



AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARING AND REGULAR COUNCIL MEETING
TUESDAY, APRIL 9, 2024 - 5:30 PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

PURSUANT TO SOUTH CAROLINA FREEDOM OF INFORMATION ACT CODE SECTION 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, APRIL 5, 2024 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

COUNCIL MEETINGS ARE AVAILABLE BY VISITING:

<https://www.youtube.com/channel/UCyZJVNHT8NtgJrqplYpde4w> *PLEASE ALLOW 3-5 BUSINESS DAYS FOR POSTING.

1. CALL TO ORDER - MAYOR
2. INVOCATION AND PLEDGE
3. APPROVAL OF MINUTES
 - a. MOTION TO WAIVE READING OF AND APPROVE THE MINUTES OF THE MARCH 12, 2024 REGULAR CITY COUNCIL MEETING.
4. PRESENTATIONS
 - a. Proclamations
 - b. Public Comments
5. MANAGER UPDATE
 - a. Budget Worksession - April 29, 2024

CONSENT AGENDA - Received as Information Only

- a. Committee Draft Minutes/Reports
March 2024 Draft Minutes/Reports
- b. Departmental Reports
March 2024 Reports

UNFINISHED BUSINESS

6. PUBLIC HEARING AND FINAL READING ORDINANCE 4468: AN ORDINANCE TO LEASE THE PROPERTY AT 149 WEST CAROLINA AVENUE TO DARLINGTON COUNTY HUMANE SOCIETY.
 - a. Reading by Title and Presentation - City Manager
 - b. Public Hearing (state name and address for record) - Mayor
 - c. Approval of Final Reading and Waiving of Complete Reading

NEW BUSINESS

7. RESOLUTION 04-24-01: APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF

ARCHIVES AND HISTORY (SCDAH) GRANT.

8. RESOLUTION 04-24-02: APPROVAL FOR AUTHORIZATION FOR THE CITY OF HARTSVILLE TO PROVIDE A LETTER OF SUPPORT FOR INFRASTRUCTURE IMPROVEMENTS FOR POTENTIAL WORKFORCE HOUSING PROJECT.
9. RESOLUTION 04-24-03: APPROVAL OF NOT TO EXCEED ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) FROM PREVIOUSLY OBLIGATED AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FOR A MASTER PLAN.

INFORMATION ONLY

- a. Calendars and Other Items

ADJOURNMENT



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of Minutes of March 12, 2024 Regular City Council Meeting.

IMPACT IF DENIED:

ATTACHMENTS:

Description

☐ Minutes



MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 12, 2024 – 5:30 PM
CITY COUNCIL CHAMBERS – 100 EAST CAROLINA AVENUE

Mayor/Council:

Mayor Hancock
Mayor Pro-Tem Caldwell
Councilmember Braddock
Councilmember DeLaine
Councilmember Hungerpillar
Councilmember Mack
Councilmember Meadows - Absent

Attorney – None

Press – Stephan Drew, News & Press
Bob Sloan, The Messenger

Executive Staff:

City Manager Moore
Assistant City Manager/CFO Caulder
City Clerk Crenshaw
Public Services Director Bethea
Tourism & Communications Dir Brown
Fire Chief Burr
Human Resources Director Jones
Parks and Recreation Director Robinson
Police Chief Snellgrove

PURSUANT TO SOUTH CAROLINA FREEDOM OF INFORMATION ACT CODE SECTION 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, MARCH 8, 2024, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

Mayor Hancock called the meeting to order at 5:30pm and asked Councilmember Mack to lead in the invocation, Pledge of Allegiance and Civility Pledge.

MOTION TO WAIVE READING OF AND APPROVE THE MINUTES OF THE FEBRUARY 13, 2024 REGULAR CITY COUNCIL MEETING AND THE FEBRUARY 21, 2024 SPECIAL COUNCIL MEETING – APPROVED.

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

PRESENTATIONS

Proclamations

- Women's History Month Proclamation – Mayor Hancock presented to all women in attendance a proclamation declaring March as Women's History Month in Hartsville.
- Girl Scout Week Proclamation - Mayor Hancock presented representatives of Girl Scout Troop 207 a proclamation declaring the week of March 10-16, 2024 as Girl Scout Week in Hartsville. Each Girl Scout was presented with a City of Hartsville badge for their local government badge.
- Disabilities Awareness Month Proclamation – Mayor Hancock presented to Darlington County Disabilities and Special Needs Board representatives a proclamation declaring March as Disabilities Awareness Month.

PDRTA Transit Update

Will Johnson, Outreach Coordinator of PDRTA, commended the Hartsville community for the large turn-out for Council meeting. He presented the annual transit update report to Council and requested a funding increase for fiscal year 2024-2025 to \$19,000. The transit service to Hartsville is on track with tremendous growth in fiscal year 2024 with current numbers reflecting six hundred (600) more trips per month to date over fiscal year 2023. The new demand response service is designed for those who are unable to access

the fixed routes independently and safely. Demand response service picks up riders at their door and transports them to their destination. Service in Hartsville began in November 2023 with 694 trips to date.

PDRTA is currently partnering with employers in the Florence area for workforce transportation services. Employers with high employee turnover rates due to transportation issues have seen these rates drastically reduced after partnering with PDRTA; the savings in turnover costs allowed employers to increase employee wages.

PDRTA is partnering with Darlington County School District on two programs. PDRTA provides transport for the “Key to Career” student internship program. In addition, Hartsville is a pilot program for new bus shelters at combined PDRTA and school bus stops. The shelters not only provide shelter but are Wi-Fi capable with charging ports.

Public Comments

Marva Serrano, 222 Wilkes Circle, thanked Council and City Manager Moore for their help in getting SCDOT to work at Wilkes Circle. SCDOT made repairs but unfortunately water still stands in the street when it rains and SCDOT bulldozed on private property during the repairs. Requested help to communicate issues to SCDOT.

MANAGER UPDATE

Recognition of Employees – City Manager Moore and Police Chief Snellgrove recognized staff of the Hartsville Police Department. Recently a fifteen-year-old girl left Hartsville High School and there were concerns for potential sexual trafficking. Thanks to the work of staff tracked her from Hartsville to areas in the upstate including Traveler’s Rest, Newberry, Laurens and Gray Court. Thanks to the work of staff she was located within 48 hours and returned to Hartsville; a very small number of runaway children are found. Officers were very diligent in finding her and getting her back to safety. Officers and staff were commended and presented each with a certificate of recognition and a ribbon for dress uniform. Staff and officers recognized were Kelly Woodham, Janice Woodham, April Tyner, Shannon Hoffman, Krissy Jeffords and Johnny Winburn.

The SC Statement of Economic Interests Filing deadline is March 30, 2024 at Noon by filing at <https://ethicsfiling.sc.gov/filing/home>. City Manager Moore reminded Council to file their statement of economic interests before the deadline. This is a requirement for those holding public office. There is a fine for late filing.

CONSENT AGENDA - Received as Information Only

NEW BUSINESS

FIRST READING ORDINANCE 4468: AN ORDINANCE TO LEASE THE PROPERTY AT 149 WEST CAROLINA AVENUE TO DARLINGTON COUNTY HUMANE SOCIETY – APPROVED.

Reading by Title and Presentation – City Manager Moore advised this is a renewal of the lease for the ReTail Therapy building.

Approval of First Reading and Waiving of Complete Reading: Motion: Mack; Second: Caldwell; Carried: All ayes.

RESOLUTION 03-24-01: ADOPTING THE 2023 PEE DEE REGIONAL HAZARD MITIGATION PLAN – APPROVED. City Manager Moore approval keep the mitigation plan up-to-date and makes Hartsville eligible for FEMA grants.

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

RESOLUTION 03-24-02: TO AUTHORIZE ALLOCATION AND EXPENDITURE OF THE REMAINING AMERICAN RESCUE PLAN ACT FUNDS – APPROVED.

City Manager Moore explained the ARPA funds remaining must be obligated by December 2024. The HartsVision 2025 strategic planning session identified projects for funding such as parks, Sixth Street revitalization, Fourth and Railroad property and security cameras. Approval allows staff to begin work on the identified projects.

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

RESOLUTION 03-24-03: APPROVAL TO APPLY FOR SC FORESTRY COMMISSION GRANT – APPROVED.

City Manager Moore explained the grant allows staff to look at downtown trees and lighting to ensure the trees are an asset to the City.

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

RESOLUTION 03-24-04: APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY (SCDPS) GRANT – APPROVED.

City Manager Moore explained due to upgrades to the statewide system the HPD radios need to be upgraded to continue to communicate. The upgrade is an expensive cost of approximately \$100,000. The grant will allow us to upgrade sixty-five radios.

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

EXECUTIVE SESSION

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a)(1) FOR DISCUSSION OF OF THE CITY MANAGER'S PERFORMANCE EVALUATION – APPROVED.

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

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

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

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

INFORMATION ONLY

Calendars and Other Items

ADJOURNMENT without objection at 7:40pm.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Proclamations Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Congenital Diaphragmatic Hernia Awareness Day - April 19, 2024
Sexual Assault Awareness Month - April 2024
Child Abuse Prevention Month - April 2024
Nurse's Week - May 6-12, 2024
Hope in Hartsville Week - April 27, 2024
Municipal Clerk's Week - May 5-11, 2024
Fair Housing Month - April 2024
Fallen Firefighters Memorial Days & Firefighters' Day - May 4-5, 2024

ATTACHMENTS:

Description

- ▣ Congenital Diaphragmatic Hernia Awareness
- ▣ Sexual Assault Awareness
- ▣ Child Abuse Prevention
- ▣ Nurses Week
- ▣ Hope In Hartsville
- ▣ Municipal Clerks Week
- ▣ Fair Housing
- ▣ Firefighter Memorial Days



Proclamation



WHEREAS, One in every 2,500 pregnancies are diagnosed with a congenital diaphragmatic hernia (CDH). Congenital Diaphragmatic Hernia occurs when a baby's diaphragm fails to fully form; allowing abdominal organs into the chest cavity and preventing lung growth; and,

WHEREAS, Since 2000, it is estimated that over 700,000 babies have been born with CDH with only 50 percent of those babies surviving. While 1,600 babies are born with CDH in the United States each year; and,

WHEREAS, CDH is as common as Spina Bifida and Cystic Fibrosis; however, very few people know about it or are aware of it; and,

WHEREAS, There are many people living in South Carolina who have been diagnosed with and have survived their CDH, although families in Hartsville have endured the horrible pain and grief associated with the loss of loved ones with CDH; and,

WHEREAS, Those with CDH often endure multiple surgeries and possible medical complications beyond their diagnosis that include heart defects, pulmonary complications, gastric and intestinal problems, developmental delays, and may require respiratory and medicinal support for years; and,

WHEREAS, Raising awareness of this congenital defect will help bring about acceptance and support for those suffering with it and will help advocate for urgently needed medical research and advances.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim April 19, 2024 as

"CONGENITAL DIAPHRAGMATIC HERNIA AWARENESS DAY"

and as the Mayor of the City of Hartsville, I call upon the citizens, government agencies, public and private institutions, businesses, and schools in the City of Hartsville, to commit our community to learn more about Congenital Diaphragmatic Hernias and support those who are affected.

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

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, 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 2024 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, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim the month of April 2024, 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.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



Proclamation



WHEREAS, South Carolina's future prosperity and quality of life depend on the healthy development of the more than 1.1 million children residing in the diverse communities across our state, including 13,950 in Darlington County; and,

WHEREAS, preventing childhood trauma, including abuse and neglect, must be a priority that requires everyone to support the physical, emotional, social and educational well-being of all children; and,

WHEREAS, childhood abuse is a serious public health issue with wide-ranging societal consequences, as data show the link between the abuse and neglect of children and a wide range of costly medical, emotional, psychological, and behavioral issues into adulthood; and,

WHEREAS, parents and caregivers who have a support system of family and friends, know where to find public resources, and understand how to remain resilient in challenging times are best equipped to provide safe, nurturing environments for their children; and,

WHEREAS, statewide and community prevention programs serve as proven and effective ways to reduce child abuse and neglect no matter the geographic region, race or ethnicity, or economic status; and,

WHEREAS, communities must make every effort to promote programs and activities that build strong children and families; and,

WHEREAS, in fiscal year 2022-2023, there were 8,304 substantiated Child Protective Services (CPS) investigations involving 14,711 children in South Carolina and 197 investigations involving 416 children in Darlington County in substantiated cases of abuse and neglect.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville, South Carolina, hereby proclaim April 2024 as

“CHILD ABUSE PREVENTION MONTH”

and encourage all citizens to dedicate themselves to protecting the quality of life for every child.

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

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



Proclamation



WHEREAS, the 70,677 registered nurses, 10,464 nurse practitioners, and 12,200 licensed practical nurses in South Carolina and 5.3 million nurses nationally are not only the cornerstone of patient care, but leaders in improving the quality of care; and,

WHEREAS, nurses in the United States constitute our nation’s largest health care profession meeting the different and emerging health care needs of the American population in a wide range of settings; and,

WHEREAS, professional nursing is an indispensable component of the safety and quality of care of hospitalized, non-hospitalized and residential facility patients with nurses connecting individual, team and organizational safety goals; and,

WHEREAS, nurses at the Thad E. Saleeby Development Center play a pivotal role in delivering compassionate care to individuals with intellectual and developmental disabilities who require extensive care which leaves them reliant on caregivers and medical equipment for some of the simplest activities of daily living; and,

WHEREAS, nurses at the Saleeby Center improve the quality of life of residents and their families by providing essential life-sustaining care that allows them to have the connections needed to thrive; and,

WHEREAS, 2024 marks the 70th anniversary of the annual celebration to raise awareness of the vital role nurses play in society which ends on the birthday of Florence Nightingale.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim the week of May 6-12, 2024, as

“NURSES WEEK”

in Hartsville to recognize all nurses for their excellence, knowledge, compassion and kindness with special gratitude to nurses of the Saleeby Center for their devotion and invaluable contributions to the lives of residents and their families.

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

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



Proclamation



WHEREAS, grief is natural and healthy response to the death of a loved one or the loss of something an individual holds dear or treasures; and,

WHEREAS, there are thousands of deaths each year in Hartsville and the surrounding communities, leaving behind countless family members, friends, and loved ones to cope with the void in their lives; and,

WHEREAS, grief resulting from disasters, such as COVID 19, or the death of a friend, colleague, or pet is often unrecognized and unacknowledged by others and, therefore, experienced without a network of support; and,

WHEREAS, cultural traditions, religious and individual, family, and community mourning practices, along with knowledge and understanding of the grieving process, contribute to a healing environment and improved mental and physical well-being following all forms of loss and grief.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville, South Carolina, hereby proclaim the week of April 27, 2024 as

"HOPE IN HARTSVILLE WEEK"

and encourage all citizens to be conscious and supportive of those around us experiencing loss as they heal through the journey of grief.

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

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



Proclamation



TO RECOGNIZE AND HONOR THE VALUABLE CONTRIBUTIONS THAT MUNICIPAL CLERKS MAKE TO CITIES AND TOWNS IN SOUTH CAROLINA.

WHEREAS, the office of the Professional Municipal Clerk is a time honored and vital part of local government that exists throughout the world and is the oldest office among public servants; and,

WHEREAS, the office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels and serves as the information center on functions of local government and community; and,

WHEREAS, the Municipal Clerk is the only municipal staff role that is required by state law, regardless of a municipality's size or form of government and all 271 cities and towns in the state are required to have a municipal clerk; and,

WHEREAS, Hartsville's City Clerk, Andrea DuBose Crenshaw, plays a critical and varied role to support the mayor, city council, city staff, and the public and has pledged to be ever mindful of her neutrality and impartiality, rendering equal service to all; and,

WHEREAS, regardless of city size, municipal clerks have seen their roles and responsibilities expand with changing times, with advancements in software and hardware, municipal clerks have become increasingly adept/skilled at using technology to prepare materials for meeting agenda packets, to record meeting minutes and to manage public records; and,

WHEREAS, municipal clerks get their professional training from the South Carolina Municipal Finance Officers, Clerks and Treasurers Association, an affiliate organization of the Municipal Association of South Carolina and The International Institute of Municipal Clerks.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim the week of May 5 through May 11, 2024 as the

"55TH PROFESSIONAL MUNICIPAL CLERKS WEEK"

and to recognize and honor the valuable contributions that our City Clerk, Andrea DuBose Crenshaw, makes to our city.

