



AGENDA

CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, AUGUST 11, 2020 - 5:30 PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4397, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, THE CITY COUNCIL CHAMBERS WILL BE OPEN AND MAINTAINING SOCIAL DISTANCING.

PURSUANT TO RESOLUTION 06-20-05 FACE COVERINGS ARE ENCOURAGED. THE YOUTUBE VIDEO WILL BE MADE AVAILABLE THE NEXT BUSINESS DAY AT
<https://www.youtube.com/channel/UCyZJVNHT8NtgJrqplYpde4w>

PUBLIC COMMENTS SUBMITTED BY NOON ON THE DAY OF THE MEETING TO city.clerk@hartsvillesc.gov WILL BE READ ALOUD FOR THE RECORD.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, AUGUST 7, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLES.COV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

1. CALL TO ORDER - MAYOR
2. INVOCATION AND PLEDGE
3. APPROVAL OF MINUTES
 - a. MOTION TO WAIVE READING OF AND APPROVE THE MINUTES OF THE JULY 14, 2020 REGULAR CITY COUNCIL MEETING.
4. PRESENTATIONS
 - a. Refinancing Summary - Brian Nurick, Compass Municipal Financial Advisors
 - b. Hartsville Branch of NAACP - Census 2020
 - c. Butler Heritage Foundation Fund Raising Event - Gerald Wilson, Board Member
 - d. Water Issues on Lanier/Kenwood/Downtown - Ricky Fink, 105 East Lanier Drive
5. MANAGER UPDATE
 - a. Miscellaneous Items from City Manager

CONSENT AGENDA - Received as Information Only

- a. Committee Draft Minutes/Reports
July 2020 Draft Minutes/Reports
- b. Departmental Reports
July 2020 Reports

UNFINISHED BUSINESS

6. PUBLIC HEARING AND FINAL READING ORDINANCE 4398: TO LEASE A PORTION OF TAX MAP NUMBER 056-06-02-087 LOCATED AT 114 SOUTH FOURTH STREET TO BRANDY

STELLINGWORTH D/B/A THE STATION.

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

7. PUBLIC HEARING AND FINAL READING ORDINANCE 4399: TO LEASE THE PROPERTY AT 231 WEST CAROLINA AVENUE TO THE DARLINGTON COUNTY DEMOCRATIC PARTY.

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

NEW BUSINESS

8. RESOLUTION 08-20-01: APPROVAL FOR TRANSFER OF CEMETERY LOT REVENUE TO PERPETUAL CARE INVESTMENT TRUST FUND.

9. FIRST READING ORDINANCE 4400: AN ORDINANCE TO LEASE THE PROPERTY ON THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET TO THE HARTSVILLE RESCUE SQUAD.

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

10. ORDINANCE 4401: AN EMERGENCY ORDINANCE TO REQUIRE FACE COVERINGS IN CERTAIN CIRCUMSTANCES; TO REAUTHORIZE AND AMEND THE AUTHORIZATION FOR ELECTRONIC MEETINGS; AND OTHER MATTERS RELATED THERETO.

- a. Reading by Title and Presentation - City Manager
- b. Approval of Reading and Waiving of Complete Reading

EXECUTIVE SESSION

11. MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4-70(a)(1) FOR DISCUSSION OF APPOINTMENTS FOR HOUSING AUTHORITY OF HARTSVILLE AND THE HARTSVILLE PUBLIC DEVELOPMENT CORPORATION.

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

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

14. RESOLUTION 08-20-02: APPOINTMENT TO HARTSVILLE PUBLIC DEVELOPMENT CORPORATION.

INFORMATION ONLY

- a. Calendars and Other Items

ADJOURNMENT



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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Minutes of July 14, 2020 Regular City Council Meeting.

IMPACT IF DENIED:

ATTACHMENTS:

Description

- ▣ July 14, 2020 Regular Council Meeting Minutes



MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, JULY 14, 2020 - 5:30 PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

Mayor/Council:

Mayor Pennington - Absent
Mayor Pro-Tem Andrews
Councilmember Braddock
Councilmember Caldwell – Arrived at 5:50pm
Councilmember Gammage - Absent
Councilmember Mack
Councilmember McGee

Executive Staff:

City Manager Moore
City Clerk Skipper
Community & Economic Dev Dir. Munoz
Finance Director Caulder
Fire Chief Burr
Human Resources Director Wallace
Police Chief Thompson
Public Service Director Slatton
Tourism & Comm Director Baker

Attorney

Press - None

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4397, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, THE CITY COUNCIL CHAMBERS WILL BE OPEN AND MAINTAINING SOCIAL DISTANCING. PURSUANT TO RESOLUTION 06-20-05 FACE COVERINGS ARE ENCOURAGED. THE YOUTUBE VIDEO WILL BE MADE AVAILABLE THE NEXT BUSINESS DAY AT <https://www.youtube.com/channel/UCyZJVNHT8NtgJrqplYpde4w>

PUBLIC COMMENTS SUBMITTED BY NOON ON THE DAY OF THE MEETING TO city.clerk@hartsvillesc.gov WILL BE READ ALOUD FOR THE RECORD.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, JULY 10, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLES.COV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

Mayor Pro-Tem Andrews called the meeting to order at 5:34pm and asked Councilmember McGee To lead in the invocation and Pledge of Allegiance.

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF THE JUNE 9, 2020 REGULAR CITY COUNCIL MEETING AND JUNE 30, 2020 SPECIAL CITY COUNCIL MEETING - APPROVED.

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

PRESENTATIONS

Hartsville Drainage Study – E. L. Robinson: This is a one-time FEMA grant for a capital project. Once these ditches (4th Street, 9th Street, and Marion Avenue) are cleaned maintenance will be easier. Rain barrels and grass seed could be made available with this grant. Most of these ditches are natural and all flooding problems will not be solved with this grant, but will help other areas beside those involved in the study such as “down the hill”. This study is a first step in providing information required to apply for the grant.

MANAGER UPDATE

1. Free cloth masks will be distributed (2 per resident or 5 per household) on a first-come first-serve basis at the T.B. Thomas Sports Center tomorrow and Thursday. Tomorrow will be from 7-12 and Thursday from 12 – 6. Thanks go out to Carolina Pines Regional Medical Center, Sonoco Products Company, and The Byerly Foundation for providing the funding for the masks.
2. The Hartsville Branch of the NAACP will sponsor a drive-thru Census 2020 Count Saturday, July 18, 2020 from noon to 3:00pm at the Butler Community Center.
3. Introduction of new hire Sylvester Wallace, Human Resources Director.

CONSENT AGENDA - Received as Information Only

UNFINISHED BUSINESS

PUBLIC HEARING AND FINAL READING ORDINANCE 4393: AUTHORIZING THE CITY OF HARTSVILLE, SOUTH CAROLINA TO ENTER INTO AN INSTALLMENT PURCHASE TRANSACTION TO MAKE CERTAIN IMPROVEMENTS TO CITY HALL AND TO REFINANCE SERIES OF BONDS ISSUED TO DEFRAY THE COSTS OF THE ACQUISITION, RENOVATION, AND IMPROVEMENT OF CITY HALL AND THE PAVILION AT LAWTON PARK AND CERTAIN OTHER BONDS AND CAPITAL LEASES OF THE CITY; AUTHORIZING THE EXECUTION AND DELIVERY OF VARIOUS DOCUMENTS RELATING TO SUCH TRANSACTION, INCLUDING THE BASE LEASE AGREEMENT AND THE INSTALLMENT PURCHASE AND USE AGREEMENT; APPROVING THE USE OF CERTAIN MONEY OF THE CITY; APPROVING THE ISSUANCE OF BONDS BY THE CITY OF HARTSVILLE PUBLIC FACILITIES CORPORATION; DELEGATING AUTHORITY TO THE MAYOR AND CITY MANAGER TO EFFECT SUCH TRANSACTION AND DETERMINE CERTAIN MATTERS; AND OTHER MATTERS RELATING THERETO - APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Braddock; Second: Coldwell;
Carried: with all ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4394: AN ORDINANCE AMENDING AND RESTATING CERTAIN PROVISIONS OF CHAPTER 58, ARTICLE IV OF THE CODE OF ORDINANCES OF THE CITY OF HARTSVILLE, SOUTH CAROLINA TO PERMIT THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN PUBLIC SPACES WITHIN A DEFINED AREA; AND OTHER MATTERS RELATED THERETO - APPROVED.

Open/Close Public Hearing: No public input.

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

PUBLIC HEARING AND FINAL READING ORDINANCE 4395: TO ANNEX AN APPROXIMATELY 5.838 (+/-) ACRES PARCEL OF LAND, TAX MAP NUMBER 036-00-01-070 LOCATED ON BAY ROAD INTO THE CITY LIMITS OF HARTSVILLE – APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Mack; Second: Caldwell;
Carried: with all ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4396: TO ANNEX AN APPROXIMATELY 42.870 (+/-) ACRES PARCEL OF LAND, TAX MAP NUMBER 036-00-01-015 LOCATED ON BAY ROAD INTO THE CITY LIMITS OF HARTSVILLE - APPROVED.

Open/Close Public Hearing: No public input.

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

Dr. Tim Newman, Darlington County School District Superintendent, informed Council that these annexations will afford the school a connector road from the 151 By-Pass, which will help with the bus

traffic. A traffic light is planned for the intersection of 151 and the road to The Retreat. The school is on schedule for completion. Carried: with all ayes.

NEW BUSINESS

RESOLUTION 07-20-01: APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE FEDERAL BUREAU OF INVESTIGATION' FOR THE PEE DEE VIOLENT CRIME SAFE STREETS TASK FORCE - APPROVED.

Motion: McGee; Second: Braddock; Carried: All ayes

FIRST READING ORDINANCE 4398: TO LEASE A PORTION OF TAX MAP NUMBER 056-06- 02-087 LOCATED AT 114 SOUTH FOURTH STREET TO RETROFIT SIP 'N' SEAT.

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

FIRST READING ORDINANCE 4399: TO LEASE THE PROPERTY AT 231 WEST CAROLINA AVENUE TO THE DARLINGTON COUNTY DEMOCRATIC PARTY – APPROVED.

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

ADJOURNMENT: Motion: Braddock; Second: Mack; Carried: All ayes. Adjourned at 6:18pm.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Brian will briefly summarize the re-finance efforts and the city's rating.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Efforts to obtain a good Census 2020 Count for Hartsville.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

BHF will present information in regard to holding a black tie fund raising event.



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The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Mr. Fink wants to present history and suggest possible solutions.



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The City of Hartsville

Agenda Date:
8/11/2020

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:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Boards. Commissions and Committees Draft Minutes and Reports for July 2020.

ATTACHMENTS:

Description

- ▣ Architectural Review Board
- ▣ Planning Commission
- ▣ Council Finance, Audit, Budget Committee



**MINUTES
CITY OF HARTSVILLE
ARCHITECTURAL REVIEW BOARD MEETING
WEDNESDAY, JULY 17, 2020 5:15PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE**

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4397, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, COUNCIL CHAMBERS MAY BE OPEN, MAINTAINING SOCIAL DISTANCING, AND FOLLOWING DHEC AND CDC GUIDELINES. PURSUANT TO RESOLUTION 06-20-05 FACE COVERINGS ARE ENCOURAGED.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, JULY 10, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV.

Members present: Chairman Marci Tuten, Vice Chairman Albert Wingfield, Andy Newsom, Deborah Gandy, David Leeth, Patrick Rogers and George Walden. **Guest:** Sonya Teal, Brad Teal, Abbey Baker, Orville Dyce and Jamie Dyce. **Staff:** Brenda Kelley, Suzy Moyd, Shannon Munoz, Ex-officio Daniel Moore and Karine Thomas. **Press:** Absent.

Call to Order/Welcome

Marci Tuten called the meeting to order at 5:15pm.

Approval of Minutes

Motion made by Wingfield to approve the June 17, 2020 minutes as submitted; Second: Tuten; Carried: All in favor.

Introduction of New Members & Oath of Office

Marci Tuten introduced new members David Leeth and Patrick Rogers. Mr. Leeth and Mr. Rogers then took the oath of office.

Election of Officers

Deborah Gandy nominated Marci Tuten Chairman; Second: Walden; Carried: All in favor.

Deborah Gandy nominated Albert Wingfield Vice Chairman; Seconded: Walden; Carried: All in favor.

Discussion and Decision on Meeting Dates, Times and Locations

Vice Chairman Wingfield made a motion to continue meeting on the third Wednesday of each month at 5:15 in Council Chambers at City Hall; Second: Walden; Carried: All in favor.

New Business

Applications

Southern Sercie – 104 E. College Ave. – wall-mounted sign, paint, façade repair

Abbey Baker was present to participate in the discussion regarding the application. Ms. Baker made a request to place a 4' x 6' metal sign with raised letters centered above the front display building, change the paint color on the building exterior to Valspar Bayside (5006-10A) with white trim, and replace trim boards due to rotting wood. Wingfield made a motion to approve the wall-mounted sign, paint, and façade repair as submitted; Second: L; Carried: All in favor.

The Sweet Shoppe – 108 E. College Ave. – wall mounted sign, paint, replace rear door

Sonya Teal was present to participate in the discussion regarding the application. Mrs. Teal made a request to place a 12.5 square foot sign above the front entrance door, and change the paint color on the building exterior to Valspar Golden Yellow (3007-1B) with Valspar Bayside (5006-10A) trim. Wingfield made a motion to approve the requests as submitted; Second: Walden. Carried: All in favor. Ms. Teal then presented a request to replace the rear door with a metal door. Wingfield made a motion to approve the door as submitted; Second: Walden. Carried: All in favor.

Main Street Update

Several events cancelled
Little Miss South Carolina in downtown
15,000 masks distributed

New Orientation and Continuing Education Training

South Carolina Local Government Planning Enabling Act established mandatory training requirements for all appointees and staff involved with local planning and zoning. Members of the board must complete an initial six-hour orientation training followed by at least three hours of continuing education each year to comply with state law. In the past, members were required to attend a class that was proctored or facilitated. Because of COVID-19, the Municipal Association has the approval of the South Carolina Planning Education Advisory Committee to provide this mandatory training online so that each person can do his/her training individually without a proctor or facilitator.

Staff Brenda Kelley asked the members to complete the online training and provide certificates of completion by Wednesday, August 19, 2020.

Adjournment

Vice Chairman Wingfield made a motion to adjourn at 5:35p.m. Second: Gandy. The next meeting is scheduled for Wednesday, August 19, 2020 at 5:15PM.

Signature



**MINUTES
CITY OF HARTSVILLE
PLANNING COMMISSION MEETING
MONDAY, JULY 27, 2020 - 5:30PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE**

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4397, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, COUNCIL CHAMBERS MAY BE OPEN, MAINTAINING SOCIAL DISTANCING, AND FOLLOWING DHEC AND CDC GUIDELINES. PURSUANT TO RESOLUTION 06-20-05 FACE COVERINGS ARE ENCOURAGED.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON THURSDAY, JUNE 25, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AN ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY.

Members present: Chairman Nancy McGee, Vice Chairman Chris Shirley, Dan Askins, Casey Hancock, Curtis Lee, and Trevor McDonald. **Absent:** Analissa Smith. **Staff:** Brenda Kelley, Shannon Munoz and Karine Thomas, and Ex Officio Daniel Moore. **Press:** Absent.

Call to Order/Welcome

Chairman Nancy McGee called the meeting to order at 5:30pm and welcomed those in attendance.

Approval of Minutes

Curtis Lee made a motion to approve the June 29, 2020 meeting minutes; Second: Shirley; Carried: All in favor.

Old Business

Comprehensive Plan/Vision 2020

Staff presented the Land Use and Economic Development Elements. The commissioners made a few comments about the elements. Dan Askins expressed a concern about the traffic on Fourth Street. The Planning Commission agreed previously to recommend the comprehensive plan as a whole to City Council. No action was taken.

Discussion Regarding COVID's Effect on the Elements and Sustainability

Vice Chairman Shirley commented on public transportation and how it will be affected if the city shuts down again. He was concerned that if the city shut downs how would we get food and supplies to those in need who do not have transportation. He said it affects community connectedness.

Casey Hancock commented that we could build and support systems to provide food and supplies. We also could provide internet. We should constantly look at and collect data on tracking issues and having easy access continually. Curtis Lee stated that we need new housing choice leverages what we have. He said density should be considered when building new construction. Nancy McGee commented on putting emphasis on taking care of bike paths.

