

REGULAR MEETING OF FLORENCE CITY COUNCIL

MONDAY, NOVEMBER 8, 2010 - 1:00 P.M.

CITY-COUNTY COMPLEX, CITY COUNCIL CHAMBERS, ROOM 604

FLORENCE, SOUTH CAROLINA

AGENDA

I. CALL TO ORDER

II. INVOCATION

Pledge of Allegiance to the American Flag

III. APPROVAL OF MINUTES

Special Meeting – September 30, 2010

Regular Meeting – October 18, 2010

IV. SPECIAL HONORS AND RECOGNITIONS

RECOGNITION OF RETIRING CITY COUNCIL MEMBERS

Mayor Pro tempore Billy D. Williams

Councilman William C. Bradham, Jr.

Citizen of the Month – Mr. Carlton L. Pridgen

Service Recognitions

Junior Turner – 40 years – Distribution Operations

Gerald Cameron – 25 years – Police Department

Dianne Rowan – 15 years – City Manager's Office

Robbie Holland – 15 years – Fire Department

Austin Larrimore – 10 years – Fire Department

Jennifer Lee – 10 years – Streets and Beautification

John Graham – 10 years – Police Department

Educational Recognition

Brian Matthews – Received his "A" Water Treatment Operator Certification

V. ORDINANCES IN POSITION

a. Bill No. 2010-28 – Second Reading

An Ordinance to amend Section 2-40 of the City Code in order to put into place a clear and concise statement regarding the qualifications and standards of conduct for individuals appointed to Boards and Commissions of the City and to change and formalize the selection process for such Boards and Commissions.

VI. EXECUTIVE SESSION

a. Personnel Matter

VII. ADJOURNMENT

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MONDAY, OCTOBER 18, 2010 – 1:00 P.M.
CITY-COUNTY COMPLEX, CITY COUNCIL CHAMBERS, ROOM 604
FLORENCE, SOUTH CAROLINA**

MEMBERS PRESENT: Mayor Wukela called the regular meeting to order at 1:05 p.m. with the following members present: Councilman Billy D. Williams, Councilman Edward Robinson, Councilman Frank J. Brand, II; and Councilman Stephen C. Powers.

MEMBERS ABSENT: Councilman William C. Bradham, Jr. and Councilwoman Octavia Williams-Blake.

ALSO PRESENT: Mr. David N. Williams, City Manager; Dianne M. Rowan, Municipal Clerk; James W. Peterson, Jr., City Attorney; Drew Griffin, Director of Public Works and Utilities; Chief Anson Shells, Florence Police Department; and Thomas Chandler, Director of Finance.

Notices of this regular meeting were sent to the media with the date, time and location of the meeting. Mr. Dwight Dana of the Morning News was present for the meeting.

INVOCATION

Councilman Billy D. Williams gave the invocation, which was followed by the Pledge of Allegiance to the American Flag.

APPROVAL OF MINUTES

Councilman Brand made a motion to approve the minutes of the Regular Meeting of September 13, 2010 and the Special Meeting of September 20, 2010. Councilman Powers seconded the motion, which carried unanimously.

SPECIAL HONORS AND RECOGNITIONS

Councilman Billy D. Williams recognized the Northwest Park Men's Club as the Citizen of the Month for the City of Florence for October, 2010.

The Northwest Park Men's Club recognized and presented Chief Shells of the Florence Police Department with a plaque of appreciation for his work with the Northwest Park Men's Club.

D. J. Cordell was presented a certificate in recognition of completing 20 years of service with the City of Florence by Mayor Wukela.

Mayor Wukela presented Arnold Burch, Michael Melvin and John Miller with a certificate recognizing 15 years of service with the City of Florence.

Don Covington, William Kelley, Larry Gore, Otis Gowdy and Edward Hutchinson each received a certificate from Mayor Wukela in recognition of completing 10 years of service with the City of Florence.

APPEARANCE BEFORE COUNCIL

a. T.E.A.M. GROUP – FOLLOW UP APPEARANCE FROM THE AUGUST CITY COUNCIL MEETING.

This item was deferred until the December 2010 City Council meeting.

**b. MRS. PEGGY MCLEAN, CHAIRMAN, FLORENCE CIVIC CENTER COMMISSION
AND MR. KENDALL WALL, GENERAL MANAGER, FLORENCE CIVIC CENTER.**

Mrs. Peggy McLean presented the 2009-2010 Annual Report on behalf of the Civic Center Commission.

During this past year the facility hosted more than 245,000 people during 233 events which initiated an additional 19,636 hotel rooms booked for the area and over \$32 million in rollover economic impact.

Total revenue for the year was over \$2.4 million and resulted in a net loss of \$736,544 - \$13,456 less than the budgeted loss amount. The facility enjoyed an increase over the prior year in every category to include Event Revenue by 8%, Attendance by 12%, Number of Events by 6% and Event Days by 17%.

Florence experienced a 1.7% increase in hotel accommodation tax revenue over the past year. It is the only county of its size or greater in South Carolina to experience an increase in accommodation tax revenue.

The Civic Center serves the hospitality district, an area of lodging, restaurants, shopping and entertainment, at the interchange of I-95 and I-20. There are more than 1,000 quality hotel-motel rooms in the immediate vicinity along with numerous restaurants and shopping venues.

The Civic Center is continually working to provide a diverse variety of shows and entertainment options for the community.

The goals of the Civic Center continue to be to improve the quality of life for the citizens of Florence through affordable entertainment; to create a positive economic impact on the community; to act as a catalyst for future economic development; to operate as a positive revenue generator to allow for growth; and to operate in a prudent manner in an effort to minimize negative financial impact. To accomplish these goals, the Civic Center will continue to recruit diverse events that reflect the Pee Dee region; will develop a master plan for the center; and evaluate the facility itself and its potential growth and need for increased meeting space.

In closing, Mrs. McLean stated that the Commission currently is in the process of renewing the management agreement of the Civic Center. The present contact with SMG Management will expire June 30, 2011. An RFP has been issued to professional management firms and proposals have been received from some of the firms. The proposals will be evaluated by the middle of November to determine which groups the Commission would like to meet with and by the first of December they will come in and make their presentations. Hopefully by the end of the year, the new management contract will be awarded for the Civic Center.

Mr. Kendall Wall, General Manager reported on the capital improvements that have been made at the Center over the past year. Projects completed during the past year include: Hi-speed and wireless internet installed throughout the facility; installation of window shading treatment on the outer concourse windows; and upgrading of the computers and telephone service. Another project approved last year, and is presently in the process of being completed, is the telescopic seating replacement. Other capital improvements are a new medial roof, plaza deck repairs and routine maintenance. The bidding phase for these improvements is projected to start in October with the construction phase to be completed by the end of the year. Another important area is advertising and marketing. The Center's social media campaign is one of the strongest programs in the SMG network. Mr. Wall reviewed the events that were booked in 2009-2010 and the events that will be new to the Center in 2011. The Center is looking at what other opportunities are available from a physical standpoint, some additional meeting space, and additional multi-purpose areas. The biggest issue at present is trying to put together a master site plan. These are some of the things Mr. Wall stated the Center was looking at. Mr. Wall stated that the Board would come back to Council for their ideas and input when more information is available.

INTRODUCTION OF ORDINANCES

BILL NO. 2010-28 – FIRST READING

AN ORDINANCE TO AMEND SECTION 2-40 OF THE CITY CODE IN ORDER TO PUT INTO PLACE A CLEAR AND CONCISE STATEMENT REGARDING THE QUALIFICATIONS AND STANDARDS OF CONDUCT FOR INDIVIDUALS APPOINTED TO BOARDS AND COMMISSIONS OF THE CITY AND TO CHANGE AND FORMALIZE THE SELECTION PROCESS FOR SUCH BOARDS AND COMMISSIONS.

An Ordinance to amend Section 2-40 of the City Code in order to put into place a clear and concise statement regarding the qualifications and standards of conduct for individuals appointed to boards and commissions of the City and to change and formalize the selection process for such boards and commissions was passed on first reading.

Councilman Robinson made a motion to pass Bill No. 2010-28 on first reading. Councilman Brand seconded the motion, which carried unanimously.