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

Casey Hancock, Mayor



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, Casey Hancock, Mayor of the City of Hartsville, do hereby proclaim the month of April 2024 as:

“FAIR HOUSING MONTH”

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

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



Proclamation



WHEREAS, the United States Congress and the President of the United States have designated the day of the annual National Fallen Firefighters Memorial Service as a day to honor firefighters and emergency services personnel who have sacrificed their lives to save others; and

WHEREAS, firefighters and emergency services personnel play an essential role in the protection of lives and property in our local community. An average of 80 firefighters courageously makes the ultimate sacrifice in the line of duty each year; and

WHEREAS, the National Fallen Firefighters Memorial Weekend marks the weekend following International Firefighters' Day on May 4, 2024; and

WHEREAS, it is of major importance that we increase our efforts to reduce deaths, injuries, and property losses from fire; and

WHEREAS, On October 16, 2001, President George W. Bush approved legislation requiring the American flag to be lowered to half-staff on all Federal buildings and to include the U.S. Capitol and the White House, as well as buildings in our local community to memorialize fallen firefighters.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim May 4 – May 5, 2024 as

“FALLEN FIREFIGHTERS MEMORIAL DAYS”

and May 4, 2024 as

“FIREFIGHTERS’ DAY”

in Hartsville and pursuant to the legislation signed into law by President George W. Bush in 2001 all flags are to be flown at half-staff on all city government buildings on May 4 – May 5, 2024 and urge all citizens to remember the past firefighters who gave their lives serving our community, honor the retired firefighters who dedicated their lives to protecting us all, and show support and appreciation to the firefighters who continue to protect us so well throughout the year.

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

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Public Comments Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

This time has been set aside for any person to express ideas, concerns, comments or issues that are not on the agenda.

-Please state your name and address for the record.

-Please limit your comments to two minutes.

-State law prohibits the Council from acting on items that do not appear on the agenda



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Budget Worksession - April 29, 2024



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: February 2024 Draft Minutes/Reports Resolution Number: -
REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Boards, Commissions and Committees Draft Minutes and Reports for March 2024.

ATTACHMENTS:

Description

- ▣ Airport Advisory Board

Minutes
City of Hartsville South Carolina
Airport Advisory Board Meeting
Monday, March 11, 2024 - 5:30pm
Hartsville Regional Airport
1083 Airport Road

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON THURSDAY, MARCH 7, 2024, AND DULY POSTED AT THE HARTSVILLE REGIONAL AIRPORT AT 1083 HARTSVILLE AIRPORT ROAD AND ON HARTSVILLESC.GOV. HARTSVILLE REGIONAL AIRPORT IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

Members Present: Dr. Lee Gardner (Chair), Veda Jones, Curry Dawkins
Members Absent: Bryan Drayton, Wayne Guttry
Guest(s): Paul Werts
Staff: Business License Coordinator Alisha Belk, FBO Manager Mark DeFields
Council Ex-Officio: Robert Braddock

Call to Order

Board Chair Gardner called the meeting to order at 5:50pm, welcomed those in attendance.

Vote on minutes from February 12, 2024, meeting: Motion by Dawkins. Second by Jones. Passed with all ayes.

FBO Report for February 2024 - Mark DeFields - refer to reports to City Council.

- Status of Flight Training, Aircraft, Flight School Numbers
- Number of flights for February
- Fuel Sales for February
- Shade Hangar occupancy, rental receipts
- Enclosed T-hangar occupancy, rental receipts
- Fuel truck status, single point fueling availability
 - Titan delivered the used fuel truck and it was on display for board to see.
- David Smith with State Aeronautics came to do the annual safety inspection. There were several things found but the list has been drastically improved since RiseAero took over the airport as FBO. The official full report should be emailed to Brandon Brown.

Report from the City Airport Manager - Alisha Belk

- City Airport Staffer Brandon Brown attended the SCAA Conference, February 14-16, 2024.
 - Talbert & Bright took them to dinner on Wednesday evening and the dinner was enjoyed.
 - Meeting with the FAA went well. The question was asked if runway and parking ramp space can be in the CIP and it was stated that measurements and pictures will need to be done. A change needs to be made on the CIP. Apron project needs to be an expansion and rehabilitation instead of just an expansion. Justification needs to be supplied to the FAA for the apron project. CIP will be modified in November. Mark DeFields asked if the lights got spoken about during this meeting and if it could be added and the answer was no since everything had already been submitted to headquarters.
 - SCAA has a scholarship fund available for those interested in becoming a pilot.
- Discussion of prioritized future projects.
 - Obstruction from trees must be addressed. There is one pine tree that is a problem and will have to speak with the family about the tree before anything can be done about it.



HARTSVILLE

REGIONAL AIRPORT

Report from Talbert & Bright - Paul Werts

- Status of runway project scheduled for Fall 2024.
 - The plans are being completed and will need to be put out for bid by May or June.
 - The total amount needed from the City is \$210,000.

Adjournment

Without objection, the meeting was adjourned at 6:29 pm.

Dr. Lee Gardner, Board Chair

Date

DRAFT



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: February 2024 Reports Resolution Number: - REGULAR
MEETING

ORDINANCE/RESOLUTION CAPTION:

City Departmental Reports for March 2024.

ATTACHMENTS:

Description

- ▣ Airport
- ▣ Animal Control
- ▣ Business License Revenue
- ▣ Code Enforcement Activity
- ▣ Code Enforcement - Issues Map
- ▣ Development - Permit Activity
- ▣ Development - Permit Activity by Type
- ▣ Development - Permit Map
- ▣ Development, Planning & Zoning
- ▣ Environmental Services
- ▣ Financial
- ▣ Fire Incidents
- ▣ Fire Incidents by Zone
- ▣ Fire Recovery
- ▣ Grants
- ▣ Hospitality Revenue
- ▣ Human Resources
- ▣ Main Street Hartsville
- ▣ Museum
- ▣ Parks & Recreation
- ▣ Police Statistics
- ▣ Tourism & Events

Hartsville Regional Airport (HVS) Status Report

Date:		Period of Report:	
Number of Counts Total:			
Piston Powered Aircraft:			
Jet/Turbine Powered Aircraft:			
Gallons of 100LL dispensed			
Gallons of Jet-A dispensed			
Ramp Fee (12,500 Lbs):		Overnight Fee:	
Tie Down Fee:		Hangar Fee:	
Flight Instructors at HVS:			
Aircraft Available for Flight Instruction at HVS:			
Number of Students in Flight Training:			
Airport Repairs/Maintenance/Upgrades:			



Animal Control

START DATE	EVENT TYPE	ADDRESS	NOTES
2024-03-01 15:30:00	Animal Control		Area resident called and stated a dog was tied up on a path in the woods near her house. Animal control went and picked up the dog and transported to Darlington County Humane Society.
2024-03-06 09:00:00	Animal Control		Animal control recieved a call about 2 dogs being locked in the residents back yard. Upon arrival, the homeowner stated that the dogs had followed her home after walking her daughter to school. She had her baby with her so she attempted to kick the dogs off and shoo them away. One of the dogs lounged toward her and bit at her arm. Ripping her jacket and bruising her arm. The dogs were retrieved from the back yard and tranported to Darlington County Humane Society. [REDACTED]
2024-03-28 17:00:00	Animal Control	■■■■ W WASHINGTON ST	Hartsville Police called and requested animal control for a dog that was malnourished. Upon arrival, it was determined that the dog was skinny but not extremely malnourished. The dog was conviscated however, due to the owner being arrested. As we were loading the first dog, the police then arrested aother occupant of the house. Therefore, another small dog was also confiscated. Both dogs were transported to Darlington County Humane Society.

Monthly Departmental Report: Business License

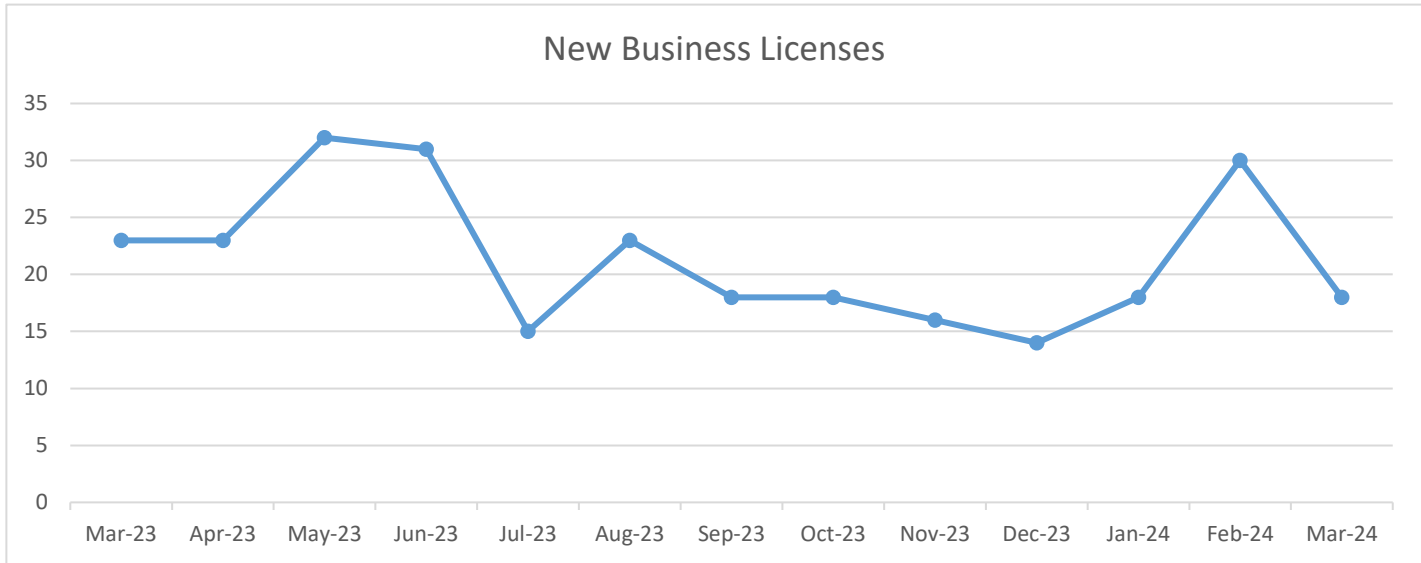


Monthly Revenue Report

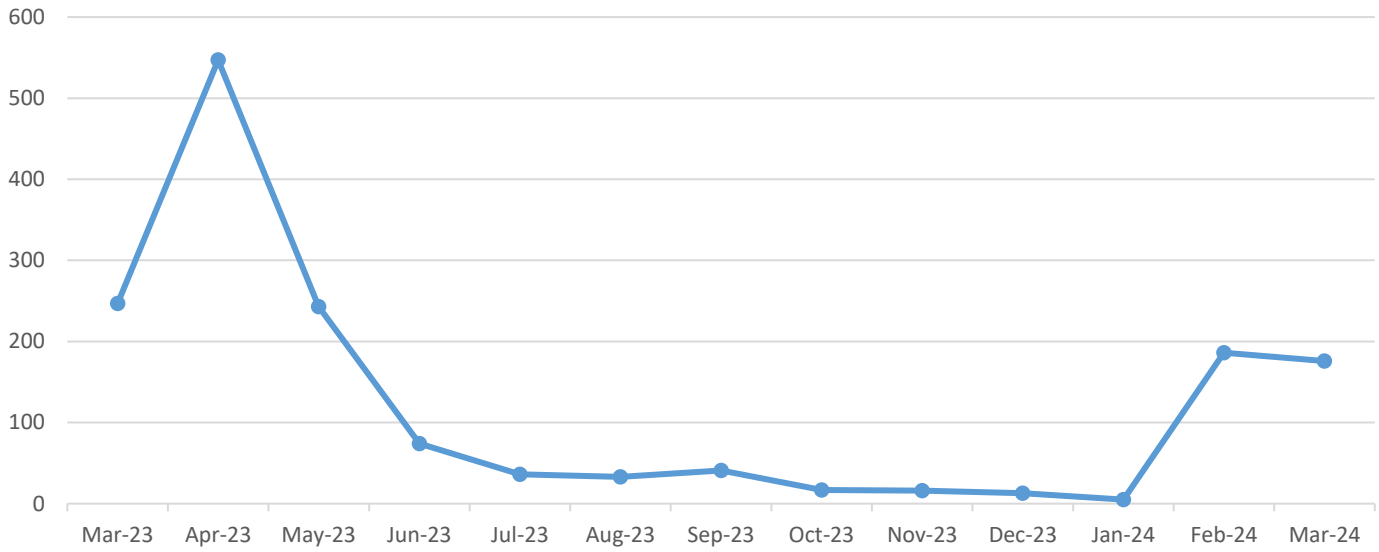
Month of: March 2024

New Business Licenses:	18
Business License Renewals (2024 - 2025):	176
Amount Collected:	\$221,423.66
Total Business Licenses for 2023 - 2024:	1,490
Total Business Licenses for 2024 - 2025:	385

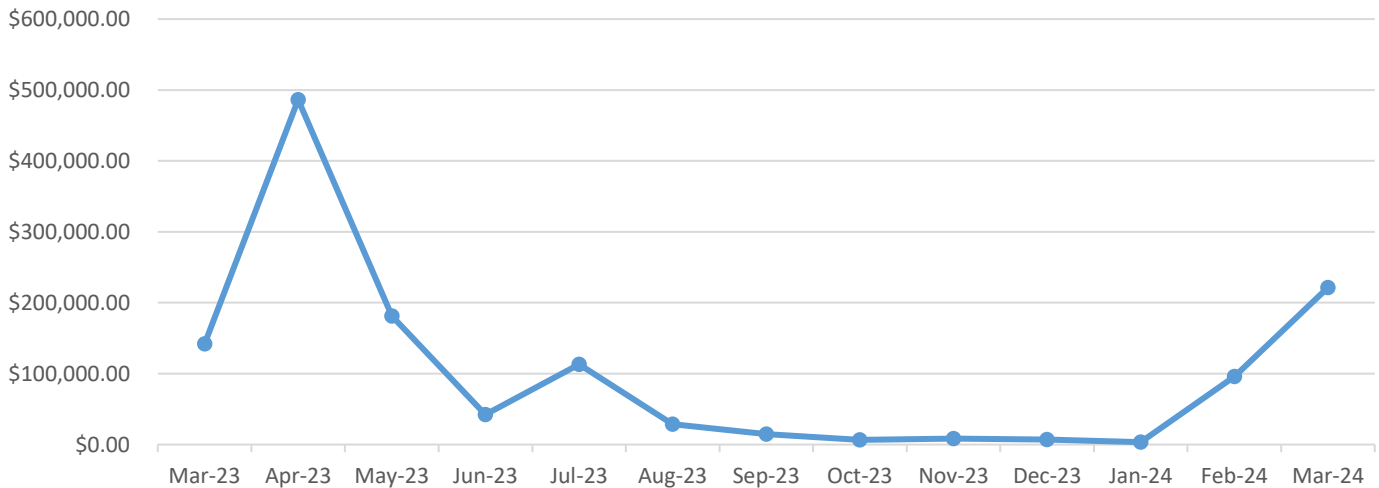
	New Business Licenses	Renewals	Total Payments
Mar-23	23	247	\$141,823.77
Apr-23	23	547	\$486,278.75
May-23	32	243	\$181,157.65
Jun-23	31	74	\$42,118.10
Jul-23	15	36	\$113,168.15
Aug-23	23	33	\$28,784.52
Sep-23	18	41	\$14,802.92
Oct-23	18	17	\$6,688.09
Nov-23	16	16	\$8,229.48
Dec-23	14	13	\$6,946.59
Jan-24	18	5	\$3,434.20
Feb-24	30	186	\$96,012.94
Mar-24	18	176	\$221,423.66
TOTAL	279	1634	\$1,350,868.82



