



AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
REGULAR COUNCIL MEETING
TUESDAY, MAY 14, 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, MAY 10, 2024 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLE.SC.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, PLEDGE AND CIVILITY PLEDGE
3. APPROVAL OF MINUTES
 - a. MOTION TO WAIVE READING OF AND APPROVE THE MINUTES OF THE APRIL 9, 2024 REGULAR CITY COUNCIL MEETING.
4. PRESENTATIONS
 - a. Proclamations
 - b. Public Comments
5. MANAGER UPDATE
 - a. MASC Annual Meeting - July 17-21 - Greenville, SC

CONSENT AGENDA - Received as Information Only

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

NEW BUSINESS

6. FIRST READING ORDINANCE 4469: AN ORDINANCE TO AMEND THE CITY OF HARTSVILLE CODE BY THE ADDITION OF CHAPTER 58 ARTICLE I "IN GENERAL" SECTION 56-6 "HATE INTIMIDATION".
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading
7. FIRST READING ORDINANCE 4470: TO AMEND THE RESIDENTIAL SOLID WASTE USER'S FEE PURSUANT TO CHAPTER 70 "SOLID WASTE" ARTICLE I "IN GENERAL" SECTION 70-2 "RESIDENTIAL SOLID WASTE USER'S FEE".
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading

8. FIRST READING ORDINANCE 4471: TO PROVIDE FOR THE ESTABLISHMENT AND AMENDMENT OF FEES AND RATES THAT ARE NECESSARY FOR THE OPERATION OF THE CITY OF HARTSVILLE.
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading
9. FIRST READING ORDINANCE 4472: AN ORDINANCE TO ADOPT A BUDGET FOR THE CITY OF HARTSVILLE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025.
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading
10. FIRST READING ORDINANCE 4473: AMENDING THE 2023-2024 FISCAL YEAR BUDGETS.
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading
11. FIRST READING ORDINANCE 4474: AN ORDINANCE TO REAFFIRM PARTICIPATION IN THE STATE INSURANCE BENEFITS PROGRAM FOR COUNCILMEMBER COVERAGE AND TO AMEND HARTSVILLE CODE CHAPTER 2 "ADMINISTRATION", ARTICLE 2 "COUNCIL", DIVISION I "GENERALLY", SECTION 2-40(b) "COMPENSATION OF COUNCILMEMBERS".
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading
12. RESOLUTION 05-24-01: APPROVAL FOR AUTHORIZATION FOR THE CITY OF HARTSVILLE TO PROVIDE A LETTER OF SUPPORT FOR INFRASTRUCTURE IMPROVEMENTS FOR POTENTIAL WORKFORCE HOUSING PROJECT.
13. RESOLUTION 05-24-02: DESIGNATION OF AUDITING FIRM FOR FISCAL YEARS JULY 1, 2023 – JUNE 30, 2024, AND THREE (3) SUBSEQUENT FISCAL YEARS.

EXECUTIVE SESSION

14. MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4-70(a)(1) FOR DISCUSSION OF MATTERS RELATED TO THE CITY JUDGE'S CONTRACT.
15. MOTION: TO EXIT AND VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION.
16. UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

INFORMATION ONLY

- a. Calendars and Other Items

ADJOURNMENT



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval of Minutes of April 9, 2024 Regular City Council Meeting.

IMPACT IF DENIED:

ATTACHMENTS:

Description

- ▣ Minutes - April 9 2024



MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, APRIL 9, 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

Executive Staff:

City Manager Moore
City Clerk Crenshaw
Public Services Director Bethea
Business Services Director Brown
Fire Chief Burr
Planning & Zoning Manager Kelley
Parks and Recreation Director Robinson

Attorney – None

Press – None

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.

Mayor Hancock called the meeting to order at 5:34pm and asked Councilmember Mack to lead in the invocation, Pledge of Allegiance and Civility Pledge.

Mayor Pro Tempore Caldwell requested a moment of silence in honor of Councilmember Hungerpillar's grandfather, John Shoemake, and Ms. Mildred Burno.

MOTION TO WAIVE READING OF AND APPROVE THE MINUTES OF THE MARCH 12, 2024 REGULAR CITY COUNCIL MEETING – APPROVED.

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

PRESENTATIONS

Proclamations

- Congenital Diaphragmatic Hernia Awareness Day - April 19, 2024 – Mayor Hancock proclaimed April 19th as Congenital Diaphragmatic Hernia Awareness Day at the request of Andy and Kristin Dampier.
- Sexual Assault Awareness Month - April 2024 – Mayor Hancock presented to Pam Johnson, Volunteer & Community Coordination Director of the Pee Dee Coalition a proclamation declaring April as Sexual Awareness Month. She reminded everyone that Denim Day is April 24, 2024 and encouraged everyone to wear jeans or denim that day. Denim Day began after a rape conviction was overturned in Italy because the justices felt the victim was wearing tight jeans.
- Child Abuse Prevention Month - April 2024– Mayor Hancock presented to Pam Johnson, Volunteer & Community Coordination Director of the Pee Dee Coalition a proclamation declaring April as Child Abuse Prevention Month and thanked her for the important work Pee Dee Coalitions does in the community. Ms. Johnson thanked the Mayor, Council and Fire Department for their help with donations at Easter and Christmas.

- Nurse's Week - May 6-12, 2024– Mayor Hancock proclaimed May 6-12th as Nurses Week.at the request of nurses from the Thad E. Saleeby Development Center.
- Hope in Hartsville Week - April 27, 2024– Mayor Hancock presented to Tracy Redfearn, found and CEO and board members Terri Reames, Brandi Wheeler, Kim Chafin and Benji Spivey of the Child and Family Resource Center a proclamation declaring Hope in Hartsville Week. Ms. Redfearn presented Mayor Hancock with a “Key of Hope” and thanked the City for bringing good news of hope and healing to the children and families of Hartsville. The 10th annual All Seasons Camp 2024 in the Land of Hope will be on Saturday, April 27th.
- Municipal Clerk’s Week - May 5-11, 2024– Mayor Hancock presented to City Clerk Crenshaw a proclamation declaring Municipal Clerk’s Week.
- Fair Housing Month - April 2024– Mayor Hancock proclaimed on behalf of the City of Hartsville April as Fair Housing Month and presented it to Councilmember Mack as the ex-officio of the Housing Authority of Hartsville Board.
- Fallen Firefighters Memorial Days & Firefighters' Day - May 4-5, 2024– Mayor Hancock presented to members of the Hartsville Fire Department a proclamation declaring Fallen Firefighter’s Memorial Days and Firefighters’ Day. Fire Department members present were Chief Jeff Burr, Assistant Fire Chief Jason Bell, Fire Marshall Byron Hayden, Captain Oliver Segars, Lieutenant Mike Burdick, Firefighter David Nolan and Firefighter Tradd O’Donald.

Public Comments

None.

MANAGER UPDATE

City Manager Moore updated Council on several topics. The City received notification today of the Arbor Day Foundation recognition of the City of Hartsville as a 2023 Tree City USA. This makes the thirty-eighth consecutive year Hartsville has been recognized as a Tree City USA.

Each member of Council received a 2024 calendar of events. Please remember the Chats and Cheers on Tuesday, April 16th at 6pm at Coker University.

The Joint Dinner Meeting of Darlington County cities, school district and legislative delegation is Monday, April 29th at 6pm at the Grand Old Post Office in Darlington. Please let City Clerk Crenshaw know if you will be able to attend.

A Budget Worksession will be held during the week of April 29th.

The new open carry law includes requirements for appropriate signage. Staff are seeking clarification and working to get new signage in place.

CONSENT AGENDA - Received as Information Only

UNFINISHED BUSINESS

PUBLIC HEARING AND FINAL 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.

Open/Close Public Hearing (state name and address for record) – Mayor: None.

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

NEW BUSINESS

RESOLUTION 04-24-01: APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF ARCHIVES AND HISTORY (SCDAH) GRANT – APPROVED.

City Manager Moore explained the City is seeking reimbursement for a portion of the cost of repairs to the Lawton Park Pavilion.

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

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 – DEFEATED.

City Manager Moore explained there is a potential project for eighty housing units for workforce housing behind Goodwill; this location is within the Hartsville Opportunity Zone. Support for the project requires tax credits from the state. The cost to the City for infrastructure improvements which will be required for the project earns the project one point toward those credits. The letter of support does not mean the project is moving forward but means if the project comes to fruition the City will make the required improvements. Discussion of housing needs within the City, rental rates and the tax credits funding the project followed.

Motion: Caldwell; Second: Mack; Defeated: Ayes – Hancock, Caldwell, Mack; Nays – Braddock, Hungerpillar, Meadows; with Councilmember DeLaine abstaining from vote.

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 – APPROVED.

City Manager Moore explained this approve a post Covid update of the City's Master Plan. The update includes housing and retail market studies as well as a charette for the property at Fourth Street and Railroad Avenue and the Sixth Street corridor. The updated information will be used for the required comprehensive plan update. The Boudreaux Group is familiar with Hartsville from their work on previous projects.

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

INFORMATION ONLY

Calendars and Other Items

ADJOURNMENT without objection at 6:37pm.

Casey Hancock, Mayor

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



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

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Proclamations Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Battens Disease Awareness Day - June 9, 2024
Water Safety Month - May 2024
National Cities, Towns & Villages Month - May 2024
Mental Health Awareness Month - May 2024
Building Safety Month - May 2024
Public Works Week - May 19-26, 2024
Peace Officers Memorial Day (May 15) & National Police Week - May 10-16, 2024

ATTACHMENTS:

Description

- ▣ Battens Disease Awareness Day
- ▣ Water Safety Month
- ▣ NLC National Cities Town & Villages Month
- ▣ Mental Health Awareness Month
- ▣ Building Safety Month
- ▣ Public Works Week
- ▣ Peace Officers Memorial Day



Proclamation

WHEREAS, approximately 14,000 people around the world are living with Batten Disease and 2 to 4 in every 100,000 births is diagnosed with one of the 13 known forms of Batten Disease, it is still is relatively unknown to the public; and

WHEREAS, Batten Disease is a heritable disorder, requiring both parents to carry the defective gene, there are significantly more (known and unknown) unaffected siblings who are carriers. Batten Disease essentially affects all populations equally, regardless of race, ethnicity, or gender; and

WHEREAS, symptoms of this fatal disease typically include vision loss leading to blindness, the inability to walk, talk, or swallow, often requiring surgical insertion of a g-tube for nourishment, personality and behavioral changes, frequent seizures, intellectual decline, disruption and loss of speech, dementia, and other debilitating ailments; and

WHEREAS, the disorder currently has few treatment options available and clinical trials and research endeavors have been significantly delayed or stopped altogether due to the global pandemic and current landscape of the biotech industry; and

WHEREAS, the Batten Disease Support, Research, & Advocacy Foundation (BDSRA) and Batten families are always advocating for and connecting the unconnected, leading the way through innovative and inventive approaches to scientific advancement and improved patient care, revamping systems to accelerate the path from discovery to treatment; and

WHEREAS, much remains to be done in raising public awareness of Batten Disease to help promote early diagnosis, carrier testing, proper management and treatment, and support for as research.

NOW, THEREFORE, I, Casey Hancock, Mayor, do hereby proclaim June 9, 2024 as

“BATTEN DISEASE AWARENESS DAY”

in the City of Hartsville in recognition of this important initiative.

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, swimming and other aquatic-related activities contribute to good physical and mental health and a better quality of life for people; and,

WHEREAS, water safety education plays an essential role in preventing drownings and recreational water-related injuries; and,

WHEREAS, the recreational water industry contributes to the development of safe swimming facilities, aquatic programs, home pools and spas and related activities, helping to provide healthy and safe places for all ages to recreate, learn, grow and build self-esteem, confidence, and a sense of self-worth, enhancing the quality of life in our community; and

WHEREAS, it is vitally important to communicate water safety rules and programs to families and individuals of all ages, whether owners or private pools, users of public swimming facilities, or visitors to water parks.

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

“WATER SAFETY MONTH”

in the City of Hartsville and encourage our citizens to enjoy the City’s water-related recreational activities while observing all safety rules and practices.

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 National League of Cities was founded in 1924 in Lawrence, Kansas, as the American Municipal Association by state municipal leagues seeking more coordination and national representation as cities, towns, and villages expanded rapidly; and

WHEREAS, the nonpartisan National League of Cities is the oldest and largest organization representing municipal governments throughout the United States, representing the interests of more than 19,000 cities, towns, and villages across the country; and

WHEREAS, today the National League of Cities works in partnership with 49 state municipal leagues across the country to strengthen local leadership, drive innovation and influence the federal policies that impact local programs and operations; and

WHEREAS, as the voice of cities, towns, and villages in Washington, DC, the National League of Cities has successfully championed federal legislative solutions that support municipalities and has worked closely with Congress and the Executive Branch to educate policymakers on the realities of local implementation; and

WHEREAS, local governments are the bedrock of American democracy, providing 336 million residents with the most accountable, responsive, inclusive, ethical and transparent government in the world; and

WHEREAS, from the nation's smallest villages to its largest cities, America's local governments have been essential in transforming the United States of America into the greatest, most influential nation in world history; and

WHEREAS, Hartsville was first incorporated in 1891 and is proudly served today by Mayor Casey Hancock, Mayor Pro Tempore Bryson Caldwell, Councilmembers Bob Braddock, Teresa Mack, Kenzie DeLaine, Brian Meadows and Colin Hungerpiller and a municipal workforce of 161 dedicated public servants.

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

"NATIONAL CITIES, TOWNS AND VILLAGES MONTH"

in the City of Hartsville in celebration of America's local governments and the National League of Cities' historic centennial anniversary.

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, mental health is an essential part of overall health and well-being, impacting individuals, families and communities; and

WHEREAS, all Americans experience times of difficulty and stress in their lives while one in five American adults experiences a mental health condition each year; and

WHEREAS, despite its prevalence, mental health remains shrouded in stigma, preventing many from seeking help; and

WHEREAS, prevention is an effective way to reduce the burden of mental health conditions. While early intervention and access to quality care are crucial for managing mental health conditions and improving quality of life; and,

WHEREAS, mental health month provides an opportunity for all to educate themselves and challenge stigma about mental health conditions and to create a safe and supportive environment for open conversations about mental health; and

WHEREAS, together we can create a community where everyone feels empowered to prioritize their mental well-being and seek help when needed.

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

“MENTAL HEALTH AWARENESS MONTH”

and call upon the citizens, government agencies, public and private institutions, businesses and schools in the City of Hartsville, to recommit our community to increasing awareness and understanding of mental health, the steps our citizens can take to protect their mental health, and the need for appropriate and accessible services for all people with mental health conditions.

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 City of Hartsville is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike; and,

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings; and,

WHEREAS, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play; and,

WHEREAS, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes; and,

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity; and,

WHEREAS, “Mission Possible”, the theme for Building Safety Month 2024, encourages us all to raise awareness about building safety on a personal, local and global scale; and,

WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville, do hereby proclaim the month of May 2024 as

“BUILDING SAFETY MONTH”

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, public works services provided in our city are an integral part of our citizens' everyday lives; and

WHEREAS, public works professionals focus on improving and protecting our water supply, solid waste systems and wastewater treatment infrastructure and facilities to provide the most effective and efficient operations of these fundamental services;

WHEREAS, these services are vital to the public health, high quality of life, and well-being of the people of Hartsville and could not be provided without the dedicated efforts of public works professionals; and

WHEREAS, during emergencies such as hurricanes, flooding and blocked roadways, public works remains an essential service with our dedicated employees working while others remain safe in their homes; and

WHEREAS, the health, safety and comfort of the citizens of Hartsville depend on these facilities, services and the professionals who operate and maintain them; and

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Hartsville to have more knowledge and better understanding of the importance of public works systems in our community; and

WHEREAS, 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim the week of May 19-26, 2024 as

"PUBLIC WORKS WEEK"

and encourage the citizens of Hartsville to show their support and appreciation by thanking our Public Works Professionals for all they do for our citizens.

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 members of the law enforcement agencies for the City of Hartsville play an essential role in safeguarding the rights and freedom of the citizens of our community; and,

WHEREAS, since the first recorded officer death in 1786, currently 24,067 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including Patrol Officer Ulysses “Buck” Dobson, Sr. of the Hartsville Police Department; and,

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC with 282 new names of fallen heroes added to the National Law Enforcement Officers Memorial this spring, including 118 officers killed in 2023 and 164 officers killed in previous years; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards and sacrifices of their law enforcement officers, and that law enforcement officers recognize their duty to serve the people of this community by protecting them against violence and disorder; and,

WHEREAS, the law enforcement officers of the City of Hartsville unceasingly provide a vital public service.

NOW, THEREFORE, I, Casey Hancock, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim May 10-16, 2024 as

“NATIONAL POLICE WEEK”

and May 15, 2024 as

“PEACE OFFICERS’ MEMORIAL DAY”

and as the Mayor of the City of Hartsville pursuant to the legislation signed into law by President John F. Kennedy on October 1, 1962 all flags are to be flown at half-staff on all city government buildings on May 15, 2024. I also call upon the citizens, government agencies, public and private institutions, businesses and schools in the City of Hartsville, to honor the service and sacrifice of those local, state, and Federal Peace Officers who made the ultimate sacrifice while protecting our communities and safeguarding our democracy. And to show continual support for those Peace Officers who currently serve on the front lines of the battle against crime with courage and dedication.

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:
5/14/2024

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:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Manager Update Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

MASC Annual Meeting - July 17-21 - Greenville, SC



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

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

ORDINANCE/RESOLUTION CAPTION:

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

ATTACHMENTS:

Description

- ▣ Architectural Review Board
- ▣ Housing Authority of Hartsville



**MINUTES
CITY OF HARTSVILLE
ARCHITECTURAL REVIEW BOARD MEETING
WEDNESDAY, APRIL 17, 2024, 5:15PM**

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON THURSDAY, APRIL 11, 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.

