkes	Todd	06/30/2023	5 yrs	O 414 Ashland Road	843-858-1024	T	K. Thomas		wikestb@yahoo.com
					11 15 16 18		STATE OF				
Housing Authority of Hartsville Board	MEM	Bachman	Francine	10/09/2021	5 yrs	I 316 Wamer Dr	843-319-4533	Mack	Skipper	SC Code, Sec 31-3-10	fpb843@yahoo.com
Housing Authority of Hartsville Board	CHAIR	Douglas	Charles	10/09/2020	5 yrs		843-858-6739	Mack			papandced@gmail.com
Housing Authority of Hartsville Board	MEM	Williams	Lunella	10/09/2019	5 yrs	O 917 CSt	843-616-1294	Mack	Skipper	SC Code, Sec 31-3-10	lunella@bellsouth.net
Housing Authority of Hartsville Board	RES	Johnson	Rondal	10/09/2023	5 yrs	1 217 Holly Drive	864-680-2201	Mack			ronjohn77@gmail.com
Housing Authority of Hartsville Board	MEM	Wright	Kevin	10/09/2022	5 yrs	I 218 Marion Ave	619-368-5243	Mack	Skipper	SC Code, Sec 31-3-10	rightman39@yahoo.com
Misaim Commission	MEN	Donald	Silo	200000000		- 544 104 House 6	000 000 000			Į	
Museum Commission		Chama	one	06/30/2022	3 yrs	$\neg$	843-332-9343	Mayor			suebrand2011@hotmail.com
Museum Commission	A STATE	Chapman	Dr. Mac	06/30/2022	3 yrs	O 1/45 Antioch Road	843-332-8987	Mayor		Chp 2, Art IV, Div 3	mchap8987@aol.com
Museum Commission		Alvarez	Taula Fig.	06/30/2021	3 yrs	$\neg$	843-230-2614	Mayor		Chp 2, Art IV, Div 3	proselove@yahoo.com
Museum Commission	N N	Fields	Dhyda	06/30/2020	3 yrs	1309 Ballentine Ave	843-621-9210	Mayor		Chp 2, Art IV, Div 3	Judi.elvington@gmail.com
Miseim Commission	N IN	Tields	lappifar	06/30/2021	S yrs	131 West Home Ave	843-383-2/11	Mayor		Chp 2, Art IV, Div 3	
Miseim Commission	MEM	Himpomiller	dell'iller colin	06/30/2020	2 yes	1 12 Sandy Drive	812-505-9198	Marior		Chp 2, Art IV, DIV 3	Jheusel@coker.edu
Miseim Commission	MARIA	Nichole Ir	ii d	06/30/2021	3 vie	O 130 Kalber Drive	843 333 4885	Mayor	Ouniap	Cha 2, Art IV, DIV 3	Kentcoheatingandcoolinglic@yahoo.com
Museum Commission	MEM	Tinney	Steve	06/30/2020	3 Vrs		843-383-0553	Mayor		Cho 2 Art IV, Div 3	oakmanorinn@cmail.com
			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	CANADA IN						j	
Parking & Beautification Commission	MEM	Alexander	Gregory	06/30/2022	4 yrs	I 305 Loring Drive	843-332-9553	Mayor	Munoz	Act 1797 of 1972	gregory.alexander@fullservicecpa.com
Parking & Beautification Commission	MEM	Fagan	Steve	06/30/2021	4 yrs	133 East College Ave	843-858-6646	Mayor		Act 1797 of 1972	hartsvillefumit@bellsouth.net
Parking & Beautification Commission	CHAIR	Godwin	Carol	06/30/2021	4 yrs	1 398 E Richardson Cir	843-383-6184	Mayor	Munoz	Act 1797 of 1972	rambos.shoes@gmail.com
Parking & Beautification Commission	MEM	Phillips	Emily	06/30/2021	4 yrs	Dahoc	843-332-1131	Mayor			burrybooks@msn.com
Parking & Beautification Commission	MEM	Porter	Richard	06/30/2022	4 yrs	I 321 Kings Place	843-307-4777	Mayor	Munoz	Act 1797 of 1972	RMPORTER@aol.com
Shed	DEC	Viscosity	office	ocociociso.	2		0400 000 000				
Parks	VCHR	deRidder	Antonio	06/30/2020	2 yrs	401 Goodson Boad	864-561-8185	Modee	Belly	Cha 2 Art IV, DIV 4	JKIImek(@coker.edu
Parks	RE	Hughes	Ken	06/30/2020	2 Vrs	302 Hinnant I ane	843-332-7820	MCGee		Cho 2 Art IV Div 4	cofficient@holleouth.not
Parks	MEM	Caldwell	Bryson	06/30/2021	2 vrs	1 1403 Wateree Trail	843-229-6138	McGee	1	Cho 2 Art IV Div 4	hereon caldwall@caldwallinguranceconsultants com
Parks	MEM	Williams	Rose	06/30/2020	2 yrs	1 212 Marion Avenue	843-332-0374	McGee		T	revennah219000@yahoo.com
				DESIGNATION OF THE PARTY OF THE		A MARKET STATE OF THE STATE OF	15. 200 FIST				
PDRTA	MEM	McManus-McCoy Rennie	y Rennie	06/30/2022	3 yrs	O 535 Hunter Drive		None	Kelley		ramcmanus@yahoo.com
Planning Commission	MEN	McDonald	Kepecca	06/30/2021	3 yrs	413 Law Street	336-392-4989	Mayor/Mgr		Chp 66, Art II	rebecca.mcdonald@sonoco.com
Planning Commission	CHAIR	l ee	Curtis	06/30/2022	3 vre	1407 Wateree Trail	843-861-9994	Mayor/Mor	Kelley	Cho 66 Art II	caseV@caseynancock.com
Planning Commission	VCHAIR	-	Chris	06/30/2022	3 VIS	1 206 Russell Road	843-453-3087	Mayor/Mor			Chees/Leginali.com
Planning Commission	MEM		Nancy	06/30/2021	3 VIS	115 W Lanier Drive	843-229-3664	Mayor/Mor		Cho 66 Art II	newmrape@hellsouth net
Planning Commission	MEM	McDonald	Trevor	06/30/2021	3 yrs	1 1006 Bentwood Rd	843-992-5883	Mayor/Mgr		Chp 66, Art II	Trevortmc@vahoo.com
Planning Commission	MEM	Askins III	Dan	06/30/2022	3 yrs	1 555 Lakeshore Drive	8438589514	Mayor/Mgr			daskins@financialguide.com
										CHACL EXCLE	
Local Accommodation Tax Advisory Com - Hospitality	CHAIR	Bizzell	Leigh	06/30/2020	1 yr	137 E Carolina Ave	843-857-9080	Zeigler			leighannbizzell@yahoo.com
Local Accommodation Tax Advisory Com - At-Large	MEM	Coker	ž Č	06/30/2020	۲,		843-861-0717	Zeigler			dcoker31@aol.com
Local Accommodation Tax Advisory Com - Louging	MIN	Lagie	Damy	06/30/2020	- X	U 203 E Carolina Ave	910-509-1707	Zeigler			barry@crownhoteltm.com
Local Accommodation Tax Advisory Com - Hospitality	MEM	Moan	Tiffanv	06/30/2020	2 2	O 1751 Ruby Road	843-309-9606	Zeigler	Laughter		neatey@roadrunner.com
Local Accommodation Tax Advisory Com - Lodging	MEM	Blackwell	Timothy	06/30/2020	1 yr	$\overline{}$	843-858-6458	Zeigler		SC Code, Sec 6-4-25	tim@mantissaboutique.com
Local Accommodation Tax Advisory Com - At-Large	MEM	Wilson	Mary	06/30/2020	1 yr	127 Sumter Avenue	843-861-3573	Zeigler		SC Code, Sec 6-4-25	netta717@bellsouth.net
						STATE STATES					