Business License Renewals



Business License Payments





Codes - March 2024

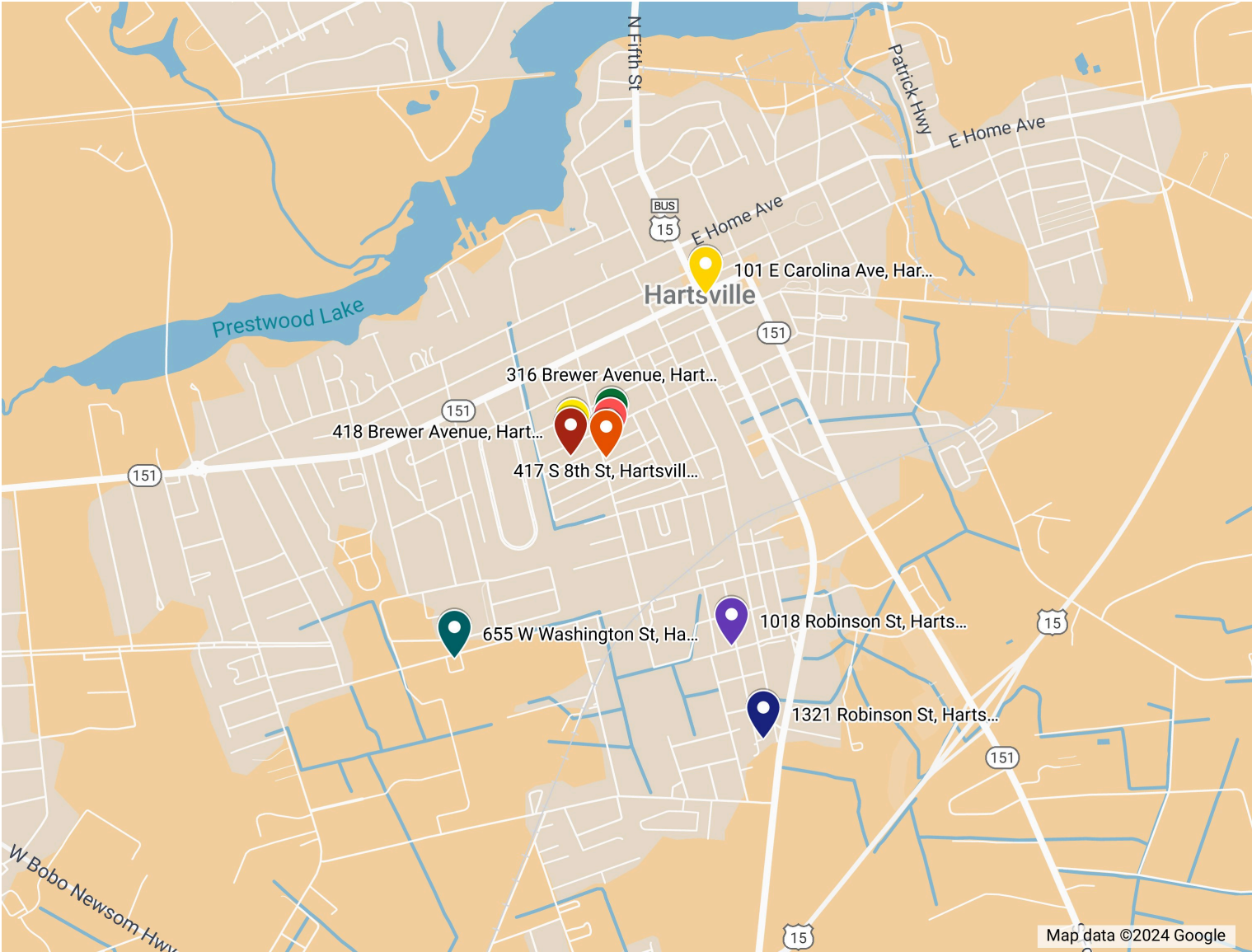
TIME STAMP	TYPE ACTIVITY	SUBJECT PROPERTY	PROPERTY OWNER NAME	OWNER'S ADDRESS	TAX MAP #	DISPOSITION/ COMMENTS	Letter/ Report sent? Date	Follow up target date/ Resolved	Disposition: Open or Closed
3/5/2024	Permit	417 S. Eighth St, Hartsville, SC 29550	Alex H LLC	5424 McFarland, Indianapolis, IN 46227	056-14-02- 093	Needs to pull permit TO REMODEL	3/5/2024	3/5/2024	CLOSED
3/8/2024	IPMC	655 W. Washington ST, Hartsville, SC 29550	Palmetto Associates LTD c/o United Managment	PO Box 87509, Fayetteville, NC 28304	057-05-01- 038	Formal Notice to remove old furniture and rubbish from property line next to TB Thomas	3/8/2024	3/18/2024	CLOSED
3/12/2024	IPMC	1018 Robinson St, Hartsville, SC 29550	Jackson, Charles	513 Rice St, Hartsville, SC 29550	057-06-03- 002	Informal - Remove rubbish	3/12/2024		OPEN
		1321 Robinson St, Hartsville, SC 29550				Communicated with property owners of the need to update permit, and either secure engineer survey of property or open the interior to expose the wall frame, floor membrane, and roof members. Also, warned the property owners that no one can live in the structure while it is being remodeled because it is not safe.			

3/18/2024	IPMC	418 Brewer Ave, Hartsville, SC 29550	LLoyds Investments LLC, 412 S. Edisto Avenue, Columbia, SC 29205	412 S. Edisto Ave, Columbia, SC 29205	056-13-03-039	Informal-Remove accumulation of rubbish from ROW	3/18/2024	3/19/2024	CLOSED
3/19/2024	IPMC	335 Sumter Ave, Hartsville, SC 29550	E & L Housing	1826 S. Fifth Street, Hartsville, SC 29550	056-14-02-003	Need a permit to reroof	3/19/2024	3/19/2024	CLOSED
3/19/2024	IPMC	316 Brewer Ave, Hartsville, SC 29550	LA Enterprises C/O Tyrone Lynn	1269 Oakhaven , Hartsville, SC 29550	056-14-02-018	Formal Notice-Windows and back door need to be closed/secured at this property. Vegetation needs to be cut down and debris removed	3/19/2024		OPEN
3/25/2024	Permit	101 East Carolina Ave, Hartsville, SC 29550	Trane			Needs to get a permit	3/25/2024		CLOSED
3/28/2024	IPM?C	417 Sumter St., Hartsville, SC 29550				I spoke with the resident at 417 Sumter about the proper disposal of trash and the upkeep of her yard. I also spoke with her about the store buggies that she had been putting on vacant lots. I took away three store buggies off of corner lots			

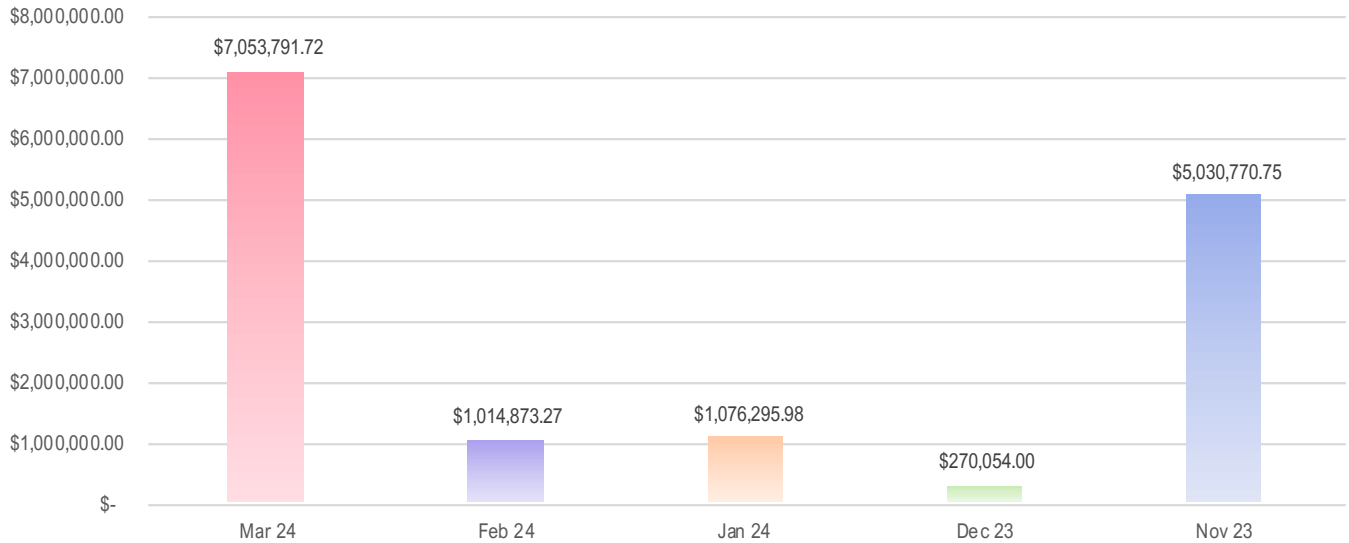
March 2024 Codes Activity

Codes Activity.xlsx

- 417 S 8th St, Hartsville, SC 29550
- 655 W Washington St, Hartsville, SC 29550
- 1018 Robinson St, Hartsville, SC 29550
- 1321 Robinson St, Hartsville, SC 29550
- 418 Brewer Avenue, Hartsville, SC 29550
- 335 Brewer Ave, Hartsville, SC 29550
- 316 Brewer Avenue, Hartsville, SC 29550
- 101 E Carolina Ave, Hartsville, SC 29550
- 417 Sumter Ave, Hartsville, SC 29550

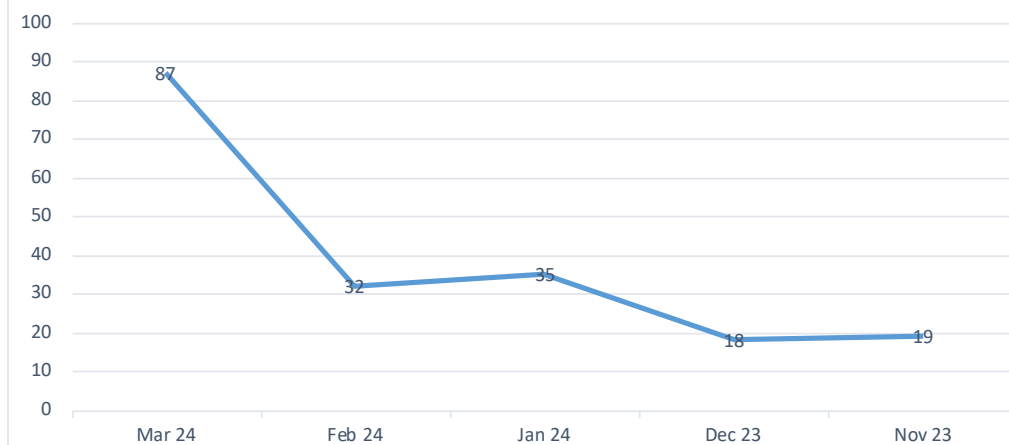


Development Valuation



[Permit Activity Map \(link\)](#)

PERMITS ISSUED



87 Permits were
issued in the
month of
February!



ONLINE RESOURCES

Planning and Zoning Website: <https://www.hartsvillesc.gov/business-navigator/planning-and-zoning/>

SC Labor Licensing Regulation Lookup: <https://verify.llronline.com/LicLookup/LookupMain.aspx>



Issued Permits by Permit Type

Hartsville

03/01/2024 - 03/31/2024

Commercial Alteration	Permits Issued	Valuation	Fees Paid
Commercial Remodel	1	\$110,000.00	\$765.00
Subtotals:	1	\$110,000.00	\$765.00

Commercial One Stop	Permits Issued	Valuation	Fees Paid
Commercial Electrical Permit	1	\$1,000.00	\$45.00
Commercial Plumbing Permit	1	\$14,629.00	\$185.00
Commercial Reroof	2	\$107,950.00	\$592.00

Issued Permits by Permit Type

Hartsville

03/01/2024 - 03/31/2024

Subtotals:	4	\$123,579.00	\$822.00
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One Stop	Permits Issued	Valuation	Fees Paid
Change of Electrical Service	1	\$0.00	\$35.00
Demolition	2	\$19,000.00	\$140.00
Electrical Permit	15	\$28,500.00	\$815.00
HVAC	1	\$46,512.00	\$411.00
Plumbing Permit	1	\$8,900.00	\$125.00
Subtotals:	20	\$102,912.00	\$1,526.00

Issued Permits by Permit Type

Hartsville

03/01/2024 - 03/31/2024

Residential Alteration	Permits Issued	Valuation	Fees Paid
Pool - Residential	2	\$89,513.00	\$563.00
Residential Addition	1	\$6,550.00	\$122.50
Residential Remodel	3	\$65,000.00	\$415.00
Subtotals:	6	\$161,063.00	\$1,100.50

Residential New	Permits Issued	Valuation	Fees Paid
New Single Family Residence	52	\$6,531,741.72	\$46,804.50
Subtotals:	52	\$6,531,741.72	\$46,804.50

Issued Permits by Permit Type

Hartsville

03/01/2024 - 03/31/2024

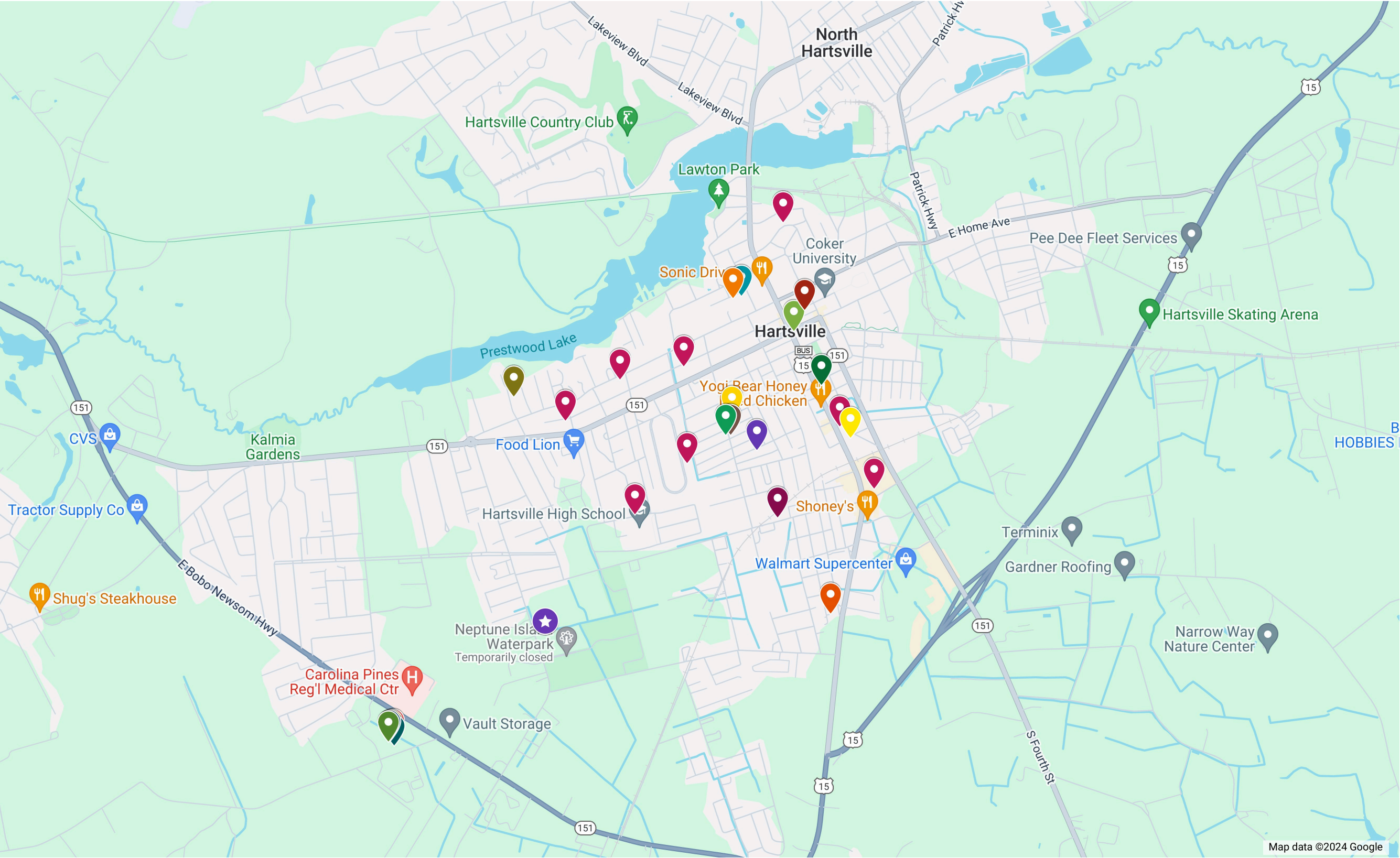
Residential One Stop	Permits Issued	Valuation	Fees Paid
Residential Electrical Permit	2	\$4,505.00	\$120.00
Residential Plumbing Permit	1	\$14,991.00	\$185.00
Residential Reroof	1	\$5,000.00	\$55.00
Subtotals:	4	\$24,496.00	\$360.00

Totals:	87	\$7,053,791.72	\$51,378.00
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March 2024 Permit Activity

Permit Activity Map Data.csv

- 416 SOUTH EIGHTH STREET, HARTSVILLE, SC 29550
- 301 WARNER DRIVE, HARTSVILLE, SC 29550
- 417 S EIGHTH ST, HARTSVILLE, SC 29550
- 607 B West Home Avenue, Hartsville, SC 29550
- 805 WEST COLLEGE AVENUE, HARTSVILLE, SC 29550
- 218 PARK AVENUE, HARTSVILLE, SC 29550
- 827 SOUTH FIFTH STREET, HARTSVILLE, SC 29550
- 133 EAST COLLEGE AVENUE, HARTSVILLE, SC 29550
- 314 WEST WASHINGTON STREET, HARTSVILLE, SC 29550
- 1321 ROBINSON STREET, HARTSVILLE, SC 29550
- 427 WEST COLLEGE AVENUE, HARTSVILLE, SC 29550
- 319 JASPER AVENUE, HARTSVILLE, SC 29550



Map does not include City permits with Acosta Electric regarding power installation for traffic cameras as they do not have official addresses. Chandler Cottage permits are delineated by one marker instead of 42 stacking due to Chancellor Drive addresses not being official yet.