INTRODUCTION OF RESOLUTIONS

RESOLUTION NO. 2010-28 – FIRST READING

A RESOLUTION TO DESIGNATE NOVEMBER 1, 2010 AS “EXTRA MILE DAY”.

A Resolution to designate November 1, 2010 as “Extra Mile Day” was adopted by Council.

Councilman Brand made a motion to adopt Resolution No. 2010-28. Councilman Powers seconded the motion, which carried unanimously.

REPORTS TO COUNCIL

a. A REPORT ON THE RECOMMENDATIONS OF THE ACCOMMODATIONS TAX ADVISORY COMMITTEE

Mr. Larry Norris, Chairman of the Accommodations Tax Advisory Committee reported the recommendations of the committee to Council for their consideration.

Mr. Norris stated the projected amount of funds available this year was \$446,000. \$25,000 of this amount was designated for the General Fund. This resulted in a subtotal of \$421,000. 5% of this total, \$21,050 was designated for the General Fund. 30% of this balance, \$126,300 was designated for the advertising/promotion budget for the Florence Convention & Visitors Bureau. The balance of \$273,650 for 65% funds distribution and a carryover from the prior year of \$51,963.34 left a total available for tourism expenditures of \$325,613.34.

“Attachment 1” outlining the committee’s recommendation of these funds is attached and is incorporated as a part of the minutes.

Councilman Robinson expressed his concerns that minorities were reluctant to apply for funding as they feel they are not treated fairly as relates to the funding of the accommodations tax funds. Councilman Robinson requested that the committee look at the diversity of the allocation of these funds from this point on. Councilman Robinson added that he hopes to be able to convince more minorities to apply for funding next year.

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Councilman Williams and Councilman Powers thanked Mr. Norris and the committee for their work with the Accommodations Tax Advisory Committee.

Councilman Brand made a motion to approve the recommendations of the Accommodations Tax Advisory Committee. Councilman Powers seconded the motion, which carried unanimously.

OTHER BUSINESS

Mayor Wukela extended condolences to Councilman Robinson on the recent death of his sister.

Mayor Wukela shared with Council a letter he received from the National Multiple Sclerosis Society thanking the Florence Public Safety Department, the Florence Convention & Visitors Bureau, Francis Marion University and the business community for their help with the Breakaway to the Beach 25th Anniversary Bike MS event.

Councilman Williams reported that his cousin, who was 100 years old, passed away this past Saturday. City Council issued a Resolution of Recognition for Ms. Kelly at the July, 2010 City Council meeting.

EXECUTIVE SESSION

Mayor Wukela stated an Executive Session was scheduled to discuss a contractual matter.

Councilman Brand made a motion to enter into Executive Session. Councilman Powers seconded the motion, which carried unanimously.

Council entered into Executive Session at 2:40 p.m.

Mayor Wukela reconvened the regular meeting at 3:18 p.m.

Mayor Wukela stated Council discussed a contractual matter in Executive Session. No action was taken in Executive Session.

SUGGESTED OBSERVANCE OF HALLOWEEN

Mayor Wukela stated that the City of Florence does not have an ordinance that determines Halloween hours or days for trick-or-treating. However, it is important that the Halloween event be managed in a way that protects the public and minimizes the impact on neighborhoods. Accordingly, the City of Florence recommends the following regarding Halloween:

1. The City recommends that Halloween be recognized on October 31st except for the years when the 31st is on Sunday at which time Halloween should be recognized on Saturday the 30th.
2. The City recommends that children should trick-or-treat from 5:00 p.m. to 8:00 p.m. and only children under the age of 15 should participate in trick-or-treating.
3. The City recommends that residents welcoming trick-or-treaters leave a porch light or other exterior light on.

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ADJOURN

By unanimous consent of Council, the meeting was adjourned at 3:20 p.m.

Dated this 8th day of November, 2010.

Dianne M. Rowan, Municipal Clerk

Stephen J. Wukela, Mayor

CITY OF FLORENCE, SC
 ACCOMMODATIONS TAX REQUESTS AND APPROPRIATIONS REPORT
 FISCAL YEAR 2010-2011

ORGANIZATION	Appropriated 2009-10	Requested 2010-11	Committee Recommended ¹	Appropriated 2010-11
A. 30% Funds for Tourism Promotion				
1. Florence Convention & Visitors Bureau	<u>\$97,000</u>	<u>\$100,000</u>	<u>\$126,000</u> ²	
B. 65% Funds				
1. Florence Regional Arts Alliance	\$6,700	\$10,000	\$8,000	
2. The Masterworks Choir, Inc.	\$4,100	\$5,000	\$4,800	
3. Florence Little Theatre	\$7,800	\$15,000	\$12,200	
4. eBushua Foundation	\$4,200	\$8,000	\$4,800	
5. Florence Symphony Orchestra	\$5,000	\$7,500	\$6,800	
6. Florence Museum	\$5,000	\$5,000	\$5,000	
7. Arts International Festival	\$9,000	\$30,000	\$18,600	
8. Sankofa Festival	\$4,000	\$20,000	\$6,000	
9. SC Dance Theatre	\$3,000	\$5,000	\$4,600	
10. Carolina Classic Basketball Tournament	\$7,000	\$8,000	\$7,800	
11. Freedom Florence	\$30,000	\$40,000	\$40,000	
12. Florence Convention & Visitors Bureau	\$41,100	\$100,000	\$73,700	
13. Florence Regional Air Show	\$16,000	\$0	\$0	
14. Florence Tennis Association	\$6,000	\$10,000	\$10,000	
15. Florence Pecan Festival	\$11,500	\$20,000	\$17,800	
16. Florence City-County Civic Center	\$32,000	\$55,000	\$49,000	
17. Florence International Basketball Tournament	\$8,600	\$14,500	\$12,000	
18. Car Haulers Parade	\$4,000	\$10,000	\$6,400	
19. The American Soldier--A Photographic Tribute	\$4,800	\$0	\$0	
20. Florence Area Sports Council	\$0	\$40,000	\$25,000	
21. Pee Dee Tourism Commission	\$0	\$12,500	\$12,500	
Total -- 65% Funds	<u>\$209,800</u>	<u>\$415,500</u>	<u>\$325,000</u>	

Note 1: Including carryover funds from FY 2009-10, it is anticipated that the amount available for distribution to the requesting the agencies of "65% funds" will be approximately \$325,000. The "30% funds" for tourism promotion is estimated to be approximately \$126,000.

Note 2: The "30% funds" appropriation to the Florence Convention & Visitors Bureau includes \$15,000 designated specifically to the Civic Center for tourism marketing and promotion expenses, and an additional \$9,000 for a Business Development Fund to help promote the Civic Center for educational, religious, and other conferences.

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
THURSDAY, SEPTEMBER 30, 2011 - 3:30 P.M.
CITY-COUNTY COMPLEX, CITY MANAGER'S CONFERENCE ROOM 605
FLORENCE, SOUTH CAROLINA**

MEMBERS PRESENT: Mayor Stephen J. Wukela, Councilman William C. Bradham, Jr., Councilman Buddy Brand, Councilman Steve Powers, Councilman Edward Robinson, and Councilman Billy D. Williams.

MEMBERS ABSENT: Councilwoman Octavia Williams-Blake

ALSO PRESENT: David N. Williams, City Manager; Dianne M. Rowan, Municipal Clerk; Drew Griffin, Director of Public Works and Utilities; and Phillip Lookadoo, Director of Urban Planning and Development.

Notices of this special meeting were sent to the media informing them of the date, place and time of the meeting.

INVOCATION

Councilman Billy D. Williams gave an invocation, which was followed by the Pledge of Allegiance to the American Flag.

INTRODUCTION OF RESOLUTION

RESOLUTION NO. 2010-11

A RESOLUTION TO DESIGNATE OCTOBER 3-9, 2010 AS "FIRE PREVENTION WEEK"

Councilman Powers made a motion to adopt Resolution No. 2010-11. Councilman Bradham seconded the motion, which carried unanimously.

