AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, APRIL 10, 2018 - 5:30 PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, APRIL 6, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE.

1. CALL TO ORDER - MAYOR

2. INVOCATION AND PLEDGE

3. APPROVAL OF MINUTES

   a. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF MARCH 13, 2018 REGULAR CITY COUNCIL MEETING AND THE MARCH 20, 2018 SPECIAL CITY COUNCIL MEETING.

4. PRESENTATIONS

   a. Recognition of New Hires/Promotions

   b. Proclamations

5. MANAGER UPDATE

   a. Miscellaneous Items from City Manager

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

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

   March 2018 Draft Minutes/Reports

b. <u>Departmental Reports</u>

   March 2018 Reports

<u>UNFINISHED BUSINESS</u>

6. PUBLIC HEARING AND FINAL READING ORDINANCE 4327: TO AMEND HARTSVILLE CODE OF ORDINANCES APPENDIX A – ZONING ARTICLE VI – GENERAL PROVISIONS SECTION 7 " OFF STREET PARKING AND LOADING" BY ADDING (h) BICYCLE PARKING (i) SURFACE AND MARKINGS AND (j) ACCESSIBLE PARKING FOR DISABLED PERSONS.

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

7. PUBLIC HEARING AND FINAL READING ORDINANCE 4328: TO AMEND HARTSVILLE CITY CODE CHAPTER HISTORIC PRESERVATION SECTION 11-21 "DESIGN REVIEW GUIDELINES FOR CITY'S HISTORIC DISTRICT SUBSECTION (a) CITY'S HISTORIC DISTRICT (1) HISTORIC PROPERTIES BY THE ADDITION OF 106 EAST CAROLINA AVENUE AND 154 MANTISSA ROW (TAX MAP# 056-06-02-059), 108 EAST CAROLINA AVENUE AND 152 MANTISSA ROW (TAX MAP #056-06-02-036 & 056-06-02-60) A PORTION OF THE FORMER SOUTHERN CANDY KITCHEN AND SUBSECTION (b) GENERAL

CRITERIA.

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

8. PUBLIC HEARING AND FINAL READING ORDINANCE 4329: AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA, AMENDING PROVISIONS OF THE CODE OF ORDINANCES OF THE CITY REQUIRING ANNEXATION COMMITMENTS IN ORDER FOR PROPERTIES LOCATED OUTSIDE OF THE CITY TO CONNECT TO THE CITY'S UTILITY SERVICES, AND OTHER MATTERS RELATED THERETO.

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

NEW BUSINESS

9. RESOLUTION 04-18-01: APPROVING A PROPERTY MAINTENANCE AGREEMENT BY AND BETWEEN THE CITY OF HARTSVILLE, SOUTH CAROLINA AND THE HARTSVILLE PUBLIC DEVELOPMENT CORPORATION; AND OTHER MATTERS RELATED THERETO.

10. RESOLUTION 04-18-02: APPROVAL OF AIRPORT ENGINEERING AND PLANNING SERVICES FOR HARTSVILLE REGIONAL AIRPORT.

11. RESOLUTION 04-18-03: APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO AN AGREEMENT WITH FLORENCE COUNTY EMERGENCY MANAGEMENT DIVISION.

12. FIRST READING ORDINANCE 4330: TO LEASE A PORTION OF PROPERTY AT 410 BELL AVENUE FROM THOMAS E GOODSON SR. AND THOMAS E. GOODSON JR. FOR INSTALLATION AND MAINTENANCE OF MONITORING EQUIPMENT.

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

13. FIRST READING ORDINANCE 4331: TO LEASE THE PROPERTY AT 149 WEST CAROLINA AVENUE TO DARLINGTON COUNTY HUMANE SOCIETY.

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

EXECUTIVE SESSION

14. MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4-70(a)(1) FOR DISCUSSION OF APPOINTMENT TO DARLINGTON COUNTY CAPITAL PROJECT SALES TAX COMMISSION.

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

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

17. RESOLUTION 04-18-04: APPOINTMENT TO DARLINGTON COUNTY CAPITAL PROJECT SALES TAX COMMISSION.

INFORMATION ONLY

a. Calendars and Other Items

ADJOURNMENT

Please turn off or silence all mobile devices.

The City of Hartsville located at 100 E. Carolina Avenue, is an accessible facility.
For assistance call 383-3018 between 8:30am and 4:30pm Monday through Friday.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

March 13, 2018 Regular Meeting Minutes and March 20, 2018 Special Meeting Minutes.

IMPACT IF DENIED:

ATTACHMENTS:

Description

- March 13, 2018 Regular City Council Meeting Minutes
- March 20, 2018 Special City Council Meeting Minutes

MINUTES
CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 13, 2018 – 5:30 PM
COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

Mayor/Council:
Mayor Pennington
Mayor Pro-Tem Andrews
Councilmember Braddock
Councilmember Gammage
Councilmember Mack
Councilmember Shirley
Councilmember Wilson
Attorney Lawrence Flynn
Press

Executive Staff:
City Manager Zeigler
City Clerk Skipper
Fire Chief Burr
Finance Director Caulder
Public Service Director Slatton

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, MARCH 09, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

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

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF FEBRUARY 13, 2018 REGULAR CITY COUNCIL MEETING - APPROVED.
Motion: Wilson; Second: Gammage; Carried: All ayes.

PRESENTATIONS
Girl Scout Week Proclamation was accepted by Girl Scout troop 1502.

Darlington County Economic Development Partnership Update - Frank Willis, Executive Director: Economic Development raises revenue to fund local government. Currently we have 2 certified Industrial Parks and one for the City of Hartsville in process. The way a city/county develops a community has a direct impact on economic development. Director Willis commended Hartsville for understanding that and being willing to commit to economic development and applauded Hartsville's efforts.

MANAGER UPDATE
Statement of Economic Interests Filing deadline 3/30/18 reminder.

CONSENT AGENDA - Received as Information Only

UNFINISHED BUSINESS
PUBLIC HEARING AND FINAL READING ORDINANCE 4324: AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA AMENDING AND RESTATING SEC. 10-38 OF THE CITY'S CODE OF ORDINANCES (AS MOST RECENTLY ENACTED BY ORDINANCE NUMBER 4291 DATED JUNE 13, 2017); AMENDING AND RESTATING SEC. 54-67 OF THE CITY'S CODE OF ORDINANCES; AMENDING AND RESTATING SEC. 10-91 OF THE CITY'S CODE OF ORDINANCES; AMENDING AND RESTATING SEC. 10-96 OF THE CITY'S CODE OF ORDINANCES; AMENDING AND RESTATING SEC. 42-108 OF THE

CITY'S CODE OF ORDINANCES; AMENDING AND RESTATING SEC. 46-76 OF THE CITY'S CODE OF ORDINANCES; AND OTHER MATTERS RELATED THERETO – APPROVED.
Open/Close Public Hearing: No public input.
Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Mack; Discussion: Mack asked if amendments could be made to this Ordinance as needed and the Mayor stated that any Ordinance can be amended at anytime. Carried: with all ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4325: APPROVING AND ACCEPTING GRANT MONIES FROM THE BYERLY FOUNDATION; AUTHORIZING THE CONVEYANCE AND TRANSFER OF CERTAIN REAL PROPERTY; AND OTHER MATTERS RELATING THERETO APPROVED.
Open/Close Public Hearing:

1. Marty Brand, 544 West Home Avenue – Project is amazing. What if an owner won't sell their property and can concept be applied to other parts of the city?
   Mayor Pennington stated that options are on everything and we are capitalizing on a mixed use environment where natural growth comes from the center out. We need other places to prosper as well. The Byerly Foundation money is specific for Canalside District.
2. Rennie McManus-McCoy, 535 Hunter Drive had a question about transportation, which was not related to this Ordinance.

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

PUBLIC HEARING AND FINAL READING ORDINANCE 4326: AN ORDINANCE APPROVING AN APPLICATION FOR A SPECIAL PROPERTY TAX ASSESSMENT FOR A HISTORIC PROPERTY, 110 EAST CAROLINA AVENUE (TAX MAP# 056-06-02-018); AND OTHER MATTERS RELATED THERETO APPROVED.
Open/Close Public Hearing: No public input.
Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Gammage; Carried: with all ayes.

NEW BUSINESS

RESOLUTION 03-18-01: APPROVAL OF BID AWARD FOR PAVING PROJECT ON WEST MANTISSA ROW AND PARKING LOT AREA IN THE CITY OF HARTSVILLE – APPROVED.
Motion: Mack; Second: Gammage; Discussion: City Manager stated that Parking, Beautification and Business Improvement Commission is paying half of the costs for this project. Carried: All ayes.

FIRST READING ORDINANCE 4327: TO AMEND HARTSVILLE CODE OF ORDINANCES APPENDIX A – ZONING ARTICLE VI – GENERAL PROVISIONS SECTION 7 "OFF STREET PARKING AND LOADING" BY ADDING (h) BICYCLE PARKING (i) SURFACE AND MARKINGS AND (j) ACCESSIBLE PARKING FOR DISABLED PERSONS – APPROVED.
Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: Braddock; Discussion: Mack asked what can be parked in a half parking space and Brenda Kelley stated that a motorcycle or bike could occupy that space. The intent is to reduce asphalt. Carried: with all ayes.

FIRST READING ORDINANCE 4328: TO AMEND HARTSVILLE CITY CODE CHAPTER HISTORIC PRESERVATION SECTION 11-21 "DESIGN REVIEW GUIDELINES FOR CITY'S HISTORIC DISTRICT SUBSECTION (a) CITY'S HISTORIC DISTRICT (1) HISTORIC PROPERTIES BY THE ADDITION OF 106 EAST CAROLINA AVENUE AND 154 MANTISSA ROW (TAX MAP# 056-06-02-059), 108 EAST CAROLINA AVENUE AND 152 MANTISSA ROW (TAX MAP #056-06-02-036 & 056-06-02-60) A PORTION OF THE FORMER SOUTHERN CANDY KITCHEN AND SUBSECTION (b) GENERAL CRITERIA – APPROVED.

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

EXECUTIVE SESSION

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a)(1)(2) FOR DISCUSSION OF BOARDS, COMMISSIONS AND COMMITTEE APPOINTMENTS AND COUNCIL COMMITTEE APPOINTMENTS, CITY JUDGES AND CITY ATTORNEY APPOINTMENTS, AND FOR DISCUSSION OF EMPLOYMENT MATTER FOR POTENTIAL NEW FINANCE STAFF AND FOR THE RECEIPT OF LEGAL ADVICE FOR MATTERS COVERED BY ATTORNEY CLIENT PRIVILEGE RELATING TO ANNEXATION COVENANT, PUBLIC HOUSING, AND WATER PARK FINANCING, AND OTHER MATTERS PROTECTED BY ATTORNEY-CLIENT PRIVILEGE – APPROVED.
Motion: Shirley; Second: Andrews; Carried: with all ayes.

Councilmember Shirley left the meeting at 7:30pm.

MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION.
Motion: Andrews; Second: Gammage; Carried: with all ayes.

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

RESOLUTION 03-18-02: APPOINTING MEMBERS TO THE HARTSVILLE CITY COUNCIL COMMITTEES – APPROVED.
Motion: Pennington to appoint Mayor Pro-Tem Johnny Andrews to Council Finance Committee and serve as Chair; Second: Gammage; Carried: All ayes.

RESOLUTION 03-18-03: APPOINTMENT TO DARLINGTON COUNTY CAPITAL PROJECT SALES TAX COMMISSION HARTSVILLE – TABLED UNTIL SPECIAL MEETING ON MARCH 20, 2018.
Motion: Pennington; Second: Andrews; Carried: All ayes.

FIRST READING ORDINANCE 4329: AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA, AMENDING PROVISIONS OF THE CODE OF ORDINANCES OF THE CITY REQUIRING ANNEXATION COMMITMENTS IN ORDER FOR PROPERTIES LOCATED OUTSIDE OF THE CITY TO CONNECT TO THE CITY'S UTILITY SERVICES, AND OTHER MATTERS RELATED THERETO – APPROVED.
Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: Mack; Carried: with all ayes.

Motion made by Andrews to amend the agenda to add Resolutions for appointment of City Attorney, City Judge, and PDRTA boardmember; Second Braddock; Carried: All ayes

RESOLUTION 03-18-04: APPROVAL OF APPOINTMENT OF CITY ATTORNEY - APPROVED.
Motion: Andrews to appoint Martin S. Driggers, Jr. for a term ending June 30, 2019; Second: Braddock; Carried: All ayes.

RESOLUTION 03-18-05: APPOINTMENT OF PART-TIME MUNICIPAL JUDGE. - APPROVED.
Motion: Andrews to appoint Bryan Braddock for a term ending June 30, 2021; Second: Braddock; Carried: All ayes.

RESOLUTION 03-18-06: APPOINTMENT TO PEE DEE REGIONAL TRANSPORTATION AUTHORITY BOARD - APPROVED.
Motion: Andrews to appoint Rennie McManus-McCoy to fill an unexpired term ending June 30, 2019; Second: Braddock; Carried: All ayes.

ADJOURNMENT: Without objection at 8:45pm.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

MINUTES
CITY OF HARTSVILLE, SOUTH CAROLINA
SPECIAL CITY COUNCIL MEETING
TUESDAY, MARCH 20, 2018 - 4:30 PM
COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

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

Executive Staff:
City Manager Zeigler
City Clerk Skipper

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY MARCH 16, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY.

Mayor Pennington called the meeting to order at 4:36pm and asked Councilmember Gammage to lead in the invocation and Pledge of Allegiance.

NEW BUSINESS
RESOLUTION 03-18-07: AUTHORIZING ALLOCATION OF FUNDS FOR SOUTHEASTERN BASEBALL CLASSIC - APPROVED. Motion: Andrews; Second: Gammage; Carried: All ayes.

EXECUTIVE SESSION
MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a)(1) FOR DISCUSSION OF APPOINTMENT TO DARLINGTON COUNTY CAPITAL PROJECT SALES TAX COMMITTEE - APPROVED. Motion: Andrews; Second: Mack; Carried: All ayes.

MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION - APPROVED. Motion: Mack; Second: Gammage; Carried: with all ayes.

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

RESOLUTION 03-18-03: APPOINTMENT TO DARLINGTON COUNTY CAPITAL PROJECT SALES TAX COMMISSION - APPROVED. Motion: Andrews to appoint David McFarland; Second: Mack; Carried: All ayes.

ADJOURNMENT: Without objection at 5:06pm.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Recognition of new employees and employee promotions.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Congential Diaphragmatic Hernia Day
Sexual Assault Awareness Month
Fair Housing Month - 50 years of the Fair Housing Act

ATTACHMENTS:

Description

- Congenital Diaphragmatic Hernia Day
- Sexual Assault Awareness Month
- Fair Housing Month

Proclamation

WHEREAS, a Congenital Diaphragmatic Hernia is an opening in the diaphragm that allows the abdominal organs to push into the chest cavity; and,

WHEREAS, a Congenital Diaphragmatic Hernia is often a life-threatening birth defect because it limits the growth of the lungs and occurs in every 1 in 2,500 live births in the United States, which accounts for 8% of all major congenital anomalies; and,

WHEREAS, proactive diagnosis and appropriate management of fetuses with congenial diaphragmatic hernias minimize the incidence of emergency situations, dramatically improving survival rates; and,

WHEREAS, there is a need for increased public awareness of congenital diaphragmatic hernias to provide an opportunity for families whose lives have been affected to celebrate life and to remember loved ones lost, to honor dedicated health professionals, and to meet others and know they are not alone; and,

WHEREAS, groups such as Breath of Hope, Inc. are working to promote public awareness and encourage research efforts to one day prevent or successfully treat all those diagnosed with a congenital diaphragmatic hernia and the establishment of Congenital Diaphragmatic Hernia Day will provide the opportunity to share experience and information with the public and the media in order to raise public awareness about the Congenital Diaphragmatic Hernia birth defect.

NOW, THEREFORE, I, Carl M. (Mel) Pennington IV, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim April 19, 2018 as:

"CONGENITAL DIAPHRAGMATIC HERNIA DAY"

As the Mayor of the City of Hartsville, I also call upon the citizens, government agencies, public and private institutions, businesses and schools in the City of Hartsville, to commit our community to increasing awareness and understanding of Congenital Diaphragmatic Hernias.

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

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

Proclamation

WHEREAS, sexual assault affects adults and children in the Pee Dee Region not only as victim survivors but also as family members, loved ones, friends, neighbors or coworkers of a victim; and,

WHEREAS, sexual assault is one of the most devastating crimes in our society today, with victims often suffering lifelong pain from physical injury and serious emotional trauma; and,

WHEREAS, volunteers and service providers in our communities are dedicated to providing care to sexual assault survivors through 24 hour hotlines, counseling, support groups, advocacy, medical care and education; and,

WHEREAS, the 2018 observance of Sexual Assault Awareness Month encourages people to learn more about sexual violence and its prevention and how to help survivors heal from this personal violation.

NOW, THEREFORE, I, Carl M. (Mel) Pennington IV, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim the month of April 2018, as

"SEXUAL ASSAULT AWARENESS MONTH"

in the city of Hartsville and encourage all the citizens to work together to prevent Sexual Assault and ensure a life free from harm for the residents of Hartsville.

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

_____

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____

Sherron L. Skipper, City Clerk

Proclamation

WHEREAS, Every year, the Housing Urban Development proclaims the month of April as Fair Housing month to commemorate the anniversary of the passage of the Fair Housing Act in 1968; and,

WHEREAS, the State of South Carolina enacted the South Carolina Fair Housing Law in 1989, which guarantees the right of every person to live where they choose, regardless of their race, color, national origin, sex, religion, familial status, or disability; and,

WHEREAS, the State of South Carolina must certify each year that it will affirmatively further fair housing and local governments, as a condition of receiving CDBG funds, must certify to the State and to HUD that they will take proactive steps to affirmatively further fair housing; and,

WHEREAS, the City of Hartsville desires that all its citizens be afforded the opportunity to attain a decent, safe, and sound living environment; and,

WHEREAS, the City of Hartsville rejects discrimination on the basis of race, religion, color, sex, national origin, disability, and/or familial status in the sale, rental, or provision of other housing services; and,

WHEREAS, April is recognized nationally as Fair Housing Month because it presents an ideal time to focus on fair housing issues in our community, examine local practices which may be limiting fair housing choice, and undertake meaningful actions.

NOW, THEREFORE, I, Carl M. (Mel) Pennington, IV, Mayor of the City of Hartsville, do hereby proclaim the month of April, 2018 as:

"FAIR HOUSING MONTH"
and
"FIFTY YEARS OF THE FAIR HOUSING ACT"

and urge all citizens to recognize and participate in its observance.

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

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

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:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Committee Draft Minutes and Reports for March 2018.

ATTACHMENTS:

Description
- Airport Advisory Board
- Architectural Review Board
- Housing Authority of Hartsville Commission
- Planning Commission
- Council African American Cemetery Committee
- Council Community Engagement Committee
- Council Finance, Audit, Budget Committee

HARTSVILLE
REGIONAL AIRPORT

Airport Advisory Board Meeting Minutes
Monday, March 26, 2018 at 5:30 pm
Coach TB Thomas Sports Center
701 West Washington Street

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4 80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON THURSDAY, MARCH 22, 2018 AND DULY POSTED AT COACH TB THOMAS SPORTS CENTER, 701 WEST WASHINGTON STREET.

Members Present: Dr. Lee Gardner, James Harrell, Bryan Drayton, Lex West
Members Absent: Councilman Bob Braddock
Staff Present: Hemming Hemmingsen, Russell Slatton, Beth Tripp

The meeting was called to order at 5:31 p.m. by Board Chair, Dr. Lee Gardner.

MINUTES

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF THE JANUARY 10, 2018 MEETING MINUTES, NO MEETING IN FEBRUARY. – Approved
Motion: Lex West; Second: James Harrell

Dr. Gardner introduced Dr. Paul Alexander to the committee. James Stephens of SCAC informed Dr. Gardner that Lee County Airport will not be receiving entitlement money so it isn't possible to transfer monies to Hartsville Regional Airport.

MOTION TO MOVE AGENDA ITEM #6, DISCUSSION AND VOTE ON CITY SELECTION OF AIRPORT CONSULTANT/ENGINEERING FIRM, TO TOP OF AGENDA- Approved.
Motion: Dr. Gardner; Second: Bryan Drayton

Two companies submitted RFQ that were distributed to committee members. Lex said he appreciated Eddie Owen and Judy of Talbert Bright & Ellington's assisting us update our CIP and they did so at no cost. Dr. Gardner said they were helpful in arranging meeting with FAA at SCAA conference in February. Hemming asked if there is term constraints for the services. Russell explained the City will negotiate length of term and this would be simply, voting on a recommendation to Council for a company to provide exclusive engineering services for the airport on an as needed basis.

MOTION TO VOTE TO RECOMMEND TALBERT BRIGHT & ELLINGTON AS AIRPORT CONSULTANT/ENGINEERING FIRM, - Approved.
Motion: Les West; Second: James Harrell

FBO REPORT

Flight school simulator is on site. The Aztec is almost ready and working on repairing the Cessna 150 that was purchased for flight school. Students at the Governors School are developing a website and Facebook page for Hartsville Regional Airport. January flight operations were 356 turbo and 48 jets. February had 294 turbo and 18 jets. Fuel sales are steady. The fuel farm needs to be refurbished and would cost approximately $25,000. The committee and Dr. Alexander discussed the approximate age to be almost 20 years old. On March 8, 2018, an FAA inspection found a fuel filter wasn't changed and a fire extinguisher was missing a current tag. No fuel can be sold until receive the new filter. Once it is installed, Russell will draft a letter to the FAA informing them. Hemming explained the fuel filter was on back order and the new tag must have blown off because the City makes sure all fire extinguishers are inspected. Mayor Mel Pennington, Sandy Brown, and Lex West attended the SCAA Conference, February 7- 9, 2018 and met with FAA staff. The FAA will not a fund terminal building or access roads. However, they can help with an apron or a ramp. Lex and Hemming spoke with Booster Windham and Bobby Dempsey briefly because a small portion of their property would be important to having an access road to the airport. Lex suggested the committee and City representatives meet with them to see if it would be possible. Russell will check with the City Clerk if a meeting notice would be necessary. On February 12, Hemming and Dr. Gardner were invited to the Transportation Committee of the City's 2030 Comprehensive Plan and spoke of the importance of aviation to Hartsville.

REPORT FROM THE CITY

City staff is working on repairing of erosion on 03 end of runway as time permits. Lex commended their work mowing the 2-1 and helping with trees. Russ explained some areas are boggy and City equipment can't safely get into those areas. Russ and Hemming will look at the areas and see if there's an alternative. Fortress Fencing is waiting for electrician to add power to the gate so the state can inspect it. The new fencing is 10' and old fencing is 6'. Bryan Drayton saw three deer inside the fence and Hemming will contact the Game Warden. City Clerk is waiting for Dr. Coolers' official committee resignation and per committee guidelines will need his replacement to reside in City limits. The Maintenance Hangar roof repair has been approved by the City and now waiting to hear from the insurance company. The hangar door will need to have a RFB. Russell, Hemming, and Dr. Gardner will meet at a later date to discuss revising the ordinance on hangar land lease rental rate and collection of open hangar fees. Russell stated the fee schedule will need to be read twice at City Council meetings.