1248 EGRETS POINT, HARTSVILLE, SC 29550

1242 EGRETS POINT, HARTSVILLE, SC 29550

1235 EGRETS POINT, HARTSVILLE, SC 29550

1236 EGRETS POINT, HARTSVILLE, SC 29550

1230 EGRETS POINT, HARTSVILLE, SC 29550

405 SOUTH FIFTH STREET, HARTSVILLE, SC 29550

200 1/2 DARLINGTON AVENUE, HARTSVILLE, SC 29550

335 SUMTER AVENUE, HARTSVILLE, SC 29550

Other / No value



MARCH 2024

PLANNING & ZONING

DEVELOPMENT REPORT

ARCHITECTURAL REVIEW BOARD

MARCH

- Meeting Cancelled (No Submissions)

FEBRUARY

- Shoe Pro/America’s Army Navy – 113 N Fifth St – window sign
- Spring Blossom LLC/Cruizers – 204 W. Carolina Ave – painting
- Main Street Update

PLANNING COMMISSION

MARCH

- Meeting Cancelled (No Submissions)

FEBRUARY

- Introduction of New Members
- Oath of Office
- Easy Street Townhouse Development – Conceptual Site Plan & Elevation Drawings

Online Resources

<https://www.hartsvillesc.gov/business-navigator/planning-and-zoning/>

Monthly Departmental Report: Environmental Services



March

2024

Departmental Report: Environmental Services

Yard Debris 2024

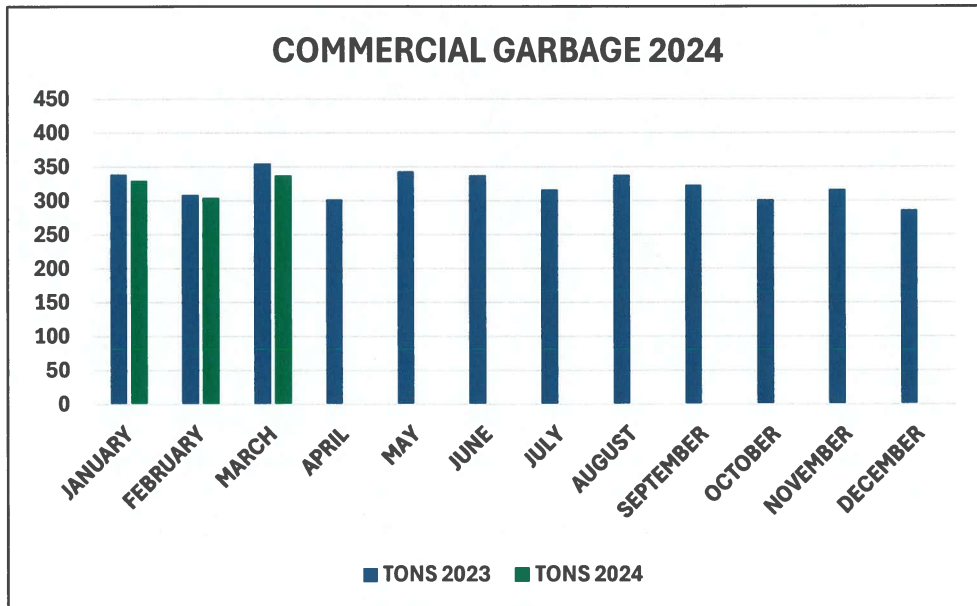
					TONNAGE	TRIPS
MONTH	2023 TONS	2023 TRIPS	2024 TONS	2024 TRIPS	GAIN/LOSS	GAIN/LOSS
January	193.72	34	150.28	29	-43.44	-5
February	102.67	16	145.97	31	43.3	15
March	198	36	134.56	30	-63.44	-6
April	134.05	26				
May	154.37	23				
June	144.52	22				
July	158.25	25				
August	143.91	25				
September	114.56	19				
October	114.94	23				
November	172.05	31				
December	157.3	24				
TOTALS	1788.34	304	430.81	90	-63.58	4



Departmental Report: Environmental Services

COMMERCIAL GARBAGE 2024

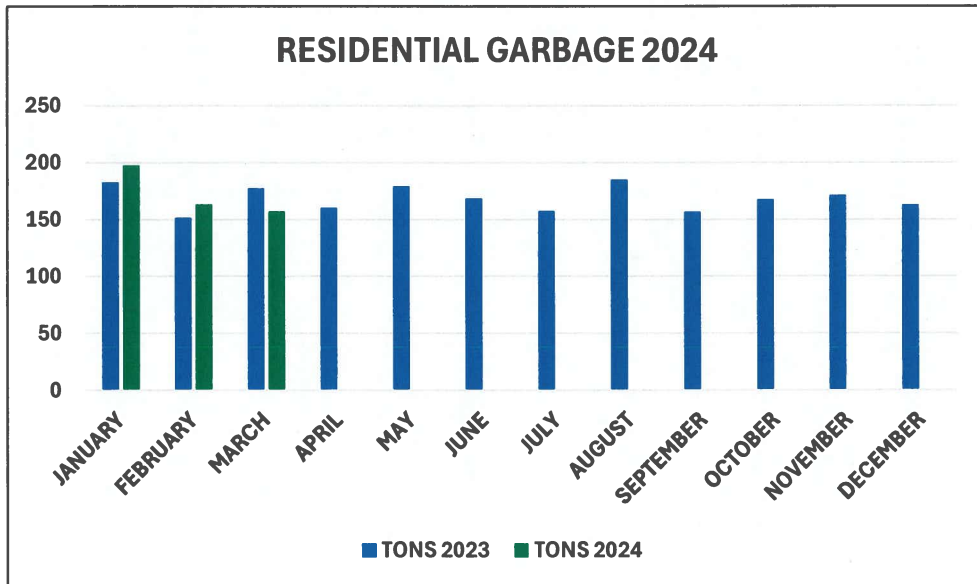
<u>MONTH</u>	<u>TONS 2023</u>	<u>TONS 2024</u>	<u>GAIN/LOSS</u>
JANUARY	338.98	329.91	-9.07
FEBRUARY	308.54	304.31	-4.23
MARCH	355	337.75	-17.25
APRIL	302.06		
MAY	343.31		
JUNE	337.67		
JULY	316.36		
AUGUST	338.14		
SEPTEMBER	322.93		
OCTOBER	301.24		
NOVEMBER	316.2		
DECEMBER	285.89		
TOTALS	3866.32	971.97	-30.55



Departmental Report: Environmental Services

RESIDENTIAL GARBAGE 2024

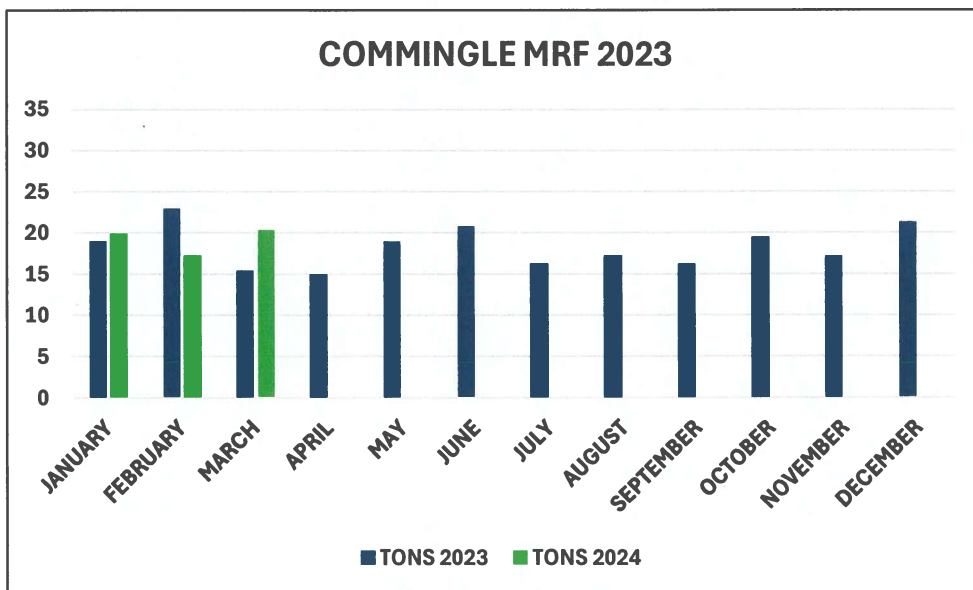
<u>MONTH</u>	<u>TONS 2023</u>	<u>TONS 2024</u>	<u>GAIN/LOSS</u>
JANUARY	182.75	197.61	14.86
FEBRUARY	151.51	163.35	11.84
MARCH	177.38	157.23	-20.15
APRIL	160.31		
MAY	179.03		
JUNE	168.46		
JULY	157.51		
AUGUST	185.09		
SEPTEMBER	156.59		
OCTOBER	167.65		
NOVEMBER	171.14		
DECEMBER	162.89		
TOTALS	2020.31	518.19	6.55



Departmental Report: Environmental Services

COMMINGLE MRF 2024

<u>MONTH</u>	<u>TONS 2023</u>	<u>TONS 2024</u>	<u>GAIN/LOSS</u>
JANUARY	19.01	19.91	0.9
FEBRUARY	22.97	17.23	-5.74
MARCH	15.37	20.34	4.97
APRIL	14.9		
MAY	18.97		
JUNE	20.79		
JULY	16.26		
AUGUST	17.21		
SEPTEMBER	16.28		
OCTOBER	19.48		
NOVEMBER	17.18		
DECEMBER	21.29		
TOTALS	219.71	57.48	0.13





Monthly Financial Reports & Update

For the Month Ended March 31, 2024

25% Budget Remaining

Council Meeting 4/09/2024

City of Hartsville
General Fund Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Property Taxes	66,351.43	2,885,701.38	3,097,700.00	6.84%
Payments in Lieu	-	6,439.35	265,000.00	97.57%
Franchise Fees	-	611,812.12	820,000.00	25.39%
Penalties & Interest - Taxes	-	12,099.26	21,000.00	42.38%
Business Licenses	236,055.46	740,192.74	2,420,950.00	69.43%
Permits	49,149.00	130,097.50	99,500.00	-30.75%
Tax Revenues - State	-	1,553,161.89	2,240,212.00	30.67%
Public Safety Fees	48,869.68	871,439.35	981,500.00	11.21%
Parks & Recreation Fees	3,070.00	23,130.00	24,000.00	3.63%
Fines	5,388.99	37,032.16	47,000.00	21.21%
Special Assessments	3,800.00	82,035.00	155,000.00	47.07%
Investment Earnings	-	99,023.45	40,000.00	0.00%
Rents	1,800.00	33,757.42	33,250.00	-1.53%
Contributions & Donations	-	44,000.00	72,000.00	38.89%
Other Financing Sources	364.00	14,343.04	27,350.00	47.56%
Interfund Transfers	-	1,291,338.00	3,510,421.00	63.21%
Sale of Assets	-	6,926.00	5,000.00	-38.52%
Extraordinary Items	-	-	-	0.00%
	414,848.56	8,442,528.66	13,859,883.00	39.09%
Expenditures				
General & Administrative	206,154.95	1,122,774.96	1,458,766.30	23.03%
Mayor & Council	23,165.52	240,100.27	332,271.90	27.74%
Court Operations	15,197.31	136,102.71	181,522.00	25.02%
City Manager	27,776.86	290,256.37	409,357.24	29.09%
Information Technology	37,292.86	293,647.55	373,500.00	21.38%
Finance	54,699.74	494,020.32	662,231.00	25.40%
Legal	496.00	24,894.82	40,000.00	37.76%
Human Resources	25,714.89	269,271.61	367,910.00	26.81%
Mainstreet	6,401.92	67,711.09	95,853.00	29.36%
Planning and Zoning	9,330.74	96,177.59	143,539.00	33.00%
Police Department	242,204.46	3,449,598.89	4,503,820.47	23.41%
Fire Department	152,946.34	1,502,982.12	2,653,904.99	43.37%
Victims Advocate	6,387.99	57,849.22	93,396.50	38.06%
Marketing/Tourism	23,361.56	181,068.19	266,329.00	32.01%
Operations Maintenance	11,093.27	112,889.18	129,483.00	12.82%
Parks & Recreation	47,140.91	539,831.64	791,763.00	31.82%
Streets & Grounds	134,064.14	759,303.23	995,208.60	23.70%
Museum Operations	8,581.74	86,684.29	117,183.00	26.03%
Cemetery Operations	12,368.46	105,105.73	130,680.00	19.57%
Airport Operations	6,141.96	81,030.29	113,164.00	28.40%
School Crossing Guards	2,570.88	24,112.94	-	0.00%
	1,053,092.50	9,935,413.01	13,859,883.00	28.32%
Net Revenue (Expenditures)	(638,243.94)	(1,492,884.35)	-	

Note: Investments in the SC Local Government Investment Pool (LGIP) generated a total interest income of **\$16,155.42** for the month of February 2024, allocated between the General Fund (01), the Utilities Fund (02), and the Community Development Fund (06).