Members present: Chairman Bobby Goodson, Candace Holcombe, Daniel Poaps, Jonathan Lee. **Absent:** Vice Chairman Marci Tuten, Deborah Gandy, and Jill Buck. **Guests:** Sarah Birnbaum, Linda Dushac, and Robert Dushac. **Staff:** Michelle Byers-Brown, Daniel Moore, Brenda Kelley, and Matt Winburn. **Press:** Absent.

Call to Order/Welcome

Chairman Bobby Goodson called the meeting to order at 5:17p.m.

Minutes

Lee made a motion to approve the February 21, 2024, meeting minutes as submitted; Second: Holcombe; Carried: All in favor.

New Business

Applications

Excel Gymnastics and Tumble Academy – 133 E College Ave- paint, wall mounted & projecting sign, mural & a discussion about window treatment.

Sarah Birnbaum was present to participate in the discussion regarding applications she submitted for her business. The applications included two (2) 39 square foot wall mounted signs, a nine (9) square foot projecting sign, a mural and paint. Lee made a motion to approve the wall mounted and projecting signs as presented: Second: Holcombe; Carried: All in favor.

The board expressed concerns about the SW Dynamic Blue. Some of the comments were that blue could be used as an accent not the base color, the blue may not fit in with the surrounding historical buildings, and it conflicts with the blue in the mural. The mural would depict the history of gymnastics. Mr. Goodson asked if there were any copyright issues. Ms. Birnbaum said that USAG (the governing body for the sport of gymnastics) gave the okay for the mural. Goodson made a motion to table the paint color and the mural until the next meeting.

Ms. Birnbaum asked what she could do on the windows to prevent passersby from staring at the gymnastics. She asked if window tint was acceptable. Mr. Goodson said she could tint the windows if it was not reflective tint. Mr. Goodson suggested a decorative logo or stripe across the glass. No action was taken.

Stello Foods Inc. – 124 E Carolina Ave – window sign

Robert and Linda Duschac were present to participate in the discussion regarding the application they submitted to place a 4.5 square foot sign on the front right display window. Lee made a motion to approve the sign as submitted. Second: Holcombe; Carried: All in favor.

Main Street Update

Matt Winburn presented:

- 2024 Calendar
- Farmers Market – May 11, 2024
- Downtown Block Party begins in May 2024
- Cultural District Maintenance Contract Plan for Upkeep

Adjournment

Goodson made a motion to adjourn without objection at 6:25p.m. The next meeting is scheduled for Wednesday, May 15, 2024, at 5:15p.m. in Council Chambers at City Hall.

Chairman Bobby Goodson

Date

DRAFT

MINUTES

HOUSING AUTHORITY OF HARTSVILLE BOARD OF COMMISSIONERS

THURSDAY MARCH 14 2024 SPECIAL MEETING – 4:00PM

SOUTH PARK APARTMENTS - 1301 SOUTH 5TH STREET

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON MARCH 8, 2024, AND DULY POSTED AT HOUSING AUTHORITY OF HARTSVILLE LOCATED AT 1301 SOUTH FIFTH STREET AND ON HARTSVILLESC.GOV.

Commissioners Present: Chair Lunella Williams, Vice Chair Charles Douglas, Commissioners Gina Easterling.

Commissioners Absent: Crandell Lighty, and Mary Davis

Staff Present: Kim Funderburk, Executive Director

City of Hartsville Representative: Andrea Crenshaw

City Council Ex-Officio:

Press: None

Chairman Williams called the meeting to order at 4:00PM

Invocation Vice Chairman Douglas

Motion to waive the reading of and approve the minutes of the September 28, 2023 Special Board Meeting – Approved.

Motion: C. Douglas; Second G. Easterling; Carried: All Ayes.

Executive Director's Report:

Director Funderburk informed the Board, for information purposes only, of The Revenue and Expenses.

Unfinished Business:

None

New Business:

Resolution No. 1257 Approval of Charge offs for Southpark and Eastpark

Motion: G. Easterling; Second C. Douglas; Carried: All Ayes.

Resolution No. 1258 Approval of HAH Financial Policy Revisions

Motion: G. Easterling; Second C. Douglas; Carried: All Ayes.

Resolution No. 1259 Approval of Close out CFP 2020

Motion: G Easterling; Second L. Williams; Carried: All Ayes.

Resolution No. 1260 Approval of CY 2024 Regular Board Meeting Schedule.

Motion: G. Easterling; Second C. Douglas; Carried: All Ayes.

Resolution No. 1261 Approval of Positive Pay On HCV and PH Accounts with Wells Fargo Bank.

Motion: G. Easterling; Second C. Douglas; Carried: All Ayes.

Resolution No. 1262 Approval of Installation of Fencing at Southpark to prevent Lawn damages and ponding.

Motion: G. Easterling; Second: C. Douglas. Carried: All Ayes.

Motion to Adjourn - Approved
With adjournment at 4:30PM.

Lunella Williams, Chair

Kim Funderburk, Executive Director

STATE OF SOUTH CAROLINA
COUNTY OF DARLINGTON

DRAFT



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

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

ORDINANCE/RESOLUTION CAPTION:

City Departmental Reports for April 2024.

ATTACHMENTS:

Description

- ▣ Animal Control
- ▣ Business License Revenue
- ▣ Code Enforcement Activity
- ▣ Code Enforcement - Issues Map
- ▣ Development - Permits 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
- ▣ Department Reports Not Submitted



April 2024 Animal Control

START DATE	EVENT TYPE	ADDRESS	NOTES
2024-04-05 13:30:00	Animal Control	1012 EDGEWOOD DR	On Friday, April 5, 2024 at 13:06 pm I went to 1012 Edgewood to verify a complaint from a . I observed a dog in the back yard that didn't appear to be in distress. The barn/utility shed door was staged open and it looked like it was serving as the shelter for the dog. I couldn't see where the dog food and water was staged. Christopher Morgan investigated
2024-04-22 08:00:00	Animal Control	322 LINCOLN AVE	Hartsville Police called animal control in reference to 2 puppies that had been left outside in individual kennels all weekend. The owners were told that they could surrender the animals or they would be charged with neglect. They agreed to surrender both puppies. Animal control loaded both puppies in their individual crates and transported to Darlington County Humane Society.
2024-04-01 10:30:00	Animal Control	709 PITT ST	
2024-04-22 08:00:00	Animal Control		Dog caught across from Fire Station. Dog was trapped in neighbors yard across from fire house and caught by animal control. Transported to Darlington County Humane Society
2/5/2024 8:00	Animal Control	417 s 11th St	() called and advised had alot of dogs and puppies. She was concerned and wanted the city to investigate. After riding by and seeing up to 5 kennels, it was determined to visit the homeowner. On 2/14/24 around 11:30am Hartsville Fire personnel visited the home and spoke with an (). She stated that the dogs were hers. She was given a paper copy of the ordinances that were being broken and given a week to decide what she wanted to do with the dogs. We did not go into the back yard as we were not invited. But from the roadway we could see up to 5 dogs and puppies. Number was saved wrong in animal control phone, and this was figured out on 4/15/24. Contact was made with on 4/15/24 and a meeting was set up on 4/16/24. Animal control and codes enforcement officer went to 417 s 11th street at 10:00 on 4/16/24. 4 dogs were found in individual kennels this day. was given a couple of days to talk to her boyfriend to decide what to do with the remaining dogs. Several dogs had been removed and no puppies were seen. On 4/19/24, text animal control that she would need a week to get the dogs situated. A text was sent back stating that we would meet again on Friday 4/26/24.

Monthly Departmental Report: Business License



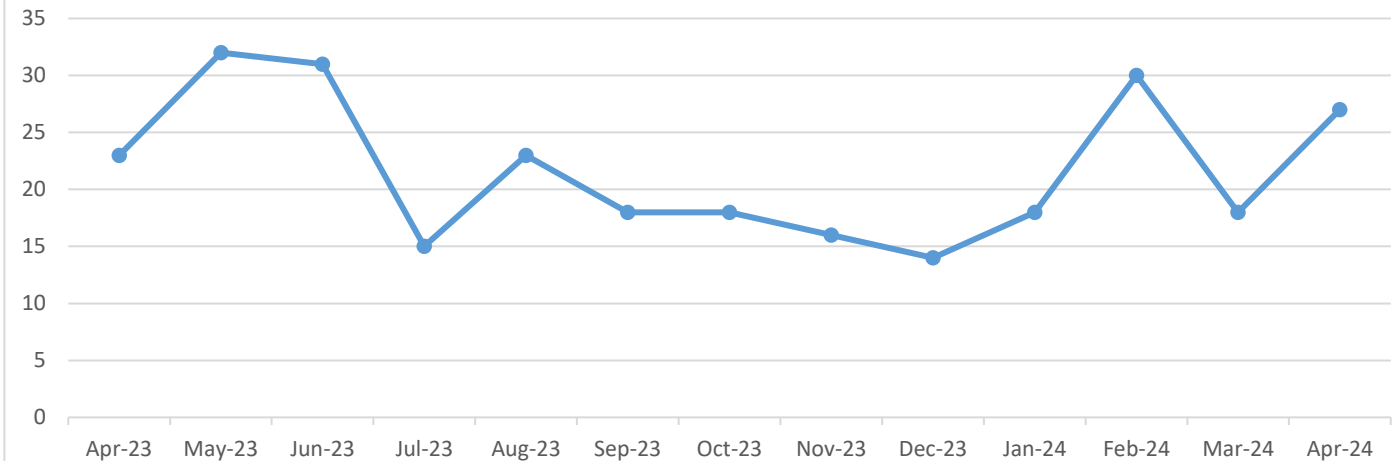
Monthly Revenue Report

Month of: **April** 2024

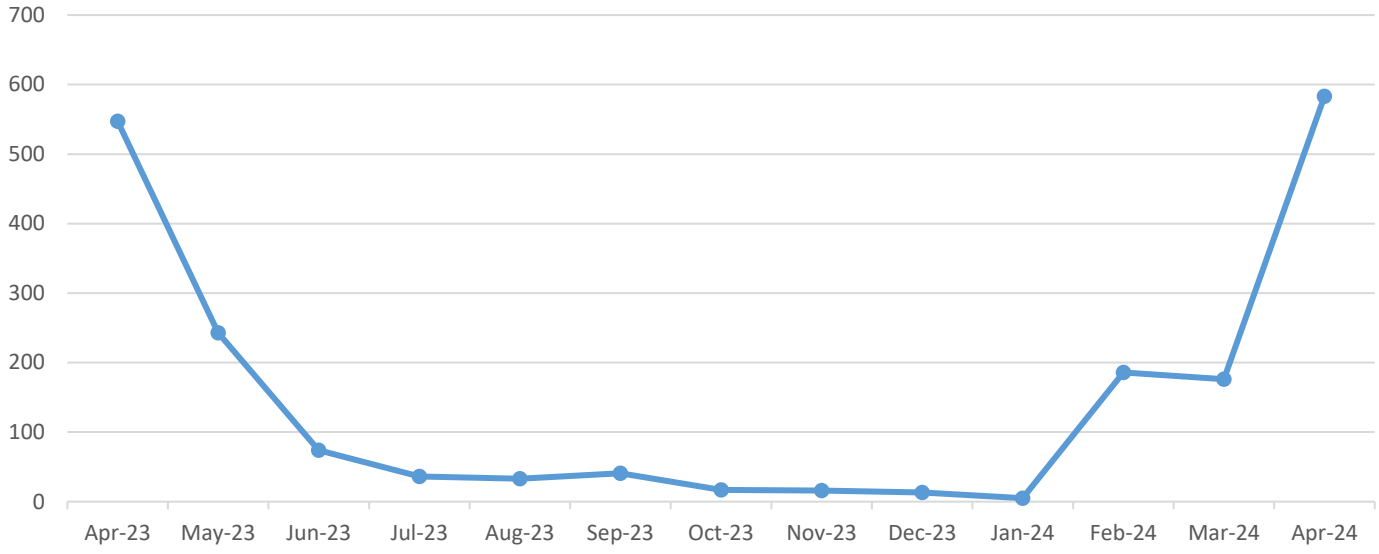
New Business Licenses:	<u>27</u>
Business License Renewals (2024 - 2025):	<u>583</u>
Amount Collected:	<u>\$558,298.85</u>
Total Business Licenses for 2023 - 2024:	<u>1,490</u>
Total Business Licenses for 2024 - 2025:	<u>968</u>

	New Business Licenses	Renewals	Total Payments
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
Apr-24	27	583	\$558,298.85
TOTAL	283	1970	\$1,767,343.90

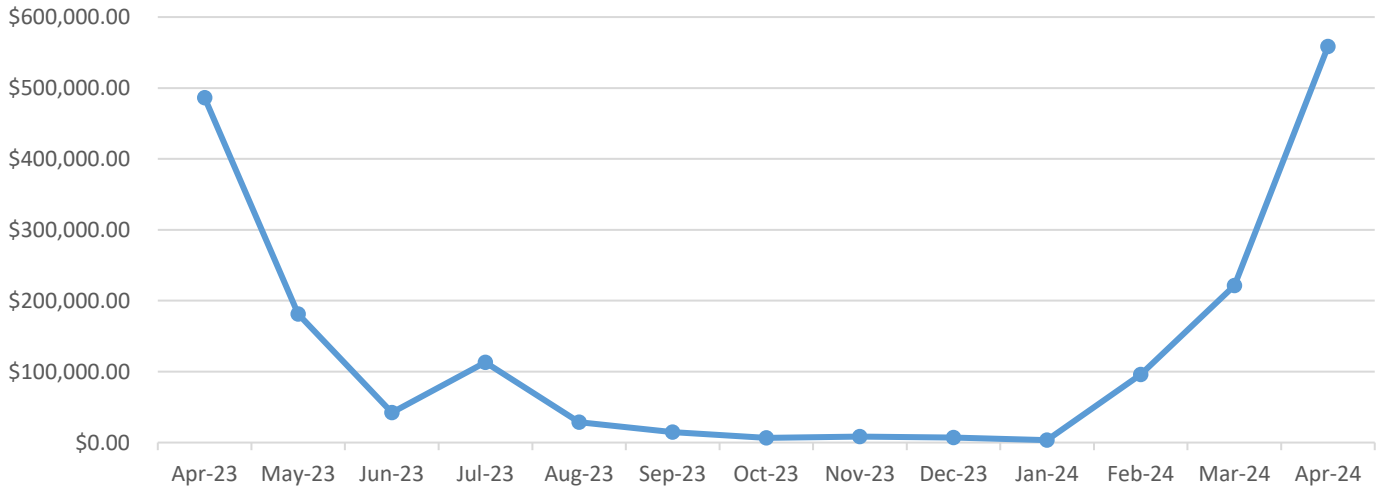
New Business Licenses



Business License Renewals



Business License Payments





CODE ENFORCEMENT ACTIVITY FOR APRIL 2024

TIME STAMP	TYPE ACTIVITY	SUBJECT PROPERTY	TAX MAP #	DISPOSITION/COMMENTS	Letter/ Report sent? Date	Follow up target date/Resolved	Disposition: Open or Closed
4/1/2024	IPMC	510 Rice ST reet, Hartsville, SC 29550	056-14-03-081	Formal-Vegetation is out of compliance. I spoke with _____ on the phone on Monday and he will have someone to cut the lot down soon.	4/1/2024		OPEN
4/1/2024	IPMC	Lincoln Ave	057-02-01-081	Formal-Vegetation is out of compliance	4/1/2024		OPEN
4/1/2024	IPMC	1214 Robinson St, Hartsville, SC 29550	057-06-03-046	Formal-Vegetation is out of compliance	4/1/2024		OPEN
4/1/2024	IPMC	District 4,1,2		Routine Patrol			
4/2/2024	IPMC	District 3		Routine Patrol			
4/2/2024	Hospitality			Issued summons to four businesses			
4/3/2024	IPMC	District 5,6		Routine Patrol			
4/3/2024	IPMC	324 Robinson Ave, Hartsville, SC 29550	056-14-07-025	Formal-Cut the grass down on the lot	4/3/2024		OPEN
4/4/2024	IPMC	District 4,2		Routine Patrol			
4/4/2024	License			Needs to get a business license	4/4/2024	4/24/2024	CLOSED
4/4/2024	Permit/License	1212 Myrtle Street, Hartsville, SC 29550		This group needs to get a license and permit to repair the J Building that was damaged by the tree on Wednesday	4/4/2024	4/15/2024	CLOSED
4/4/2024	Permit	Seneca Train, Hartsville, SC 29550		Need a permit to reroof detached accessory structure	4/4/2024	4/5/2024	CLOSED
4/5/2024	Permit	340 Security Drive, Hartsville, SC 29550		Need a permit to reroof this church building	4/5/2024	4/5/2024	CLOSED
4/5/2024	IPMC	District 5,6,1,2,4		Routine Patrol			
4/7/2024	IPMC	District 4,1,2,3		Routine Patrol			
4/8/2024		Howard Street, Hartsville, SC 29550	056-14-03-020		4/9/2024		OPEN
4/9/2024	IPMC	District 6,5		Routine Patrol			
4/9/2024	Hospitality			Issued Summons to one business			
4/10/2024	IPMC	District 5,1,4		Routine Patrol			
4/11/2024	IPMC	District 2,3		Routine Patrol			
4/12/2024	IPMC	District 1,4,5,6		Routine Patrol			
4/12/2024	IPMC	1010 Myrtle St, Hartsville, SC 29550	057-06-02-005	Formal Notice- Overgrown Lot. I spoke with _____ over the phone today(4/18/2024) and she will be getting someone to cut it down.	4/12/2024		OPEN
4/12/2024	IPMC	1209 Robinson St, Hartsville, SC 29550	057-06-03-047	Formal Notice- Overgrown Lot	4/12/2024	4/24/2024	CLOSED
4/12/2024	IPMC	1004 Tuskegee St, Hartsville, SC 29550	057-02-02-038	Formal Notice- Overgrown Lot. I spoke with _____ over the phone on 4/17/2024 and he will be getting the lot cut down soon.	4/12/2024	4/29/2024	CLOSED
4/12/2024	IPMC	Sixth St, Hartsville, SC 29550	057-02-02-140	Formal Notice- Overgrown Lot	4/12/2024		OPEN
4/12/2024	IPMC	2204 Robinson St, Hartsville, SC 29550	057-02-01-031	Formal Notice- Overgrown Lot	4/12/2024		OPEN
4/15/2024	IPMC	1009 Hampton Street, Hartsville, SC 29550	057-02-02-048	Formal Notice- Overgrown Lot. I met with _____ today, 4/19/2024 and he is getting the contractor to cut the lot down asap.	4/15/2024	4/22/2024	CLOSED
4/15/2024	IPMC	2213 Myrtle Street, Hartsville, SC 29550	057-02-01-037	Formal Notice- Overgrown Lot	4/15/2024	4/18/2024	CLOSED
4/15/2024	IPMC	Marlboro, Hartsville, SC 29550	056-10-04-019	Formal Notice- Overgrown Lot	4/15/2024		OPEN
4/15/2024	IPMC	2111 Hampton Street, Hartsville, SC 29550	057-02-02-053	Formal Notice- Overgrown Lot	4/15/2024		OPEN
4/15/2024	IPMC	2205 Robinson St, Hartsville, SC 29550	057-02-02-086	Formal Notice- Overgrown Lot	4/15/2024		OPEN
4/15/2024	IPMC	1011 Myrtle St, Hartsville, SC 29550	057-02-01-038	Formal Notice- Overgrown Lot	4/15/2024		OPEN
4/15/2024	IPMC	1009 Myrtle St, Hartsville, SC 29550	057-02-01-039	Formal Notice- Overgrown Lot	4/15/2024		OPEN
4/15/2024	IPMC	403 Howard St, Hartsville, SC 29550	056-10-03-075	Formal Notice- Overgrown Lot	4/15/2024		OPEN