REPORT TO COUNCIL

A DISCUSSION OF NEW MANDATORY PHASE II STORMWATER REGULATIONS FOR THE CITY OF FLORENCE AS RELATES TO THE SECOND CYCLE OF THE CITY'S NPDES PERMIT AS MANDATED BY EPA AND SOUTH CAROLINA DHEC.

Mr. Drew Griffin, Director of Public Works and Utilities gave the following background information and report on the National Pollutant Discharge Elimination System (NPDES).

The Clean Water Act (1972) resulted in the EPA developing the NPDES. Through a discharge permit process the Federal Government regulates what can be discharged to the waters of the U.S. In almost every case the Permit is regulated through the State to the local entity.

In 1999 EPA issued the Stormwater Phase II General Rule which required the implementation of the Clean Water Act as it pertained to stormwater discharges within urban areas. The City was notified by EPA and the State of this rule during 1999 with a stated implementation date of 2003.

During 2003 Municipal Governments through the MASC appealed SC DHEC's permit. This action stayed the effective date of the permit to 2005 with a court ordered implementation date of September 2007.

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During August 2007 City Council adopted all ordinances and policy changes consistent with the City's submittal to SC DHEC. These submittals included Best Management Practices for NPDES Compliance and a Stormwater Management Plan for the City of Florence.

The City was mandated to develop, implement, and enforce a stormwater management plan designed to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act. The SWMP should include management practices; control techniques and system, design and engineering methods; and such other provisions as the Department determines appropriate for the control of such pollutants.

Implementation Schedule – New Permit Cycle – A permit is only authorized for a five year period. Therefore every five years the City will have to apply for a new permit and with each new permit more stringent rules will be imposed. Penalties associated with non-compliance are \$10,000 per day for each infraction. The current permit expires February 28, 2011. The City is required to submit NOI to SC DHEC by January 14, 2011 and the effective date for the new permit is April 1, 2011.

Stormwater Management Program Requirements include public education; public involvement; illicit discharge; construction runoff; post construction and good housekeeping.

PUBLIC EDUCATION

MCM#1 – Public Education and Outreach: Implement a public education program to distribute educational materials to the community and conduct other outreach activities about the impacts of storm water discharges on local water bodies and the steps that can be taken to reduce storm water pollution. This will be accomplished by maintaining partnerships with the Florence/Darlington Stormwater Consortium that was formed November 18, 2009; contract with Carolina Clear (September 23, 2008); and through Carolina Clear continue activities developed by the Florence Darlington Consortium. Goals of the consortium are to make educational materials and activities relevant to our local community and incorporate strategies to ensure the effectiveness of the program. A key component of the goal is understanding the water quality issues within the Florence urbanized area as they relate to the Clean Water Act (CWA). The acceptable standard of the CWA is to cause all waterways to be fishable and swimmable.

PUBLIC INVOLVEMENT

MCM #2 - Public Participation/Involvement: Must involve the public in the development and decision making process. To implement this measure the City will maintain partnerships through Carolina Clear who developed the Florence Darlington Stormwater Consortium; a Stormwater Advisory Board was created which consists of private citizens, developers, contractors, environmental groups, engineers, Planning and Parks & Beautification Commission representatives; and all ordinance modifications will be submitted through the Planning Commission and City Council. The responsibility of the Board will be to become knowledgeable and to assist in the following areas: Stormwater issues within the Florence Urban Area; NPDES Permit requirements and limitations; Development Codes of the City of Florence Business, Commercial and Community activities within the City of Florence; Comprehensive Plan for the City of Florence; and to involve themselves in the drafting of new regulations and requirements associated with NPDES compliance. The recommended target audiences and pollutants are the Residential Community and the Commercial/Industrial Community. Areas of concern in the residential community are: Pet and other animal waste; fats, oils, grease; home and garden activities; litter prevention and good housekeeping; and techniques to keep water onsite (rain gardens, rain barrels, and porous pavers). In the Commercial/Industrial Community target pollutants are: Fats, oils, grease; good housekeeping; equipment, vehicle maintenance and repair; and illegal dumping and discharges of liquid waste.

ILLICIT DISCHARGE AND ELIMINATION

MCM#3 – Illicit Discharge Detection and Elimination. Mandate: Develop, implement, and enforce a program to detect and eliminate illicit discharges into the storm drain conveyance system. This will be accomplished through ordinances prohibiting non-stormwater discharges into the storm drain conveyance system; map and identify all outfalls of the storm drain system (public and private); develop and implement a plan to detect and address non-stormwater discharges. This includes dry weather and wet weather sampling at each stormwater discharge point; and to develop an educational program that educates the public, business, public employees and industry of the hazards associated with illegal and improper disposal of waste. Federal regulations define an illicit discharge as, “Any discharge to an (MS4) that is not composed entirely of storm water” – free from pollution as defined by EPA and SC DHEC. Examples include: 1) Accidental – oil and grease from the roadway/parking lot; illegal connection to the storm sewer; direct or indirect disposal of pollutants into the storm system; everyday activities that we may currently not understand to be an illicit discharge (leaf litter to the storm system).

Prioritize: Sampling – 1) Dry weather (72 hours of dry weather); a) field observations; b) field screening monitoring; c) systematic monitoring. 2) Wet weather; a) sanitary sewer detection (high prioritization). 3) Staff experience; 4) Customer complaints.

Investigations: 1) written procedures for conducting field investigations; a) All complaints will require an investigation; b) Initiate investigation within 2 business days; c) Documenting action to determine source (follow trail of the discharge – sampling upstream; dye test; CCTV).

Elimination: 1) Written step by step procedures for conducting field investigations; 1) Permittee must notify responsible party of problem and require corrective action; 2) Document corrective action to eliminate.

POST CONSTRUCTION

MCM #4 and #5 – Construction Site Stormwater Runoff and Post-Construction Stormwater Management – Mandates: MCM4 – This portion of the permit requires the adoption of regulatory rules that control runoff from construction sites with a land disturbance of greater than one acre. MCM5 – This portion of the permit requires that post construction runoff go through controls (BMPs) that infiltrate, evapotranspire, harvest or use stormwater from the site to meet performance standards mandated by EPA or SC DHEC. Post construction BMPs are a part of the design and approval of the project – they occur during construction and remain after project closeout. Post construction BMPs are embodied and are a part of the City’s Zoning Regulations and Development Standards. Because they are so connected they need to be discussed together. By far these two MCMs have the greatest impact on the City of Florence.

June 2010 the Comprehensive Plan was completed. The Comprehensive Plan acts as the framework for a new zoning ordinance rewrite (development standard and land use). It advises the city to adopt zoning and development standards based on community character and sustainable practices.

Existing Land Use Regulations: Conventional zoning – existing city zoning ordinance – similar land uses are grouped together and development standards speak to – set-backs from property lines, height of buildings, lot size and buffering requirements.

Proposed Land Use Regulations: Zoning based on community character – the premise is to define land use and therefore future development (R-1, R-2, R-3, B-1, B-2, B-3, etc) along lines of community character by not placing as much emphasis on the proposed use of the land. Emphasis is therefore placed on the actual design and intensity of activities associated with the development on a particular parcel of land.

Implementation Strategy: Rewrite development codes – Establish design standards for all zoning districts (commercial, residential, industrial, and multi-family) based on community character. The comprehensive plan defines community character and therefore future land use as follows: urban, auto-urban, industrial, suburban, rural, institutional, parks and open space.

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Water Quality: Natural land cover cleans and reduces run-off; impervious surfaces increase run-off and introduce pollutants; development eliminates natural cover and replaces it with impervious surfaces; and traditional storm water systems speed water and pollutants to streams.

Water Quality and Quantity: Water quality and run-off respond to the same factors; in general, policies that relate to one also address the other; and policies should be designed to address both parameters.

Development Forms: The amount of non-point pollution is very sensitive to development forms; clustering reduces impervious surfaces; clustering permits retention of land cover that is beneficial to water quality; and urban form, rather than auto-urban form, has a similar effect.

Resource Protection: This protects natural areas that have low pollutant loading rates, low run-off, and capture sediment.

Implementation Measures: Set a minimum level of protection (open space ratio); Require specific design actions, i.e., retain or retard run-off, divert storm water flows, and clean run-off.