OTHER

Dr. Paul Alexander expressed concerns about Hemmings' professionalism and breach of contract. He believes flight numbers reported are being inflated because he is at the airport often and does not see that traffic. Other airports keep written records of flights and fuel sales but Hartsville does not. On the radio, Hemming does not offer services or maintenance help to the pilots and rarely comes out of his office. There have been no local/national ads or fly-ins to promote the airport. Dr. Alexander stated Hemmings' contract says he's responsible for mowing but twice, he has reported overgrown grass. The contract also says he is to provide flight training and it has taken almost two years. The City's' contract is with Hartsville Aviation Group, LLC which means Hemming is an employee of that company. Dr. Alexander asked who the principals are because it could be a conflict of interest.

Coach TB Thomas Sports Center is located at 701 W. Washington Street and is an accessible facility. For assistance, please call 843-339-2878 between 8:30 a.m. and 5:00 p.m. Monday through Friday.

Last year, Dr. Alexander brought in someone to talk to the committee about adding a freight business at the airport to increase traffic and Hemming did not do anything. Almost 18 months ago, Dr. Alexander told Hemming that a helicopter had to be moved by 2 p.m. that day for his flight lesson. When he returned, it was not moved and when he spoke to Hemming, he interrupted him and walked off. Dr. Alexander told Lex about the incident and never received an apology from Hemming.

Lex apologized for the helicopter not being moved because he was the one that left it there. He had asked Hemming to move it but Hemming forgot. Lex said fly-ins aren't happening that often because with the exception of Dr. Gardner that just recently retired, the committee members all have full-time jobs and time has not permitted it. All of the work and improvements that have been done are 95% because Hemming cares about the Airport and works to improve it. Lex continued that he does not feel the airport should advertise until the appearance and infrastructure are improved. Bryan Drayton said he feels Hemming is doing a good job and the former FBO, Russell Fauver, was a maintenance person first and businessman second. Bryan appreciates that Hemming sees a vision for the airport as a businessman and not focusing as much on plane maintenance.

Meeting was adjourned without objection at 6:40 p.m.

_____

Lee Gardner, Chair

City of Hartsville
NAVIGATOR
Your Business Development Partner

Business Navigator Department

Minutes
Architectural Review Board Meeting
Wednesday, March 21, 2018 5:15p.m.
City Council Chambers, City Hall
100 East Carolina Avenue

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MARCH 19, 2018 AND DULY POSTED IN CITY HALL.

Members present: Chairman Bobby Goodson, Danny Johnson, Deborah Gandy, Marci Tuten and George Walden. **Absent:** Nic Ison and Daniel Watkins. **Guest:** Frida Brown, Brandy Stellingworth and C.S. (Coyt) Tyner. **Staff:** Brenda Kelley and Karine Thomas. **Press:** Absent.

Call to Order/Minutes
Vice Chairman Danny Johnson called the meeting to order at 5:18pm. He then presented the February 21, 2018 Meeting minutes. George Walden made a motion to approve the minutes as submitted. Deborah Gandy seconded. All in favor.

Applications
The Play Zone – 125B N. Fifth St. – paint door
Coyt Tyner was present to participate in the discussion regarding his proposal to paint the door on the East College elevation. The door would be painted orange to match the color in the sign on the front of the building. Chairman Goodson reminded Mr. Tyner that the phone number under the sign on the front of the building was not approved and should be removed. Mr. Tyner stated that the area code had already been removed. He assured Mr. Goodson that all of the phone number would be removed. Danny Johnson made a motion to approve the minutes as submitted. Marci Tuten seconded. All in favor.

Retrofit Sip-N-Seat – 152 Mantissa Row – awning & projecting sign
Brandy Stellingworth was present to participate in the discussion regarding her proposal to erect an awning to keep water out of the building. The awning would be placed under the sign. It would extend the width of the building from brick to brick. Mrs. Stellingworth proposed a metal awning with a rustic look. Chairman Goodson started a discussion regarding rustic vs. painted. The board stated unanimously that painted would be the preference. George Walden made a motion to approve a 4’ x 30’ awning with a steel frame in a standing seam or ribbed metal and a satin finish. Danny Johnson seconded. All in favor.

Mrs. Stellingworth also proposed a 32” x 32” projecting sign. The maximum size of a projecting sign is 10 square feet. Chairman Goodson suggested a spotlight shining upward for illumination. An eight (8) foot clearance is required from the bottom of the sign to the asphalt. The sign would have a wood back and hang from a bracket on the brick pillar to the far left of the building. Bobby Goodson made a motion to approve the sign as presented not to exceed 10 square feet. If the placement is different from proposed, present it to staff. Danny Johnson seconded. All in favor.

A Space to Create – 129 W. Carolina Avenue – window sign
Brandy Stellingworth was present to participate in the discussion regarding her proposal to paint the building navy blue in a matte finish, to place the name on the building in gold foil, and to place a filigree on the building. The filigree would be either painted or created with a special type of vinyl that conforms to the pores in the brick. Marci Tuten approved the proposal as submitted. Debbie Gandy seconded. All in favor.

Main Street Update – Frida Brown

- Project Excape Ribbon Cutting April 16
- Edventure construction expected completion date March 30
- Farmers Market April 14
- Go Big Go Home April 14
- Block Party April 12
- Hakuna Matuna Opening Soon – 205 N. Fifth Street.

Chairman Goodson welcomed Marci Tuten to the board.

Adjournment

Chairman Goodson made a motion to adjourn at 6:17pm. Danny Johnson seconded. The next meeting is scheduled for Wednesday, April 18, 2018 at 5:15PM in Council Chambers at City Hall.

_____ _____

Signature Date

DRAFT

MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING

HOUSING AUTHORITY OF HARTSVILLE

March 27, 2018

The Board of Commissioners of The Housing Authority of Hartsville met in a Regular Meeting on Tuesday, March 27, 2018 at 10:00 am in the office of the Authority at 1301 South Fifth Street, Hartsville, South Carolina.

Commissioner Bachman arrived at 10:30. Chair Douglas appointed Commissioner Bachman as acting Chair due to his absence.

Commissioner Bachman called the meeting to order at 10:30 a.m. and upon roll call the following were present and absent:

PRESENT	ABSENT
Francine Bachman, Commissioner	Charles Douglas, Chair
Lunella Williams, Commissioner	Phylanda Thomas, Vice Chair
Ted Williams, Commissioner	
Sylvia McElveen, Executive Director	

Guests:
Sherron Skipper, City Clerk
Councilmember Teresa Mack

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MARCH 22, 2018 AND DULY POSTED AT HOUSING AUTHORITY OF HARTSVILLE LOCATED AT 1301 SOUTH FIFTH STREET.

Commissioner Bachman presented to the board for their review and approval to waive reading of the minutes of the November 14, 2017 regular Board and Notes of regular meeting scheduled for January 30, 2018 as submitted. A motion was made by Commissioner Ted Williams and seconded by Commissioner Lunella Williams to waive the reading and approve the minutes as submitted. (See attached and made a part of these minutes). The "Ayes" and "Nays" were as follows:

Ayes	Nays
Francine Bachman, Commissioner	None
Lunella Williams, Commissioner	
Ted Williams, Commissioner	

Commissioner Bachman then declared said motion carried.

Report of the Executive Director: Director McElveen informed the Board for information purposes only the Revenue and Expenses vs Budget which included December 2017, January and February 2018. The authority remains under budget. The board was informed of the upcoming audit in April.

New Business:

A. Resolution No. 1151: approval of close out of Capital Fund SC16P029501-16. Motion was made by Commissioner Lunella and seconded by Commissioner Ted Williams to approve the close out of Capital Fund SC16P029501-16. The Ayes and Nays were as follows:

Ayes	Nays
Ted Williams, Commissioner	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Commissioner Bachman then declared said motion carried.

B. Resolution No. 1152: approval and adoption of the Housing Authority of Hartsville Amended By-Laws. A motion was made by Commissioner Ted Williams and seconded by Commissioner Lunella Williams to approve the adoption of the Housing Authority of Hartsville Amended By-Laws. The Ayes and Nays were as follows:

Ayes	Nays
Ted Williams, Commissioner	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Commissioner Bachman then declared said motion carried.

C. Resolution No. 1153: approval of the Southpark and Eastpark charge offs. A motion was made by Commissioner Ted Williams and seconded by Commissioner Lunella Williams to approve the charge offs for Southpark and Eastpark Complex. The Ayes and Nays were as follows:

Ayes	Nays
Ted Williams, Commissioner	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Commissioner Bachman then declared said motion carried.

D. Resolution No. 1154: approval of the No Smoking Policy with designated smoking areas. A motion was made by Commissioner Ted Williams and seconded by Commissioner Lunella Williams to approve the No Smoking Policy with designated smoking areas. The Ayes and Nays were as follows:

Ayes	Nays
Ted Williams, Commissioner	None
Francine Bachman, Commissioner	
Lunella Williams, Commissioner	

Commissioner Bachman then declared said motion carried.

E. Resolution No. 1155: approval for revision of $5,500 in Capital Fund SC16P029501-17 that was obligated to Fees and Costs to be moved to Maintenance Improvement/Materials. A motion was made by Commissioner Ted Williams and seconded by Commissioner Lunella Williams to approve the revision of $5,500 in Capital Fund SC16P029501-17 that was obligated to Fees and Costs to be moved to Maintenance Improvement/Materials. The Ayes and Nays were as follows:

DRAFT

Ayes
Ted Williams, Commissioner
Francine Bachman, Commissioner
Lunella Williams, Commissioner

Nays
None

Commissioner Bachman then declared said motion carried.

There being no further business to enact, a motion was made by Commissioner Lunella Williams and seconded by Commissioner Ted Williams to adjourn the meeting. The Ayes and Nays were as follows:

Ayes
Ted Williams, Commissioner
Francine Bachman, Commissioner
Lunella Williams, Commissioner

Nays
None

Commissioner Bachman declared the said motion carried and the meeting adjourned at 11:30

_____
Francine Bachman, Commissioner

_____
Sylvia McElveen, Executive Director

STATE OF SOUTH CAROLINA
COUNTY OF DARLINGTON
March 27, 2018

DRAFT

City of Hartsville
NAVIGATOR
Your Business Development Partner

Planning and Zoning Department

Minutes
Planning Commission Meeting
City Council Chambers, City Hall
100 East Carolina Avenue
Monday, March 26, 2018 5:30p.m.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MARCH 22, 2018 AND DULY POSTED IN CITY HALL.

Members present: Chairman Curtis Lee, Vice Chairman Sandi Brown, Casey Hancock, Nancy McGee, Chris Shirley and Mark Stellingworth. **Absent**: Trevor McDonald **Guest:** Renni McManus **Staff:** Brenda Kelley and Karine Thomas. **Press:** Absent.

Call to Order/Minutes
Chairman Curtis Lee called the meeting to order at 5:40pm. Chairman Lee presented the February 26, 2018 meeting minutes for approval. Chairman Lee made a motion to approve the minutes as submitted. Nancy McGee seconded. All in favor.

New Business
Grants – Mary Farrell, Assistant to the City Manager
Mary Farrell, Assistant to the City Manager, provided an overview of grant funding for the City of Hartsville. Grant basics includes reporting, procurement, labor laws, public notice, and long-term commitments. Many grants have match requirements. City Council approves all major applications and any commitment of city resources. Ms. Farrell reiterated that there is no such thing as free money, even if a grant does not require a match, the administration and management of the grants are a huge commitment of staff's time. Ms. Farrell provided a list of grants that were submitted and awarded from 2013 to the present. She provided details about each grant. Ms. Farrell also presented a list of items that had been addressed in the Community Planning Assistance Team's recommendations for the South Hartsville Revitalization Strategy.

Old Business
Comprehensive Plan Reports
Each commissioner reported items that their team have discussed and/or goals they have set.
Economic Development – Chairman Curtis Lee

- Industrial Development

- Entrepreneurship – creating opportunities
- Targeting 2 – 3% population growth rate
- Cluster Based Development
- Business Retention/Expansion
- Workforce Development – qualified workforce
- Tourism
- Downtown Development/Revitalization
- Broadband Internet
- Leadership/Organizational Development
- Bedroom Community

Cultural and Recreational Resources – Mark Stellingworth

- Sports tourism
- Public Art Displays
- Center Theatre
- Expanding library resources – meeting and training center
- Heritage Center – accommodate festivals
- Revitalization of South Sixth Street
- Cultural District application

Natural Resources – Nancy McGee

- Protect watershed
- Create a sustainable urban forest
- Connecting City parks
- Relate other goals to tourism

Education – Casey Hancock

- Children falling through the cracks
- Helping students manage stress
- Workforce qualified
- Hartsville's educational offerings
- Marketing – getting the word out

Transportation – Chris Shirley

- Public transportation
- Constructing and improving roadways
- Traffic on Russell Road especially with addition of the water park

Housing – Sandi Brown

- Heir properties Historic Butler District
- Price range for rental property
- Inventory of patio homes and condos

DRAFT

There being no further business, Chairman Lee made a motion to adjourn at 7:28p.m. Sandi Brown seconded. The next meeting is scheduled for Monday, April 30, 2018 at 5:30p.m. in Council Chambers at City Hall.

_____ _____

Signature

DRAFT

REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL AFRICAN-AMERICAN CEMETERY COMMITTEE
TUESDAY, MARCH 27, 2018 AT 3:00 PM
COUNCIL CHAMBERS – CITY HALL – 100 EAST CAROLINA AVENUE

Committee Members Present: Tre Gammage, Chair; Johnny Andrews
Guests Present: Willie Williams, Adlena Graham, Albert Davis, Dr. Alvin Heatley
Staff Present: Casey Hancock, Mary Catherine Farrell

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MONDAY, MARCH 26, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 E. CAROLINA AVE.

Councilmember Gammage called the meeting to order at 3:00 p.m.

The following matters were discussed:

1. Communications
    a. Standard Powerpoint: Communications Officer Casey Hancock solicited feedback from group on their vision for the creation of a standard PowerPoint to use in presenting to civic and community groups and potential donors to raise awareness of cemetery history and preservation efforts.
        i. Johnny provided via email a wealth of content and visuals for inclusion in this.
        ii. Casey suggested this could be a good resource for use in local school curriculum.
        iii. A concise printable document to provide to possible donors was requested.
    b. Website Updates: Hancock solicited feedback on website updates needed.
        i. Johnny shared that Brian Gandy of the County Historical Commission will ultimately be able to plot the location of each grave on a plat using GPS. This deliverable should be available for public use once complete.
        ii. Dr. Heusel's class deliverables should be uploaded to the website.
        iii. Recent news links should be included.
        iv. It was suggested that the main home page slide show be updated to include images of current happenings, such as the Cemetery.
        v. Casey will update the existing online donation form to simplify.
        vi. Casey will work on a URL shortcut for the web address. It was suggested that he use a slogan (to be determined) for this.
2. Cemetery Cleanup Day
    a. Governors School Students came via bus and were very helpful in both probing the ground to locate possible burials and removing debris (loose limbs and trash).
        i. They identified seven previously unknown markers.
    b. There is still significant debris to be picked up and removed, but all of the trash appears to have been picked up.
    c. Mr. Williams said that the perimeter was already due for a mow.
    d. The question of whether or not to allow interested parties to volunteer outside of officially organized cleanup days was posed. It was suggested that signage stating a release of liability and directing interested citizens to contact Committee members for training be posted prominently. This message should also be conveyed via social media and website. Other rules should include :
        i. Do not move/remove flags.
        ii. Do not move graves.

iii. Do not attempt to repair broken tombstones. Should only be repaired by professionals.

e. The next clean-up day is scheduled for April 28. Volunteer groups will be solicited for additional manpower. Staff and committee members will coordinate to develop a clean-up plan.

3. Mulch donation and removal of vines
    a. Given that the remaining work is extremely physical, it was recommended that community groups such as F3, the Dad Cave, Coker Athletics, or HYP be mobilized to remove the remaining vines rooted in the ground and later to spread the mulch to be donated by ArborWorks
    b. Staff will follow up with ArborWorks to see if the chemical application in April will be applied to the vines. Staff will consult knowledgeable parties on the best manner of removal for volunteers.
    c. Staff will communicate to ArborWorks the target date of June for mulch spreading.
    d. Staff will consult Chicora Report for recommendations on handling sunken graves (fill in with dirt or mulch?).
4. Memorial Day flags for veterans' graves
    a. Johnny will share flag purchasing information with staff, as well as the total number of veterans graves. Staff will present the total cost to purchase flags at the April meeting to secure approval from committee to use donated funds to purchase.
    b. Plans will be finalized at the April meeting and then staff will publicize.
5. Hartsville Historic District Designation
    a. Concerns were raised that the local ordinance says the application must be submitted by the owner. Staff will consult with City Manager to determine what provisions can be made.
    b. The same concerns were raised for the National Historic Register Application. Staff will consult with the State Historic Preservation Officer on eligibility.
6. Letter of Intent for potential grant application
    a. Staff will forward the LOI and grant information to Dr. Moses to share with Congressman Clyburn.
    b. Staff will share with other federal elected officials.
7. Historical Marker Dedication
    a. The historical marker has been sent back for correction.
    b. The group decided that they will wait until after clean up is complete to install the marker and do the dedication. This could happen in conjunction with Veterans' Day.

The next meeting will be held Tuesday, April 24 at 3:00 p.m. in City Hall Council Chambers.

Councilmember Gammage closed the meeting at 4:20 p.m.

This is our report and recommendations to the full Council.

_____

Tre Gammage, Committee Chair

REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL COMMUNITY ENGAGEMENT COMMITTEE
THURSDAY, MARCH 29, 2018 - 4:00PM
COUNCIL CHAMBERS – CITY HALL – 100 EAST CAROLINA AVENUE

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MONDAY, MARCH 26, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 E. CAROLINA AVE.

Committee Members Present: Tre' Gammage, Chair; Johnny Andrews
Committee Members Absent: Teresa Mack
Guests Present: Jim Faile (Hartsville Messenger)
Staff Present: Mary Catherine Farrell

Councilmember Tre' Gammage called the meeting to order at 4:02 pm.

The Chair led discussion on the following:

- Reviewed premise of Asset-Based Community Development, a community development framework that is focused on assessing and capitalizing upon existing assets rather than needs. Needs-based approaches create dependency.
- The South Hartsville Neighborhood Revitalization Strategy authored through the American Planning Association's Community Planning Assistance Team program in 2015 answers is a great first step to the creation of a current capacity inventory and asset map. This can be updated to reflect progress made, identify additional stakeholders and add additional objectives.
- The next meeting will be spent in part completing a comprehensive asset map of our City, including accomplishments made through the implementation of the Revitalization strategy. This should result in a concise deliverable to provide to citizens.
- Homework: Committee members were asked to review the provided packets on Asset-Based Community Development and answer the questions included.
- Next Steps: Staff will provide a printed version of the asset map template for use at the next meeting. April will be spent doing small group work. The public will be invited in May or June. A "State of the Historic Butler District" will be given at Butler Heritage Week to relay progress made in recent years and will include a call to action for out-of-town alumnae to engage in supporting their childhood community.

The next meeting will be held Thursday, April 26th at 4pm in the Council Chambers at City Hall.

Councilmember Gammage adjourned the meeting at 5:16 pm.

This is our report and recommendations to the full Council.

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Tre' Gammage, Committee Chair

REPORT
CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL FINANCE, AUDIT, BUDGET COMMITTEE
THURSDAY, MARCH 29, 2018 – 9:00 AM
2ND FLOOR CONFERENCE ROOM – CITY HALL – 100 EAST CAROLINA AVENUE

Council Committee Members:
Chairman Andrews – Present
Mayor Pennington – Absent
Councilmember Wilson – Present

Executive Staff:
City Manager Zeigler – Present
Finance Director Caulder – Present
Finance Manager Kanipe – Absent

Marc Wood of Sheheen, Hancock & Godwin, LLP, CPA's, and City of Hartsville appointed auditors was present, as well, for the audit presentation.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MONDAY, MARCH 26, 2018 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE.

Chairman Andrews called the meeting to order at 9:13 a.m.

DISCUSSIONS

1. Marc Wood of Sheheen, Hancock & Godwin, LLP, CPA's presented the FY 2017-2018 audit his team completed for the City of Hartsville. He discussed the general fund, proprietary funds, key factors and highlights of the audit. There were no follow up items from the presentation.
2. Finance Director Caulder completed the 1st review of the following FY 2018-2019 budgets:
   - Fund 01 – General Fund revenues
   - Fund 07 – Multi-County business park revenues and expenditures
   - Fund 11 – Hospitality Tax revenues and expenditures
   - Fund 12 – Accommodations Tax revenues and expenditures
   - Fund 13 – Debt Service revenues and expenditures
   - Fund 18 – Storm water revenues and expenditures
   - Fund 20 – Concessions revenues and expenditures

Finance Director Caulder answered questions and provided highlights, key factors, to each budget aforementioned. Chairman Andrews would like for the staff to inquire as to business license protocols in place for catering companies and other vendors that provide services within city limits, but do not have a location within the city limits.

3. Finance Director Caulder provided a budget timeline and based on discussion of schedule conflicts will provide an updated budget timeline to the Committee and staff.
4. Finance Director Caulder provided a document prepared by the water rate study team, Raftelis, in which it highlighted the two approaches to be taken for the water rate increase models. Raftelis will present their water rate increase models to Finance Committee on April 17, 2018.
5. Finance Director Caulder provided an update on the status of the bank reconciliation project and highlighted once again, the importance of having up-to-date bank reconciliations to go to the market for the long term bond issuance for the waterpark.
6. There were no additional questions during the Q&A session of the meeting.

The meeting adjourned at 11:35 AM.

This is our report and recommendations to the full Council.