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

- September City Council Calendar
- October City Council Calendar

September 2019	er 2019			September 2019 Su Mo Tu We Th 1 2 3 10 11 12 15 22 23 24 25 26 29 30	F Sa Su Mo 6 7 6 7 20 21 14 13 14 27 28 27 28	October 2019  1 We Th Fr Sa 1 2 3 11 12 15 16 17 18 22 3 24 25 26 29 30 31
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 1	2 Labor Day - Offices Closed	3 5:30pm Council Worksession - Chambers	4	2	9	7
ω	9 5:30pm Airport Advisory Bd - Sports Ctr - City Council	10 5:30pm Council Regular Mtg - Chambers	1	12	13	14
15	16	17	18 5:15pm ARB Mtg - Chambers	19	20	21
22	5:30pm Planning Comm - Chambers	24 10:00am Environmental Comm - City Hall 3:00pm Cemetery Comm - Chambers 4:00pm Community	8:00am Open Enrollment Mtg - The Edition 4:00pm Open Enrollment Mtg - The	8:00am Open Enrollment Mtg - The Edition 4:00pm Open Enrollment Mtg - The	8:00am Open Enrollment Mtg - The Edition	28
29	30	Oct 1	2		4	ις.
Sherron Skipper			1			9/4/2019 4:54 PM

				Ortober 2019		November 2019
October 2019	2019			Su Mo Tu We Th 6 7 8 9 10 13 14 18 9 10 20 21 22 23 24 27 28 29 30 31	F Sa Su 14 5 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Sep 29	30	Oct 1 5:30pm Council Worksession - Chambers	2	8	4	2
9	7	5:30pm Council Regular Mtg - Chambers	9 5:00pm Parks Comm Mtg - PS Conf Rm	10	1	12
13	14 5:30pm Airport Advisory Bd - Sports Ctr - City Council	15	16 5:15pm ARB Mtg - Chambers	17	18	19
20	21	22	23	24 4:30pm Treats on the Streets	25	26
27	5:30pm Planning Comm - Chambers	10:00am Environmental Comm - City Hall 10:00am HHA - S. Park 3:00pm Cemetery 4:00pm Community	30	31	Nov 1	2
Sherron Skipper			11			9/5/2019 9:45 AM