Non Residential Uses: Avoid placing non residential uses in areas of high vulnerability (environmentally sensitive); If that cannot be done, minimize impact by decreasing the land consumed; i.e., multi-story mixed use buildings, minimum floor area ratio; structured parking; and urban design standards.

Construction Plan Review Procedures: SWPPPs required for all construction more than one acre; All BMPs contained in the SWPPPs must be maintained on-site and the SWPPP has to be available at the construction site; and preconstruction conference required. Less than one acre sites are not exempt. They are not required to file a SWPPP. However, they are required to follow all BMPs and are inspected by the City.

Construction Requirements and Control Measures: Specific design protocol tied to Construction General Permit. 1) Effluent limitations are to be established for a construction site; 2) Legal challenges. Design will focus on: 1) Buffer retention; 2) Limits on disturbance; 3) Limits on compaction; 4) Controlled discharges – peak and volume; and 5) Limited disturbance period (14 days). Development Curve Numbers; 1) Predevelopment CN = Natural conditions; 2) Temporary BMPs designed with disturbed soil CN (higher standard – worst case is during construction).

Construction Site Inspection and Enforcement: MS4 develop permit tracking system; Development of SOP and ERG; Monthly inspections required of MS4; and Inspectors must be qualified professionals or completed and been certified by DHEC approved certification program.

Training: Training of all MS4 reviewers and inspectors in first 12 months of permit cycle; MS4 must provide information on educational opportunities to all operators within the MS4 annually.

Construction Site Inventory: MS4 must maintain inventory of all construction sites disturbing one acre or greater.

GOOD HOUSEKEEPING

MCM#6 - Pollution Prevention and Good Housekeeping for Municipal Operations:

Mandate: Must develop and implement an operation and maintenance program that includes a training component which prevents or reduces pollutant runoff from municipal operations as a part of the City's Stormwater Management Plan.

Special Conditions to the City NPDES Permit: Stormwater Discharges to Sensitive Waters: This permit cycle includes specific requirements related to the protection of sensitive water bodies. Sensitive water bodies are defined as TMDLs and 303d listed water bodies. 1) The City must develop a database of all impaired waterways within the MS4 limits including outfalls that drain to these impaired water bodies. The City must identify the pollutant of concern (POC) for each water body. 2) The City must develop a Monitoring and Assessment Plan as part of the SWMP. The monitoring plan shall be developed to monitor the POC on a frequency necessary to determine statistically significant seasonal pollutant loading, with duration not less than 2 years. All samples must be taken as wet weather

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sampling events. 3) Upon completion of baseline monitoring, the City will assess the data to determine priority areas for implementation of BMPs to achieve the TMLD WLA to the MEP.

CHANGE IN TIME FOR NEXT CITY COUNCIL MEETING

There was no objection from Council to change the time of the next City Council meeting, to be held on October 18th, from 6:00 p.m. to 1:00 p.m.

ADJOURNMENT

By unanimous consent, Council adjourned the meeting at 5:18 p.m.

Dated this 8th day of November, 2010.

Dianne M. Rowan, Municipal Clerk

Stephen J. Wukela, Mayor

FLORENCE CITY COUNCIL MEETING

DATE: October 11, 2010

AGENDA ITEM: Ordinance 2010-28: Amendment to Code Section 2-40 to change and clarify the process for appointing Boards and Commissions and the qualifications for service thereon

DEPARTMENT/DIVISION: City Council

I. ISSUE UNDER CONSIDERATION

An ordinance to amend Section 2-40 of the City Code in order to put into place a clear and concise statement regarding the qualifications and standards of conduct for individuals appointed to boards and commissions of the city and to change and formalize the selection process for such boards and commissions.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN

The attached proposed Ordinance is designed to incorporate the suggestions made by the committee of City Council assigned the task of studying our boards and commissions and making suggestions for changes to and clarification of the system presently used. This amendment of Section 2-40 of the City Code was provided to all members of Council at the regular meeting in September, 2010.

III. POINTS TO CONSIDER

1. This amended ordinance makes two significant changes to the present ordinance as follows:

- (a) In subsection (1) it codifies the qualifications required for individuals to serve on Boards and Commissions appointed by the City.
- (b) In subsection (2) it specifies a new method governing the nominations and election of individuals to Boards and Commissions by

establishing a rotation system for nominations and clarifying that the election of such individuals will be by majority of City Council.

2. In addition to these changes, this amendment also codifies the responsibilities of Council and the City Manager in the administration of the selection process in order to insure its smooth operation. One duty assigned to the City Manager is the maintenance of a spreadsheet specifying the nomination rotation for each board and commission. A copy of the spreadsheet is attached.

IV. STAFF RECOMMENDATION

Staff stands ready to carry out the wishes of Council.

V. ATTACHMENTS

1. Copy of the proposed Ordinance No. 2010-28 – Amendment to Code Section 2-40.
2. Copy of Spreadsheet establishing the schedule of council appointments to boards & commissions.

ORDINANCE NO. 2010-28

AN ORDINANCE TO AMEND SECTION 2-40 OF THE CITY CODE IN ORDER TO PUT INTO PLACE A CLEAR AND CONCISE STATEMENT REGARDING THE QUALIFICATIONS AND STANDARDS OF CONDUCT FOR INDIVIDUALS APPOINTED TO BOARDS AND COMMISSIONS OF THE CITY AND TO CHANGE AND FORMALIZE THE SELECTION PROCESS FOR SUCH BOARDS AND COMMISSIONS.

WHEREAS, it is the desire of Council to amend the ordinance which governs the Boards and Commissions in order change and clarify the qualifications for service on the Boards and Commissions, the standards of conduct for such service, and the method to be used by City Council in making appointments to the Boards and Commissions;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Florence, at a meeting duly assembled and by the authority thereof, as follows:

1. Section 2-40 of the City Code is hereby amended to read in its entirety as follows:

Sec. 2-40. Qualifications, Standards of Conduct and Selection of Members.

The following rules and regulations shall govern the qualifications, conduct and selection of members appointed to the regulatory and advisory boards and commissions of the city, except as specifically provided in other sections of this code or in applicable state statutes:

(1) All boards or commissions shall be composed of the specific number of members as designated by city council or by state law. Each member shall be either a resident of the city, a representative of a business or other organization located or operating within the city, or a non resident having professional qualifications which are required for a position and, in the council's opinion, there are no acceptable and qualified residents to fill the vacancy. Members of the boards and commissions shall be appointed in consideration of their professional expertise, knowledge of the community, and concern for the future welfare of the total community and its citizens. Membership shall represent a broad cross section of the interests and concerns of persons residing and doing business within the city. At all times, the majority of the members of any board or commission shall be residents of the city unless otherwise specifically provided by statute.

(2) In selecting members of boards and commissions, city council shall follow the following nomination and election process:

- (a) A nomination rotation shall be established for each board or commission in which each member of city council shall be assigned the exclusive right to nominate the person to fill the next available seat on the respective board or commission, the rotation on all boards or commissions to be set out in a spreadsheet prepared by the city manager and followed until such time as this ordinance is amended.
- (b) Whenever it is time to select a member of any board or commission, the city council member assigned the nomination under the spreadsheet shall make the nomination, and city council shall vote on the nominee. If the nominee receives the approval of a majority, said nominee shall be appointed. If the nominee does not receive the approval of a majority, then the same city council member assigned the nomination under the spreadsheet shall make another nomination. This same process will continue until a nominee of the city council member assigned the nomination receives approval of a majority.

(3) It shall be the responsibility of the city manager to keep city council informed of vacancies on the boards and commissions and to keep records concerning the current status of the nominations spreadsheet referenced above. The current spreadsheet shall be a public record available upon request.

(4) No member of the immediate family of any member of the city council shall be appointed to a city board or commission.

(5) Except when otherwise required by statute or ordinance, fifty (50) per cent or more of all members of city boards and commissions shall be members whose businesses or professions are not related directly to the affairs conducted by the board

or commission to which such persons are appointed.

