AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
REGULAR CITY COUNCIL MEETING
TUESDAY, DECEMBER 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, DECEMBER 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

3. APPROVAL OF MINUTES

   a. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF NOVEMBER 12, 2019 REGULAR CITY COUNCIL MEETING.

4. PRESENTATIONS

   a. Certified 2019 General Election Results

   b. Mayor and Council Comments to Councilmember Wilson

   c. Swearing In of Newly Elected Officials

   d. Environmental Concerns - Rev. Alford and Rev. Robinson

   e. CareSouth Carolina Commuity Partnership - Joe Bittle, Chief of Community Health and Don Strickland of Pee Dee Regional Transit Authority

5. MANAGER UPDATE

   a. Miscellaneous Items from City Manager

<u>CONSENT AGENDA - Received as Information Only</u>

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

   November 2019 Draft Minutes/Reports

b. <u>Departmental Reports</u>

   November 2019 Reports

<u>NEW BUSINESS</u>

6. RESOLUTION 12-19-01: ELECTION OF MAYOR PRO-TEMPORE.

7. RESOLUTION 12-19-02: APPROVAL OF PURCHASE OF A UTILITY CAMERA TRAILER

8. RESOLUTION 12-19-03:APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF PARKS, RECREATION & TOURISM (SCPRT) UNDISCOVERED SC GRANT.

9. RESOLUTION 12-19-04: APPROVAL AND AUTHORIZATION FOR THE ACCEPTANCE OF OWNERSHIP OF TAX MAP PARCEL 056-10-04-014 LOCATED AT THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET FROM THE HARTSVILLE OIL MILL TO THE CITY OF HARTSVILLE, SOUTH CAROLINA; AND OTHER MATTER RELATED THERETO.

10. FIRST READING ORDINANCE 4378: AUTHORIZING AND RATIFYING THE ASSIGNMENT OF

ZONING CLASSIFICATION FOR 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; AND OTHER MATTERS RELATING THERETO.

a. Reading by Title and Presentation
b. Approval of First Reading and Waiving of Complete Reading

11. FIRST READING ORDINANCE 4379: AN ORDINANCE AUTHORIZING THE CITY OF HARTSVILLE TO GRANT AND AUTHORIZE A RIGHT OF FIRST REFUSAL TO HARTSVILLE PARKING, BEAUTIFICATION AND BUSINESS IMPROVEMENT COMMISSION; AND OTHER MATTERS RELATING THERETO.

a. Reading by Title and Presentation
b. Approval of First Reading and Waiving of Complete Reading

INFORMATION ONLY

a. Calendars and Other Items

ADJOURNMENT

Please turn off or silence all mobile devices.

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

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Minutes of November 12, 2019 Regular City Council Meeting.

IMPACT IF DENIED:

ATTACHMENTS:

Description

- November 12, 2019 Regular Meeting Minutes

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

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

Executive Staff:
City Manager Zeigler
City Clerk Skipper
Public Service Director Slatton
Police Chief Thompson
Community & Economic Dev Dir. Munoz

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

Mayor Pennington called the meeting to order at 5:35pm and asked Councilmember McGee to lead in the invocation and Pledge of Allegiance.

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF OCTOBER 8, 2019 REGULAR CITY COUNCIL MEETING AND OCTOBER 17, 2019 AND OCTOBER 24, 2019 SPECIAL CITY COUNCIL MEETINGS – APPROVED.
Motion: Andrews; Second: Gammage; Carried: All ayes.

PRESENTATIONS
Proclamation - International Baccalaureate Week – IB Coordinator Paula Alvarez and Principal Corey Lewis, stated that they are looking to make Hartsville High a better place as we provide a premier education for these kids. Present were: IB Teacher Ashley Burchfield and Students: Caroline Conner, Madilyn Johnson, Jacob Prozzi, Hannah Rudick, Ina Marie Sullivan, Logan Vlachoyannis, Marley Williams, and Kenneth Wingate, Jr.

Boy Scout Pack 523 Arrow of Light Den - Chandra Jeppson, Den Leader St. Luke – They recited the scout oath and law. Mayor Pennington presented them with a city badge.

MANAGER UPDATE
New hires: Jason Privette introduced Jacob Heatherly, Jessica Dellinger, Cory Woodell, and Matt Mueller. Russ Slatton introduced Joseph Woodham, Pee Wee Carroway, and Joseph Britt.

City Manager explained that House Bill H4431 regarding business standardization would reduce our general fund revenue by 20% which is 2 million dollars of a 10 million dollar budget. Please communicate with our legislators.

CONSENT AGENDA - Received as Information Only

UNFINISHED BUSINESS

PUBLIC HEARING AND FINAL READING ORDINANCE 4376: AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA AMENDING AND RESTATING CHAPTER 58 "OFFENSES AND MISCELLANEOUS PROVISIONS", ARTICLE VI "MINORS", DIVISION 2 "CURFEW" OF THE CITY'S CODE OF ORDINANCES; AND OTHER MATTERS RELATED THERETO – APPROVED AS AMENDED.
Open/Close Public Hearing: No public input.
Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Mack; Motion to amend section 58.193(5) to read: "On the sidewalk directly abutting a place where he or she resides with a Parent." and section 58.194 (1) to read: "sent by certified mail by the police department to the Parent(s)", second: Mack; Motion to approved as amended: Andrews; second: Mack, Carried: as amended with all ayes.

Mayor Pennington welcomed Bryson Caldwell to the meeting and congratulated him on being elected.

EXECUTIVE SESSION

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a) (1) FOR DISCUSSION OF APPOINTMENTS TO VARIOUS BOARDS, COMMISSIONS, AND COMMITTEES. - APPROVED.
Motion: McGee; Second: Mack; 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: Gammage; Carried: All ayes.

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

RESOLUTION 11-19-01: APPOINTMENT TO AIRPORT ADVISORY BOARD – APPROVED.
Motion: Andrews to appoint Curry Dawkins; Second: Braddock; Carried: All ayes.

ADJOURNMENT: Without objection at 6:53pm.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
2019 General Election Results for Districts 2, 4, 6.

ATTACHMENTS:

Description

- Certification Letter

December 10,2019

The Honorable Mayor Mel Pennington
City of Hartsville

Dear Mayor Pennington,

As reported by the Director of the Darlington County Board of Elections and Registration, the following November 5, 2019 General Election certified election results are as follows:

Council District #02	Votes Cast
Bryson Caldwell	30

Council District #04	Votes Cast
Johnny Andrews	78

Council District #06	Votes Cast
Bobby McGee	52

In that the legal time limit has expired and all protests have been heard and decided, the following candidates are submitted to City Council as being elected for four (4) year terms and it is recommended that these successful candidates be confirmed by City Council.

Council District #02:	Bryson Caldwell
Council District #04:	Johnny Andrews
Council District #06:	Bobby McGee

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

Sincerely,

Sherron L. Skipper
City Clerk

S/
cc: Hoyt Campbell, Director

CITY OF HARTSVILLE GENERAL ELECTION NOVEMBER 05, 2019
OFFICIAL RESULTS

	P - 1	P - 4	P - 5	P - 6	P - 7	P - 8	P-ER	P - FS	P - ABS	P-CONT	TOTALS
CANDIDATES	1st Presb	County Bdg	TBT Spts Ctr	Jerusalem	1st Presb	N. Harts Sc					
DISTRICT #2											
Bryson Caldwell		9		21							30
Write- In											0
DISTRICT #4											
Johnny Andrews	51		27								78
Write- In			2								2
DISTRICT #6											
Bobby McGee	47					5					52
Write-In											0
Verified By:											
Sherron L. Skipper			11/7/19								
Sherron L. Skipper, City Clerk			Date								
As Reported by Hoyt Campbell											
Emergency - Curbside or any Paper Ballot											
Failsafe - New resident votes at Voter registration office											
Absentee - votes with Voter Registration office											
Contested - Opened and certified on Thursday after election.											

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Appreciation to Councilmember Wilson for his years of dedicated service.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Oath of Office for Councilmembers for:
District #2, Bryson Caldwell
District #4, Johnny Andrews
District #6, Bobby McGee

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Rev. Alford and Rev. Robinson requests to address Council concerning environmental issues in their districts.

ATTACHMENTS:

Description

- Rev. Alford
- Rev Robinson

City.Clerk

From: reginald alfrod <reginaldalfrod@att.net>
Sent: Tuesday, December 3, 2019 12:22 PM
To: City.Clerk
Subject: Concern about pullution and the state of the enviorment in the city
Attachments: City council of Hartsville.docx

CAUTION: This email originated from outside the City of Hartsville. Maintain caution when opening external links/attachments

To the city council of Hartsville:

I'm Reginald D. Alford a resident of Hartsville at 320 James Avenue which is in the heart of the Historic Butler District. My communication is requesting to be place on the upcoming City Council Agenda December 10/2019. I have various concerns about pollution and the current state of the enviorment in my district.

This request is in accordance to: Sec. 2-77 and Sec. 2-78, (code 1987, 2-30) (code 1987,2-31)

City.Clerk

From: Chris Robinson <cmrobinson524@gmail.com>
Sent: Tuesday, December 3, 2019 9:32 AM
To: City.Clerk
Subject: December 10,2019 docket

CAUTION: This email originated from outside the City of Hartsville. Maintain caution when opening external links/attachments

To: Sharon Skipper

This is Pastor Chris Robinson, I talked with you on yesterday. At that time I address to you that I wanted to be on the agenda for December 10,2019.City Council meeting. I do still want to be on that docket. The matter is concerning the pollution coming from and around the cotton gin. This is my right a citizen as well as a home owner in the city of hartsville. According to (section 2-77). (Code1987/2-30) Thank you so much in advance for your cooperation.

Pastor Chris Robinson

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Update to City Council from CareSouth and Pee Dee Regional Transit Authority.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Misc Items from City Manager.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Committee Draft Minutes and Reports for November 2019.

ATTACHMENTS:

Description

- Airport Advisory Board
- Architectural Review Board
- Museum Commission
- Planning Commission

Minutes
City of Hartsville South Carolina
Airport Advisory Board Special Meeting
Wednesday, November 20, 2019 – 1:00pm
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 Tuesday, November 5, 2019 and duly posted at the Public Services Building, and on hartsvillesc.gov.

Members Present: Lee Gardner, Chair, Lex West, Vice-Chair, Bryan Drayton
Guest(s) Present: Judy Elder, Engineering Consultant, Dave Bailey, Dr. Paul Alexander, James Harrell
Staff Present: Kennedy McGee, Russell Slatton, Hemming Hemmingsen

Call to Order
Board Chair Gardner called meeting to order at 1:20pm.

Minutes
Motion to approve October 14, 2019 regular meeting minutes; West; Second, Drayton

Building Plan Review
Upon reviewing the potential building plans, Chair Gardner motions to accept "Plan A" as the primary blueprint for future construction. All ayes; Motion carries.
Elder reviews preliminary cost estimate handout with groups and holds a general discussion about potential ways of garnering funds in order to meet cost requirements, as will current grant funding the board will still need to raise approximately 30k in additional funding through donations or other investments.

FBO Report for September and October 2019
September Flight Operations: 420 Piston Aircraft; 64 Jet Turbine; Total: 484
September Fuel Sales: 1,526gal 100-low lead; 4,829gal jet-A
September Flight School Numbers: 5 Instructors; 2 aircraft; 6 students

October Flight Operations: 380 Piston Aircraft; 84 Jet Turbine; Total: 464
October Fuel Sales: 734gal 100-low lead; 11,105gal jet-A
October Flight School Numbers: 5 Instructors; 2 aircraft; 6 students

Report from the City
Russ will continue working with Laura Middleton to accomplish preliminary surveying and other necessities in order to move forward with the project in early 2020. There are 5 hangars currently being rented with one spot currently available. Treatment of vegetation will halt until warmer weather returns. DNR has set up game cameras in order to survey the wildlife in the area and make the necessary preparations to remove the animals from the area. Curry Dawkins has been approved by Council as the 5th member of the board. Group agrees meetings will remain 402 S Leesburg Street on the second Monday of each month throughout 2020 or until the Airport Terminal Building becomes a viable option for a meeting place.

Adjournment
Chair Gardner adjourned the meeting at 2:18pm.

_____ _____
Lee Gardner, Board Chair Date

MINUTES
CITY OF HARTSVILLE
ARCHITECTURAL REVIEW BOARD MEETING
WEDNESDAY, NOVEMBER 20, 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 MONDAY, NOVEMBER 18, 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, Marci Tuten, George Walden and Albert Wingfield. **Absent**: Andy Newsom. **Guest:** Lauren Baker, Frida Brown, Chelsea Henry, Suzy Moyd, Linda Weatherford and Natalie Zeigler, **Staff:** Brenda Kelley, Shannon Munoz and Karine Thomas. **Press:** Absent.

Call to Order
Chairman Goodson called the meeting to order at 5:19pm.

Approval of Minutes
Motion made by Walden to approve the September 18, 2019 minutes as submitted; Second: Johnson; Carried: All in favor.

New Business
Applications
SPC Credit Union – 204 N. Fifth St. –freestanding & wall-mounted signs
Linda Weatherford was present to participate in the discussion regarding SPC's proposal to place a back lit wall-mounted sign on the main building, a wall-mounted sign on the drive thru and a freestanding sign at the main building. Goodson commented that the freestanding sign looked harsh. Board agreed that the freestanding sign was not the appropriate sign for SPC. Walden made a motion to approve the wall-mounted signs as submitted, the freestanding sign would be resubmitted at a subsequent meeting; Second: Johnson; Carried: All in favor.

SPC Credit Union – 124 N. Fifth St. – door, wall-mounted, window signs & paint
Linda Weatherford was present to participate in the discussion regarding SPC's proposal for a door sign, a 28 square foot, wall-mounted sign, a 13.725 square foot window sign and paint. Tuten made the motion to approve as submitted; Second: Johnson. All in favor.

City of Hartsville – 124 N. Fifth St. – mural
Lauren Baker was present to participate in the discussion regarding the City of Hartsville's proposal for a mural on the recessed area on the East College Avenue elevation. The mural will have a white background. The mural will read, "Small Town Big Hartsville." Johnson made the motion to approve the mural as presented; Second: Walden. All in favor.

Flex Fitness - 136 Mantissa Row – door and wall-mounted signs
Frida Brown was present to participate in the discussion regarding her proposal to paint the building grey, place a backlit metal sign on the wall to the left of the entrance door, and black vinyl letters on the door. Tuten made the motion to approve the signs as submitted; Second: Johnson. All in favor.

Shear Hairapy & Co. LLC – 108 E. Carolina Ave. - projecting and door signs
Chelsea Henry was present to participate in the discussion regarding her proposal to erect a six (6) square foot projecting sign and a sign with the business name on the left door and the days and hours of operation on the right door. The projecting sign would hang from a bracket on the center wall. Albert Wingfield made the motion to approve the signs as submitted; Second: Tuten. All in favor.

Hartsville Army Navy Store - 122 W. Carolina Ave. – awning
Victor Badder was not present. Staff Brenda Kelley made the presentation. The proposal was to remove the existing awning from the former City Sports and replace it with a black canvas awning. Tuten made the motion to approve the awning as submitted; Second: Johnson. All in favor.

Main Street Update – Suzy Moyd

- The Rooster will serve dinner through December
- Downtown Open House – November 21, 2019
- Carriage Rides – Thursdays (December)
- Nutcracker – December 20, 2019
- Cocoa & Carols – December 11, 2019
- State Farm moving into the former Frame Moxie in early 2020

Adjournment
Wingfield made a motion to adjourn at 5:52pm; Second: Tuten; Carried: All in favor.

The next meeting is scheduled for Wednesday, December 18, 2019 at 5:15PM in Council Chambers at City Hall.