_____
Johnny Andrews, Chairman

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Departmental Reports for March 2018

ATTACHMENTS:

Description
- Animal Control
- Animal Patrol
- Business Navigator
- Code Enforcement Activity
- Code Enforcement Issues Map
- Development
- Development - Permit Map
- Financial
- Financial Revenue
- Fire Incidents
- Fire Incidents By Zone
- Fire Recovery
- Grants
- Human Resources
- Museum
- Parks & Recreation
- Tourism & Events
- Reports Not Submitted

March 2018 Animal Control

INCIDENT NAME	CALL DATE TIME	CALLNOTES	DISPATCH ADDRESS	DISPATCHED ACO	COMPLETED NAME
Animals at large	3/1/2018 8:00	While on patrol on power st. Saw brown and white pit mix walking in road. Stopped and picked it up, wearing tag with a phone number. Called number got no response, left voicemail.	Power st	Jack.Mcgovern	Spoke with Owner
Noise	3/1/2018 11:18	Received an anonymous complaint of a rooster at 808 w college Ave. arrived and seen one rooster and one hen no one was home at the time, will leave door hanger to have them contact me. 3/2/18 Spoke with Ms. Bradshaw, informed her roosters where not permitted in the city and that she would have to remove it. She apologized and said will have it removed by next week.	808 W College Ave	Jack.Mcgovern	Spoke with Owner
Aggression	3/2/2018 7:45	Received call of an aggressive orange white cat. When I arrived cat was gone, set trap to catch. 3/3/18 cat caught in trap. Transported to DCHS	1301 S 5th St Apt G2	Jack.Mcgovern	Animal Released to DCHS
Sick/injured animal	3/3/2018 22:29	Received a call of cat hit by car in front of HPD investigations office. Arrived and noticed cats back appeared to be broken. Took to HAH, cat was euthanized.	HPD Investigations Office		Animal destroyed
Stray	3/5/2018 8:10	HPD officer mark Jennings called while serving a search warrant and said had a lab pitbull mix puppy but no one was cleaning. A rod and picked puppy up. Transported to DCHS	Rice st	Jack.Mcgovern	Animal Released to DCHS
Stray	3/6/2018 7:30	Received a call of stray Pitbull that would not leave porch. Arrived and dog came right to me, picked up and put in truck. Will transport to DCHS	710 W. Home Ave	Jack.Mcgovern	Animal Released to DCHS
Stray	3/6/2018 8:45	Received call of stray cats getting under House. Went by location and set traps, will monitor traps during week 3/8/18 Cat caught in trap. Transported to DCHS	921 Power St	Jack.Mcgovern	Animal Released to DCHS

Neglect/ Cruelty	3/6/2018 11:00	Received a call from dispatch of officer needing assistance at a groomers. Arrived on scene, owner brought in a dog severely matted and infested with fleas, owner signed dog over willingly, said could no longer take care of it. Talked to DCHS, said take it to Anderson animal hospital, left in custody with them.	201 N 5th st	Jack.Mcgovern	Animal Released to DCHS
Bite	3/9/2018 16:30	Mrs. Hassler called and stated her dog was bitten by the neighbors dog last night. I arrived on scene and seen bites and cuts on her dog, took pictures and viewed vet bill. Made contact with Mr. Flores, he admitted to his dog biting the neighbors dog. Asked him to do a 10 day self quarantine on his dog. Was also charged for leash law violation/ Animal at large, since this was the second time this has happen.	158 Erwin Rd	Jack.Mcgovern	Spoke with Owner
Sick/injured animal	3/13/2018 10:30	Received call of a cat with an injured tail. When I arrived cat ran under House and would not come out. Placed trap to catch cat, will check through out the day 3/14/18 cat caught in trap, transported to DCHS	910 N 5th st	Jack.Mcgovern	Animal Released to DCHS
Animals at large	3/15/2018 9:15	Aco received call from dispatch of German Shepard loose at high school. Arrived at school and school RO already caught dog. Put him in truck and will be transporting to DCHS. Had same situation yesterday with same dog, this marks 3rd time this dog has been picked up in 6 months. We will now take possession of animal and will not be released back to owner.	701 Lewellen Ave	Jack.Mcgovern	Animal Released to DCHS

Neglect/ Cruelty	3/16/2018 11:00	Recieved a call from dispatch, A neighbor seen a dog tied to trailer that was skin and bones. Arrived on scene with HPD, seen dog tied to trailer. Size rated a 1, unable to make contact with owner at the time, took possession of dog and took to HAH. Vet said dog was extremely dehydrated and a size 1. they started him on an IV and started assessment on dog. Owner called me not long after being there, said dog had cancer and was in the final part of his life, and have been receiving treatment from Sandy Memorial. We verified records with SM, and owner came and picked up his dog.	423 W. Richardson Circle	Jack.Mcgovern	Animal Released to Owner
Neglect/ Cruelty	3/23/2018 15:45	Chief Burr contacted me, they had a fire behind this home. He seen two dogs that where chained, one had no shelter the other was very skinny and malnourished. I arrived at location and spoke with homeowner, said she has been feeding them, but has not taken to a vet and could not afford to. She agreed to sign the white dog over to myself, and was given a list of things to do for the other. I will follow up with that next week. White dog taken to HAH and will be transported monday to DCHS.	420 Marion Ave	Jack.Mcgovern	Animal Released to DCHS
Aggression	3/28/2018 10:00	Codes enforcement officer called about a swarm of honey bees in a tree. Got out there and called a bee keeper, assisted with the removal of bees from a tree. Bee keeper took bees with him.	1308 Robinson St.	Jack.Mcgovern	Animal picked up
Animals left in vehicle	3/29/2018 11:30	Received a call from Dispatch of HPD at home and needing a dog and cat picked up. Chief Burr arrived and picked up dog, I arrived and caught cat. Dog was transported to HAH, until owner came to pick it up. Cat transported to DCHS	315 Chinaberry	Jack.Mcgovern	Spoke with Owner

Edit diary notes

For	Date	Completed	Link	Subject	Note	By
Jack.Mcgovern	03/28/2018 13:19:00	03/28/2018		Patrol	Patrol districts 1,2,3. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/26/2018 16:30:00	03/26/2018		Patrol	Patrol districts 1,2. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/22/2018 09:50:00	03/22/2018		Patrol	Patrol districts 1,2,3. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/21/2018 14:47:00	03/21/2018		Patrol	Patrol districts 5,6. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/20/2018 10:55:00	03/20/2018		Patrol	Patrol districts 3,4. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/20/2018 10:54:00	03/20/2018		Patrol	Patrol districts 3,4. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/19/2018 15:08:00	03/19/2018		Patrol	Patrol districts 1,2. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/16/2018 12:00:00	03/16/2018		Patrol	Patrol districts 4,5,6. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/15/2018 16:00:00	03/15/2018		Patrol	Patrol districts 1,2,3. No strays or violations found. Transported injured goose to Pine tree hill rescue in camden.	Jack.Mcgovern
Jack.Mcgovern	03/14/2018 15:54:00	03/14/2018		Patrol	Patrol districts 5,6. No strays or violation found	Jack.Mcgovern
Jack.Mcgovern	03/13/2018 16:00:00	03/13/2018		Patrol	Patrol districts 3,4. No strays or violations found.	Jack.Mcgovern

For	Date	Completed	Link	Subject	Note	By
Jack.Mcgovern	03/12/2018 15:18:00	03/12/2018		Patrol	Patrol districts 1,2. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/09/2018 13:30:00	03/09/2018		Patrol	Patrol districts 4,5,6. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/08/2018 13:08:00	03/08/2018		Patrol	Patrol districts 1,2,3. No strays or violations found	Jack.Mcgovern
Jack.Mcgovern	03/07/2018 13:35:00	03/07/2018		Patrol	Patrol districts 5,6. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/06/2018 10:53:00	03/06/2018		Patrol	Patrol districts 3,4. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/05/2018 12:32:00	03/05/2018		Patrol	Patrol districts 1,2. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/02/2018 12:48:00	03/02/2018		Patrol	Patrol districts 4,5,6. No strays or violations found.	Jack.Mcgovern
Jack.Mcgovern	03/01/2018 16:00:00	03/01/2018		Patrol	Patrol districts 1,2,3. No strays or violations found.	Jack.Mcgovern

Monthly Departmental Report: Navigator 2018

Historic Butler District Neighborhood Revitalization Strategy

January 2018: The community meeting was canceled. We plan to meet in February.
February 2018: The community meeting was held on Thursday, February 15, 2018. Councilman Tre Gammage sponsored a nonbiased forum that asked those in attendance four (4) specific questions regarding needs of the Historic Butler District and how the Byerly Foundation can address those needs.
March 2018: A community meeting was held on Thursday, March 15, 2018. The conversation surrounded getting back on track. The attendance dwindled and several meetings were cancelled.

Comprehensive Plan

January 2018: During its January 29, 2018 meeting, the Planning Commission finalized the core team members. Each commissioner gave an update from the Pubic Kick-Off Meeting that was held on Monday, January 8, 2018. The commissioners accepted the 2018 calendar, which included the regular planning commission meeting, team member meetings, and quarterly public meetings.
February 2018: The core team members for each of the elements met on Monday, February 12, 2018 at Coker College Davidson Hall. The team leaders gave an overview of the elements and the type data to be included. Members provided input into the planning process. Some teams have started to develop goals and objectives.
March 2018: The core team members for the elements with the exception of Education and Community Facilities met on Monday, March 12, 2018 at Coker College Davidson Hall.

Ordinance Revision

January 2018: The Planning Commission reviewed the General Provisions section of the Ordinance. They made a motion to make a recommendation to City Council to adopt the amendments.
February 2018: No update.
March 2018: No update.

Great American Clean Up

April 2018: Plans for the Great American Clean Up are underway. This year's event is scheduled on Saturday, April 28, 2018. The event will kick off at 8:00a.m. at Pride Park.

CODES ENFORCEMENT ACTIVITY

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 29550	Brockington, Joseph	057-02-01-113	10-19-17		OPEN
10/27/17	IPMC	426 S. Sixth Hartsville, SC 29550	Gogola, Michael	056-10-03-057	10-27-17	3/7/18	CLOSED
11/2/17	IPMC	318 S. Sixth, Hartsville, SC 29550	Tracey Mouzon	056-10-04-027	11/2/17		OPEN
11/2/17	IPMC	921 Spring Ct., Hartsville, SC 29550	Wayne Edwards	036-16-01-009	11/2/17	3/7/18	CLOSED
1/10/18	License	Martin's Lawn Care, Landscaping, & Irrigation			1/10/18		CLOSED
1/16/18	DEMO	430 Lincoln Ave., Hartsville, SC 29550	DCFLC	057-01-03-010	1/16/18		OPEN
1/16/18	DEMO	413 Sumter Ave., Hartsville, SC 29550	DCFLC	056-14-01-002	1/16/18		OPEN
1/16/18	DEMO	210 Howard St., Hartsville, SC 29550	DCFLC	056-10-04-092	1/16/18		OPEN
1/19/18	IPMC	545 S. Fifth Street., Hartsville SC 29550	Gregory Alexander	056-10-03-030/ 056-11-01-044	1/19/18		OPEN
1/25/18	License	RFS			1/26/18		OPEN
2/2/18	License	Jones & Frank			2/2/18	3/7/18	CLOSED
2/26/18	IPMC	819 Hampton St. Hartsville, SC 29550	Lyde, Eddie	057-02-02-112	2/26/18		OPEN

2/26/18	IPMC	1015 Hampton St., Hartsville, SC 29550	Coe, Baby Ray	057-02-02-045	2/26/18		OPEN
2/26/18	IPMC	519 S. Sixth St., Hartsville, SC 29550	Petersen, Douglas	056-10-03-101	2/26/18		OPEN
2/26/18	IPMC	706 W. Chaplin Cir., Hartsville, SC 29550	Douglas, Thomas	056-14-06-043	2/26/18		OPEN
2/26/18	IPMC	313 Lincoln ave., Hartsville, SC 29550	Dorothy, Samuel	057-02-01-083	2/26/18		OPEN
2/26/18	IPMC	328 Tillotson Ave., Hartsville, SC 29550	Brewer, WA	056-14-07-027	2/26/18	3/27/18	CLOSED
2/26/18	IPMC	304 Tillotson Ave., Hartsville, SC 29550	Campbell, Anna	056-14-07-068	2/26/18		OPEN
2/26/18	IPMC	307 Campbell St., Hartsville, SC 29550	Cherry, Leon & Gertrude	057-06-02-020.001	2/26/18		OPEN
2/26/18	IPMC	1010 Myrtle St., Hartsville, SC 29550	Bevel, Marvel	057-06-02-005	2/26/18		OPEN
2/26/18	IPMC	729 Hudson St., Hartsville, SC 29550	Bailey, Lottie Mae	056-14-05-014	2/26/18	4/2/18	CLOSED
2/26/18	IPMC	226 Jasper Ave., Hartsville, SC 29550	Smith, Reggie	056-14-03-063	2/26/18	3/5/18	CLOSED
2/26/18	IPMC	302 James Ave., Hartsville, SC 29550	Boykin, JB	056-14-02-051	2/26/18		OPEN
2/26/18	IPMC	1310 Robinson St., Hartsville, SC 29550	Alsbrooks, Parolee	057-06-03-071	2/26/18		OPEN
2/28/18	IPMC	410 Brewer Ave., Hartsville, SC 29550	Pate, Stacie	056-14-01-0700	2/28/18		CLOSED

2/28/18	Illegal Dumping	412 Jasper Ave., Hartsville, SC 29550	Nickelson, Harkless Evelyn Deab	056-14-01-043	2/28/18	3/5/18	CLOSED
3/1/18	ZONING	106 Cedar Lane, Hartsville, SC 29550					
3/1/18	IPMC		Hartsville Motel				CLOSED
3/5/18	Routine Patrol	District 1 & 6					
3/5/18	IPMC	313 James Ave.	Stella Jones		3/5/18	3/5/18	CLOSED
3/5/18	IPMC	417 Bell Ave., Hartsville, SC 29550	Foster, Shaunyetta	056-09-03-056	3/5/18	3/6/18	CLOSED
3/6/18	Routine Patrol	District 4 & 6					
3/5/18	DEMO	411 Bell Ave., Hartsville, SC 29550	Brockington, Olivia	056-09-03-053	3/5/18	3/6/18	CLOSED
3/7/18	Routine Patrol	District 3					
3/7/18	IPMC	414 Bell Ave., Hartsville, SC 29550	Dennis Jr., William R.	056-09-03-044			
3/8/18	License	Faulkenberry Tree Solutions LLC			3/8/18	3/8/18	CLOSED
3/8/18	License	Dorn Lawncare			3/8/18	3/8/18	CLOSED
3/8/18	Routine Patrol	District 1 & 5					
3/8/18	IPMC	606 Howard St., Hartsville, SC 29550	Greater Florence Habitat For Humanity	056-14-03-047	3/8/18		OPEN
3/8/18	IPMC	212 Howard St., Hartsville, SC 29550	Ronnie English & Mary English Wingate	056-10-04-093	3/8/18		OPEN
3/8/18	IPMC	703 Eighth Street, Hartsville, SC 29550	Sheba Bishop	056-14-06-069	3/8/18		OPEN
3/8/18	IPMC	311 Howard St., Hartsville, SC 29550	Leslie Stevenson	056-10-04-031	3/8/18	3/22/18	CLOSED

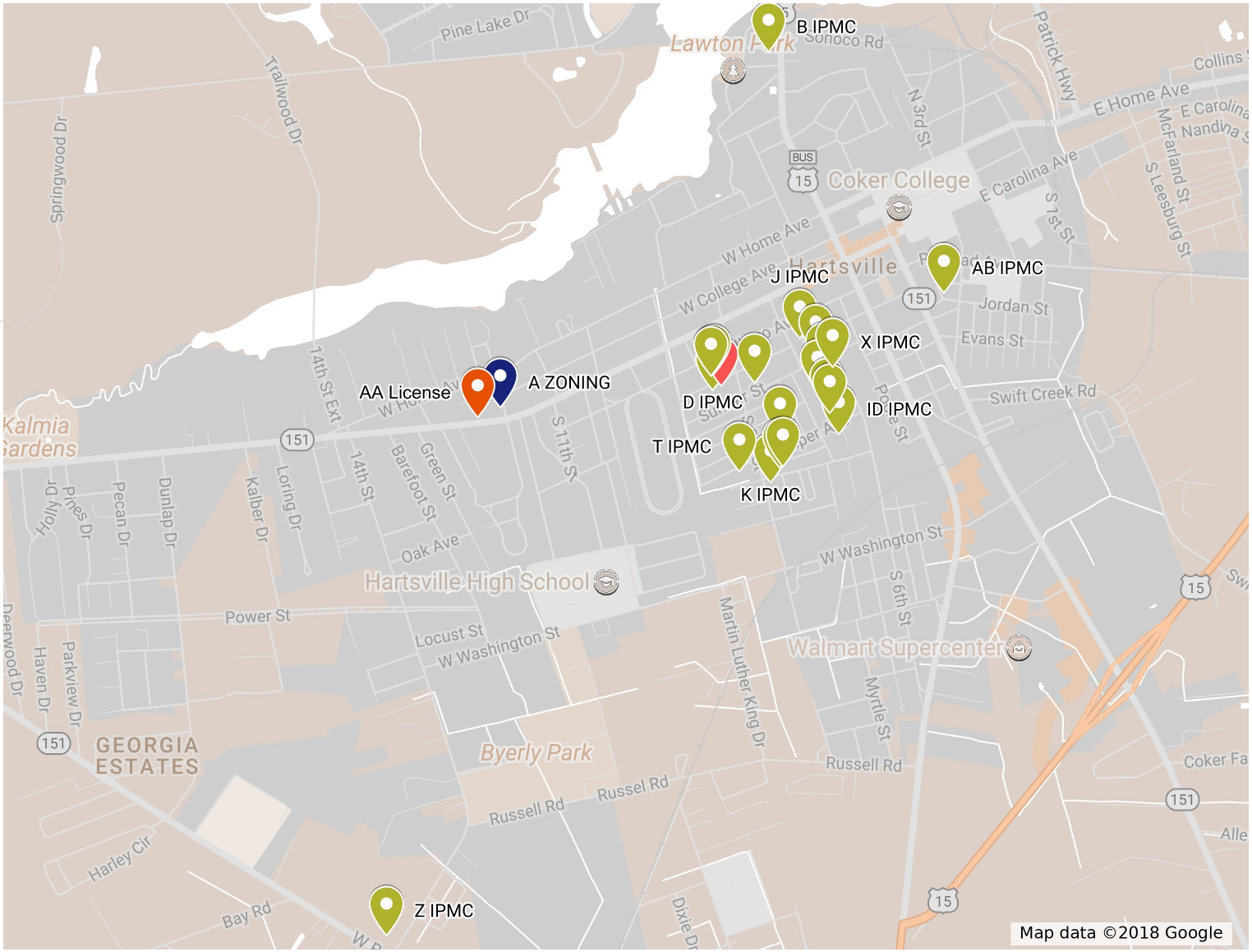
3/8/18	IPMC	328 Sumter Ave., Hartsville, SC 29550	John Calvin Gathings	056-10-04-052	3/8/18		OPEN
3/8/18	IPMC	407 Howard St., Hartsville, SC 29550	Benjamin, Lester	056-10-03-073	3/8/18		OPEN
3/8/18	IPMC	416 Howard St., Hartsville, SC 29550	Hunter, Jack	056-14-03-003	3/8/18		OPEN
3/8/18	IPMC	414 Howard St., Hartsville, SC 29550	Robenson, Leona c/o Harper, Rhonda	056-10-03-082	3/8/18		OPEN
3/8/18	IPMC	508 Howard St., Hartsville, SC 29550	Robinson, Wendell	056-14-03-009	3/8/18	3/22/18	CLOSED
3/14/18	IPMC	413 Jasper Ave., Hartsville, SC 29550	Hough, Mabel and James	056-14-01-036	3/14/18		OPEN
3/8/18	IPMC	512 Howard St., Hartsville, SC 29550	Richardson, Edward	056-14-03-012	3/8/18	3/19/18	CLOSED
3/9/18	IPMC	Routine Patrol	District 1				
3/12/18	IPMC	Routine Patrol	District 1 & 6				
3/13/18	IPMC	Routine Patrol	District 4				
3/13/18	IPMC	332 Marion Ave., Hartsville, SC 29550	Lowery, Joseph	056-14-07-036	3/13/18		OPEN
3/13/18	IPMC	330 & 328 Marion Ave., Hartsville, SC 29550	Damon, David	056-14-07-037 & 056-14-07-038	3/13/18		OPEN
3/14/18	IPMC	Routine Patrol	District 2				
3/15/18	License	Jordan & Sons Plumbing and Electric			3/15/18	3/15/18	CLOSED
3/15/18	Permit	Jordan & Sons Plumbing and Electric			3/15/18	3/15/18	CLOSED
3/15/18	IPMC	Routine Patrol	District 5				
3/16/18	IPMC	Routine Patrol	District 3				

3/19/18	IPMC	Routine Patrol	District 6				
3/20/18	IPMC	Routine Patrol	District 4				
3/21/18	IPMC	Routine Patrol	District 2				
3/22/18	IPMC	412 Bell Ave., Hartsville, SC 29550	Robinson, Wendell	056-09-03-045	3/22/18		OPEN
3/22/18	CLEANUP						
3/22/18	IPMC	414 S. Sixth St., Hartsville, SC 29550	Henderson, Amy	056-10-03-054	3/23/18		OPEN
3/23/18	IPMC	Routine Patrol	District 1,3,5				
3/23/18	IPMC	414 Bell Ave., Hartsville, SC 29550	Dennis, William	056-09-03-044	3/23/18		OPEN
3/23/18	IPMC	1000 W. Bobo Newsome Hwy., Hartsville, SC 29550	Newome Jr., John Henry	037-04-01-006	3/23/18		OPEN
3/27/18	IPMC	Routine Patrol	District 1, 3, 6				
3/28/18	IPMC	Routine Patrol	District 2 & 5				
3/28/18	License	832 W. Carolina, Hartsville, SC 29550	Brytons Home Improvement		3/28/18	3/28/18	CLOSED
3/29/18	IPMC	Routine Patrol	District 4				
3/29/18	IPMC	315 Chinaberry Drive, Hartsville, SC 29550	City of Hartsville				