(6) All positions on all boards and commissions, when up for selection for any reason, shall be advertised by the office of the city manager for at least ten (10) days. When applications are received by the office of the city manager from members of the public, the city manager will inform all members of council of all applications.

2. This ordinance shall become effective immediately upon its approval and adoption by the City Council of the City of Florence.

ADOPTED THIS _____ DAY OF _____, 2010.

Approved as to form:

JAMES W. PETERSON, JR.
City Attorney

STEPHEN J. WUKELA
Mayor

Attest:

DIANNE M. ROWAN
Municipal Clerk

ACCOMMODATIONS TAX ADVISORY COMMITTEE

7 Members	Initial Appt.	Term	Exp. Date	Attendance	Qualifications	Notes
Henry H. Hepburn	July 1, 2006	3 years	6/30/2012	7-1-2010 - 3-31-2011	General	
Sylvia A. Perkins	Dec. 16, 1996	3 years	6/30/2012		Hospitality/Lodging	
Margaret Nash	July 1, 2006	3 years	6/30/2012		General	
Steven Doulaveris	Oct. 19, 1998	3 years	6/30/2010		Hospitality	Would like to be reappointed
David Frazier, Jr.	Oct. 11, 2004	3 years	6/30/2010		Hospitality/Lodging	Would like to be reappointed
Laurence E. Norris	Oct. 8, 2001	3 years	6/30/2010		Hospitality/Lodging	Does not want to be reappointed
Benjamin Woods	Nov. 8, 1993	3 years	6/30/2011		Cultural	

Four (4) of the seven (7) members are to be designated as hospitality industry representatives, two (2) of which must be from the lodging sector of the hospitality industry of the municipality receiving the revenue. One member must be designated from the cultural organizations of the municipality or county receiving the revenue. Terms of office are for three (3) years.

CITY-COUNTY AGRICULTURE COMMISSION

6 Members (1 Appointment)	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
Jessie Adams	July 1, 2007	3 years	6/30/2010	7-1-2010 - 3-31-2011		Would like to be reappointed

Composed of six (6) members. One appointed by County Council; one by City Council; one by Florence Chamber of Commerce; one (1) by the District Agent of the Clemson Agriculture College of South Carolina Extension Service; one (1) by the District Supervisor of Agriculture Education; and one (1) member selected by the five (5) members selected as provided above.

Terms of office shall be for a period of three (3) years).

CITY-COUNTY BUILDING COMMISSION

7 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
(2 Appointments)				7-1-2010 - 3-31-2011		
R.Weston Patterson	June 30, 1994	4 yrs.	6/30/2010			Would like to be reappointed
Kendall B. Hiller	Nov.23, 1992	4 yrs.	6/30/2012			

Composed of seven (7) members. Two (2) nominated by Florence City Council and five (5) nominated by the majority of the Legislative Delegation from Florence County.

Terms of office shall be for a period of four (4) years.

CITY-COUNTY CIVIC CENTER COMMISSION

11 Members (4 Appointments)	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
				7-1-2010 - 3-31-2011		
Peggy McLean, Chmn.	July 1, 2006	4 yrs.	6/30/2010			Would like to be reappointed
Patricia Muldrow	July 1, 2006	4 yrs.	6/30/2010			Would like to be reappointed
Roy Ann Jolley	May 9, 2005	4 yrs.	6/30/2012			Second Term
Ann Scott	July 1, 2008	4 yrs.	6/30/3012			
Mayor's Designee						
Councilman Brand						

Composed of eleven (11) voting members and one (1) ex-officio, non-voting member. The voting members shall be as follows: Four (4) members shall be residents of the City of Florence, appointed by Florence City Council; four (4) members shall be residents of Florence County, appointed by Florence County Council. The Florence City Mayor and Florence County Council Chairman or their council designee, with the approval of the respective council; shall also serve as voting members. After appointment, the commission shall recommend to the City and County Councils the eleventh (11th) member to serve a four (4) year term. The ex-officio, non-voting member shall be the Civic Center Director .

Terms of office for voting members appointed by the Florence City Council and the Florence Council shall be for four (4) years. The terms of office for the Florence City Mayor and the Florence County Council Chairman shall be perpetual to the person holding that position. Members shall be eligible to serve on the commission for two (2) consecutive terms.

CITY-COUNTY HISTORICAL COMMISSION

10 Members	Initial Appt.	Term	Exp. Date	Attendance	Qualifications	Notes
(5 Appointments)				7-1-2010 - 3-31-2011		
William S. DOWIS	Apr. 13, 1992	4 yrs.	6/30/2010			Would like to be reappointed
Mark W. Buyck, III	June 30, 2002	4 yrs.	6/30/2010			Would like to be reappointed
James C. McLeod, Jr.	June 30, 1998	4 yrs.	6/30/2010			Has not returned letter of intent.
Andrew Kampziones	Aug. 22, 1983	4 yrs.	6/30/2013			
Betty Wyman	July 1, 1999	4 yrs.	6/30/2011			

Composed of ten (10) members . Five (5) members appointed by Florence City Council and five members appointed by Florence County Council.

Terms of office shall be for four (4) years.

CITY-COUNTY MEMORIAL STADIUM COMMISSION

5 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
(2 Appointments)				7-1-2010 - 3-31-2011		
Chappel Jones	Nov. 1985	5 yrs.	11/30/2010			Would like to be reappointed
Robert Cooksey	Dec.12, 2005	5 yrs.	11/30/2011			

Composed of eight (8) members. Two (2) members are recommended by Florence City Council; two (2) members are recommended by Florence School District 1; two (2) members are recommended by Florence County Council; and two (2) members are recommended by the Fred H. Sexton Post #1 of the American Legion. Florence County Council then makes the appointments to this Commission.

CITY-COUNTY MUSEUM COMMISSION

5 Members	Initial Appt.	Term	Exp. Date	Attendance	Qualifications	Notes
(2 Appointments)				7-1-2010 - 3-31-2011		
Nancy Bratton	July 1, 1999	4 yrs.	6/30/2011			
Becky Crawford	July 1, 1999	4 yrs.	6/30/2011			

Composed of five (5) members. Three (3) members shall be appointed by a majority of Florence County Council and shall reside outside the City of Florence. The remaining two (2) members shall be appointed by the Mayor and members of Florence City Council from among residents of the City of Florence.

CITY OF FLORENCE DESIGN REVIEW BOARD

10 Members	Initial Appt.	Term	Exp. Date	Attendance	Qualifications	Notes
Cary Andrews, Chmn	Sept. 26, 2005	4 yrs.	6/30/2012	7-1-2010 - 3-31-2011	Professional Engineer	
George J. Wilds	Jan. 13, 2009	4 yrs.	6/30/2013		Bus. Comm. or Ind. within downtown Central District	
Cedrick Brigman	Sept. 26, 2005	4 yrs.	6/30/2013		Bus. Comm. or Ind. within downtown Central District	
Gary Brown	Sept. 26, 2005	4 yrs.	6/30/2012		Professional Architect	
Julia Buyck	Sept. 26, 2005	4 yrs.	6/30/2013		At-Large Resident	
Johnny Mashack	Sept. 26, 2005	4 yrs.	6/30/2012		Landscape Design	
Nathaniel Mitchell	Sept. 26, 2005	4 yrs.	6/30/2013		At-Large Resident	
Billy Poston	Oct. 17, 2005	4 yrs.	6/30/2011		Qual. in Comm. & Residential Real Property or Real Estate	
John M. Scott, III	Sept. 26, 2005	4 yrs.	6/30/2012		Actively engaged in Business, Commerce or Industry	
George Thomas	Oct. 17, 2005	4 yrs.	6/30/2011		General Contractor	

Composed of ten (10) members appointed by the Mayor and City Council and one (1) member from City staff, who shall be the City Manager or the City Manager's designee. Membership shall be composed as follows: One (1) professional architect; one (1) person either specifically qualified by reason of education, training, or experience in the financing of commercial and residential real property or in the area of real estate; one (1) person actively engaged in business, commerce, or industry; one (1) commercial general contractor licensed by the State of South Carolina; one (1) professional structural engineer; one (1) person specifically qualified by reason of education, training or experience in landscape design; one (1) member of City staff who shall be either the City Manager of a staff member designated in writing by the City Manager; two (2) at-large residents of the City of Florence and two (2) persons actively engaged in business, commerce, or industry within the Downtown Central District. At all times at least six (6) members of the Design Review Board shall be residents of the City of Florence. Members may be appointed to succeed themselves up to a maximum of three (3) full terms. Terms of office shall be for four (4) years.