4/15/2024	IPMC	District 1,2,3		Routine Patrol			
4/16/2024	IPMC	District 5,6		Routine Patrol			
4/17/2024	IPMC	District 1,3		Routine Patrol			
4/17/2024	IPMC	514 Lincoln Ave, Hartsville, SC 29550	057-02-01-130	Formal Notice- Overgrown Lot	4/17/2024		OPEN
4/17/2024	IPMC	725 Hudson St, Hartsville, SC 29550	056-14-05-016	Formal Notice- Overgrown Lot	4/17/2024		OPEN
4/17/2024	IPMC	429 & 431 Sumter Ave, Hartsville, SC 29550	056-13-03-026, 056-13-03-027	Formal Notice- Overgrown Lot	4/17/2024		OPEN
4/17/2024	IPMC	514 Lincoln Ave, Hartsville, SC 29550	057-02-01-180	Formal Notice- Overgrown Lot	4/17/2024		OPEN
4/17/2024	IPMC	704 Hudson St, Hartsville, SC 29550	056-14-05-028	Formal Notice- Overgrown Lot	4/17/2024		OPEN
4/18/2024	IPMC	District 2,6		Routine Patrol			
4/19/2024	IPMC	Robinson St, Hartsville, SC 29550	057-02-01-030	Formal Notice -Overgrown Lot/close up the back of the house that is opened up	4/19/2024		OPEN
4/19/2024	IPMC	331 Jasper Ave, Hartsville, SC 29550	056-14-07-004	Formal Notice- Overgrown Lot	4/19/2024		OPEN
4/19/2024	IPMC	433 Brewer Ave, Hartsville, SC 29550	056-13-03-051	Formal Notice- Overgrown Lot	4/19/2024		OPEN
4/19/2024	IPMC	330 Jasper Ave, Hartsville, SC 29550	056-14-02-083	Formal Notice- Overgrown Lot	4/19/2024		OPEN
4/19/2024	IPMC	1213 Robinson St, Hartsville, SC 29550	057-06-03-045	Formal Notice- Overgrown Lot			OPEN
4/22/2024	IPMC			Went to Marlboro Ave and spoke with tenant in reference to roof damage to back of house area. The lean to and storage building behind the house, hot water heater, window issues will be addressed			
4/22/2024	IPMC	District 1,2,3		Routine Patrol			
4/23/2024	IPMC			Placed illegal dump site sign on W Carolina across from 1730 W Carolina Ave			
4/23/2024	IPMC	District 5		Routine Patrol			
4/24/2024	IPMC	701 W. Washington St., Hartsville, SC 29550	057-09-01-001	Informal Notice- various pot holes on premises need to be repaired	4/24/2024		OPEN
4/24/2024	IPMC	District 1,2,3		Routine Patrol			
4/25/2024	IPMC	513 Marlboro Ave, Hartsville, SC 29550	056-10-04-009	Formal Notice- Repair damaged roof in the rear of building, correct missing window pane issues, and address other exterior property IPMC issues	4/25/2024		OPEN
4/26/2024	IPMC	1420 W. Carolina Ave, Hartsville, SC 29550	035-14-03-046	Formal - Abate electrical hazards in t he basement	4/26/2024		OPEN
4/29/2024	IPMC	129 W. Washington St, Hartsville, SC 29550	057-02-02-032	Formal Notice- Overgrown Lot	4/29/2024		OPEN
4/29/2024	IPMC	134 W. Washington St, Hartsville, SC 29550	057-02-02-018	Formal Notice- Overgrown Lot	4/29/2024		OPEN
4/29/2024	IPMC	312 Hampton St, Hartsville, SC 29550	057-02-02-059	Formal Notice- Overgrown Lot	4/29/2024		OPEN
4/29/2024	IPMC	222 Marion Ave, Hartsville, SC 29550	056-14-03-054	Formal Notice- Overgrown Lot	4/29/2024		OPEN
4/29/2024	IPMC	District 4		Routine Patrol			
4/30/2024	IPMC	District 5		Routine Patrol			
4/30/2024	IPMC	1 W. Washington St, Hartsville, SC 29550	056-15-01-080	Formal Notice- Overgrown Lot	4/30/2024		OPEN

April 2024 Codes Activity

April 2024 Code Enforcement Activity1.xlsx



Overgrown and Unkempt Grass, Weeds, Vegetation



License & Permit



Permit



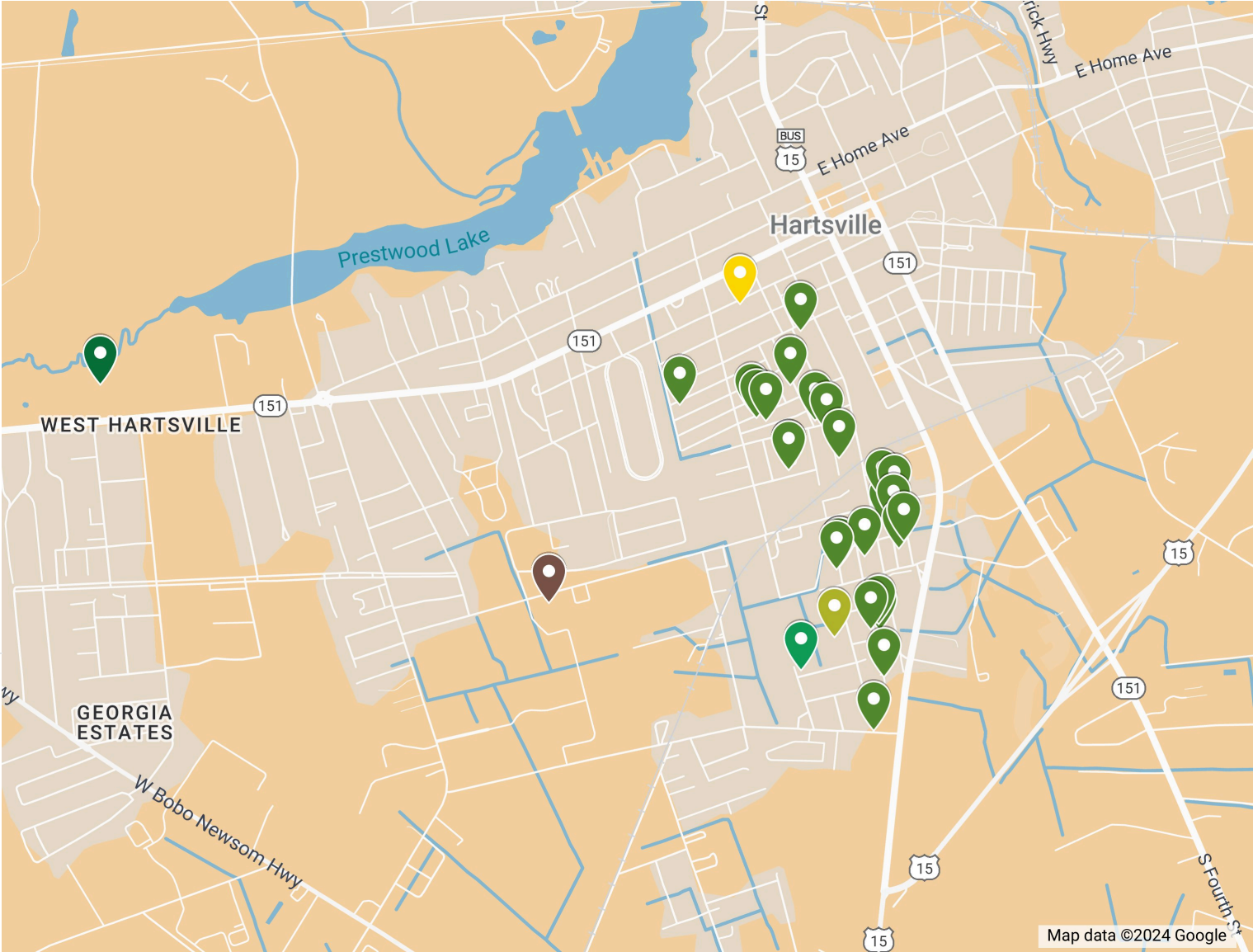
Potholes in Driveway



Dilapidated Structure



Electrical Hazards



Issued Permits by Permit Type

Hartsville

04/01/2024 - 04/30/2024

Commercial Alteration	Permits Issued	Valuation	Fees Paid
Commercial Remodel	2	\$277,000.00	\$1,726.50
Subtotals:	2	\$277,000.00	\$1,726.50

Commercial Miscellaneous	Permits Issued	Valuation	Fees Paid
Accessory Building - Commercial	1	\$10,500.00	\$90.00
Subtotals:	1	\$10,500.00	\$90.00

Issued Permits by Permit Type

Hartsville

04/01/2024 - 04/30/2024

Commercial One Stop	Permits Issued	Valuation	Fees Paid
Commercial Plumbing Permit	1	\$5,700.00	\$95.00
Commercial Reroof	3	\$301,489.00	\$1,163.00
Subtotals:	4	\$307,189.00	\$1,258.00

One Stop	Permits Issued	Valuation	Fees Paid
Demolition	1	\$5,000.00	\$70.00
HVAC	1	\$6,610.00	\$91.00
Window Replacement	1	\$572,087.00	\$1,806.00
Subtotals:	3	\$583,697.00	\$1,967.00

Issued Permits by Permit Type

Hartsville

04/01/2024 - 04/30/2024

Residential Alteration	Permits Issued	Valuation	Fees Paid
Pool - Residential	1	\$45,000.00	\$260.00
Residential Remodel	1	\$86,000.00	\$661.00
Subtotals:	2	\$131,000.00	\$921.00

Residential One Stop	Permits Issued	Valuation	Fees Paid
Residential Plumbing Permit	2	\$4,976.00	\$130.00

Issued Permits by Permit Type

Hartsville

04/01/2024 - 04/30/2024

Residential Reroof	2	\$33,756.00	\$195.00
Subtotals:	4	\$38,732.00	\$325.00

Totals:	16	\$1,348,118.00	\$6,287.50
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April 2024 Permit Activity

April 2024 Permit Activity



317 Arbor Drive, Hartsville, SC 29550



1320 MYRTLE STREET, HARTSVILLE, SC 29550



101 EAST CAROLINA AVE, HARTSVILLE, SC 29550



315 EAST CAROLINA AVENUE, HARTSVILLE, SC 29550



714 LEWELLEN DRIVE, HARTSVILLE, SC 29550



340 Security Drive, Hartsville, SC 29550



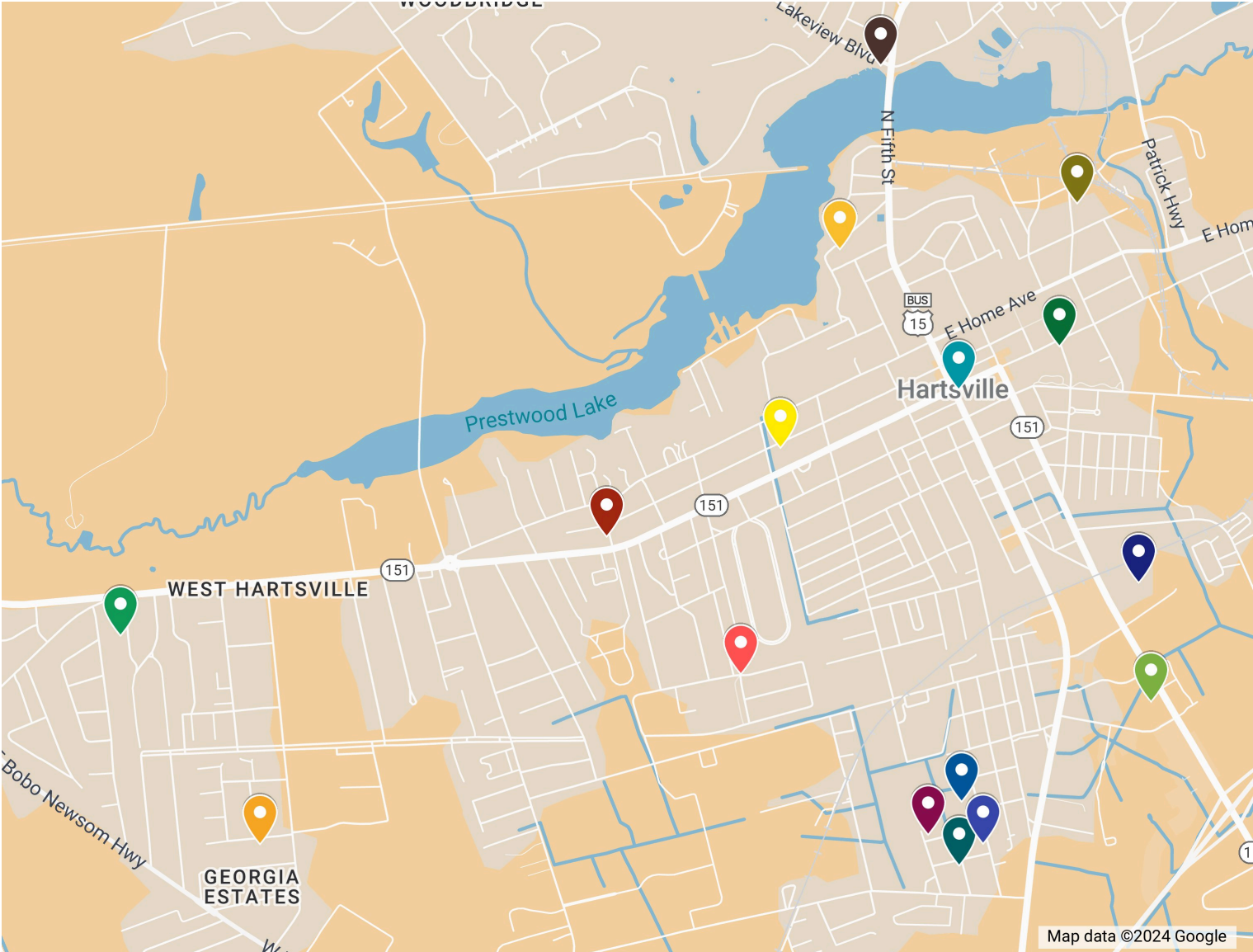
1409 SENECA TRAIL, HARTSVILLE, SC 29550



1212 MYRTLE STREET, HARTSVILLE, SC 29550



120 YAUPON DRIVE, HARTSVILLE, SC 29550



Map data ©2024 Google

106 NORTH CEDAR LANE,
HARTSVILLE, SC 29550



429 WEST COLLEGE AVENUE,
HARTSVILLE, SC 29550



619 PRESTWOOD DRIVE,
HARTSVILLE, SC 29550



1 NORTH SECOND STREET,
HARTSVILLE, SC 29550



819 SOUTH FOURTH STREET,
HARTSVILLE, SC 29550



139 WESTFIELD STREET,
HARTSVILLE, SC 29550



942 NORTH FIFTH STREET,
HARTSVILLE, SC 29550



APRIL 2024
PLANNING & ZONING
DEVELOPMENT REPORT

ARCHITECTURAL REVIEW BOARD

MARCH

- Meeting Cancelled (No Submissions)

APRIL

- EXCEL Gymnastics and Tumble Academy – 133 W College Ave – paint, window & projecting sign, mural & discussion about window treatment
- Stello Foods Inc – 124 E Carolina Ave – window sign
- Main Street Update

PLANNING COMMISSION

MARCH

- Meeting Cancelled (No Submissions)

APRIL

- Meeting Cancelled (No Submissions)