New Orientation and Continuing Education Requirements for Commissioners

South Carolina Local Government Planning Enabling Act established mandatory training requirements for all appointees and staff involved with local planning and zoning. Members of the board must complete an initial six-hour orientation training followed by at least three hours of continuing education

each year to comply with state law. In the past, members were required to attend a class that was proctored or facilitated. Because of COVID-19, the Municipal Association has the approval of the South Carolina Planning Education Advisory Committee to provide this mandatory training online so that each person can do his/her training individually without a proctor or facilitator.

Staff Brenda Kelley asked the planning commissioners to complete the training and provide the completed certifications to staff by August 31, 2020.

Discussion and Decision of Future Meetings – In Person vs. Virtual

Casey Hancock suggested virtual meetings to reduce the risk and exposure to COVID-19. It would also involve less driving and could be more efficient. He also stated that it was his preference. Ex officio Daniel Moore stated that the Planning Commission could hold virtual meetings. However, because of the Freedom of Information Act we should try not to hold virtual meetings. Lawsuits could happen because of someone not having full access to a virtual meeting. Meetings that do not require actions could be held virtually. Meetings that require a vote especially on applications that have been submitted should not be done virtually. No action was taken.

Comments from the Commission

Curtis Lee commented that the book “Strong Towns” was a good read. He reminded the commissioners about an email he sent with links about COVID and planning. Chris Shirley stated that no health facilities in the South Hartsville Neighborhood is an issue. He said the gap that we need to bridge the gap that minorities face. He said the Butler Campus could be a great location for a health facility. Nancy McGee commented on her training on How to Run a Meeting. She presented a Recusal Form that she found during her training.

Comments from Staff

Staff had no comments.

Adjournment

McDonald made a motion to adjourn at 6:25pm; Second: Lee.

Signature



REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL FINANCE, AUDIT, BUDGET COMMITTEE
TUESDAY, JULY 21, 2020 – 10:00 AM
CONFERENCE ROOM - CITY HALL - 100 EAST CAROLINA AVENUE

Council Committee Members: Chair Councilmember McGee, Councilmember Caldwell, Mayor Pennington

Executive Staff: City Manager Moore, Finance Director Caulder, Purchasing Agent Matthews, Public Service Director Slatton, and City Clerk Skipper

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4397, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, THE CITY CONFERENCE ROOM MAY BE OPEN, MAINTAINING SOCIAL DISTANCING, AND FOLLOWING DHEC AND CDC GUIDELINES. PURSUANT TO RESOLUTION 06-20-05 FACE COVERINGS ARE ENCOURAGED.

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Chair McGee called the meeting to order at 10:05 am.

DISCUSSIONS:

FY2020 PRELIM RESULTS AND UPDATES:

Finance Director Caulder informed the committee that:

- a. we are waiting on the last big payment from MASC related to business licenses, which usually comes in June. It is late due to COVID19 and we should receive it in August. It will be approximately \$600,000. The General Fund preliminary results show it's in the black \$158,000 due to COVID19 and the spending cuts across the board and in overtime that had to be made.
- b. Our audit is in process and hopefully will be done in September.
- c. The re-finance is on track and closing is set for the first week in August. This will free up cash and build up our reserves
- d. The city has received an "A" rating!

GENERAL FUND RESERVE POLICY:

City Manager Moore explained that he and Finance Director Caulder will be working on a reserve policy and will have it completed by December. This is part of our "A" rating.

INFORMATION TECHNOLOGY DISCUSSION:

City Manager Moore informed the committee that discussions have started and a complete review of our IT systems will occur.

SCHEDULING:

This committee will continue to meet on a monthly basis; next meeting is August 18, 2020.

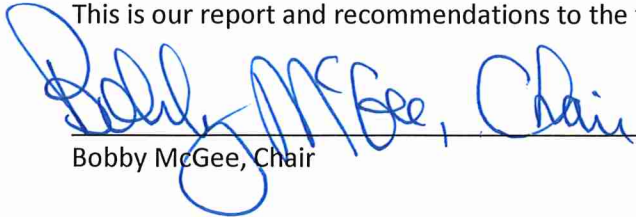
QUESTIONS & ANSWERS:

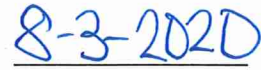
None.

CLOSE MEETING- CHAIR:

Chair McGee closed the meeting at 11:20am.

This is our report and recommendations to the full Council.


Bobby McGee, Chair


Date



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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

City Departmental Reports for July 2020

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 8/3/2020 9:46:33 AM



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

Event Categories: Animal Control | Event Type(s): Animal Control | Start Date: 07/01/2020 | End Date: 07/31/2020

DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
07/16/2020	134 Sunshine Ct (animal call for HPD)	Animal Control	134 Sunshine Ct	0.5
	Jason Bell, Thomas Catoe Jr			
07/21/2020	Black Cats Bell Ave	Animal Control	410 Bell Ave	0.5
	Thomas Catoe Jr			
07/27/2020	134 Heatly Dr	Animal Control	134 Heatly Dr	0.75
	Thomas Catoe Jr			
07/30/2020	515 S Sixth St (two dogs tangled in cable)	Animal Control	515 S Sixth	1.5
	Thomas Catoe Jr			
07/30/2020	Butler Academy	Animal Control	510 S Fifth St	1.75
	Thomas Catoe Jr			
07/30/2020	214 Church St (Aggressive Dog)	Animal Control	214 Church St	0.25
	Thomas Catoe Jr			
07/31/2020	432 James Ave (German Shepard)	Animal Control	433 Logan Ave	0.25
	Jason Bell, Thomas Catoe Jr			

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



**EMERGENCY
REPORTING**

emergencyreporting.com

Doc Id: 1118

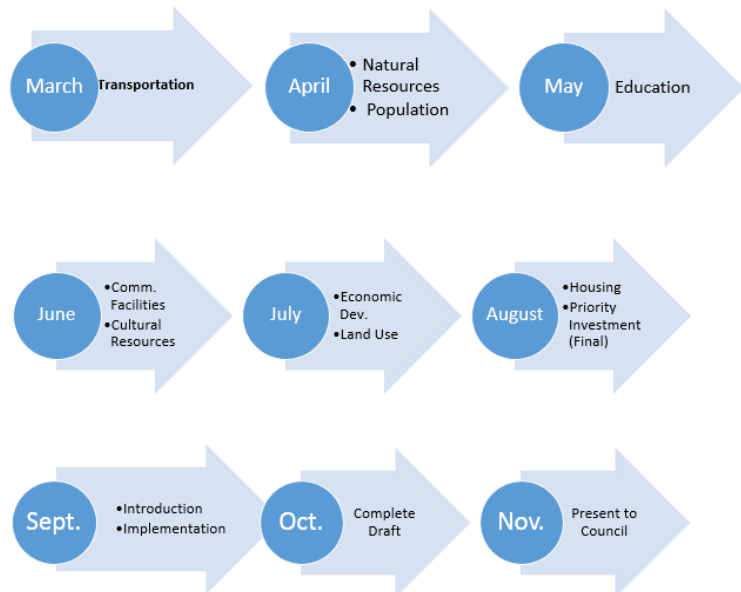
Page # 1 of 1

Monthly Departmental Report: Navigator 2020



Comprehensive Plan

January 2020: Staff continues work on the Priority Investment element concerning capital improvements for the city and future projects. Statistical information is still being gathered and the Natural Resources & Transportation Elements are almost complete. Below are the elements slated for each month (estimated that Vision 2030 will be ready for city council Nov. 2020). **March 2020:** Planning Commission met via teleconference and discussed the Transportation Element. PC asked that more information be provided



within the Bicycle & Pedestrian Infrastructure section along with a GIS map illustrating where they are needed. Under the Truck Routes section include FedEx and UPS. **April 2020:** Planning Commission did not meet but the Natural Resources & Population elements were emailed to the commission for review and input. **May 2020:** PC meet and reviewed Education Element, discussed required online training for new members along with continuing education training. PC also engaged in a robust discussion on Strong Towns and Resiliency for the future. **June 2020:** PC meet and reviewed the Cultural/Recreational & the Community Facilities Elements. PC will determine if resiliency/COVID-19 objectives should be included within each element. **July 2020:** PC meet and reviewed the Economic Development & Land Use Elements. Members gave input on how the elements presented to date could have COVID resiliency objectives included.

Ordinance Revision

No ordinances have been revised by PC this year.

Historic Butler District Neighborhood Revitalization Strategy

New board members are exploring ways to jumpstart revitalization efforts. Planning department staff will provide technical assistance where needed.

Great American Cleanup

The Great American Cleanup will be postponed due to COVID-19.

CODES ACTIVITY REPORT

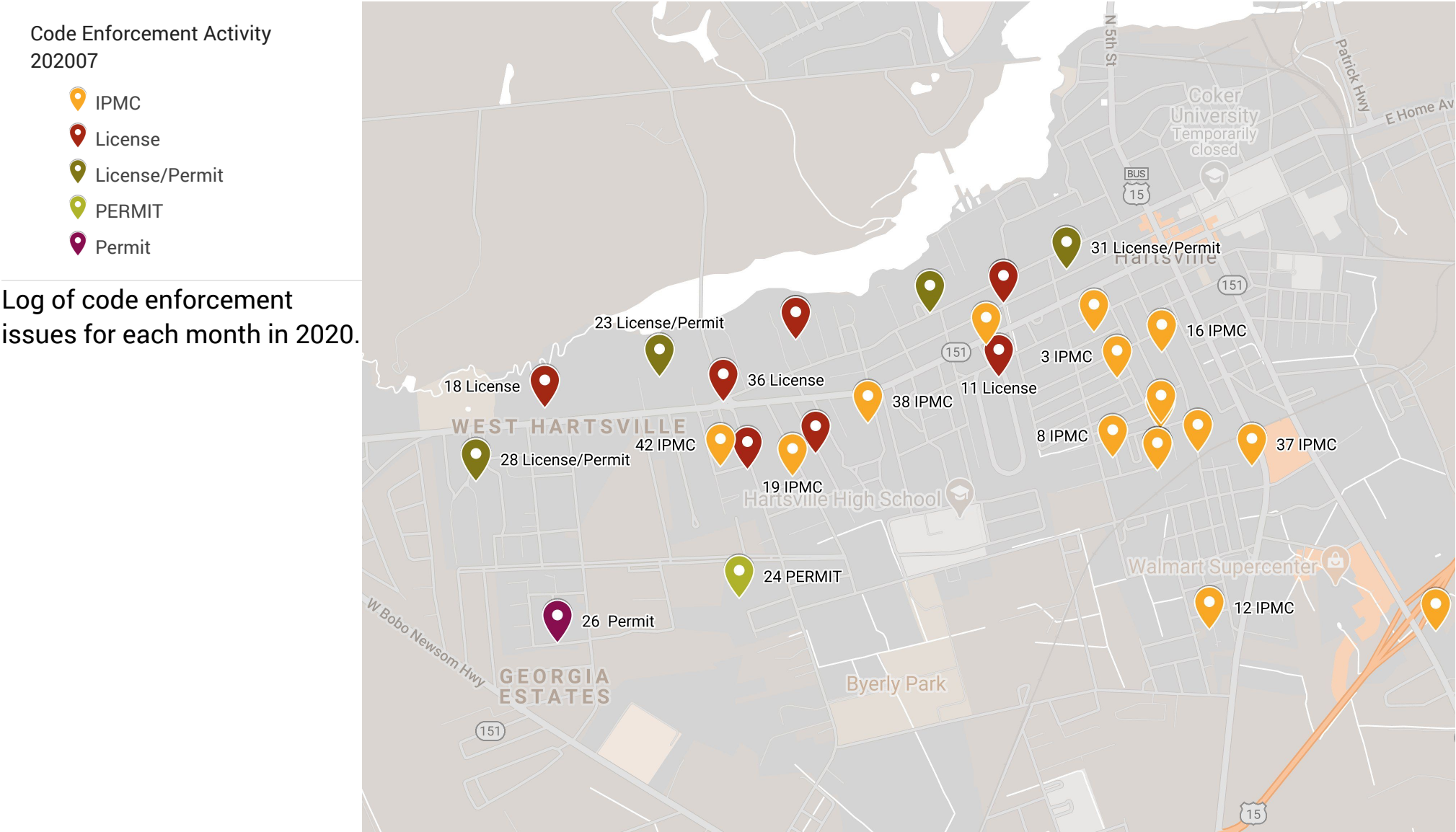
TIME STAMP	TYPE ACTIVITY	SUBJECT PROPERTY	PROPERTY OWNER NAME	TAX MAP #	Letter/ Report sent? Date	Follow up target date	Disposition: Open or Closed
10/19/17	IPMC	810 Butler St., Hartsville, SC	Brockington, Joseph	057-02-01-113	6-4-19		OPEN
2/26/18	IPMC	313 Lincoln ave., Hartsville, SC	Dorothy, Samuel	057-02-01-083	2/26/18		OPEN
4/12/18	IPMC	315 Tilotson Ave., Hartsville,	Forfeited Land Commission		4/11/18		OPEN
4/12/18	IPMC	322 Tilotson Ave., Hartsville,	Forfeited Land Commission		4/11/18		OPEN
4/13/18	IPMC	411 Howard st., Hartsville, SC	Forfeited Land Commission		4/12/18		OPEN
5/8/19	IPMC	813 W. Home Ave., Hartsville,	Kiven, Jaqueline & Joel Pollard	035-12-01-079	5/8/19		OPEN
7/18/19	IPMC	2307 Myrtle St., Hartsville, SC	Anderson, Cora	057-06-02-008	7/24/19		OPEN
7/29/19	IPMC	117 W. Washington St.,	Flo-Rose LLC, Bieneta Johnwon	057-03-01-018	7/29/19		OPEN
7/29/19	IPMC	204 Jasper Ave., Hartsville, SC	Jackson, Carrie	056-14-03-093	7/29/19		OPEN
9/17/19	IPMC	505 S. Sixth St., Hartsville, SC	Florence County Habitat	056-10-03-100	4/1/20		OPEN
9/26/19	IPMC	546 Poole St., Hartsville, SC	Dickey, James	056-14-04-031	2/27/20	7/13/20	CLOSED
10/24/19	IPMC	908 Tuskegee St., Hartsville,	Davis, Ikeybra & Brian c/o	057-02-02-036	10/24/19		OPEN
1/2/19	IPMC	429 Marlboro Ave., Hartsville,	Blakeney, Alexander Gaye	056-09-03-029	1/2/20		CLOSED
1/22/20	IPMC	1321 Robinson St., Hartsville,	Mahew, Edwin	057-06-03-034	1/22/20		OPEN
2/27/20	IPMC	316 Laurel Oak, Hartsville, SC	Bush, Nicolette	056-02-02-060	6/11/20		OPEN
3/5/20	IPMC	818 Hampton st., Hartsville, SC	Howard, Benjamin	057-02-02-107	3/5/20		OPEN
5/6/20	IPMC	706 Butler St., Hartsville, SC	Horton, Dennis Lee	056-14-06-015	5/6/20		OPEN
5/6/20	IPMC	611 S. Eighth St., Hartsville,	Spann, JB Sr. % Rev. Heath Terry	056-14-07-032	5/6/20		OPEN