_____ _____

Signature

THE
HARTSVILLE
MUSEUM

Minutes
City of Hartsville, South Carolina
Museum Commission Meeting
Wednesday, November 20, 2019, 6:30 PM
The Hartsville Museum —222 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, NOVEMBER 15, 2019, AND DULY POSTED AT THE HARTSVILLE MUSEUM, AN ACCESSIBLE FACILITY.

Members present: Chairman, Dr. Mac Chapman, Phyllis Fields, Paula Alvarez, Judi Elvington and Jennifer Heusel
Members Absent: Vice President, Sue Brand, Treasurer, John Nichols, Colin Hungerpiller and Steve Tinney
Staff: Museum Manager, Andrea Steen and Public Information Officer, Lauren Baker

1. **Call to Order**
   Chairman Chapman called the meeting to order at 6:35 PM.

2. **Motion to Approve Minutes from Commission Meeting August 21, 2019** – APPROVED
   Motion: Fields; Second: Elvington; Carried: All Ayes

3. **Approval of Regular Meeting Dates, Times, and Locations for 2020** – APPROVED
   Andrea Steen, Museum Manager made a request to change the November 2020 location from The Edition to the Hartsville Museum.
   Motion: Elvington; Second: Heusel; Carried: All Ayes

4. **Election of 1 Museum Commission member to cross over and join the Museum Foundation** – APPROVED
   Chapman opened the floor for discussion.
   Motion: Fields to elect Elvington; Second: Chapman; Carried: All ayes

5. **Museum Staff Update** – Lauren Baker, Public Information Officer
   Baker reflected on former Museum Director, Kathy Dunlap's retirement on November 8, 2019 and the great job she did with the museum and welcomed Andrea Steen as the new Museum Manager. January will be our launching point for bringing new ideas to the museum and getting feedback from the Commission. During this transition Baker plans to help improve the lines of communication and strengthen the relationship between the City, the Museum and the Commission. We have received 28 applications for the new Museum Assistant Manager position and have interviews scheduled for Monday, November 25, 2019. Paula Alvarez will be joining the panel to help with the interview process.

6. **Financial Report** – Steen
   6.1 **Museum Commission Account** – Presented a spreadsheet showing revenues and expenditures from January 1, 2019 – October 31, 2019. With the help of Terry Laughter, Senior Accountant, revenues are now separated into 3 accounts; Museum Donations, Museum Gallery Sales and Darkside Tour. Going forward this style of spreadsheet will be used for future accounting reports presented to the Commission.
   6.2 **Darkside Tour Fundraising Update** – Presented a spreadsheet showing revenue and expenditures from 8 Darkside Tours. Presented results from a survey sent out to guests though Survey Monkey asking about their experience on the Darkside Tour. The information was positive and will be used to fine tune future tours offered by the museum. We had a total of 22 Hartsville High School students from R2I and Key Club volunteer during the tour.

7. **New Business** – Steen
   7.1 **Gallery Store sales for 2019 and plans to update in 2020**
   Gallery Store sales from January 1, 2019 – October 31, 2019 came mostly from our collection of books we offer. The museum is now able to accept credit card transactions using Authorize.net.

Moving into 2020 we will be taking an inventory of our books and merchandise and looking at new products museum visitors would be interested in. One of our Gallery Store goals for 2020 is offering an online store through the Museum's website.

7.2 **Denny Bros. Jewelers Clock**

The clock is entering its final stage of restoration. We are in the process of having Outlaw Signs present a mockup of hand painted lettering designs. Steen asked the commission to be involved with the final selection of font, size and color and will keep them updated with this final step.

7.3 **Simply Christmas**

Steen has been working hard to get the Museum's Christmas exhibits in place for the official "Simply Christmas" opening on December 2, 2019 that will remain on display until January 11, 2020. The museum will have Santa stop by for pictures on the day of the Hartsville Parade, December 14, 2019 from 9:30 – 12:30. The Museum will also be open on Sunday, December 8, 2019 from 3:00 – 5:00 as part of the Historic Homes Tour that includes the Thomas E. Hart House, the Jacob-Kelley Home, the John L. Hart Cottage and the Hartsville Museum. Steen shared her upcoming Christmas exhibits that will be new for the museum this Christmas season.

8. **Adjournment**

Motion to adjourn the meeting at 7:27 PM.
Motion: Chapman; Second: Fields; Carried: All Ayes

Attest_____
Mac Chapman, Museum Commission Chair

Attest_____
Andrea Steen, Museum Manager

MINUTES
CITY OF HARTSVILLE
PLANNING COMMISSION MEETING
MONDAY, NOVEMER 25, 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 TUESDAY, NOVEMBER 19, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

Members present: Chairman Curtis Lee, Vice Chairman Chris Shirley, Dan Askins, Casey Hancock, Nancy McGee, and Trevor McDonald. **Members Absent:** Rebecca McDonald. **Staff:** Brenda Kelley and Shannon Munoz. **Guest:** None. **Press:** Jim Faile.

Call to Order
Chairman Curtis Lee called the meeting to order at 5:30pm.

Approval of Minutes
T. McDonald made a motion to approve the September 29, 2019 meeting minutes; Second: Hancock; Carried: All in favor.

Old Business
Comprehensive Plan/Vision 2030
Shannon Munoz presented a draft of the Priority Investment Element. She asked the planning commission to review it and provide feedback.

New Business
Assignment of Zoning – Hartsville Crossing Village Apartments
On August 26, 2019, the planning commission reviewed and approved the site development for the Hartsville Crossing. The annexed 50.13 +/- acres of land includes the following tax parcel numbers: 056-00-01-157, 056-00-01-158, & 056-00-01-059. Staff recommended a B-3 zoning for the three (3) properties.

After much discussion, McGee made the motion to recommend a B-3 zoning for the three properties; Second: T. McDonald; Carried: Lee, Shirley, Hancock and McGee voted in favor. Askins voted in opposition.

Engagement for Site Visit Discussion
Because of conversations related to a recent site visit, the planning commission wanted firm guidelines for future site visits. If the commissioners make a site visit as a group, it is considered a public meeting and the press must be notified.

Planned Development (PD) Discussion
Staff is aware of a potential project that may want to use the planned development standards. Staff provided the planning commission with the planned development standards for the City of Hartsville and the State guidelines. Staff explained that State law requires a mixed-use development, which consists of commercial and residential to qualify for a planned development. Several projects in the City such as Walmart and Lowe's were done as a planned development. Neither would be able to use the planned development standards today because both are single use projects.

Approval of Regular Meeting Dates, Times, and Locations for 2020
Chairman Lee made the motion to approve the 2020 Planning Commission agenda with a change in the date for the May meeting from May 25 to May 18; Second: Hancock; Carried: All in favor.

Adjournment
Lee made a motion to adjourn at 6:22pm; Second: Shirley; Carried: All in favor.

_____ _____
Signature Date

DRAFT

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Departmental Reports for November 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 12/4/2019 8:14:11 AM

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

Event Categories: Animal Control | Event Type(s): Animal Control | Start Date: 11/01/2019 | End Date: 11/30/2019

DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
11/01/2019	402 Green St (Doberman Female)	Animal Control	402 Green St	0.5
	Thomas Catoe Jr			
11/04/2019	Hartwood Village Apt Stray Cats	Animal Control	Hartwood Village Apt	1
	Thomas Catoe Jr			
11/04/2019	Hartwood Village Apt (4 Stray Cats)	Animal Control	Hartwood Village Apt	1.25
	Thomas Catoe Jr			
11/05/2019	Hartwood Village Apt (Cat Traps)	Animal Control	Hartwood Village Apt on E Carolina Ave	1
	Thomas Catoe Jr			
11/06/2019	406 green st (doberman)	Animal Control	406 Green St	1
	Thomas Catoe Jr			
11/06/2019	419 Bell Ave (2 Black Dogs)	Animal Control		0.5
	Thomas Catoe Jr			
11/08/2019	4th St Divita Dialysis (Mange hound)	Animal Control	4th St Divita Dialysis.	2
	Jeffrey Burr, Thomas Catoe Jr			
11/08/2019	207 S 14th St apt f10 (Pamaranian puppy)	Animal Control	207 S 14Th St Apt F10	0.5
	Jeffrey Burr, Thomas Catoe Jr			
11/11/2019	149 Carolina Ave (tabby Gray cat)	Animal Control	149 Carolina Ave	0.5
	Thomas Catoe Jr, Timothy Watford II			
11/12/2019	Rottweiler at Hartsville Animal Hospital.	Animal Control	Hartsville Animal Hospital	0.5
	Thomas Catoe Jr			
11/13/2019	320 Brewer (Brindle pit)	Animal Control	320 Brewer Ave	1
	Thomas Catoe Jr			
11/13/2019	412 Logan ave (Chow Mix)	Animal Control	412 Logan Ave	1
	Thomas Catoe Jr			
11/14/2019	319 Bell ave (Dog Complaint)	Animal Control	319 Bell Ave	0.5
	Thomas Catoe Jr			
11/17/2019	Sunoco on 4th. Black lab	Animal Control	Sunoco on 4th St	1
	Thomas Catoe Jr			
11/19/2019	Home ave at oak manor . Great Dane	Animal Control	Home ave at oak manor	0.5
	Thomas Catoe Jr			
11/20/2019	College Ave	Animal Control	College ave.	0.25
	Thomas Catoe Jr			

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

DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
11/21/2019	College Ave at Spc	Animal Control	College ave	0.25
	Thomas Catoe Jr, Timothy Watford II			
11/21/2019	Carolina ave (Pit bull)	Animal Control	Carolina Ave near Carolina Elementary	0.5
	Thomas Catoe Jr			
11/22/2019	College (Yellow Lab)	Animal Control	College Ave	0.5
	Thomas Catoe Jr			
11/22/2019	9th ST (Brown Pit)	Animal Control	9th St	1.5
	Thomas Catoe Jr			
11/25/2019	Heartwood Village Apt puppies	Animal Control	Heartwood village apt	1.5
	Thomas Catoe Jr			
11/26/2019	Rottweiler from spc credit union	Animal Control	Animal shelter	1.75
	Holdon Moore, Thomas Catoe Jr			
11/29/2019	204 W Carolina (Stray Dog)	Animal Control	204 W Carolina Ave	1.5
	Thomas Catoe Jr			

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

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.
September 2019: Curtis Lee provided an update on the Comprehensive Plan. City staff will continue to provide statistics to support the plan. There will be a Priority Investment element meeting to be scheduled by the Planning Commission Chair.
November 2019: Curtis Lee provided an update on the Comprehensive Plan. City staff provided the commission with a draft copy of the Priority Investment element for comment and review.

Ordinance Revision

January 2019: The Planning Commission met on January 28th to review the Alta Planning & Design Ordinance suggested changes. At this meeting, no action was taken so these ordinances will be further reviewed at February's Planning Commission meeting.
February 2019: The Planning Commission did not have a quorum for the February 25th meeting.
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 27th, due to Memorial Day.
June 2019: None
July 2019: The sign ordinance was presented for review on July 29th. 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.
September 2019: PC reviewed two of the three ordinances at their Sept. 30th meeting. The Temporary Pop Up Retail ordinance was determined by staff as redundant since other city ordinances and regulations would handle these types of retail businesses. PC made a motion to approve the Temporary Storage ordinance pending a few minor word changes. PC will continue to review the Sign ordinance at their next meeting. A suggestion was made to survey the businesses in each of the business districts to gauge how the sign ordinance may affect them.

October 2019: The Planning Commission met on October 28th. A sign ordinance PPT was provided by staff and the next step will be to poll business in the B2-B3 districts to obtain their thoughts and to determine what types of signage may not be business friendly. The Comprehensive Plan was also discussed and the outline of each Element is being completed. In addition, the Priority Investment portion was stated by staff to be 40% complete and that a draft would be complete within a few weeks and emailed out to each commission member for review and input.

Historic Butler District Neighborhood Revitalization Strategy

The City of Hartsville will be a partner in the Historic Butler EPA Brownfield grant utilized by Butler for asbestos removal/demo. The city will contribute and partner through technical assistance provided by staff for permitting and redevelopment activities.

Great American Cleanup

The Great American Cleanup will be hosted and is in the planning phase for spring 2020.

TIME STAMP	TYPE ACTIVITY	SUBJECT PROPERTY	PROPERTY OWNER NAME	OWNER'S ADDRESS	TAX MAP #	Letter/ Report sent? Date	Follow up target date	Disposition: Open or Closed
10/19/17	IPMC	810 Butler St., Hartsville, SC	Brockington, Joseph	206 Howard ST., Hartsville, SC	057-02-01-113	6-4-19		OPEN
2/26/18	IPMC	313 Lincoln ave., Hartsville, SC	Dorothy, Samuel	1210 Robinson Street, Hartsville,	057-02-01-083	2/26/18		OPEN
2/26/18	IPMC	1310 Robinson St., Hartsville,	Alsbrooks, Parolee	1310 Robinson St.,	057-06-03-071	2/26/18		OPEN
4/12/18	IPMC	315 Tillotson Ave., Hartsville,	Forfeited Land Commission			4/11/18		OPEN
4/12/18	IPMC	322 Tillotson Ave., Hartsville,	Forfeited Land Commission			4/11/18		OPEN
4/13/18	IPMC	823 Hampton St., Hartsville,	Forfeited Land Commission			4/12/18		OPEN
4/13/18	IPMC	411 Howard st., Hartsville, SC	Forfeited Land Commission			4/12/18		OPEN
7/27/18	IPMC	612 Howard St., Hartsville, SC	Liberty Hill Holiness Church	516 Society Avenue,	056-14-03-050	7/27/18		OPEN
5/8/19	IPMC	813 W. Home Ave., Hartsville,	Kirven, Jaqueline & Joel Pollard	813 W. Home Ave., Hartsville,	035-12-01-079	5/8/19		OPEN
5/22/19	IPMC	East Lewellen Dr., Hartsville,	Amerson, James C/O Amerson,	3127 Moss Hammock	057-01-02-033	5/22/19	11/6/19	CLOSED
5/31/19	IPMC	528 Clyburn Ave., Hartsville,	McLendon, Ann & Etal	21 S. Beach Dr., Surfside, SC	057-01-02-026	5/31/19		OPEN
6/4/19	IPMC	804 Butler St.	Brockington, James E.	206 Howard St., Hartsville, SC	057-02-01-111	6/4/19		CLOSED
7/18/19	IPMC	2307 Myrtle St., Hartsville, SC	Anderson, Cora	4311Queen Ann Ave., Lorain,	057-06-02-008	7/24/19		OPEN
7/29/19	IPMC	117 W. Washington St.,	Flo-Rose LLC, Bieneta Johnwon	1776 Brookshire Court,	057-03-01-018	7/29/19		OPEN
7/29/19	IPMC	204 Jasper Ave., Hartsville, SC	Jackson, Carrie	PO Box 381, Timmonsville,	056-14-03-093	7/29/19		OPEN
8/2/19	IPMC	432 James Ave., Hartsville,SC	Herrington, Gene	432 James Ave., Hartsville, SC	056-13-04-015	8/2/19		CLOSED
8/23/19	IPMC	324 Bell Ave., Hartsville, SC	JD Associates, LLC	1718 Broomfield Way,	056-10-04-080	8/23/19		OPEN
8/23/19	IPMC	1018 Robinson St., Hartsville,	Jackson, Charles	513 Rice St., Hartsville, SC	057-06-03-002	8/23/19		CLOSED