City of Hartsville Monthly Codes Enforcement Issues 2018

Code Enforcement Activity Log for Map March 201803

- IPMC
- License
- DEMO
- Permit
- ZONING



MONTHLY DEVELOPMENT REPORT

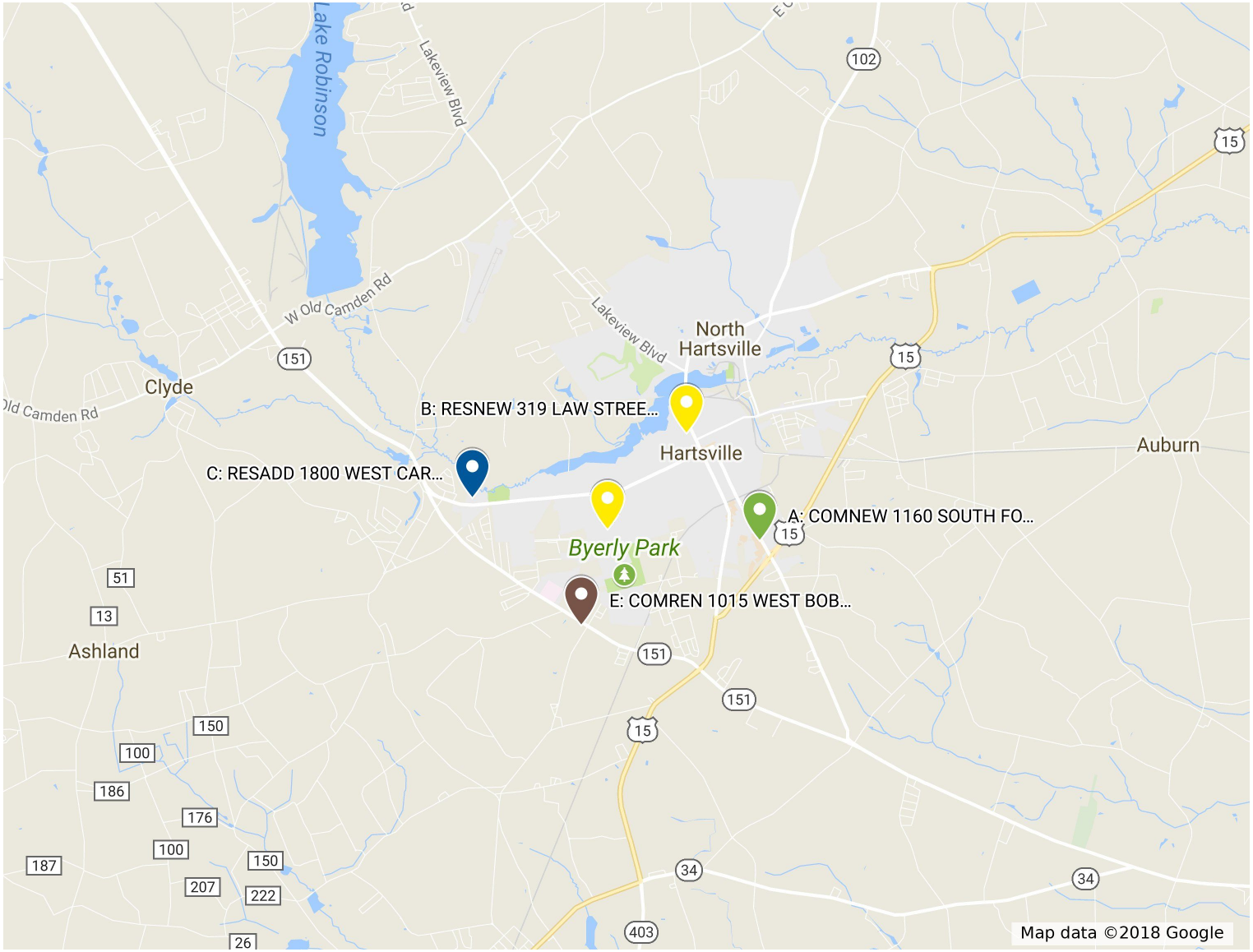
PERMITS ISSUED							
			Number	**Est. construction**		**Fees**	
			of permits	**cost**	**YTD**	**paid**	**YTD**
	Building		**10**	$ 289,092.00	$ 19,734,985.89	$ 169.00	$ 36,506.00
	Electrical		**5**	$ 168,975.00	$ 1,496,083.28	$ 1,895.00	$ 11,940.00
	Gas		**2**	$ 150.00	$ 25,740.97	$ 80.00	$ 770.00
	Mechanical		**5**	$ 98,050.00	$ 450,259.20	$ 890.00	$ 4,855.00
	Plumbing		**2**	$ 4,830.00	$ 570,804.00	$ 130.00	$ 5,020.00
	TOTAL		**24**	$ 561,097.00	$ 22,277,873.34	$ 3,164.00	$59,091.00
PLAN REVIEWS							
	Number	2					
	Fees paid	$ 449.00					
AD ZBOA	Number						
	Fees paid						
ZONING PERMITS (signs)		3					
	Total	$60.00					
ZONING PERMITS(building		5					
	Total issued	$100.00					
Demolition			$ 210.00		**Special Event**	$1,045.00	
Well		**0**					
Re-inspection fees		**0**	$ -				
Maps		**0**	$ -				

City of Hartsville Monthly New Permits 2018

City of Hartsville Permits for Map March 201803

- RESNEW
- COMNEW
- COMREN
- RESADD

New residential and commercial construction permits issued each month in 2018.



City of HARTSVILLE SOUTH CAROLINA

Monthly Financial Reports & Update

For the Month Ended March 31, 2018

Council Meeting 04/10/2018

City of Hartsville
General Fund Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Property Taxes	(311,677.65)	2,445,431.37	2,845,000.00	14.04%
Payments in Lieu	2,182.48	11,570.83	100,000.00	88.43%
Franchise Fees	-	525,140.51	698,000.00	24.76%
Penalties & Interest - Taxes	1,827.45	28,604.72	25,000.00	-14.42%
Business Licenses	144,271.25	464,481.71	1,615,000.00	71.24%
Permits	7,002.00	80,781.00	55,950.00	-44.38%
Tax Revenues - State	168,654.30	1,235,883.02	1,441,667.00	14.27%
Public Safety Fees	186,049.57	585,747.14	805,000.00	27.24%
Parks & Leisure Fees	2,316.00	21,046.12	20,000.00	-5.23%
Fines	9,442.99	87,856.63	122,500.00	28.28%
Special Assessments	20,200.00	87,590.00	125,000.00	29.93%
Investment Earnings	-	-	-	0.00%
Rents	1,950.00	20,602.93	33,600.00	-60.71%
Contributions & Donations	2,500.00	54,000.00	72,000.00	-369.51%
Other Financing Sources	1,188.35	338,048.96	25,200.00	100.00%
Interfund Transfers	-	-	1,696,290.27	100.00%
Sale of Assets	(18,930.77)	375,316.56	270,000.00	-39.01%
Extraordinary Items	-	-	-	0.00%
	216,975.97	6,362,101.50	9,950,207.27	36.06%
Expenditures				
General & Administrative	809,066.42	4,984,673.02	1,402,257.15	-255.47%
Mayor & Council	18,465.59	142,247.24	201,939.28	29.56%
Court Operations	22,739.83	164,679.08	183,628.67	10.32%
City Manager	44,601.03	303,629.70	297,621.27	-2.02%
Information Technology	27,148.94	230,095.07	240,000.00	4.13%
Finance	36,206.53	258,331.51	397,019.43	34.93%
Legal	7,640.36	59,864.58	75,000.00	20.18%
Administrative Services	17,044.39	135,898.02	166,323.03	18.29%
Mainstreet	5,979.08	42,532.24	54,665.17	22.19%
Business Navigator	29,225.00	235,679.02	321,660.77	26.73%
Police Department	439,157.74	2,486,722.30	2,989,210.61	16.81%
Fire Department	140,673.28	1,298,614.99	1,529,758.58	15.11%
Victims Advocate	3,473.79	21,346.39	29,032.25	26.47%
Tourism	15,835.17	109,490.32	147,681.18	25.86%
Operations Maintenance	6,661.43	52,061.45	69,695.45	25.30%
Parks & Leisure	74,641.33	600,139.56	756,476.25	20.67%
Streets & Grounds	94,793.98	581,903.17	729,191.71	20.20%
Museum Operations	14,446.72	118,322.89	132,631.47	10.79%
Cemetery Operations	10,976.28	87,596.79	105,865.00	17.26%
Airport Operations	5,041.02	51,338.67	120,550.00	57.41%
School Crossing Guards	6,210.96	29,296.25	-	0.00%
	1,830,028.87	11,994,462.26	9,950,207.27	-20.54%
Net Revenue (Expenditures)	***(1,613,052.90)***	***(5,632,360.76)***	-	

City of Hartsville
Utility Funds

Water/Sewer Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Charges for Services	151,058.75	1,536,451.69	2,091,000.00	26.52%
Fees	147,721.94	1,372,697.91	1,760,000.00	22.01%
Investment Earnings	-	-	500.00	100.00%
Rents	-	127,812.15	125,000.00	-2.25%
Other Financing Sources	-	18.27	-	0.00%
Accumulated Surplus	-	-	-	0.00%
	298,780.69	3,036,980.02	3,976,500.00	23.63%
Expenditures				
Water Expenditures	90,276.49	845,648.65	1,982,700.35	57.35%
Sewer Expenditures	122,563.75	1,063,393.19	2,074,944.01	48.75%
Waterpark Expenditures	11,675.59	18,731.43	-	0.00%
	224,515.83	1,927,773.27	4,057,644.36	52.49%
Net Revenue (Expenditures)	***74,264.86***	***1,109,206.75***	***(81,144.36)***	

Stormwater Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Stormwater Fees	-	-	168,756.00	100.00%
	-	-	168,756.00	100.00%
Expenditures				
Total Expenditures	9,481.94	63,898.54	168,756.00	62.14%
	9,481.94	63,898.54	168,756.00	62.14%
Net Revenue (Expenditures)	***(9,481.94)***	***(63,898.54)***	-	

City of Hartsville
Misc Funds

Environmental Services Budget to Actual

	Mar-18	YTD	Budgeted	% Budget Remaining
Revenues				
Fees	106,262.66	953,959.67	1,265,000.00	24.59%
Other Financing Sources	-	88.00	7,000.00	98.74%
Interfund Transfers in	-	-	165,000.00	100.00%
Extraordinary Items	-	-	-	0.00%
	106,262.66	954,047.67	1,437,000.00	33.61%
Expenditures				
Total Expenditures	99,615.48	1,125,267.37	1,422,309.37	20.88%
	99,615.48	1,125,267.37	1,422,309.37	20.88%
Net Revenue (Expenditures)	***6,647.18***	***(171,219.70)***	***14,690.63***	

Infrastructure Park Budget to Actual

	Mar-18	YTD	Budgeted	% Budget Remaining
Revenues				
Payments in Lieu of Taxes	251,480.36	482,679.57	600,000.00	19.55%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	-	4,000.00	54,000.00	92.59%
Extraordinary Items	-	-	-	0.00%
	251,480.36	486,679.57	654,000.00	25.58%
Expenditures				
Total Expenditures	10,814.59	492,779.58	654,000.00	24.65%
	10,814.59	492,779.58	654,000.00	24.65%
Net Revenue (Expenditures)	***240,665.77***	***(6,100.01)***	***-***	

Debt Service Fund

	Mar-18	YTD	Budgeted	% Budget Remaining
Revenues				
Property Tax Revenues	4,705.41	139,723.26	165,000.00	15.32%
	4,705.41	139,723.26	165,000.00	15.32%
Expenditures				
Total Expenditures	-	-	164,549.30	100.00%
	-	-	164,549.30	100.00%
Net Revenue (Expenditures)	***4,705.41***	***139,723.26***	***450.70***	

City of Hartsville
Special Revenue Funds

Hospitality Taxes Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Taxes	72,452.05	655,831.27	900,000.00	27.13%
Penalties & Interest - Taxes	573.87	2,947.53	2,000.00	-47.38%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	73,025.92	658,778.80	994,500.00	33.76%
Expenditures				
Total Expenditures	419,103.10	457,320.50	994,500.00	54.02%
	419,103.10	457,320.50	994,500.00	54.02%
				0%
Net Revenue (Expenditures)	***(346,077.18)***	***201,458.30***	-	

Accommodations Taxes Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Taxes	12,776.48	119,677.18	185,000.00	35.31%
Investment Earnings	-	-	-	0.00%
	12,776.48	119,677.18	185,000.00	35.31%
Expenditures				
Total Expenditures	456.67	14,110.03	185,000.00	92.37%
	456.67	14,110.03	185,000.00	92.37%
Net Revenue (Expenditures)	***12,319.81***	***105,567.15***	-	

City of Hartsville
Recreation Enterprise Funds

Recreation Concessions Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Concessions Revenue	12,206.67	75,685.01	83,000.00	8.81%
Extraordinary Items	-	-	-	0.00%
	12,206.67	75,685.01	83,000.00	8.81%
Expenditures				
Total Expenditures	8,165.87	61,769.75	83,000.00	25.58%
	8,165.87	61,769.75	83,000.00	25.58%
Net Revenue (Expenditures)	***4,040.80***	***13,915.26***	***-***	

Splash Pad Budget to Actual

	Mar-18	*YTD*	*Budgeted*	*% Budget Remaining*
Revenues				
Splash Pad Revenue	(2.43)	49,263.11	147,000.00	66.49%
Extraordinary Items	-	-	-	0.00%
	(2.43)	49,263.11	147,000.00	66.49%
Expenditures				
Total Expenditures	528.82	56,547.12	119,000.00	52.48%
	528.82	56,547.12	119,000.00	52.48%
Net Revenue (Expenditures)	***(531.25)***	***(7,284.01)***	***28,000.00***	

Monthly Departmental Report: Finance

Monthly Revenue Report

Month of: MARCH 2018

Hospitality taxes collected:	$69,781.58
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month	
Accommodation taxes collected:	$14,473.74
(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:	$8,050.00

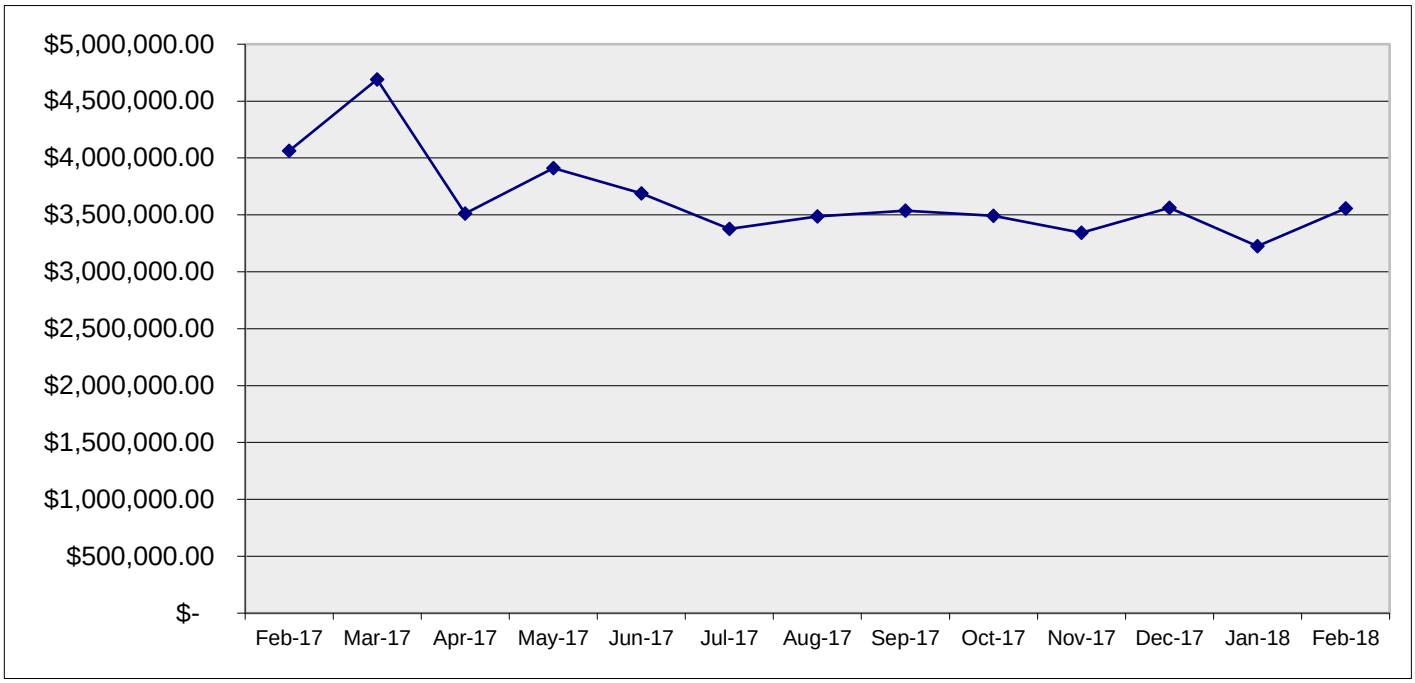
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid
Feb-17	$ 4,064,255.23	$ 81,285.10	$ (1,497.76)	$ 162.17	$ 79,949.51
Mar-17	$ 4,690,455.22	$ 93,809.10	$ (1,788.72)	$ 365.08	$ 92,185.60
Apr-17	$ 3,512,617.37	$ 70,051.94	$ (1,381.90)	$ 56.54	$ 68,726.58
May-17	$ 3,910,747.17	$ 78,214.56	$ (1,564.29)	$ 324.40	$ 77,097.29
Jun-17	$ 3,689,958.57	$ 73,799.17	$ (1,426.04)	$ 11.71	$ 72,384.84
Jul-17	$ 3,376,397.91	$ 67,528.07	$ (1,322.42)	$ 79.16	$ 66,284.81
Aug-17	$ 3,486,940.55	$ 69,738.48	$ (1,351.80)	$ 147.91	$ 69,534.59
Sep-17	$ 3,538,281.04	$ 70,766.00	$ (1,258.54)	$ 58.13	$ 69,565.59
Oct-17	$ 3,492,137.67	$ 69,842.75	$ (1,354.01)	$ 78.48	$ 68,533.87
Nov-17	$ 3,342,422.27	$ 66,848.31	$ (1,171.23)	$ 14.36	$ 65,691.44
Dec-17	$ 3,562,056.88	$ 71,307.74	$ (1,302.15)	$ 459.91	$ 70,465.50
Jan-18	$ 3,225,202.63	$ 64,504.05	$ (1,257.30)	$ 47.85	$ 63,294.60
Feb-18	$ 3,556,735.77	$ 71,134.72	$ (1,400.43)	$ 47.29	$ 69,781.58
TOTAL	**$47,448,208.28**	**$ 948,829.99**	**($18,076.59)**	**$1,852.99**	**$ 933,495.80**

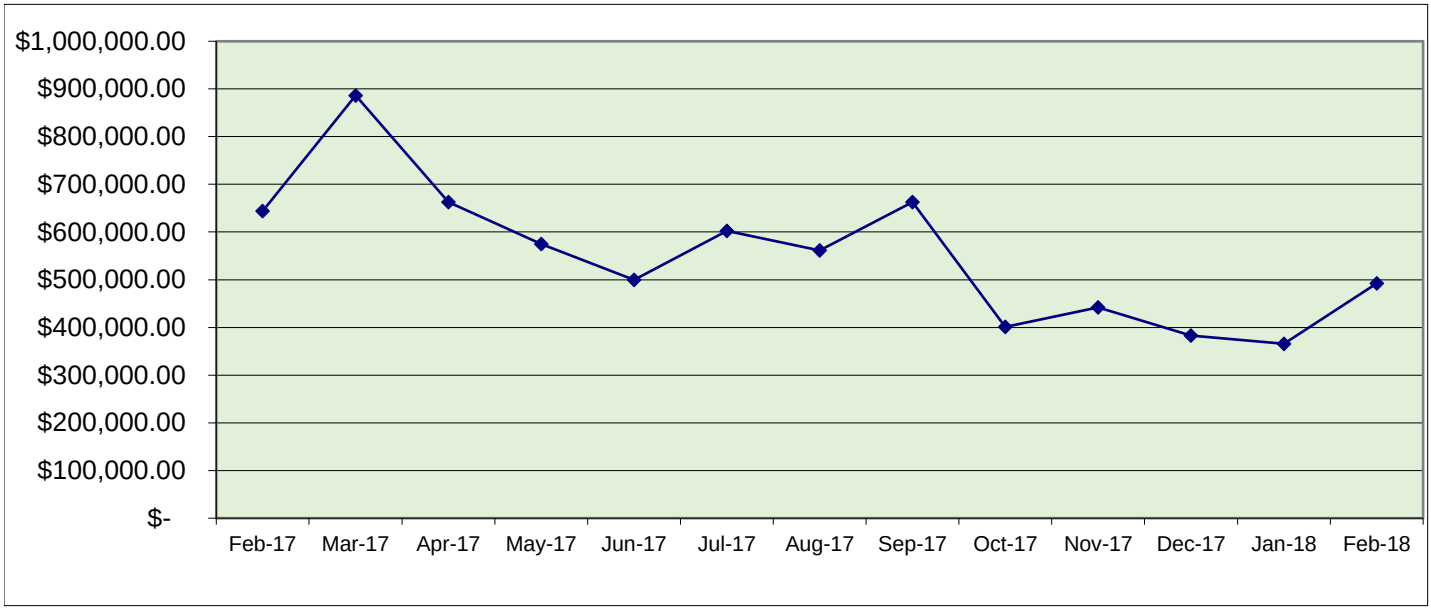
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
Feb-17	$ 643,767.12	$ 19,313.01	$ (384.61)	$ -	$ 18,928.41
Mar-17	$ 886,420.21	$ 25,592.61	$ (527.74)	$ -	$ 26,064.87
Apr-17	$ 662,875.00	$ 19,886.25	$ (393.26)	$ -	$ 19,492.99
May-17	$ 574,601.07	$ 17,238.03	$ (340.98)	$ -	$ 16,897.05
Jun-17	$ 499,700.91	$ 14,991.03	$ (261.27)	$ 178.23	$ 14,907.98
Jul-17	$ 602,370.40	$ 18,071.11	$ (355.67)	$ -	$ 17,714.44
Aug-17	$ 561,102.74	$ 16,833.08	$ (298.05)	$ 173.53	$ 16,708.56
Sep-17	$ 662,518.46	$ 19,875.55	$ (394.61)	$ -	$ 19,480.94
Oct-17	$ 401,381.81	$ 12,041.45	$ (236.75)	$ 2.37	$ 11,807.07
Nov-17	$ 442,303.84	$ 13,269.11	$ (262.89)	$ -	$ 13,006.22
Dec-17	$ 382,704.91	$ 11,481.15	$ (228.06)	$ -	$ 11,253.09
Jan-18	$ 365,716.04	$ 10,971.47	$ (216.72)	$ -	$ 10,754.75
Feb-18	$ 492,246.04	$ 14,767.38	$ (293.64)	$ -	$ 14,473.74
TOTAL	**$7,177,708.55**	**$214,331.23**	**($4,194.25)**	**$354.13**	**$211,490.11**

Hospitality Tax Chart for past 13 months



Accommodation Tax Chart for past 13 months



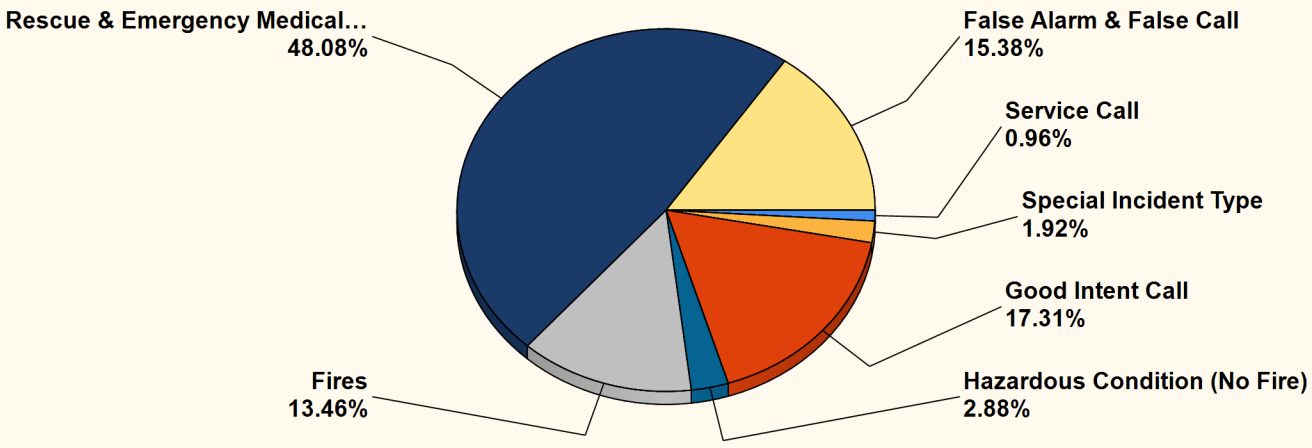
Hartsville (City of) FD

Hartsville, SC

This report was generated on 4/4/2018 11:18:17 AM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2018 | End Date: 03/31/2018