**City of Hartsville
Utility Funds**

Water/Sewer Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Charges for Services	301,526.07	2,175,030.59	2,837,500.00	23.35%
Fees	231,104.87	2,041,522.60	2,750,675.00	25.78%
Investment Earnings	-	95,402.39	10,000.00	0.00%
Rents	-	90,121.21	128,023.00	29.61%
Waterpark Services	2,913.60	995,486.52	1,760,500.00	43.45%
Other Financing Sources	-	3,539.60	-	100.00%
Interfund Transfers	-	-	1,239,235.00	0.00%
Accumulated Surplus	-	-	231,000.00	0.00%
	<u>535,544.54</u>	<u>5,401,102.91</u>	<u>8,956,933.00</u>	<u>39.70%</u>
Expenditures				
Water Expenditures	130,020.58	1,902,680.16	2,756,469.86	30.97%
Sewer Expenditures	114,957.08	1,711,595.89	2,749,772.48	37.75%
Waterpark Expenditures	111,423.75	1,463,489.84	3,222,770.00	54.59%
	<u>356,401.41</u>	<u>5,077,765.89</u>	<u>8,729,012.34</u>	<u>41.83%</u>
Net Revenue (Expenditures)	<u>179,143.13</u>	<u>323,337.02</u>	<u>227,920.66</u>	

Stormwater Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Stormwater Fees and Interfund transfers	5.00	40.00	119,889.00	0.00%
	<u>5.00</u>	<u>40.00</u>	<u>119,889.00</u>	<u>0.00%</u>
Expenditures				
Total Expenditures	8,092.47	78,424.28	119,889.00	34.59%
	<u>8,092.47</u>	<u>78,424.28</u>	<u>119,889.00</u>	<u>34.59%</u>
Net Revenue (Expenditures)	<u>(8,087.47)</u>	<u>(78,384.28)</u>	<u>-</u>	

**City of Hartsville
Misc Funds**

Environmental Services Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Fees	131,291.43	1,173,880.10	1,641,600.00	28.49%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	-	-	-	0.00%
Interfund Transfers in	-	320,000.00	320,000.00	0.00%
Extraordinary Items	-	-	-	0.00%
	<u>131,291.43</u>	<u>1,493,880.10</u>	<u>1,961,600.00</u>	<u>23.84%</u>
Expenditures				
Total Expenditures	93,351.08	1,227,562.10	1,929,607.64	36.38%
	<u>93,351.08</u>	<u>1,227,562.10</u>	<u>1,929,607.64</u>	<u>36.38%</u>
Net Revenue (Expenditures)	<u>37,940.35</u>	<u>266,318.00</u>	<u>31,992.36</u>	

Infrastructure Park Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Payments in Lieu of Taxes	-	817,492.36	655,000.00	-24.81%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	-	4,000.00	6,000.00	33.33%
Extraordinary Items	-	-	-	0.00%
	<u>-</u>	<u>821,492.36</u>	<u>661,000.00</u>	<u>-24.28%</u>
Expenditures				
Total Expenditures	-	467,570.99	510,417.00	8.39%
	<u>-</u>	<u>467,570.99</u>	<u>510,417.00</u>	<u>8.39%</u>
Net Revenue (Expenditures)	<u>-</u>	<u>353,921.37</u>	<u>150,583.00</u>	

Debt Service Fund

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Property Tax Revenues	3,448.19	215,984.40	160,000.00	-34.99%
Interfund Transfers In	-	-	75,000.00	100.00%
Accumulated Surplus	-	-	30,119.00	100.00%
	<u>3,448.19</u>	<u>215,984.40</u>	<u>265,119.00</u>	<u>1.65</u>
Expenditures				
Total Expenditures	-	4,247.00	265,119.00	98.40%
	<u>-</u>	<u>4,247.00</u>	<u>265,119.00</u>	<u>98.40%</u>
Net Revenue (Expenditures)	<u>3,448.19</u>	<u>211,737.40</u>	<u>-</u>	

**City of Hartsville
Special Revenue Funds**

Hospitality Taxes Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Taxes	108,669.09	933,531.98	1,285,200.00	27.36%
Penalties & Interest - Taxes	-	-	2,500.00	100.00%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	<u>108,669.09</u>	<u>933,531.98</u>	<u>1,380,200.00</u>	<u>32.36%</u>
Expenditures				
Total Expenditures	101.79	61,256.99	1,380,200.00	95.56%
	<u>101.79</u>	<u>61,256.99</u>	<u>1,380,200.00</u>	<u>95.56%</u>
				0%
Net Revenue (Expenditures)	<u>108,567.30</u>	<u>872,274.99</u>	<u>-</u>	

Accommodations Taxes Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Taxes	14,511.67	143,578.04	218,500.00	34.29%
Investment Earnings	-	-	-	0.00%
	<u>14,511.67</u>	<u>143,578.04</u>	<u>218,500.00</u>	<u>34.29%</u>
Expenditures				
Total Expenditures	456.67	4,110.03	190,000.00	97.84%
	<u>456.67</u>	<u>4,110.03</u>	<u>190,000.00</u>	<u>97.84%</u>
Net Revenue (Expenditures)	<u>14,055.00</u>	<u>139,468.01</u>	<u>28,500.00</u>	

**City of Hartsville
Recreation Enterprise Funds**

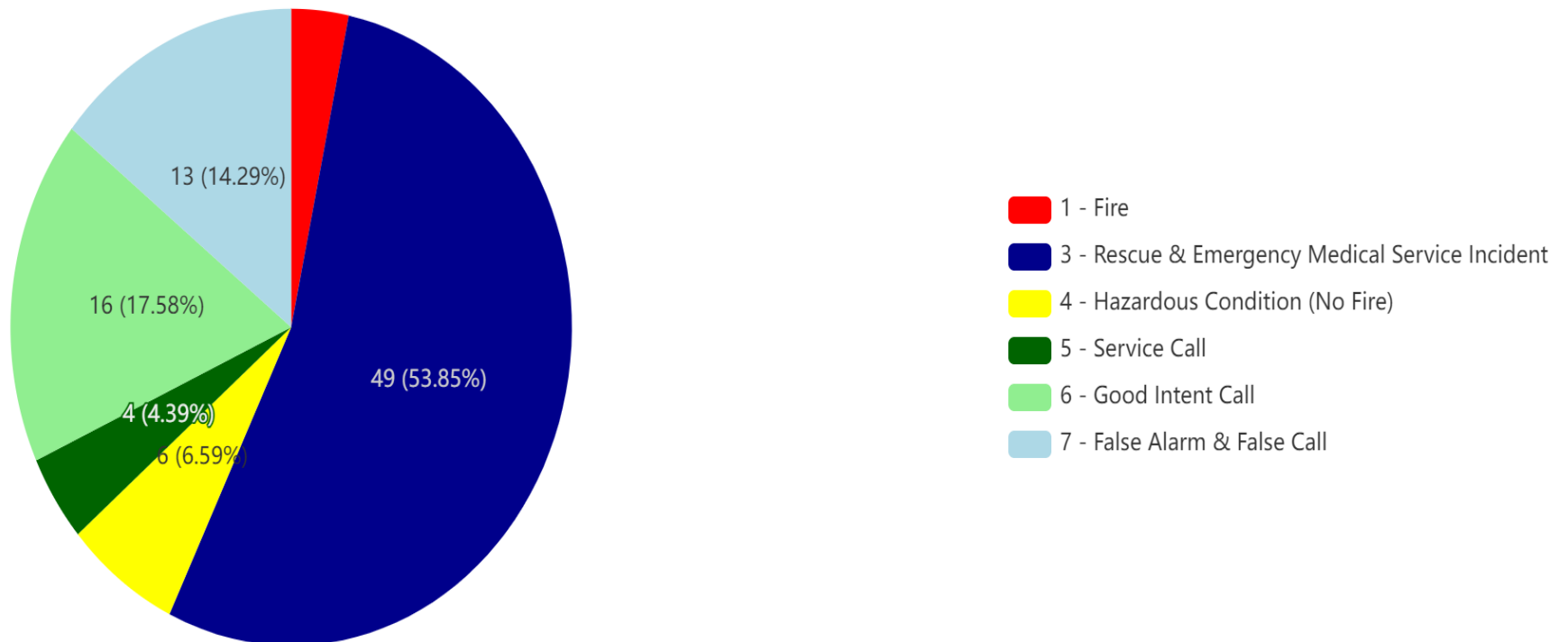
Recreation Concessions Budget to Actual

	<i>Mar-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>25% Budget Remaining</i>
Revenues				
Concessions Revenue	8,533.89	51,832.04	73,500.00	29.48%
	8,533.89	51,832.04	73,500.00	29.48%
Expenditures				
Total Expenditures	10,118.60	49,550.67	73,500.00	32.58%
	10,118.60	49,550.67	73,500.00	32.58%
Net Revenue (Expenditures)	<i>(1,584.71)</i>	<i>2,281.37</i>	<i>-</i>	



Breakdown of Major Incident Types – March 2024

Total (91)





Incident Types by Response Zones– March 2024

INCIDENT TYPES

RESPONSE ZONE: CITY LIMITS

TOTAL NUMBER OF CALLS

143 - Grass fire	1
150 - Outside rubbish fire, other	1
311 - Medical assist, assist EMS crew	10
311B - Lift Assist	1
311C - Cardiac Arrest	2
311K - Unconscious	3
324 - Motor vehicle accident with no injuries.	5
353 - Removal of victim(s) from stalled elevator	1
424 - Carbon monoxide incident	1
440 - Electrical wiring/equipment problem, other	1
444 - Power line down	1
445 - Arcing, shorted electrical equipment	1
541 - Animal problem	2
552 - Police matter	2
611 - Dispatched & canceled en route	3
611A - Cancelled by EMS	1
700 - False alarm or false call, other	2
733 - Smoke detector activation due to malfunction	1
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	3
TOTAL	44

RESPONSE ZONE: DARLINGTON COUNTY

143 - Grass fire	1
311 - Medical assist, assist EMS crew	14
311A - Ambulance Driver	1
311C - Cardiac Arrest	1
311K - Unconscious	2
322 - Motor vehicle accident with injuries	5
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	2
352 - Extrication of victim(s) from vehicle	1
411 - Gasoline or other flammable liquid spill	1

444 - Power line down	1
611 - Dispatched & canceled en route	5
611A - Cancelled by EMS	1
611C - Cancelled by the Alarm Company	1
611D - Cancelled by LEO	1
622 - No incident found on arrival at dispatch address	2
631 - Authorized controlled burning	2
711 - Municipal alarm system, malicious false alarm	1
735 - Alarm system sounded due to malfunction	1
743B - From Construction	1
745 - Alarm system activation, no fire - unintentional	2
TOTAL	47
 TOTAL CALLS FOR MARCH 2024	 91



Fire Recovery for July 2023 - March 2024

Status	Run Date	Run Number	NFIRS	Paid Date	Insurance	Invoiced	Received	FD%
Payment Received	10/17/2022	22-1111	322	07/03/2023	Geico	\$ 692.12	\$ 470.00	\$ 376.00
Payment Received	05/02/2023	23-521	735	07/10/2023	Thad Saleeby Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	05/24/2023	23-614	111	07/13/2023	State Farm	\$ 1,120.00	\$ 500.00	\$ 400.00
Payment Received	06/06/2023	23-659	745	07/13/2023	Morrell Properties LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	05/31/2023	23-643	745	07/21/2023	Coker University	\$ 300.00	\$ 288.00	\$ 230.40
Payment Received	04/25/2023	23-497	743	07/21/2023	Coker University	\$ 200.00	\$ 192.00	\$ 153.60
Payment Received	06/19/2023	23-721	324	07/22/2023	State Farm	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	05/08/2023	23-537	745	08/01/2023	Harbor Freight	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	07/01/2023	23-785	743	08/21/2023	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/03/2023	23-648	745	08/21/2023	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	07/12/2023	23-824	735	08/26/2023	Lowes Home Center	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	06/26/2023	23-766	735	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/09/2023	23-679	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00

Payment Received	06/20/2023	23-734	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/08/2023	23-675	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/22/2023	23-742	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/25/2023	23-765	735	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/09/2023	23-677	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/09/2023	23-684	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/09/2023	23-680	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/20/2023	23-736	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00

Payment Received	06/26/2023	23-767	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/22/2023	23-741	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/15/2023	23-706	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/21/2023	23-739	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/02/2023	23-647	733	08/30/2023	Carolina Pines Regional Medical Center	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	08/15/2023	23-955	322	09/09/2023	CBCS	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	12/27/2022	22-1464	744	09/15/2023	IAS Properties LLC	\$ 300.00	\$ 227.67	\$ 182.14
Payment Received	06/18/2023	23-717	735	09/24/2023	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/11/2023	23-689	735	09/24/2023	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	07/20/2023	23-851	735	09/29/2023	Coker University	\$ 300.00	\$ 288.00	\$ 230.40
Payment Received	08/30/2023	23-1006A	322	09/29/2023	State Farm	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	09/06/2023	23-1030	324	10/03/2023	Nationwide	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	09/01/2023	23-1012	131	10/05/2023	Nationwide	\$ 677.00	\$ 677.00	\$ 541.60
Payment Received	05/08/2023	23-538	324	10/05/2023	State Farm	\$ 554.00	\$ 250.00	\$ 200.00

Payment Received	11/18/2021	21-1048B	322	10/09/2023	State Farm	\$ 237.00	\$ 237.00	\$ 189.60
Payment Received	08/30/2023	23-1003	324	10/19/2023	State Farm	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	07/06/2023	23-806	743	11/01/2023	Patriot Living LLC	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	04/08/2023	23-436	735	11/01/2023	Patriot Living LLC	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	10/05/2023	23- 1127	322	11/05/2023	State Farm	\$ 554.00	\$ 250.00	\$ 200.00
Payment Received	09/18/2023	23- 1076	744	11/06/2023	Coker University	\$ 300.00	\$ 288.00	\$ 230.40
Payment Received	09/13/2023	23- 1062	745	11/06/2023	Coker University	\$ 300.00	\$ 288.00	\$ 230.40
Payment Received	09/13/2023	23- 1061	745	11/06/2023	Coker University	\$ 200.00	\$ 192.00	\$ 153.60
Payment Received	10/12/2023	23- 1157	745	11/07/2023	Caresouth	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	10/24/2023	23- 1202	322	11/08/2023	Geico	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	11/02/2023	23- 1229	322	11/14/2023	Geico	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	10/12/2023	23- 1156	745	11/15/2023	Morrell Properties LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	08/15/2023	23-956	352	11/29/2023	Geico	\$ 1,948.00	\$ 1,948.00	\$ 1,558.40
Payment Received	09/14/2023	23- 1064	131	11/29/2023	Geico	\$ 677.00	\$ 677.00	\$ 541.60
Payment Received	10/22/2023	23- 1196	745	11/29/2023	SC Governor's School for Science & Mathematics	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	10/20/2023	23- 1180	322	12/04/2023	Geico	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	07/26/2023	23-880	745	12/04/2023	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	07/12/2023	23-821	743	12/04/2023	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	11/08/2022	22- 1212	322	12/12/2023	Auto Owners	\$ 487.00	\$ 487.00	\$ 389.60

Payment Received	10/13/2023	23- 1160	324	12/21/2023	State Farm	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	10/06/2023	23- 1134	743	12/23/2023	Coker University	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	06/19/2023	23-720	322	12/28/2023	State Farm	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	11/21/2023	23- 1297	745	12/28/2023	Morrell Properties LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	10/18/2023	23- 1175	324	12/29/2023	State Farm	\$ 554.00	\$ 250.00	\$ 200.00
Payment Received	11/11/2023	23-1261	322	12/30/2023	State Farm	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	11/03/2023	23-1236	111	01/02/2024	State Farm	\$ 2,800.00	\$ 500.00	\$ 400.00
Payment Received	12/09/2023	23-1345	324	01/02/2024	State Farm	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	08/14/2023	23-953	743	01/03/2024	The Retreat at Carolina Bay	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	09/07/2023	23-1038	744	01/03/2024	The Retreat at Carolina Bay	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	08/12/2023	23-948	735	01/03/2024	The Retreat at Carolina Bay	\$ 200.00	\$ 150.00	\$ 120.00
Payment Received	06/07/2023	23-663	324	01/15/2024	Progressive	\$ 487.00	\$ 467.54	\$ 374.03
Payment Received	12/08/2023	23-1342	322	01/23/2024	State Farm	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	02/28/2023	23-291	324	01/24/2024	USAA	\$ 237.00	\$ 227.52	\$ 182.02
Payment Received	12/08/2023	23-1340	714	01/25/2024	Morrell Properties LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	08/04/2023	23-911	743	02/06/2024	Patriot Living LLC	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	01/07/2024	24- 0030	324	02/07/2024	State Farm	\$ 598.67	\$ 250.00	\$ 200.00
Payment Received	12/09/2023	23-1345	324	02/07/2024	State Farm	\$ 237.00	\$ 227.52	\$ 182.02
Payment Received	11/17/2021	21-1044	322	02/08/2024	AARP	\$ 554.00	\$ 554.00	\$ 443.20

Payment Received	12/09/2023	23- 1347	735	02/19/2024	MPT of Hartsville Capella LLC	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	01/27/2024	24- 0112	322	02/20/2024	Geico	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	10/08/2021	21-899	322	02/22/2024	National General	\$ 554.00	\$ 25.00	\$ 20.00
Payment Received	10/06/2023	23-1140	733	02/26/2024	Coker University	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	11/01/2023	23-1228	324	02/29/2024	Allstate	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	12/21/2023	23-1384	735	03/07/2024	Hartsville Special Housing INC	\$ 200.00	\$ 192.00	\$ 153.60
Payment Received	09/09/2023	23-1048	745	03/10/2024	Patriot Living LLC	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	09/10/2023	23-1053	735	03/10/2024	Patriot Living LLC	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	11/27/2023	23-1313	735	03/22/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	10/30/2023	23-1219	324	03/26/2024	ACE America Ins	\$ 1,226.00	\$ 1,226.00	\$ 980.80
					Grand Total:	\$ 35,012.79	\$ 28,138.25	\$ 22,510.61