9/9/19	IPMC	Corner of Washington &	Myers, Benjamin c/o Myers,	2806 Redwood Dr., Florence,	057-02-01-049	10/8/19		OPEN
9/10/19	IPMC	Corner of Hampton & Sixth	Askins, Robert William	2606 Marybank Dr., Effingham,	056-14-04-067	9/10/19		OPEN
9/17/19	IPMC	606 Howard St., Hartsville, SC	Florence County Habitat	1354 Celebration Blvd., Florence,	056-14-03-047	9/17/19		OPEN
9/17/19	IPMC	505 S. Sixth St., Hartsville, SC	Florence County Habitat	1354 Celebration Blvd., Florence,	056-10-03-100	9/17/19		OPEN
9/26/19	IPMC	546 Poole St., Hartsville, SC	Dickey, James	44 Broad St. NW #601, Atlanta,	056-14-04-031	9/26/19		OPEN
10/8/19	IPMC	220 Jasper Ave., Hartsville, SC	Hough, Zealouise	2017 Gum Circle, Hartsville,	056-14-02-089	10/8/19		CLOSED
10/9/19	IPMC	330Jasper Ave., Hartsville, SC	Pinckney, Tina	40 Sycamore Ave., Mt.	056-14-02-083	10/9/19		OPEN
10/11/19	IPMC	1003 Robinson St., Hartsville,	Mims, Emma C.	PO Box 637, Hartsville, SC	057-02-02-088	10/11/19		OPEN
10/11/19	IPMC	1001 Robinson St., Hartsville,	Hough, Major	101 Quimby Lane, Florence,	057-02-02-089	10/11/19		OPEN
10/24/19	IPMC	908 Tuskeegee St., Hartsville,	Davis, Ikeybra & Brian c/o	705 Clinton Ave., Hartsville, SC	057-02-02-036	10/24/19		OPEN
10/31/19	IPMC	1525 W. Carolina Ave.,	Saleeby, Carl &etal	127 Bau Ridge Dr., Hartsville,	035-14-03-025	10/31/19		OPEN
10/31/19	IPMC	Jasper Ave., Hartsville, SC	Gant, Ruby c/o Helena Gant	395 Old Mamaroneck	056-14-03-061	10/31/19	11/26/19	CLOSED
11/4/19	IPMC	District 4	Routine Patrol					
11/4/19	IPMC	Sojourner Way, Hartsville, SC	Magnolia Senior Village LP	295 W. Crossville Rd.,	056-15-01-078	11/4/19		CLOSED
11/5/19	IPMC	District 1,2,3	Routine Patrol					
11/5/19	IPMC	142 Laurens Ave., Hartsville,	Jackson, Charles	513 Rice St., Hartsville, SC	056-10-02-048	11/5/19		CLOSED
11/5/19	IPMC	406 Green St., Hartsville, SC	Morris, Elaine	202 E. Richardson Ave.,	036-04-02-026	11/5/19		CLOSED
11/5/19	IPMC	412 Bell Ave., Hartsville, SC	Robinson, Wendell	229 West 29th St.,Norfolk, VA	056-09-03-045	11/5/19		OPEN
11/5/19	IPMC	414 Bell Ave., Hartsville, SC	Dennis, William	262 Bright St., Jersey City, NJ	056-09-03-044	11/5/19		CLOSED
11/5/19	IPMC	421 Brewer Ave., Hartsville, SC	Dennis, William	262 Bright St., Jersey City, JJ	056-13-03-044	11/5/19		OPEN

11/5/19	IPMC	400 S. Sixth St. & 205 1/2 & 207	Kent, Phyllis	1166 Carmel Cir #40,	056-10-03-006 &056-10-03-052	11/27/19		OPEN
11/6/19	IPMC	District 5,6	Routine Patrol					
11/7/19	IPMC	District 4	Routine Patrol					
11/7/19	License	1005 Bentwood, Hartsville, SC	Twin Oaks			11/7/19	11/7/19	CLOSED
11/12/19	IPMC	District 4	Routine Patrol					
11/13/19	License	Sojourner Way, Hartsville, SC	Caulder Plumbing			11/13/19	11/13/19	CLOSED
11/13/19	License	981 W. Carolina Ave., Hartsville,	Magnolia Lawn			11/13/19	11/13/19	CLOSED
11/13/19	IPMC	District 1,3	Routine Patrol					
11/14/19	IPMC	District 2,6	Routine Patrol					
11/15/19	IPMC	District 5	Routine Patrol					
11/18/19	IPMC	District 3	Routine Patrol					
11/18/19	License	1495 Retail Row, Hartsville, SC	Advanced Mechanical			11/18/19	11/18/19	CLOSED
11/19/19	License	301 Loring Dr., Hartsville, SC	MKA			11/19/19	11/19/19	CLOSED
11/19/19	IPMC	District 4	Routine Patrol					
11/20/19	IPMC	District 5	Routine Patrol					
11/20/19	IPMC	1002 Robinson St., Hartsville,	McPhail, Modestine	420 Lincoln Ave., Hartsville, SC	057-02-01-030	11/20/19	11/26/19	CLOSED
11/21/19	License	546 West Home Ave., Hartsville,	Wayne Wallace/Coastal			11/21/19	11/25/19	CLOSED
11/21/19	IPMC	District 6	Routine Patrol					
11/22/19	IPMC	District 1,2,3	Routine Patrol					
11/25/19	IPMC	District 4	Routine Patrol					

11/26/19		District 5,6	Routine Patrol					
11/27/19	IPMC	District 1,2,3	Routine Patrol					
11/27/19	IPMC	Corner of Rice & Jasper Ave.,	Sayles, Barbara & Willie James	610 S. Sixth St., Hartsville, SC	056-14-03-062	11/27/19		OPEN
11/27/19	IPMC	801 S. Eighth St., Hartsville,	Marine, Elyard c/o Mary Carroll	1218 E. Cliveden St., Philadelphia,	057-02-01-002	11/27/19		OPEN

City of Hartsville Monthly Codes Enforcement Issues 2019

Code Enforcement Activity Log for Map 201911 November

IPMC

Log of code enforcement issues for each month in 2019.

MONTHLY DEVELOPMENT REPORT

PERMITS ISSUED		**Nov-19**					
			Number	**Est. construction**		**Fees**	
			of permits	**cost**	**YTD**	**paid**	**YTD**
	Building		**8**	$ 5,010,293.00	$ 7,655,488.32	$ 11,099.00	$ 25,059.50
	Electrical		**6**	$ 62,367.00	$ 188,997.00	$ 850.00	$ 2,730.00
	Gas		**1**	$ 336.40	$ 1,841.90	$ 45.00	$ 130.00
	Mechanical		**5**	$ 21,877.00	$ 310,097.14	$ 537.00	$ 1,976.00
	Plumbing		**5**	$ 24,880.00	$ 313,100.14	$ 445.00	$ 895.00
	TOTAL		**25**	$ 5,119,753.40	$ 8,469,524.50	$ 12,976.00	$30,790.50
PLAN REVIEWS							
	Number	3					
	Fees paid	$ 648.00					
AD ZBOA	Number						
	Fees paid						
ZONING PERMITS (signs)		7					
	Total	$185.00					
ZONING PERMITS(building		6					
	Total issued	$150.00					
Demolition		**2**	$ 70.00		**Special Event**		
Well		**0**					
Re-inspection fees		**0**	$ -				
Maps		**0**	$ -				

City of Hartsville Monthly New Permits 2019

City of Hartsville Permits Nov

COMREN

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

Monthly Departmental Report: Environmental Services

City of HARTSVILLE SOUTH CAROLINA

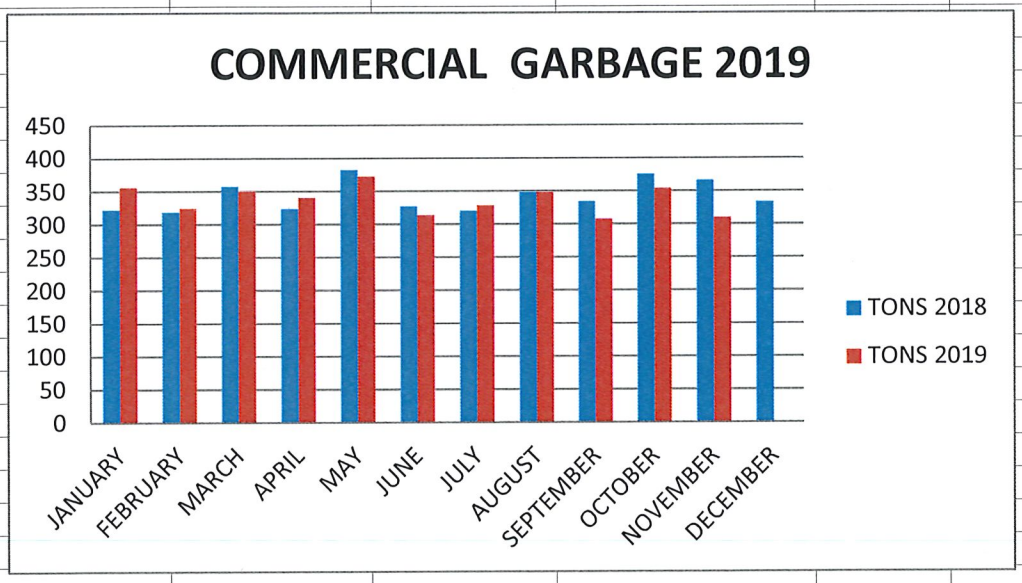
November

2019

Departmental Report: Environmental Services

COMMERCIAL GARBAGE 2019

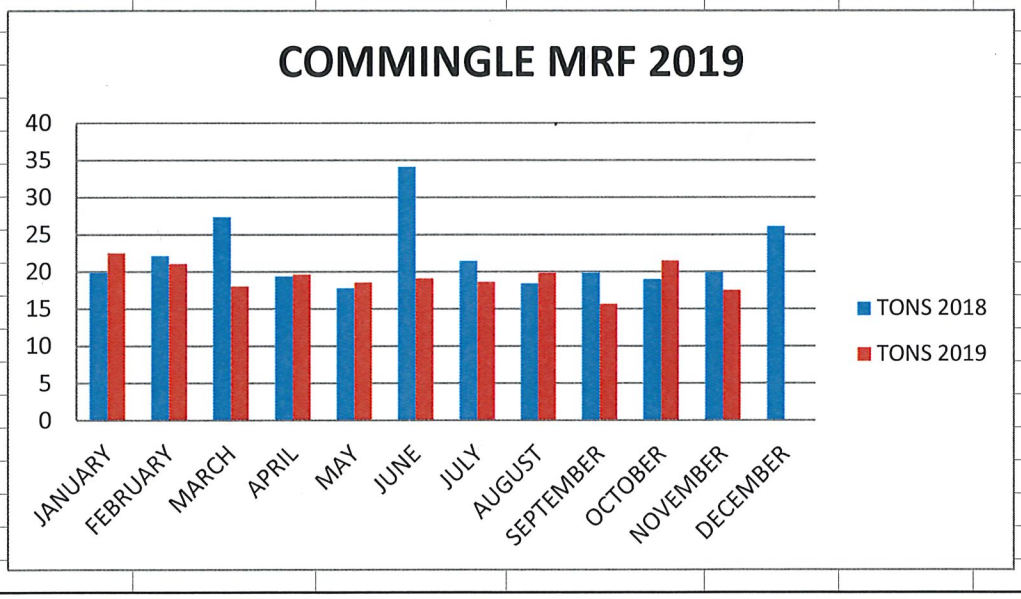
MONTH	TONS 2018	TONS 2019	GAIN/LOSS
JANUARY	322.12	356.77	34.65+
FEBRUARY	319.14	324.76	5.62+
MARCH	357.85	350.73	7.12-
APRIL	324.04	340.93	16.89+
MAY	382.45	372.8	9.65-
JUNE	327.02	313.93	13.09-
JULY	320.62	328.67	8.05+
AUGUST	348.76	348.77	.01+
SEPTEMBER	334.49	308.13	26.36-
OCTOBER	375.63	354.27	21.36-
NOVEMBER	366.45	310.12	56.33
DECEMBER	333.47		
TOTALS	4112.04		



Departmental Report: Environmental Services

COMMINGLE MRF 2019

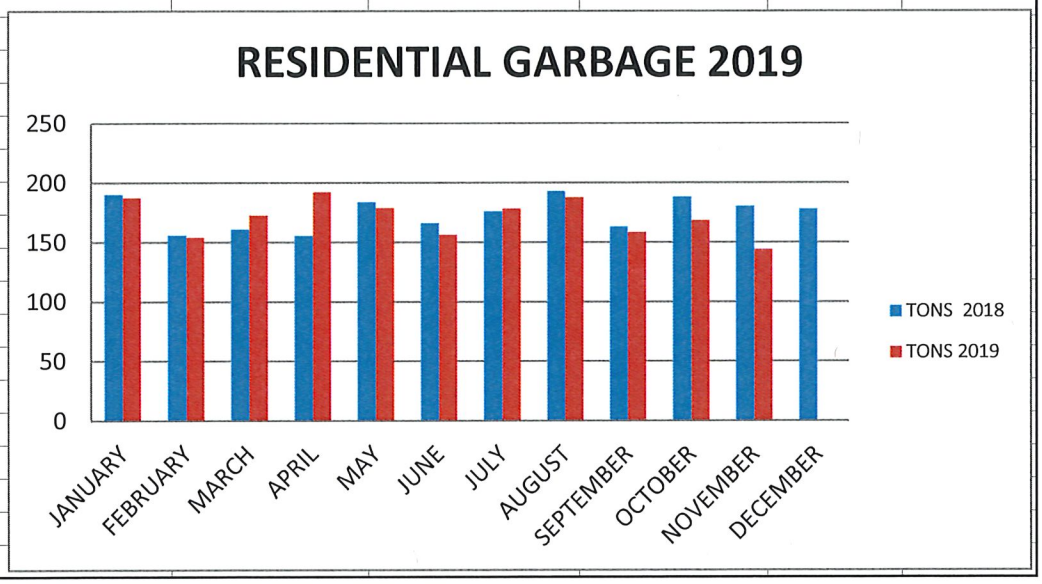
MONTH	TONS 2018	TONS 2019	GAIN/LOSS
JANUARY	19.9	22.55	2.65+
FEBRUARY	22.13	21.1	1.03-
MARCH	27.37	18.06	9.31-
APRIL	19.38	19.63	.25+
MAY	17.79	18.58	.79+
JUNE	34.11	19.13	14.98-
JULY	21.44	18.67	2.77-
AUGUST	18.43	19.91	1.48+
SEPTEMBER	19.88	15.68	4.20-
OCTOBER	19.00	21.52	2.52+
NOVEMBER	19.96	17.52	2.44
DECEMBER	26.1		
TOTALS	265.49		



Departmental Report: Environmental Services

RESIDENTIAL GARBAGE 2019

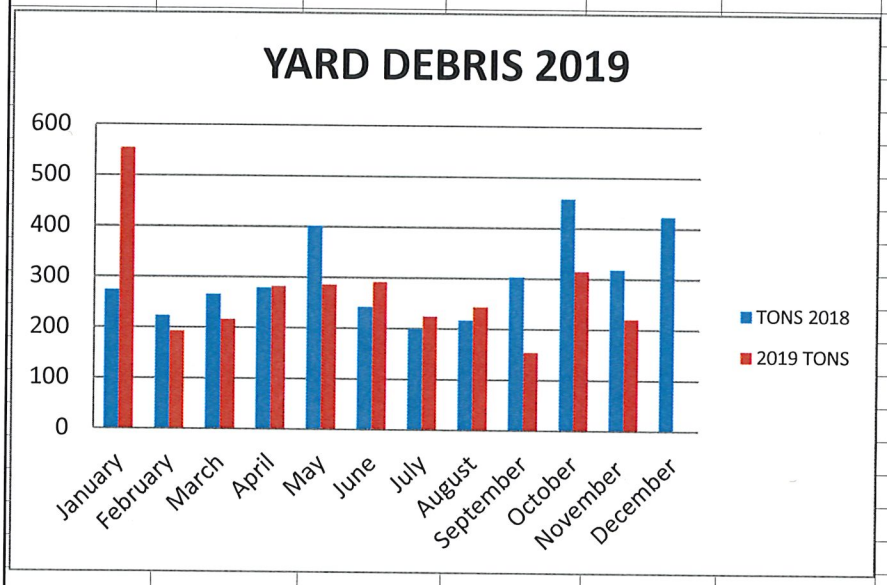
MONTH	TONS 2018	TONS 2019	GAIN/LOSS
JANUARY	190.29	187.67	2.62-
FEBRUARY	155.85	154.32	1.53
MARCH	160.95	172.97	12.02+
APRIL	155.62	192.61	36.99+
MAY	183.93	179.04	4.89-
JUNE	166.19	156.51	9.68-
JULY	176.06	178.67	2.61-
AUGUST	193.2	187.94	5.26-
SEPTEMBER	163.17	158.58	4.59-
OCTOBER	188.22	168.55	19.67-
NOVEMBER	180.45	144.47	35.98
DECEMBER	177.9		
TOTALS	2091.83	1881.33	