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	14	13.46%
Rescue & Emergency Medical Service	50	48.08%
Hazardous Condition (No Fire)	3	2.88%
Service Call	1	0.96%
Good Intent Call	18	17.31%
False Alarm & False Call	16	15.38%
Special Incident Type	2	1.92%
TOTAL	104	100.00%

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

Detailed Breakdown by Incident Type		
INCIDENT TYPE	**# INCIDENTS**	**% of TOTAL**
111 - Building fire	2	1.92%
131 - Passenger vehicle fire	1	0.96%
140 - Natural vegetation fire, other	1	0.96%
141 - Forest, woods or wildland fire	2	1.92%
142 - Brush or brush-and-grass mixture fire	2	1.92%
143 - Grass fire	3	2.88%
151 - Outside rubbish, trash or waste fire	3	2.88%
300 - Rescue, EMS incident, other	1	0.96%
311 - Medical assist, assist EMS crew	31	29.81%
321 - EMS call, excluding vehicle accident with injury	3	2.88%
322 - Motor vehicle accident with injuries	10	9.62%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.96%
324 - Motor vehicle accident with no injuries.	4	3.85%
412 - Gas leak (natural gas or LPG)	1	0.96%
440 - Electrical wiring/equipment problem, other	1	0.96%
444 - Power line down	1	0.96%
561 - Unauthorized burning	1	0.96%
600 - Good intent call, other	4	3.85%
611 - Dispatched & cancelled en route	10	9.62%
621 - Wrong location	1	0.96%
622 - No incident found on arrival at dispatch address	2	1.92%
651 - Smoke scare, odor of smoke	1	0.96%
700 - False alarm or false call, other	2	1.92%
714 - Central station, malicious false alarm	1	0.96%
743 - Smoke detector activation, no fire - unintentional	6	5.77%
745 - Alarm system activation, no fire - unintentional	6	5.77%
746 - Carbon monoxide detector activation, no CO	1	0.96%
900 - Special type of incident, other	1	0.96%
911 - Citizen complaint	1	0.96%
TOTAL INCIDENTS:	**104**	**100.00%**

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

Hartsville (City of) FD

Hartsville, SC

This report was generated on 4/4/2018 11:20:46 AM

Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 03/01/2018 | End Date: 03/31/2018

INCIDENT TYPE	Incident Status	# INCIDENTS
Zone:		
	Incomplete	1
Zone: City Limits - City Limits		
140 - Natural vegetation fire, other	Reviewed	1
300 - Rescue, EMS incident, other	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	20
321 - EMS call, excluding vehicle accident with injury	Reviewed	3
322 - Motor vehicle accident with injuries	Reviewed	2
323 - Motor vehicle/pedestrian accident (MV Ped)	Reviewed	1
324 - Motor vehicle accident with no injuries.	Reviewed	2
412 - Gas leak (natural gas or LPG)	Reviewed	1
440 - Electrical wiring/equipment problem, other	Reviewed	1
444 - Power line down	Reviewed	1
600 - Good intent call, other	Reviewed	4
611 - Dispatched & cancelled en route	Reviewed	5
743 - Smoke detector activation, no fire - unintentional	Reviewed	6
745 - Alarm system activation, no fire - unintentional	Reviewed	3
746 - Carbon monoxide detector activation, no CO	Reviewed	1
911 - Citizen complaint	Reviewed	1
Zone: Darlington Co. - Darlington County		
111 - Building fire	Reviewed	2
131 - Passenger vehicle fire	Reviewed	1
141 - Forest, woods or wildland fire	Reviewed	1
142 - Brush or brush-and-grass mixture fire	Reviewed	2
143 - Grass fire	Reviewed	3
151 - Outside rubbish, trash or waste fire	Reviewed	3
311 - Medical assist, assist EMS crew	Reviewed	11
322 - Motor vehicle accident with injuries	Reviewed	8
324 - Motor vehicle accident with no injuries.	Reviewed	2

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

INCIDENT TYPE	Incident Status	# INCIDENTS
561 - Unauthorized burning	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	5
621 - Wrong location	Reviewed	1
622 - No incident found on arrival at dispatch address	Reviewed	2
651 - Smoke scare, odor of smoke	Reviewed	1
700 - False alarm or false call, other	Reviewed	2
714 - Central station, malicious false alarm	Reviewed	1
745 - Alarm system activation, no fire - unintentional	Reviewed	3

Zone: Out of District - Out of District		
141 - Forest, woods or wildland fire	Reviewed	1
900 - Special type of incident, other	Reviewed	1

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

Monthly Totals For City of Hartsville Fire Department

March, 2018

Dear Jeff Burr,
This monthly status report gives you a quick snapshot (as of 2018-04-01) of the claims which have been submitted and paid in the previous month.

	Last Month (Mar)		All Year (2018)	
	# Claims	$ Amount	# Claims	$ Amount
Claims Submitted	8	$4,876.00	16	$7,680.00
Payments Received By FRUSA	2	$956.00	5	$1,948.00
Claims Denied	0	$0.00	4	$1,576.00
Non-Billable (Other)	2	-	3	-
In Progress	5	-	7	-

March 2018 Council Grant Report

Open grant projects (see staff for detailed project status):

- CDBG South Hartsville Phase 1
- COPS Hiring Grant
- USDA FMPP
- SC Housing NIP (*award, not grant)
- Safe Routes to School
- DOT Transportation Alternatives Grant
- Byerly Foundation
    - Outdoor basketball/volleyball
    - Wayfinding signage
    - Police Youth Academy
    - Business Builder
- Department of Justice Bullet Proof Vest
- Land and Water Conservation Fund
- Palmetto Pride Community
- Palmetto Pride Enforcement
- Rural Infrastructure Authority
- Paul Coverdell Forensic Science Grant
- SC DHEC Local Mosquito Control Grant Program
- SC Department of Public Safety, Highway Safety

Applications in progress:

- USDA Community Facilities-pending Finance items
- DOT TAP-pending available match funds
- ASPCA-pending Animal Control information
- Firefighters Support Foundation Equipment-pending Fire Dept. information

Submitted by:

Mary Catherine Farrell

Human Resources Monthly Report - March 2018

Home Department	February Headcount	March Hires	MarchTerms	March Transfers	March Headcount	DIVERSITY				
						Asian	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	1	3	0
000413 / City Manager	3	0	0	0	3	0	0	0	3	0
000415 / Finance	5	0	0	0	5	0	1	0	4	0
000417 / Human Resources	1	0	0	0	1	0	0	1	0	0
000418 / Main Street Hartsville	1	0	0	0	1	0	0	0	1	0
000419 / Business Navigator	5	0	0	0	5	0	2	1	2	0
000421 / Police Department	42	1	1	0	42	0	4	0	38	0
000422 / Fire Department	33	0	0	0	33	0	1	0	32	0
000423 / Victim's Advocate	1	0	0	0	1	0	0	0	1	0
000426 / Tourism	2	0	1	0	1	0	0	0	1	0
000431 / Maintenance	1	0	0	0	1	0	0	0	1	0
000432 / Sanitation Dept.	14	0	0	0	14	0	6	0	8	0
000452 / Parks & Recreation	5	1	1	0	5	0	2	0	3	0
000453 / Streets & Grounds	12	2	0	0	14	0	7	0	7	0
000454 / Museum Operations	3	0	0	0	3	0	0	0	3	0
000500 / Water Utilities	6	1	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	1	1	0	0	2	0	0	1	0	1
Totals:	**162**	**6**	**3**	**0**	**165**	**0**	**35**	**4**	**125**	**1**

**Based on Home Departments/does not reflect employees with dual departments

Completed Events/Campaigns

March

Customer Service Training 3/5 & 3/6, 3/12 & 3/13, 3/19 & 3/20
Performance Appraisal - Employee Meetings
National Employee Appreciation Day 3/2; Tee Shirt Distribution
Wellness Challenge Launch - 4 in 4

Upcoming Events

April

Customer Service Training 4/9 & 4/10, 4/16 & 4/17, 4/23 & 4/24
Administrative Professionals Day - Recognition 4/25
HR Policy Training [Team Meetings] Driver's License
Weight Loss Challenge - Wellness Walks

May

Weight-Loss Challenge Finale 5/18
National Hurricane Preparedness Week Email Campaign 5/6-5/12
City Training: Emergency / Hurricane Prepardness 5/22 - 5/24

Monthly Departmental Report: Museum
MARCH 2018

The Hartsville Museum hosted two exhibits during the month, the 2017 Palmetto Hands Fine Craft Winners and the GSSM Art In The Interim. Saturday visitor numbers tripled, from 47 in Feb. to 141.

Hartsville Museum Visitor Demographics:

Month	Walk-In Count	Web Site	Facebook
January	443	3273	4152
February	389	3851	4006
March	526	4772	3998

Total Visitors YTD: 25,410

Visitors (Walk-In) by Day of Week

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	.
24	28	106	133	94	141	

Visitors signing guest book came from:
States: LA, NM, OH, KY. Countries: Japan, Ireland

HARTSVILLE
PARKS & REC

MARCH 2018
MONTHLY DEPARTMENTAL REPORT

COACH TB THOMAS SPORTS CENTER

- The youth basketball season concluded with championship games March 5 and 7.
- Facility hosted CPR training for Neptune Island Water Park March 16 and a Job Fair March 31.
- The Carolina Thunder had three home basketball games in March with their first game, Saturday, March 3.
- On March 20, the conference room served as a training venue for the Hartsville Police Department.
- The Hartsville Regional Airport Advisory Committee meeting was held March 26.
- Hartsville AAU Basketball league is using the gym for practice and will host three basketball tournaments.
- The ice machine has been repaired.
- Eric Brown has joined the Hartsville Area Recreation Department team at Byerly Park as the Program Manager.
- Registration will begin April 1 for Church Softball, April 16 for T-Ball, and April 23 for Summer Basketball.

BYERLY PARK

- The repairs at Pod 2 are near completion.
- Both the Hartsville Area Recreation softball league and Dixie National Baseball league kicked off their seasons with a Jamboree March 10.
- Currently advertising for a full-time Maintenance Worker for the Parks & Recreation department.
- Six teams participated in the USSA Softball tournament March 24.
- The Top Gun Tournament on March 3 had two baseball teams & four softball teams.
- Have modified office space to create a break room for Maintenance Staff.

LAWTON PARK

- Coordinated 11 rentals and 7 tours for the Lawton Park pavilion.
- The City of Hartsville Parks & Recreation department is partnering with Naturally Outdoors to host free paddle sport demonstrations April 14, April 28, May 12, and May 26-27.

Date: April 3, 2018
To: City of Hartsville
From: Jordan Braddock, Marketing & Events Coordinator
Re: Tourism and Events Report- March 2018

Status Report & Updates

Current Projects

Working with Black Creek Arts Council to designate Hartsville as an official South Carolina Cultural District through S.C. Arts Commission.

Marketing plan implementation to increase awareness of Hartsville through SCPRT TAG funding. Billboards, online marketing, print and television ads will be utilized over the next fiscal year to increase the number of visitors to Hartsville. I am currently working on ordering and generating content for advertisements. Our first television commercial with Darlington Raceway began its flight on July 1st. As of August 1st, we have purchased a ¼ page ad in *Discover*, South Carolina's Official Visitors Guide, enrolled in SCPRT's Co-Op Marketing Program, and acquired a 1 year lease for an out-of-home unit on HWY 151. The unit was posted on October 4, 2017. We completed our first of 2 SCPRT boosted Facebook posts in November and received the results of the campaign in December (Total impressions: 51,829, Total reach: 32,543, Total reactions: 2,425, Total shares: 184, Total comments: 43, Total link clicks: 143). We have purchased 2 out-of-home units on Interstate 20 in Columbia. The first unit is located near Lexington and was posted on March 1, 2018; this unit will stay posted for 5 periods. The next unit is set to post on April 2nd and will feature Neptune Island.

Continuing to build www.visithartsvillesc.com into a one-stop shop of information for Hartsville on the Internet. We are hoping to add more features, blog posts and information over the next few months as we push visitors to this website during the #ExperienceHartsville campaign.

Finalized the 2018 City of Hartsville events calendar to create a master list for scheduling events.
2018 City of Hartsville Sponsored Events:

- Children's Theatre presented by Columbia Children's Theatre at Center Theater sponsored by Novolex
    - Sunday, May 6, 2018 at 3 PM- Miss Nelson Has a Field Day
- Screen on the Green at Dusk
    - Saturday, May 26, 2018- "Top Gun" sponsored by North Industrial Machine
    - Saturday, June 9, 2018- "Moana" sponsored by Carolina Pines Regional Medical Center
    - Saturday, June 23, 2018- "Hidden Figures" sponsored by The Children's Group
    - Saturday, July 14, 2018- "Despicable Me 3" sponsored by Darlington Raceway
    - Saturday, July 28, 2018: TEEN NIGHT- "Jumanji" sponsored by Darlington County Sheriff's Office and Fire Department
    - Saturday, August 11, 2018- "Guardians of the Galaxy" sponsored by Hartsville Police Department and Fire Department
- National Night Out from 6-8 pm
    - Saturday, August 11, 2018

- Downtown Holiday Open House & Centennial Tree Lighting
    - Thursday, November 15, 2018 from 5:30-9:00 pm
- 2018 Hartsville Christmas Parade
    - Saturday, December 8, 2018 at 10:30 am

Developing the marketing plan for 2018 and preparing budget recommendations for the 2018-2019 fiscal year. Our "Find What You Love" campaign will continue into FY 18/19 with an emphasis on the waterpark and family-friendly features.

Working on marketing plans & designs for the Neptune Island that is set to open in summer 2018. We have launched all of our social media platforms and are currently working to increase engagement on these platforms as well as subscriptions to our e-marketing list. Our landing page for the new neptuneisland.com has been launched and I am currently working on the full scale website. We hope to release pricing and sales to the public when our ecommerce is available for our point of sale system.

Working with the Hartsville Museum to market current programs and the new event facility set to open in spring 2018

Submitted our 2018 SCPRT TAG application and am waiting to hear if we are awarded additional advertising funds for the 2018/2019 fiscal year

Starting an employee campaign to push our #ExperienceHartsville campaign to our residents and visitors through our frontline employees.

Preparing for an increase in tourism through tournaments at Byerly Park and preparing ways to market our city and Neptune Island Waterpark to these visitors.

Current Social Media & Website Stats

Visit Hartsville, SC
Facebook- 2,278
Instagram (@visithartsvillesc)- 930 followers
Twitter (@visithartsville)- 295 followers
VisitHartsvilleSC.com- 3402 views

Neptune Island Waterpark
Facebook- 6,126 likes
Instagram (@neptuneislandwaterpark)- 409 followers

Current Key Sales

March 2018
Net Sales: $503.55
Tax Collected: $40.30
Total: $543.85

Top Selling Items:
1. Gillespie's Chocolate Covered Peanuts- Gillespie's Peanuts
2. Hartsville Postcards- City of Hartsville
3. City Insulated Tumbler- City of Hartsville

Future Projects

Creating new marketing materials and brochures for Hartsville Museum and Center Theater

Developing trips and vacation packages for out-of-town tourists and “staycationers” to be featured on VisitHartsvilleSC.com

Developing programing and events for fall 2018 and winter 2018

Creating more marketing campaigns geared towards retirees and millennials

Working with Carolina Sandhills NWR to develop more nature tourism opportunities

Developing a visitor demographics collection system to be utilized by all hospitality and accommodations entities

Departmental Reports Not Submitted for City Council Agenda

1. Environmental Services
2. Hartsville Area Recreation
3. Main Street Hartsville
4. Police Statistics

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: 4327 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To amend the zoning code for off street parking and loading.

BACKGROUND SUMMARY:

Alta Team worked with a project advisory committee to develop a series of strategic recommendations to revise the City of Hartsville's existing Code of Ordinances; and

ATTACHMENTS:

Description

- Ordinance 4327
- SUPPLEMENT TO OFF-STREET PARKING ORDINANCE REVISION

ORDINANCE 4327

TO AMEND HARTSVILLE CODE OF ORDINANCES APPENDIX A – ZONING ARTILCE VI – GENERAL PROVISIONS SECTION 7 " OFF STREET PARKING AND LOADING" BY ADDING (h) BICYCLE PARKING (i) SURFACE AND MARKINGS AND (j) ACCESSIBLE PARKING FOR DISABLED PERSONS.

WHEREAS, the City of Hartsville determined that the zoning ordinance needed to be amended; and

WHEREAS, the City of Hartsville contracted with Alta Planning to revise the zoning ordinance; and

WHEREAS, the Alta Team worked with a project advisory committee to develop a series of strategic recommendations to revise the City of Hartsville's existing Code of Ordinances; and

WHERAS, the Planning Commission reviewed Article VI Section 7, during its January 29, 2018 public meeting and unanimously recommended approval of the proposed zoning amendment to City Council.

NOW THEREFORE BE IT ORDAINED by the Mayor and Council of the City of Hartsville that the City of Hartsville City Code is hereby amended to read as follows:

APPENDIX A. – ZONING
ARTICLE VI – GENERAL PROVISIONS
SECTION 7. OFF-STREET PARKING

Sec. 7. – Off-street parking and loading.

The intent of this section is to allow flexible methods of providing an adequate number of parking and loading spaces, while reducing excessive paved surfaces, which lead to unnecessary heat buildup and storm water runoff. All buildings, structures, and uses of land shall conform to the following off-street parking and loading requirements. Any use not specifically addressed or referred to below shall have parking requirements determined by the Zoning Administrator.

(a) *Spaces to be provided.* Off-street automobile storage or parking space shall be provided on every lot on which any of the following uses are hereinafter established, except as provided for in Table I, District Design Requirements.

(1) Residential 1: Two (2) spaces per dwelling unit.

(1A) Residential 1-A: Two (2) spaces per dwelling unit.

(2) Residential 2: One and a half (1.5) spaces per dwelling unit.

(3) Public housing, conventional: One (1) space per unit.

(4) Public housing, elderly: One half (0.5) space per unit.

(5) Rooming and boarding house: One (1) space for each two (2) rooms.

(6) Hotels and motels: One (1) space for each guest room, plus one (1) per 800 square feet of conference space.

(7) Places of public assembly: One (1) space for each four (4) seats.

(8) Churches: One (1) space for each four (4) seats in main assembly room.

(9) Hospital or nursing home: One (1) space for each two (2) beds.

(10) Retail business: One (1) space for each 500 square feet of floor area.

(11) Offices and banks: One (1) space for each 500 square feet of floor area.

(12) Service station: Two (2) spaces for each pump and two (2) spaces per service stall.

(13) Wholesaling: One (1) space for each 1500 square feet of floor area.

(14) Industrial: One (1) space for each two employees at maximum shift or 4,000 square feet of floor area.

(15) Bus terminal: Three (3) spaces for each bay.

(16) Shopping center: One (1) space per 500 square feet of gross leasable floor area.

(17) Auto sales and repair: One (1) space for each two (2) employees plus one (1) spaces for each 500 square feet of floor area.

(18) Restaurants: One (1) space per 100 square feet of customer service and seating area.

(19) Day Care: One (1) space per 300 square feet.

(20) Educational Facilities: One (1) space per 200 square feet.

(21) Self-Service Storage: One (1) per 20 storage units.

(b) *Space criteria.* All required parking spaces shall be designed to comply with the following minimum standards:

Angle of Parking	Stall Width (feet)	Stall Depth (feet)	Driveway Width (feet)	Planting Island Width (feet)
0° (Parallel)	8	22 (length)	12	N/A
30°	9	17	12	4
45°	9	19	14	6
60°	9	20	18	7'
90°	9	18	24	9'

(c) *Certificate of occupancy or use permit.* A certificate of occupancy or use permit will be issued upon completion of any building when all off-street parking and loading requirements shown upon the plans or made a part of the building permit shall be in place and ready for use.

(d) *Location on other property.* If the required automobile parking spaces cannot reasonably be provided on the same lot on which the principal use is conducted, such spaces may be provided on other off-street property, provided such property lies within 600 feet of the main entrance to such principal use. Such automobile parking space shall be associated with the principal use and shall not thereafter be reduced or encroached upon in any manner.

(e) *Common off-street parking areas.* Two or more principal uses may utilize a common parking area in order to comply with off-street parking requirements, provided that the total number of individual spaces available in such common area is not more than the sum of the spaces required for the individual uses as separately computed in accordance with the provisions of this section, and provided that the owner of said lot relinquish his development rights over the property in an instrument of record until such time as parking space is provided elsewhere. The Zoning Administrator may approve shared parking facilities where a reduction is parking spaces is desired. A shared parking study that clearly demonstrates the feasibility of shared parking shall be submitted to the administrator. The study must be provided in a form established by the administrator. It must address, at a minimum, the size and type of the proposed development, the composition of tenants, the anticipated rate of parking turnover, and the anticipated peak parking and traffic loads for all uses that will be sharing off-street parking spaces.

(f) *Use of public rights-of-way for maneuvering area.* When determining parking area requirements for individual uses, portions of the public rights-of-way on minor streets may be considered as permissible for maneuvering area, incidental to parking. On streets designated as collector or major streets, parking facilities shall be designed and constructed to provide space outside the public rights-of-way for maneuvering incidental to parking.

(g) *Off-street loading and unloading space.* Every building or structure used for business, trade, or industry, except B-1 district, shall provide space as indicated herein for the loading and unloading of vehicles off a street or public alley.

(1) *Retail business.* One (1) space ten feet by 35 feet for each 10,000 square feet of total floor area or fraction thereof.

(2) *Wholesale and industry.* One (1) space ten feet by 50 feet for each 10,000 square feet of total floor area or fraction thereof.

(3) *Bus and truck terminal.* Sufficient space to accommodate the maximum number of buses or trucks to be stored or to be loaded or unloaded at the terminal at any one time.

(h) *Bicycle parking*. Bicycle parking areas shall be located for the convenient access to site amenities and primary building entrances. Bicycle parking areas shall be located on a hardscape surface, physically separated from automobile parking lots. They shall be designed to provide adequate space for ingress and egress, and not impede pedestrian and vehicle circulation. Bicycle parking areas shall be designed to provide adequate space for ingress and egress. Bicycle racks shall be designed to support a bicycle frame in two places in a stable, upright position. Bicycle racks shall be securely anchored to the lot surface. Bicycle parking space requirements are as follows:

(1) *Retail business.* One (1) space for each 12,000 square feet of total floor area. Minimum requirement is two (2) spaces.