Online Resources

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

Monthly Departmental Report: Environmental Services



April

2024

Departmental Report: Environmental Services

Yard Debris 2024

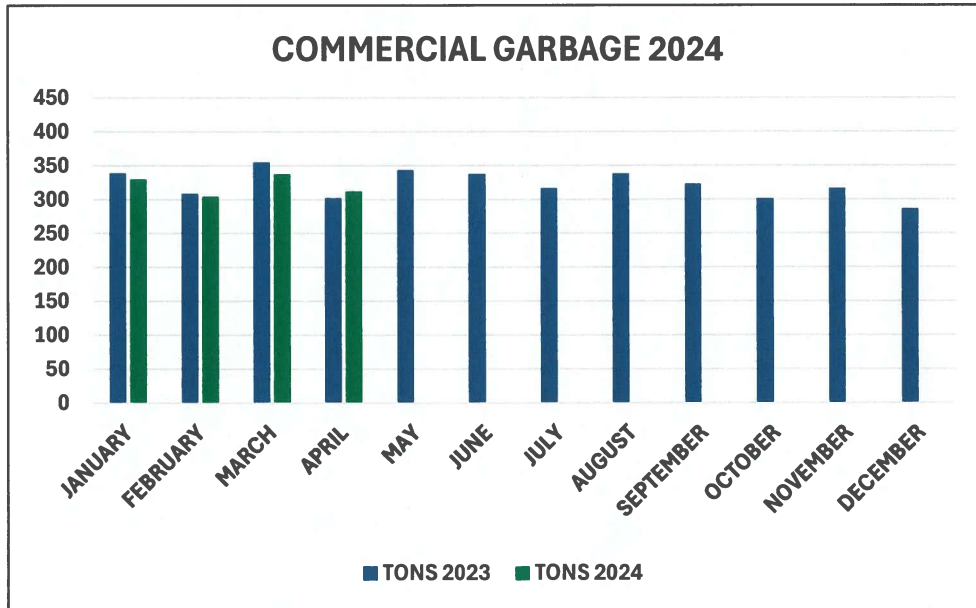
MONTH	2023 TONS	2023 TRIPS	2024 TONS	2024 TRIPS	TONNAGE	TRIPS
					GAIN/LOSS	GAIN/LOSS
January	193.72	34	150.28	29	-43.44	-5
February	102.67	16	145.97	31	43.3	15
March	198	36	134.56	30	-63.44	-6
April	134.05	26	156.48	25	22.43	-1
May	154.37	23				
June	144.52	22				
July	158.25	25				
August	143.91	25				
September	114.56	19				
October	114.94	23				
November	172.05	31				
December	157.3	24				
TOTALS	1788.34	304	587.29	115	-41.15	3



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	312.07	10.01
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	1284.04	-20.54



Departmental Report: Environmental Services

COMMINGLE MRF 2024

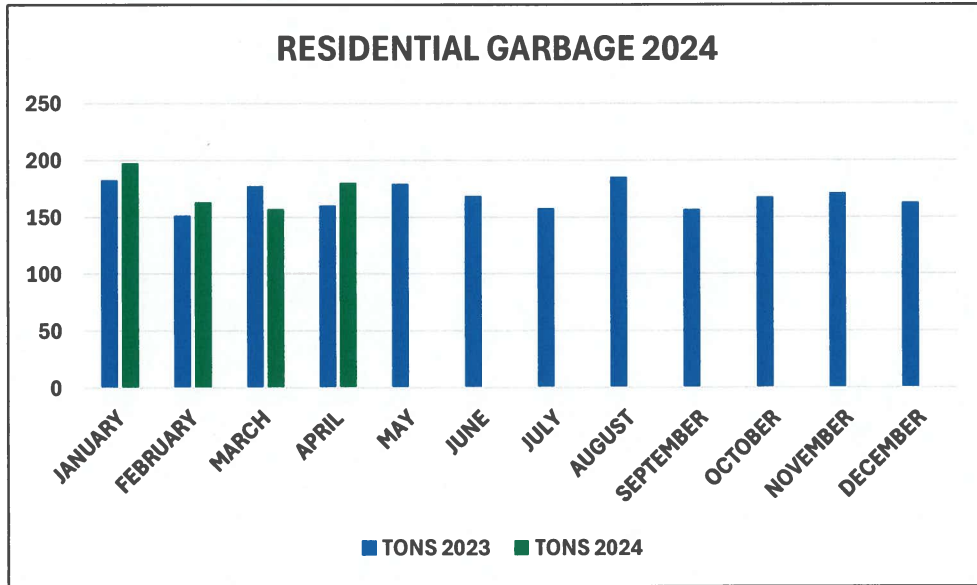
<u>MONTH</u>	<u>TONS 2023</u>	<u>TONS 2024</u>	<u>GAIN/LOSS</u>
JANUARY	19.01	19.91	0.9
FEBRUARY	22.97	17.23	-5.74
MARCH	15.37	20.34	4.97
APRIL	14.9	23.91	9.01
MAY	18.97		
JUNE	20.79		
JULY	16.26		
AUGUST	17.21		
SEPTEMBER	16.28		
OCTOBER	19.48		
NOVEMBER	17.18		
DECEMBER	21.29		
TOTALS	219.71	81.39	9.14



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	180.2	19.89
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	698.39	26.44





Monthly Financial Reports & Update

For the Month Ended April 30, 2024

17% Budget Remaining

Council Meeting 5/14/2024

City of Hartsville
General Fund Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Property Taxes	270,844.51	3,156,545.89	3,097,700.00	-1.90%
Payments in Lieu	-	6,439.35	265,000.00	97.57%
Franchise Fees	(71,821.52)	539,990.60	820,000.00	34.15%
Penalties & Interest - Taxes	-	12,099.26	21,000.00	42.38%
Business Licenses	568,280.33	1,316,777.37	2,420,950.00	45.61%
Permits	7,878.50	138,662.00	99,500.00	-39.36%
Tax Revenues - State	338,647.57	1,891,809.46	2,240,212.00	15.55%
Public Safety Fees	78,043.22	949,482.57	981,500.00	3.26%
Parks & Recreation Fees	2,243.00	25,483.00	24,000.00	-6.18%
Fines	(3,062.18)	34,617.48	47,000.00	26.35%
Special Assessments	10,935.00	92,970.00	155,000.00	40.02%
Investment Earnings	-	112,160.67	40,000.00	0.00%
Rents	1,500.00	35,257.42	33,250.00	-6.04%
Contributions & Donations	20,500.00	64,500.00	72,000.00	10.42%
Other Financing Sources	3,344.00	17,687.04	27,350.00	35.33%
Interfund Transfers	-	1,291,338.00	3,510,421.00	63.21%
Sale of Assets	5,862.00	12,788.00	5,000.00	-155.76%
Extraordinary Items	-	-	-	0.00%
	<u>1,233,194.43</u>	<u>9,698,608.11</u>	<u>13,859,883.00</u>	<u>30.02%</u>
Expenditures				
General & Administrative	126,735.26	1,244,085.16	1,458,766.30	14.72%
Mayor & Council	19,046.75	262,076.86	332,271.90	21.13%
Court Operations	13,942.82	150,289.54	181,522.00	17.21%
City Manager	27,321.98	319,077.25	409,357.24	22.05%
Information Technology	75,021.09	370,550.86	373,500.00	0.79%
Finance	46,432.66	541,870.48	662,231.00	18.18%
Legal	1,360.00	26,254.82	40,000.00	34.36%
Human Resources	23,426.32	295,066.58	367,910.00	19.80%
Mainstreet	3,225.41	72,654.64	95,853.00	24.20%
Planning and Zoning	9,707.81	106,595.78	143,539.00	25.74%
Police Department	448,094.97	3,752,605.39	4,503,820.47	16.68%
Fire Department	161,094.45	1,662,778.59	2,653,904.99	37.35%
Victims Advocate	6,933.49	64,782.71	93,396.50	30.64%
Marketing/Tourism	7,045.91	197,923.69	266,329.00	25.68%
Operations Maintenance	10,605.22	123,656.01	129,483.00	4.50%
Parks & Recreation	56,372.98	602,846.55	791,763.00	23.86%
Streets & Grounds	58,504.59	816,949.19	995,208.60	17.91%
Museum Operations	7,879.03	94,807.14	117,183.00	19.09%
Cemetery Operations	14,162.13	119,180.31	130,680.00	8.80%
Airport Operations	5,222.89	87,807.28	113,164.00	22.41%
School Crossing Guards	2,444.13	26,557.07	-	0.00%
	<u>1,124,579.89</u>	<u>10,938,415.90</u>	<u>13,859,883.00</u>	<u>21.08%</u>
Net Revenue (Expenditures)	<u>108,614.54</u>	<u>(1,239,807.79)</u>	<u>-</u>	

Note: Investments in the SC Local Government Investment Pool (LGIP) generated a total interest income of **\$27,212.55** for the month of April 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>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Charges for Services	156,030.79	2,331,371.38	2,837,500.00	17.84%
Fees	250,700.59	2,292,223.19	2,750,675.00	16.67%
Investment Earnings	-	108,825.21	10,000.00	0.00%
Rents	-	90,121.21	128,023.00	29.61%
Waterpark Services	7,666.89	1,008,835.87	1,760,500.00	42.70%
Other Financing Sources	-	3,539.60	-	100.00%
Interfund Transfers	50,249.00	50,249.00	1,239,235.00	0.00%
Accumulated Surplus	-	-	231,000.00	0.00%
	<u>464,647.27</u>	<u>5,885,165.46</u>	<u>8,956,933.00</u>	<u>34.29%</u>
Expenditures				
Water Expenditures	93,827.35	1,996,896.52	2,756,469.86	27.56%
Sewer Expenditures	(74,762.26)	1,625,114.35	2,749,772.48	40.90%
Waterpark Expenditures	161,415.57	1,665,975.72	3,222,770.00	48.31%
	<u>180,480.66</u>	<u>5,287,986.59</u>	<u>8,729,012.34</u>	<u>39.42%</u>
Net Revenue (Expenditures)	<u><u>284,166.61</u></u>	<u><u>597,178.87</u></u>	<u><u>227,920.66</u></u>	

Stormwater Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Stormwater Fees and Interfund transfers	-	40.00	119,889.00	0.00%
	-	40.00	119,889.00	0.00%
Expenditures				
Total Expenditures	7,979.30	86,403.58	119,889.00	27.93%
	<u>7,979.30</u>	<u>86,403.58</u>	<u>119,889.00</u>	<u>27.93%</u>
Net Revenue (Expenditures)	<u><u>(7,979.30)</u></u>	<u><u>(86,363.58)</u></u>	<u><u>-</u></u>	

**City of Hartsville
Misc Funds**

Environmental Services Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Fees	131,819.88	1,305,699.98	1,641,600.00	20.46%
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>131,819.88</u>	<u>1,625,699.98</u>	<u>1,961,600.00</u>	<u>17.12%</u>
Expenditures				
Total Expenditures	77,327.71	1,305,055.95	1,929,607.64	32.37%
	<u>77,327.71</u>	<u>1,305,055.95</u>	<u>1,929,607.64</u>	<u>32.37%</u>
Net Revenue (Expenditures)	<u>54,492.17</u>	<u>320,644.03</u>	<u>31,992.36</u>	

Infrastructure Park Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Payments in Lieu of Taxes	6.22	817,498.58	655,000.00	-24.81%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	1,000.00	5,000.00	6,000.00	16.67%
Extraordinary Items	-	-	-	0.00%
	<u>1,006.22</u>	<u>822,498.58</u>	<u>661,000.00</u>	<u>-24.43%</u>
Expenditures				
Total Expenditures	4,917.10	477,405.19	510,417.00	6.47%
	<u>4,917.10</u>	<u>477,405.19</u>	<u>510,417.00</u>	<u>6.47%</u>
Net Revenue (Expenditures)	<u>(3,910.88)</u>	<u>345,093.39</u>	<u>150,583.00</u>	

Debt Service Fund

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Property Tax Revenues	3,620.10	219,604.50	160,000.00	-37.25%
Interfund Transfers In	-	-	75,000.00	100.00%
Accumulated Surplus	-	-	30,119.00	100.00%
	<u>3,620.10</u>	<u>219,604.50</u>	<u>265,119.00</u>	<u>1.63</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>3,620.10</u>	<u>215,357.50</u>	<u>-</u>	

**City of Hartsville
Special Revenue Funds**

Hospitality Taxes Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Taxes	123,710.15	1,064,735.09	1,285,200.00	17.15%
Penalties & Interest - Taxes	-	-	2,500.00	100.00%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	<u>123,710.15</u>	<u>1,064,735.09</u>	<u>1,380,200.00</u>	<u>22.86%</u>
Expenditures				
Total Expenditures	897.33	62,340.52	1,380,200.00	95.48%
	<u>897.33</u>	<u>62,340.52</u>	<u>1,380,200.00</u>	<u>95.48%</u>
				0%
Net Revenue (Expenditures)	<u>122,812.82</u>	<u>1,002,394.57</u>	<u>-</u>	

Accommodations Taxes Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Taxes	17,283.25	160,861.29	218,500.00	26.38%
Investment Earnings	-	-	-	0.00%
	<u>17,283.25</u>	<u>160,861.29</u>	<u>218,500.00</u>	<u>26.38%</u>
Expenditures				
Total Expenditures	456.67	4,566.70	190,000.00	97.60%
	<u>456.67</u>	<u>4,566.70</u>	<u>190,000.00</u>	<u>97.60%</u>
Net Revenue (Expenditures)	<u>16,826.58</u>	<u>156,294.59</u>	<u>28,500.00</u>	

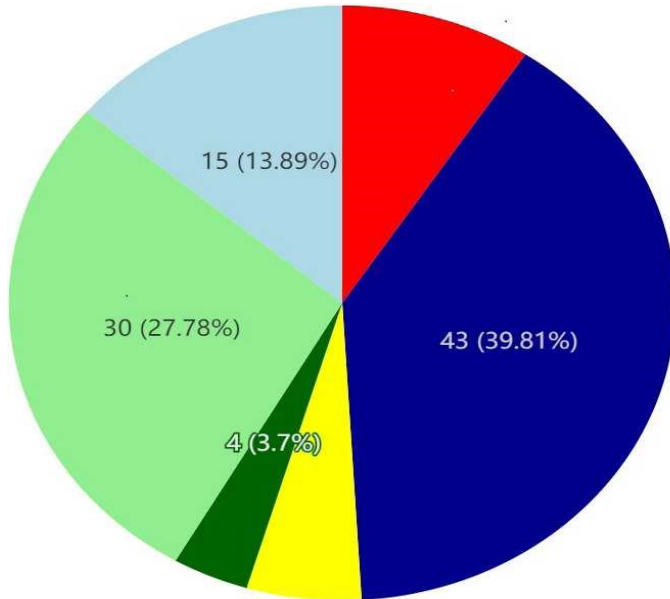
**City of Hartsville
Recreation Enterprise Funds**







Recreation Concessions Budget to Actual

	<i>Apr-24</i>	<i>YTD</i>	<i>Budgeted</i>	<i>17% Budget Remaining</i>
Revenues				
Concessions Revenue	19,625.27	71,457.31	73,500.00	2.78%
	19,625.27	71,457.31	73,500.00	2.78%
Expenditures				
Total Expenditures	3,770.30	61,347.06	73,500.00	16.53%
	3,770.30	61,347.06	73,500.00	16.53%
Net Revenue (Expenditures)	15,854.97	10,110.25	-	



Breakdown of Major Incident Types – April 2024



-  1 - Fire
-  3 - Rescue & Emergency Medical Service Incident
-  4 - Hazardous Condition (No Fire)
-  5 - Service Call
-  6 - Good Intent Call
-  7 - False Alarm & False Call



Incident Types by Response Zones– April 2024

INCIDENT TYPES

RESPONSE ZONE: CITY LIMITS	TOTAL NUMBER OF CALLS
111 - Building fire	2
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	2
311 - Medical assist, assist EMS crew	7
311A - Ambulance Driver	2
311C - Cardiac Arrest	1
311K - Unconscious	4
322 - Motor vehicle accident with injuries	4
324 - Motor vehicle accident with no injuries.	1
353 - Removal of victim(s) from stalled elevator	1
444 - Power line down	1
444A - Fiber Optic / Other Line Down	1
553 - Public Service	1
611 - Dispatched & canceled en route	4
611A - Cancelled by EMS	3
611C - Cancelled by the Alarm Company	2
611D - Canceled by LEO	2
622 - No incident found on arrival at dispatch address	1
711 - Municipal alarm system, malicious false alarm	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
743A - From Cooking	1
743B - From construction	4
745 - Alarm system activation, no fire - unintentional	1
TOTAL	50

RESPONSE ZONE: DARLINGTON COUNTY

141 - Forest, woods or wildland fire	2
143 - Grass fire	1
162 - Outside equipment fire	1
311 - Medical assist, assist EMS crew	7
311B - Lift Assist	2
322 - Motor vehicle accident with injuries	6

324 - Motor vehicle accident with no injuries.	8
440 - Electrical wiring / equipment problem, other	1
441- Heat from short circuit (wiring), defective/worn	1
444 - Power line down	2
552 - Police matter	2
553 - Public service	1
600 - Good intent call, other	4
611 - Dispatched & canceled en route	4
611A - Cancelled by EMS	1
611C - Cancelled by the Alarm Company	3
611D - Cancelled by LEO	1
622 - No incident found on arrival at dispatch address	2
700 - False alarm or false call, other	2
745 - Alarm system activation, no fire - unintentional	3
TOTAL	54

RESPONSE ZONE: OUT OF COVERAGE AREA

142 - Brush or brush-and-grass mixture fire	1
611 - Dispatched & cancelled en route	2
622 - No incident found on arrival at dispatch address	1
TOTAL	4

TOTAL CALLS FOR APRIL 2024 108



Fire Recovery for July 2023 - April 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
Payment Received	09/22/2023	23-1090	735	04/07/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	01/17/2024	HFD-2024-24-0075	745	04/11/2024	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	12/16/2023	23-1365	745	04/11/2024	Patriot Living LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	03/25/2024	HFD-2024- 24-0325	352	04/17/2024	State Farm	\$ 1,948.00	\$ 1,948.00	\$ 1,558.40
Payment Received	03/21/2024	HFD-2024- 24-0314	324	04/23/2024	Geico	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	07/15/2023	23-839	733	04/28/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	08/17/2023	23-962	735	04/28/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	09/10/2023	23-1050	745	04/28/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	09/06/2023	23-1032	743	04/28/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00