5/12/20	IPMC	435 Bell Ave., Hartsville, SC	Mark Estates	056-13-03-001	5/12/20	CLOSED
5/26/20	License	507 Woodland Dr., Hartsville,	Exterior's R Us		5/26/20	OPEN
5/29/20	IPMC	705 Hudson St., Hartsville, SC	Redis, Thomas	056-14-05-025		CLOSED
6/9/20	IPMC	313 Brewer Ave., Hartsville, SC	Sherman, Dakilya	056-14-02-022	6/9/20	OPEN
6/9/20	IPMC	702 Butler St., Hartsville, SC	Darlington County Habitat	056-14-06-013	6/9/20	OPEN
6/9/20	IPMC	437 Lincoln Ave., Hartsville, SC	Goodson, Leona c/o Peterson,	057-01-03-002	6/9/20	OPEN
6/9/20	IPMC	1018 Myrtle Street, Hartsville,	Douglas, Eric & Tchalla	057-06-02-011	6/9/20	CLOSED
6/11/20	IPMC	418 James Ave., Hartsville, SC	Cain, Angel	056-13-04-022	6/11/20	OPEN
6/11/20	IPMC	331 Jasper Ave., Hartsville, SC	Brookington Company	056-14-07-004	6/11/20	CLOSED
6/19/20	License	1340 Carolina Bay Blvd.	National Power Generator		6/19/20	
6/19/20	IPMC	606 Howard St., Hartsville, SC	Florence County Habitat	056-14-03-047	6/19/20	CLOSED
6/23/20	IPMC	702 Hudson St., Hartsville, SC	Mudd, Rene and Laura	056-14-05-027	6/23/20	OPEN
6/23/20	IPMC	Cor. Rice & Jasper Ave,	Sayles, Willie James and	056-14-03-062	6/23/20	CLOSED
6/23/20	IPMC	316 Brewer Ave., Hartsville, SC	Tyrone Lynn (LA Enterprises)	056-14-02-018	6/23/20	OPEN
6/23/20	IPMC	416 James Ave., Hartsville, SC	Tyrone Lynn (LA Enterprises)	056-13-04-023	6/23/20	OPEN
6/23/20	IPMC	414 James Ave., Hartsville, SC	Tyrone Lynn (LA Enterprises)	056-13-04-024	6/23/20	OPEN
7/1/20	IPMC	District 4	Routine Patrol			
7/1/20	IPMC	221 Marion Ave., Hartsville, SC	Cain, Kenneth	056-14-05-061	7/1/20	CLOSED
7/1/20	IPMC	310 Logan Ave., Hartsville, SC	Humphrey Coker Seed Company	056-14-02-029	7/1/20	OPEN
7/1/20	IPMC	1301 S. Fourth St., Hartsville,	Ekdant Hospitality LLC	057-00-03-001	7/1/20	CLOSED

7/2/20	IPMC	District 5,6	Routine Patrol					
7/2/20	License	304 Green St., Hartsville, SC	Welch's Roofing		7/2/20			CLOSED
7/2/20	License	302 14th St., Hartsville, SC	Southern Remodelers		7/2/20			CLOSED
7/2/20	IPMC	710 Pitt st., Hartsville, SC	Brown, John Michael	056-14-06-057, 056-14-06-056	7/2/20	7/29/20		CLOSED
7/2/20	IPMC	S. Sixth St., Hartsville, SC	Tucker, Kevin c/o Johnny	057-02-02-075	7/2/20			CLOSED
7/7/20	IPMC	District 1,2,3,5 214 E.	Routine Patrol					
7/7/20	License	Richardson	Monraga Roofing		7/7/20	7/7/20		CLOSED
7/8/20	IPMC	1310 Robinson St., Hartsville,	1st Better Living, LLC	057-06-03-071	7/8/20			OPEN
7/8/20	IPMC	318 Bell Ave., Hartsville, SC	Felkel, Charles	056-10-04-078	7/8/20			CLOSED
7/8/20	IPMC	District 4	Routine Patrol					
7/8/20	IPMC	220 Marion Ave., Hartsville, SC	Cabbagestalk, Lamont & Affinity	056-14-03-053	7/8/20			CLOSED
7/8/20	IPMC	426 S. Sixth St., Hartsville, SC	Gogola, Michael	056-10-03-057	7/8/20			OPEN
7/9/20	IPMC	District 4	Routine Patrol					
7/9/20	License	1414 W. Carolina,	Charles Smith Co.		7/9/20	7/9/20		CLOSED
7/10/2020	IPMC	906 Sparrow Ave., Hartsville,	Anderson, Alex	036-04-01-080	7/10/20			OPEN
7/21/20	IPMC	District 6	Routine Patrol					
7/22/20	IPMC	District 5	Routine Patrol					
7/23/20	IPMC	District 4	Routine Patrol					
7/23/20	License/Permit	161 Erwin Rd, Hartsville, SC	Titan CONSTRUCTIO		7/23/20	7/23/20		CLOSED
7/23/20	PERMIT	788 Veranda Way, Hartsville,	Yaengel Electrical		7/23/20	7/23/20		CLOSED

7/24/20	License/Permit	West Homes Ave., Hartsville,	West Shore		7/24/20		CLOSED
7/24/20	Permit	Seneca Trail, Hartsville, SC	Monraga		7/24/20		CLOSED
7/27/20	IPMC	District 4,5,6	Routine Patrol				
7/27/20	License/Permit	129 Holly Drive, Hartsville, SC	Weatherguard		7/27/20	7/27/20	7/27/20
7/28/20	License	West College Ave., Hartsville,	Palmetto Concrete				
7/28/20	IPMC	District 1,2,3	Routine Patrol				
7/29/20	License/Permit	316 West College Ave.,	Grahamn				CLOSED
7/29/20	License	314 Kings Place, Hartsville, SC	Clark		7/29/20	7/29/20	CLOSED
7/29/20	License	314 Kings Place, Hartsville, SC	Black River		7/29/20		OPEN
7/29/20	IPMC	804 Butler St, Hartsville, SC	Brockington, James	057-02-01-111	7/29/20		OPEN
7/30/20	License	West College Ave., Hartsville,	Benton's Concrete		7/30/20		OPEN
7/30/20	License	West Carolina Ave, Hartsville,	CR Jackson		7/30/20		OPEN
7/30/20	IPMC	842 S. Fifth St., Hartsville, SC	McLeod Properties LP	057-03-01-015	7/30/20		OPEN
7/30/20	IPMC	819 West Carolina Ave.,	Spirit Master Funding IX c/o	035-16-02-095	7/30/20		OPEN
7/30/20	IPMC	804 Butler St., Hartsville, SC	Brockington, James	057-02-01-111	7/30/20		OPEN
7/30/20	IPMC	District 4	Routine Patrol				
7/31/20	IPMC	539 W. Carolina, Hartsville, SC	Boykin Properties LLC	056-09-03-004	7/31/20		OPEN
7/31/20	IPMC	143 Gardner Dr., Hartsville, SC	Davis, Dora Edell	035-15-01-034	7/31/20		OPEN

City of Hartsville Codes Enforcement 2020





MONTHLY DEVELOPMENT REPORT

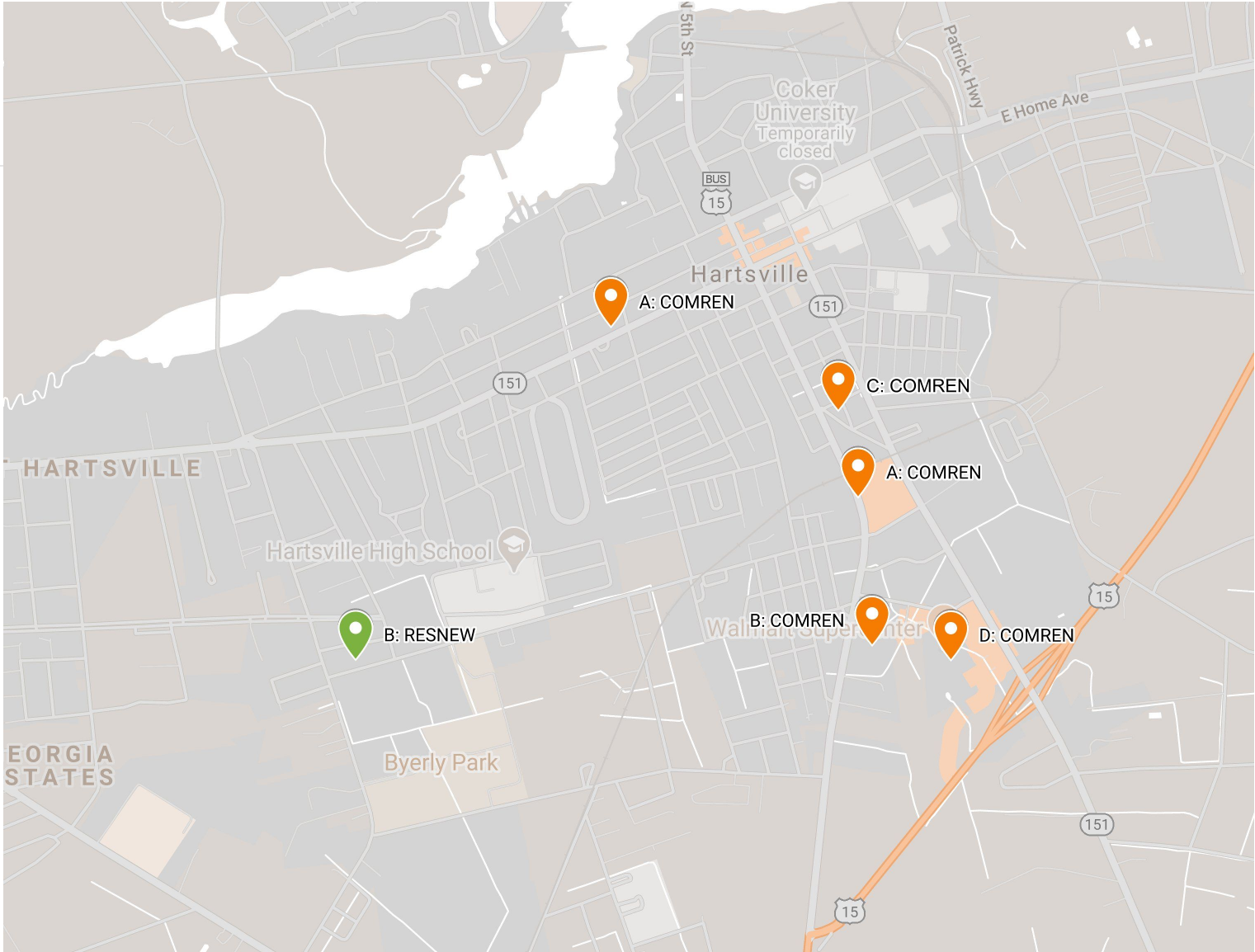
PERMITS ISSUED		Jul-20					
			Number	Est. construction		Fees	
			of permits	cost	YTD	paid	YTD
	Building		36	\$ 792,257.59	\$ 792,257.59	\$ 4,434.00	\$ 4,434.00
	Electrical		8	\$ 31,550.00	\$ 31,550.00	\$ 620.00	\$ 620.00
	Gas		2	\$ 7,573.25	\$ 7,573.25	\$ 150.00	\$ 150.00
	Mechanical		4	\$ 53,393.00	\$ 53,393.00	\$ 549.00	\$ 549.00
	Plumbing		1	\$ 8,600.00	\$ 8,600.00	\$ 125.00	\$ 125.00
	TOTAL		51	\$ 893,373.84	\$ 893,373.84	\$ 5,878.00	\$5,878.00
PLAN REVIEWS							
	Number	4					
	Fees paid	\$ 405.00					
AD ZBOA	Number						
	Fees paid						
ZONING PERMITS (signs)		2					
	Total	\$50.00					
ZONING PERMITS(building)		5					
	Total issued	\$125.00					
Demolition			\$ -				
Well		0					
Re-inspection fees		0	\$ -				
Maps		0	\$ -				

City of Hartsville Monthly New Permits 2020

Permits 202007 July

COMREN
RESNEW

New residential and commercial construction permits issued each month in 2020.



Monthly Departmental Report: Environmental Services



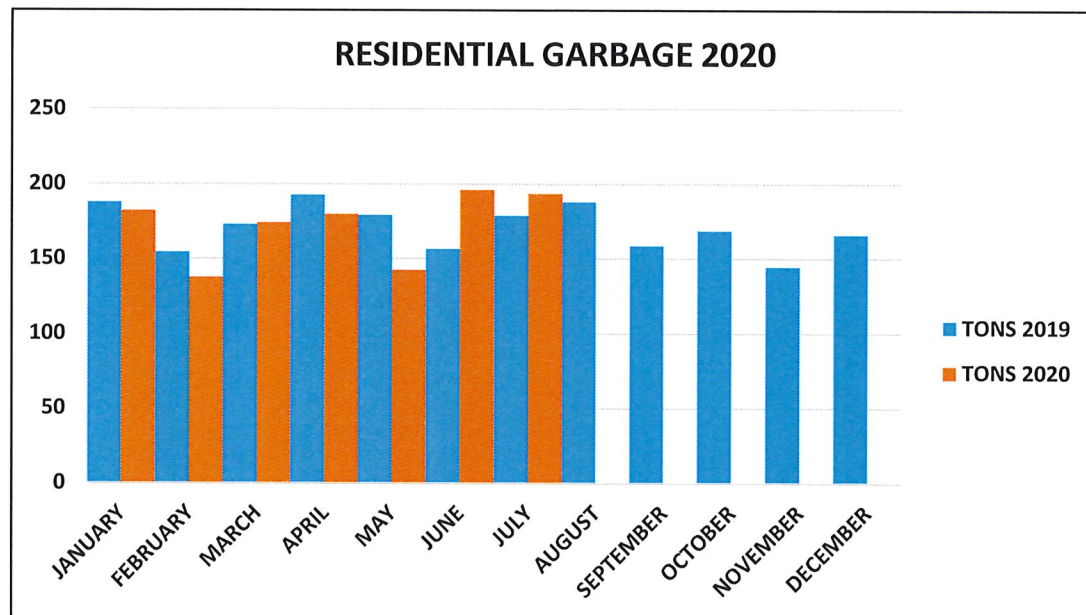
July

2020

Departmental Report: Environmental Services

RESIDENTIAL GARBAGE 2020

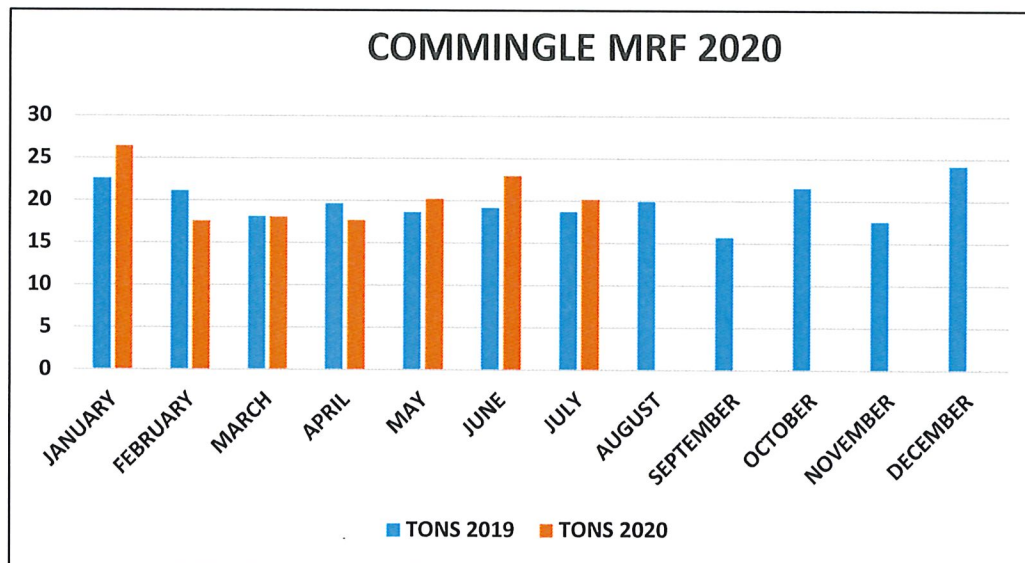
<u>MONTH</u>	<u>TONS 2019</u>	<u>TONS 2020</u>	<u>GAIN/LOSS</u>
JANUARY	187.67	182.04	-5.63
FEBRUARY	154.32	137.52	-16.8
MARCH	172.97	174.27	1.3
APRIL	192.61	179.81	-12.8
MAY	179.04	142.47	-36.57
JUNE	156.51	196.12	39.61
JULY	178.67	193.53	14.86
AUGUST	187.94		
SEPTEMBER	158.58		
OCTOBER	168.55		
NOVEMBER	144.47		
DECEMBER	165.89		
TOTALS	2047.22		