Departmental Report: Environmental Services

Yard Debris 2019

MONTH	TONS 2018	2018 TRIPS	2019 TONS	2019 TRIPS	TONNAGE GAIN/LOSS	TRIPS GAIN/LOSS
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-
May	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	154.72	38	148.27-	44-
October	458.16	114	315.09	58	143.07-	56-
November	318.71	63	221.26	40	97.45	23
December	423.43	80				
TOTALS	3608.23	934				



Monthly Financial Reports & Update

For the Month Ended November 30, 2019

Council Meeting 12/10/2019

City of Hartsville
General Fund Budget to Actual

	Nov-19	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Property Taxes	34,568.69	335,745.19	3,064,000.00	89.04%
Payments in Lieu	-	-	90,000.00	100.00%
Franchise Fees	215,510.83	384,551.25	647,000.00	40.56%
Penalties & Interest - Taxes	1,541.25	9,869.89	30,000.00	67.10%
Business Licenses	22,463.86	121,173.93	1,852,900.00	93.46%
Permits	13,648.50	46,884.00	79,200.00	40.80%
Main Street Grant Reveneu	-	-	6,296.00	100.00%
Tax Revenues - State	89,143.99	714,700.71	1,586,000.00	54.94%
Public Safety Fees	40,936.73	197,099.81	840,100.00	76.54%
Parks & Recreation Fees	1,154.00	9,404.16	23,000.00	59.11%
Fines	(7,787.67)	35,992.44	122,000.00	70.50%
Special Assessments	6,750.00	60,970.00	130,000.00	53.10%
Investment Earnings	60.17	105.26	-	0.00%
Rents	1,500.00	6,980.00	30,600.00	77.19%
Contributions & Donations	2,500.00	33,500.00	79,500.00	57.86%
Other Financing Sources	2,291.35	46,792.48	41,900.00	-11.68%
Interfund Transfers	-	53,082.29	1,810,281.52	97.07%
Sale of Assets	65.00	873.11	50,100.00	98.26%
Extraordinary Items	-	-	-	0.00%
	424,346.70	2,057,724.52	10,482,877.52	80.37%
Expenditures				
General & Administrative	34,588.20	362,539.99	1,358,506.60	73.31%
Mayor & Council	15,022.03	76,573.58	221,697.95	65.46%
Court Operations	17,528.83	82,447.91	201,069.29	59.00%
City Manager	19,863.86	102,343.75	255,516.98	59.95%
Information Technology	28,549.86	144,448.03	315,000.00	54.14%
Finance	31,692.77	165,367.67	412,184.29	59.88%
Legal	8,574.70	12,187.20	55,000.00	77.84%
Human Resources	17,720.53	89,160.62	204,632.48	56.43%
Mainstreet	5,270.89	36,083.82	84,149.02	57.12%
Business Navigator	51,067.65	204,549.16	412,371.08	50.40%
Police Department	243,136.33	1,390,328.09	3,092,659.64	55.04%
Fire Department	140,416.84	811,701.48	1,725,259.26	52.95%
Victims Advocate	3,103.97	18,632.87	45,059.60	58.65%
Marketing/Tourism	11,066.18	74,747.61	177,050.20	57.78%
Operations Maintenance	10,067.80	38,375.02	120,062.27	68.04%
Parks & Recreation	46,095.69	298,105.69	676,424.80	55.93%
Streets & Grounds	57,877.07	317,186.69	783,323.98	59.51%
Museum Operations	21,768.05	70,817.01	146,760.08	51.75%
Cemetery Operations	325.50	40,586.32	104,400.00	61.12%
Airport Operations	6,304.73	25,580.05	91,750.00	72.12%
School Crossing Guards	4,681.20	14,247.12	-	0.00%
	774,722.68	4,376,009.68	10,482,877.52	58.26%
Net Revenue (Expenditures)	***(350,375.98)***	***(2,318,285.16)***	***-***	

City of Hartsville
Utility Funds

Water/Sewer Budget to Actual

	Nov-19	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Charges for Services	247,844.57	1,162,460.43	2,430,975.00	52.18%
Fees	185,022.03	981,910.59	2,452,184.00	59.96%
Investment Earnings	150.84	11,173.83	27,000.00	0.00%
Rents	-	104,862.91	125,000.00	16.11%
Waterpark Services	2.58	844,660.47	1,626,100.00	48.06%
Other Financing Sources	6,292.00	9,715.49	1,000.00	0.00%
Accumulated Surplus	-	133,067.58	-	0.00%
	439,312.02	3,247,851.30	6,662,259.00	51.25%
Expenditures				
Water Expenditures	87,739.02	547,928.85	2,137,078.36	74.36%
Sewer Expenditures	80,902.03	650,920.70	2,588,187.69	74.85%
Waterpark Expenditures	50,531.88	842,611.07	1,626,100.00	48.18%
	219,172.93	2,041,460.62	6,351,366.05	67.86%
Net Revenue (Expenditures)	***220,139.09***	***1,206,390.68***	***310,892.95***	

Stormwater Budget to Actual

	Nov-19	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Stormwater Fees and Interfund transfers	-	-	122,354.48	100.00%
	-	-	122,354.48	100.00%
Expenditures				
Total Expenditures	7,378.32	47,111.64	122,354.48	61.50%
	7,378.32	47,111.64	122,354.48	61.50%
Net Revenue (Expenditures)	***(7,378.32)***	***(47,111.64)***	***-***	

City of Hartsville
Misc Funds

Environmental Services Budget to Actual

	Nov-19	YTD	Budgeted	% Budget Remaining
Revenues				
Fees	114,971.52	570,208.37	1,372,290.00	58.45%
Investment Earnings	147.76	258.50	-	0.00%
Other Financing Sources	-	-	-	0.00%
Interfund Transfers in	-	130,354.13	127,000.00	0.00%
Extraordinary Items	-	-	-	0.00%
	115,119.28	700,821.00	1,499,290.00	53.26%
Expenditures				
Total Expenditures	213,662.47	703,929.41	1,492,068.26	52.82%
	213,662.47	703,929.41	1,492,068.26	52.82%
Net Revenue (Expenditures)	***(98,543.19)***	***(3,108.41)***	***7,221.74***	

Infrastructure Park Budget to Actual

	Nov-19	YTD	Budgeted	% Budget Remaining
Revenues				
Payments in Lieu of Taxes	-	3,621.73	515,000.00	99.30%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	500.00	2,500.00	6,000.00	58.33%
Extraordinary Items	-	-	-	0.00%
	500.00	6,121.73	521,000.00	98.83%
Expenditures				
Total Expenditures	7,773.35	32,026.51	507,416.72	93.69%
	7,773.35	32,026.51	507,416.72	93.69%
Net Revenue (Expenditures)	***(7,273.35)***	***(25,904.78)***	***13,583.28***	

Debt Service Fund

	Nov-19	YTD	Budgeted	% Budget Remaining
Revenues				
Property Tax Revenues	1,206.86	6,420.56	165,000.00	96.11%
	1,206.86	6,420.56	165,000.00	96.11%
Expenditures				
Total Expenditures	-	-	164,542.47	100.00%
	-	-	164,542.47	100.00%
Net Revenue (Expenditures)	***1,206.86***	***6,420.56***	***457.53***	

City of Hartsville
Special Revenue Funds

Hospitality Taxes Budget to Actual

	Nov-19	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Taxes	81,132.31	407,145.68	900,000.00	54.76%
Penalties & Interest - Taxes	-	-	3,000.00	100.00%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	81,132.31	407,145.68	995,500.00	59.10%
Expenditures				
Total Expenditures	2,307.50	39,163.68	995,500.00	96.07%
	2,307.50	39,163.68	995,500.00	96.07%
				0%
Net Revenue (Expenditures)	***78,824.81***	***367,982.00***	***-***	

Accommodations Taxes Budget to Actual

	Nov-19	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Taxes	18,571.49	86,236.34	200,000.00	56.88%
Investment Earnings	-	-	-	0.00%
	18,571.49	86,236.34	200,000.00	56.88%
Expenditures				
Total Expenditures	456.67	2,283.35	200,000.00	98.86%
	456.67	2,283.35	200,000.00	98.86%
Net Revenue (Expenditures)	***18,114.82***	***83,952.99***	***-***	

City of Hartsville
Recreation Enterprise Funds

Recreation Concessions Budget to Actual

	Nov-19	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Concessions Revenue	6,174.41	26,645.50	65,000.00	59.01%
Extraordinary Items	-	-	-	0.00%
	6,174.41	26,645.50	65,000.00	59.01%
Expenditures				
Total Expenditures	1,308.36	16,271.51	60,000.00	72.88%
	1,308.36	16,271.51	60,000.00	72.88%
Net Revenue (Expenditures)	***4,866.05***	***10,373.99***	***5,000.00***	

Monthly Departmental Report: Finance

City of HARTSVILLE SOUTH CAROLINA

Monthly Revenue Report

Month of: November 2019

Hospitality taxes collected:	$74,577.00
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month	
Accommodation taxes collected:	$18,571.49
(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:	$2,200.00

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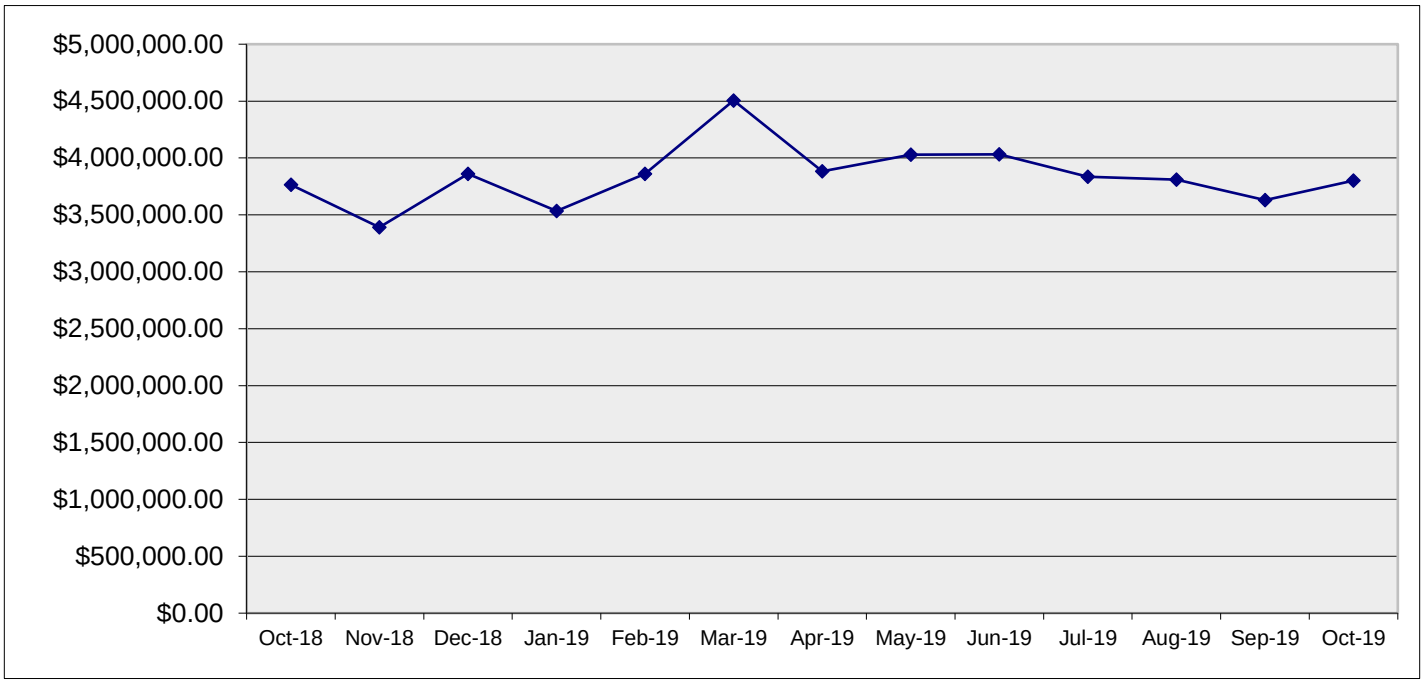
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid
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
Aug-19	$3,809,863.02	$ 76,197.25	$ (1,568.32)		$ 74,637.33
Sep-19	$3,629,186.26	$ 72,495.72	$ (1,393.94)	$ 205.78	$ 71,374.78
Oct-19	$3,800,242.85	$ 76,004.90	$ (1,492.51)	$ 55.62	$ 74,577.00
TOTAL	**$42,503,681.12**	**$ 849,183.25**	**($13,671.82)**	**$359.67**	**$ 141,978.15**

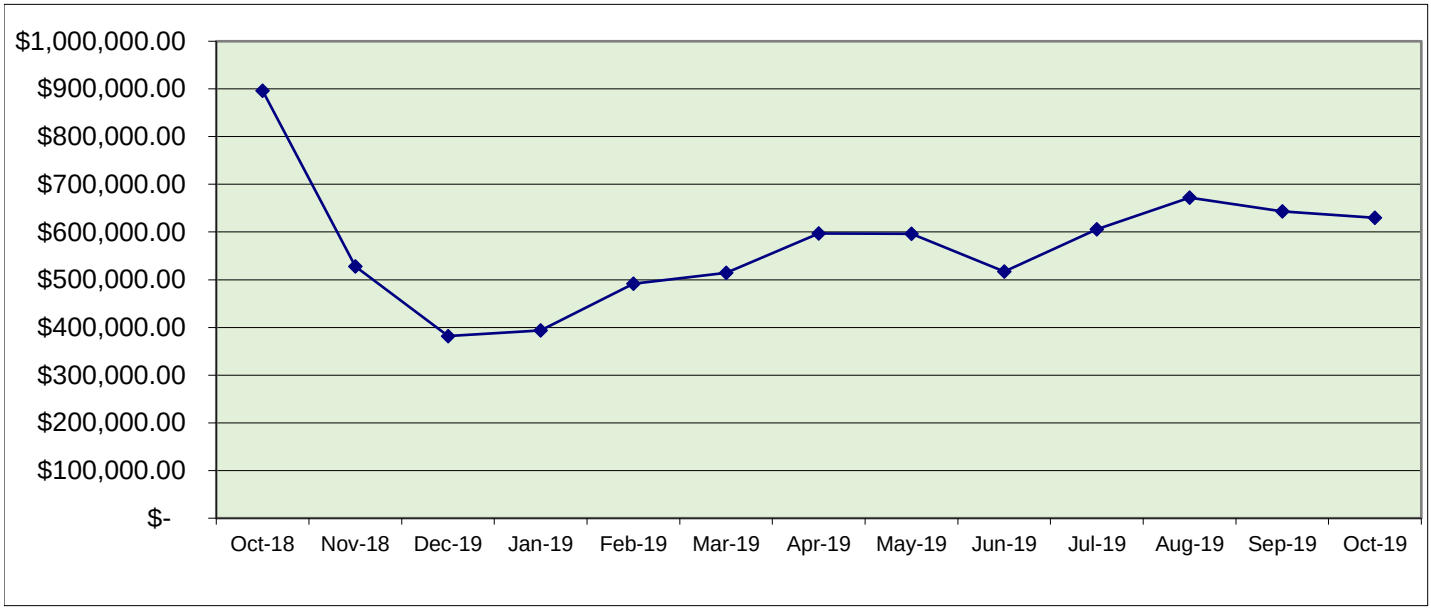
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
Oct-18	$ 896,252.81	$ 26,887.58	$ (536.08)	$ -	$ 26,351.50
Nov-18	$ 528,158.97	$ 15,844.80	$ (287.37)	$ 129.52	$ 15,686.95
Dec-19	$ 381,919.48	$ 11,457.59	$ (210.11)	$ 95.50	$ 11,342.78
Jan-19	$ 393,844.20	$ 11,815.35	$ (234.71)		$ 11,580.64
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
Aug-19	$ 672,198.19	$ 20,165.94	$ (400.14)		$ 19,765.80
Sep-19	$ 643,198.46	$ 19,295.96	$ (382.09)		$ 18,913.87
Oct-19	$ 629,788.18	$ 18,893.64	$ (364.63)	$ 42.48	$ 18,571.49
TOTAL	**$6,194,788.38**	**$185,843.77**	**($2,177.21)**	**$129.52**	**$ 182,624.68**