Payment Received	09/20/2023	23-1082	733	04/28/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Payment Received	08/23/2023	23-981	735	04/28/2024	Thad Saleeby Center	\$ 300.00	\$ 225.00	\$ 180.00
Grand Total:						\$ 40,147.79	\$ 32,748.25	\$ 26,198.61



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
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
SCDPS	JAG Radio Upgrades & Replacement	Mar-24	\$112,135
SCPRT	Tourism Advertising Grant	Mar-24	\$45,000
MASC	Training Reimbursement (Public Works)	Apr-24	\$1,400
MASC	Body Armor Vests Reimbursement (HPD)	Apr-24	\$2,000
Duke Energy Foundation	HFD Radio Upgrades	Apr-24	\$17,197
MASC	Radios Reimbursement (HPD)	Apr-24	\$4,000
MASC	Bunker Gear Reimbursement (HFD)	Apr-24	\$4,000
SCDAH	Lawton Park Pavilion Repairs	Apr-24	\$23,450

TOTAL PENDING	\$1,541,458
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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

APPLICATIONS AWARDED (2021 - PRESENT)			
Agency	Project	Award Year	Amount
FAA	Airport Rescue Grant	2021	\$32,000
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
SC Forestry Commission	Hartsville Downtown District Master Plan	2024	\$56,727
Environmental Protection Agency (EPA)	Brownfield Assessment Grant	2024	\$500,000
MASC	Confined Space Tripod Kit Reimbursement (Public Works)	2024	\$1,203
TOTAL AWARDED			\$17,120,320

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: April 2024

Hospitality taxes collected: (taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	\$123,736.84
Accommodation taxes collected: (taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	\$17,283.25
Revenue collected for Cemetery Lots:	\$2,400.00

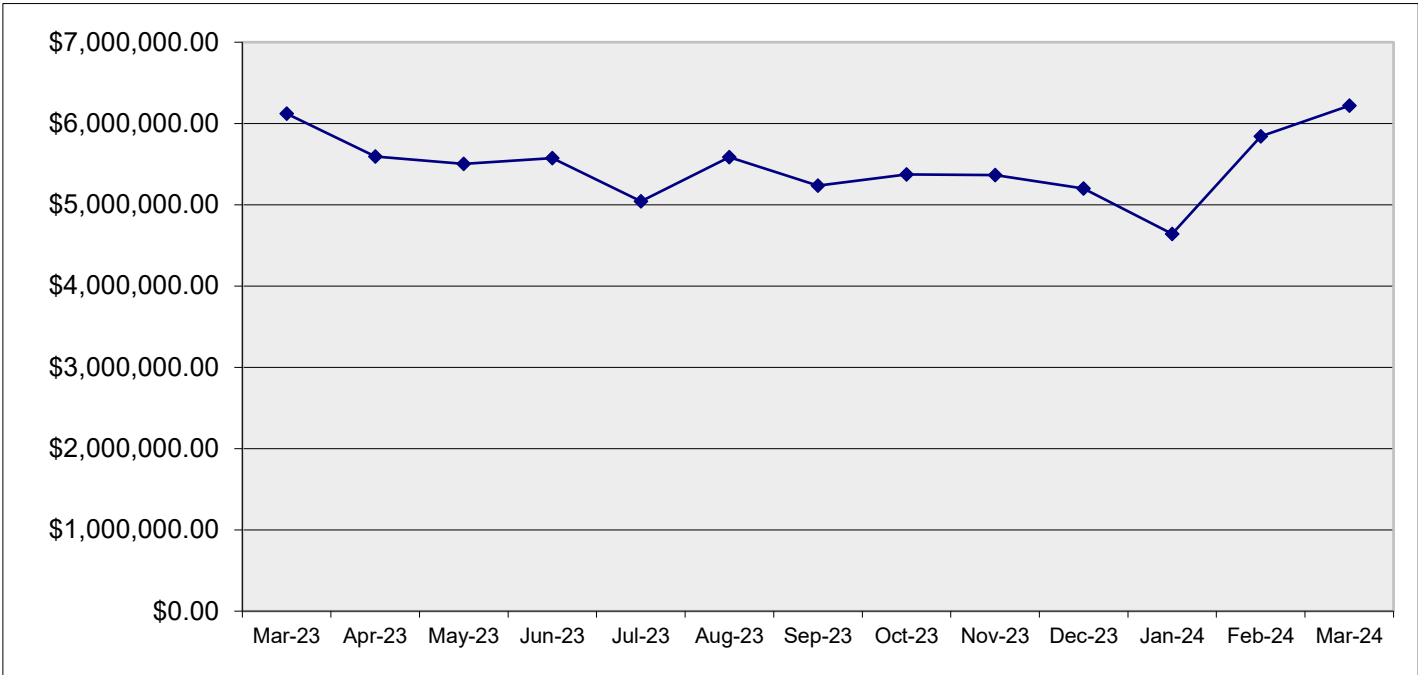
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid	
Mar-23	\$6,122,382.24	\$	122,447.65	\$ (2,390.56)	\$ 386.09	\$ 120,443.18
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	\$ 103,246.48
Oct-23	\$5,372,872.24	\$	107,457.89	\$ (2,072.87)	\$ 464.25	\$ 105,849.27
Nov-23	\$5,366,726.30	\$	107,334.53	\$ (2,100.73)	\$ 776.87	\$ 106,010.67
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
Mar-24	\$6,218,630.31	\$	124,380.56	\$ (2,233.10)	\$ 1,589.38	\$ 123,736.84
TOTAL	\$71,298,973.65	\$	1,425,986.41	\$ (27,295.20)	\$ 7,993.93	\$ 1,406,685.14

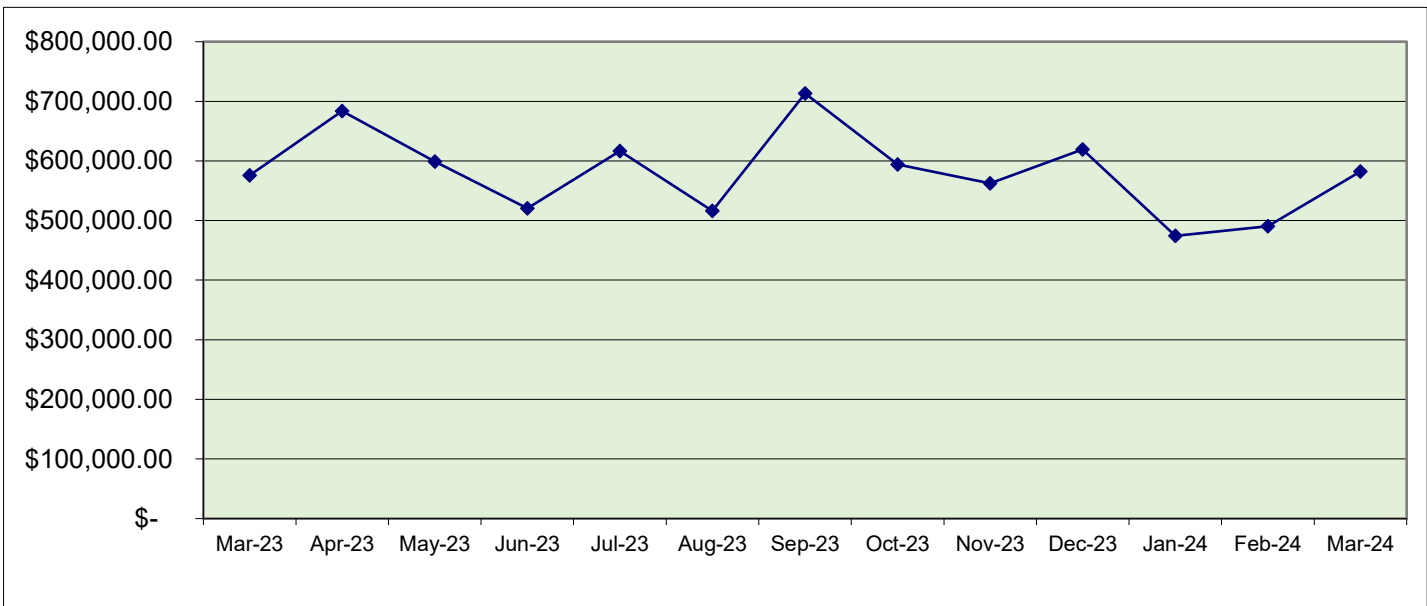
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid	
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	\$ 22,109.52
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
Mar-24	\$ 581,937.77	\$	17,458.14	\$ (320.11)	\$ 145.22	\$ 17,283.25
TOTAL	\$ 7,547,014.01	\$	226,410.43	\$ (4,284.08)	\$ 2,174.29	\$ 224,300.64

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		Apr-24				
3																					
4	DIVERSITY																				
5	Home Department**	March Headcount	April Hire	April Termed	April Transferred Out	April 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	2	0	0	44	0	3	0	41	0										
14	000422 / Fire Department	30	0	0	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.	12	0	0	0	12	0	9	0	3	0										
19	000452 / Parks & Recreation	8	0	0	0	8	0	4	0	3	0										
20	000453 / Streets & Grounds	10	0	0	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	10	0	0	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	6	0	1	0	5	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	000910/Patio Attendant	0	5	0	0	5	0	1	0	4	0										
28	000920/Dispatchers	0	26	0	0	26	0	23	0	3	0										
29	000930/Frontgate Attendants	0	13	0	0	13	0	4	0	9	0										
30	000940/Cabana Hosts	0	8	0	0	8	0	4	0	4	0										
31	000950/Lifeguard	31	21	0	0	52	3	10	1	36	2										
32	000960/Events and Special Sales	0	1	0	0	1	0	0	0	1	0										
33	000970 Park Services	17	27	0	0	44	0	36	0	8	0										
34	000980 Food & Beverage	12	16	0	0	28	0	25	0	2	1										
35	000990 Guest Services	21	18	0	0	39	0	30	0	8	1										
36	Totals:	241	137	1	0	377	3	175	0	195	4										
37	**Based on Home Departments/does not reflect employees with dual departments; Victim's Advocate headcount reflected in 421 / No seasonal or interns																				
38																					
39	Completed Events in April																				
40	<u>Administrative Professionals Day</u>	4/24/2024																			
41	<u>Hartsville Farmers Market</u>	4/13/2024																			
42	<u>Spring Art and Wine Stroll</u>	4/26/2024																			
43																					
44																					
45																					
46																					
47																					
48	Upcoming Events in May 2024																				
49	<u>Memorial Day</u>	5/27/2024		Holiday Office Closed																	
50	<u>Neptune Island Season Open</u>	5/18/2024																			
51																					
52																					
53																					
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56																					
57																					
58																					
59																					



Date: May 4th, 2024
To: City of Hartsville, City Council
From: Matthew Winburn, Main Street Manager

Re: **Monthly Status Report for April**

Status Report & Updates

May Calendar of Events

5th-8th | Main Street NOW Conference | Birmingham, AL

11th- Hartsville Farmers Market | 9am-12pm | Cargill Way

21st- Chats and Cheers Meeting | 6:00pm-7:00pm | Sam Kendall's

Current Social Media Stats:



Facebook: 9,039 Followers

Instagram: 2,040 Followers

Main Street Hartsville Occupancy rate- 95%

Businesses that closed: None

Planned businesses: Excel Gymnastics

Jazzy Blues

Stello Foods

April Recap

Chats and Cheers- A special THANK YOU to COKER UNIVERSITY for hosting our April Chats and Cheers Meeting! At our last Chats and Cheers Merchants Meeting, City Staff and councilmembers met with the students, faculty, and staff at Coker University to better understand their needs and how we as a community can better serve them and connect them with our business owners. Several downtown merchants were also on hand to lend support and listen to Coker's needs.

Be sure to join us for our next Chats and Cheers event on May 21st from 6pm-7pm at Sam Kendall's.

Spring Art and Wine Stroll- Thank you to everyone who participated in our inaugural Spring Art and Wine Stroll. We had over 85 participants who enjoyed shopping with local merchants, exploring new wines, and supporting local artists. That equates to over \$3200 in sponsorships and ticket sales which will be reinvested back into Downtown Hartsville. Thank you to this year's sponsors, Duke Energy, SPC Credit Union, Black Creek Arts, and the Hartsville Museum.

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

A new logo for the Hartsville Cultural District was recently created by a student from Coker University. The logo depicts four cultural assets from within the Cultural District, and will be used for branding within the District, including on new banners, marketing collateral, and more.



Transformation Strategy: Town & Gown Relationship

In addition to hosting our last Chats and Cheers event on Coker's Campus, City of Hartsville staff continue to meet with staff and attend events on Coker campus. Main Street Hartsville plans to hire an intern from Coker once the new school year starts back. Additional plans are being made to install a Coker inspired mural in the Downtown Community.

Transformation Strategy: Small Business Development

Main Street Hartsville recently awarded a Downtown Façade Grant to DOCs Humidor for an upgrade to their outdoor lighting. This new project makes not only the building more inviting, but the surrounding areas as well. With this grant, in the amount of \$2300, the Downtown Façade Program has depleted its funds and will be on hold until new funding can be secured.



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	66	23	24	30	103	5	251	577	3069
May									
June									
July									
August									
September									
October									
November									
December									
YEAR TO DATE	118	82	83	88	180	42	593		

Visitors Signing Guest Book came from:

Kyiv, Ukraine	San Juan, Puerto Rico	Lincoln City, Oregon	Toledo, Ohio
Chicago, Illinois	East Orange, New Jersey	Lincoln, Nebraska	New Market, Maryland
Charlotte, N.C.	Barnwell, S.C.	Charleston, S.C.	Goose Creek, S.C.
Aiken, S.C.	Columbia	Cheraw	Hartsville

Museum News:

- A reception was held April 8th for Hartsville High School IB Art and Honor Art students. Exhibit will be on display from April 8 – May 3.
- Tours were given for Trent Hill, Cypress Adventures, and Coker College history students.
- Permanent Exhibit opened for watercolor artist, Virginia Fouche Bolton with over 30 framed pieces of art displayed in the Gallery Room of The Edition.
- The Hartsville Museum had over 75 visitors for the Spring Art and Wine Stroll.
- Donations for April included: Drew Boettcher donated a 4-piece set of Eastern Carolina Silver, pattern no. 308; Johnny Andrews donated an ice pick from Hartsville Ice and Fuel Corp.; and Madge Zemp donated six Hartsville High School Spirit buttons.

Monthly Report

Date: 05/08/2024

1. April Events
<ul style="list-style-type: none">• Family Game Night
2. Upcoming Events
<ul style="list-style-type: none">• Hartsville Parks and Rec Baseball Tournament – May 31st – June 1st at Byerly Park• HeroRun Carolina Overdrive – May 18th – May 19th at T.B. Thomas Sports Center• Dixie Youth Baseball District (Minor League) June 6th – June 11th at Byerly Park• Dixie Youth Baseball District (Ozone League) June 13th – June 18th• Family Game Night at T.B. Thomas Sports Center – April 26th at Byerly Park
3. Membership Count:
<ul style="list-style-type: none">• 475 Active Members
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.