Departmental Report: Environmental Services

COMMINGLE MRF 2020

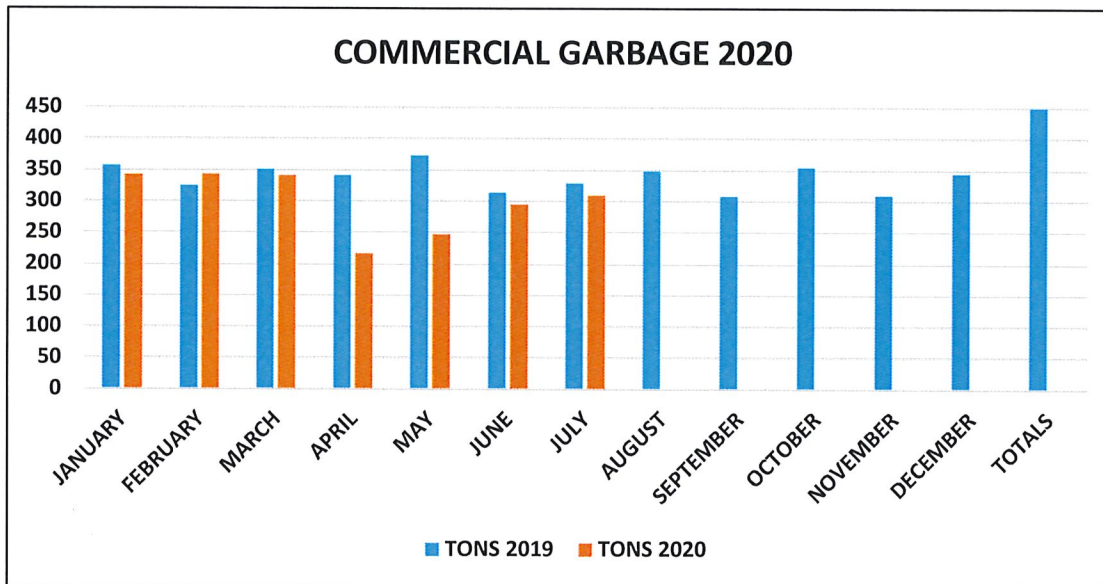
<u>MONTH</u>	<u>TONS 2019</u>	<u>TONS 2020</u>	<u>GAIN/LOSS</u>
JANUARY	22.55	26.37	3.82
FEBRUARY	21.1	17.53	-3.57
MARCH	18.06	18.02	-0.04
APRIL	19.63	17.65	-1.98
MAY	18.58	20.17	1.59
JUNE	19.13	22.89	3.76
JULY	18.67	20.16	1.49
AUGUST	19.91		
SEPTEMBER	15.68		
OCTOBER	21.52		
NOVEMBER	17.52		
DECEMBER	24.11		
TOTALS	236.46		



Departmental Report: Environmental Services

COMMERCIAL GARBAGE 2020

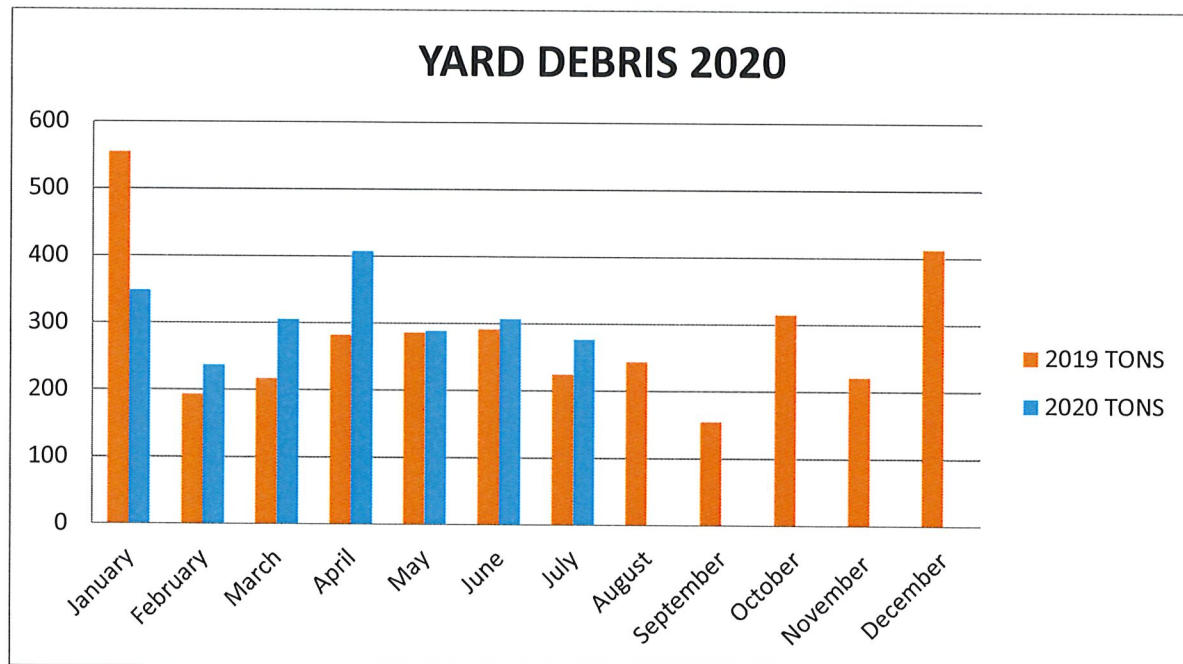
<u>MONTH</u>	<u>TONS 2019</u>	<u>TONS 2020</u>	<u>GAIN/LOSS</u>
JANUARY	356.77	342.49	-14.28
FEBRUARY	324.76	343.24	18.48
MARCH	350.73	341.15	-9.58
APRIL	340.93	216.02	-124.91
MAY	372.8	246.79	-126.01
JUNE	313.93	295.06	-18.87
JULY	328.67	309.7	-18.97
AUGUST	348.77		
SEPTEMBER	308.13		
OCTOBER	354.27		
NOVEMBER	310.12		
DECEMBER	344.85		
TOTALS	4054.73		



Departmental Report: Environmental Services

Yard Debris 2020

					TONNAGE	TRIPS
<u>MONTH</u>	<u>2019 TONS</u>	<u>2019 TRIPS</u>	<u>2020 TONS</u>	<u>2020 TRIPS</u>	<u>GAIN/LOSS</u>	<u>GAIN/LOSS</u>
January	554.81	118	348.44	54	-206.37	-64
February	193.48	55	236.79	42	43.31	-13
March	217	48	305.3	60	88.3	12
April	282.45	56	407.06	78	124.61	22
May	286.45	59	288.79	57	2.34	-2
June	291.64	61	306.88	53	15.24	-8
July	224.63	45	276.59	71	51.96	26
August	243.91	51				
September	154.72	38				
October	315.09	58				
November	221.26	40				
December	412.55	58				
TOTALS	3397.99	687				





Monthly Financial Reports & Update

For the Month Ended July 31 2020

Council Meeting 08/11/2020

City of Hartsville
General Fund Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Property Taxes	45,105.52	45,105.52	2,920,000.00	98.46%
Payments in Lieu	-	-	250,000.00	100.00%
Franchise Fees	-	-	725,000.00	100.00%
Penalties & Interest - Taxes	1,821.29	1,821.29	22,500.00	91.91%
Business Licenses	44,013.65	44,013.65	1,673,500.00	97.37%
Permits	6,878.00	6,878.00	70,200.00	90.20%
Main Street Grant Revenue	-	-	-	0.00%
Tax Revenues - State	26,875.76	26,875.76	1,418,284.00	98.11%
Public Safety Fees	38,668.64	38,668.64	832,650.00	95.36%
Parks & Recreation Fees	5.00	5.00	23,000.00	99.98%
Fines	8,619.75	8,619.75	100,000.00	91.38%
Special Assessments	14,100.00	14,100.00	135,000.00	89.56%
Investment Earnings	-	-	-	0.00%
Rents	1,400.00	1,400.00	31,200.00	95.51%
Contributions & Donations	13,000.00	13,000.00	72,000.00	81.94%
Other Financing Sources	2,624.51	2,624.51	51,000.00	94.85%
Interfund Transfers	-	-	1,922,352.84	100.00%
Sale of Assets	1,609.00	1,609.00	5,100.00	68.45%
Extraordinary Items	-	-	-	0.00%
	204,721.12	204,721.12	10,251,786.84	98.00%
Expenditures				
General & Administrative	116,293.48	116,293.48	1,024,000.00	88.64%
Mayor & Council	16,807.94	16,807.94	206,607.02	91.86%
Court Operations	19,442.76	19,442.76	204,280.85	90.48%
City Manager	20,257.23	20,257.23	223,339.81	90.93%
Information Technology	797.88	797.88	315,000.00	99.75%
Finance	44,772.11	44,772.11	421,299.79	89.37%
Legal	99.00	99.00	40,000.00	99.75%
Human Resources	30,316.84	30,316.84	222,810.91	86.39%
Mainstreet	7,364.06	7,364.06	73,817.28	90.02%
Business Navigator	37,875.50	37,875.50	395,786.35	90.43%
Police Department	401,511.74	413,685.31	3,164,349.29	86.93%
Fire Department	258,635.46	258,655.07	1,702,866.25	84.81%
Victims Advocate	4,676.02	4,676.02	46,753.01	90.00%
Marketing/Tourism	6,532.14	6,532.14	177,219.33	96.31%
Operations Maintenance	14,860.81	15,341.24	167,280.66	90.83%
Parks & Recreation	52,041.55	52,651.72	721,749.87	92.70%
Streets & Grounds	75,771.78	76,316.15	798,558.46	90.44%
Museum Operations	12,082.95	12,082.95	137,917.96	91.24%
Cemetery Operations	(189.39)	(189.39)	104,400.00	100.18%
Airport Operations	849.54	1,223.54	103,750.00	98.82%
School Crossing Guards	-	-	-	0.00%
	1,120,799.40	1,135,001.55	10,251,786.84	88.93%
Net Revenue (Expenditures)	(916,078.28)	(930,280.43)	-	

**City of Hartsville
Utility Funds**

Water/Sewer Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Charges for Services	206,957.36	206,957.36	2,285,904.00	90.95%
Fees	193,220.86	193,220.86	2,195,162.00	91.20%
Investment Earnings	-	-	27,000.00	0.00%
Rents	1,803.28	1,803.28	154,000.00	98.83%
Waterpark Services	362,509.37	362,509.37	1,706,100.00	78.75%
Other Financing Sources	310.00	310.00	133,068.00	0.00%
Accumulated Surplus	-	-	-	0.00%
	<u>764,800.87</u>	<u>764,800.87</u>	<u>6,501,234.00</u>	<u>88.24%</u>
Expenditures				
Water Expenditures	127,050.91	127,416.65	2,193,160.85	94.19%
Sewer Expenditures	146,871.97	147,344.92	2,417,347.32	93.90%
Waterpark Expenditures	279,514.81	292,767.15	1,771,757.15	83.48%
	<u>553,437.69</u>	<u>567,528.72</u>	<u>6,382,265.32</u>	<u>91.11%</u>
Net Revenue (Expenditures)	<u>211,363.18</u>	<u>197,272.15</u>	<u>118,968.68</u>	

Stormwater Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Stormwater Fees and Interfund transfers	5.00	5.00	125,973.08	0.00%
	<u>5.00</u>	<u>5.00</u>	<u>125,973.08</u>	<u>0.00%</u>
Expenditures				
Total Expenditures	8,945.91	8,945.91	126,343.60	92.92%
	<u>8,945.91</u>	<u>8,945.91</u>	<u>126,343.60</u>	<u>92.92%</u>
Net Revenue (Expenditures)	<u>(8,940.91)</u>	<u>(8,940.91)</u>	<u>(370.52)</u>	

**City of Hartsville
Misc Funds**

Environmental Services Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Fees	117,667.07	117,667.07	1,404,282.00	91.62%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	-	-	-	0.00%
Interfund Transfers in	-	-	-	0.00%
Extraordinary Items	-	-	-	0.00%
	<u>117,667.07</u>	<u>117,667.07</u>	<u>1,404,282.00</u>	<u>91.62%</u>
Expenditures				
Total Expenditures	191,365.65	191,858.98	1,395,335.97	86.25%
	<u>191,365.65</u>	<u>191,858.98</u>	<u>1,395,335.97</u>	<u>86.25%</u>
Net Revenue (Expenditures)	<u>(73,698.58)</u>	<u>(74,191.91)</u>	<u>8,946.03</u>	

Infrastructure Park Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Payments in Lieu of Taxes	-	-	650,000.00	100.00%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	500.00	500.00	6,000.00	91.67%
Extraordinary Items	-	-	-	0.00%
	<u>500.00</u>	<u>500.00</u>	<u>656,000.00</u>	<u>99.92%</u>
Expenditures				
Total Expenditures	-	-	507,416.72	100.00%
	<u>-</u>	<u>-</u>	<u>507,416.72</u>	<u>100.00%</u>
Net Revenue (Expenditures)	<u>500.00</u>	<u>500.00</u>	<u>148,583.28</u>	

Debt Service Fund

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Property Tax Revenues	69.23	69.23	165,000.00	99.96%
	<u>69.23</u>	<u>69.23</u>	<u>165,000.00</u>	<u>99.96%</u>
Expenditures				
Total Expenditures	-	-	164,601.46	100.00%
	<u>-</u>	<u>-</u>	<u>164,601.46</u>	<u>100.00%</u>
Net Revenue (Expenditures)	<u>69.23</u>	<u>69.23</u>	<u>398.54</u>	

**City of Hartsville
Special Revenue Funds**

Hospitality Taxes Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Taxes	83,162.41	83,162.41	880,866.05	90.56%
Penalties & Interest - Taxes	-	-	3,000.00	100.00%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	<u>83,162.41</u>	<u>83,162.41</u>	<u>976,366.05</u>	<u>91.48%</u>
Expenditures				
Total Expenditures	1,274.54	1,274.54	976,366.05	99.87%
	<u>1,274.54</u>	<u>1,274.54</u>	<u>976,366.05</u>	<u>99.87%</u>
				0%
Net Revenue (Expenditures)	<u>81,887.87</u>	<u>81,887.87</u>	<u>-</u>	

Accommodations Taxes Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Taxes	11,666.63	11,663.63	176,750.00	93.40%
Investment Earnings	-	-	-	0.00%
	<u>11,666.63</u>	<u>11,663.63</u>	<u>176,750.00</u>	<u>93.40%</u>
Expenditures				
Total Expenditures	-	-	176,750.00	100.00%
	<u>-</u>	<u>-</u>	<u>176,750.00</u>	<u>100.00%</u>
Net Revenue (Expenditures)	<u>11,666.63</u>	<u>11,663.63</u>	<u>-</u>	

**City of Hartsville
Recreation Enterprise Funds**

Recreation Concessions Budget to Actual

	<i>Jul-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Concessions Revenue	4,753.24	4,753.24	74,700.00	93.64%
Extraordinary Items	445.16	445.16	300.00	0.00%
	5,198.40	5,198.40	75,000.00	93.07%
Expenditures				
Total Expenditures	4,290.07	4,290.07	70,000.00	93.87%
	4,290.07	4,290.07	70,000.00	93.87%
Net Revenue (Expenditures)	908.33	908.33	5,000.00	

Monthly Departmental Report: Finance



Monthly Revenue Report

Month of: July 2020

Hospitality taxes collected:	\$81,253.89
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	
Accommodation taxes collected:	\$11,666.63
(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:	\$5,300.00