CITY OF FLORENCE PLANNING COMMISSION

9 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
Glynn Willis, Chmn.	July 1, 2008	3 yrs.	6/30/2011	7-1-2010 - 3-31-2011		
Elouise Frazier	July 1, 2008	3 yrs.	6/30/2012			
Dorothy M. Hines	July 1, 2008	3 yrs.	6/30/2011			
Louie Hopkins	July 1, 2008	3 yrs.	6/30/2010			Would like to be reappointed
Simon Lee	July 1, 2008	3 yrs.	6/30/2010			Would like to be reappointed
Derrick Owens	July 1, 2008	3 yrs.	6/30/2012			
Ronald B. Moore	July 1, 2009	3 yrs.	6/30/2012			
Mildred Welch	July 1, 2008	3 yrs.	6/30/2011			
Andrew Chaplin, Jr.	July 1, 2008	3 yrs.	6/30/2010			Would like to be reappointed

Nine (9) members appointed by Florence City Council.

Terms of office shall be for three (3) years.

CITY OF FLORENCE ZONING BOARD OF APPEALS

7 Members	Initial Appt.	Term	Exp. Date	Attendance	Qualifications	Notes
Scott Kozacki, Chmn	July 1, 2008	3 yrs.	6/30/2010	7-1-2010 - 3-31-2011		Has not returned letter of intent
Consuela Ferguson	July 1, 2008	3 yrs.	6/30/2011			
Mary C. Hepburn	July 1, 2008	3 yrs.	6/30/2011			
Charles Howard, Jr.	July 1, 2008	3 yrs.	6/30/2012			
Randolph Hunter, Jr	July 1, 2008	3 yrs.	6/30/2011			
Larry Chewning	July 1, 2008	3 yrs.	6/30/2010			Has not returned letter of intent
Kathryn Wilcox	July 1, 2008	3 yrs.	6/30/2012			

Composed of seven members appointed by Council.

Term of office shall be for three (3) years.

HOUSING AUTHORITY BOARD

5 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
Thomas E. Rogers, Jr	June 24, 1991	5 yrs.	6/30/2010	7-1-2010 - 3-31-2011		Would like to be reappointed
Felicia R. Smith	Apr. 12, 2010	5 yrs.	6/30/2014			Appointed to fill unexpired term of Mrs. Ruth Smith
John E. Etheridge	Dec. 10, 2003	5 yrs.	6/30/2013			
Yvonne D. Coker	May 12, 2008	5 yrs.	6/30/2012			Appointed to fill unexpired term of Mr. Fulton Hines
Linda Becote	July 1, 2005	5 yrs.	6/30/2011			

PARKS AND BEAUTIFICATION COMMISSION

12 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
John Jebaily, Chmn	Apr. 13, 2009	5 yrs.	6/30/2013	7-1-2010 - 3-31-2011		
Michael Hawkins	July 1, 1999	5 yrs.	6/30/2012			
Jeanne Downing	July 1, 1996	5 yrs.	6/30/2014			
Zavon Felton	June 30, 1998	5 yrs.	6/30/2013			
Bettie Ann McCrae	Dec. 10, 2007	5 yrs.	6/30/2014			
Larry E. Hooks	May 12, 2008	5 yrs.	6/30/2014			
Larry L. Welch	Nov. 12, 2008	5 yrs.	6/30/2013			
Helen Sims	July 1, 1997	5 yrs.	6/30/2010			Would like to be reappointed
Walter Sallenger	Jan. 9, 2006	5 yrs.	6/30/2013			
MaSabra Player	July 13, 2009	5 yrs.	6/30/2014			
Barbara Jenkinson	Oct. 8, 2001	5 yrs.	6/30/2014			
Roger A. Malfatti	May 11, 2009	5 yrs.	6/30/2014			

Composed of twelve (12) members; resident electors of the City of Florence, to be appointed by the Florence City Council.

Terms of office shall be for five (5) years.

PEE DEE REGIONAL AIRPORT AUTHORITY

9 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
(2 Appointments)				7-1-2010 - 3-31-2011		
Tom Kinard	June 30, 2006	4 yrs.	6/30/2010			First Term, would like to be reappointed
Randall E. Gelzer, Sr	July 1, 2008	4 yrs.	6/30/2012			First Term

Composed of nine (9) members. Two (2) members must be residents of the City of Florence appointed by the Governor upon recommendation of the Florence City Council. Three (3) members must be residents of the County of Florence appointed by the Governor upon the recommendation of the Florence County Council. Two (2) members must be residents of each of the counties of Marion and Dillon appointed by the Governor upon the recommendation of the respective County Councils. No member shall serve more than two (2) four(4) year terms.

PEE DEE REGIONAL TRANSPORTATION AUTHORITY

Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
Councilman				7-1-2010 - 3-31-2010		
Ed Robinson	Aug. 7, 1989	3 yrs.	6/30/2010			

Terms of office shall be for three (3) years.

VETERANS PARK COMMITTEE

6 Members	Initial Appt.	Term	Exp.Date	Attendance	Qualifications	Notes
Barry Wingard, Chmn.	July 1, 2009	5 yrs.	6/30/2014	7-1-2010 - 3-31-2011		
Bruce Mallick, V Chmn.	July 1, 2009	5 years.	6/30/2014			
Vacancy	July 13, 2009	5 yrs	6/30/2014			Celia Berthot Resigned
Michael Montrose	July 13, 2009	5 yrs.	6/30/2011			
David C. Phillips	July 13, 2009	5 yrs.	6/30/2011			
Carlton L. Pridgen	July 13, 2009	5 yrs.	6/30/2011			

Composed of six (6) members, appointed and designated by City Council to serve on a Committee of the Parks and Beautification Commission and shall be responsible for recommending all policies and procedures for activities at the Veterans Park to the Commission. Only City Council shall designate a member of the Commission to serve on the Veterans Park Committee. The Veterans Park Committee shall be composed of the following:

- 1) Four (4) members shall be honorably discharged veterans;
 - 2) Two (2) members shall be selected at-large. However, if a veteran is selected to serve as an at-large member of the Committee, then he shall also be an honorably discharged veteran;
 - 3) All six (6) members shall be qualified voters and veterans of Florence County.
- Terms of office shall be for five (5) years.



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>City / County Civic Center Commission</i>			
Your Name (Last, First, Middle) <i>FIVER Sam J III</i>		County <i>Florence</i>	Council District <i>03</i>
Residential Address <i>1100 Southwood Court</i>		City <i>Florence</i>	State <i>South Carolina</i>
Mailing Address		City	Zip Code <i>29505</i>
Your Occupation - Title <i>District Behavior Specialist</i>		Business Phone <i>673-1172</i>	Residence Phone <i>629-8372</i>
Employer Name <i>Florence School District I</i>		E-Mail Address <i>sfiver@fsd1.org</i>	
Employer Address <i>319 S. Dargan St</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29506</i>

General Qualifications

Are you a resident of the City? Yes No How Long? *10 years*

Why would you like to serve?
To educate myself and support the community by serving in a capacity that would allow me to influence events in our community

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
None

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
None

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
None

Are you involved in any Community Activities? If so, please list:
Church as well as community organizations, Queens Helping Hands, New Beginnings Baptist & Second Baptist Churches

What are your goals and objectives if appointed to the Commission/Board?
To learn more about events and cultural activities that we can bring to the community.

I certify that the information above is true and correct. Information on this form will be considered public information.