GRANTS REPORT

ACTIVE PROJECTS	
Agency	Project
RIA	Smith Street Well Project
RIA - SCIIP	Water & Wastewater Improvements
Byerly Foundation	Police Youth Academy; Business Builder; Façade Grant Program; Hartsville Museum Digitization Project
SCDPS	SRO for Butler Academy
SC Dept. of Archives & History	Greenlawn & Marion Ave. Cemetery Improvements
FEMA	City Hall EOC Generator

APPLICATIONS SUBMITTED/PENDING NOTIFICATION			
Agency	Project	Submission Month/Year	Amount
Environmental Protection Agency (EPA)	Brownfield Assessment Grant	Dec-23	\$500,000
SCDPS	SRO for Butler Academy (24-25)	Feb-24	\$95,751
AARP	City Hall Push Button Doors	Feb-24	\$28,670
US DOT	South Hartsville Corridor Revitalization Master Plan	Feb-24	\$852,000
FEMA	AFG Self Contained Breathing Apparatuses (Fire Dept)	Mar-24	\$355,855
SC Forestry Commission	Hartsville Downtown District Master Plan	Mar-24	\$56,727
SCDPS	JAG Radio Upgrades & Replacement	Mar-24	\$112,135
MASC	Asset Management Software Reimbursement (Public Works)	Mar-24	\$4,000
MASC	Confined Space Tripod Kit Reimbursement (Public Works)	Mar-24	\$4,000
SCPRT	Tourism Advertising Grant	Mar-24	\$45,000

TOTAL PENDING	\$2,054,138
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APPLICATIONS AWARDED (2021 - PRESENT)			
Agency	Project	Award Year	Amount
SCDOC	CDBG South Park Sewer Upgrades	2021	\$750,000
SC Aeronautics	Terminal Building	2021	\$500,000
SC Aeronautics	Terminal Building & Access Road Construction	2021	\$56,573
FAA	Terminal Construction	2021	\$666,666
SCDPS	Highway Safety	2021	\$58,789
SCPRT	Tourism Advertising Grant	2021	\$41,287
RIA	Smith Street Well Project	2021	\$500,000
SCDOC	Opportunity Zone Study	2021	\$25,000
FAA	Airport Rescue Grant	2021	\$32,000

APPLICATIONS AWARDED (2021 - PRESENT)			
Agency	Project	Award Year	Amount
ARPA	ARPA Funds	2021	\$1,877,365
FAA	Airport Improvement Program CRSA	2022	\$13,000
ARPA	ARPA Funds	2022	\$1,877,365
Byerly Foundation	Surveillance Equipment	2022	\$50,000
SCPRT	Tourism Advertising Grant	2022	\$40,500
Duke Energy	Pride Park Improvements	2022	\$15,000
SCAC	Airport Stormwater Pollution Prevention Plan	2023	\$23,620
FEMA	Hurricane Ian Damages	2023	\$9,926
FEMA	Hurricane Ian Management Costs	2023	\$496
SCPRT	Tourism Advertising Grant	2023	\$43,875
MASC	Public Works Equipment Reimbursement	2023	\$1,045
MASC	Public Works GPR System Reimbursement	2023	\$4,000
SC Office of State Fire Marshall	VSAFE Grant; Multi-gas detector/Thermal imaging cameras	2023	\$13,350
RIA	Water & Wastewater Improvements (SCIIP Grant Match)	2023	\$500,000
RIA - SCIIP	Water & Wastewater Improvements	2023	\$8,500,000
US DOJ	Bullet Proof Vest Partnership	2023	\$4,092
SCPRT	Tourism Advertising Grant	2023	\$40,444
Duke Energy	Emergency Preparedness (Drone)	2023	\$20,000
Byerly Foundation	HFD Auto Extrication Tools	2023	\$59,151
Byerly Foundation	Hartsville Museum Digitization Project	2023	\$7,800
Byerly Foundation	Downtown Façade Grant Program	2023	\$1,377
SCDPS	SRO for Butler Academy (23-24)	2023	\$135,350
SC Dept. of Archives & History	Greenlawn & Marion Ave. Cemeteries Improvements	2023	\$526,396
Bureau of Justice Assistance (BJA)	Body Armor Vests	2023	\$3,294
Duke Energy Foundation	Pride Park Improvements	2024	\$5,000
US DOJ	Bullet Proof Vest Partnership	2024	\$3,484
FEMA	Hurricane Idalia Damages	2024	\$4,090
FEMA	City Hall Generator	2024	\$118,771
SCDHEC	Mosquito Control Equipment	2024	\$32,785
SC Arts Commission	Cultural District Marketing	2024	\$500
TOTAL AWARDED			\$16,562,389

Should you have any questions regarding this report, please contact me at 843.383.3015, ext. 1203, or chastity.jenkins@hartsvillesc.gov. Thank you!

Monthly Departmental Report: Finance



Monthly Revenue Report

Month of: March 2024

Hospitality taxes collected:	\$116,286.00
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	
Accommodation taxes collected:	\$14,511.67
(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:	\$1,300.00

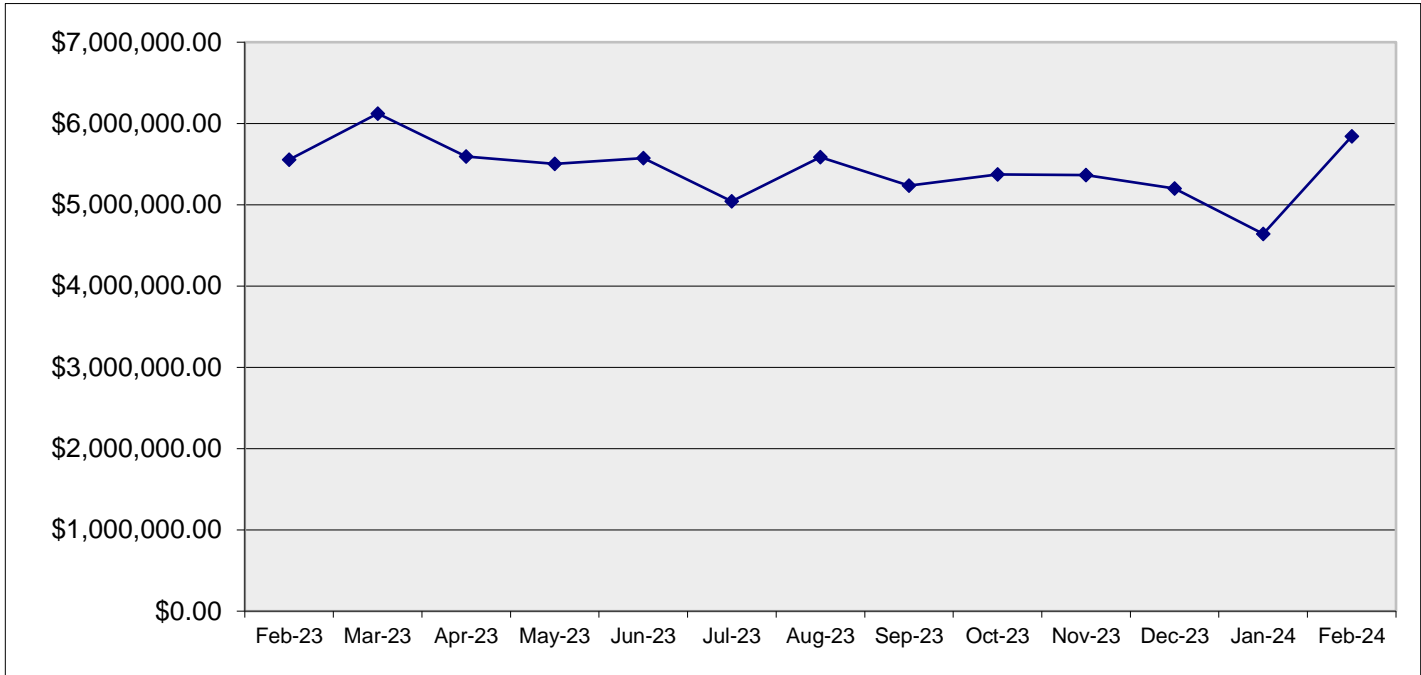
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid	
Feb-23	\$5,553,237.53	\$	111,064.76	\$ (2,024.45)	\$ 506.64	\$ 109,546.95
Mar-23	\$6,122,382.24	\$	122,447.65	\$ (2,390.56)	\$ 386.09	\$ 117,155.96
Apr-23	\$5,594,805.97	\$	111,896.18	\$ (2,185.56)	\$ 266.19	\$ 109,976.81
May-23	\$5,504,176.56	\$	110,083.54	\$ (2,145.36)	\$ 283.23	\$ 108,221.41
Jun-23	\$5,572,408.56	\$	111,448.19	\$ (2,125.40)	\$ 702.70	\$ 110,025.49
Jul-23	\$5,041,021.61	\$	100,820.94	\$ (1,879.42)	\$ 950.48	\$ 99,892.00
Aug-23	\$5,587,061.87	\$	111,741.25	\$ (2,192.14)	\$ 128.33	\$ 109,677.44
Sep-23	\$5,233,403.45	\$	104,666.06	\$ (2,009.86)	\$ 590.28	\$ 102,768.02
Oct-23	\$5,372,872.24	\$	107,457.89	\$ (2,072.87)	\$ 464.25	\$ 105,499.53
Nov-23	\$5,366,726.30	\$	107,334.53	\$ (2,100.73)	\$ 776.87	\$ 106,050.44
Dec-23	\$5,200,320.89	\$	104,006.37	\$ (2,039.94)	\$ 343.90	\$ 102,310.33
Jan-24	\$4,641,862.19	\$	92,837.28	\$ (1,844.91)	\$ 16.85	\$ 91,009.22
Feb-24	\$5,843,301.46	\$	116,865.97	\$ (2,075.35)	\$ 1,495.38	\$ 116,286.00
TOTAL	\$70,633,580.87	\$	1,412,670.61	\$ (27,086.55)	\$ 6,911.19	\$ 1,388,419.60

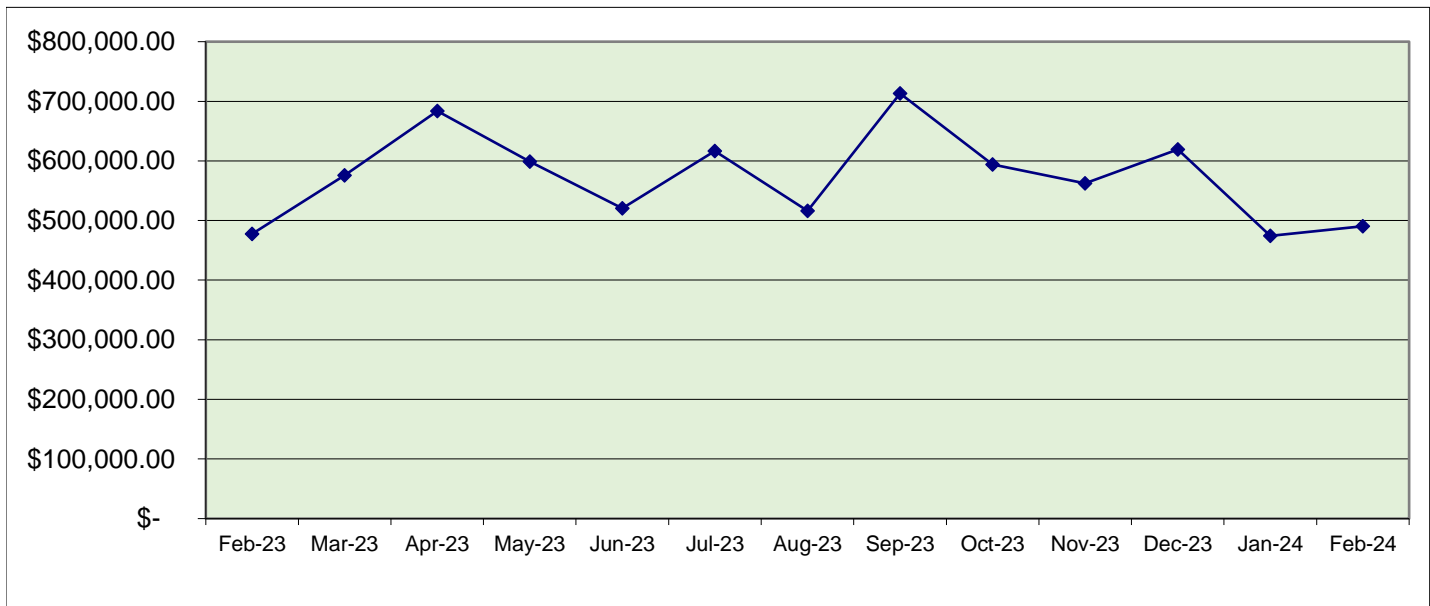
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
Feb-23	\$ 477,667.69	\$ 14,330.03	\$ (273.90)	\$ 33.09	\$ 14,089.22
Mar-23	\$ 575,737.98	\$ 17,272.15	\$ (337.10)		\$ 16,935.05
Apr-23	\$ 683,763.56	\$ 20,512.90	\$ (344.19)	\$ 309.89	\$ 20,478.60
May-23	\$ 599,013.12	\$ 17,970.40	\$ (353.50)		\$ 17,616.90
Jun-23	\$ 520,345.09	\$ 15,610.35	\$ (312.21)		\$ 15,298.14
Jul-23	\$ 616,597.45	\$ 18,497.93	\$ (309.49)	\$ 302.42	\$ 18,490.86
Aug-23	\$ 516,220.37	\$ 15,486.60	\$ (309.74)	\$ -	\$ 15,176.86
Sep-23	\$ 713,067.11	\$ 21,392.01	\$ (344.51)	\$ 1,062.02	\$ 19,495.14
Oct-23	\$ 594,256.50	\$ 17,827.70	\$ (318.92)	\$ 188.14	\$ 17,696.92
Nov-23	\$ 562,155.98	\$ 16,864.68	\$ (319.70)	\$ 87.91	\$ 16,632.89
Dec-23	\$ 619,279.11	\$ 18,578.37	\$ (451.56)		\$ 18,126.81
Jan-24	\$ 474,257.45	\$ 14,227.74	\$ (284.57)		\$ 13,943.17
Feb-24	\$ 490,382.52	\$ 14,711.46	\$ (278.48)	\$ 78.69	\$ 14,511.67
TOTAL	\$ 7,442,743.93	\$ 223,282.32	\$ (4,237.87)	\$ 2,062.16	\$ 218,492.23

Hospitality Tax Chart for past 12 months



Accommodation Tax Chart for past 12 months



	A	B	C	D	E	F	G	H	I	J	K
1											
2			HUMAN RESOURCES	MONTHLY REPORT	Mar-24						
3											
4							DIVERSITY				
5	Home Department**	February Head Count	March Hire	March Termed	March Transferred Out	March Head Count	Asian	Black or African American	Hispanic or Latino	White	2 or More Races
6	000411 / Mayor Council Clerk	9	0	0	0	9	0	3	0	6	0
7	000412 / Court Operations	4	0	0	0	4	0	2	0	2	0
8	000413 / City Manager	1	0	0	0	1	0	0	0	1	0
9	000415 / Finance	9	0	0	0	9	0	2	0	7	0
10	000417 / Human Resources	3	0	0	0	3	0	2	0	1	0
11	000418 / Main Street Hartsville	1	0	0	0	1	0	0	0	1	0
12	000419 / Business Navigator	1	0	0	0	1	0	1	0	0	0
13	000421 / Police Department	42	0	0	0	42	0	2	0	40	0
14	000422 / Fire Department	32	0	2	0	30	0	3	0	27	0
15	000423 / Victim's Advocate**	1	0	0	0	1	0	1	0	0	0
16	000426 / Tourism	3	0	0	0	3	0	0	0	3	0
17	000431 / Maintenance	2	0	0	0	2	0	1	0	1	0
18	000432 / Sanitation Dept.	13	0	1	0	12	0	9	0	3	0
19	000452 / Parks & Recreation	7	1	0	0	8	0	4	0	3	0
20	000453 / Streets & Grounds	12	0	2	0	10	0	6	0	4	0
21	000454 / Museum Operations	2	0	0	0	2	0	0	0	2	0
22	000500 / Water Utilities	11	0	1	0	10	0	2	0	9	0
23	000600 / Sewer Utilities	2	0	0	0	2	0	1	0	1	0
24	000700 / School Crossing Guards	7	0	1	0	6	0	2	0	4	0
25	000800 / Storm Water Utilities	1	0	0	0	1	0	0	0	1	0
26	000900 / Water Park	3	0	0	0	3	0	0	0	3	0
27	000950/Lifeguard	3	28	0	0	31	0	7	1	21	2
28	000970 Park Services	0	17	0	0	17	0	13	0	4	0
29	000980 Food & Beverage	1	11	0	0	12	0	11	0	1	0
30	000990 Guest Services	2	19	0	0	21	0	16	0	5	0
31	Totals:	172	76	7	0	241	0	88	1	150	2
32	**Based on Home Departments/does not reflect employees with dual departments; Victim's Advocate headcount reflected in 421 / No seasonal or interns										
33											
34	Completed Events in March										
35	<u>Neptune Hiring Begins for Season 7</u>	3/9/2024									
36	<u>Daylight Saving's Time Begins</u>	3/10/2024	Spring Forward								
37	<u>Take Your Student To Workday</u>	3/22/2024									
38	<u>Good Friday</u>	3/29/2024	Holiday Office Closed								
39	<u>Easter Sunday</u>	3/31/2024									
40											
41											
42											
43	Upcoming Events in April										
44	<u>Administrative Professionals Day</u>	4/24/2024									
45	<u>Hartsville Farmers Market</u>	4/13/2024									
46	<u>Spring Art and Wine Stroll</u>	4/26/2024									
47											
48											
49											
50											
51											
52											
53											
54											