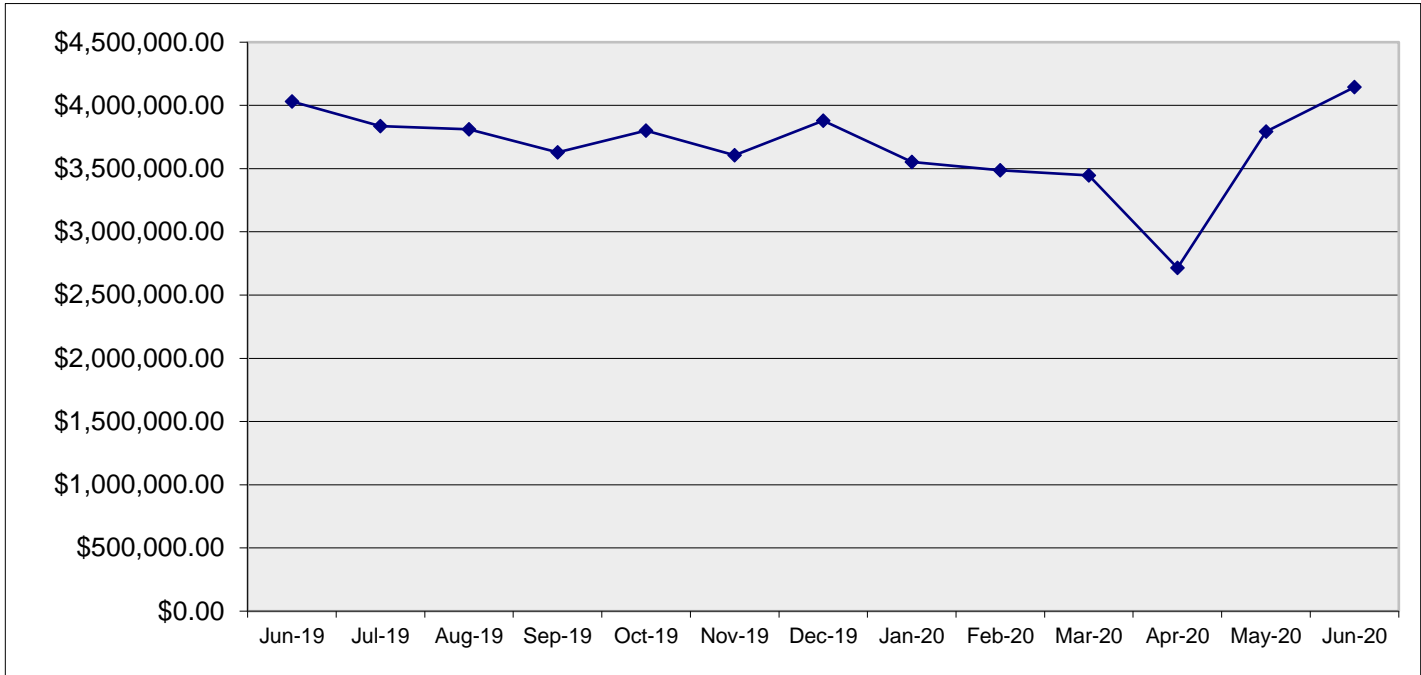
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid
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
Nov-19	\$3,606,820.43	\$ 72,139.45	\$ (1,423.05)	\$ 13.76	\$ 70,727.14
Dec-19	\$3,878,368.57	\$ 77,567.39	\$ (1,530.90)	\$ 7.60	\$ 76,043.09
Jan-20	\$3,551,675.20	\$ 71,033.57	\$ (1,400.29)	\$ 16.00	\$ 69,649.11
Feb-20	\$3,488,186.74	\$ 69,762.38	\$ (1,371.42)		\$ 63,390.95
Mar-20	\$3,445,721.52	\$ 68,914.45	\$ (1,257.39)		\$ 67,550.54
Apr-20	\$2,714,537.45	\$ 54,290.80	\$ (1,078.11)		\$ 53,212.66
May-20	\$3,794,541.20	\$ 75,895.30	\$ (1,468.90)		\$ 74,560.06
Jun-20	\$4,144,615.18	\$ 82,892.38	\$ (1,638.46)		\$ 81,253.89
TOTAL	\$11,676,936.13	\$ 233,532.65	(\$1,637.81)	\$ 346.83	\$ 932,658.66

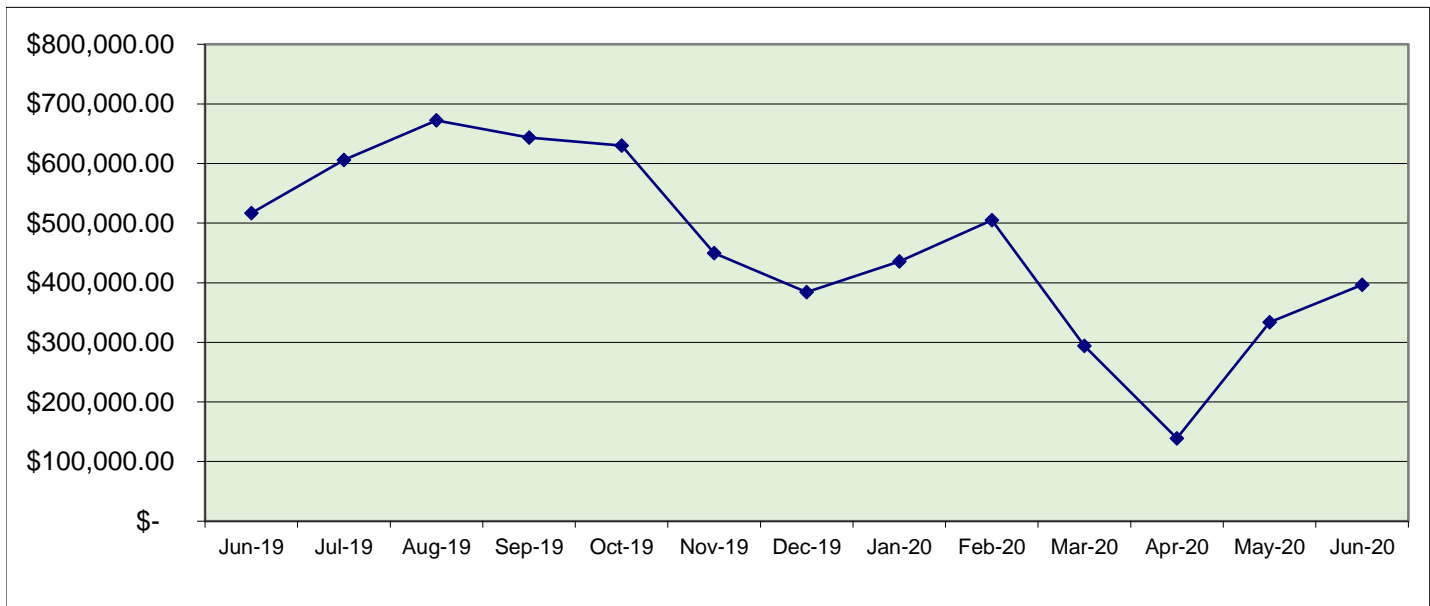
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
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
Nov-19	\$ 449,614.99	\$ 13,488.15	\$ (266.48)		\$ 13,221.68
Dec-19	\$ 384,101.52	\$ 11,523.05	\$ (192.90)	\$ 176.24	\$ 11,506.40
Jan-20	\$ 435,464.35	\$ 13,063.93	\$ (257.87)		\$ 12,806.06
Feb-20	\$ 504,983.54	\$ 15,149.50	\$ (301.60)		\$ 14,847.91
Mar-20	\$ 294,162.00	\$ 8,824.86	\$ (176.49)		\$ 8,648.37
Apr-20	\$ 139,068.17	\$ 4,172.05	\$ (83.44)		\$ 4,088.61
May-20	\$ 333,832.36	\$ 10,014.97	\$ (197.87)		\$ 9,817.11
Jun-20	\$ 396,717.61	\$ 11,901.52	\$ (234.89)		\$ 11,666.63
TOTAL	\$1,794,909.64	\$53,847.30	(\$345.41)	\$129.52	\$ 52,780.76

Hospitality Tax Chart for past 12 months



Accommodation Tax Chart for past 12 months



City of Hartsville Fire Department

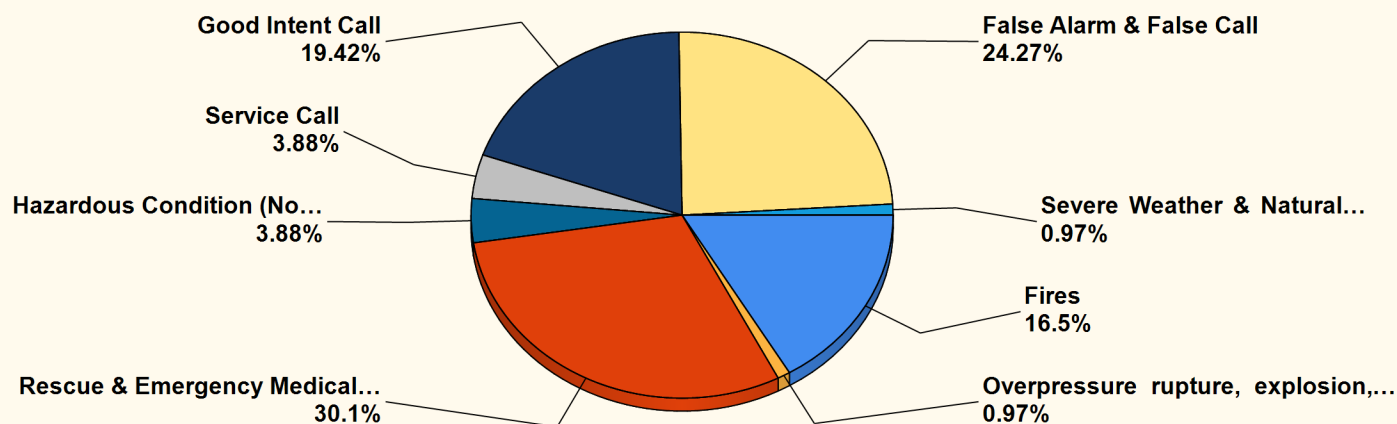
Hartsville, SC

This report was generated on 8/5/2020 10:59:09 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/01/2020 | End Date: 07/31/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	17	16.5%
Overpressure rupture, explosion, overheating - no fire	1	0.97%
Rescue & Emergency Medical Service	31	30.1%
Hazardous Condition (No Fire)	4	3.88%
Service Call	4	3.88%
Good Intent Call	20	19.42%
False Alarm & False Call	25	24.27%
Severe Weather & Natural Disaster	1	0.97%
TOTAL	103	100%

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



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Doc Id: 553

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	1	0.97%
111 - Building fire	5	4.85%
113 - Cooking fire, confined to container	1	0.97%
118 - Trash or rubbish fire, contained	1	0.97%
131 - Passenger vehicle fire	3	2.91%
140 - Natural vegetation fire, other	1	0.97%
142 - Brush or brush-and-grass mixture fire	1	0.97%
151 - Outside rubbish, trash or waste fire	1	0.97%
153 - Construction or demolition landfill fire	2	1.94%
162 - Outside equipment fire	1	0.97%
221 - Overpressure rupture of air or gas pipe/pipeline	1	0.97%
311 - Medical assist, assist EMS crew	19	18.45%
320 - Emergency medical service, other	1	0.97%
322 - Motor vehicle accident with injuries	7	6.8%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.97%
324 - Motor vehicle accident with no injuries.	3	2.91%
444 - Power line down	3	2.91%
461 - Building or structure weakened or collapsed	1	0.97%
500 - Service Call, other	1	0.97%
553 - Public service	1	0.97%
571 - Cover assignment, standby, moveup	2	1.94%
600 - Good intent call, other	3	2.91%
611 - Dispatched & cancelled en route	13	12.62%
622 - No incident found on arrival at dispatch address	1	0.97%
651 - Smoke scare, odor of smoke	3	2.91%
700 - False alarm or false call, other	1	0.97%
711 - Municipal alarm system, malicious false alarm	4	3.88%
735 - Alarm system sounded due to malfunction	2	1.94%
736 - CO detector activation due to malfunction	1	0.97%
743 - Smoke detector activation, no fire - unintentional	13	12.62%
745 - Alarm system activation, no fire - unintentional	4	3.88%
812 - Flood assessment	1	0.97%
TOTAL INCIDENTS:	103	100%

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



City of Hartsville Fire Department

Hartsville, SC

This report was generated on 8/5/2020 11:00:16 AM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 07/01/2020 | End Date: 07/31/2020

INCIDENT TYPE	Incident Status	# INCIDENTS
Zone: City Limits - City Limits		
111 - Building fire	Reviewed	1
118 - Trash or rubbish fire, contained	Reviewed	1
131 - Passenger vehicle fire	Reviewed	1
140 - Natural vegetation fire, other	Reviewed	1
142 - Brush or brush-and-grass mixture fire	Reviewed	1
221 - Overpressure rupture of air or gas pipe/pipeline	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	13
320 - Emergency medical service, other	Reviewed	1
322 - Motor vehicle accident with injuries	Reviewed	2
324 - Motor vehicle accident with no injuries.	Reviewed	2
444 - Power line down	Reviewed	2
461 - Building or structure weakened or collapsed	Reviewed	1
500 - Service Call, other	Reviewed	1
600 - Good intent call, other	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	12
622 - No incident found on arrival at dispatch address	Reviewed	1
651 - Smoke scare, odor of smoke	Reviewed	2
711 - Municipal alarm system, malicious false alarm	Reviewed	3
735 - Alarm system sounded due to malfunction	Reviewed	1
736 - CO detector activation due to malfunction	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	10
745 - Alarm system activation, no fire - unintentional	Reviewed	3
Zone: Darlington Co. - Darlington County		
100 - Fire, other	Reviewed	1
111 - Building fire	Reviewed	3
113 - Cooking fire, confined to container	Reviewed	1
131 - Passenger vehicle fire	Reviewed	2
151 - Outside rubbish, trash or waste fire	Reviewed	1
153 - Construction or demolition landfill fire	Reviewed	2

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



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INCIDENT TYPE	Incident Status	# INCIDENTS
162 - Outside equipment fire	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	6
322 - Motor vehicle accident with injuries	Reviewed	5
323 - Motor vehicle/pedestrian accident (MV Ped)	Reviewed	1
324 - Motor vehicle accident with no injuries.	Reviewed	1
444 - Power line down	Reviewed	1
553 - Public service	Reviewed	1
600 - Good intent call, other	Reviewed	2
651 - Smoke scare, odor of smoke	Reviewed	1
700 - False alarm or false call, other	Reviewed	1
711 - Municipal alarm system, malicious false alarm	Reviewed	1
735 - Alarm system sounded due to malfunction	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	3
745 - Alarm system activation, no fire - unintentional	Reviewed	1
812 - Flood assessment	Reviewed	1
Zone: Out of District - Out of District		
111 - Building fire	Reviewed	1
571 - Cover assignment, standby, moveup	Reviewed	2
611 - Dispatched & cancelled en route	Reviewed	1

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



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Fire Recovery for July 2020 - June 2021

Status	Run Date	Run Number	NFIRS	Paid Date	Payment Name	Invoiced	Received	FD%
Payment Received	04/29/2020	20-346	322	07/22/2020	NATIONWIDE INSURANCE	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	05/23/2020	2020- 407	322	07/27/2020	STATE FARM	\$ 890.00	\$ 890.00	\$ 712.00
Grand Total:						\$ 1,377.00	\$ 1,377.00	\$ 1,101.60

AUGUST 2020

COUNCIL GRANT REPORT

Active Projects:

- FAA Infrastructure & Terminal Construction
- SC Aeronautics Infrastructure & Design
- SC Aeronautics Terminal & Access Road
- FAA CARES
- 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 PARD – Basketball Court Lighting (complete)
- The Byerly Foundation Projects:
 1. Façade Program (underway)
 2. Wayfinding Signage (almost complete)
 3. Police Youth Academy (ongoing)
 4. Business Builder (on hold)
- FEMA RPA for COVID-19

Applications Awarded June 2019 - June 2020:

- FAA Terminal Construction - **\$666,666**
- The Byerly Foundation – All America City “Comeback” Campaign **\$150,000**
- FAA CARES **\$30,000**
- SC PARD – Basketball Court Lighting **\$12,400**
- SC Aeronautics – Terminal & Access Road Construction **\$500,000**
- 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**
- 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/Award Notification:

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

- SCDPS – Highway Safety Grant Program (Submitted)
- PARD project for Restroom & Fountain. (Submitted)
- SCEMD/FEMA - Generator for City Hall (September)
- RIA Well with Potential SRF Forgivable & Loan Project (March 2021)
- SRF Smith Street Well and Northrup Pump upgrades (2021)

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 - July 2020

Home Department**	June Headcount	July Hires / Transfers In	July Terms	July Transfers Out	July 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	1	0	2	0
000418 / Main Street Hartsville	1	0	0	0	1	0	0	0	1	0
000419 / Business Navigator	4	0	0	0	4	0	2	1	1	0
000421 / Police Department	42	0	0	0	42	0	4	0	38	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.	13	1	1	0	13	0	9	0	4	0
000452 / Parks & Recreation	7	0	0	0	7	0	2	0	5	0
000453 / Streets & Grounds	12	0	0	0	12	0	9	0	3	0
000454 / Museum Operations	3	0	0	0	3	0	0	0	3	0
000500 / Water Utilities	7	0	0	0	7	0	1	0	6	0
000600 / Sewer Utilities	4	0	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	3	0	0	0	3	0	0	0	3	0
Totals:	165	1	2	0	164	0	43	2	119	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

July Face Masks and Temperature Checks

Upcoming Events

August
Policy for First Amendment Audit
Continued monitoring of COVID-19 & maintenance of precautionary guidelines



Date: August 3, 2020
To: City of Hartsville
From: Suzy Moyd,
Executive Director,
Main Street Hartsville
Re: **Monthly Status Report for July**

Status Report & Updates

Calendar:

July 13th, 20th, 27th LunchPlate Marketing webinars
July 15th: ARB, socially distanced in Council Chambers
July 27th: Hosted Main Street Hartsville Advisory Board Zoom Meeting
July 28th: Interviewed on Main Street South Carolina podcast
July 30th : Gov. McMaster requires masks for the State of SC and encourages Palmetto Priority standards, as set by accelerateSC
July 31st: Explore Yiftee options as gift cards

Current Social Media Stats:



Facebook: 5197 Followers
Twitter: 1347 Followers
Instagram: 1595 Followers
MailChimp: 849 Subscribers

New businesses opening and Ribbon Cuttings soon:

Sully Blair State Farm
Shear Hairapy
Down South Sugar expansion
Wild Heart Brewing
Train/Passenger "The Station"
Southern Sercie
The Sweet Shoppe



[Group Training Programs](#) [Course Offerings for Businesses](#) [Login](#)



Working on:

Participant in Byerly Foundation COVID-19 Tuesday Task Force Zoom calls

Updating MSH Vibrancy and Beautification Grants online to include tables, chairs and umbrellas

Work with SCFEA on state industry standards for holding events

Writing recommendation letters for HartBeat Grant Program from National Main Street Center

Interviewed by Les Echols for July's Diversity Works magazine

Worked with Sudarshan Sridharan on a handsfree menu / QR code application for downtown Hartsville

Sourcing engraved bricks to match the ones in Centennial Park, per a community request

Assessing online marketing needs for downtown businesses, as MSSC and AARP are awarding all Accredited Programs with access to ongoing LunchPlate Marketing series in July and August.