Signature *Sam J Fiver III*

Date *January 14, 2010*

RETURN COMPLETED FORM TO:
Office of the City Clerk
City of Florence, City County Complex AA,
180 N. Irby Street, Florence, SC 29501
Fax: 843-665-3110

FOR OFFICE USE ONLY	
Received:	<i>1-14-2010</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>Civic Center</i>			
Your Name (Last, First, Middle) <i>Kelvin Mitchell</i>		County	Council District
Residential Address <i>3004 E. King Henry Drive</i>	City <i>Florence</i>	State <i>SC</i> South Carolina	Zip Code <i>29506</i>
Mailing Address	City	State South Carolina	Zip Code
Your Occupation - Title <i>owner of the flipper</i>	Business Phone <i>843-34-0860</i>	Residence Phone	
Employer Name <i>Kelvin Mitchell</i>		E-Mail Address <i>flipper.mitchell@yahoo.com</i>	
Employer Address <i>178 W. Egan Street</i>	City <i>Florence</i>	State <i>SC</i> South Carolina	Zip Code <i>29506</i>

General Qualifications

Are you a resident of the City? Yes No How Long? _____

Why would you like to serve?
to help

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
No

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
No

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
No

Are you involved in any Community Activities? If so, please list:
Yes

What are your goals and objectives if appointed to the Commission/Board?
New in site

I certify that the information above is true and correct. Information on this form will be considered public information.

Kelvin Mitchell
 Signature

10-14-10
 Date

RETURN COMPLETED FORM TO:
 Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<i>10-15-2010</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: HOUSING Authority			
Your Name (Last, First, Middle) TIMMONS, RUFUS E.		County	Council District 1st
Residential Address 220 CAMERON LN.		City Florence	State South Carolina
Mailing Address SAME		City	Zip Code 29501
Your Occupation - Title Retired (ES Program Coord)		Business Phone	Residence Phone 843-665-0051
Employer Name		E-Mail Address	
Employer Address Retired (Florence County DSS)		City	Zip Code South Carolina

General Qualifications

Are you a resident of the City? Yes No How Long? **38 yrs**

Why would you like to serve?
When I worked at DSS I saw the plight of low income families in need of decent housing, I want to help.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:

Are you involved in any Community Activities? If so, please list:

Youth Sports, Church

What are your goals and objectives if appointed to the Commission/Board?

To serve faithfully and help improve public housing in the city.

I certify that the information above is true and correct. Information on this form will be considered public information.

Rufus E. Timmons
 Signature

June 28, 2010
 Date

RETURN COMPLETED FORM TO:

Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	7-6-2010
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>City of Florence Horsing Authority</i>			
Your Name (Last, First, Middle) <i>Waiters, Ida Lynn</i>		County <i>Florence</i>	Council District <i>3</i>
Residential Address <i>603 Simmons St.</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>
Mailing Address <i>603 Simmons St.</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>
Your Occupation - Title <i>Pastor / Supervisor of A Home Health Agency</i>		Business Phone <i>843-669-4664</i>	Residence Phone <i>843-665-1015</i>
Employer Name <i>Prestige Home Support</i>		E-Mail Address <i>waitersida@yahoo.com</i>	
Employer Address <i>1922 E. Mc Guire Rd</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>

General Qualifications

Are you a resident of the City? Yes No How Long? *5/ years*

Why would you like to serve?
I would like to be able to become better informed about the workings of the Authority in order to educate the public with correct knowledge.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:

NO

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:

NO

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:

NO

Are you involved in any Community Activities? If so, please list:

Church - New Birth Temple of Praise - Florence

What are your goals and objectives if appointed to the Commission/Board?

My goal is to assist the Authority in continuing to serve the community and to help the Authority do an even greater job for the community.

I certify that the information above is true and correct. Information on this form will be considered public information.

Ida Lynn Waiters
Signature

May 18, 2010
Date

RETURN COMPLETED FORM TO:
Office of the City Clerk
City of Florence, City County Complex AA,
180 N. Irby Street, Florence, SC 29501
Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<i>5-18-2010</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <u>Parks, Beautification Commission</u>			
Your Name (Last, First, Middle) <u>Joye, David, Wayne</u>		County <u>Florence</u>	Council District <u>2</u>
Residential Address <u>809 Gregg Ave</u>		City <u>Florence</u>	State <u>South Carolina</u> Zip Code <u>29501</u>
Mailing Address <u>SAME</u>		City	State <u>South Carolina</u> Zip Code
Your Occupation - Title <u>Operations Unit Manager</u>		Business Phone <u>673-4119</u>	Residence Phone <u>407-7744</u>
Employer Name <u>JP Morgan Chase</u>		E-Mail Address <u>David.Joye@jpmchase.com</u>	
Employer Address <u>2210 Enterprise Dr</u>		City <u>Florence</u>	State <u>South Carolina</u> Zip Code <u>29501</u>

General Qualifications

Are you a resident of the City? Yes No How Long? 1 year +

Why would you like to serve?

To be part of a group of like-minded people who really understand the importance of neighborhood beauty.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:

None

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:

None

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:

No

Are you involved in any Community Activities? If so, please list:

Maple Park Neighborhood Association

What are your goals and objectives if appointed to the Commission/Board?

My goal is to support any effort to maintain and promote park and green space initiatives in Florence.

I certify that the information above is true and correct. Information on this form will be considered public information.

[Signature]
Signature

8-24-10
Date

RETURN COMPLETED FORM TO:

Office of the City Clerk
City of Florence, City County Complex AA,
180 N. Irby Street, Florence, SC 29501
Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<u>8-24-2010</u>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
 CITY OF FLORENCE
 SOUTH CAROLINA

Board or Commission for which you are applying: <i>Parks, Beautification and Leisure Services</i>			
Your Name (Last, First, Middle) <i>Mitchell, Charles David</i>		County <i>Florence</i>	Council District
Residential Address <i>822 Congaree Drive</i>		City <i>Florence</i>	State <i>South Carolina</i>
Mailing Address		City	Zip Code <i>29501</i>
Your Occupation - Title <i>Sales Consultant</i>		Business Phone <i>843-673-0300</i>	Residence Phone <i>843-992-3463</i>
Employer Name <i>Verizon Wireless</i>		E-Mail Address <i>Mitchell, Charley@gmail.com</i>	
Employer Address <i>2411 David H. McLeod Blvd.</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip/Code <i>29501</i>

General Qualifications

Are you a resident of the City? Yes No How Long? *3 years*

Why would you like to serve?
I am passionate about Florence and I am passionate about Recreation. I believe that service is a civic responsibility.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
NO

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
NO

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
NO

Are you involved in any Community Activities? If so, please list:
Central United Methodist Church, YMCA

What are your goals and objectives if appointed to the Commission/Board?
To serve any way necessary and leave this Commission better than when I started

I certify that the information above is true and correct. **Information on this form will be considered public information.**

[Signature]
 Signature

7/20/2010
 Date

RETURN COMPLETED FORM TO:

Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<i>7-22-2010</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>Pee Dee Regional Airport Authority</i>			
Your Name (Last, First, Middle) <i>Fryer Sam J. III</i>		County <i>Florence</i>	Council District <i>03</i>
Residential Address <i>1610 Southwood Court</i>		City <i>Florence</i>	State <i>South Carolina</i>
Mailing Address <i>Same</i>		City <i>Same</i>	State <i>South Carolina</i>
Your Occupation - Title <i>District Behavior Specialist</i>		Business Phone <i>(843) 673-1192</i>	Residence Phone <i>(843) 629-8372</i>
Employer Name <i>Florence Public School Dist I</i>		E-Mail Address <i>SFryer@fisd1.org</i>	
Employer Address <i>319 S. Dargen St</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29506</i>

General Qualifications

Are you a resident of the City? Yes No How Long? _____

Why would you like to serve?

Attempting to expand my commitment to public service.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:

No.

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:

No.

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:

No.

Are you involved in any Community Activities? If so, please list:

Sunday Church, educational, and community based programs. Such as Quilts, Helping Hands, Arts Ministry of SABC.

What are your goals and objectives if appointed to the Commission/Board?

To ensure that the state and secondary areas understand the benefits and advantages of an Regional Airport and an City.

I certify that the information above is true and correct. Information on this form will be considered public information.