(2) *Wholesale and industry.* One (1) space for each 20,000 square feet of total floor area. Minimum requirement is two (2) spaces.

(3) *Office.* One (1) space for each 10,000 square feet of total floor area. Minimum requirement is two (2) spaces.

(4) *Cultural Facilities, including libraries and government buildings.* One (1) space for each 10 employees. Minimum requirement is two (2) spaces.

(5) *Education.* One (1) space for each 10 employees plus one (1) space per every 20 students. Minimum requirement is two (2) spaces.

(i) *Surface and Markings*. All required parking and vehicular driving surfaces shall be surfaced with concrete or asphalt concrete pavement. Alternative materials may be approved by the Zoning Administrator. All paved parking spaces shall be identified by surface markings and shall be maintained in a manner so as to be readily visible at all times. Such markings shall be arranged to provide for orderly and safe loading, unloading, parking, and storage of vehicles. Parallel parking spaces shall be marked with standard "cross" and "T" pavement markings. All striping shall be marked with four-inch lines.

(j) *Accessible Parking for Disabled Persons*. A portion of the total number of required off-street parking spaces in each off-street parking area shall be specifically designated, located, and reserved for the use by persons with physical disabilities. For more information, reference American National Standards Institute (ANSI) A117.1, as adopted by the State of South Carolina.

NOW, THEREFORE BE IT ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the __th day of _____ 2018 and to become effective upon final reading.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

First Reading: March 13, 2018
Public Hearing:
Final Reading:

The intent of this section is to allow flexible methods of providing an adequate number of parking and loading spaces, while reducing excessive paved surfaces which lead to unnecessary heat buildup and stormwater runoff. All buildings, structures, and uses of land shall conform to the following off-street parking and loading requirements. Any use not specifically addressed or referred to below shall have parking requirements determined by the ~~zoning~~ Zoning ~~administrator~~Administrator. [j1]

(a) *Spaces to be provided.* Off-street automobile storage or parking space shall be provided on every lot on which any of the following uses are hereinafter established, except as provided for in Table I, District Design Requirements. [j2]

(1) Residential ~~one~~ 1 ~~zones~~: ~~Two~~ 2 spaces per dwelling unit.

(1A) Residential ~~one~~1-A: ~~Two~~ 2 spaces per dwelling unit.

(2) Residential ~~two~~2: ~~1½~~1.5 spaces per dwelling unit.

(3) Public housing, conventional: ~~One~~ 1 space per unit.

(4) Public housing, elderly: ~~One-half~~0.5 space per unit.

(5) Rooming and boarding house: ~~One~~ 1 space for each two rooms.

(6) Hotels and motels: ~~One~~ 1 space for each ~~accommodation~~guest room, plus 1 per 800 square feet of conference space.

(7) Places of public assembly: ~~One~~ 1 space for each four seats.

(8) Churches: ~~One~~ 1 space for each four seats in main assembly room.

(9) Hospital or nursing home: ~~One~~ 1 space for each two beds.

(10) Retail business: ~~One~~ 1 space for each ~~300~~ 500 square feet of floor area.

(11) Offices and banks: ~~One~~ 1 space for each ~~400~~ 500 square feet of floor area.

(12) Service station: ~~Two~~ 2 spaces for each pump and ~~two~~ 2 spaces per service stall.

(13) Wholesaling: ~~One~~ 1 space for each ~~two employees.~~1500 square feet of floor area.

(14) Industrial: ~~One~~ 1 space for each two employees at maximum shift or 4,000 square feet of floor area.

(15) Bus terminal: ~~Two~~ 3 spaces for each bay.

(16) Shopping center: ~~Three~~ 1 space~~s~~ per ~~1,000~~500 square feet of gross leasable floor area.

(17) Auto sales and repair: ~~One~~ 1 space for each ~~two~~ 2 employees plus ~~two~~ 1 spaces for each ~~300~~ 500 square feet of floor area.

(18) Restaurants: 1 space per 100 square feet of customer service and seating area.

(19) Day Care: 1 space per 300 square feet.

(20) Educational Facilities: 1 space per 200 square feet.

(21) Self-Service Storage: 1 per 20 storage units.

(b) *Space criteria.* All required parking spaces shall be designed to comply with the following minimum standards:

Angle of Parking	Stall Width (feet)	Stall Depth (feet)	Driveway Width (feet)	Planting Island Width (feet)
0° (Parallel)	8	22 (length)	12	N/A
30°	9	17	12	4
45°	9	19	14	6
60°	9	20	18	7'
90°	9	18	24	9'

~~Parking lots shall provide sufficiently sized parking spaces and maneuvering areas. Each parking space shall be a minimum of nine feet in width and 18 feet in length. Each space required for handicapped accessibility shall be a minimum of 13 feet in width. Parallel parking spaces must be a minimum of nine feet in width and 24 feet in length. A maneuvering area at least 23 feet in width shall be provided behind each parking space to allow cars to pull in and out safely.~~

(c) *Certificate of occupancy or use permit.* A certificate of occupancy or use permit will be issued upon completion of any building when all off-street parking and loading requirements shown upon the plans or made a part of the building permit shall be in place and ready for use.

(d) *Location on other property.* If the required automobile parking spaces cannot reasonably be provided on the same lot on which the principal use is conducted, such spaces may be provided on other off-street property, provided such property lies within ~~400~~ 600 feet of the main entrance to such principal use. Such automobile parking space shall be associated with the principal use and shall not thereafter be reduced or encroached upon in any manner.

(e) *Common off-street parking areas.* Two or more principal uses may utilize a common parking area in order to comply with off-street parking requirements, provided that the total number of individual spaces available in such common area is not ~~less~~ more than the sum of the spaces required for the individual uses as separately computed in accordance with the provisions of this section, and provided that the owner of said lot relinquish his development rights over the property in an instrument of record until such time as parking space is provided elsewhere. The Zoning Administrator may approve shared parking facilities where a reduction is parking spaces is desired. A shared parking study that clearly demonstrates the feasibility of shared parking shall be submitted to the administrator. The study must

be provided in a form established by the administrator. It must address, at a minimum, the size and type of the proposed development, the composition of tenants, the anticipated rate of parking turnover, and the anticipated peak parking and traffic loads for all uses that will be sharing off-street parking spaces.

(f) *Use of public rights-of-way for maneuvering area.* When determining parking area requirements for individual uses, portions of the public rights-of-way on minor streets may be considered as permissible for maneuvering area, incidental to parking. On streets designated as collector or major streets, parking facilities shall be designed and constructed to provide space outside the public rights-of-way for maneuvering incidental to parking.

(g) *Off-street loading and unloading space.* Every building or structure used for business, trade, or industry, except B-1 district, shall provide space as indicated herein for the loading and unloading of vehicles off of a street or public alley.

(1) *Retail business.* One space ten feet by 35 feet for each 10,000 square feet of total floor area or fraction thereof.

(2) *Wholesale and industry.* One space ten feet by 50 feet for each 10,000 square feet of total floor area or fraction thereof.

(3) *Bus and truck terminal.* Sufficient space to accommodate the maximum number of buses or trucks to be stored or to be loaded or unloaded at the terminal at any one time.

(h) *Bicycle parking.* Bicycle parking areas shall be located for the convenient access to site amenities and primary building entrances. Bicycle parking areas shall be located on a hardscape surface, physically separated from automobile parking lots. They shall be designed to provide adequate space for ingress and egress, and not impede pedestrian and vehicle circulation. Bicycle parking areas shall be designed to provide adequate space for ingress and egress. Bicycle racks shall be designed to support a bicycle frame in two places in a stable, upright position. Bicycle racks shall be securely anchored to the lot surface.[j3] Bicycle parking space requirements are as follows:

(1) *Retail business.* 1 space for each 12,000 square feet of total floor area. Minimum requirement is 2 spaces.

(2) *Wholesale and industry.* 1 space for each 20,000 square feet of total floor area. Minimum requirement is 2 spaces.

(3) *Office.* 1 space for each 10,000 square feet of total floor area. Minimum requirement is 2 spaces.

(4) *Cultural Facilities, including libraries and government buildings.* 1 space for each 10 employees. Minimum requirement is 2 spaces.

(5) *Education.* 1 space for each 10 employees plus 1 space per every 20 students. Minimum requirement is 2 spaces ~~Bicycle parking areas and bicycle racks shall be designed and installed as by the Zoning Administrator.~~[j4]

(i) *Surface and Markings.* All required parking and vehicular driving surfaces shall be surfaced with concrete or asphalt concrete pavement. Alternative materials may be approved by the Zoning Administrator. All paved parking spaces shall be identified by surface markings and shall be maintained in a manner so as to be readily visible at all times. Such markings shall be arranged to provide for orderly and safe loading, unloading, parking, and storage of vehicles. Parallel parking spaces shall be marked with standard "cross" and "T" pavement markings. All striping shall be marked with four-inch lines.

(j) *Accessible Parking for Disabled Persons.* A portion of the total number of required off-street parking spaces in each off-street parking area shall be specifically designated, located, and reserved for the use by persons with physical disabilities. For more information reference American National Standards Institute (ANSI) A117.1, as adopted by the State of South Carolina.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: 4328 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To add additional portions of the former Southern Candy Kitchen to the historic district.

BACKGROUND SUMMARY:

Suzy Moyd of Spondulits, owner of the building, self-nominated the portion of the Southern Candy Kitchen at 106 East Carolina Avenue and 154 Mantissa Row (Tax Map# 056-06-02-059) 108 East Carolina Avenue and 152 Mantissa Row (Tax Map #056-06-02-036 & 056-06-02-60) for historic designation.

ATTACHMENTS:

Description

- Ordinance 4328

ORDINANCE 4328

TO AMEND HARTSVILLE CITY CODE CHAPTER HISTORIC PRESERVATION SECTION 11-21 "DESIGN REVIEW GUIDELINES FOR CITY'S HISTORIC DISTRICT SUBSECTION (a) CITY'S HISTORIC DISTRICT (1) HISTORIC PROPERTIES BY THE ADDITION OF 106 EAST CAROLINA AVENUE AND 154 MANTISSA ROW (TAX MAP# 056-06-02-059), 108 EAST CAROLINA AVENUE AND 152 MANTISSA ROW (TAX MAP #056-06-02-036 & 056-06-02-60) A PORTION OF THE FORMER SOUTHERN CANDY KITCHEN AND SUBSECTION (b) GENERAL CRITERIA.

WHEREAS, Suzy Moyd of Spondulits, owner of the building, self-nominated the portion of the Southern Candy Kitchen at 106 East Carolina Avenue and 154 Mantissa Row (Tax Map# 056-06-02-059) 108 East Carolina Avenue and 152 Mantissa Row (Tax Map #056-06-02-036 & 056-06-02-60) for historic designation, and;

WHEREAS, the Architectural Review Board made a recommendation to City Council that the aforementioned properties be considered for local historic designation during its January 24, 2018 Special Meeting, and;

WHEREAS, the Planning Commission reviewed the request and supported the Architectural Review Board's recommendation during its February 26, 2018 meeting.

NOW, THEREFORE BE IT ORDAINED by the Mayor and Council of the City of Hartsville that the City of Hartsville City Code is hereby amended to read as follows:

Chapter 11. Historic Preservation
Section 11 – 21 Design Review Guidelines for City's Historic District
(a). City's Historic District Historic properties
(b). General criteria

Sec. 11 – 21. Design review guidelines for city's historic district.

(a). City's historic district.

(1) Historic properties.

a. The Hartsville Museum
b. The Hartsville Rail Passenger Station
c. The Hart Cottage
D. Lawton Park and Pavilion
e. Coker Experimental Farms
F. Belk Building, East Carolina Avenue
g. Portion of the Southern Candy Kitchen, 110 East Carolina Avenue
h. Remaining Portions of the Southern Candy Kitchen, 106 & 108 East Carolina Avenue and 152 & 154 Mantissa Row.

Note: These properties are the only historical properties currently assigned to the oversight of the ARB by city council.

(b). General criteria: The City's historic district is composed of the structures in Section 11 – 21 (a)(1) of which the majority were built before 1939 and have significant architectural and historical character.

NOW, THEREFORE BE IT ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the __th day of _____ 2018 and to become effective upon final reading.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

First Reading: December 27, 2017
Public Hearing: January 09, 2018
Final Reading: January 09, 2018

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: 4329 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To require annexation commitments for properties outside of the city to connect to city utility services.

ATTACHMENTS:

Description

- Ordinance 4329
- Exhibit A Covenant

ORDINANCE 4329

AN ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA, AMENDING PROVISIONS OF THE CODE OF ORDINANCES OF THE CITY REQUIRING ANNEXATION COMMITMENTS IN ORDER FOR PROPERTIES LOCATED OUTSIDE OF THE CITY TO CONNECT TO THE CITY'S UTILITY SERVICES, AND OTHER MATTERS RELATED THERETO.

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

(A) The City is authorized by the general powers given to municipalities and Section 5-7-60 of the Code of Laws of South Carolina 1976, as amended, to provide water and sewer service ("***Utility Service***") to individuals and properties located outside of the corporate boundaries of the City by contract.

(B) The Council finds that it is in the best interest of the citizens of the City that those properties located outside of the City (the "***Outside Properties***") that request and contract for Utility Service ultimately be annexed into the City in order to promote the City's control of growth in its surrounding areas and in order to expand the tax base of the City.

(C) In order to ensure that the Outside Properties are ultimately annexed into the City, the Council enacted Section 82-28 of the Code of Ordinances of the City (the "***Annexation Requirement***") creating such a requirement and requiring the owners of the Outside Properties to execute an agreement to annex into the City at such time as the property becomes contiguous to the City's corporate boundaries.

(D) The Council now desires, through the enactment of this Ordinance, to update the Annexation Requirement to comply with current City practices and procedures.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HARTSVILLE AS FOLLOWS:

Section 1. By and through the enactment of this Ordinance, the following Section 28-82 shall be of the Code of Ordinances of the City of Hartsville (the "***Code***") shall be amended and restated to read in its entirety, as follows:

Sec. 82-28. – Annexation Requirement for New or Upgraded Utility Connections.

A. It shall be the policy of the City to require that the owner of any property located outside of the City (a "Subject Property") requesting either a new or upgraded connection to either or both of the City's water and sewer utility system (the "Utility System") be required to annex into the City at such time as the Subject Property is contiguous to the corporate boundaries of the City.

B. If the Subject Property is contiguous to the City at the time such request is made, the owner of such property shall be required to submit an annexation petition to the City prior to the connection to the Utility System being made.

C. If the Subject Property is not contiguous to the corporate boundaries of the City at the time such request is made, the owner of the Subject Property shall be required to execute a Declaration of Annexation Covenant prior to any connection to the Utility System being made, requiring the owner of the Subject Property, or any subsequent owner, to take such action necessary to annex the Subject Property, any portion thereof, or any larger property to which the Subject Property was added, into the City at such time as the Subject Property, any portion thereof, or any larger property to which the Subject Property was added becomes contiguous to the corporate boundaries of the City. The Declaration of Annexation Covenant shall be in a form to be approved by the Council.

D. The Council may waive this requirement with respect to any property through the adoption of a resolution that includes specific findings in connection with the justifications of such waiver and a finding that such waiver is in the best interest of the City and its citizens.

Section 2. The form of the Declaration of Annexation Covenant (the "Covenant") is set forth in Exhibit A hereto. The City Manager is hereby authorized to modify or amend the Covenant in a manner that is not adverse to the City and that does not alleviate the requirements of Section 82-28 of the Code. The City Manager, or authorized designee, is hereby authorized to accept any such Covenant, and to take all action necessary to record such Covenant in the property records of Darlington County. The City Manager, or authorized designee, is further authorized to take such action, in accordance with Paragraph 8 of the Covenant, to act as Attorney in Fact for the owner of such property in order to execute an Annexation Petition with respect to such property.

Section 3. If any section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held or determined to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 4. Nothing in this Ordinance hereby enacted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause of causes of action acquired or existing, under any act or ordinance hereby repealed; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

Section 5. All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this ordinance are hereby repealed to the extent of the conflict or inconsistency. This Ordinance shall take effect immediately upon its enactment by the Council.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

DONE AND ENACTED IN COUNCIL ASSEMBLED, this ___th day of _____, 2018.

CITY OF HARTSVILLE, SOUTH CAROLINA

[SEAL]

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST:

_____
Sherron L. Skipper, Clerk to City Council

First Reading: March 13, 2018
Public Hearing:
Final Reading:

EXHIBIT A

FORM OF
DECLARATION OF RESTRICTIVE COVENANT

STATE OF SOUTH CAROLINA)
) DECLARATION OF ANNEXATION
) COVENANT
COUNTY OF DARLINGTON)

THIS DECLARATION OF ANNEXATION COVENANT (this "***Covenant***") is made this day of_____20 between the City of Hartsville, South Carolina (the "***City***"), and the person or entity described below, including all successors in interest and assigns, having ownership in fee simple, life estate, or in any other designation as set forth in the Code of Laws 1976, as amended, or as set forth through judicial interpretation in South Carolina case law (the"***Owner***"):

( ) A corporation, incorporated under the laws of the State of_____and organized under the name of _____ ; or

( ) A general or limited partnership, limited liability company, or limited liability partnership operating under the name of _____ ; or

( ) Individual(s) by the name(s) of _____ and_____.

RECITALS:

The real property located at _____ (Tax Map Number_____, as further described herein at Exhibit **(A)** (the "***Subject Property***"), belonging to the Owner, is located outside the City's corporate limits, but is located in an area in which annexation into the City is or may become appropriate. The City is under no obligation to furnish Utility Services (as defined herein) to properties located outside of the City's corporate limits, but may do so by contract with individual property owners.

TheOwner wishes to obtain Utility Services from theCity by contract without the necessity of waiting until the Subject Property may be annexed into the City, and the Owner has entered into an agreement (the "***Utility Service Agreement***") with the City in order to secure one or more of the Utility Services for the Subject Property. In consideration for the City's provision of Utility Services to the Subject Property and the connection of the Subject Property to the City's utility system (the "***System***"), the Owner agrees, pursuant to the provisions of this Covenant, to take such action as is necessary to request annexation into the City at such time as the Subject Property becomes contiguous to the City's corporate limits. This Covenant shall be binding upon any and all assigns or successors in interest to the Owner's ownership interest in the Subject Property.

Owner understands that the obligation to execute any and every annexation petition relating to the Subject Property, when presented, is a requirement for Utility Services outside the City, and that failure to satisfy this obligation may, at the election of the City, cause discontinuance and termination of Utility Services to the Subject Property. The Owner further understands that the obligations created under this Covenant run with the land, and will apply equally to subsequent owners of the Subject Property. In order to ensure the ability of the City to enforce the provisions of this Covenant against the Owner or any subsequent owner of the Subject Property, the Owner agrees that the provisions of this Covenant shall serve as restrictive covenants against the Subject Property in favor of, and for the benefit of, the City.

NOW THEREFORE, in consideration of the provision of Utility Services by the City, the Owner hereby covenants as follows:

1. **Recitals Incorporated.** The above recitals are hereby incorporated in and made a part of this Covenant as fully as if set forth verbatim herein. These recitals are true and correct and the Owner is bound thereby. By signing this Covenant, the Owner acknowledges reading, understanding and agreeing to each of the recitals. By and through the recording of this Covenant, all assigns and successors in interest in the Subject Property are determined to have read, understood, and agreed to each of the recitals.

2. Utility Services.

A. As used in this Covenant, "***Utility Services***" means and refers to water or sewer services, or both, provided by the City pursuant to the terms of the Utility Service Agreement, including but not limited to, (i) ongoing water or sewer service; (ii) a service tap from existing water or sewer lines, (iii) an extension of water or sewer mains, or (iv) the issuance of a letter of willingness and capability to provide Utility Services.

B. Pursuant to the provisions of the Utility Service Agreement, the City has agreed to furnish Utility Services to the Subject Property upon the terms, conditions and covenants set forth therein, in addition to any other rates, classifications, policies, procedures, and terms of service applicable to Utility Services that the City has adopted or may in the future adopt and any subsequent amendments thereto. The Owner acknowledges that in no event shall the City be obligated to provide or continue to provide Utility Services to the Subject Property, or any portion thereof, if any obligation of the Owner contained in this Covenant is breached or any covenant made by the Owner in this Covenant is false. Any actions or statements made by the City (including the issuance of any letter of willingness and capability) in connection with providing Utility Services to the Subject Property is made subject to the terms of this Covenant, and if this Covenant is breached by the Owner then all such actions or statements may be, in the City's sole discretion, declared null and void and no reliance by any entity may be placed thereon.

3. **Covenants by Owner.** The Owner makes the following covenants, warranties, agreements and representations, each of which shall be deemed material to this Covenant:

A. The Owner covenants and agrees that he will sign any and every annexation petition which relates to the Subject Property (an "Annexation Petition") immediately upon presentment by the City. As used in this Covenant, an Annexation Petition shall be construed to relate to the Subject Property if the property to be annexed pursuant to and described in the Annexation Petition includes the Subject Property or any portion thereof. The Owner acknowledges that a purpose of this Covenant is to ensure, as a material benefit and consideration to the City, the Owner's full and complete cooperation with any effort to annex the Subject Property, and the Owner agrees, that upon request by the City, the Owner will do, execute, acknowledge and deliver, all such further acts, agreements, and assurances as may be requested and reasonably necessary for the full completion and consummation of the purpose contemplated herein. These further acts shall specifically include, but are not limited to, signing subsequent or additional successive Annexation Petitions, in the event prior annexation efforts are unsuccessful. The Owner warrants and covenants that the Owner has not and will not subdivide the Subject Property, combine the Subject Property with other real property not subject to this Covenant, or otherwise manipulate the Subject Property to hinder or impede the City's ability to annex the Subject Property, and any attempt to do so will be considered a breach of this Covenant. Upon any division of the Subject Property, this Covenant shall apply to any additional properties derived from the Subject Property.

B. The Owner agrees that the obligations contained in this Covenant shall continue in full force and effect until the earlier of the following: (i) the Subject Property, in its entirety, has been successfully annexed into, and continuously lies within, the corporate limits of the City; or (ii) the Owner affirmatively requests in writing that (1) the Subject Property be permanently disconnected from the System, and (2) the Subject Property, in its entirety, is no longer served by the Utility Services.

C. The Owner is the sole owner in fee simple absolute of the Subject Property. Further, the Owner covenants and warrants that he will not transfer, alienate, devise, encumber, or otherwise affect title to the Subject Property for a period of seven days from the date of this Covenant, in order to allow the City time to have this Covenant recorded in the Office of the Register of Deeds for Darlington County, South Carolina. The Owner will inform any subsequent Owner of (i) the Subject Property, (ii) any portion of the Subject Property, or (iii) any real property that the Subject Property is made a part of, that the obligations contained in this Covenant continue and run with the land. A failure by the Owner to properly inform any successor in interest of the Subject Property of this Covenant shall not affect the validity or applicability of this Agreement with respect to any successor in interest, and any such successor in interest shall remain bound by the provisions hereof.