Show Some Local Love: discounted gift certificate promotion, thanks to generous Sponsorship from North Industrial Machine.

Advising restaurants with new accelerateSC guidelines and Palmetto Priority DHEC-approved sticker initiatives.

Calling, texting, and emailing merchants during shutdowns. Counseling and listening. Planning what re-opening will look like.

Touring new business hopefuls around town.

Looking at Fall events and wondering what those will or won't look like: Block Parties, Treats On The Streets, Hartsville Uncorked Wine Walk, Downtown Holiday Open House, etc.

Processing Main Street Hartsville Gift Certificates.

Updates to Main Street's brochures, website, and social media.

New Partnerships, current Partnership Renewals & Thank You's.

Processing Downtown Vibrancy Grant Applications.

Updating Partnership Brochures and Show Some Local Love brochures.



Monthly Departmental Report – JULY 2020

Visitor Demographics 2020

MONTH	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total	Website	Facebook
January	8	14	8	21	24	7	82	357	1,743
February	18	10	11	6	70	21	136	350	1,744
March	3	11	6	63	12	7	102	261	1,746
April	0	0	0	0	0	0	0	261	1.804
May	0	0	0	0	0	0	0	194	1,748
June	10	16	4	17	2	closed	49	226	1,766
July	6	10	19	8	8	Closed	51	211	1,842
August									
September									
October									
November									
December									
YEAR TO DATE	45	61	48	107	115	35	420		

*Sunday

Visitors Signing Guest Book came from:

Following Social Distancing principles the Guest Registration book is not available for visitors to sign at this time.

Visitors shared they were from the following areas: Las Vegas, Kentucky, Michigan, Marion, Orangeburg, Olanta, Myrtle Beach, Florence and Hartsville. Including, 1 Zoom Tour for a group of 12 from Hartsville.

Museum News:

- July 3rd the museum was featured on scnow.com with an article written by Ardie Arvidson, "Swamp Fox Quilters 2020 Challenge is on display at the Hartsville Museum."
- Matt Winburn has designed a World Travel exhibit, located at the Key, featuring unique items related to travel from our museum collections.
- New on display at the museum: African American Heritage exhibit expands with newly acquired Prof. H. H. Butler artifacts including Prof. Butlers desk and chair, typewriter, 1914-1915 School Register Book and more.
- Recent Donation: Rebecca Ward donated a 1965 Underwood Forum electric typewriter given to her mother from Dr. Bannister.
- New Museum Hours:
Monday – Friday (Closed on Saturdays)
10:00 - 12:00 Senior Citizens
12:00 - 4:00 General Public



July 2020

Monthly Departmental Report

Coach TB Thomas Sports Center

- TB Thomas is currently averaging 12 people per day.
- Zumba is averaging 12 participates per class
- Cardio Step is averaging 2 participates per class
- Pickleball is averaging 9 participates per day

Byerly Park

- Hosted Top Gun softball tournament on July 18th that brought 31 softball teams to Hartsville.
- Cancelled USSSA tournament on July 11th & 12th.
- Cancelled Top Gun tournament on July 25th & 26th.
- Installed our 4th piece of outdoor exercise equipment.

Covid-19 Precautions:

- Cleaning the building daily to help prevent the spread of Covid- 19 in the facility.
- All grounds staff are coming in to clean the bathrooms and mow grass at the park.
- Staff are always wearing mask while facility is open or in close proximity.

Hartsville Police Department

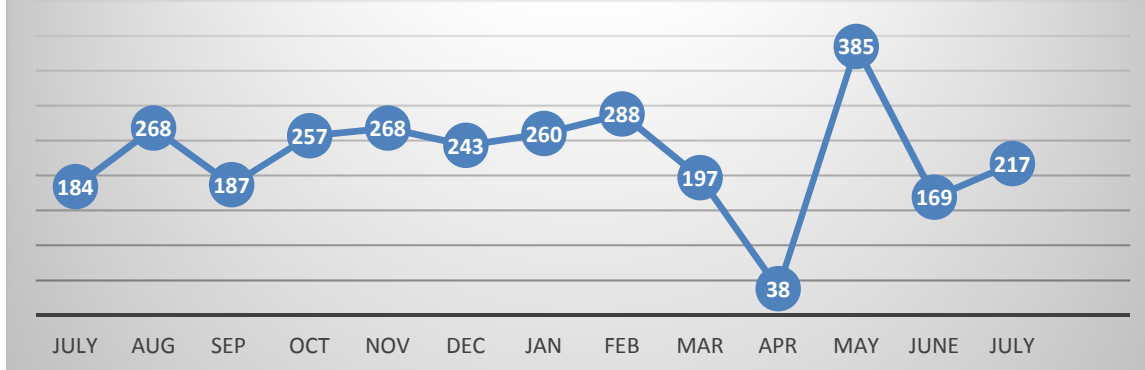


Monthly Report

July 2020

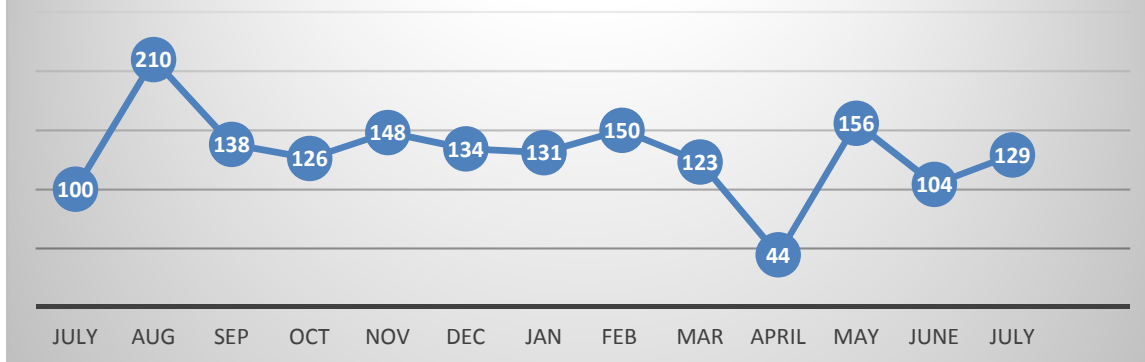
Prepared by Mark Blair

Tickets Issued by Month

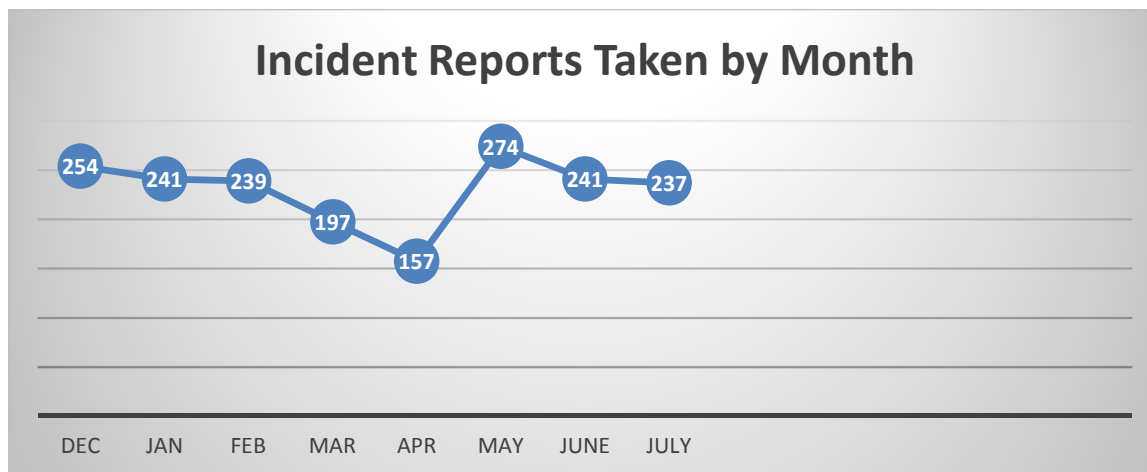


Although March looked like a mild slump, the Wuhan Virus Pandemic had a severe impact on citations in late March and most of April. The first half of March was active, the last two weeks in March account for only 30% of tickets. April showed a severe drop in numbers as officers were ordered to limit traffic stops to the most severe/reckless/drunk violators. May showed a rebound above and beyond what was expected. The cause for the slump in June numbers is unknown, but July showed an increase.

Arrests made by Month



Arrests plummeted in April 2020 due to fewer people being out, businesses being closed, and stores taking aggressive distancing measures. Officers also issued more summons in lieu of arrest, due to orders from the Court Administration and precautionary measures to avoid COVID-19. May showed a return to normal, and after a brief slump in June, arrest numbers seem to be stabilizing to more normal levels.



Incident Reports taken are a reflection of reports actually written. A report is not written for every call. This chart is new for 2020. Calls for service data is directly related to arrests and citations. March showed a slump due to the COVID-19 Emergency, with more incidents during the first half of the month. April continued the decrease in reports, due to people being home, less stores open, fewer traffic stops. May has done a drastic rebound above previous incidents.

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 July there were 129 arrests, including Juveniles.

Crime Types

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

Shopliftings –	19 (75% from outside city)
Assaults –	5 (40% from outside city)
Kidnapping	1 (100% from outside city)
Thefts -	5 (60% from outside city)
Fraud/Forgery	3 (66% from outside city)
Drug Offenses –	30 (70% from outside city)
Weapons Laws	1 (100% from outside city)
DUI/Drunkeness-	4 (100% from outside city)
Non-Reported State	41 (70% from outside City)*

*Non-Reported to State offenses are generally offenses like Driving Under Suspension, Operating Uninsured, Possession of Controlled Substance, and other crimes that are outside the typical violent/property crime classifications

Totals for all arrests (including those not listed above)
89 of 129 people arrested (69%) live outside the city limits.



Date: August 4, 2020
To: City of Hartsville
From: Samantha Altman, Special Events Coordinator
Re: Tourism and Events Report- July

Status Report & Updates

Current Projects

Ordered new Hartsville t-shirts to match the mural on College Avenue. These will be in the store in the next couple of weeks.

Hosted two mask distribution events at the Coach T.B. Thomas Sports Center to distribute 10,000 masks donated by the Byerly Foundation and Sonoco Foundation. We are in the process of planning an additional distribution event for the 5,000 donated by Carolina Pines.

Working with Wayfinding Sign Project to finalize and install. Date is still TBD, but contractors will be on site again in the next couple of weeks to lay the footing, weather permitting.

Starting discussions and ideas for Downtown Holiday Open House, Centennial Tree Lighting, and the Hartsville Christmas Parade to meet new regulations.

Special event permits are being approved and requiring COVID procedures.

2020 City of Hartsville Events:

- Downtown Holiday Open House & Centennial Tree Lighting
 - Thursday, November 19, 2020 from 6:00-9:00 pm
- 2020 Hartsville Christmas Parade
 - Saturday, December 12, 2020 at 3:00pm

Current Social Media & Website Stats

Visit Hartsville, SC
Facebook- 3,131
Instagram (@visithartsvillesc) - 1,253 followers
Twitter (@visithartsville) - 330 followers
VisitHartsvilleSC.com- 3712 views

Current Key Sales

July 2020

Net Sales: \$210.22
Tax Collected: \$15.80
Total: \$226.02

Top Selling Items:

1. Hartsville Post Cards – City of Hartsville
2. Gillespie's Chocolate Covered Peanuts - Gillespie's Peanuts
3. Gillespie's Carolina BBQ Peanuts - Gillespie's Peanuts

Future Projects

Adding new items to the gift shop at The Key.

Working with Parks and Recreation to put together Tourism packets for tournament attendees.

Creating and distributing Hartsville field trip opportunities with local schools.

Create a Hartsville brochure to distribute at welcome centers.



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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: 4398 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Lease a portion of city property to Brandy Stellingworth D/B/A The Station for access to commercial business.

BACKGROUND SUMMARY:

The Station is in need of a portion of the premises the City still owns located at 114 S. Fourth St. for access and parking.

IMPACT IF APPROVED:

City will receive \$5.00 annually in rent for strip of land owned by City. The Station will eventually purchase the premises rather than lease.

ATTACHMENTS:

Description

- ▣ Ordinance 4398
- ▣ Ordinance 4398 - Lease Agreement

ORDINANCE 4398

TO LEASE A PORTION OF TAX MAP NUMBER 056-06-02-087 LOCATED AT 114 SOUTH FOURTH STREET TO BRANDY STELLINGWORTH D/B/A THE STATION.

WHEREAS, the City of Hartsville owns this parcel of property located at tax map number 056-06-02-087; and

WHEREAS, Brandy Stellingworth wishes to lease 2,714 square feet of said property for use as access to a commercial business in that location.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that the City does hereby lease 2,714 square feet of tax map parcel 056-06-02-087 located at 114 South Fourth Street to Brandy Stellingworth D/B/A The Station for a one (1) year term beginning September 1, 2020 and ending August 30, 2021 for five dollars (\$5.00) annually.

NOW, THEREFORE BE IT FURTHER ORDAINED, by the Mayor and Council of the City of Hartsville that the City Manager is hereby authorized to negotiate and execute the lease agreement document.

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the 11th day of August 2020 and to become effective upon final reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: July 14, 2020
Public Hearing: August 11, 2020
Final Reading: August 11, 2020

STATE OF SOUTH CAROLINA)
)
COUNTY OF DARLINGTON)

LEASE AGREEMENT

THIS LEASE AGREEMENT (this "**Lease**") made and entered into this _____ day of _____, 2020 (the "**Effective Date**"), between the City of Hartsville, a municipal corporation (the "**City**" or the "**Lessor**"); and Retrofit Sip 'n' Seat, LLC (the "**Lessee**" and together with the Lessor, the "**Parties**").

WITNESSETH:

That in consideration of the mutual agreements herein contained, the Parties hereto do hereby covenant to and with each other as follows:

1. Lessor does hereby lease to Lessee: (i) a 2,714 square foot portion of that certain property located on Fourth Street located in the City of Hartsville (TMS No. 056-06-02-087) the "**Premises**"). The Premises are more precisely depicted in Exhibit A attached hereto. The Premises shall be leased to Lessee for a term of one (1) year commencing on the Effective Date and ending _____, 2021 (the "**Term**"). Lessee shall have use and possession of the Premises upon receipt of rent as described in Section 3 below.

2. The Lease will be reviewed 90 days in advance of the end of the Term for potential option to purchase or renewal of lease terms. The Lessor does grant the Lessee a 'first right of refusal' should the Lessor decide to sell the leased property. Notwithstanding the provisions of Sections 1 or 2 above, this Lease may also be unilaterally terminated by the Lessor for any reason upon thirty (30) days written notice to the Lessee.