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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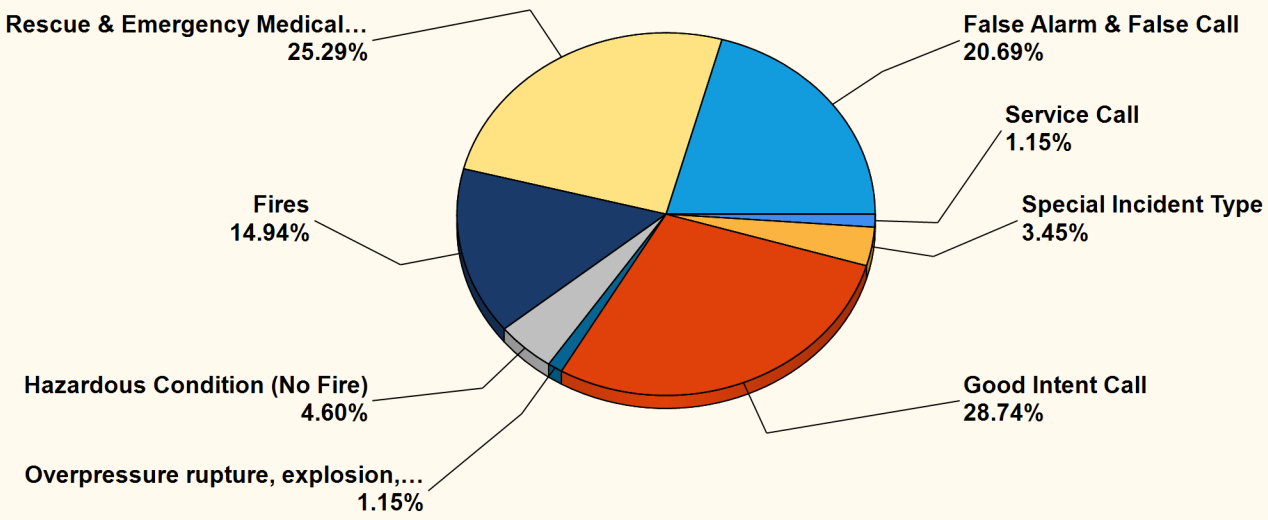
Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2019 | End Date: 11/30/2019



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	13	14.94%
Overpressure rupture, explosion, overheat - no fire	1	1.15%
Rescue & Emergency Medical Service	22	25.29%
Hazardous Condition (No Fire)	4	4.60%
Service Call	1	1.15%
Good Intent Call	25	28.74%
False Alarm & False Call	18	20.69%
Special Incident Type	3	3.45%
TOTAL	87	100.00%

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	**# INCIDENTS**	**% of TOTAL**
111 - Building fire	5	5.75%
113 - Cooking fire, confined to container	1	1.15%
118 - Trash or rubbish fire, contained	1	1.15%
142 - Brush or brush-and-grass mixture fire	1	1.15%
151 - Outside rubbish, trash or waste fire	4	4.60%
173 - Cultivated trees or nursery stock fire	1	1.15%
251 - Excessive heat, scorch burns with no ignition	1	1.15%
300 - Rescue, EMS incident, other	1	1.15%
311 - Medical assist, assist EMS crew	14	16.09%
321 - EMS call, excluding vehicle accident with injury	1	1.15%
322 - Motor vehicle accident with injuries	3	3.45%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1.15%
324 - Motor vehicle accident with no injuries.	2	2.30%
413 - Oil or other combustible liquid spill	1	1.15%
424 - Carbon monoxide incident	1	1.15%
444 - Power line down	1	1.15%
445 - Arcing, shorted electrical equipment	1	1.15%
551 - Assist police or other governmental agency	1	1.15%
611 - Dispatched & cancelled en route	18	20.69%
621 - Wrong location	1	1.15%
622 - No incident found on arrival at dispatch address	4	4.60%
650 - Steam, other gas mistaken for smoke, other	1	1.15%
651 - Smoke scare, odor of smoke	1	1.15%
711 - Municipal alarm system, malicious false alarm	1	1.15%
734 - Heat detector activation due to malfunction	1	1.15%
735 - Alarm system sounded due to malfunction	1	1.15%
740 - Unintentional transmission of alarm, other	1	1.15%
743 - Smoke detector activation, no fire - unintentional	12	13.79%
745 - Alarm system activation, no fire - unintentional	1	1.15%
746 - Carbon monoxide detector activation, no CO	1	1.15%
911 - Citizen complaint	3	3.45%
TOTAL INCIDENTS:	**87**	**100.00%**

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

City of Hartsville Fire Department

Hartsville, SC

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Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 11/01/2019 | End Date: 11/30/2019

INCIDENT TYPE	Incident Status	# INCIDENTS
Zone: City Limits - City Limits		
113 - Cooking fire, confined to container	Reviewed	1
151 - Outside rubbish, trash or waste fire	Reviewed	2
311 - Medical assist, assist EMS crew	Reviewed	6
322 - Motor vehicle accident with injuries	Reviewed	2
323 - Motor vehicle/pedestrian accident (MV Ped)	Reviewed	1
413 - Oil or other combustible liquid spill	Reviewed	1
424 - Carbon monoxide incident	Reviewed	1
444 - Power line down	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	8
622 - No incident found on arrival at dispatch address	Reviewed	3
650 - Steam, other gas mistaken for smoke, other	Reviewed	1
651 - Smoke scare, odor of smoke	Reviewed	1
711 - Municipal alarm system, malicious false alarm	Reviewed	1
734 - Heat detector activation due to malfunction	Reviewed	1
735 - Alarm system sounded due to malfunction	Reviewed	1
740 - Unintentional transmission of alarm, other	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	8
911 - Citizen complaint	Reviewed	2

Zone: Darlington Co. - Darlington County		
111 - Building fire	Reviewed	3
118 - Trash or rubbish fire, contained	Reviewed	1
142 - Brush or brush-and-grass mixture fire	Reviewed	1
151 - Outside rubbish, trash or waste fire	Reviewed	2
173 - Cultivated trees or nursery stock fire	Reviewed	1
251 - Excessive heat, scorch burns with no ignition	Reviewed	1
300 - Rescue, EMS incident, other	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	7
321 - EMS call, excluding vehicle accident with injury	Reviewed	1
322 - Motor vehicle accident with injuries	Reviewed	1

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

INCIDENT TYPE	Incident Status	# INCIDENTS
324 - Motor vehicle accident with no injuries.	Reviewed	2
445 - Arcing, shorted electrical equipment	Reviewed	1
551 - Assist police or other governmental agency	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	10
622 - No incident found on arrival at dispatch address	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	4
745 - Alarm system activation, no fire - unintentional	Reviewed	1
746 - Carbon monoxide detector activation, no CO	Reviewed	1
911 - Citizen complaint	Reviewed	1

Zone: Out of District - Out of District		
111 - Building fire	Reviewed	2
311 - Medical assist, assist EMS crew	Reviewed	1
621 - Wrong location	Reviewed	1

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

Fire Recovery for July 2019 - November 2019

Status	Run Date	Run Number	NFIRS	Paid Date	Insurance	Invoiced	Received
Payment Received	06/21/2019	19-578	111	07/09/2019	AutoOwners	896.00	500.00
Payment Received	06/26/2019	19-592	322	07/17/2019	Nationwide	487.00	487.00
Payment Received	05/02/2019	19-359	733	07/18/2019	Coker College	200.00	192.00
Payment Received	06/11/2019	19-532	322	07/28/2019	Allstate	487.00	487.00
Payment Received	06/03/2019	19-496	322	07/30/2019	Farm Bureau	554.00	554.00
Payment Received	06/03/2019	19-493	463	08/08/2019	USAA Insurance 00116 44 21U 7109 8	487.00	487.00
Payment Received	10/23/2018	18- 1091	324	08/09/2019	State Farm	495.00	250.00
Payment Received	07/15/2019	19-657	322	08/20/2019	Travelers	1,037.00	487.00
Payment Received	03/11/2019	19-204	463	08/28/2019	Geico	554.00	554.00
Payment Received	03/25/2019	19-245	322	09/04/2019	Auto Owners Insurance	2,848.00	2,848.00
Payment Received	07/23/2019	19-684	324	09/10/2019	State Farm	554.00	250.00
Payment Received	07/14/2019	19-645	745	10/04/2019	Thad Saleeby Center	300.00	300.00
Payment Received	07/22/2019	19-680	730	10/04/2019	Thad Saleeby Center	300.00	300.00
Payment Received	07/30/2019	19-717	743	10/04/2019	Thad Saleeby Center	300.00	300.00

Payment Received	09/13/2019	19-847	322	10/08/2019	Safeco	487.00	487.00
Payment Received	09/07/2019	19-830	463	10/08/2019	Geico	487.00	487.00
Payment Received	07/14/2019	19-643	743	10/14/2019	Darlington County School District	300.00	300.00
Payment Received	06/23/2019	19-582	735	10/14/2019	Darlington County School District	300.00	300.00
Payment Received	06/15/2019	19-549	733	10/14/2019	Southside Early Childhood Center	300.00	300.00
Payment Received	06/07/2019	19-519	745	10/14/2019	Darlington County School District	300.00	300.00
Payment Received	06/23/2019	19-581	745	10/14/2019	Darlington County School District	200.00	200.00
Payment Received	05/06/2019	19-379	730	10/14/2019	Southside Early Childhood Center	200.00	200.00
Payment Received	08/17/2019	19-759	322	10/22/2019	State Auto	554.00	554.00
Payment Received	10/06/2019	19-939	324	10/25/2019	State Farm	554.00	554.00
Payment Received	09/16/2019	19-856	734	10/25/2019	Coker University	200.00	192.00
Payment Received	07/26/2019	19-700	322	10/30/2019	Nationwide	487.00	487.00
Payment Received	09/17/2019	19-862	733	10/30/2019	Darlington County School District	300.00	300.00
Payment Received	09/24/2019	19-886	743	10/30/2019	Darlington County School District	300.00	300.00

Payment Received	09/23/2019	19-880	743	10/30/2019	Darlington County School District	300.00	300.00
Payment Received	05/23/2019	19-438	463	11/13/2019	State Farm	487.00	487.00
Grand Total:						15,255.00	13,744.00

FD%
400.00
389.60
153.60
389.60
443.20
389.60
200.00
389.60
443.20
2,278.40
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240.00
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240.00
160.00
160.00
443.20
443.20
153.60
389.60
240.00
240.00

240.00
389.60
10,995.20

DECEMBER 2019
COUNCIL GRANT REPORT

Active Projects:

- FAA Infrastructure & Design Grant
- SC Aeronautics Infrastructure & Design Grant
- SC Department of Commerce, CDBG South Hartsville Sewer Improvements
- SC Department of Public Safety – Highway Safety 2019
- SCEMD Recovery/FEMA: South 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. Fire Training Equipment (purchased)
    2. Façade Program (underway)
    3. Wayfinding Signage (almost complete)
    4. Police Youth Academy (ongoing)
    5. Business Builder (ongoing)
- Land & Water Conservation Fund (LWCF) – Closeout Phase

Applications Awarded June - November 2019:

- SC Aeronautics – Infrastructure & Design Matching - **$8,328**
- SC Department of Public Safety – Highway Safety 2020 - **$63,594**
- 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**
- Byerly Foundation: HFD Extinguisher Training **$13,084**
- Byerly Foundation: Main Street Façade Program **$10,000**

Future Applications:

(0 – 6 months lead time & application contingent upon council approval)

- SC Aeronautics Commission/Senate Finance Committee Funds $500,000 (Dec. Submittal)
- South Carolina Parks Recreation & Tourism $200,000 (Dec. Submittal Upon Approval)
- 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 - November 2019

Home Department**	October Headcount	November Hires / Transfers In	November Terms	November Transfers Out	November Headcount	DIVERSITY				
						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	6	0	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	43	0	0	0	43	0	4	0	39	0
000422 / Fire Department	32	0	**1**	0	31	0	3	0	28	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	2	0	0	0	2	0	0	0	2	0
000432 / Sanitation Dept.	14	0	0	**1**	13	0	9	0	4	0
000452 / Parks & Recreation	7	0	0	0	7	0	2	0	5	0
000453 / Streets & Grounds	10	0	**1**	0	9	0	6	0	3	0
000454 / Museum Operations	3	0	1	0	2	0	0	0	2	0
000500 / Water Utilities	8	0	0	0	8	0	2	0	6	0
000600 / Sewer Utilities	3	**1**	0	0	4	0	2	0	2	0
000700 / School Crossing Guards	9	0	0	0	9	0	5	0	4	0
000800 / Storm Water Utilities	1	0	0	0	1	0	0	0	1	0
000900 / Water Park	1	0	0	0	1	0	0	0	1	0
Totals:	**163**	**1**	**3**	**1**	**160**	**0**	**40**	**3**	**117**	**0**

**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

November

Women's Leadership Symposium 11/1/2019
UNITED WAY Coat Drive 11/20 - 12/2

Upcoming Events

December

Employee Annual Luncheon 12/4
Cyber Monday Employee Season Pass & Financing 12/1 - 12/2
Ugly Sweater Contest 12/20/19

January

Annual Preventative Health Screening 1/17/19
City Training TBA
Longevity Luncheon TBA
Performance Appraisal Rollout

Date: November 30, 2019
To: City of Hartsville
From: Suzy Moyd
Executive Director
Main Street Hartsville
Re: **Monthly Status Report for November**

Status Report & Updates

Calendar:

November 9th, Hartsville Farmers Market
November 12th, City Council
November 18th, Merchants "Third" Monday Breakfast
November 20th, Architectural Review Board
November 21st, Downtown Holiday Open House
November 30th, American Express Shop Small Saturday

Current Social Media Stats:

Facebook: 4912 Followers
Twitter: 1352 Followers
Instagram: 1452 Followers
MailChimp: 758 Subscribers

New businesses opening and Ribbon Cuttings soon:

Block & Vino
The Nook (re-opening under new ownership)
SPC Credit Union auxiliary offices
Shear Hairapy
StateFarm

Working on:

Distributing Open House and Shop Small promotional items.

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.

Attending Navigator meetings.

Processing & Starting Up for new Façade Grant Applications.

Updating Gift Certificate Inserts.

Updating Eat, Shop, Play brochure.