D. The Owner agrees that any breach of conditions of the Utility Service Agreement or any other agreements associated with the provision of Utility Services made in accordance with this Covenant, shall be a breach of this Covenant. Such conditions may include, but are not limited to, the following: (i) payment of applicable connection fees and surcharges as fixed by the City; (ii) general terms, conditions, and policies upon which Utility Service is made available by the City; and (iii) the payment to the City when due such water or sewer charges, taxes, or fees as may be imposed from time to time.

E. The Owner agrees that the effectiveness of this Covenant will continue and survive any temporary disconnection, interruption, or termination of Utility Services by the City, except for a termination of Utility Services pursuant to Section 3B(ii) above.

4. Restrictive Covenant. **THE OWNER HEREBY IMPOSES UPON THE SUBJECT PROPERTY FOR THE BENEFIT OF THE CITY A RESTRICTIVE COVENANT REQUIRING THAT FUTURE OWNERS OF THE SUBJECT PROPERTY, OR ANY PART THEREOF, BE BOUND BY THE SAME TERMS, CONDITIONS AND COVENANTS AS ARE SET FORTH IN THIS COVENANT. THIS RESTRICTIVE COVENANT SHALL CONTINUE IN FULL FORCE AND EFFECT UNTIL THE EARLIER OF THE FOLLOWING: (A) THE SUBJECT PROPERTY, IN ITS ENTIRETY, HAS BEEN SUCCESSFULLY ANNEXED INTO AND LIES CONTINUOUSLY WITHIN THE CORPORATE LIMITS OF THE CITY; OR (B) THE SUBJECT PROPERTY, IN ITS ENTIRETY, IS NO LONGER BEING SERVED BY THE CITY'S UTILITY SERVICES. ANY AND EVERY FUTURE OWNER OF THE SUBJECT PROPERTY, OR ANY PART THEREOF, IS BOUND BY THE TERMS CONTAINED IN THIS COVENANT BY ACCEPTANCE OF A DEED TO SUBJECT PROPERTY THAT IS SUBJECT TO THIS RESTRICTIVE COVENANT.**

5. **Recordation of Covenant**. The Owner hereby expressly agrees and directs that this Covenant and description of the Subject Property be recorded in the real estate records in the Office of the Register of Deeds for the County of Darlington, State of South Carolina, so as to give record notice to any future prospective purchaser of the Subject Property that this Covenant is an obligation upon the land and runs with the land until the occurrence of either of the two events set forth in the preceding paragraphs.

6. **Description of Property**. This Covenant and restrictive covenant apply to the Subject Property as it is more fully described on the attached Exhibit "A."

7. **Grant of Right of Way**. The Owner grants the City a right-of-way on and through the Subject Property as reasonably necessary for the City's operation of the System in order to provide Utility Services to the Subject Property. In the event a standard grant of right-of-way has not been executed by the Owner before execution of this Covenant, the Owner agrees, upon request, to execute a standard right-of- way to further document and describe the specific location and rights associated therewith.

8. **Grant of Power of Attorney**. In the event the Owner fails to meet the obligations imposed herein and does not sign any Annexation Petition upon request, the Owner hereby irrevocably appoints the City Manager of the City of Hartsville, South Carolina, Attorney in Fact for the Owner of the Subject Property with full power to sign any Annexation Petition upon the request of the City.

9. **Owner's Use of Subject Property**. If the Owner changes the current use of the Subject Property to any different use, the City may, at its option, require additional approvals and conditions for continued Utility Service thereon.

10. **Default; Remedies**. As used in this Covenant, a default of this Covenant occurs immediately upon any breach, failure or nonoccurrence of any term, condition, obligation, affirmative act, covenant, representation or warranty. Immediately upon any default by the Owner, the City may, in its sole discretion, void this Covenant and thereby void any statements, actions or commitments by the City as to providing Utility Services to the Subject Property. Additionally, upon any default by the Owner, the City may elect to enforce this Covenant. If any effort to enforce the terms of this Covenant fails for any reason, the City may thereafter elect to rescind and void this Covenant. In the event this Covenant is rescinded or voided, the City shall be under no obligation to provide Utility Services or to continue to provide Utility Services to the Subject Property or any portion thereof. In the event of any default by the Owner of this Covenant, the City shall be entitled to recover from the Owner the costs and attorneys' fees incurred by the City as a result of or in response to the Owner's default.

11. **No Waiver**. The failure of any person or entity having any right, title or interest in the Subject Property, or any portion thereof, including the Owner and his respective heirs, successors, successors in title and assigns or the City, to bring an action to enforce this Covenant, shall not operate as a waiver of the right to do so for any later subsequent violations or the right to enforce any other part of this Covenant at any future time. The failure of any person or entity having any right, title or interest in the Subject Property, or any portion thereof, including the Owner and his respective heirs, successors, successors in title and assigns or the City to exercise or to delay in exercising any right or remedy available hereunder or at law or in equity shall not operate as a waiver. Notice of default or violation shall not be deemed as a condition precedent to the exercise of any right or remedy available hereunder or at law or in equity. Should any person or entity having any right, title or interest in the Subject Property, or any portion thereof, including the Owner and their respective heirs, successors, successors in title and assigns or the City fail to bring an action for enforcement of this Covenant or seek any other remedy allowed at law or in equity such shall not create any liability for the recovery of damages for the failure to so act.

12. **Remedies Cumulative**. Every right and remedy provided in this Covenant is distinct from and cumulative to every other right or remedy under this Covenant or available at law or in equity. The provision of certain rights and remedies in this Covenant does not abrogate, limit or affect any rights or remedies as provided at law or in equity. Every right and remedy may be exercised concurrently, independently or successively.

13. **Exhibits Incorporated by Reference**. All exhibits referenced in this Covenant are incorporated herein as integral parts of this Covenant and shall be considered reiterated herein as fully as if such provisions had been set forth verbatim in this Covenant.

14. **Copies**. A photostatic or other reproduction of this document shall be as effective, valid and conclusive as the original.

15. **Modification**. The terms of this Covenant may be modified in whole or in part only by a written instrument signed by the Owner and consented to by the City. Any oral agreement to modify this Covenant shall be void and of no force and effect.

16. **Captions**. The captions and headings of the Paragraphs of this Covenant are for convenience only and may not be used to interpret or define the provisions of this Covenant.

17. **No Waiver**. No waiver of a breach of any of the covenants or promises of this Covenant shall be construed as a waiver of any succeeding breach of the same or other covenant or promise.

18. **Severability**. In the event that any provision or clause of this Covenant conflicts with any applicable law, the other provisions of this Covenant shall be given effect as fully as possible without the conflicting provision, and to this end the provisions of this Covenant are declared to be severable.

19. **References Herein**. Wherever appropriate, all words herein in the male gender shall be deemed to include the female or neuter gender, all singular words shall include the plural, and all plural words shall include the singular.

20. **Successors and Assigns**. The covenants and agreements contained in this Covenant and the obligations created hereunder shall ensure to the benefit of and be binding on the City, the Owner and all heirs, successors and assigns of the Owner to the Subject Property, or any part thereof.

21. **Governing Law and Forum**. The validity, construction and effect of this Covenant shall be governed by the laws of the State of South Carolina, and the Owner hereby consents to the exclusive jurisdiction of the courts of the State of South Carolina for resolution of any dispute arising hereunder

22. **Sealed Instrument**. Owner agrees that by signing below he intends to place his hands and seals upon this Covenant and that this Covenant shall be considered in every respect to be a sealed instrument.

23. **Effective Date**. This Covenant shall be effective upon the date of the last party affixing his signature.

[Remainder of Page Left Blank]

IN WITNESS WHEREOF, the Owner duly executes this Declaration of Restrictive Covenant as of the date first written above.

WITNESS #1

_____

Print Name:_____

WITNESS #2 (Notary Public)

_____

Print Name: _____

OWNER OF SUBJECT PROPERTY

_____

Print Name: _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF DARLINGTON) PROBATE

Personally appeared before me the undersigned witness and made oath that (s) he saw the within named property owner, sign, seal and as his act and deed, deliver the within Declaration of Annexation Covenant and that (s) he with the other witness named above witness the execution thereof.

_____

_____
SWORN BEFORE ME this
_____day of_____, 2017
Notary Public for South Carolina
Print Name: _____
My Commission Expires: _____

The City hereby accepts the Declaration of Annexation Covenant set forth herein.

CITY OF HARTSVILLE, SOUTH CAROLINA

_____
City Manager

Exhibit A

Legal Description of Property/Copy of Deed

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-18-01 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

The Hartsville Public Development Corporation (the "***HPDC***") has acquired several properties from the City and the City finds that the maintenance and upkeep of the Properties will benefit the public.

ATTACHMENTS:

Description

- Resolution 04-18-01
- Property Maintenance Agreement

RESOLUTION 04-18-01

APPROVING A PROPERTY MAINTENANCE AGREEMENT BY AND BETWEEN THE CITY OF HARTSVILLE, SOUTH CAROLINA AND THE HARTSVILLE PUBLIC DEVELOPMENT CORPORATION; AND OTHER MATTERS RELATED THERETO.

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

WHEREAS, the Hartsville Public Development Corporation (the "***HPDC***") has acquired several properties from the City and anticipates acquiring additional properties to be used for future development purposes (the "***Properties***");

WHEREAS, the City finds that the maintenance and upkeep of the Properties will benefit the public; and

WHEREAS, the City and HPDC have negotiated a Property Maintenance Agreement (the "***Agreement***") regarding the City's planned maintenance of the Properties; a copy of the Agreement is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and other members of City Council of the City of Hartsville, as the governing body of the City (the "***Council***") as set forth below:

SECTION 1.

The Council has reviewed the drafts of the Agreement, a copy of which is attached hereto as Exhibit A.

The Agreement shall be executed and delivered on behalf of the City by the City Manager. The consummation of the transactions and undertakings described in the Agreement, and such additional transactions and undertakings as may be determined by the City Manager in consultation with the Council to be necessary or advisable in connection therewith, are hereby approved. In connection with the execution and delivery of the Agreement, the City Manager is additionally authorized to prepare, review, negotiate, execute, deliver, and agree to such additional agreements regarding the development and maintenance of the Properties (to include any necessary amendments or extensions), certifications, documents, closing proofs, and undertakings as she shall deem necessary or advisable.

SECTION 2.

This Resolution is effective immediately upon the adoption hereof.

DONE AND RESOLVED IN COUNCIL ASSEMBLED, this 10th day of April, 2018.

CITY OF HARTSVILLE, SOUTH CAROLINA

(SEAL)

_____
Carl M. (Mel) Pennington IV, Mayor

Attest:

_____
Sherron L. Skipper, City Clerk

Exhibit A

Copy of Property Maintenance Agreement

AGREEMENT

THIS PROPERTY MAINTANENCE AGREEMENT (this "***Agreement***") is made and entered into as of this ___day of ____, 2018 (the "***Effective Date***"), by and between the **CITY OF HARTSVILLE, SOUTH CAROLINA** ("***City***"), a municipal corporation of the State of South Carolina, whose address is 100 E. Carolina Avenue, Hartsville, South Carolina 29550 and the **HARTSVILLE PUBLIC DEVELOPMENT CORPORATION** ("***HPDC***" and together with the City, the "***Parties***"), a South Carolina non-profit corporation, whose address is 100 E. Carolina Avenue, Hartsville, South Carolina 29550.

NOW, THEREFORE, and in consideration of the sum of $1.00 and such other mutual promises contained herein, the receipt and the sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

W I T N E S S E T H:

Section 1 – Findings of Fact.

1.1. The HPDC was incorporated in January 2018 for the purpose of identifying, acquiring, developing, and constructing projects that will promote growth and development in the City and enhance its image.

1.2. Following its creation, the HPDC has acquired several properties from the City and anticipates acquiring additional properties to be used for future development purposes (the "***Properties***"); a list of the Properties (by TMS number) is attached hereto as Exhibit A.

1.3. The HPDC does not generate income sufficient to enable it to provide for adequate maintenance services necessary to keep the Properties in reasonable condition prior to their ultimate development.

1.4. The Parties have determined that it would be mutually beneficial for the City to provide basic maintenance services for the Properties as set forth in this Agreement.

Section 2 – Maintenance of the Properties

2.1 The City shall provide maintenance services for the Properties through the City's Public Works Department.

2.2 Maintenance service provided by the City is intended to include basic services required for the general upkeep of the Properties, but may additionally include landscaping, hardscaping, demolition, grading and other services necessary to adequately and properly enable the Properties to be developed.

2.3 All maintenance services for the Properties are anticipated to be performed by the City's personnel and equipment; however, nothing herein shall prohibit the City from contracting with appropriate third-parties to properly maintain or provide any services to the Properties.

Section 3 – Term and Termination

3.1 This Agreement shall remain in effect until such time as the HPDC no longer owns any of the Properties.

3.2 This Agreement may be terminated by either party for any or no reason upon 10 days written notice to the other party.

3.3 Any notice, demand, request or other instrument which may be or is required to be given under this Agreement shall be given to the Parties at their addresses respectively set forth on the first page of this Agreement, by certified mail, return receipt requested, and shall be deemed to be received upon the date of execution of the return receipt or the date upon which the postal authorities first attempted delivery of such notice and same is undelivered or refused.

Section 4 – Miscellaneous

4.1 Unenforceability for any reason of any provision of this Agreement shall not limit or impair the operation or validity of any other provisions of this Agreement.

4.2 The Agreement is made and accepted, and all instruments related thereto are executed and delivered, at Hartsville, South Carolina, and this Agreement shall be governed by, and construed in accordance with, the laws of the State of South Carolina.

4.3 This Agreement shall inure to the benefit of and shall be binding upon the Parties and their respective successors and assigns, to the extent that assignment of this Agreement is permitted by the provisions herein.

4.4 This Agreement may not be modified or amended except by subsequent written agreement authorized and executed by the Parties.

4.5 This Agreement may be executed in several counterparts, only one of which shall be an original; provided, however, that any action may be brought upon any counterpart of this Agreement or any counterpart of any document that is attached to this Agreement as an exhibit.

4.6 This Agreement has been duly authorized and approved by the respective governing bodies of each of the Parties.

IN WITNESS WHEREOF, the City of Hartsville has caused this Agreement to be signed in its name by its duly authorized officer as of the Effective Date.

CITY OF HARTSVILLE, SOUTH CAROLINA

_____

Natalie M. Zeigler, City Manager

IN WITNESS WHEREOF, the Hartsville Public Development Corporation has caused this Agreement to be signed in its name by its duly authorized officer as of the Effective Date.

HARTSVILLE PUBLIC DEVELOPMENT CORPORATION

_____

Carl M. (Mel) Pennington IV, President

EXHIBIT A

LIST OF THE PROPERTIES (BY TMS NUMBER)

056-06-02-057
056-11-01-021
056-00-01-020
056-11-01-019
056-11-01-045
056-11-01-048
056-11-01-014
056-11-01-047
056-11-01-003
056-11-01-002
056-11-01-001
056-06-02-054
056-06-02-053
056-11-01-004
056-11-01-005
056-11-01-046
056-11-02-018
056-07-01-039
056-07-01-040
056-07-01-065
056-11-02-051
056-11-01-007
056-11-01-006
056-11-01-008
056-11-01-010
056-06-02-052
056-06-02-109
056-06-02-084
056-06-02-051
056-06-02-085
056-06-02-056
056-06-02-086
056-06-02-055
056-11-01-022

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-18-02 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

APPROVAL OF AIRPORT ENGINEERING AND PLANNING SERVICES FOR HARTSVILLE REGIONAL AIPORT.

BACKGROUND SUMMARY:

At this time, the Hartsville Regional Airport does not have an Engineering Firm which limits the scope of projects that can be developed, coordinated and completed. A request for qualifications was submitted on 9 Mar 18 with a deadline of submission of 22 Mar 18. Two firms submitted packages: Talbert, Bright, and Ellington and Mead and Hunt. The Airport Advisory Board voted and selected Talbert, Bright and Ellington as the nominee.

IMPACT IF DENIED:

Would severely impact any large projects and the Hartsville Regional Airport.

IMPACT IF APPROVED:

Allow for the Hartsville Regional Airport to start projects listed on the 5yr capital plan.

ATTACHMENTS:

Description

- Resolution 04-18-02

RESOLUTION 04-18-02

APPROVAL OF AIRPORT ENGINEERING AND PLANNING SERVICES FOR HARTSVILLE REGIONAL AIRPORT.

WHEREAS, the City has decided to select an engineering firm for the Hartsville Regional Airport; and,

WHEREAS, the City has reviewed the request for qualification packages; and,

WHEREAS, the recommended engineering firm for preparation and execution of all engineering projects is Talbert, Bright, & Ellington Inc. 2000 Park Street, Suite 101, Columbia, SC.

WHEREAS, Talbert, Bright, & Ellington Inc. is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and worker's compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Talbert, Bright, & Ellington Inc. is hereby approved to provide airport engineering and planning services for the Hartsville Regional Airport.

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

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled the10th day of April 2018.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-18-03 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
To enter an agreement with FCEMD to share MHz trunking talk.

ATTACHMENTS:

Description

- Resolution 04-18-03
- HPD and FCEMD Agreement

RESOLUTION 04-18-03

APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO AN AGREEMENT WITH FLORENCE COUNTY EMERGENCY MANAGEMENT DIVISION.

WHEREAS, the Florence County Emergency Management Division (FCEMD) has requested to enter into an agreement with the Hartsville Police Department (HPD) for the purpose of sharing each agencies 800 MHz trunking talk groups in an effort to better protect, respond, and serve the citizens and residents of their respective areas.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the Agreement request from the Florence County Emergency Management Division is hereby approved.

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

NOW, THEREFORE BE IT FINALLY RESOLVED, in meeting duly advertised and assembled the 10th day of April, 2018.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

FLORENCE COUNTY
Emergency Management

THIS AGREEMENT is entered into **04/11/2018** and between the Florence County Emergency Management Division (FCEMD) and the **HARTSVILLE PD** (the reciprocating agency) authorized by City Council Resolution 04-18-03 (attached).

WHEREAS, The Florence County Emergency Management Division and the reciprocating agency are both involved in taking steps to better protect and serve our citizens and residents, and

WHEREAS, The Florence County Emergency Management Division and the reciprocating agency rely and offer assistance to each other during emergencies and training exercises:

THEREFORE, that the Florence County Emergency Management Division and the reciprocating agency agree to the following procedures for the shared use of each agencies 800 MHz trunking talk groups:

1. The Florence County Emergency Management Division and the reciprocating agency will offer their talk group on the Palmetto 800 MHz system for use by the other agency.

    a. The authorized talk group(s) offered to Florence County Emergency Management Division by the reciprocating agency will be:

    b. The authorized talk group(s) offered to the reciprocating agency will be:
    LE TALK
2. Each agency will agree to provide serial numbers and identifications for the radios programmed when requested.
3. Each agency will determine the best method to use these channels and will pay for all costs associated with interconnecting with the other.
4. Each agency will provide the necessary technical information for programming radios.
5. The reciprocating agency will immediately notify the Florence County Emergency Management Division if any radios are lost or stolen. Reporting information will include lost radio identification numbers so the responsible agency can have the radio disabled.
6. This agreement may be cancelled with a 30-day written notice by either agency.

Florence County Emergency Management

By: _____
K. E. Calson

Date: _____

Reciprocating Agency

By: _____
Jerry A. Thompson, Police Chief

By: _____
Natalie M. Zeigler, City Manager
Date: _____

6719 Friendfield Road • P.O. Box 278 • Effingham, South Carolina 29541 • (843) 665-7255 • Fax (843) 662-9939

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: 4330 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To lease a portion of property at 410 Bell Ave for installation and maintenance of monitoring equipment.

ATTACHMENTS:

Description

- Ordinance 4330
- Lease Agreement
- Location Map

ORDINANCE 4330

TO LEASE A PORTION OF PROPERTY AT 410 BELL AVENUE FROM THOMAS E. GOODSON SR. AND THOMAS E. GOODSON JR. FOR INSTALLATION AND MAINTENANCE OF MONITORING EQUIPMENT.

WHEREAS, the City of Hartsville seeks to install cameras for the monitoring of illicit activity in order to increase the safety and well-being of citizens; and,

WHEREAS, land owners Thomas E. Goodson Sr. and Thomas E. Goodson Jr. do willingly commit to lease a portion of their land to the City to allow for the installation of such monitoring equipment; and,

WHEREAS, leasing this portion of land is necessary to install and access this equipment for continued maintenance.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that leasing a portion of property at 410 Bell Avenue from Thomas E. Goodson Sr. and Thomas E. Goodson Jr. from May 11, 2018 until that time when either party seeks to terminate the lease, at a one-time cost of $1.00 (one dollar) is hereby approved.

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

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the _____ day of _____ 2018 and to become effective upon final reading.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

First Reading: April 10, 2018
Public Hearing:
Final Reading:

STATE OF SOUTH CAROLINA)
) LICENSE AGREEMENT
COUNTY OF DARLINGTON)

For good and valuable consideration, this AGREEMENT is made and entered into as of the __th day of _____, 2018, by and between THE CITY OF HARTSVILLE, hereafter the "LICENSEE", and _____, hereafter the “LICENSOR”.

WHEREAS, the LICENSEE desires to use an agreed portion of LICENSOR’S PREMISES, identified in Attachment A, for purposes of affixing thereto surveillance cameras and power equipment mounted upon a pole owned by LICENSEE, and the LICENSOR is willing to provide attachment locations upon the said PREMISES for LICENSEE to affix and maintain its said surveillance cameras.

NOW THEREFORE, in consideration of the mutual promises, conditions, and other good and valuable consideration of the parties hereto, it is covenanted and agreed as follows:

1. Premises. LICENSOR hereby licenses to LICENSEE the identified portion of the LICENSOR’S PREMISES necessary to enable LICENSEE to erect, maintain, repair, replace and operate its said surveillance cameras.

2. LICENSOR also licenses to LICENSEE so much of the PREMISES as may be necessary for ingress and egress to and from the PREMISES for maintenance and repairs of the said surveillance cameras.

3. LICENSEE shall repair or replace any portion of LICENSOR’S PREMISES which may be damaged by LICENSOR during the term of this License Agreement.

4. LICENSOR shall provide 24 hour, 7 days per week access to the PREMISES for maintenance purposes by LICENSOR.

5. TERM: This Agreement shall run until either party requests termination. Should the LICENSOR relinquish ownership of the real estate property in question, they shall notify the LICENSEE in adequate time to remove items here outlined, and upon that time the contract shall terminate.

6. RENTAL: Beginning as of the commencement date of this Agreement, LICENSEE shall pay a one-time license fee, in advance, OF $1.

7. Interference: LICENSOR and LICENSEE shall at all times exercise the greatest care and judgement to prevent damage to the other.