Date: April 3, 2024

To: City of Hartsville, City Council

From: Matthew Winburn, Main Street Manager

Re: **Monthly Status Report for March**

Status Report & Updates

April Calendar of Events

8th- Main Street Hartsville Advisory Board Meeting | 5:30pm | Hartsville Council Chambers

13th- Hartsville Farmers Market Opening Day | 9am-12pm | Cargill Way

16th- Chats and Cheers Meeting | 6:00pm-7:00pm | Coker University

26th- Spring Art and Wine Stroll | 6:00pm-8:00pm | Downtown District

Current Social Media Stats:



Facebook: 8,949 Followers

Instagram: 2,028 Followers

Main Street Hartsville Occupancy rate- 95%

Businesses that closed: None

Planned businesses: Hemp House- Open at 209 N. Fifth St.

Journey Soap Bar- Reopened at 131 W. Carolina Ave.

Jazzy Blues

March Recap

Main Street Hartsville received a positive visit from Main Street SC in March for an annual progress report. A tour was given to MSSC staff and MSH touted all the successes we've seen this last month and talked about the plans for this coming year. MSSC provided valuable resources for best practices as we look past revitalization and into economic development.

2024 Work Plan:

Based on conversations with downtown business and property owners, as well as with local community members, an implementation plan was created for the 2024-25 work year. The implementation plan utilizes the Four-Points Approach of organization, promotions, design, and economic vitality. Highlights include the following strategies and objectives:

Transformation Strategies

1. Execute the hARTSville Cultural District Strategic Plan
2. Main Street Hartsville develops a more sustainable and livable downtown community.
3. Main Street Hartsville is a resource for Small Business Development.

Transformation Strategy: Define the District through Arts and Culture

Why: Downtown Hartsville has a long history of historic preservation and maintaining a clean appearance in Downtown Hartsville. These principles have helped Downtown Hartsville remain the heart of Hartsville. As City Council has supported Main Street Hartsville as the champion of Downtown Hartsville, it is imperative that we clearly define who and what Main Street Hartsville is, including the boundaries, and how we tie in the surrounding overlays into Downtown Hartsville with attractive and complementary entryways. Downtown Hartsville will be seen as an attractive city with a focus on sustainability and creative placemaking. As the facilitator the new hARTSville Cultural District, we will apply the transformative applications of the arts to guide the visual parameters of the district.

Goal #1: Preserve and promote the new hARTSville Cultural District through new wayfinding signs, banners, and joggling boards

Goal #2: Create new busking and public art ordinances to help regulate public art.

Goal #3: Create new walking trail that promotes historic, cultural, and artistic assets to increase visitors to the district.

Goal #4: Work with City of Hartsville to address lighting issue downtown.

Annual Responsibilities: Offer new signage for new businesses during building renovations, continue to offer façade design consultation and resources, update MAESTRO and ESRI StoryMaps with downtown property details, work with property owners to find best solutions for space usage, execute the strategic plans of the hARTSville Cultural District.

Main Street Approach Areas: Organization, Promotion, Design

Transformation Strategy: Town & Gown Relationship

Why: Given the size of Main Street Hartsville's boundaries, we are striving to be seen as a 15-minute city. Everything you need for daily life can be found with a 15-minute walk. Additionally, we are bordered by Coker University and the SC Governor's School for Science and Mathematics, which brings over 4,000 students, faculty, and staff to Downtown Hartsville daily.

Goal #1: Work with Coker University and SCGSSM to make it easier for students to volunteer or be involved with City activities.

Goal #2: Work with Coker University to identify barriers to participation and engagement downtown; share this information with business community.

Goal #3: Work with educational institutions and business community to offer student discounts; increase the number of businesses that accept Cobra Cash.

Goal #4: Partner with Coker University to install new Coker-themed art installation.

Annual Responsibilities: Work with downtown businesses to provide data that helps them better target daytime workers, students, and downtown residents; Include Coker activities on MSH events calendar; hire Coker intern to assist with MSH projects; have more City of Hartsville presence at Coker events.

Main Street Approach Areas: Economic Vitality, Promotion, Design

Transformation Strategy: Small Business Development

Why: Downtown Hartsville must continue to make a focused and concerted effort to retain and recruit downtown businesses, foster resiliency, and assist entrepreneurs through the business cycle through resource provision. Downtown Hartsville has also positioned itself as a leading destination in the region for quality shopping, dining, culture, and entertainment. It is critical that we work to maintain and enhance our reputation as leaders in these areas as we eye a win at GAMS.

Goal #1: Work with the City of Hartsville to produce investor opportunities and expand incentives for new businesses to move into Downtown Hartsville.

Goal #2: Improve Wi-Fi connections in Downtown Hartsville.

Goal #3: Develop new grant opportunities for small businesses to focus on new product/service expansion.

Goal #4: Produce new collateral to highlight and attract new businesses and visitors to Downtown Hartsville.

Annual Responsibilities: Update new business welcome guide, promote Main Street affiliation and program, work with community partners to produce annual events, actively promote small businesses through new marketing promotions including itineraries, storytelling, and other creative efforts.

Main Street Approach Areas: Economic Vitality, Promotion



Monthly Departmental Report – MARCH 2024

Visitor Demographics 2024

MONTH	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total	Website	Facebook
January	10	12	25	16	5	4	72	427	2979
February	18	23	16	25	22	23	127	445	3015
March	24	24	18	17	50	10	143	547	3042
April									
May									
June									
July									
August									
September									
October									
November									
December									
YEAR TO DATE	52	59	59	58	77	37	342		

Visitors Signing Guest Book came from:

West Des Moines, Iowa	Richmond, Indiana	Cairo, New York	Stafford, Virginia
King George, Virginia	Jacksonville, Florida	Deltona, Florida	Norrkoping, Sweden
Oak Park, Illinois	Bonita Springs, Florida	Cleveland, Ohio	Hollywood, S.C.
East Orange, New Jersey	Charlotte, N.C.	York, S.C.	Loris, S.C.
Cheraw, S.C.	Florence	Darlington	Hartsville

Museum News:

- The 46th Annual South Carolina Watermedia Society Traveling Exhibit ended after eight weeks on display.
- Hartsville High School IB Art students brought their art work and will be on display April 8 – May 3.
- Donations for March included: Eric Steen donated two Hartsville Juniorette Yearbooks 1980 and 1981 and four HHS Retrospect's 1982-1985.

Monthly Report

Date: 04/02/2023

1. March Events
<ul style="list-style-type: none">• Senior Easter Egg Hunt
2. Plans for April
<ul style="list-style-type: none">• Top Gun Softball Tournament – April 6th, 7th• USSSA Baseball Tournament – April 13th, 14th• DC Fastpitch Softball Tournament – April 20th, 21st• CivicRec (Recreation Software) goes live April 8th• Family Game Night at T.B. Thomas Sports Center – April 26th
3. Membership Count:
<ul style="list-style-type: none">• 512
4. Programs:
Cardio Step: Monday and Wednesdays 9:00 a.m. – 10:00 a.m. Let's Dance: Mondays 5:30 p.m. – 6:30 p.m. Low Impact: Tuesday and Thursdays 9:00 a.m. – 9:30 a.m. Zumba: Tuesday and Thursdays 10:00 a.m. – 11:00 a.m. Yoga: Tuesday and Thursdays 9:00 a.m. 10:00 a.m. Dance Fitness: Tuesday and Thursdays 5:30 p.m. – 6:30 pm. Line Dancing: Wednesday 5:30 p.m. – 6:30 p.m. Pickleball: Wednesdays 9:00 a.m. – 1 p.m. 6:00 p.m. – 8:00 p.m.

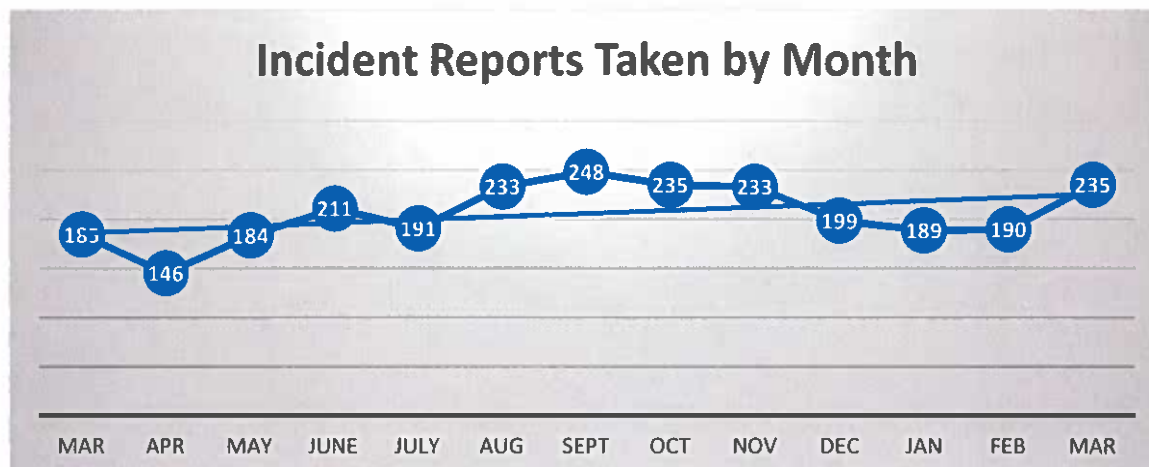
Hartsville Police Department

Monthly Report



March 2024

Prepared by Kelley Woodham



Incident Reports taken are a reflection of reports actually written. A report is not written for every call. Reports taken seem to fluctuate around an average of about 200 per month, with a slight decrease over the previous 12 months.

Arrestees and Victims

On average, between 60-65% of arrested persons come from outside the city limits, showing that we serve many more people than our in-town population.

March 2024 gave us 130 arrests, including 11 Juveniles (mostly drug/narcotics and NRP).

Crime Types

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

Burglary	1	(100% from outside City)
Assaults	22	(55% from outside City)
Car Theft	0	(0% from outside City)
Thefts	6	(50% from outside City)
Shopliftings	0	(0% from outside City)
Forgery/Fraud	2	(100% from outside City)
Drug Offenses	37	(73% from outside City)
DUI/Drunkenness	6	(100% from outside City)
Non-Reported State	31	(68% from outside City)*

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

Totals for all arrests (including those not listed above)

91 of 130 people arrested (70%) live outside the city limits.

Arrest Race/Sex Totals by Offense

Hartsville Police Department
(03/01/2024 - 03/31/2024)

Primary Offense:	White Male:	Black Male:	Indian Male:	Asian/ Pac. Isl. Male:	White Female:	Black Female:	Indian Female:	Asian/ Pac. Isl. Female:	Juven.:	Adult:	Resd.:	NonRes.:	Arrests:
120 - Robbery	1	0	0	0	0	0	0	0	0	1	0	1	1
13A - Aggravated Assault	3	2	0	0	0	0	0	0	0	5	3	2	5
13B - Simple Assault	5	6	0	0	0	6	0	0	7	10	7	10	17
220 - Burglary/Breaking & Entering	0	1	0	0	0	0	0	0	0	1	0	1	1
23F - Theft From Motor Vehicle	0	2	0	0	0	0	0	0	0	2	2	0	2
23H - All Other Larceny	1	2	0	0	0	1	0	0	0	4	1	3	4
250 - Counterfeiting/Forgery	0	2	0	0	0	0	0	0	1	1	0	2	2
26A - False Pretenses/Swindle/Confidence Game	0	0	0	0	1	0	0	0	0	1	0	1	1
26F - Identity Theft	0	0	0	0	0	1	0	0	0	1	0	1	1
270 - Embezzlement	0	0	0	0	1	0	0	0	0	1	0	1	1
280 - Stolen Property Offenses	0	1	0	0	0	0	0	0	0	1	0	1	1
35A - Drug/Narcotic Violations	12	15	0	0	4	6	0	0	1	36	10	27	37
520 - Weapon Law Violations	1	2	0	0	0	0	0	0	2	1	2	1	3
90C - Disorderly Conduct	1	1	0	0	2	1	0	0	0	5	1	4	5
90D - Driving Under the Influence	1	3	0	0	1	0	0	0	0	5	0	5	5
90E - Drunkenness	0	0	0	0	1	0	0	0	0	1	0	1	1
90F - Family Offenses, Nonviolent	0	1	0	0	0	0	0	0	0	1	1	0	1
90G - Alcohol Law Violations	5	2	0	0	2	0	0	0	0	9	0	9	9
90Z - All Other Offenses	0	2	0	0	0	0	0	0	0	2	1	1	2
NRP - Not Reported to State	6	10	0	0	9	6	0	0	0	31	10	20	31
Totals:	36	52	0	0	21	21	0	0	11	119	38	91	130



Date: April 3, 2024

To: City of Hartsville

From: Michelle Byers Brown, Director of Tourism and Communications

Re: Tourism and Events Report- March 2024

Current social media counts

City of Hartsville Facebook – 12,187 followers (New page followers last 28 days: 115)

City of Hartsville Instagram – 2391 followers (New page followers last 28 days: 59)

Visit Hartsville SC Facebook – 342 followers (New page followers last 28 days 10)

Visit Hartsville SC Instagram– 1617 followers (New page followers last 28 days 11)

On Facebook, if you haven't already, please follow: <https://www.facebook.com/ItsHartsville> to follow our Tourism Department news. This page will serve as our social media outlet for tourism and social related events.

March 2024 Key Sales

Gross sales- \$1096.75

Taxes- \$67.92

Most popular – Hartsville Sweatshirts, Main Street Hartsville Gift Certificates

New Items:

Hartsville T-Shirts

Special Events Rentals

Lawton: 0

Edition: 7

The Tourism Department launched our 2024 Season on Saturday, March 23, 2024, in collaboration with Coker University by hosting our Annual Easter Eggstravaganza. Despite uncooperative weather we were still able to have a great event held outside on the Coker University Campus. There were lots of smiling faces which made up for the lack of sunshine. Thank you to the Police Department for your support at this event as well.



On Going Tourism Team Projects

- Working on developing branding for Cultural District as well as suggestions for governance of District moving forward.
- Continuing to learn about our new Placer AI program to enable us to gauge the success of events and economic impacts on the City
- Increased Social Media Reels which brought a very good response.
- Working to gain sponsors for our Summer events.
- Continue to work closely with HR and Neptune Island to provide collateral for recruiting and also a PR Campaign (radio, digital, print advertising) to increase applicants and community awareness.
- Working to help Police and Fire with collateral, publicity, and civic engagement.



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: 4468 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of a one year lease of 149 W Carolina Avenue to the DC Humane Society.

BACKGROUND SUMMARY:

Approval of a one year lease of 149 W Carolina Avenue to the DC Humane Society.