Main Street Statistical Data Collection

Main Street Board Formation

Outdoor Dining & Business Promotion

THE HARTSVILLE MUSEUM

Monthly Departmental Report - NOVEMBER 2019

Visitor Demographics 2019

MONTH	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Walk-In	Website	Facebook
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	1,658
August	32	23	36	24	27	32	172	259	1,675
September	14	19	18	11	19	7	88	279	1,681
October	6	42	65	8	49	47	217	622	1,709
NOVEMBER	**7**	**9**	**57**	**2**	**15**	**11**	**101**	**307**	**1,719**
December									

Visitors Signing Guest Book came from:

Des Moines, IA	Raleigh, NC	Nashville, TN	Columbia	Florence
Fair Haven, MI	Portsmouth, VA	Charleston	Clinton	Hartsville
Boise, ID	Bennington, VT	Aiken	McBee	

Museum News:

- Museum Director, Kathy Dunlap retired on Friday, November 8th having dedicated over 30 years of leadership to the preservation of Hartsville history.
- Andrea Steen begins her next role as the new Museum Manager, assuming all responsibilities of the former Museum Director title.
- Recruitment begins for new Museum Staff position, Museum Assistant Manager.
- Exhibits for Simply Christmas and Santa's Workshop were quickly built and readied for the Christmas season.
- The Hartsville Museum Commission held its quarterly meeting on Wednesday, November 20th at 6:30.
- SURVEY Results for Darkside Tour came back with "Exceptional" or "Above Average" ratings to questions about story content, tour guides, length of tour, historical content and walking distance; 94% would recommend to a friend.
- Museum Manager gives tour to 25 Magnolia Garden Club members at the Edition including a behind the scenes tour of the museum's Collection storage room.
- Recent Donation: Emily Bailey donates a Duncan Fyfe sample sofa, c. 1940 and a Velvet Jacket, c. 1932.
- Final preparations are being made for Santa's visit to the Museum on Saturday, December 14th from 9:30 - 12:30.

November 2019

Monthly Departmental Report

Coach TB Thomas Sports Center

- Current programs are Zumba, cardio step, and hard bodies.
- We added 24 new members in November.
- Girls University have 8 members in November.
- Pickleball numbers have increased from 9 players to 16 players.

Byerly Park

- USSSA baseball tournament held on November 9 & 10 brought 34 teams to Hartsville.
- Repairs to Byerly Park dog lights are underway. Expected completion time is 4 weeks.
- Cracks at Lawton Park tennis courts have been repaired.
- Basketball registration for county basketball has concluded.

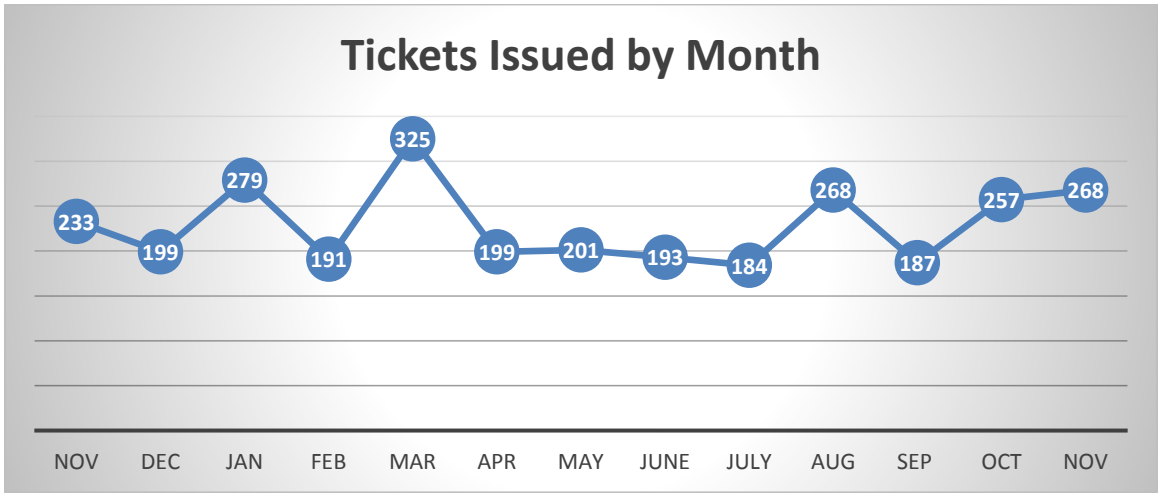
Hartsville Police Department

Monthly Report

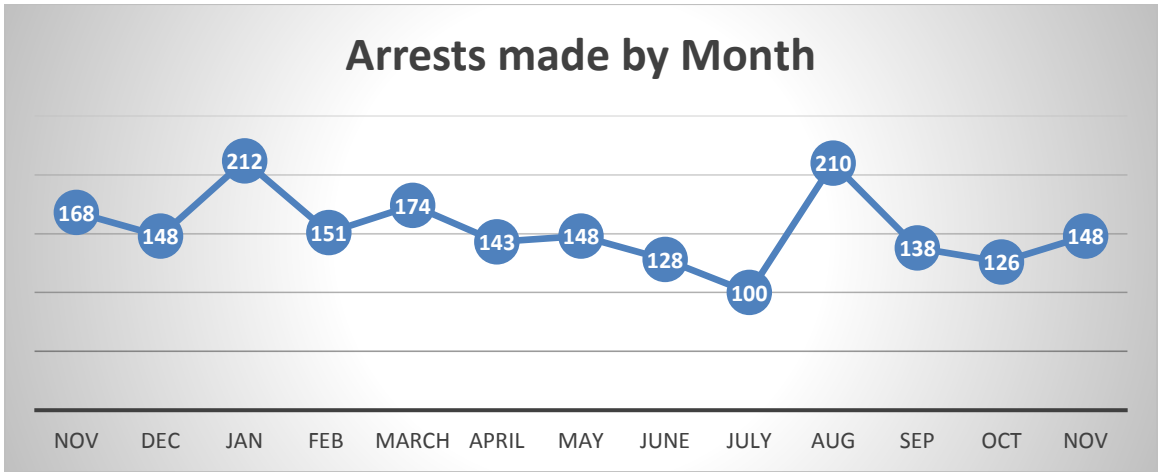
November 2019

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 returned to levels seen in late fall of 2018, The past couple of months have seen marked improvement in citations issued, back to high levels as seen in Fall of 2018.



Arrests dropped off from January of 2019 until present. 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. the 45 arrests from Operation Summer Freeze, we would have been at 165 Arrests, which is closer to the average. Arrests and citations appear to be on the upswing, possible due to the addition of the traffic team and hiring to close vacancies.

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 November there were 148 arrests, including 10 Juveniles. The number of Juveniles will increase as the "Raise the Age" law now considers those 17 years old to be Juveniles.

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

Shopliftings –	15	(93% from outside city)
Assaults –	10	(50% from outside city)
Robbery -	2	(100% from outside city)
Burglary -	2	(50% from outside city)
Thefts -	3	(100% from outside city)
Drug Offenses –	43	(70% from outside city)
DUI/Drunkeness-	21	(76% from outside city)
Weapons Law -	1	(0% from outside city)

Totals for all arrests (including those not listed above)
107 of 148 people arrested (72%) live outside the city limits.

Date: December 3, 2019
To: City of Hartsville
From: Samantha Altman, Special Events Coordinator
Re: Tourism and Events Report- November

Status Report & Updates

Current Projects

Putting together 2020 event calendar.

Wedding arch has been added to Lawton.

New holiday merchandise is being priced and put in the store.

A gift basket option is now available at The Key.

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:

- 2019 Hartsville Christmas Parade
    - Saturday, December 14, 2019 at 3:00pm

Current Social Media & Website Stats

Visit Hartsville, SC
Facebook- 2,974
Instagram (@visithartsvillesc) - 1,172 followers
Twitter (@visithartsville) - 327 followers
VisitHartsvilleSC.com- 3620 views

Current Key Sales

November 2019
Net Sales: $1248.04
Tax Collected: $99.88
Total: $1347.92

Top Selling Items:

1. Gillespie's Chocolate Covered Peanuts – Gillespie's Peanuts
2. Gillespie's Trio Box – Gillespie's Peanuts
3. Long Sleeve Hartsville Shirt – City of Hartsville

Future Projects

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.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 12-19-01 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Mayor Pro-Tempore is elected by the full Council after each general election.

ATTACHMENTS:

Description

- Resolution 12-19-01

RESOLUTION 12-19-01

ELECTION OF MAYOR PRO-TEMPORE.

WHEREAS, Section 5-7-190 of the South Carolina State Code states that immediately after any General Election for the Municipal Council, the Council shall elect from its membership a Mayor Pro-Tempore for a term of not more than two years; and,

WHEREAS, this is the first meeting of the Hartsville City Council following the November 5, 2019 General Election.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Councilmember _____ is hereby elected to the position of Mayor Pro-Tempore for a term to end during the December 2021 regular meeting of the City Council.

NOW, THEREFORE, BE IT HEREBY RESOLVED, in meeting advertised and assembled the 1Oth day of December, 2019.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 12-19-02 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of Purchase of a Utility Camera Trailer.

BACKGROUND SUMMARY:

Currently, the city has a camera system but is it limited to only small diameter lines. We do not have the ability to look at our sewer mains and storm water systems. Attached are three quotes, Jet Vac was the lowest but the camera is the smallest software package is lacking. The quote from Adams is the same camera but Southern Vac's quote includes a maintenance attachment that lets our team repair lines 6" and above with out digging.

IMPACT IF DENIED:

Will continue to have to contract out all video of large diameter pipes and storm water systems. Will also have to contract out repairs of pipes 6" and above.

IMPACT IF APPROVED:

Not only will we be able to visually inspect our sewer and storm water systems, we will be able to make repairs to underground lines saving thousands over the life span of the camera.

ATTACHMENTS:

Description

- Resolution 12-19-02
- Jet Vac Quote
- Adams Quote
- Southern Vac Quote

RESOLUTION 12-19-02

APPROVAL OF PURCHASE OF UTILITY CAMERA TRAILER.

WHEREAS, the City researched and received equipment quotes for procurement of Utility Camera Trailer on November, 22, 2019; and

WHEREAS, the recommended successful quote received from Southern Vac in the amount of One Hundred and Twenty-Nine Thousand, Seven Hundred Fifty Dollars and Zero Cents ($129,750.00); and

WHEREAS, Southern Vac provided a detailed description of the camera system and our Public Service Manager and Utilities Supervisor visually inspected all aspects of the camera system to ensure its advertised capabilities.

N**OW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the City of Hartsville that the bid for the above vehicle from Southern Vac of Columbia, South Carolina for the amount of One Hundred and Twenty-Nine Thousand, Seven Hundred Fifty Dollars and Zero Cents ($129,750.00) is hereby awarded.

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

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

_____
Carl M. (Mel) Mel Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

JET-VAC Equipment Company, LLC

5746 Broad Street
Sumter, SC 29154

Sumter, SC 803-494-4430
Atlanta, GA 470-867-8535
Oliver Springs, TN 865-806-7071

ESTIMATE

Date	Estimate #
11/6/2019	Q2019-1767

PLEASE VERIFY SHIP TO ADDRESS

City of Hartsville
C/O Water Department - John
626 N. 5th Street
Hartsville, SC 29550

Phone 843-383-3006 Fax 843-339-2875

Name / Address
City of Hartsville PO Drawer 2467 Hartsville, SC 29551

With over 404 years of combined experience, we have accumulated field knowledge beyond the books. We know what works, and what doesn't. Not only can we train you on the proper techniques, but also pass along valuable tips to help you. We offer:

- * Training and Demonstrations held at our location or yours.
- * World-class service and repair from our trained technicians.
- * Tried and True Products that stand the test of time.
- * On-site service and repair is available.
- * Extensive inventory to fill your needs faster.
- * Classes and seminars held throughout the year.

Terms	Due on receipt	Rep	JS	FOB Shipping Point	Delivered

Description	Qty	Amount	Total
Sourcewell formerly NJPA Contract #1220147-RVL.			
THIS ESTIMATE IS VALID FOR 30 DAYS FROM THE ABOVE DATE			
Rapidview EcoTrailer, custom, 6' x 12' x 7' tall GVW 2990, Honda 2800i Inverter/generator Office area, work area and wash down tank	1	18,014.40	18,014.40T
Office Chair	1	107.99	0.00T
Orion 2.9 Zoom Camera	1	18,610.56	18,610.56T
Pressure Test Set (Does not come with hose)	1	471.74	471.74T
T66.1 Camera Tractor (REQUIRES New 1.1, 2.1 or 5.1 Camera Connection)	1	12,047.62	12,047.62T
T66.1 Camera Connection Type 2.1 (HD)	1	1,213.06	1,213.06T
T66.1 Camera Connection, Type 5.1	1	3,105.22	3,105.22T
Tungsten Carbide Wheels for T66 8" and up	1	1,477.44	1,477.44T
KW305 Cable Reel	1	29,476.22	29,476.22T
IBAK Camera Cable, 1000' Type 524/11	1	5,227.55	5,227.55T
BS 3.5 Controller	1	16,111.87	16,111.87T
KUV 2.7 Cable Deflection Pulley for Standard and Fiber Optic Cable with holder and rope	1	673.92	673.92T
Pneumatic Tires & Ext	1	1,299.83	1,299.83T
Phoenix Entry Level Software	1	2,995.00	2,995.00T
Total sales tax calculated by AvaTax		8,857.95	8,857.95
NJPA Fee	1	0.00	0.00T
Shipping & Handling	1	0.00	0.00

This Estimate may not include applicable freight charges unless specified

Subtotal

Sumter, SC 803-494-4430
Oliver Springs, TN 865-806-7071
Atlanta, GA 470-867-8535

Total

FINANCING AVAILABLE

JET-VAC Equipment Company, LLC

5746 Broad Street
Sumter, SC 29154

Sumter, SC 803-494-4430
Atlanta, GA 470-867-8535
Oliver Springs, TN 865-806-7071

ESTIMATE

Date	Estimate #
11/6/2019	Q2019-1767

PLEASE VERIFY SHIP TO ADDRESS

City of Hartsville
C/O Water Department - John
626 N. 5th Street
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Phone 843-383-3006 Fax 843-339-2875

Name / Address
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* World-class service and repair from our trained technicians.
* Tried and True Products that stand the test of time.
* On-site service and repair is available.
* Extensive inventory to fill your needs faster.
* Classes and seminars held throughout the year.

Terms	Due on receipt	Rep	JS	FOB Shipping Point	Delivered

Description	Qty	Amount	Total
			0.00

This Estimate may not include applicable freight charges unless specified

Subtotal	$119,582.38
Total	$119,582.38

Sumter, SC 803-494-4430
Oliver Springs, TN 865-806-7071
Atlanta, GA 470-867-8535

FINANCING AVAILABLE

Adams Equipment Co., Inc.