8. Surrender of PREMISES: Upon expiration or termination of the License, LICENSEE, at its own costs and expenses, shall completely remove or have removed, all structures, including equipment and other associated structures and restore the PREMISES to its original condition, ordinary wear and tear excepted.

9. Binding Agreement: This Agreement shall extend to and bind the heirs, personal representatives, successors and assigned (when allowed to be assigned) of the parties hereto.

IN WITNESS WHEREOF, the parties have, in duplicate original, executed this Agreement as of the date first above written by the respective parties authorized to execute this Agreement.

WITENSSES:

_____

_____

LICENSOR: _____

BY: _____

Title: _____

WITENSSES:

_____

_____

LICENSEE: CITY OF HARTSVILLE , SC___

BY: _____

Title: _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF DARLINGTON)

PROBATE FOR LICENSOR

PERSONALLY appeared before me_____ and made oath that s/he along with the above named witness saw the within named _____ as LICENSOR, sign, seal this LICENSE AGREEMENT, and that they witnessed the said LICENSOR'S execution thereof in the presence of each other.

_____
WITNESS

SWORN TO and subscribed before me
this _____day of _____, 2018.

_____
Notary Public for South Carolina
My Commission Expires :_____

STATE OF SOUTH CAROLINA)
) PROBATE FOR LICENSEE
COUNTY OF DARLINGTON)

PERSONALLY appeared before me_____ and made oath that s/he along with the above named witness saw the within named CITY OF HARTSVILLE, as LICENSEE, sign, seal this LICENSE AGREEMENT, and that they witnessed the said LICENSEE'S execution thereof in the presence of each other.

_____
WITNESS

SWORN TO and subscribed before me
this _____day of _____, 2018.
_____
Notary Public for South Carolina
My Commission Expires :_____

Attachment A

The LICENSEE desires to use an agreed portion of LICENSOR'S PREMISES, identified as:

Land Lease for Camera Installation: 410 Bell Avenue

KEY: ● Approximate pole placement

Property Info:
410 Bell Avenue
Tax Map #: 056-09-03-046
Land owners: Thomas E Goodson Sr. & Thomas E Goodson Jr.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: 4331 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Ordinance to lease property at 149 W Carolina Ave to Humane Society

BACKGROUND SUMMARY:
Darlington Co. Humane Society has leased this space since 2016

IMPACT IF DENIED:
Loss of lease revenue

IMPACT IF APPROVED:
Payment of 500.00 monthly

ATTACHMENTS:

Description
- Ordinance 4331
- Lease

ORDINANCE 4331

TO LEASE THE PROPERTY AT 149 WEST CAROLINA AVENUE TO DARLINGTON COUNTY HUMANE SOCIETY.

WHEREAS, the City of Hartsville owns the building at 149 West Carolina Avenue; and,

WHEREAS, Darlington County Humane Society wishes to lease the property for use as retail space; and,

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that leasing the building at 149 West Carolina Avenue to Darlington County Humane Society for a one year term beginning May 1, 2018 and ending April 30, 2019 for $500.00 (five hundred dollars) a month is hereby approved.

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

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ___ day of _____, 2018 and to become effective upon final reading.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, CMC, City Clerk

First Reading: 04/10/2018
Public Hearing:
Final Reading:

STATE OF SOUTH CAROLINA
COUNTY OF DARLINGTON
CITY OF HARTSVILLE

LEASE AGREEMENT

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 HUMANE SOCIETY**, hereafter the **TENANT**.

WITNESSETH:

LEASEHOLD PROPERTY: The LANDLORD agrees to lease unto the TENANT the Office Building located at 149 West Carolina Ave. The said building is located in the City of Hartsville, County of Darlington, and State of South Carolina.

PARKING: TENANT'S employees, agents, and contractors shall have the right to park on the gravel and asphalt areas behind the leasehold property which are not reserved for other businesses. The LANDLORD may specify parking to be used by the TENANT in the future.

TERM OF LEASE: This lease shall run for a period of one (1) year, from the first day of May 01, 2018, to the last day April, 2019.

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: not withstanding 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.

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.

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 six (6) months advanced written notice to LANDLORD.

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 _____, 2018.

_____	_____
Natalie M. Zeigler City Manager City of Hartsville PO Drawer 2497 Hartsville, SC 29551	Kyle Segars Charter Member Darlington County Humane Society PO Box 1655 Hartsville, SC 29551
WITNESSES:	WITNESSES:
_____	_____
Attest: _____ Sherron L. Skipper, City Clerk	_____

{Seal}

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Motion to enter Executive Session.

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

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:
4/10/2018

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:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-18-04 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:
Request of Darlington County Council per their Resolution 687.

ATTACHMENTS:

Description
- Resolution 04-18-04
- DC Resolution
- DC Letter

RESOLUTION 04-18-04

APPOINTMENT TO DARLINGTON COUNTY CAPITAL PROJECT SALES TAX COMMISSION.

WHEREAS, at its meeting on March 5, 2018, Darlington County Council approved Resolution No. 687 creating a Capital Project Sales Tax Commission for the purpose of considering proposals for funding capital projects within the county area and the formulation of a referendum question which will appear on the ballot; and

WHEREAS, this Commission is created pursuant to the Capital Project Sales Tax Act, Section 4-10-300, ET SEQ. of the South Carolina Code of Laws, as amended; and

WHEREAS, the Darlington County Capital Project Sales Tax Commission will consist of six members. Three (3) members will be appointed by Darlington County Council, one (1) member appointed by the City of Darlington, one (1) member appointed by the City of Hartsville, and one (1) member appointed jointly by the City of Darlington and the City of Hartsville's appointee.

WHEREAS, the municipal appointees must be a resident of that incorporated municipality and the joint appointee must be a resident of the Town of Society Hill or the Town of Lamar; and

WHEREAS, the appointees cannot be elected officials or serve in a capacity which may constitute Dual Office Holding.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that _____ of _____, Hartsville, South Carolina is hereby appointed to serve on the Darlington County Capital Project Tax Commission representing the City of Hartsville.

BE IT HEREBY RESOLVED, in meeting duly advertised and assembled on the 10th day of April, 2018.

_____
Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

STATE OF SOUTH CAROLINA)
) **RESOLUTION NO. 687**
COUNTY OF DARLINGTON)

A RESOLUTION TO CREATE A COMMISSION PURSUANT TO THE CAPITAL PROJECT SALES TAX ACT, SOUTH CAROLINA CODE ANNOTATED § 4-10-300, ET SEQ.: TO PROVIDE FOR THE APPOINTMENT, COMPOSITION, DUTIES AND RESPONSIBILITIES OF SUCH COMMISSION AND TO PROVIDE FOR OTHER MATTERS RELATING THERETO.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF DARLINGTON COUNTY, THE GOVERNING BODY OF DARLINGTON COUNTY, SOUTH CAROLINA, DULY ASSEMBLED THAT:

Section 1. Recitals and Legislative Findings.

As an incident to the adoption of this resolution, the County Council of Darlington County, South Carolina (the "County"), has made the following findings: The South Carolina General Assembly has enacted the Capital Project Sales Tax Act, pursuant to which the County governing body may impose a one percent sales and use tax by ordinance, subject to a referendum, within the County area for a specific purpose or purposes and for a limited amount of time to collect a limited amount of money. The County Council ("County Council"), as the governing body of the County, is authorized to create a commission subject to the provisions of Section 4-10-320, S.C. Code Ann., of the Capital Project Sales Tax Act, for the purpose of considering proposals for funding capital projects within the County area and the formulation of a referendum question which is to appear on the ballot. County Council finds that the imposition of a capital project sales tax may generate revenues which may be used to fund or defray the costs of capital improvements within the County consisting of the types of projects described in Section 4-10-330, S.C. Code Ann., as amended. County Council intends by the adoption of this resolution to create a commission as defined in Section 4-10-320, S.C. Code Ann., with such duties and responsibilities as are provided by law to consider proposals for funding capital projects within the County area and the formulation of a referendum question to appear on the ballot, if County Council adopts an ordinance imposing a one percent sales and use tax, subject to a referendum, pursuant to the Capital Project Sales Tax Act.

Section 2. Creation of Commission; Appointment of Members.

a) There is hereby created a commission in the County pursuant to the provisions of Section 4-10-320 of the Capital Project Sales Tax Act, which shall consist of six members, all of whom must be residents of the County.

b) The commission created under this resolution shall be appointed as follows:

1) County Council shall appoint three members of the commission.

2) The municipalities in the County shall appoint three members of the commission who must be residents of incorporated municipalities of the County and who shall be selected according to the following mechanism:

i. The total population of all incorporated municipalities within the County, as determined by the most recent United States census, must be divided by three, the result being an apportionate average.

ii. The respective population of each municipality in the County must be divided by the apportionate average to determine an appointive index.

iii. Each municipality in the County shall appoint a number of members to the commission equal to the whole number indicated in its appointive index; provided, however, that no single municipality may appoint more than two members to the commission.

iv. When less than three members are selected to the commission in accordance with the prescribed appointive index method, the remaining member or members must be selected in a joint meeting of the commission appointees of the municipalities in the County. The member or members must be chosen from among the residents of the municipalities in the County that before this time have not provided a representative for the commission.

v. In the event no municipality is entitled to appoint a member to the commission pursuant to the formula in sub-item (iii) of this subsection, the municipality with the highest appointive index must be deemed to have an appointive index of one.

vi. If, within a thirty-day period following the adoption of this resolution, one or more of the municipalities in the County fails or refuses to appoint their proportionate number of members to the commission, the County governing body shall appoint an additional number of members equal to the number that any such municipality is entitled to appoint. Any vacancy on the commission must be filled in the manner of the original appointment.

Section 3. Duties and Responsibilities of Commission.

1) The Commission created by this resolution shall consider proposals for funding capital projects within the County Area. Such projects may include the following types of projects:

a) highways, roads, streets and bridges;

b) courthouses, administration buildings, civic centers, hospitals, emergency medical facilities, police stations, fire stations, jails, correctional facilities, detention facilities, libraries, coliseums, or any combination of these projects;

c) cultural, recreational or historic facilities, or any combination of these facilities;

d) water, sewer or water and sewer projects;

e) flood control projects and storm water management facilities;

f) beach access and beach renourishment;

g) jointly operated projects of the county, a municipality, special purpose district, and school district, or any combination of those entities, for the projects delineated in sub-items (a) through (f) of this item;

h) any combination of the projects described in subitems (a) through (g) of this item.

2) Any ordinance adopted by County Council pursuant to the Capital Project Sales Tax Act must specify:

a) The purpose for which the proceeds of the tax are to be used;

b) The maximum time stated in terms of calendar or fiscal years or quarters, or a combination thereof, not to exceed eight years from the date of imposition, for which the tax may be imposed;

c) The maximum cost of the project or facilities funded from proceeds of the tax and the maximum amount of net proceeds to be raised by the tax; and

d) Any other condition precedent, as determined by the Commission, to the imposition of the sales and use tax authorized by this article or condition or restriction on the use of sales and use tax revenue collected pursuant to this article.

3) If County Council shall enact an ordinance for the imposition of a one percent sales and use tax, subject to a referendum in the County, the commission shall formulate the referendum question that is to appear on the ballot, which referendum shall be in substantial compliance with the provisions of Section 4-10-330 of the Capital Project Sales Tax Act, the terms and provisions of which are incorporated into and made a part of this resolution by reference.

4) If an ordinance is adopted by County Council to impose a one percent sales and use tax in the County pursuant to the provisions of the Capital Project Sales Tax Act, the Darlington County Election Commission shall conduct a referendum on the question of imposing the sales and use tax in the area of the County that is to be subject to the tax.

Section 4. Effective Date.

This resolution shall be effective immediately upon its adoption.

DONE IN MEETING DULY ASSEMBLED this 5th day of March, 2018.

DARLINGTON COUNTY, SOUTH CAROLINA

Chairman, County Council
Darlington County, South Carolina

ATTEST:

Clerk to County Council
Darlington County, South Carolina

DM: 5297732 v.1

DARLINGTON COUNTY COUNCIL

1 Public Square, Room 210
Darlington, SC 29532

843-398-4100
FAX 843-393-8539
www.darco

March 7, 2018

Ms. Natalie Zeigler, City Manager
City of Hartsville
Post Office Drawer 2497
Hartsville, SC 29551

RE: Darlington County Capital Project Sales Tax Commission

Dear Ms. Zeigler:

At its meeting on March 5, 2018, Darlington County Council approved the enclosed Resolution No. 687 creating a Capital Project Sales Tax Commission for the purpose of considering proposals for funding capital projects within the county area and the formulation of a referendum question which will appear on the ballot. This Commission is created pursuant to the Capital Project Sales Tax Act, Section 4-10-300, ET SEQ. of the South Carolina Code of Laws, as amended.

The Darlington County Capital Project Sales Tax Commission will consist of six members. Three (3) members will be appointed by Darlington County Council, one (1) member appointed by the City of Darlington, one (1) member appointed by the City of Hartsville, and one (1) member appointed jointly by the City of Darlington and the City of Hartsville's appointee.

Please note that the municipal appointees must be a resident of that incorporated municipality and the joint appointee must be a resident of the Town of Society Hill **or** the Town of Lamar. The appointees cannot be elected officials or serve in a capacity which may constitute Dual Office Holding.

Although the Capital Project Sales Tax Act and the Resolution indicates that the municipalities should make their appointment within 30 days of County Council's adoption of the Resolution, in an effort to remain within the county's tentative timeline for this project, we would ask that you make every effort to submit your appointment **by noon on Monday, March 26, 2018** in order to place the appointment on County Council's April 5, 2018 agenda for approval.

Should you need additional or clarification information, please contact County Administrator Charles Stewart at 398-4100 or cstewart@darcosc.net.

Sincerely,

Bobby Hudson

Bobby Hudson, Chairman
Darlington County Council

Enclosure

STATE OF SOUTH CAROLINA)
)
COUNTY OF DARLINGTON)

RESOLUTION NO. 687

A RESOLUTION TO CREATE A COMMISSION PURSUANT TO THE CAPITAL PROJECT SALES TAX ACT, SOUTH CAROLINA CODE ANNOTATED § 4-10-300, ET SEQ.: TO PROVIDE FOR THE APPOINTMENT, COMPOSITION, DUTIES AND RESPONSIBILITIES OF SUCH COMMISSION AND TO PROVIDE FOR OTHER MATTERS RELATING THERETO.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF DARLINGTON COUNTY, THE GOVERNING BODY OF DARLINGTON COUNTY, SOUTH CAROLINA, DULY ASSEMBLED THAT:

Section 1. Recitals and Legislative Findings.

As an incident to the adoption of this resolution, the County Council of Darlington County, South Carolina (the "County"), has made the following findings: The South Carolina General Assembly has enacted the Capital Project Sales Tax Act, pursuant to which the County governing body may impose a one percent sales and use tax by ordinance, subject to a referendum, within the County area for a specific purpose or purposes and for a limited amount of time to collect a limited amount of money. The County Council ("County Council"), as the governing body of the County, is authorized to create a commission subject to the provisions of Section 4-10-320, S.C. Code Ann., of the Capital Project Sales Tax Act, for the purpose of considering proposals for funding capital projects within the County area and the formulation of a referendum question which is to appear on the ballot. County Council finds that the imposition of a capital project sales tax may generate revenues which may be used to fund or defray the costs of capital improvements within the County consisting of the types of projects described in Section 4-10-330, S.C. Code Ann., as amended. County Council intends by the adoption of this resolution to create a commission as defined in Section 4-10-320, S.C. Code Ann., with such duties and responsibilities as are provided by law to consider proposals for funding capital projects within the County area and the formulation of a referendum question to appear on the ballot, if County Council adopts an ordinance imposing a one percent sales and use tax, subject to a referendum, pursuant to the Capital Project Sales Tax Act.

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iv. When less than three members are selected to the commission in accordance with the prescribed appointive index method, the remaining member or members must be selected in a joint meeting of the commission appointees of the municipalities in the County. The member or members must be chosen from among the residents of the municipalities in the County that before this time have not provided a representative for the commission.

v. In the event no municipality is entitled to appoint a member to the commission pursuant to the formula in sub-item (iii) of this subsection, the municipality with the highest appointive index must be deemed to have an appointive index of one.

vi. If, within a thirty-day period following the adoption of this resolution, one or more of the municipalities in the County fails or refuses to appoint their proportionate number of members to the commission, the County governing body shall appoint an additional number of members equal to the number that any such municipality is entitled to appoint. Any vacancy on the commission must be filled in the manner of the original appointment.

Section 3. Duties and Responsibilities of Commission.

1) The Commission created by this resolution shall consider proposals for funding capital projects within the County Area. Such projects may include the following types of projects:

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c) cultural, recreational or historic facilities, or any combination of these facilities;

d) water, sewer or water and sewer projects;

e) flood control projects and storm water management facilities;

f) beach access and beach renourishment;

g) jointly operated projects of the county, a municipality, special purpose district, and school district, or any combination of those entities, for the projects delineated in sub-items (a) through (f) of this item;

h) any combination of the projects described in subitems (a) through (g) of this item.

2) Any ordinance adopted by County Council pursuant to the Capital Project Sales Tax Act must specify:

a) The purpose for which the proceeds of the tax are to be used;

b) The maximum time stated in terms of calendar or fiscal years or quarters, or a combination thereof, not to exceed eight years from the date of imposition, for which the tax may be imposed;

c) The maximum cost of the project or facilities funded from proceeds of the tax and the maximum amount of net proceeds to be raised by the tax; and

d) Any other condition precedent, as determined by the Commission, to the imposition of the sales and use tax authorized by this article or condition or restriction on the use of sales and use tax revenue collected pursuant to this article.

3) If County Council shall enact an ordinance for the imposition of a one percent sales and use tax, subject to a referendum in the County, the commission shall formulate the referendum question that is to appear on the ballot, which referendum shall be in substantial compliance with the provisions of Section 4-10-330 of the Capital Project Sales Tax Act, the terms and provisions of which are incorporated into and made a part of this resolution by reference.

4) If an ordinance is adopted by County Council to impose a one percent sales and use tax in the County pursuant to the provisions of the Capital Project Sales Tax Act, the Darlington County Election Commission shall conduct a referendum on the question of imposing the sales and use tax in the area of the County that is to be subject to the tax.

Section 4. Effective Date.

This resolution shall be effective immediately upon its adoption.

DONE IN MEETING DULY ASSEMBLED this 5th day of March, 2018.

DARLINGTON COUNTY, SOUTH CAROLINA

Bobby Hudson

Chairman, County Council
Darlington County, South Carolina

ATTEST:

Clerk to County Council
Darlington County, South Carolina

DM: 5297732 v.1

REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/10/2018

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Joint Meeting of Elected Officials Agenda
City Council and Hartsville Events Calendars.
https://www.hartsvillesc.gov/calendar/month

ATTACHMENTS:

Description

- Agenda for Joint Dinner Meeting
- April City Council Calendar
- April Events Calendar
- May City Council Calendar
- May Events Calendar

AGENDA

MEETING OF DARLINGTON COUNTY'S

MUNICIPAL COUNCILS, COUNTY COUNCIL, BOARD OF EDUCATION & LEGISLATIVE DELEGATION

MONDAY, APRIL 30, 2018

THE DEPOT

122 W. Depot Street
Corner of N. Main St. (US Hwy. 15/401) & W. Depot St. (US 52)
Society Hill, SC

6 p.m.

Host: Town of Society Hill

I. ***WELCOME*** *~ Mayor Tommy Bradshaw*

II. ***INVOCATION***

III. ***DINNER***
Menu: Rib-Eye Steaks, etc.

IV. ***DINNER DISCUSSION***
A. Items From The Floor

V. ***ADJOURNMENT***

Please RSVP by Thursday, April 19, 2018 to jbishop@darcosc.net or 843-944-8270.

Assistance will be provided to accommodate the special needs of handicapped persons attending the meeting upon request. Special assistance requests should be made to J. JaNet Bishop, Clerk to Council, at 843-944-8270 seventy-two (72) hours prior to the meeting.

April 2018

April 2018

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

May 2018

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 1	2	3 5:30pm Council Worksession - Chambers	4	5	6 5:30pm Ribbon Cutting Project Excape -120 E Carolina Ave	7
8	9 6:00pm Hartsville 2030 Comp Plan Meeting (Davidson Hall at Coker College) - City.Clerk	10 5:30pm Council Regular Mtg - Chambers	11 5:30pm Airport Advisory Bd - Sports Ctr	12	13	14
15	16	17	18 5:15pm ARB Mtg - Chambers	19	20	21
22	23	24 10:00am Environmental Comm - City Hall 3:00pm Cemetery Comm - Chambers	25 10:30am Ethics Training - Lawton Park	26 4:00pm Community Engagement Comm - Chambers	27	28
29	30 5:30pm Planning Comm - Chambers	May 1	2	3	4	5

Events for April 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9 Annie Sloan Chalk Paint© Studio Basics	10 City Council Meeting	11	12 Downtown Block Party Sweeney Todd the Demon Barber of Fleet Street	13 Beer + Chocolate Pairing Sweeney Todd the Demon Barber of Fleet Street Live Music by Joey Price	14 Hartsville Farmers Market Paddle Opps Carolina Thunder Basketball Game View All 4 Events »
15	16	17 Foreign Language Night	18	19	20 Coker College Alumni Dance Concert Live Music by Te'Quan Coe	21 Evening Under the Oaks Carolina Thunder Basketball Game
22 Coker College Band Earth Day Concert	23	24	25	26 Downtown Block Party	27 Live Music by Intergalactic Star Greg Spittle	28 Paddle Opps Retrofit Trivia Night!
29	30 Annie Sloan Chalk Paint© Studio Basics	1				

May 2018

May 2018

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

June 2018

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 29	30	May 1 5:30pm Council Worksession - Chambers	2	3	4	5
6	7	8 5:30pm Council Regular Mtg - Chambers	9 5:30pm Airport Advisory Bd - Sports Ctr	10	11	12
13	14 6:00pm Hartsville 2030 Comp Plan Meeting (Davidson Hall at Coker College) - City Clerk	15 6:00pm Museum Comm - Museum	16 5:15pm ARB Mtg - Chambers	17 10:00am Parks Comm - Sports Ctr	18	19
20	21	22	23	24	25	26
27	28 5:30pm Planning Comm - Chambers	29 10:00am Environmental Comm - City Hall 10:00am HHA - S. Park 3:00pm Cemetery Comm - Chambers	30	31 4:00pm Community Engagement Comm - Chambers	Jun 1	2

Events for May 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30 Annie Sloan Chalk Paint© Studio Basics	1	2	3 Taste of Hartsville Coker College Informal Dance Concert	4	5 Carolina Thunder Basketball Game
6 Children's Theatre: Miss Nelson Has a Field Day	7	8 City Council Meeting	9	10 Downtown Block Party	11	12 Hartsville Farmers Market Paddle Opps
13	14	15 Foreign Language Night	16	17	18 Live Music by Joey Price	19
20	21	22	23	24 Downtown Block Party	25	26 Paddle Opps Screen on the Green
27 Paddle Opps	28					