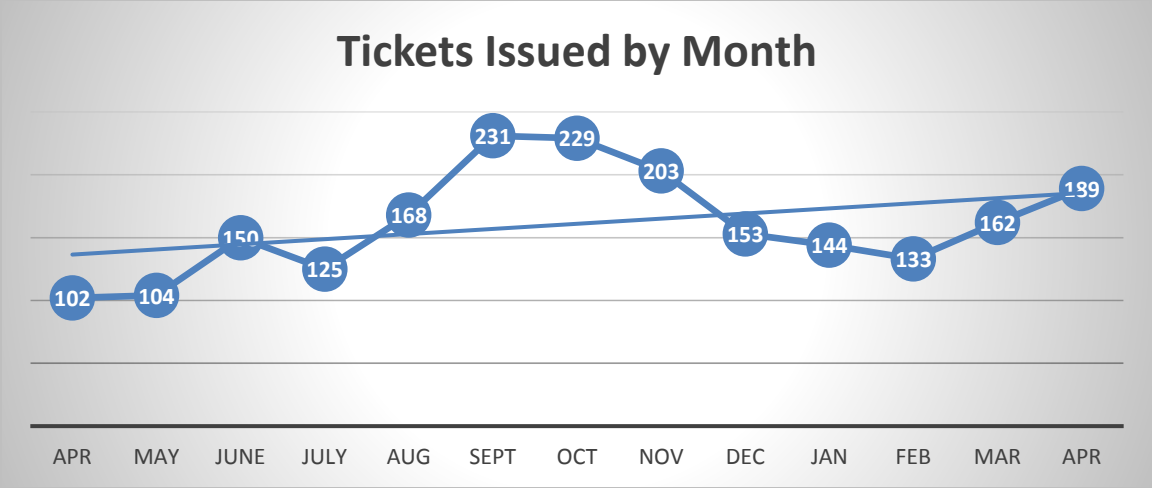
Hartsville Police Department

Monthly Report

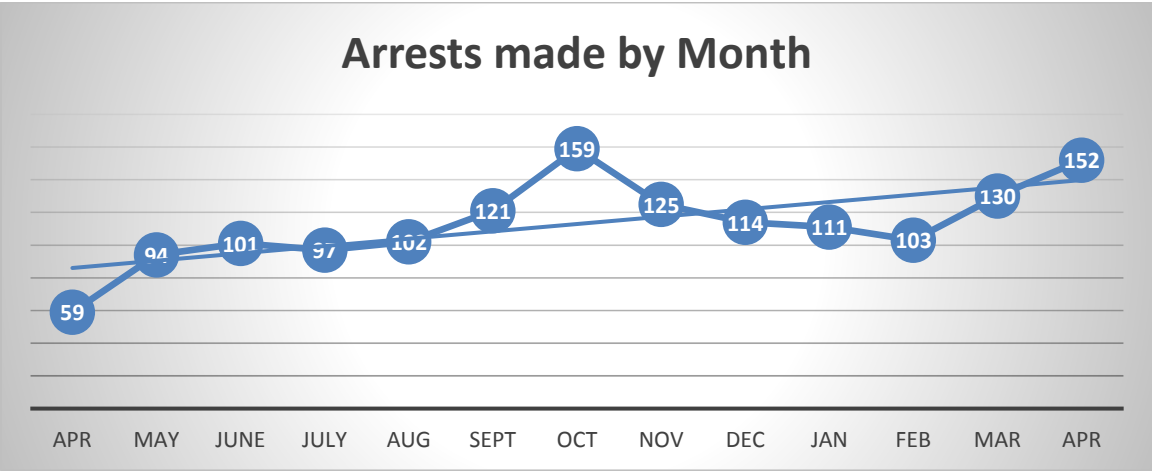


April 2024

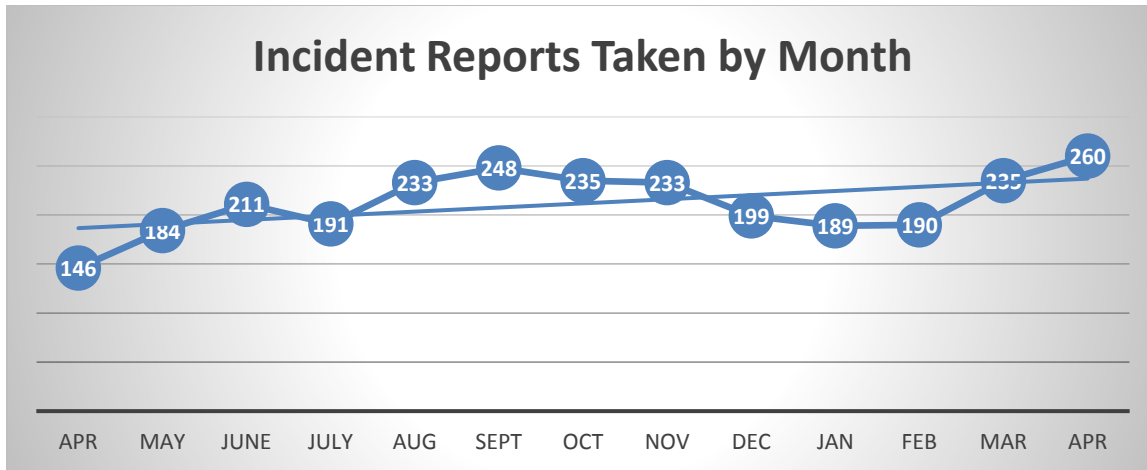
Prepared by Janice Woodham



April 2024 showed an increase in the issue of tickets from March 2024. This can be attributed the increase in the number of arrest for the month of April 2024 as well as the increase in reports for April 2024.



Arrest for April 2024 increased slightly from the previous month, and was in line with the rolling 12 month average. This increase could be due to the increase in reports as well as tickets in April 2024.



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 an increase 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.

April 2024 gave us 152 arrests, including 16 Juveniles (mostly drug/narcotics and NRP).

Crime Types

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

Burglary	0	(0% from outside City)
Assaults	14	(43% from outside City)
Car Theft	0	(0% from outside City)
Thefts	3	(33% from outside City)
Shopliftings	13	(38% from outside City)
Forgery/Fraud	0	(0% from outside City)
Drug Offenses	46	(63% from outside City)
DUI/Drunkenness	13	(54% from outside City)
Non-Reported State	40	(75% 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)

92 of 152 people arrested (61%) live outside the city limits.



Date: May 8, 2024

To: City of Hartsville

From: Michelle Byers Brown, Director of Tourism and Communications

Re: Tourism and Events Report- April 2024

Current social media counts

City of Hartsville Facebook – 12,279 followers (New page followers last 28 days: 64)

City of Hartsville Instagram – 2405 followers (New page followers last 28 days: 14)

Visit Hartsville SC Facebook – 405 followers (New page followers last 28 days 46)

Visit Hartsville SC Instagram– 1627 followers (New page followers last 28 days 10)

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- \$3,907.47

Taxes- \$70.30

Most popular – Spring Art & Wine Stroll Tickets, Farmers Market Vendors, Hartsville Logo Items

Special Events Rentals

Lawton: 0

Edition: 6

Special Event Permits: 4

Upcoming Events

- Saturday, May 11th, 2024 – Downtown Farmers Market 9:00 AM – 12:00 PM
- Saturday, May 11th, 2024, Screen on the Green, “The Parent Trap”, movie begins at dusk
- Friday, May 17th, 2024, Block Party, 6:00 PM – 9:00 PM
- Monday, May 31st, 2024, HFD Honor Guard Memorial Day Ceremony, Burry Park, 11:00 AM

On-Going Tourism Team Projects

- Working to finalize adjustments to upcoming City of Hartsville Website
- Planning and launching 2024 Neptune Island promotional campaign

- Continuing to learn about our new Placer AI program to enable us to gauge the success of events and economic impacts on the City
- Working to gain sponsors for our Summer events.
- Working to help Police and Fire with collateral, publicity, and civic engagement

Departmental Reports Not Submitted for City Council Agenda of 5/14/24

- Airport
- Development – Permit Activity



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

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: 4469 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval to amend the Hartsville City Code with the addition of Chapter 58, Article I "In General" Section 56-6 "Hate Intimidation".

BACKGROUND SUMMARY:

The State of South Carolina is one of only two states nationwide to not adopt Hate Crime Legislation. City Council recognizes and values our diverse community and wants to deter criminal activity against any person motivated by bias or hatred towards any individual because of their diverse characteristics.

ATTACHMENTS:

Description

- ▣ ORD 4469

ORDINANCE 4469

AN ORDINANCE AMENDING THE CITY OF HARTSVILLE CODE BY THE ADDITION OF CHAPTER 58 ARTICLE I “IN GENERAL” SECTION 58-6 “HATE INTIMIDATION”.

WHEREAS, the City of Hartsville, South Carolina (the “City”) is a municipal corporation of the State of South Carolina, located in Darlington County, South Carolina, and as such possesses all general powers granted to municipal corporations; and

WHEREAS, the State of South Carolina remains one of only two states nationwide to not adopt Hate Crime Legislation; and

WHEREAS, City Council recognizes and values the diverse characteristics of residents and visitors representing a multitude of races, colors, creeds, religions, ancestries, sexual orientations, genders, gender identities, physical and mental disabilities, and nationalities; and

WHEREAS, crimes motivated by hate or bias towards any person or persons, in whole or in part, because of their actual or perceived diverse characteristics causes severe harm to victims and is also divisive in communities and in the country as a whole, harming the public in addition to the individual harm to victims; and

WHEREAS, City Council desires to amend the current city code to add sections on hate intimidation; and

WHEREAS, these sections have been reviewed and are being considered as shown below.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that the Hartsville City Code is hereby amended by the addition of Chapter 58, Article I, Sections 58-6 “Hate Intimidation” to read as follows:

Chapter 58. Offenses and Miscellaneous Provisions.

Article I. In General.

Section 58-6 – Hate Intimidation

Sec. 58-6. Hate Intimidation.

(a) A person who violates Chapter 58 of the City of Hartsville Code of Ordinances, any act or omission which is prohibited or declared unlawful under the City of Hartsville Code of Ordinances, or any provision of State law within the municipal limits of the City of Hartsville with the intent to intimidate a person or persons, in whole or in part, because of the actual or perceived race, color, creed, religion, ancestry, gender, gender identity, sexual orientation, physical or mental disability, expression or national origin of any person is guilty of the separate offense of hate intimidation and shall be punished as provided in sub-section (b) here within. Sentences shall run consecutive to one another unless the court specifies on the record good cause why they should run concurrently.

(b) Fines imposed under this section for contemporaneous or concurrent violations of this section shall be assessed for each violation.

(1) A violation of this section shall be a misdemeanor and punishable by a fine which shall be included in the City’s Master Fee Schedule which is on file in the City Clerk’s Office and/or by imprisonment for not more than thirty (30) days. The sentence imposed must be consecutive to the sentence for the underlying criminal offense unless the Court articulates on the record the reasons why the sentences should run concurrently.

(2) The Court may impose community service or participation in an educational program for violation of this section.

(3) Any sentence may be suspended upon completion by the defendant of appropriate education, counseling or community service employment as ordered by the Court.

(4) The Court may also designate all or part of the imposed fine be directed to the support of programs designed to combat bias based on ethnicity, national origin, color, religion, sexual orientation, gender and gender identity or physical or mental disability.

(c) Restitution authorized. In addition to the penalties provided for above, the Court may order restitution up to the limits of the Court's jurisdiction for damages sustained by the victim of this offense directly related to the commission of the crime which may include compensation for medical bills, counseling or therapy or damage to property sustained by the victim as a result of the underlying criminal offense.

(d) Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this Ordinance.

(e) Repeal. Any other ordinance or any parts of this ordinance that conflict with this Ordinance are hereby repealed or superseded to the extent necessary to give this Ordinance full force and effect.

ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ____ day of _____ 2024 and to become effective immediately upon final reading.

Casey Hancock, Mayor

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

First Reading:
Public Hearing:
Final Reading:



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

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: 4470 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

An Ordinance to amend Chapter 70 "Solid Waste" Article I "In General" Section 70-2 "Residential Solid Waste User's Fee".

BACKGROUND SUMMARY:

An increase in the residential solid waste user's fee is necessary to fund the continued operations and capital needs.

FINANCIAL IMPACT:

Recommend a \$2.00 per month increase for FY 24-25 from \$24.19 to \$26.19 and a \$1.00 per month increase for FY 25-26 from \$26.19 to \$27.19 and a \$1.00 per month increase for FY 26-27 from \$27.19 to \$28.19.

ATTACHMENTS:

Description

- ORD 4470

ORDINANCE 4470

TO AMEND THE RESIDENTIAL SOLID WASTE USER’S FEE PURSUANT TO CHAPTER 70 “SOLID WASTE” ARTICLE I “IN GENERAL” SECTION 70-2 “RESIDENTIAL SOLID WASTE USER’S FEE”.

WHEREAS, the City of Hartsville operates as a service to the citizens of Hartsville a solid waste program that is responsible for the collection and disposal of garbage, waste matter and yard debris; and,

WHEREAS, it has been determined that the fees structure for residential solid waste user’s fees need to be increased to cover the increased cost of operations.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville, that the residential solid waste user’s fee will be increased to \$26.19, from \$24.19, effective with the July 2024 billing that is due on August 15, 2024. In addition, the residential solid waste user’s fee will increase to \$27.19 effective with the July 2025 billing that is due on August 15, 2025, and will increase to \$28.19 effective with the July 2026 billing that is due on August 15, 2026.

BE IT HEREBY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the _____ day of _____, 2024 and to become effective immediately upon Final Reading.

Casey Hancock, Mayor

ATTEST: _____
Andrea D. Crenshaw, City Clerk

First Reading:
Public Hearing:
Final Reading:



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: 4471 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval to update the master fee schedule.

ATTACHMENTS:

Description

- ▣ ORD 4471
- ▣ ORD 4471 - Master Fee Schedule Updates

ORDINANCE 4471

TO PROVIDE FOR THE ESTABLISHMENT AND AMENDMENT OF FEES AND RATES THAT ARE NECESSARY FOR THE OPERATION OF THE CITY OF HARTSVILLE.

WHEREAS, the City of Hartsville charges certain fees and rates as part of its normal operations; and,

WHEREAS, the fees and rates offset the costs of providing city services; and,

WHEREAS, Section 2-107 (a)(1) of the Hartsville City Code requires that service fees and service rates be established/amended by Ordinance; and,

WHEREAS, Section 2-107 (b) of the Hartsville City Code requires fees for use of city owned properties/facilities to be established/amended by resolution; and,

WHEREAS, the establishment and amendment of city fees and rates will be by reference and on file in the City Clerk's office.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and City Council of the City of Hartsville that the following master fee/rate schedule is hereby approved and adopted by reference.

NOW, THEREFORE BE IT ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ___th day of _____ 2024 and upon final reading shall become effective as shown on the master fee/rate schedule attached to this Ordinance.

Casey Hancock, Mayor

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

First Reading:
Public Hearing:
Final Reading:

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Department	Fee Title	Description	Current Rate	Requested	Reference & Effective Date for Most Recent Update
Parks & Rec	Multipurpose fields (Football and Soccer)				
Parks & Rec	Tournament/Special event		\$400.00	\$500.00	ORD 4471 - 7/1/2024
Parks & Rec	One field per day	Remove	\$100.00	\$0.00	ORD 4471 - 7/1/2024
Parks & Rec	One field per hour (2hr minimum)		\$25.00		
Parks & Rec	Soccer/Football Field Layout Fee	New Rate		\$150.00	ORD 4471 - 7/1/2024
Parks & Rec	Lights per hour		\$50.00		
Parks & Rec	Security fee (refundable)		\$50.00		
Parks & Rec	Baseball/Softball fields				
Parks & Rec	Tournament/Special event (Per complex)		\$400.00	\$500.00	
Parks & Rec	One field per day		\$100.00	\$125.00	
Parks & Rec	One field per hour (2hr minimum)		\$35.00		
Parks & Rec	Lights per hour		\$50.00		
Parks & Rec	Field Prep	New Rate		\$25.00	ORD 4471 - 7/1/2024
Parks & Rec	Security fee (refundable)		\$50.00		
Parks & Rec	T. B. Thomas Gym				
Parks & Rec	Gym per day (8 hrs.)	At in city rate.	\$400.00		
Parks & Rec	Gym half day (4hrs)	At in city rate.	\$200.00		
Parks & Rec	Gym per hour (2hr minimum)	At in city rate.	\$50.00		
Parks & Rec	Outside normal Hours (Per hour)	Cover cost of employee salary.	\$25.00		
Parks & Rec	Multipurpose/Conference Room (Per hour)	At in city rate.	\$25.00		
Parks & Rec	Security fee (refundable)	At in city rate.	\$50.00		
Parks & Rec	T. B. Thomas membership				
Parks & Rec	Seniors (Ages 50 and up) Monthly		\$5.00		
Parks & Rec	Seniors (Ages 50 and up) Yearly		\$50.00		
Parks & Rec	Adults (Ages 22 to 49) Monthly		\$15.00		
Parks & Rec	Adults (Ages 22 to 49) Yearly		\$150.00		
Parks & Rec	Students (Ages 13 to 21) Monthly		\$5.00		
Parks & Rec	Students (Ages 13 to 21) Yearly		\$50.00		
Parks & Rec	Yearly Family Rate		\$250.00		
Parks & Rec	Monthly Family Rate		\$25.00		
Parks & Rec	Day Pass Single Entry	New rate		\$4.00	ORD 4471 - 7/1/2024
Parks & Rec	Rec Pass (15 Passes)	New rate		\$60.00	ORD 4471 - 7/1/2024

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Department	Fee Title	Description	Current Rate	Proposed Rate	Reference & Effective Date for Most Recent Update
Utilities	Water Turn on After Business Hours	Have to call in on call personnel to turn on. It is almost always OT.	\$50.00	\$100.00	ORD 4471 - 7/1/2024
Utilities	Water Disconnect Fee		\$25.00	\$25.00	
Utilities	Temporary Connection Fee	Temporary Service (5 Days)	\$20.00	\$20.00	ORD 4457 - Eff 10-1-23
Utilities	Delinquent Service Fee	Added to Account Subject to Disconnection	\$40.00	\$40.00	ORD 4457 - Eff 10-1-23
Utilities	Courtesy Disconnection Fee	Temporary disconnection per customer request	\$10.00	\$10.00	ORD 4457 - Eff 10-1-23
Utilities	After Hours Service Fee	Meter Services taking place after hours	\$30.00	\$30.00	ORD 4457 - Eff 10-1-23
Utilities	Pulled Meter Fee	Meter Pulled due to unauthorized usage	\$35.00	\$35.00	ORD 4457 - Eff 10-1-23
Utilities	Meter Trip Fee	Repeat calls for meter service customer request	\$20.00	\$20.00	ORD 4457 - Eff 10-1-23
Utilities	Jet Vac Truck Pre Hour	Rental fee of use of utilities Jet Vac Truck	\$400.00	\$650.00	ORD 4471 - 7/1/2024
Utilities	FIRE LINE	Fire line tap fee	\$250.00	\$250.00	ORD 4406 - Eff 12/8/20
Utilities	Water/Sewer Engineering Review (100% Billed by City Engineer)	100% of expenditures billed by City Engineer	TBD	TBD	
Utilities	3/4 " Water Tap Fee - City performs-Price of water meter and labor.	Price of water meter and labor.	\$971.00	\$1,500.00	ORD 4471 - 7/1/2024
Utilities	1" Water Tap Fee	Price of water meter and labor.	\$1,050.00	\$2,300.00	ORD 4471 - 7/1/2024
Utilities	1.5" Water Tap Fee	Price of water meter and labor.	\$0.00	\$4,050.00	ORD 4471 - 7/1/2024
Utilities	2" Water Tap Fee (Compound)	Price of water meter and labor.	\$2,700.00	\$5,800.00	ORD 4471 - 7/1/2024
Utilities	2" Water Tap Fee (Turbo)	Price of water meter and labor.	\$2,500.00	\$5,800.00	ORD 4471 - 7/1/2024
Utilities	4" Water Tap Fee	Price of water meter and labor.	\$4,269.00	\$9,200.00	ORD 4471 - 7/1/2024
Utilities	6" Water Tap Fee	Price of water meter and labor.	\$6,328.00	\$13,000.00	ORD 4471 - 7/1/2024
Utilities	8" Water Tap Fee	Price of water meter and labor.	\$9,421.00	\$20,000.00	ORD 4471 - 7/1/2024
Utilities	4" Sewer Tap Fee - City performs	Price of installation	\$1,045.00	\$1,500.00	ORD 4471 - 7/1/2024
Utilities	6" Sewer Tap Fee - City performs	Price of installation	\$1,210.00	\$2,250.00	ORD 4471 - 7/1/2024
Utilities	8" Sewer Tap Fee - City preforms	Price of installation	\$1,430.00	\$3,000.00	ORD 4471 - 7/1/2024
Utilities	3/4 " Water Tap Fee - Developer performs	Fee for Water Meter.	\$275.00	\$555.00	ORD 4471 - 7/1/2024
Utilities	1" Water Tap Fee - Developer performs	Fee for Water Meter.	\$330.00	\$635.00	ORD 4471 - 7/1/2024
Utilities	1.5" Water Tap Fee - Developer performs	Fee for Water Meter.	\$0.00	\$1,340.00	ORD 4471 - 7/1/2024
Utilities	2" Water Tap Fee - Developer performs	Fee for Water Meter.	\$880.00	\$2,044.00	ORD 4471 - 7/1/2024
Utilities	4" Water Tap Fee - Developer performs	Fee for Water Meter.	\$3,760.00	\$4,484.00	ORD 4471 - 7/1/2024
Utilities	6" Water Tap Fee - Developer performs	Fee for Water Meter.	\$5,778.00	\$7,575.00	ORD 4471 - 7/1/2024
Utilities	8" Water Tap Fee - Developer performs	Fee for Water Meter.	\$8,871.00	\$11,975.00	ORD 4471 - 7/1/2024
Utilities	4" Sewer Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$385.00	\$450.00	ORD 4471 - 7/1/2024
Utilities	6" Sewer Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$385.00	\$500.00	ORD 4471 - 7/1/2024
Utilities	8" Sewer Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$440.00	\$550.00	ORD 4471 - 7/1/2024