6971 Oak Ridge Commerce Way
Austell, GA 30168

Phone: 800-868-1313

Estimate

DATE	ESTIMATE #
9/24/2019	47598

BILL TO:

City of Hartsville
Attn: Accounts Payable
Hartsville, SC

SHIP TO:

City of Hartsville
Attn: John A. LaCosse
Hartsville, SC

	SHIP VIA	P.O. #	REP

ITEM	QTY	DESCRIPTION	PRICE EACH	AMOUNT
RAUSCH EQUIPMENT	1.000	RAUSCH EQUIPMENT 7X12 TANDEM AXLE TRAILER *PRICE INCLUDES THE FOLLOWING:	129,420.00	129,420.00
USMP135	1.000	SYSTEM, MOBILE PRO C135; INCL 111233, 110751, 111145, HG2005, 110719, 110706, UB8438, HG9425, 110708, KU1295, EB3232, EW1680, 111004, 111213, 111212, 111241, 111243, US9570, 110931	0.00	0.00
111212A	1.000	CONTROL UNIT ASSY, MOBILE PRO: INTEGRATED 12" MONITOR, PC CONTROL OUT, TWO MULTI-FUNCTIONAL JOUSTICKS, DIGITAL RECORDER W/TEXT GENERATOR, PHOTO, VIDEO	0.00	0.00
111213A	1.000	CABLE DRUM ASSY, CUBIX 300 W/1000 FT	0.00	0.00
111145A	1.000	CRAWLER, C135 MOBILE PRO	0.00	0.00
111233	1.000	CAMERA, KS135 C NTSC MOBILE PRO; INCLUDES 110751	0.00	0.00
US9572	1.000	KIT, WHEEL SET, RUBBER; SET OF 4 6" WHEELS; SET OF 4 SPACER HUBS (FOR 8"+); SET OF 4 10" WHEELS	0.00	0.00
110708	1.000	HOOK, LIFTING/LOWERING HOOK L135/SAT135	0.00	0.00
KU1295	1.000	LOWERING ROPE	0.00	0.00
110931	1.000	AIR PRESSURE FILLING SYSTEM	0.00	0.00
111004	1.000	PULLEY ASSY, DEFLECTION DN150	0.00	0.00
110719	1.000	KIT, SPARE PARTS L135	0.00	0.00
110751	1.000	KIT, SPARE PARTS KS135	0.00	0.00
110980	1.000	REMOTE POWER LIFT W/CAMERA	0.00	0.00
111306	1.000	SENSOR, LOCATING 512 HZ/33KHZ L FOR C135, SONDE MOUNTS TO REAR CONNECTION	0.00	0.00

Subtotal	
Sales Tax (6.0%)	
TOTAL	

Adams Equipment Co., Inc.

6971 Oak Ridge Commerce Way
Austell, GA 30168

Phone: 800-868-1313

Estimate

DATE	ESTIMATE #
9/24/2019	47598

BILL TO:

City of Hartsville
Attn: Accounts Payable
Hartsville, SC

SHIP TO:

City of Hartsville
Attn: John A. LaCosse
Hartsville, SC

	SHIP VIA	P.O. #	REP

ITEM	QTY	DESCRIPTION	PRICE EACH	AMOUNT
EB3288	1.000	CABLE ASSY, EXTENSION MOBILE PRO - CUBIX 16 FT (5m)	0.00	0.00
K13141	1.000	RING, MOUNTING MOBILE PRO TO CUBIX	0.00	0.00
111201	1.000	TOOL KIT, CCTV	0.00	0.00
US9574	1.000	KIT, WHEELS, AGGRESSIVE	0.00	0.00
111180	1.000	WHEEL, AGGRESSIVE TRACTION, 8", QTY 4	0.00	0.00
111181	1.000	WHEEL, AGGRESSIVE TRACTION, 6", QTY 4	0.00	0.00
US9580	1.000	KIT, WHEEL PNEUMATIC SET; SET OF 4 210x65 INFLATABLE WHEELS	0.00	0.00
HG9437	1.000	WHEEL, INFLATABLE, 210x65	0.00	0.00
IN1142	1.000	COMPUTER, LAPTOP LATITUDE 14 RUGGED 5414	0.00	0.00
US8049R	1.000	SOFTWARE, POSM PRO LICENSE PACKAGE, 1 YR SOFTWARE SUPPORT, SENSORAY VIDEO ENCODER	0.00	0.00
US9133	1.000	SOFTWARE, POSM PRO FULL VERSION	0.00	0.00
US9148	1.000	SOFTWARE, SUPPORT POSM PRO, 1 YR	0.00	0.00
US9444	1.000	MODULE, VIDEO ENCODER/DECODER, 2253 SENSORAY POSM	0.00	0.00

Subtotal	$129,420.00
Sales Tax (6.0%)	$0.00
TOTAL	$129,420.00

1520 Pineview Rd.
Columbia, SC 29209
Phone (803) 358-0221, Fax (803) 358-0431
Website: www.southern-vac.com

November 8, 2019

City of Hartsville
Attn: John A. LaCosse
626 N. Fifth St.
Hartsville, SC 29551

Mr. John LaCosse,

Southern Vac is pleased to offer the ***City of Hartsville*** the following quote on an ***inventory Rausch Mobile Pro C135 Camera Trailer with QuickLock System.*** Thank you for your consideration. If you have any questions regarding this quote, I can be reached at (704) 608-9276.

Regards,

Garriett Bailey

Specifications For: City of Hartsville

Inventory Rausch Mobile Pro C135 Trailer

2018 7’ x 12' HORTON TRANSPORT UTILITY TRAILER
78” Interior Height
Tandem Axle
EZ Lube Hub
Spring Suspension
ST205/75R15 Radial Tire (2)
15”-5 Lug White Spoke Wheels (2)
2” Coupler
Aluminum Roof
2k Tongue Jack with Flush Lock & Cam Bar Latch
White Wall Liner Panels
¾” Wood Floor with Lonseal Flooring
Interior Dome Light (2)
Double Rear Doors
DOT Incandescent Clearance Lights
DOT L.E.D. S/T/T Lights
Color: Silverfrost
7000 Watt Honda Generator
19” Rearview Monitor
Desk with Storage File Cabinet
Washdown System
13,500 BTU A/C with Heat Strip
Interior Wall with a Large Picture Window

USMP135 SYSTEM, MOBILE PRO C 135
111212A Control Unit Assy, MOBILE Pro: Integrated 12" monitor, PC Control Out, Two multi-functional joysticks, Digital Recorder w/ Text Generator, Photo, Video
111213A Cable Drum Assy, Cubix 300 w/ 1000 FT
111145A Crawler, C 135 MOBILE Pro
111233 Camera, KS 135 NTSC MOBILE Pro
US9572 Kit, Wheel Set, Rubber: - Set of 4 6" wheels - Set of 4 Spacer Hubs (for 8"+) - Set of 4 10" wheels
110708 Hook, Lifting/Lowering Hook L135/SAT135
KU1295 Cart-In Rope

110931 Air Pressure Filling System
111004 Pulley Assy, Deflection DN150
110719 Kit, Spare Parts L135
110751 Kit, Spare Parts KS135
110980 Electric Lift, L135 VTS w/ Rearview Camera NTSC
111306 Sensor, Locating 512 Hz/33Khz L135C
EB3288 Cable Assy, Extension Mobile Pro > Cubix 16 Ft. (5m)
K13141 Ring, Mounting Mobile Pro to Cubix
111201 Tool Kit
US9574 Kit, Wheels, Aggressive
111180 Wheel, Aggressive Traction 8" 95X17
111181 Wheel, Aggressive Traction 6" 85X17
US9580 Kit, Pneumatic Wheel Set, - Set of 4 210 x 65 Inflatable Wheels
HG9437 Wheel, Inflatable 210 X 65
IN1142 Computer, Laptop Latitude 14 Rugged 5414
US8049R Software, POSM Pro License Package Including 1 Year Software support and Sensoray Video Encoder
US9133 Software, POSM Pro Full Version
US9148 Software, Support POSM Pro 1 Yr.
US9444 Module, Video Encoder/Decoder 2253Sensoray POSM
US006B QL Sleeve, DN150 6" Single Bevel

US006R QL Rubber, DN150 6"
US008B QL Sleeve, DN200 8" Single Bevel
US008R QL Rubber, DN200 8"
AS1528 QL Packer, 6"-8 (DN150-200)
AS1546 Rod, Q-L Connecting 400mm
US9000 Laser Assy, Quick-Lock
US9006 Quick Connect Assembly
US9008 Quick Lock Regulator and Air Control
110808 Bracket Assy, Q_L Connector/Adapter L135
IN1007 Hose Reel, Cox 300
IN1127 Hose, Clearbraid 1/4" ID K3150 300 Ft.

***Includes installation of air compressor, mounting table and upgrade to 7,000W generator**

Total Price: $129,750.00

***Price good for 30 days**

***Price dependent on unit availability (K18-022,K19-002)**

****ALL APPLICABLE SALES TAX AND FEES ARE NOT INCLUDED IN THE QUOTE****

Customer Signature:_____ **Date:**

_____

Southern Vac Representative:_____ **Date:**

_____

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 12-19-03 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Resolution to Apply for a SC Department of Parks, Recreation, & Tourism (SCPRT) Undiscovered SC Grant

BACKGROUND SUMMARY:

The Undiscovered SC grant assists communities with the development of publicly owned tourism products that will encourage visitors to travel through SC. Developing and maintaining a successful tourism product is a long-term, complex and expensive process. This grant will help the city in its endeavors to continue attracting tourists to Neptune Island.

IMPACT IF DENIED:

The city would be unable to fund the tourism related improvements to Neptune Island.

IMPACT IF APPROVED:

If approved, the city would be able to utilize these SCPRT funds for Neptune Island improvements and increase tourism to the water park which has direct and indirect positive impacts to local businesses and the community.

FINANCIAL IMPACT:

This grant is a one for one match with the city requesting $200,000, and the matching funds coming from 2020/2021 hospitality taxes.

ATTACHMENTS:

Description

- Resoluton 12-19-03

RESOLUTION 12-19-03

APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF PARKS, RECREATION & TOURISM (SCPRT) UNDISCOVERED SC GRANT.

WHEREAS, the City of Hartsville desires to apply for a South Carolina Parks, Recreation and Tourism (SCPRT) grant that will provide funds for publicly owned tourism projects; and

WHEREAS, this grant will be used to add value to the community and bring visitors to "Undiscovered" South Carolina and Neptune Island; and

WHEREAS, the city seeks a grant in the amount of approximately $200,000, with a one to one match.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the application for the South Carolina Department of Parks, Recreation & Tourism Grant in the amount of approximately two hundred thousand dollars ($200,000), is hereby approved.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to execute all required documents.

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

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 12-19-04 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

The city was approached about receiving a donation of property known as Tax Map # 056-10-04-014 from the Hartsville Oil Mill and the city will accept ownership as a donation.

ATTACHMENTS:

Description

- Resolution 12-19-04
- Resolution 12-19-04 - map

RESOLUTION 12-19-04

APPROVAL AND AUTHORIZATION FOR THE ACCEPTANCE OF OWNERSHIP OF TAX MAP PARCEL 056-10-04-014 LOCATED AT THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET FROM THE HARTSVILLE OIL MILL TO THE CITY OF HARTSVILLE, SOUTH CAROLINA; AND OTHER MATTER RELATED THERETO.

WHEREAS, the city was approached by Edgar H. Lawton, Jr. about the city accepting a donation of property known as Tax Map # 056-10-04-014 from the Hartsville Oil Mill; and

WHEREAS, the city will accept ownership as a donation.

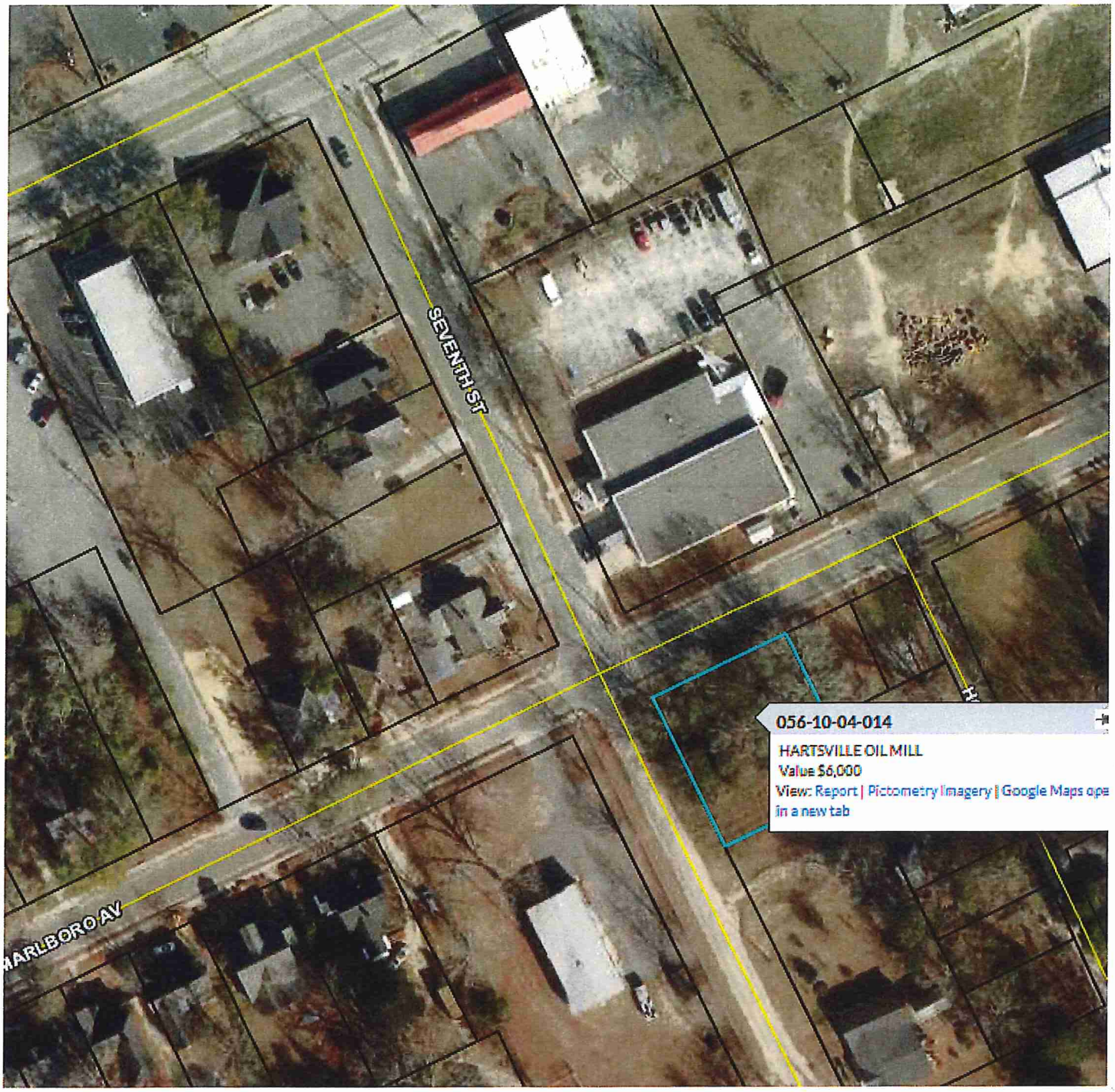
NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the City hereby accepts ownership, in the form of a donation, of tax map #056-10-04-014.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to execute all required documents.

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

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk


SEVENTH ST
MARLBORO AV
056-10-04-014
HARTSVILLE OIL MILL
Value $6,000
View: Report | Pictometry Imagery | Google Maps ope
in a new tab

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: 4378 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To ratify B-3 zoning per Planning Commission recommendation for 3 parcels behind current Walmart.

BACKGROUND SUMMARY:

Developer requested B-3 zoning with annexation petition and city council agreed, pending approval and recommendation from Planning Commission. This will ratify the B-3 zoning.

ATTACHMENTS:

Description

- Ordinance 4378
- Planning Commision Recommendation

ORDINANCE 4378

AUTHORIZING AND RATIFYING THE ASSIGNMENT OF ZONING CLASSIFICATION FOR 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; AND OTHER MATTERS RELATING THERETO.

WHEREAS, the City of Hartsville, South Carolina (the "City") is a municipal corporation created under the laws of the State of South Carolina, that is duly empowered to extend its municipal boundaries through annexation; and

WHEREAS, pursuant to Section 5-3-150(3) of the Code of Laws of South Carolina, 1976, as amended, the City has received a petition for annexation from one hundred percent of the freeholders of 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; and

WHEREAS, the property is contiguous to the City's existing boundary and the City Council, governing body of the City, (the "Council") finds that it would be beneficial to the best interests of the owners of the property and the City, and

WHEREAS, following proper notice and duly assembled, the Planning Commission recommends that the property be assigned an interim zoning classification of Business 3 (B-3); and

WHEREAS, City Council wishes to ratify and accept the Planning Commission's recommendation and herby approves the final zoning classification for the above annexed tax map numbers as Business 3 (B-3).