IMPACT IF DENIED:

The City will lose \$6,000 in annual rental income.

IMPACT IF APPROVED:

The City will receive \$6,000 in annual rental income.

FINANCIAL IMPACT:

The City will receive \$500 monthly in rental income.

ATTACHMENTS:

Description

- ▣ ORD 4468
- ▣ ORD 4468 Lease Agreement

ORDINANCE 4468

AN ORDINANCE 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 the City does hereby lease the building at 149 West Carolina Avenue to Darlington County Humane Society for a one-year term beginning May 1, 2024 and ending April 30, 2025 for \$500.00 monthly.

NOW, THEREFORE BE IT FURTHER ORDAINED, 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 _____th day of _____ 2024 and to become effective upon final reading.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk

First Reading: March 12, 2024
Public Hearing:
Final Reading:

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 1st day of May, 2024, to the 30th day of April, 2025.

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

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

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

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

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

RIGHTS AND RESPONSIBILITIES:

TENANT shall be responsible for the payment of any utility bills related to the TENANT'S occupancy and use of the leasehold premises.

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 _____, 2024.

Daniel P. Moore
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: Andrea D. Crenshaw, City Clerk

{Seal}



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-24-01 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval to apply for a SC Department of Archives and History grant funds through the Federal Historic Preservation grant program.

BACKGROUND SUMMARY:

Lawton Park Pavilion requires stabilization repairs due to water damage. As a National Register listed building the stabilization work is eligible for a grant to reimburse up to 50% of the project costs.

IMPACT IF DENIED:

The City will pay the full cost of the stabilization work on Lawton Park Pavilion.

IMPACT IF APPROVED:

The City will apply for reimbursement of up to 50% of the project costs for the stabilization work on Lawton Park Pavilion.

ATTACHMENTS:

Description

▯ RES042401

RESOLUTION 04-24-01

APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF ARCHIVES AND HISTORY (SCDAH) GRANT.

WHEREAS, the City of Hartsville desires to apply for SC Department of Archives and History (SCDAH) reimbursement grant funds via the Federal Historic Preservation grant program; and,

WHEREAS, the City of Hartsville seeks a 50% reimbursement grant for project costs related to the stabilization of the Lawton Park Pavilion; and,

WHEREAS, the stabilization necessary for the Lawton Park Pavilion includes repairs and replacement of walls and doors that have deteriorated due to water damage; and

WHEREAS, the estimated cost of the wall and doors repairs and replacement is approximately Forty-Six Thousand Nine Hundred Dollars (\$46,900); and

WHEREAS, the city seeks a reimbursement grant in the amount of approximately Twenty-Three Thousand Four Hundred Fifty Dollars (\$23,450) with a commitment to fund the project.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the application for the SCDAH Federal Historic Preservation grant program is hereby approved.

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

BE IT HEREBY RESOLVED, in meeting duly advertised and assembled the ____ day of ____ 2024.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-24-02 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of a letter support for a proposed workforce housing development.

BACKGROUND SUMMARY:

KCG Development is proposing to build a workforce housing development in Hartsville. The application for funding requires a letter of support from the local government.

ATTACHMENTS:

Description

- ▣ RES042402
- ▣ RES042402 - City Services Cost

RESOLUTION 04-24-02

APPROVAL FOR AUTHORIZATION FOR THE CITY OF HARTSVILLE TO PROVIDE A LETTER OF SUPPORT FOR INFRASTRUCTURE IMPROVEMENTS FOR POTENTIAL WORKFORCE HOUSING PROJECT.

WHEREAS, KCG Development is proposing a workforce housing development known as Sanctuary Villas; and

WHEREAS, their application for funding requires a letter of support from local governments; and

WHEREAS, an estimated cost for services spreadsheet has been prepared as an avenue in which the city could potentially partner with the developers.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville, that a letter of support for the proposed workforce housing development is hereby approved.

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

BE IT HEREBY RESOLVED, in meeting duly advertised and assembled the ____ day of ____ 2024.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk

Service	Fee	Cost	Notes
2" Water Meter	2" Water Tap Fee-Developer Performs	\$880.00	
	Connection Fee	\$50.00	
2" Water Meter	2" Water Tap Fee-Developer Performs	\$880.00	
	Connection Fee	\$50.00	
2" Water Meter	2" Water Tap Fee-Developer Performs	\$880.00	
	Connection Fee	\$50.00	
2" Water Meter	2" Water Tap Fee-Developer Performs	\$880.00	
	Connection Fee	\$50.00	
2" Water Meter	2" Water Tap Fee-Developer Performs	\$880.00	
	Connection Fee	\$50.00	
1.5" Water Meter	1.5" Water Tap Fee-Developer Performs	\$605.00	
	Connection Fee	\$50.00	
2" Irrigation Meter	2" Water Tap Fee-Developer Performs	\$880.00	
	Connection Fee	\$50.00	
6" Sewer Tap	6" Sewer Tap Fee-Developer Performs	\$385.00	
6" Sewer Tap	6" Sewer Tap Fee-Developer Performs	\$385.00	
6" Sewer Tap	6" Sewer Tap Fee-Developer Performs	\$385.00	
6" Sewer Tap	6" Sewer Tap Fee-Developer Performs	\$385.00	
6" Sewer Tap	6" Sewer Tap Fee-Developer Performs	\$385.00	
4" Sewer Tap	4" Sewer Tap Fee-Developer Performs	\$385.00	
4" Fire Line	Fire Line Tap Fee-Developer Performs	\$250.00	
4" Fire Line	Fire Line Tap Fee-Developer Performs	\$250.00	
4" Fire Line	Fire Line Tap Fee-Developer Performs	\$250.00	
4" Fire Line	Fire Line Tap Fee-Developer Performs	\$250.00	
Control Panel		\$6,500.00	
SCADA		\$5,000.00	
Gorman Rupp Super T-4 Pump		\$17,500.00	Would be based off volume of wastewater discharged
Gorman Rupp Super T-4 Pump		\$17,500.00	Would be based off volume of wastewater discharged
Gorman Rupp T-3 Rotating Assembly		\$2,500.00	If new pumps aren't needed, this would be needed for current pumps
Gorman Rupp T-3 Rotating Assembly		\$2,500.00	If new pumps aren't needed, this would be needed for current pumps
Pump Housing		\$10,000.00	Would be needed if new pumps are installed.
Permit Fees	Construction Permit	\$25,971.57	
Total		\$97,266.57	



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

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 04-24-03 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of expenditure of up to \$175,000 of previously obligated ARPA funds for a master plan.

BACKGROUND SUMMARY:

In March City Council obligated the remaining ARPA funds to specified projects which included an updated master plan for Sixth Street corridor and the city owned property at Fourth Street and Railroad Avenue. In addition, the update to the master plan will include an updated housing, market and retail analysis.

ATTACHMENTS:

Description

▣ RES042403

RESOLUTION 04-24-03

APPROVAL OF NOT TO EXCEED ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) FROM PREVIOUSLY OBLIGATED AMERICAN RESCUE PLAN ACT (ARPA) FUNDS FOR A MASTER PLAN.

WHEREAS, the City of Hartsville desires to conduct a renewed master plan for the City; and

WHEREAS, this masterplan is to consists of housing, market and retail analysis, and redevelopment planning for the Sixth Street corridor and the Fourth Street and Railroad Avenues vacant City owned property; and

WHEREAS, the proposal from Boudreaux Group will be inclusive of a master plan which elements may be converted to the city's comprehensive plan when reviewed.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the Boudreaux Group proposal of "not to exceed One Hundred Seventy-Five Thousand Dollars (\$175,000) for the above-mentioned master plan from existing obligated ARPA funds is hereby approved.

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

BE IT HEREBY RESOLVED, in meeting duly advertised and assembled the ____ day of ____ 2024.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, CMC, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
4/9/2024

To: City Council
From: City Manager

Ordinance Number: Council Calendars Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

City Council and Hartsville Events Calendars etc.

ATTACHMENTS:

Description

- ▣ April 2024
- ▣ May 2024
- ▣ April Events
- ▣ MSH Calendar of Events

April 2024

April 2024							May 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	5	6	7	1	2	3	4
14	8	9	10	11	12	13	12	13	14	8	9	10	11
21	15	16	17	18	19	20	19	20	21	15	16	17	18
28	22	23	24	25	26	27	26	27	28	22	23	24	25
	29	30							29	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 31	Apr 1	2	3	4	5	6
7	8 <div>5:30pm Airport Advisory Bd - Airport Board Room (1083 Airport</div> <div>5:30pm Main Street Hartsville Adv Brd - Council Chambers -</div>	9 <div>5:30pm Council Regular Mtg - Chambers - City Council</div>	10 <div>5:00pm Parks & Rec Adv Comm Mtg - TB Thomas Sports Ctr</div>	11	12	13 <div>9:00am Hartsville Farmer's Market (Cargill Way (Cargill Way, Hartsville, South Carolina 29550)) - City.Clerk</div>
14	15	16 <div>6:00pm Chats & Cheers @ Coker University (Coker University) - City.Clerk</div>	17 <div>5:15pm ARB Mtg - Chambers - City Council</div>	18 <div>5:30pm Chamber Annual Banquet (Drengaelen House of Coker University (210 E Home Ave, Hartsville, SC 29550))</div>	19 <div>6:00pm Spring Wine and Art Stroll</div>	20
21	22	23	24	25	26 <div>6:00pm Spring Wine & Art Stroll - Downtown District (Ticketed Event) (Downtown Hartsville) - City.Clerk</div>	27
28	29 <div>5:30pm Planning Comm - Chambers - City Council</div> <div>6:00pm Joint County Dinner Meeting - Town of Lamar Hosts</div>	30	May 1	2	3	4

May 2024

May 2024							June 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	1	2	3	4	2	3	4	5	6	7	1
12	13	14	8	9	10	11	9	10	11	12	13	14	8
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 28	29	30	May 1	2 11:00am Chamber of Commerce Golf Tournament (Hartsville Country Club (116 Golf Course Rd, Hartsville, SC 29550))	3	4
5	6	7 3:30pm HHA - S. Park Apts (Hartsville Housing Authority (1301 S 5th St, Hartsville, SC 29550))	8	9	10	11 9:00am Hartsville Farmer's Market (Cargill Way (Cargill 8:30pm Screen on the Green - Movie: "The Parent Trap" (Burry
12	13 5:30pm Airport Advisory Bd - Airport Board Room (1083 Airport Road) - City Council	14 10:00am HHA - S. Park Apts 5:30pm Council Regular Mtg - Chambers - City Council	15 5:15pm ARB Mtg - Chambers - City Council 6:30pm Museum Comm - Museum - City Council	16	17 6:00pm Downtown Block Party - Band: Analog Saints (E College Ave (E College Ave, Hartsville, South Carolina 29550)) - City.Clerk	18 Neptune Island Water Park - Season Pass Holders Opening Day (Neptune Island Waterpark (1109 14th St, Hartsville, SC
19 Neptune Island Water Park - Opening Day (Neptune Island Waterpark (1109 14th St, Hartsville, SC 29550)) - City.Clerk	20	21 8:30am Chamber State of Power Breakfast @ Hartsville Country Club (Hartsville Country Club (116 Golf Course Rd, Hartsville, SC	22	23	24	25
26	27 Memorial Day Observed City Offices Closed 5:30pm Planning Comm - Chambers - City Council	28	29	30	31	Jun 1

APRIL CITY EVENTS

- 08 Airport Advisory Board Meeting**
5:30 pm
1083 Airport Road
- 08 Hartsville High School IB Art Exhibit**
5:00 pm to 7:00 pm
Hartsville Museum
- 08 Main Street Hartsville Advisory Board Meeting**
5:30 pm
City Hall Council Chambers
- 09 Hartsville City Council Meeting**
5:30 pm
City Hall Council Chambers
- 10 Parks and Recreation Advisory Committee Meeting**
5:00 pm
TB Thomas Center Sports Center
- 13 Hartsville Farmers Market**
9:00 am to 12:00 pm
Cargill Way
- 13 Neptune Island Waterpark Job Fair**
9:00 am to 12:00 pm
TB Thomas Center Sports Center
- 17 Architectural Review Board Meeting**
5:15 pm
City Hall Council Chambers
- 26 Family Game Night**
6:00 pm to 8:00 pm
TB Thomas Center Sports Center (tickets required)
- 26 Spring Art and Wine Stroll**
6:00 pm to 8:00 pm
Downtown Hartsville (tickets required)
- 27 Neptune Island Waterpark Job Fair**
9:00 am to 12:00 pm
TB Thomas Center Sports Center
- 29 Planning Commission Meeting**
5:30 pm
City Hall Council Chambers

Calendar of Events- 2024

City of Hartsville and Main Street Hartsville

MARCH

19- Chats and Cheers	6pm-7pm	Vintage
23- Community Easter Eggstravaganza	10am-12pm	Coker University

APRIL

8- Main Street Hartsville Advisory Board Meeting	5:30pm	Council Chambers
13- Hartsville Farmers Market	9am-12pm	Cargill Way
16- Chats and Cheers	6pm-7pm	Coker University
26- Spring Wine and Art Stroll*	6pm-8pm	Downtown District

MAY

11- Hartsville Farmers Market	9am-12pm	Cargill Way
11- Screen on the Green	8:30pm	Burly Park
17- Downtown Block Party	6pm-9pm	E. College Ave.
21- Chats and Cheers	6pm-7pm	Sam Kendalls

JUNE

8- Hartsville Farmers Market	9am-12pm	Cargill Way
8- Screen on the Green	8:30pm	Burly Park
10- Main Street Hartsville Advisory Board Meeting	5:30pm	Council Chambers
18- Chats and Cheers	6pm-7pm	Peace of Heaven
21- Putterin' Around Downtown*	12pm-8pm	Downtown District
21- Downtown Block Party & Golf Cart Parade*	6pm-9pm	E. College Ave.

JULY

8- Destination Downtown Begins*	All Day	Downtown District
13- Hartsville Farmers Market	9am-12pm	Cargill Way
13- Screen on the Green	8:30pm	Burly Park
16- Chats and Cheers	6pm-7pm	SPC Credit Union
19- Downtown Block Party & Hot Dog Eating Contest	5pm-9pm	E. College Ave.

AUGUST

6- National Night Out	6pm-8pm	Burly Park
10- Hartsville Farmers Market	9am-12pm	Cargill Way
10- Screen on the Green	8:30pm	Burly Park
12- Main Street Hartsville Advisory Board Meeting	5:30pm	Council Chambers
16- Back to School Downtown Block Party	6pm-9pm	E. College Ave.
20- Chats and Cheers	6pm-7pm	TBA

Calendar of Events- 2024

City of Hartsville and Main Street Hartsville

SEPTEMBER

6- Destination Downtown Ends	All Day	Downtown District
14- Hartsville Farmers Market	9am-12pm	Cargill Way
14- Screen on the Green	8:30pm	Burly Park
17- Chats and Cheers	6pm-7pm	TBA
20- PARKing Day*	TBA	Downtown District
20- Downtown Block Party	6pm-9pm	E. College Ave.

OCTOBER

11- Downtown Scarecrow Crawl*	All Day	Downtown District
12- Hartsville Farmers Market	9am-12pm	Cargill Way
14- Main Street Hartsville Advisory Board Meeting	5:30pm	Council Chambers
22- Chats and Cheers	6pm-7pm	TBA
24- Treats on the Streets* & Costume Contest	5pm-7pm	Downtown District

NOVEMBER

11- Veterans Day Celebration	11am-12pm	Burly Park
<i>Heart of the Holidays Festival</i>		
21- <i>Downtown Open House and Tree Lighting</i>	6pm-9pm	Downtown District
22- <i>Heart of the Holidays Wine & Art Walk*</i>	6pm-8pm	Downtown District
23- <i>Heart of the Holidays Carnival & Craft Show</i>	11am-3pm	Downtown District
23- <i>Heart of the Holidays Holiday Ball</i>	8pm-11pm	Lawton Park
21- Holiday Window Decorating Contest Kickoff*	6pm	Downtown District
21- Downtown Light Crawl Kickoff	6pm	Downtown District
30- Shop Small Saturday*	All Day	Downtown District

DECEMBER

7- Pictures with Santa	TBA	Hartsville Museum
7- 2024 Hartsville Christmas Parade	6pm	Fifth and Carolina

*Requires sign up for participation