3. The rent for the Term and any successor terms will be \$5.00 annually.

4. The Lessee acknowledges that the primary function of the Premises is for access to the Lessee's place of business.

5. Lessee shall, at its own expense, keep and maintain the Premises in good order and repair during the term of this Lease and any renewal periods.

6. Lessee shall not have the right to assign or transfer this Lease or to sublease any of the Premises.

7. Lessee agrees to take possession of the Premises in its current good condition. Absent written approval from the Lessor, Lessee shall not be permitted to make any physical improvements to the Premises, including but not limited to paving and graveling. Lessee further agrees to return the property to its pre-lease conditions should the lease be terminated or Lessee decide not to pursue the option to purchase from the Lessor.

8. Lessee agrees at the expiration or other termination of this Lease to quit and surrender, peaceably and quietly to Lessor, its agents or attorney, the Premises herein leased in

as good order and condition as they are at the Effective Date, ordinary wear and tear, fire and acts of God excepted. Lessee shall not make or suffer any waste of or on the Premises and shall be obligated to replace or pay to the Lessor the reasonable value of any damage to the Premises caused by Lessee's negligence, misuse or omission.

9. In the event of any default by Lessee in the performance of the terms of this Lease, the Lessor shall have all remedies available at law.

Upon occurrence of a default, the Lessor shall give the Lessee written notice and if said Lessee has not taken meaningful steps to cure default within ten (10) days after notice, Lessor shall have the right to re-enter the Premises and remove all persons therefrom and terminate this Lease, and Lessee agrees to vacate and surrender the Premises to Lessor.

10. In the event of any condemnation of the whole or any part of the Premises which shall render the Premises (or such portion thereof as shall remain after such condemnation) unsuitable for the purpose of access, Lessee may, at its option, terminate this Lease in which event all liability on the part of Lessee shall cease.

11. It is further understood and agreed that no waiver of any breach or non-performance of any covenant herein contained shall operate as a waiver of said covenant itself or any subsequent breach thereof.

12. Lessor, at its sole option, may immediately cancel and terminate this Lease in the event of bankruptcy of the Lessee, any assignment for the benefit of creditors by Lessee, the appointment of a receiver for Lessee, and any such occurrence shall be deemed a breach of this Lease.

13. Lessee shall maintain casualty insurance coverage on the Premises for loss by fire, liability, and all other casualty. Lessee shall obtain and maintain in force a commercial general liability insurance policy with a minimum limit of \$1,000,000; worker's compensation with no exclusions; and liquor liability. The City of Hartsville should be listed as certificate holder along with additional insured. The City shall have no obligation to insure the Premises. In the event that the Premises, including any improvements and additions, shall be damaged by fire or other insured casualty, the Lessee shall promptly repair the Premises to the extent possible with the insurance proceeds. If the damage shall be so severe that the Premises cannot be repaired or restored with the insurance proceeds, the Lessee will consult with the Lessor and in the Lessee's discretion shall make the insurance proceeds available for application to possible restoration or construction of a new structure at the existing location.

14. Lessee hereby indemnifies the City of Hartsville, South Carolina and agrees to save both parties harmless from and against all claims, actions, damages, liability and expenses, including reasonable attorney's fees, in connection with loss of life, personal injury and/or damage to property arising from or in any way relating to the occupancy or use by Lessee of the Premises or any part thereof of any other part of Lessor's property, including but not limited to any act or omission of Lessee, its officers, agents, contractors or employees; any default, breach, violation or nonperformance of this Lease Agreement by Lessee; any injury to person or property or loss of life sustained in or about the Premises, during the term of this Lease.

15. Any notice required hereunder shall be given to:

City of Hartsville, as Lessor
Attention: City Manager
100 E. Carolina Ave.
Hartsville, South Carolina 29550

Retrofit Sip 'n' Seat, LLC, as Lessee
Attention: Owner
114 S. Fourth St.
Hartsville, South Carolina 29550

16. Nothing contained herein shall have the effect of creating any relationship of principal and agent or of partnership or joint venture between the parties, whose sole relationship is that of Lessor and Lessee.

17. This Lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns and shall be governed by the laws of the State of South Carolina.

18. Absent the written approval of the Lessor, which upon request may not be unreasonably withheld, Lessee shall have no right to erect or maintain signs on the Premises.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals at Hartsville, South Carolina, the day and year first above written.

City of Hartsville, As Lessor

By: Daniel P. Moore
Its: City Manager

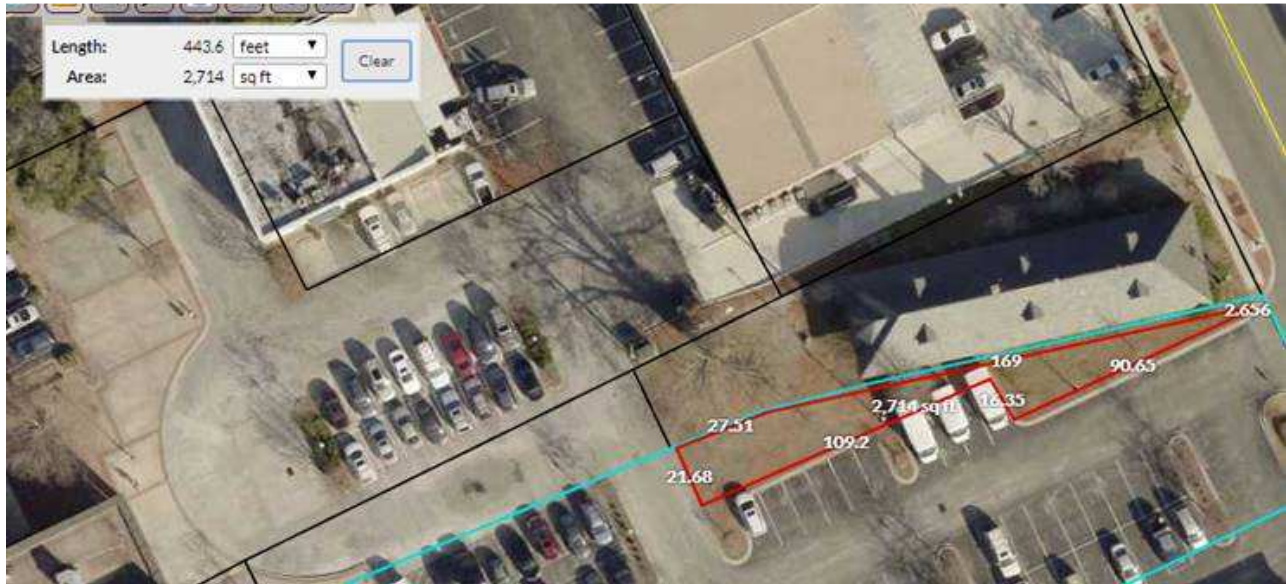
Retrofit Sip 'n' Seat LLC, As Lessee

By: _____
Its: _____

EXHIBIT A

Depiction of the Premises

Areas in red constitute the Premises and are subject to the terms of this Lease.





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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: 4399 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To approve four months lease of 231 W. Carolina Ave. to the Democratic Party for office space.

BACKGROUND SUMMARY:

Darlington County Democratic Party wishes to lease the building at 231 W. Carolina Ave. for office space.

IMPACT IF APPROVED:

Potential tenant willing to lease building and provide monthly rental income. Building will no longer appear as vacant and abandoned.

FINANCIAL IMPACT:

Darlington County Democratic Party is willing to pay \$500 monthly rental income for four months.

ATTACHMENTS:

Description

- ▣ Ordinance 4399
- ▣ Ordinance 4399 - Letter of Request
- ▣ Ordinance 4399 - Lease

ORDINANCE 4399

TO LEASE THE PROPERTY AT 231 WEST CAROLINA AVENUE TO THE DARLINGTON COUNTY DEMOCRATIC PARTY.

WHEREAS, the City of Hartsville owns the building at 231 West Carolina Avenue; and,

WHEREAS, the Darlington County Democratic Party wishes to lease the property for use as coordinating activities and conveying information about Democratic candidates running for public offices associated with the upcoming general election in November.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that the City does hereby lease the building at 231 West Carolina Avenue to the Darlington County Democratic Party for a term of four months as specified in the lease agreement for five hundred dollars (\$500.00) monthly.

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

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ____th day of _____, 2020 and to become effective upon final reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: July 14, 2020
Public Hearing:
Final Reading:

July 5, 2020



Darlington County Democratic Party
P.O. Box 1200
Hartsville, SC 29551

Ms. Amber Matthews
Purchasing Agent
City of Hartsville
100 East Carolina Ave
Hartsville, SC 29550

Dear Ms. Matthews,

The Democratic Party of Darlington County presents this proposal to lease the building at 231 West Carolina Avenue – Hartsville, South Carolina. The Democratic Party of Darlington County would use the building for personnel who would be coordinating activities associated with the upcoming general election on November 3, 2020.

We, the Darlington County Democratic Party, envision the location to be used in conveying information about Democratic candidates running for public offices. There would be a small phone bank and other facilities to educate the public on the platform/s of prospective office holders and for coordination meetings.

The building as described to the building search committee is 1400 square feet located on the south side of West Carolina Avenue. The space is minimally divided, with one office at the southwest corner, two small restrooms, and a utility closet. The building, as presented was last occupied 4 months ago and the only noted deficiency was the need to replace the carper due to mold issues.

We, The Democratic Party of Darlington County propose to lease the building from August through the month of November of this year. We would respectfully request that the expected yearly lease rate of \$500.00/Mo. be extended to our organization. We would also purchase a business license for the city of Hartsville and create an account for payment of water and sewer utility costs. We humbly and respectfully request that you would consider our proposal and grant a reading during Hartsville City Council meetings.

Sincerely,
Darlington County Democratic Party
Gerald Malloy - Chair
Carolyn Bruce
Barbara Carraway
Kenneth W. Krueger Jr.
Davita Malloy

THIS AGREEMENT is made and entered by and between **THE CITY OF HARTSVILLE**, hereafter the **LANDLORD**, as owner of the leasehold property described and identified here below, and **DARLINGTON COUNTY DEMOCRATIC PARTY**, hereafter the **TENANT**.

WITNESSETH:

LEASEHOLD PROPERTY: The LANDLORD agrees to lease unto the TENANT the Building located at 231 West Carolina Ave. The said building is located in the City of Hartsville, County of Darlington, and State of South Carolina.

TERM OF LEASE: This lease shall run for a period of four (4) months, from the 1st day of August, 2020, to the 1st day of December, 2020.

RENTAL PAYMENTS: TENANT agrees to pay monthly amounts of five hundred dollars (\$500) rent for the said leasehold premises due on the first day of each month. In the event such payment is not made within ten (10) days after it is due, the TENANT shall pay the LANDLORD a late charge of \$100.00.

OTHER CONSIDERATION: TENANT agrees to pay any ad valorem property taxes related to the leasehold premises during the term of this lease or any extensions hereof which the LANDLORD may be held responsible for.

FORFEITURE: notwithstanding the foregoing, if any monthly payment is more than thirty (30) days late, the LANDLORD shall have the option to declare all the TENANT'S rights hereunder forfeited, and the LANDLORD, may proceed without notice to eject the TENANT and enforce the collection of rents that are in arrears in any manner provided by law, together with all costs and attorney's fees incurred by the LANDLORD in so doing.

LIEN CREATED IN FAVOR OF LANDLORD: TENANT stipulates and covenants that all property, motor vehicles, goods, and merchandise and all other property placed in and upon the rental premises is owned by the TENANT in its own right, and shall become subject to the statutory lien for unpaid rents, arrearages, and late rent payments.

ALTERATIONS TO LEASEHOLD PROPERTY: TENANT shall not be permitted to make any changes to the leasehold property without advance written approval from the LANDLORD and all such changes to the leasehold premises shall become the property of the LANDLORD.

RIGHTS AND RESPONSIBILITIES:

TENANT shall be responsible for the payment of any utility bills related to the TENANT'S occupancy and use of the leasehold premises. The TENANT will be responsible for all building maintenance including plumbing, roof, and HVAC units.

TENANT shall be responsible for any damages done on the premises either by the TENANT, its agents, servants, or employees, and the TENANT shall, at TENANT'S own expense, make all repairs of such damage.

TENANT shall surrender the leasehold property back to the LANDLORD at the end of the term of this lease agreement in broom clean, good order and condition, reasonable wear and tear excepted.

LANDLORD shall not be responsible to the TENANT, its agents, servants, or employees for any damages which may be caused by water, storm, sleet, snow or for any other damages whatsoever in any manner caused by the occupancy of the said leasehold premises.

TENANT shall be responsible to maintain renter's insurance during the term of this agreement and any extensions thereof, including casualty or theft insurance, on all personal property which the TENANT maintains within the leasehold premises.

TENANT shall, at TENANT'S expense, obtain and maintain in force for the mutual benefit of TENANT and the LANDLORD a commercial general liability insurance policy with a combined minimum limit of \$1,000,000.00 and list the City of Hartsville as an additional insured.

LANDLORD shall maintain casualty insurance coverage on the improvements on the leasehold premises to protect the LANDLORD'S interest, but LANDLORD shall not be responsible for any loss of the TENANT'S personal property through casualty or theft during the occupancy of the premises.

TENANT SHALL HOLD LANDLORD HARMLESS. Notwithstanding any other provision of this agreement, the TENANT agrees to hold the LANDLORD harmless from any and all claims for damages or injuries that may be made against the LANDLORD arising from the TENANT'S use of the leasehold premises during the term of this lease or any extensions hereof.

PEACEFUL OCCUPATION OF LEASEHOLD PREMISES. Subject to the other conditions of this agreement, LANDLORD guarantees TENANT'S peaceful occupation of the leasehold premises during the term of this agreement or any extensions thereof, PROVIDED HOWEVER, the LANDLORD shall have the right to enter the leasehold premises for the purpose of viewing the premises to see that no waste or damage is being committed and for purposes of showing the leasehold premises to prospective purchasers.

LEASE NOT ASSIGNABLE. This lease is not assignable and the TENANT shall not sublet any portion of the leasehold premises without the written consent of the LANDLORD.

EARLY TERMINATION OF LEASE. The TENANT shall opt out of this lease agreement with three (3) months advanced written notice to LANDLORD.

LANDLORD'S RESERVATION OF RIGHT TO TERMINATE. Notwithstanding any other provision herein, the Landlord specifically reserves the right to terminate this lease upon delivery to the TENANT at the said Leasehold Premises of sixty (60) days written Notice of Termination if for any reason City Council, in its sole discretion, determines that the Leasehold Premises should be vacated by the TENANT.

RECITALS. This lease agreement supersedes all prior written or oral agreements and can be amended only through a written agreement signed by both parties; this lease agreement

is entered into for good and valuable consideration, which the parties hereby acknowledge; this lease agreement is binding upon both parties, their successors and assigns; and this lease agreement is entered by the parties of their own free will and accord.

This lease agreement is entered into this _____ day of _____, 2020.

Daniel P. Moore
City Manager
City of Hartsville
PO Drawer 2497
Hartsville, SC 29551

Name
Member
Darlington County Democratic Party
PO Box 1200
Hartsville, SC 29551

WITNESSES:

WITNESSES:

Attest:

Sherron L. Skipper, City Clerk

{Seal}



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 08-20-01 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To transfer 10% of the Cemeteries (Magnolia and Greenlawn) lots annual revenue to the Perpetual Care Investment Account for FY 19-20, per Resolution of City Council dated 2/12/91.

ATTACHMENTS:

Description

- ▣ Resolution 08-20-01
- ▣ Resolution 08-20-01 Cemeteries Fund Analysis

RESOLUTION 08-20-01

APPROVAL FOR TRANSFER OF CEMETERY LOT REVENUE TO PERPETUAL CARE INVESTMENT TRUST FUND.

WHEREAS, the City is responsible for the perpetual care of Magnolia Cemetery and Greenlawn Cemetery; and,

WHEREAS, City Council has determined that ten percent (10%) of the Cemeteries lot annual revenue should be invested in the Perpetual Care Investment Trust Account on an annual basis.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville Eight Thousand One Hundred Thirty-Four Dollars (\$8,134) for the fiscal year 2019 – 2020 should be transferred to the Perpetual Care Investment Account.

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

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled the 11th day of August, 2020.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

City of Hartsville

**Cemetery Perpetual Care Investment Account Analysis
For Fiscal Years Ended 2020**

Cemetery Lot Revenue

2019-2020

\$81,340.00

10% \$8,134

Amount of Transfer

\$8,134

Deposit check:

First Citizens Bank
xxx9753



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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: 4400 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

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

BACKGROUND SUMMARY:

The Rescue Squad has leased this property for several years.