NOW, THEREFORE, BE IT FINALLY ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF HARTSVILLE, IN MEETING DULY ADVERTISED AND ASSEMBLED on the _____ day of _____, 2020 and to become effective immediately upon final reading.

_____
Carl M. (Mel) Pennington IV, Mayor

[SEAL]
ATTEST:

_____
Sherron L. Skipper, City Clerk

First Reading: December 10, 2019
Public Hearing:
Final Reading:

MINUTES
CITY OF HARTSVILLE
PLANNING COMMISSION MEETING
MONDAY, NOVEMER 25, 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 TUESDAY, NOVEMBER 19, 2019 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

Members present: Chairman Curtis Lee, Vice Chairman Chris Shirley, Dan Askins, Casey Hancock, Nancy McGee, and Trevor McDonald. **Members Absent:** Rebecca McDonald. **Staff:** Brenda Kelley and Shannon Munoz. **Guest:** None. **Press:** Jim Faile.

Call to Order
Chairman Curtis Lee called the meeting to order at 5:30pm.

Approval of Minutes
T. McDonald made a motion to approve the September 29, 2019 meeting minutes; Second: Hancock; Carried: All in favor.

Old Business
Comprehensive Plan/Vision 2030
Shannon Munoz presented a draft of the Priority Investment Element. She asked the planning commission to review it and provide feedback.

New Business
Assignment of Zoning – Hartsville Crossing Village Apartments
On August 26, 2019, the planning commission reviewed and approved the site development for the Hartsville Crossing. The annexed 50.13 +/- acres of land includes the following tax parcel numbers: 056-00-01-157, 056-00-01-158, & 056-00-01-059. Staff recommended a B-3 zoning for the three (3) properties.

After much discussion, McGee made the motion to recommend a B-3 zoning for the three properties; Second: T. McDonald; Carried: Lee, Shirley, Hancock and McGee voted in favor. Askins voted in opposition.

Engagement for Site Visit Discussion
Because of conversations related to a recent site visit, the planning commission wanted firm guidelines for future site visits. If the commissioners make a site visit as a group, it is considered a public meeting and the press must be notified.

Planned Development (PD) Discussion
Staff is aware of a potential project that may want to use the planned development standards. Staff provided the planning commission with the planned development standards for the City of Hartsville and the State guidelines. Staff explained that State law requires a mixed-use development, which consists of commercial and residential to qualify for a planned development. Several projects in the City such as Walmart and Lowe's were done as a planned development. Neither would be able to use the planned development standards today because both are single use projects.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: 4379 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

First right of refusal to Parking, Beautification, and Business Improvement Commisision for the two parcels being purchased by the city with 50% funding participation from the Commission.

ATTACHMENTS:

Description

- Ordinance 4379
- Ordinance 4379 with contract and exhibit

ORDINANCE 4379

AN ORDINANCE AUTHORIZING THE CITY OF HARTSVILLE TO GRANT AND AUTHORIZE A RIGHT OF FIRST REFUSAL TO HARTSVILLE PARKING, BEAUTIFICATION AND BUSINESS IMPROVEMENT COMMISSION; AND OTHER MATTERS RELATING THERETO.

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

WHEREAS, Arthur Properties, LLC ("***Seller***") owns that certain real estate designated as TMS Nos. 056-10-01-042 and 056-10-01-043 (the "***Property***"); and

WHEREAS, pursuant to Ordinance No. 4371 dated September 10, 2019, the City Council of the City of Hartsville, as the governing body of the City (the "***Council***"), authorized the acquisition of the Property; and

WHEREAS, the City has entered into a purchase agreement with the Seller to acquire the properties for the sum of $49,000; and

WHEREAS, half of the funds necessary to acquire the Property have been appropriated to the City from Hartsville Parking, Beautification and Business Improvement Commission (the "***Commission***"); and

WHEREAS, the City is acquiring the property and in consideration of the sums appropriated by the Commission for the purchase of the Property, the City has determined to grant a Right of First Refusal to the Commission, the form of which is attached hereto as Exhibit A (the "***First Refusal***").

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Hartsville duly assembled, as follows:

Section 1: Findings

Each finding or statement of fact set forth in the recitals hereto has been carefully examined and has been found to be in all respects true and correct.

Section 2: First Refusal

A. The Council has reviewed the First Refusal, the form of which is attached to this Ordinance as Exhibit A.

B. The First Refusal shall be executed and delivered on behalf of the City by the City Manager. Upon such execution, the Council shall be timely informed of the execution of the First Refusal and advised of any changes from the form attached to this Ordinance. The consummation

of the transactions and undertakings described in the First Refusal, and such additional transactions and undertakings as may be determined by the First Refusal in consultation with the Council to be necessary or advisable in connection therewith, are hereby approved.

C. It is expected and anticipated that the First Refusal shall be executed and delivered as a part of the closing for the Property. However, the City Manager, acting in the best interest of the City, is authorized to adjust or change the date of delivery of the First Refusal as she, in her sole discretion, may determine.

Section 4 Other Documents; Closing; Ratification of Prior Actions

In connection with the execution and delivery of the First Refusal, the City Manager may participate in the Property and 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 as necessary to acquire the Property. Any actions previously undertaken by the City Manager, the Council or City staff in connection with the execution and delivery of the First Refusal or any other negotiations involving the Property prior to the enactment of this Ordinance are ratified and confirmed.

Section 5 Severability

If any one or more of the provisions 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 pending 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, Ordinances or parts of any ordinances or Ordinances 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 immediately upon second reading and approval by the Council.

DONE AND ORDAINED IN COUNCIL ASSEMBLED, this ___th day of January, 2020.

CITY OF HARTSVILLE,
SOUTH CAROLINA

(SEAL)

_____
Carl M. (Mel) Pennington IV, Mayor

Attest:

_____
Sherron L. Skipper, City Clerk

First Reading: December 10, 2019
Public Hearing: January __, 2020
Second Reading: January __, 2020

EXHIBIT A

FORM OF FIRST REFUSAL

STATE OF SOUTH CAROLINA)
) RIGHT OF FIRST REFUSAL CONTRACT
COUNTY OF DARLINGTON)

This **RIGHT OF FIRST REFUSAL CONTRACT (**this "**Contract**" or "**Right of First Refusal**") dated January _____, 2020 is entered into by and between City of Hartsville, South Carolina, a municipal corporation of the State of South Carolina (the "**City**"), and Hartsville Parking, Beautification and Business Improvement Commission, a special purpose district of the State of South Carolina ("**PBBIC**"). For purposes of this Contract, the "Effective Date" shall be that date upon which the City and PBBIC (together, the "**Parties**") have fully executed this Contract with all changes initialed, as appropriate.

WITNESSETH:

In consideration of the mutual covenants and agreements herein contained, the sufficiency of which is acknowledged and agreed by the Parties, City grants to PBBIC a right of first refusal to purchase marketable and insurable fee simple title in and to those certain pieces, parcels, or lots of land together with all improvements thereon, as which are generally referenced as Tax Map Nos.: 056-10-01-042 and 056-10-01-043 which are further described as Lot 1 and Lot 2, respectively, on the survey plat attached as Exhibit A hereto (the "**Property**"). Exhibit A is considered a material part of this Contract.

For purposes of this First Refusal, the following defined terms shall apply:

"Appropriation Amount" mean the sum of $24,500.[1]

"Bonafide Third Party" means a reasonable purchaser that makes a reasonable offer to purchase the Property based upon a qualified appraisal or other form of valuation.

"Offered Price" means the price offered by a Bonafide Third Party.

This Right of First Refusal will be of no effect unless the City unilaterally determines to dispose of the Property. Any rights and agreements under this Contract shall only arise and be effective at the time that the City makes a decision to dispose of the Property. In that event, the City grants PBBIC the right of first refusal to purchase the Property at the Offered Price, less the Appropriation Amount (the "**PBBIC Price**").

Upon receipt of any offer from a Bona Third Party, the City shall give PBBIC reasonable written notice, together with a copy of the offer, as follows:

Hartsville Parking, Beautification and Business Improvement Commission
Attn: Carol Ann Godwin, Chair – PO Drawer 2497, Hartsville, SC 29551

[1] The amount the Commission originally appropriated to the City to offset a portion of the purchase price of the Property.

PBBIC shall have thirty (30) business days after the receipt of the notice provided above to determine whether to exercise its rights under this Contract to purchase the Property. If PBBIC elects to exercise its rights hereunder, PBBIC shall purchase the Property from the City for the PBBIC Price and on the terms contained in the offer from the Bonafide Third Party or as may otherwise be agreed in writing with the City. If PBBIC fails to respond in the time limit set out above, elects not to purchase the Property under the terms of the offer from the Bonafide Third Party or fails to timely close (within 60 days of the exercise of its purchase option hereunder or as may otherwise agreed by the Parties), the City shall be at liberty to sell and convey the Property in its discretion.

Upon the closing of the Property with the Bonafide Third Party and the receipt of sales proceeds for the Property by the City, the City, within 5 days of closing, shall remit the sum equal to the lesser of (i) the Appropriation Amount, or (ii) the purchase price of the Property to PBBIC (the "**Redemption Amount**"); thereafter and upon receipt of the Redemption Amount, all PBBIC's rights under this Agreement shall terminate.

This Right of First Refusal shall expire ***{twenty (20) years}*** from the Effective Date and the provisions hereof shall be null and void.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be executed and delivered by their respective officers thereunto duly authorized as of the Effective Date.

IN THE PRESENCE OF:

CITY OF HARTSVILLE,
SOUTH CAROLINA

_____
Witness

By: _____
Printed Name: Natalie M. Zeigler
Its: City Manager
Date: _____

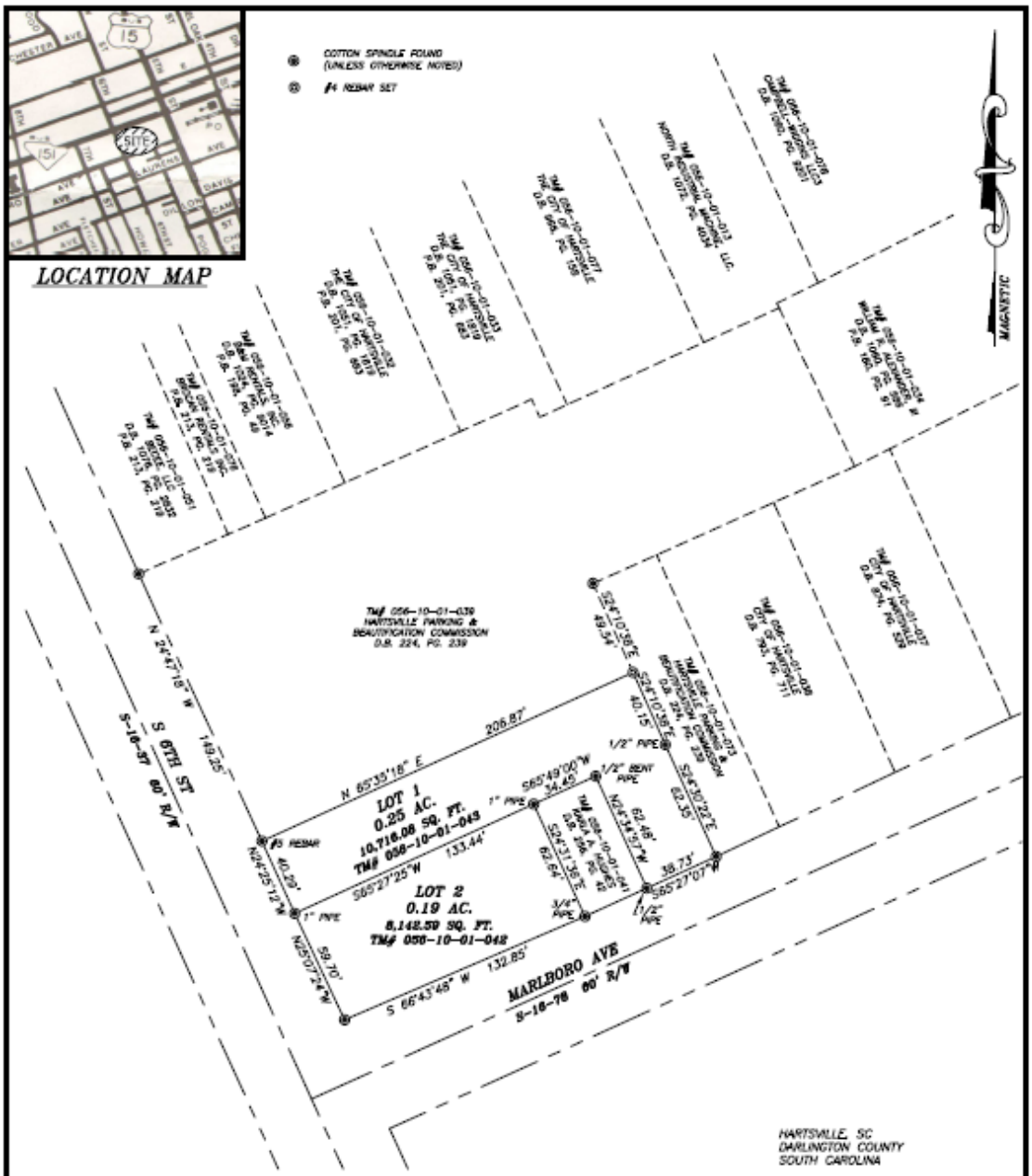
IN THE PRESENCE OF:

HARTSVILLE PARKING,
BEAUTIFICATION AND BUSINESS
IMPROVEMENT COMMISSION, SOUTH
CAROLINA

_____
Witness

By: _____
Printed Name: Carol Ann Godwin
Its: Chair
Date: _____

Exhibit A - Map of the Property



PLAT

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 45031C0316D, 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 78 & ALLIGATOR ROAD
TIMMONSVILLE, S.C. 29161
PHONE (843) 346-3302
FAX (843)-346-5802
EMAIL: jon@nesbittsurveying.com

JONATHAN W. NESBITT
PLS NO 24770

SOUTH CAROLINA NESBITT SURVEYING CO., INC. No.C01197 CERTIFICATE OF AUTHORIZATION

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

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
12/10/2019

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

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

ATTACHMENTS:

Description

- December 2019 Council Calendar
- January 2020 Council Calendar

December 2019

December 2019

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

January 2020

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 1	2	3 4:30pm Copy: SAVE THE DATE! - Reception for Councilmember Bernice Wilson (The Edition) - City.Clerk	4 11:00am Employee Luncheon - The Edition	5	6	7
8	9 5:30pm Airport Advisory Bd - Sports Ctr - City Council	10 5:30pm Council Regular Mtg - Chambers	11 5:00pm Parks Comm Mtg - PS Conf Rm	12	13	14 9:30am Pictures with Santa - Museum (Brinf your own 3:00pm Christmas Parade
15	16	17	18 5:15pm ARB Mtg - Chambers	19	20	21
22	23	24 City Holiday - Offices Closed	25	26	27	28
29	30 5:30pm Planning Comm - Chambers	31 10:00am Environmental Comm - City Hall 3:00pm Cemetery Comm - Chambers 4:00pm Community	Jan 1, 20	2	3	4

January 2020

January 2020

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

February 2020

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 29	30	31	Jan 1, 20 New Year's Day (Offices Closed)	2	3	4
5	6	7 5:30pm Council Worksession - Chambers	8	9	10	11
12	13 5:30pm Airport Advisory Bd - Sports Ctr - City Council	14 5:30pm Council Regular Mtg - Chambers	15 5:15pm ARB Mtg - Chambers	16	17	18
19	20 Martin Luther King Day (Offices Closed)	21	22	23	24	25
26	27 5:30pm Planning Comm - Chambers	28 10:00am Environmental Comm - City Hall 10:00am HHA - S. Park 3:00pm Cemetery 4:00pm Community	29	30	31	Feb 1