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Department	Fee Title	Description	Current Rate	Proposed Changes	Reference & Effective Date for Most Recent Update
Fire	Fire Report	Fire Incident Report	\$5.00		
Fire	Fire Recovery	Motor Vehicle Accident - Level 1	\$487.00		
Fire	Fire Recovery	Motor Vehicle Accident - Level 2	\$554.00		
Fire	Fire Recovery	Motor Vehicle Accident - Level 3 - Car Fire	\$677.00		
Fire	Fire Recovery	Motor Vehicle Accident - Level 4 - Extrication	\$1,461.00		
Fire	Fire Recovery	Motor Vehicle Accident - Level 5 - Creating a Landing Area	\$448.00		
Fire	Fire Recovery	Motor Vehicle Accident - Additional Time on Scene	Engine - \$448 per hour Truck - \$560 per hour Miscellaneous Equipment - \$336		
Fire	Fire Recovery	Hazmat - Level 1	\$784.00		
Fire	Fire Recovery	Hazmat - Level 2	\$2,800.00		
Fire	Fire Recovery	Hazmat - Level 3	\$6,608.00		
Fire	Fire Recovery	Hazmat - Additional Time on Scene	Engine - \$448 per hour Truck - \$560 per hour Miscellaneous Equipment - \$336		
Fire	Fire Recovery	False Alarm - 1st alarm in 12 month calendar year	\$0.00		
Fire	Fire Recovery	False Alarm - 2nd alarm in 12 month calendar year	\$100.00		
Fire	Fire Recovery	False Alarm - 3rd alarm in 12 month calendar year	\$200.00		
Fire	Fire Recovery	False Alarm - 4th - 6th alarm in 12 month calendar year	\$300.00		
Fire	Fire Recovery	First Responder (No Transport) Per Incident	\$350.00		
Fire	Fire Recovery	Fire Investigation: Includes: Scene Safety, Investigation, Source Identification, K-9/Arson Dog Unit, Identification Equipment, Mobile Detection Unit, Fire Report	\$308.00 per hour		
Fire	Fire Recovery	Fires: Includes: Scene Safety, Investigation, Fire/Hazard Control	\$448/hour per engine \$560/hour per truck		
Fire	Fire Recovery	Illegal Fires	\$448/hour per engine \$560/hour per truck		
Fire	Fire Recovery	Water Incidents - Level 1	\$448 plus \$56/hour per rescue person		
Fire	Fire Recovery	Water Incidents - Level 2	\$896 plus \$56/hour per rescue person		
Fire	Fire Recovery	Water Incidents - Level 3	\$2,240 plus \$56/hour per rescue person plus \$112/hr. per Hazmat team member		
Fire	Fire Recovery	Back Country or Special Rescue	\$448 first response vehicle plus \$56 per rescue person. Additional rate of \$448/hour per response vehicle and \$56/hour per rescue person.		
Fire	Fire Recovery	Chief Response	\$280/hour		
Fire Permit Fee for Commercial Construction					
Fire	Fire Marshal	Amount per sq ft	\$25 per 1,000 sq ft.		

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Fire Protection Permit Fee (Based on project cost**)					
Fire	Fire Marshal	\$0-\$2,000		\$35	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	\$2,001-\$50,000		\$5 per \$1,000	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	50,001-\$250,000		\$4 per \$1,000	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	\$250,001-\$500,000		\$3 per \$1,000	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	\$500,001 +		\$2 per \$1,000	ORD 4457 - Eff 10-1-23
Fire & Life Safety Plan Review Fee (Based on project cost)					
				Proposed	
Fire	Fire Marshal	\$0-\$2,000		New	\$17.50 ORD 4471 - 7/1/2024
Fire	Fire Marshal	\$2,001-\$50,000		New	\$2.50 per \$1,000 ORD 4471 - 7/1/2024
Fire	Fire Marshal	50,001-\$250,000		New	\$2 per \$1,000 ORD 4471 - 7/1/2024
Fire	Fire Marshal	\$250,001-\$500,000		New	\$1.50 per \$1,000 ORD 4471 - 7/1/2024
Fire	Fire Marshal	\$500,001 +		New	\$1 per \$1,000 ORD 4471 - 7/1/2024
Fire & Life Safety Plan Review Fee					
Fire	Fire Marshal	0-999 sq ft		\$25	Remove ORD 4471 - 7/1/2024
Fire	Fire Marshal	1,000-4,999 sq ft		\$50	Remove ORD 4471 - 7/1/2024
Fire	Fire Marshal	5,000-9,999 sq ft		\$75	Remove ORD 4471 - 7/1/2024
Fire	Fire Marshal	10,000-49,999 sq ft		\$100	Remove ORD 4471 - 7/1/2024
Fire	Fire Marshal	50,000 + sq ft		\$125	Remove ORD 4471 - 7/1/2024
Fire	Fire Marshal	Penalty for work already commenced		Based on sliding scale in Fire Marshalls office fee is doubled	Reference code section 42-111 Reference code section 42-111
NOTE: **Fire Protection Permit Fee - Is paid when a fire protection systems (alarm, sprinklers, suppression hood, etc) is installed or upgraded in a commercial building. This fee is in addition to the Fire Permit Fee & Construction Plan Review Fee. <u>There is no "Cap" on any of the listed fees.</u>					
Misc. Fire Permit Fees-					
Fire	Fire Marshal	Dry & Wet Chemical Systems-each permit		\$75.00	
Fire	Fire Marshal	Standpipe Systems-each permit		\$75.00	
Fire	Fire Marshal	Radio Repeaters (BDA's)-each permit		\$150.00	
Fire	Fire Marshal	Carbon Dioxide Tanks (100 lbs. or more)-each permit		\$75.00	
Fire	Fire Marshal	Re-inspection (New construction, remodel, no show/missed appointments-each permit (per building))		\$50.00	
Fire	Fire Marshal	All other permits per IFC Section 105-each permit		\$75.00	
Fire Marshall Fees					
Fire	Fire Marshal	Fire Pump Test-per test		\$150.00	
Fire	Fire Marshal	Standpipe Flow Test-per test		\$100.00	
Fire	Fire Marshal	(additional test at same location)-per test		\$50.00	
Fire	Fire Marshal	Spray Paint Booth-per inspection		\$200.00	
Fire	Fire Marshal	Kitchen Hood Extinguishing System Test-per test		\$150.00	
Fire	Fire Marshal	Occupancy Card Request-per card		\$30.00	

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Fire	Fire Marshal	Duplicate Occupancy Card-per card	\$10.00		
Fire	Fire Marshal	Property or Insurance Request-each request	\$15.00		
Fire	Fire Marshal	Special Duty Rate for Fire Marshal-per hour	\$42.50		

CITY OF HARTSVILLE- MASTER FEE SCHEDULE

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Department	Fee Title	Description	Current Rate	Proposed Rate	Reference & Effective Date for Most Recent Update
Police	Accident Report	Accident Reports Per Report	\$5.00		
Police	Bicycle Registration	Registration Per Person	\$1.00		
Police	Fingerprint Cards	Blue Fingerprint Card Per Card	\$2.00		
Police	Fingerprinting	Fingerprinting Service Per Person	\$10.00		
Police	Incident Report	Incident Reports Per Report	\$5.00		
Police	Precious Metals	Precious Metal Permit	\$50.00		
Police	Record Check	Local Criminal Background Check Per Person	\$5.00		
Police	Parking	Parked in no parking zone, unattended,yellow curb and fire lane	\$15.00		ORD 4457 - Eff 10-1-23 - Added w no change to fine amount
Police	Parking	Parked in a traffic lane, at fire hydrant, blocking sidewalk and driveway	\$25.00		ORD 4457 - Eff 10-1-23 - Added w no change to fine amount
Police	Parking	Parked in handicapped space	\$300.00		ORD 4457 - Eff 10-1-23
Police	Noise Violation	Violation of noise ordinance	\$200.00	\$500.00	ORD 4459 - Eff 10-10-23
Police	Hate Intimidation Fine	Violation Hate Intimidation ordiance	\$0.00	\$500.00	ORD 4471 - Upon Final Reading



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: 4472 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Adopt and appropriate the FY 24-25 budgets.

BACKGROUND SUMMARY:

After a budget worksession of City Council the attached Ordinance for the City's FY 24-25 budgets are recommended by the City Manger for consideration.

ATTACHMENTS:

Description

- ▣ ORD 4472

ORDINANCE 4472

AN ORDINANCE TO ADOPT A BUDGET FOR THE CITY OF HARTSVILLE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025.

WHEREAS, Section 5-7-260 of the South Carolina Code of Laws (as amended) requires that a Municipal Council shall act by ordinance to adopt budgets and levy taxes pursuant to public notice; and

WHEREAS, the City of Hartsville has duly conducted its yearly budget process.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Hartsville that the City's budget for Fiscal Year 2024 - 2025 is hereby adopted as follows:

Section 1

- (a) There is hereby adopted a General Fund budget for the City of Hartsville for the fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$15,034,962.
- (b) Further, there is hereby adopted a Water, Sewer, and Waterpark Enterprise Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$9,972,548.
- (c) Further, there is hereby adopted an Infrastructure Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$718,500.
- (d) Further, there is hereby adopted a 4th Street Railroad Development Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$370,000.
- (e) Further, there is hereby adopted a Solid Waste Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025 as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$1,716,874.
- (f) Further, there is hereby adopted a Hospitality Fee Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$1,387,975.

- (g) Further, there is hereby adopted an Accommodations Tax Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$190,000.
- (h) Further, there is hereby adopted a Debt Service Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$263,328.
- (i) Further, there is hereby adopted a Storm Water Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$99,286.
- (j) Further, there is hereby adopted a Receptions Concessions Fund budget for the City of Hartsville for fiscal year beginning July 1, 2024, and ending June 30, 2025, as filed in the office of the City Clerk which is hereby incorporated by reference as if set forth fully herein, providing for revenues and appropriations in a total amount of \$75,600.

Section 2

(A) Subject to the provisions and requirements of Section 6-1-320 of the South Carolina Code of Laws (as amended), a tax for general operating purposes for the period from July 1, 2024, and ending June 30, 2025, for the sums and in the amount hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the City of Hartsville for the operational use and service thereof. A tax of one hundred thirty-five and nine tenth (135.9) mils upon each one thousand (\$1,000) in value of real estate and personal property of every description owned and used in the City of Hartsville, South Carolina, is and shall be levied and paid into the City treasury for the credit to the General Fund of the City of Hartsville for the corporate purposes, improvements, and for the purpose of paying current operating expenses of said municipality. Such a tax is levied on such property as is assessed for taxation for County and State purposes.

(B) A tax necessary to pay the debt service on the City's general obligation bonds for the period from July 1, 2024 and ending June 30, 2025, for the sums required in Section 1(j) above, is and shall be levied and collected by the Auditor and Treasurer, respectively, and shall be paid by the Treasurer into the treasury of the City or for the benefit of the City as required by the borrowing documents related to the City's general obligation bonds for the payment of the City's general obligation bonds. A tax of six (6) mils shall be levied upon all taxable real and personal property of every description owned and used in the City. Such tax is and shall be levied, collected and paid in accordance with the borrowing documents related to the City's general obligation bonds.

Section 3

The budget of the Water, Sewer, and Waterpark Enterprise Fund incorporates the scheduled utility rates as prescribed in Ordinance 4454 dated June 13, 2023 and Ordinance 4406 dated December 8, 2020.

Section 4

The budget of the Solid Waste Enterprise Fund incorporates the scheduled commercial rates as prescribed in Ordinance 4433 dated June 14, 2022 and the scheduled residential rates as prescribed in Ordinance 4470 dated [REDACTED].

Section 5

The City Manager shall administer the budget and may authorize the transfer of appropriate funds within and between departments as necessary to achieve the goals of the budget.

Section 6

If for any reason, any sentence, clause or provision of this Ordinance shall be declared invalid, such shall not affect the remaining provisions thereof.

Section 7

That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed, insofar as the same affect this Ordinance.

ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the __th day of _____ 2024 and to become effective July 1, 2024.

Casey Hancock, Mayor

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

First Reading:
Public Hearing:
Final Reading:



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: 4473 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

ORDINANCE TO AMEND THE FY 2023-2024 BUDGETS

ATTACHMENTS:

Description

- ▣ ORD 4473

ORDINANCE 4473

AMENDING THE 2023-2024 FISCAL YEAR BUDGETS.

WHEREAS, the City wishes to fund several projects throughout the City and multiple projects have extended beyond the 2023-2024 Fiscal Year.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that the Fiscal Year 2023-2024 Budgets are hereby amended and appropriated so that it shall read as follows:

General Fund:

Surplus Revenues:

Interest Income	\$ 40,000
Transfer In MCBP Fund 07	\$ 100,000
Accumulated Surplus	\$ 208,000
Total	<u>\$ 348,000</u>

Expenditures:

Capital: Public Safety Building	\$ 30,000
Payroll and Benefits	\$165,000
Merchant Fees	\$ 10,000
Agenda and Public Meeting Automation	\$ 20,000
JV Boarding	\$ 36,500
Computer Network Maintenance	\$ 10,000
Telephone	\$ 21,000
IT Contract Services	\$ 37,500
Vehicle Insurance	<u>\$ 18,000</u>
Total	<u>\$ 348,000</u>

Amended Totals:

Revenue	<u>\$ 14,207,883</u>
Expenditures	<u>\$ 14,207,883</u>
Net Profit (Loss)	<u>\$ 0</u>

Water/Sewer/Waterpark Fund:

Surplus Revenues:

Interest Income	\$ 130,000
Penalties and Fees	\$ 45,500
Sewer Rents	\$ 61,500
Waterpark Revenues	\$ 65,000
Accumulated Surplus	\$204,591
Total	<u>\$ 506,591</u>

Expenditures

Capital:	
Mcleod Rd Drainage (Resolution 11-22-04)	\$51,066
Stormwater Improvements (Ordinance 4442)	\$54,025
North 8 th Street Sewer (Resolution 06-23-01)	\$99,500
Payroll & Benefits	\$ 30,000
Personnel Costs – Temp Personnel	\$ 170,000

Food and Beverage	\$ 30,000
Insurance	\$ 12,000
Chemicals Supplies	<u>\$ 60,000</u>
Total	<u>\$ 506,591</u>

Amended Totals:	
Revenue	\$ 9,463,524
Expenditures	<u>\$ 9,235,603</u>
Net Profit (Loss)	<u>\$ 227,921</u>

Infrastructure Fund:

Revenue:	
Fee In Lieu	<u>\$ 100,000</u>
Total	<u>\$ 100,000</u>

Expenditures:	
Transfer to General Fund	<u>\$ 100,000</u>
Total	<u>\$ 100,000</u>

Amended Totals:	
Revenue	<u>\$ 761,000</u>
Expenditures	<u>\$ 761,000</u>
Net Profit (Loss)	<u>\$ 0</u>

BE IT HEREBY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the _____ day of _____, 2024 and to become effective immediately upon Final Reading.

Casey Hancock, Mayor

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

First Reading:
Public Hearing:
Final Reading:



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

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: 4474 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Ordinance to reaffirm the option for Councilmembers participation in the State Insurance Benefits Program and to amend the City Code to clarify Councilmember eligibility for retiree benefits and group insurance.

BACKGROUND SUMMARY:

PEBA is requiring all municipalities who participate in the state insurance benefits program to reaffirm by July 1, 2024 whether councilmembers will remain eligible for coverage or if they will be excluded. If approved the ordinance will amend the City Code to clarify Councilmembers eligibility for retiree benefits and group insurance eligibility is determined by PEBA.

ATTACHMENTS:

Description

- ▣ ORD 4474

ORDINANCE 4474

AN ORDINANCE TO REAFFIRM PARTICIPATION IN THE STATE INSURANCE BENEFITS PROGRAM FOR COUNCILMEMBER COVERAGE AND TO AMEND HARTSVILLE CODE CHAPTER 2 "ADMINISTRATION", ARTICLE 2 "COUNCIL", DIVISION I "GENERALLY", SECTION 2-40(b) "COMPENSATION OF COUNCILMEMBERS".