ATTACHMENTS:

Description

- ▣ Ordinance 4400
- ▣ Ordinance 4400 Draft Lease

ORDINANCE 4400

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

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

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

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

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

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

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

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ____ day of _____, 2020 and to become effective upon final reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: August 11, 2020
Public Hearing:
Final Reading:

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

LEASE AGREEMENT

THIS AGREEMENT, made and entered into this _____th day of _____ 2020, by and between, THE CITY OF HARTSVILLE, as OWNER of the property mentioned below and, THE HARTSVILLE RESCUE SQUAD, INC., as LESSEE.

1. That the OWNER agrees to lease the property at the corner of Marlboro Avenue and Seventh St in the City of Hartsville to the LESSEE. The address of the said property is as follows: 305 Marlboro Ave, Hartsville, SC 29550.
2. This lease shall run for a term of one (1) year from the 1st day of October, 2020 to the 30th day of September, 2021.
3. Either party may terminate this agreement any time by giving the other party sixty (60) days advance notice in writing of their intention so to do.
4. The LESSEE agrees to pay the sum of One and no/100th (\$1.00) Dollars as rent for the said property, payable on the first day of term of agreement, beginning on the 1st day of October, 2020. All payments made to the OWNER by the LESSEE, payments should only be made payable to the City of Hartsville and delivered to the office of the City Finance Director during the City's regular hours and workdays.
5. LESSEE shall be solely responsible for the maintenance of the grounds and yards of the leased premises, and all exterior vegetation pursuant to the provisions of the International Property Maintenance Code adopted by the City of Hartsville.
6. LESSEE shall be solely responsible for all maintenance and repairs required to maintain property in current condition.
7. LESSEE shall be solely responsible for any damages done on the premises by LESSEE, LESSEE's agents, invitees, assigns, subcontractors, employees, or anyone else and LESSEE shall, at its own expense, make any repairs by such damages.
8. The OWNER shall not be responsible to the LESSEE for any damages which may be caused by water, sleet, snow or for any other damages whatsoever in any manner caused by the occupancy of the premises.
9. No improvements or attachments shall be placed upon said leasehold property without prior written approval of the OWNER and any and all improvements constructed upon and attached to the said premises by the LESSEE shall become exclusively owned the OWNER.
10. LESSEE shall be responsible for obtaining its own User's and Occupier's casualty for all of its personal property and equipment it may carry upon and use on the leasehold premises and, under no circumstance shall the OWNER be responsible for any damage to LESSEE'S said personal property and equipment. The OWNER shall not be responsible for the loss of any of the LESSEE's personal property and equipment through casualty or theft during its occupancy of the leasehold premises.
11. The OWNER guarantees the peaceful occupation and enjoyment of the premises to the LESSEE during the term provided; however, the OWNER or its authorized agent shall have the right to enter the premises hereby leased at any time it sees fit for the purpose of viewing the premises to see that no waste or damage is being committed and the OWNER shall also have the right and privilege, in the event that the leased premises are for sale, to enter the premises and show the premises to prospective purchasers.

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

WITNESS our Hands and Seal this _____ day of _____, 2020.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

LESSEE

Witness

OWNER

Witness

City Clerk



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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: 4401 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Due to the COVID-19 pandemic and in accordance with orders from Governor McMaster, the city council emergency ordinance enacted in June needs to be extended along with Resolution 06--20-05. This ordinance extends both of those for electronic meetings and now requires face coverings in certain circumstances. This ordinance will expire in 61 days or such time as the state of emergency expires.

BACKGROUND SUMMARY:

IMPACT IF DENIED:

IMPACT IF APPROVED:

FINANCIAL IMPACT:

ATTACHMENTS:

Description

- Emergency Ordinance 4401

ORDINANCE 4401

AN EMERGENCY ORDINANCE TO REQUIRE FACE COVERINGS IN CERTAIN CIRCUMSTANCES; TO REAUTHORIZE AND AMEND THE AUTHORIZATION FOR ELECTRONIC MEETINGS; AND OTHER MATTERS RELATED THERETO.

WHEREAS, the 2019 Novel Coronavirus (“COVID-19”) is a respiratory disease that can result in serious illness or death by the SARS-CoV-2 virus, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person;

WHEREAS, the World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020;

WHEREAS, the Centers for Disease Control and Prevention (the “CDC”) has warned of the high public health threat posed by COVID-19 globally and in the United States;

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19 under Section 391 of the Public Health Service Act;

WHEREAS, on March 13, 2020, the President of the United States declared that the COVID-19 outbreak in the United States constitutes a national emergency, which began on March 1, 2020;

WHEREAS, also on March 13, 2020, the Governor of the State of South Carolina (the “State”) issued Executive Order 2020-08, declaring a State of Emergency based on a determination that the COVID-19 poses an actual or imminent public health emergency for the State;

WHEREAS, the Governor of the State has subsequently declared a continued State of Emergency in Executive Orders 2020-15 (March 28), 2020-23 (April 12), 2020-29 (April 27), 2020-35 (May 12), 2020-38 (May 27), and 2020-40 (June 11);

WHEREAS, on June 30, 2020, the City Council of the City of Hartsville (the “*City Council*”), as the governing body of the City of Hartsville, South Carolina (the “*City*”) enacted Emergency Ordinance No. 4397 (the “*Prior Emergency Ordinance*”) to temporarily authorize electronic meetings and to suspend other local procedural rules; and

WHEREAS, on June 30, 2020, the City Council enacted Emergency Resolution No. 06-20-05 to strongly encourage the wearing of facial coverings in certain circumstances; and

WHEREAS, the State is experiencing a dramatic increase in the number of identified new COVID-19 cases, and as of July 30, 2020, the South Carolina Department of Health and Environmental Control (“DHEC”) is reporting that there have been 85,846 confirmed COVID-19 cases and 1,615 confirmed COVID-19 deaths in the State;

WHEREAS, if COVID–19 cases continue to increase in the State and in the City the demand for medical, pharmaceutical, personal, and general cleaning supplies may overwhelm sources of supply; the private and public sector work force may be negatively impacted by absenteeism; and the demand for medical facilities may exceed locally available resources;

WHEREAS, health authorities, including the CDC, the Surgeon General of the United States, and DHEC have recommended the use of face coverings as a means of preventing the spread of COVID-19; and

WHEREAS, S.C. Code § 5-7-250(d) provides that “[t]o meet public emergencies affecting life, health, safety or the property of the people, council may adopt emergency ordinances ... by the affirmative vote of at least two-thirds of the members of council present. An emergency ordinance is effective immediately upon its enactment without regard to any reading, public hearing, publication requirements, or public notice requirements. Emergency ordinances shall expire automatically as of the sixty-first day following the date of enactment;”

WHEREAS, the City Council of the City of Hartsville, as the governing body of the City of Hartsville, South Carolina has determined, based on the recommendations of public health experts and responsive to a serious threat to the public health, safety, and welfare of its citizens, that it would serve the public interest and be within the Hartsville’s police powers under Home Rule and S.C. Code § 5-7-60 to require that individuals wear face coverings in certain situations and locations;

WHEREAS, the South Carolina Attorney General, on June 25, 2020, issued a public statement that enacting local mask requirements is within the police power of municipalities and is not preempted by State law;

WHEREAS, this Ordinance has been approved by at least two-thirds of the Councilmembers present at the meeting in which it was considered,

NOW, THEREFORE, be it ordained by the Mayor and Council of the City of Hartsville as follows:

Section 1. Definitions. As used herein, the terms below shall have the following meanings

- 1) “Establishment” means a Foodservice Establishment or Retail Establishment.
- 2) “City Owned Buildings” means any City owned public buildings such as City Hall, Police Department, etc.
- 3) “Face Covering” means a uniform piece of cloth, fabric, or other material that securely covers a person’s nose and mouth and remains affixed in place without the use of one’s hands. Face Coverings include, but are not limited to, bandanas, medical masks, cloth masks, scarves, and gaiters, provided that they are worn such that they securely cover the person’s nose and mouth.
- 4) “Foodservice Establishment” means any establishment within the City that sells prepared food on a dine-in, delivery, carry-out, or drive-through basis.

- 5) “Responsible Person,” with respect to an Establishment, means any individual associated with the Establishment who has the authority and ability to enforce the requirements of the Ordinance within the Establishment, such as an owner, manager, or supervisor. “Responsible Person” may also include an employee or other designee that is present at the Establishment but does not have the title of manager or supervisor, but who has the temporary or designated authority and ability to ensure that the requirements of this Ordinance are met while the Establishment is open to the public.
- 6) “Retail Establishment” means any retail business, organization, establishment, or facility open to the public within the City, including without limitation:
 - a) Grocery stores, convenience stores, and any other establishment engaged in the retail sale of non-prepared food;
 - b) Commercial stores engaged in the retail sale of goods or services to the public including without limitation gyms, salons, sporting goods stores; furniture and home-furnishings stores; clothing, shoe, and clothing-accessory stores; jewelry, luggage, and leather goods stores; department stores; hardware and home-improvement stores; book, craft, and music stores; florists and flower stores; and all other stores that sell supplies for household consumption or use, or any similar establishments;
 - c) Pharmacies and other stores that sell medications or medical supplies;
 - d) Alcoholic beverage stores; and
 - e) Laundromats.

Section 2. Use of Face Coverings. Effective as of 12:00pm on August 12, 2020

- 1) All customers are required to wear Face Coverings while inside the enclosed area of any Retail Establishment, Foodservice Establishment; or City Owned Buildings.
- 2) All Retail Establishments shall require staff to wear, and those staff shall wear, Face Coverings while working in areas open to the general public and areas in which interactions with other staff are likely in which social distancing of at least six feet cannot be observed; and
- 3) All Foodservice Establishments shall require staff who interact with customers (including, without limitation, delivery personnel) to wear, and those staff shall wear, Face Coverings while working.

Section 3. Exemptions. Face Coverings shall not be required:

- a) In outdoor or unenclosed areas appurtenant to Retail Establishments or Foodservice Establishments in which social distancing of at least six feet is possible and observed;
- b) For people whose religious beliefs prevent them from wearing a Face Covering;
- c) For those who cannot wear a Face Covering due to a medical or behavioral condition;
- d) For children under 10 years old, provided that adults accompanying children age two through 10 shall use reasonable efforts to cause those children to wear Face Coverings while inside the enclosed area of any Retail Establishment or Foodservice Establishment
- e) For patrons of Foodservice Establishments while they are dining;
- f) In private, individual offices;
- g) When complying with directions of law enforcement officers;

- h) In settings where it is not practical or feasible to wear a Face Covering, including when exercising, obtaining or rendering goods or services such as the receipt of dental services, or while swimming;
- i) While exclusively with members of a family or the same household, and no person other than such family or household is within the same enclosed area.

Section 4. Individual Violations: Civil Infraction. Any person violating the provisions of this Ordinance by failing to wear a Face Covering when required shall be guilty of a civil infraction, punishable by a penalty of not more than \$25. Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense.

Section 5. Responsible Person Violations: Civil Infraction. Any Responsible Person violating the provisions of this Ordinance by failing to require employees of the Establishment to wear a Face Covering when required shall be guilty of a civil infraction, punishable by a penalty of not more than \$100. Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense.

Section 6. Duties of Establishments and Responsible Persons. Establishments and Responsible Persons shall have a duty to enforce the provisions of this Ordinance only for employees of the Establishment. Without limiting the generality of the foregoing, no Establishment or Responsible Person shall have any duty to require that customers, visitors, or other members of the general public wear Face Coverings.

Section 7. Extension of the Prior Emergency Ordinance. The City Council hereby extends the provisions of the Prior Emergency Ordinance during such time as the state of emergency with respect to COVID-19 continues or this Ordinance expires pursuant to Section 9 hereof.

Section 8. Suspension of Contrary Local Provisions. During the Emergency Term (as defined in Section 11 below), any ordinance, resolution, policy, or bylaw of the City that conflicts with the provisions hereof shall be and is hereby suspended and superseded.

Section 9. Expiration of Ordinance; Extension of Emergency Term. As provided by S.C. Code § 5-7-250(d), this Ordinance shall expire automatically as of the sixty-first day following the date of enactment (the “Emergency Term”). Notwithstanding the foregoing, however, City Council may extend the Emergency Term by emergency ordinance for one or more additional terms, each of no more than sixty days, provided that the total duration of the Emergency Term shall not exceed six months without enacting an ordinance in the ordinary course.

Section 10. Severability. Should any provision, section, paragraph, sentence, or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Ordinance as hereby adopted shall remain in full force and effect.

Section 11. Effective Date and Time. This emergency Ordinance shall take effect at 12:00pm on August 12, 2020.

DONE AS AN EMERGENCY ORDINANCE and approved at a meeting duly assembled by no less than an affirmative vote of two-thirds of the members of the Governing Body present, this 11th day of August 2020.

CITY OF HARTSVILLE, SOUTH CAROLINA

(SEAL)

Carl M. (Mel) Pennington IV, Mayor

ATTEST:

Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Motion to enter Executive Session.

BACKGROUND SUMMARY:

Discuss upcoming vacancy on Housing Authority of Hartsville Board of Commissioners and appointment to the Hartsville Public Development Corporation per the corporation by-laws.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - SPECIAL MEETING

ORDINANCE/RESOLUTION CAPTION:

Verifying Executive Session Items discussed.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - SPECIAL MEETING

ORDINANCE/RESOLUTION CAPTION:

Council may take action on matters discussed in Executive Session.



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

Agenda Date:
8/11/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 08-20-XX - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Appointment to fill vacancy on HPDC when Vince Graham resigned.

BACKGROUND SUMMARY:

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

ATTACHMENTS:

Description

- ▣ Graham Resignation Letter
- ▣ Resolution 08-20-02

June 24, 2019

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

Dear Mayor Pennington,

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

Sincerely,

A handwritten signature in dark ink, appearing to read "Vincent G. Graham". The signature is fluid and cursive, with the first name "Vincent" and last name "Graham" clearly distinguishable.

Vincent G. Graham

RESOLUTION 08-20-02

APPOINTMENT TO HARTSVILLE PUBLIC DEVELOPMENT CORPORATION.

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

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

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

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

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

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

BE IT HEREBY RESOLVED DONE AND RATIFIED, in meeting duly advertised and assembled the __ day of _____, 2020.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
8/11/2020

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

- ▣ August Council Calendar
- ▣ September Council Calendar

August 2020

August 2020							September 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	8	1	7	8	9	10	11	12
9	10	11	12	13	14	15	6	13	14	15	16	17	18
16	17	18	19	20	21	22	13	20	21	22	23	24	25
23	24	25	26	27	28	29	20	27	28	29	30		26
30	31						27						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 26	27	28	29	30	31	Aug 1
2	3	4	5 5:30pm Planning Commission Special Meeting	6	7	8
9	10 5:30pm Airport Advisory Bd - PS Conf Rm - City Council	11 5:30pm Council Regular Mtg - Chambers	12 5:00pm Parks Comm Mtg - PS Conf Rm	13	14	15
16	17	18	19 5:15pm ARB Mtg - Chambers 6:30pm Museum Comm - Museum	20	21	22
23	24	25 3:00pm Cemetery Comm - Chambers 4:00pm Community Engagement Comm -	26	27	28	29
30	31 5:30pm Planning Comm - Chambers	Sep 1	2	3	4	5

Sherron Skipper

1

8/6/2020 3:37 PM

September 2020

September 2020							October 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
6	7	8	9	10	11	12	4	5	6	7	8	9	10
13	14	15	16	17	18	19	11	12	13	14	15	16	17
20	21	22	23	24	25	26	18	19	20	21	22	23	24
27	28	29	30				25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 30	31	Sep 1 5:30pm Council Worksession - Chambers	2	3	4	5
6	7 Labor Day - Offices Closed	8 5:30pm Council Regular Mtg - Chambers	9	10	11	12
13	14 5:30pm Airport Advisory Bd - PS Conf Rm - City Council	15	16 5:15pm ARB Mtg - Chambers	17	18	19
20	21	22	23	24	25	26
27	28 5:30pm Planning Comm - Chambers	29 10:00am HHA - S. Park Apts 3:00pm Cemetery Comm - Chambers 4:00pm Community	30	Oct 1	2	3

Sherron Skipper