WHEREAS, pursuant to state code elected officials are required to pass an ordinance setting their compensation; and

WHEREAS, the South Carolina Public Employee Benefit Authority (PEBA) is the state agency responsible for the administration and management of the state's retirement systems and employee insurance programs; and

WHEREAS, the City of Hartsville participates in the State Insurance Benefits Program and the South Carolina Retirement System administered by PEBA; and

WHEREAS, the Council of the City of Hartsville reaffirms and elects that members of the Council will be considered Active Employees of the City of Hartsville for the purposes of participation in the State Insurance Benefits Program; and

WHEREAS, PEBA is the sole authority to determine retiree eligibility for retirement benefits and retiree group insurance eligibility.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that Chapter 2 Article 2 Section 2-40 (b) of the City of Hartsville, South Carolina City Code is hereby amended to read as follows:

Section 2-40. Compensation of Council members.

(b) The mayor and city councilmembers shall be allowed to participate in the city's health insurance program and retirement plan as set forth in such retirement plan.

- (1)** An eligible councilmember per South Carolina Public Employee Benefit Authority (PEBA) guidelines who retires ~~with at least 12 years of service~~ with the city may continue ~~his- their~~ coverage under the city's health insurance program.
- (2)** The city reserves the right to change or modify its health insurance program ~~participation from time to time~~ and continue coverage as is available under the health insurance program. ~~as modified from time to time.~~
- (3)** A former councilmember's election to continue coverage under the city's health insurance program must be made at the time of the member's retirement when the member is first eligible to elect continued health insurance coverage. If the member fails to elect to continue coverage under the city's health insurance program at the time the member is first eligible, the former member may not later elect to participate. Also, if the former member elects to participate in the city's health insurance program after retirement and later stops participating

or the coverage ceases due to the member's failure to pay the required premiums, the member shall not be allowed to rejoin or re-elect health insurance coverage under the city's program.

- (4) The mayor and city councilmembers shall be responsible ~~for 100 percent of any dependent coverage for health insurance~~ for any health insurance premiums as per City Policy HR-39.

BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ____ day of _____ 2024 and to become effective upon final reading.

Casey Hancock, Mayor

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

First Reading:
Public Hearing:
Final Reading:



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

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 05-24-01 - 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

- ▣ RES 05-24-01
- ▣ Cost Spreadsheet

RESOLUTION 05-24-01

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	
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	
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:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 05-24-02 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Resolution to designate firm for audit services.

ATTACHMENTS:

Description

- ▣ RES052402
- ▣ Bid Tabulation Form
- ▣ MAULDIN & JENKINS COST PROPOSAL
- ▣ SHEHEEN, HANCOCK, & GODWIN COST PROPOSAL

RESOLUTION 05-24-02

DESIGNATION OF AUDITING FIRM FOR FISCAL YEARS JULY 1, 2023 – JUNE 30, 2024, AND THREE (3) SUBSEQUENT FISCAL YEARS.

WHEREAS, pursuant to State Code 5-7-240, the City Council must designate an auditing firm annually; and,

WHEREAS, the City has advertised, received, and reviewed two proposals from certified public accounting firms; and,

WHEREAS, Sheheen, Hancock, & Godwin, LLP are considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and worker’s compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Sheheen, Hancock, & Godwin, LLP are designated as the City’s auditing firm for the fiscal year 2023-2024 and three (3) subsequent fiscal years.

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

NOW, THEREFORE BE IT FINALLY RESOLVED, in meeting duly advertised and assembled on the ____th day of _____ 2024.

Casey Hancock, Mayor

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

**CITY OF HARTSVILLE
BID TABULATION FORM**

PROJECT NAME: Audit Services

LOCATION FOR BID OPENING: City Hall; 100 E. Carolina Ave., Hartsville, SC, 29550

BID OR PROJECT NUMBER: 20240327HAS

BID DUE DATE AND TIME: April 15, 2024, by 3:00 PM

BIDDER NAME	BIDDER ADDRESS	DATE/TIME	TOTAL BID AMOUNT (YEAR 1)
Mauldin & Jenkins	508 Hampton St., Suite 100, Columbia, SC, 29201	4/11/2024, 2:08 PM	\$36,500
Sheheen, Hancock, & Godwin, LLP	1011 Fair Street, Camden, SC, 29021	4/15/2024, 10:15 AM	\$34,000

All bids were received in the Procurement and Risk Manager's Office, logged with date and time, opened and read aloud at 3:30 PM, April 15, 2024.

ATTEST: *Aulu Matthews* 4/15/24
 City Representative Date

Staff Recommendation to City Manager By: *Karen Z. Caldwell*

Explanation of Recommendation:
Qualifications and cost were both considered upon review of the received proposals. Sheheen, Hancock, & Godwin, LLP was the lowest bidder while also holding expertise in the field. The biggest difference in bidders is the increase in price over the next 4 years proposed by the higher bidder.

City Manager's Recommendation to Council/City Manager's Approval: Sheheen, Hancock, & Godwin, LLP
D. D. [Signature] 5/7/24
 Signature Date

Bid tabulations will be furnished upon written request with a self-addressed, stamped envelope or by email. Bid tabulations will not be furnished until such time as an award has been made. Bid tabulations will not be provided via telephone or fax.

COPY



Going
Further.

City of Hartsville, South Carolina

Cost Proposal to Provide Audit Services
RFQ No. 20240327HAS

Fiscal Year June 30, 2024, through 2028

Mauldin & Jenkins Certified Public Accountants

Contact Person: Grant H. Davis, CPA, Partner

Phone: (803) 799-5810

Email: gdavis@mjcpa.com

508 Hampton Street, 1st Floor
Columbia, SC 29201

mjcpa.com





April 15, 2024

City of Hartsville, South Carolina
Attn: Karen Caulder
P.O. Drawer 2497
Hartsville, South Carolina 29551

Ladies and Gentlemen:

Mauldin & Jenkins is pleased to submit a qualifications package including cost estimates to provide annual financial and compliance auditing services for the City of Hartsville, South Carolina (the "City"). It is our understanding that the City is requesting proposals from qualified firms of certified public accountants to establish a contract for the professional services of a Certified Public Accountant (the "auditor") for financial and compliance audits. The contract for such audit services will be for the fiscal year ended June 30, 2024, with an option for each of the four subsequent fiscal years, subject to annual review and the annual availability of an appropriation for audit services by the City.

As requested by the City, we have enclosed on the following pages an all-inclusive maximum fee for the financial and compliance audit services for the fiscal years noted above. This sealed cost proposal contains all pricing information relative to the performance of the audit. The total all-inclusive maximum price for the fiscal years ending June 30, 2024, through 2028 is as follows:

- 2024 - \$36,500
- 2025 - \$38,500
- 2026 - \$40,500
- 2027 - \$42,500
- 2028 - \$44,500

As a partner at Mauldin & Jenkins, LLC, I am certified and authorized to represent Mauldin & Jenkins, empowered to submit the bid, and authorized to sign a contract with the City. Our total all-inclusive maximum price for providing annual financial auditing services to the City is contained on the following pages. We appreciate the opportunity to propose, and we look forward to hearing from you.

Sincerely,

MAULDIN & JENKINS, LLC

Grant Davis, CPA
Partner



SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

FOR THE AUDIT OF THE YEAR ENDED JUNE 30, 2024

	Hours	Hourly Rate	Total
Partners	25	\$400	\$ 10,000
Director/Managers	40	275	11,000
Staff Professionals	135	190	25,650
Total for Financial and Compliance Audit	<u>200</u>		<u>46,650</u>
Out-of-pocket expenses:			
Transportation			500
Mauldin & Jenkins discount from standard fees and expenses			<u>(10,650)</u>
Total all-inclusive not to exceed price for 2024 audit engagement			<u>\$ 36,500</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

FOR THE AUDIT OF THE YEAR ENDED JUNE 30, 2025

	Hours	Hourly Rate	Total
Partners	25	\$405	\$ 10,125
Director/Managers	40	280	11,200
Staff Professionals	135	195	26,325
Total for Financial and Compliance Audit	<u>200</u>		<u>47,650</u>
Out-of-pocket expenses:			
Transportation			500
Mauldin & Jenkins discount from standard fees and expenses			<u>(9,650)</u>
Total all-inclusive estimated price for 2025 audit engagement			<u>\$ 38,500</u>



SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

FOR THE AUDIT OF THE YEAR ENDED JUNE 30, 2026

	Hours	Hourly Rate	Total
Partners	25	\$410	\$ 10,250
Director/Managers	40	285	11,400
Staff Professionals	135	200	27,000
Total for Financial and Compliance Audit	<u>200</u>		<u>48,650</u>
Out-of-pocket expenses:			
Transportation			500
Mauldin & Jenkins discount from standard fees and expenses			<u>(8,650)</u>
Total all-inclusive estimated price for 2026 audit engagement			<u>\$ 40,500</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

FOR THE AUDIT OF THE YEAR ENDED JUNE 30, 2027

	Hours	Hourly Rate	Total
Partners	25	\$415	\$ 10,375
Director/Managers	40	290	11,600
Staff Professionals	135	205	27,675
Total for Financial and Compliance Audit	<u>200</u>		<u>49,650</u>
Out-of-pocket expenses:			
Transportation			500
Mauldin & Jenkins discount from standard fees and expenses			<u>(7,650)</u>
Total all-inclusive not to exceed price for 2027 audit engagement			<u>\$ 42,500</u>



SCHEDULE OF PROFESSIONAL FEES AND EXPENSES

FOR THE AUDIT OF THE YEAR ENDED JUNE 30, 2028

	<u>Hours</u>	<u>Hourly Rate</u>	<u>Total</u>
Partners	25	\$420	\$ 10,500
Director/Managers	40	300	12,000
Staff Professionals	<u>135</u>	<u>210</u>	<u>28,350</u>
Total for Financial and Compliance Audit	<u>200</u>		<u>50,850</u>
Out-of-pocket expenses:			
Transportation			500
Mauldin & Jenkins discount from standard fees and expenses			<u>(6,850)</u>
Total all-inclusive not to exceed price for 2028 audit engagement			<u>\$ 44,500</u>



Important Notes to be Considered:

Note (1) – Unlimited Correspondence: It is Mauldin & Jenkins’ policy to not charge for simple discussions and conversations that occur between the governmental entity and Mauldin & Jenkins that are only simple discussions (i.e., a phone call to ask certain questions that do not require additional research). We also hereby agree to the City’s stipulation that our annual proposed audit fee include a provision for up to 30 hours of consultation on audit and/or financial reporting matters annually.

Note (2) – Free Periodic/Quarterly Continuing Education: As noted in our technical proposal, we provide free quarterly continuing education classes to our clients. This could amount to approximately \$3,000 of annual savings for the County’s estimated finance department per person.

Note (3) – Additional Services: If it should become necessary for the City to request Mauldin & Jenkins to provide any additional services (such as bond issuances, etc.), then such additional work shall be performed only if set forth in an addendum to the contract between the County and Mauldin & Jenkins. Please see below for our fixed fee quote to provide consent in conjunction with a public offering document.

Note (4) – No Hidden Fees or Costs: The pricing schedules contain all pricing information relative to performance of the audit as required by the City including all reimbursement for travel, lodging, communications, etc. Our estimated number of hours and the associated fee estimate indicated are based on our professional judgment and experience with similar governmental entities. So long as there are no significant changes in the operations, delays in our being provided requested audit data, the scope of services requested, or significant problems requiring additional time, our quoted fees will not change.

Note (5) – Single Audit: The City’s Request for Proposal (RFP) noted the possibility of a Single Audit being required from time to time. Therefore, and due to the uniqueness and variety of Federal grant programs, should a Single Audit ever be determined to be required, we address that with City management and come to a new fee estimate to encompass the audit of such a major federal program.

Note (6) – Hourly Rates for Agreed-Upon Procedures: In the event the City requires additional work outside the scope of the annual financial statement audit in the form of agreed-upon procedures or otherwise and unless addressed specifically above, we propose the following hourly rates by the level of personnel assigned – Partner \$400/hour; Director \$365/hour; Manager \$325/hour; Senior \$255/hour; Associate \$200/hour.



803) 799-5810

www.mjcpa.com

Audit Fee Proposal for City of Hartsville

Sheheen, Hancock and Godwin, LLP
Camden, South Carolina

Shane E. Kirkley, CPA, is entitled to represent the firm on behalf of this proposal submitted to the City of Hartsville for the fiscal year ending June 30, 2024.

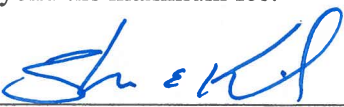
Financial Audit

<i>Annual Audited Financial Statements</i>	\$ 27,500
<i>Preparation of Audited Financial Statements</i>	\$ 3,000
<i>Grants and Agreements Part 200 Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards Subpart F – Audit Requirements).</i>	<u>\$ 3,500</u>
<i>All-Inclusive Maximum Audit Fee</i>	<u>\$ 34,000</u>

The above submitted bid is for an audit to be performed in accordance with generally accepted auditing standards, the standards set forth for financial audits in the U.S. Government Accountability Office’s (GAO) *Government Auditing Standards* (and when applicable, the provisions of the federal Single Audit Act contained in *Title 2: Grants and Agreements Part 200 Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards Subpart F – Audit Requirements*).

<i>Classification</i>	<i>Hourly Rate</i>	<i>Governmental Rate</i>
Partner	\$200	\$165
Senior Manager	\$165	\$145
Staff Accountant	\$125	\$110
Support Staff	\$ 65	\$ 65

The rates above would be used for any additional services which are beyond the aforementioned procedures. Non-assurance services which may be performed may include but are not limited to, preparing the depreciation schedules for the General Fund, management approved adjusting, correcting, reclassifying, and closing entries, GASB 34 required entries, accruals for payroll and accounts payable, assistance and review of Management Discussion and Analysis letter, technical advice, computer and bookkeeping training and preparation of data collection form. We would obtain prior written approval of the finance director for any expansion of services beyond the maximum fee.

Firm Representative: 
Shane E. Kirkley, CPA

Position: Partner

Date: 4/15/24



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Motion to enter Executive Session.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Exiting Executive Session and Verifying Executive Session Items discussed.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Council may take action on matters discussed in Executive Session.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/14/2024

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

- ▣ May 2024
- ▣ June 2024
- ▣ May City Events
- ▣ MSH Calendar of Events

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	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
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	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 4:00pm HHA - S. Park Apts (Hartsville Housing Authority) 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 5:30pm Planning Comm - Chambers - City Council	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	28	29	30	31 11:00am SC GSSM Class of 2024 Graduation Ceremony (DeLoach Center (451 E Carolina Ave, Hartsville, SC 29550))	Jun 1

June 2024

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

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

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 26	27	28	29	30	31	Jun 1
2	3	4	5	6	7	8 <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">9:00am Hartsville Farmer's Market</div> <div style="border: 1px solid green; padding: 2px;">8:30pm Screen on the Green @ Burry Park</div>
9	10 <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">5:30pm Airport Advisory Bd - Airport Board</div> <div style="border: 1px solid green; padding: 2px;">5:30pm Main Street Hartsville Adv Brd -</div>	11 <div style="border: 1px solid green; padding: 2px;">5:30pm Council Regular Mtg - Chambers - City Council</div>	12 <div style="border: 1px solid green; padding: 2px;">5:00pm Parks & Rec Adv Comm Mtg - TB Thomas Sports Ctr</div>	13	14	15
16	17 <div style="border: 1px solid green; padding: 2px;">Juneteenth Holiday - Offices Closed</div>	18 <div style="border: 1px solid green; padding: 2px;">6:00pm Chats & Cheers @ Peace of Heaven (Peace of Heaven Christian Gift Shop)</div>	19 <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">Juneteenth City Offices Closed</div> <div style="border: 1px solid green; padding: 2px;">5:15pm ARB Mtg - Chambers - City</div>	20	21 <div style="border: 1px solid green; padding: 2px; margin-bottom: 2px;">12:00pm Putterin' Around Downtown (Downtown)</div> <div style="border: 1px solid green; padding: 2px;">6:00pm Downtown Block Party (E College Ave (E</div>	22
23	24 <div style="border: 1px solid green; padding: 2px;">5:30pm Planning Comm - Chambers - City Council</div>	25	26	27	28	29
30	Jul 1	2	3	4	5	6

MAY CITY EVENTS

- 07 Hartsville City Council Worksession - Discussion Only**
10:00 am
City Hall Council Chambers
- 11 Hartsville Farmers Market**
9:00 am to 12:00 pm
Cargill Way
- 11 Screen on the Green - The Parent Trap**
8:30 pm (Dusk)
Cargill Way
- 13 Airport Advisory Board Meeting**
5:30 pm
1083 Airport Road
- 14 Housing Authority Meeting**
4:00 pm
South Park Apartments
- 14 Hartsville City Council Meeting**
5:30 pm
City Hall Council Chambers
- 15 Architectural Review Board Meeting**
5:15 pm
City Hall Council Chambers
- 15 Museum Commission Meeting**
6:00 pm
Hartsville Museum
- 17 Downtown Block Party - Analog Saints**
6:00 pm to 9:00 pm
E. College Ave. - Under the Lights
- 18 Neptune Island Waterpark - Season Pass Holder Day**
10:00 am to 7:00 pm
Neptune Island Waterpark
- 19 Neptune Island Waterpark - Open to the Public**
12:00 pm to 6:00 pm
Neptune Island Waterpark
- 20 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	Burry 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	Burry 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	Burry 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	Burry Park
10- Hartsville Farmers Market	9am-12pm	Cargill Way
10- Screen on the Green	8:30pm	Burry 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	Burry 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	Burry Park
<i>Heart of the Holidays Festival</i>		
21- Downtown Open House and Tree Lighting	6pm-9pm	Downtown District
22- Heart of the Holidays Wine & Art Walk*	6pm-8pm	Downtown District
23- Heart of the Holidays Carnival & Craft Show	11am-3pm	Downtown District
23- Heart of the Holidays Holiday Ball	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