Signature

[Handwritten Signature]

Date

January 12, 2010

RETURN COMPLETED FORM TO:

Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	1-15-2010
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>Airport Authority</i>			
Your Name (Last, First, Middle) <i>Kelewin Mitchell</i>		County	Council District
Residential Address <i>384 E. King Henry Drive</i>		City <i>Florence, SC</i>	State <i>SC</i>
Mailing Address		City	Zip Code <i>29506</i>
Your Occupation - Title <i>owner of the Flipper</i>		Business Phone <i>843-319-0866</i>	Residence Phone <i>843-319-0866</i>
Employer Name <i>Kelewin Mitchell</i>		E-Mail Address <i>flipper.mitchell@yphoo.com</i>	
Employer Address <i>176 W. Evan Street</i>		City <i>Florence</i>	Zip Code <i>29506</i>

General Qualifications

Are you a resident of the City? Yes No How Long? _____

Why would you like to serve? *to help*

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
NO

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
NO

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
NO

Are you involved in any Community Activities? If so, please list:
Yes

What are your goals and objectives if appointed to the Commission/Board?
bring New insite

I certify that the information above is true and correct. **Information on this form will be considered public information.**

Kelewin Mitchell
Signature

10-14-10
Date

RETURN COMPLETED FORM TO:
 Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<i>10-15-2010</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: Memorial Stadium			
Your Name (Last, First, Middle) Kelewin Mitchell		County	Council District
Residential Address 3604 E. King Henry Dr.		City Florence	State SC South Carolina
Mailing Address		City	Zip Code 29506
Your Occupation - Title Owner of the Flipper		Business Phone 843-291-0806	Residence Phone
Employer Name Kelewin Mitchell		E-Mail Address flipper.mitchell@yahoo.com	
Employer Address 178 W. Egan Street		City Florence	State SC South Carolina
			Zip Code 29506

General Qualifications

Are you a resident of the City? Yes No How Long? _____

Why would you like to serve?
to help

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
No

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
No

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
No

Are you involved in any Community Activities? If so, please list:
Yes

What are your goals and objectives if appointed to the Commission/Board?
Bring new in site

I certify that the information above is true and correct. **Information on this form will be considered public information.**

Kelewin Mitchell
 Signature

10-14-10
 Date

RETURN COMPLETED FORM TO:
 Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<u>10-15-2010</u>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>City of Florence Planning Commission</i>			
Your Name (Last, First, Middle) <i>GRAHAM, CHANTEL</i>		County <i>FLORENCE</i>	Council District <i>DISTRICT 1</i>
Residential Address <i>208-A South FRANKLIN DRIVE</i>	City <i>FLORENCE</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>
Mailing Address <i>208-A SOUTH FRANKLIN DRIVE</i>	City <i>FLORENCE</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>
Your Occupation - Title <i>CLAIMS ANALYST</i>	Business Phone <i>843-665-7620</i>	Residence Phone <i>843-669-0699</i>	
Employer Name <i>BLUECROSS-BLUESHIELDS / PALMETTO BANCORP</i>	E-Mail Address <i>chantelg33@yahoo.com</i>		
Employer Address <i>200 N DOZER BLVD</i>	City <i>FLORENCE</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>

General Qualifications

Are you a resident of the City? Yes No How Long? 3

Why would you like to serve?
I want to get more involved with the community.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
NO

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
NO

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
NO

Are you involved in any Community Activities? If so, please list:
NO

What are your goals and objectives if appointed to the Commission/Board?
To help plan and develop projects for youth

I certify that the information above is true and correct. Information on this form will be considered public information.

Chantel Graham
Signature

February 23, 2009
Date

RETURN COMPLETED FORM TO:
Office of the City Clerk
City of Florence, City County Complex AA,
180 N. Irby Street, Florence, SC 29501
Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<u>3-16-09</u>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: CITY OF FLORENCE PLANNING COMMISSION			
Your Name (Last, First, Middle) MASSENGILL, KIMBERLY J.		County FLORENCE	Council District
Residential Address 867 CHAUCEY DR.		City FLORENCE	State South Carolina
Mailing Address 867 CHAUCEY DR.		City FLORENCE	Zip Code 29505
Your Occupation - Title CORP. SOURCING MGR.		Business Phone 843.857.4948	Residence Phone 843.858.0509
Employer Name HILEX POLY CO., LLC		E-Mail Address Kim.Massengill@hilexpoly.com	
Employer Address 101 E. CAROLINA AVE.		City HARTSVILLE	State South Carolina
			Zip Code 29550

General Qualifications

Are you a resident of the City? Yes No How Long? **9 yrs.**

Why would you like to serve?
TO HELP IN THE PLANNING PROCESS FOR THE ECONOMIC AND PHYSICAL GROWTH OF FLORENCE

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
RECENTLY NOMINATED FOR BOARD OF DIRECTORS OF FLORENCE AREA HUMANE SOCIETY

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
NOT IN SOUTH CAROLINA. SERVED ON B.O.D. FOR BOWLING GREEN/WARREN COUNTY MENTAL HEALTH BOARD IN KENTUCKY.

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
No

Are you involved in any Community Activities? If so, please list:
MISC. VOLUNTEER ACTIVITIES

What are your goals and objectives if appointed to the Commission/Board?
TO LEARN HOW THE COMMISSION SETS PRIORITIES, RECOMMENDS & HELPS FACILITATE THESE GOALS.

I certify that the information above is true and correct. Information on this form will be considered public information.

Kim Massengill
Signature

8/12/10
Date

RETURN COMPLETED FORM TO:

Office of the City Clerk
City of Florence, City County Complex AA,
180 N. Irby Street, Florence, SC 29501
Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	8-17-2010
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying:
Parks & Beautification Commission (Veteran's Park Committee)

Your Name (Last, First, Middle) <i>Carter, Donnie</i>		County <i>Florence</i>	Council District <i>9th</i>	
Residential Address <i>3357 W. Forest Lake Drive</i>		City <i>Florence</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>
Mailing Address <i>3357 W. Forest Lake Drive</i>		City <i>Florence</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>
Your Occupation - Title <i>Retired</i>		Business Phone	Residence Phone <i>843-665-5337</i>	
Employer Name		E-Mail Address <i>carterjunction@bellsouth.net</i>		
Employer Address		City	State <i>South Carolina</i>	Zip Code

General Qualifications

Are you a resident of the City? Yes No How Long? _____
I am a life long resident of Florence County. (59 yrs)
 Why would you like to serve?
Utilization of our parks will stimulate positive growth of Florence and surrounding areas.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:
No

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:
I was on the Florence Veteran's Park Committee during its development.

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:
NO

Are you involved in any Community Activities? If so, please list:
Cooks for Christ, Masonic Lodge, Shriners, Ebenezer Baptist Church activities.

What are your goals and objectives if appointed to the Commission/Board?
Enhance use of the parks and promote community involvement.

I certify that the information above is true and correct. Information on this form will be considered public information.

Donnie Carter
Signature

June 16th 2010
Date

RETURN COMPLETED FORM TO:
Office of the City Clerk
City of Florence, City County Complex AA,
180 N. Irby Street, Florence, SC 29501
Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	<i>6-16-2010</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
 CITY OF FLORENCE
 SOUTH CAROLINA

Board or Commission for which you are applying: Zoning Board of Appeals			
Your Name (Last, First, Middle) Fryer, Sam J. III		County Florence	Council District 03
Residential Address 1610 Southwood Court		City Florence	State South Carolina
Mailing Address _____		City _____	State South Carolina
Your Occupation - Title District Behavior Specialist		Business Phone (843) 673-1172	Residence Phone (843) 629-8372
Employer Name Florence Public School Dist I		E-Mail Address Sfryer6fsd1.org	
Employer Address 319 S. Dargan St		City Florence	State South Carolina
			Zip Code 29506

General Qualifications

Are you a resident of the City? Yes No How Long? **10 years**

Why would you like to serve?

To ensure that the citizens of Florence will have an individual working for them that has the desire, drive, and compassion needed.

Do you presently serve on any Commissions/ Boards of the City/ County/ State? If so, please list:

No.

Have you formerly served on any Commissions/ Boards of the City/ County/ State? If so, please list:

No.

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? If so, list the position and date:

No.

Are you involved in any Community Activities? If so, please list:

Several Youth & Church related events and organizations. @ Queens Fellowship Church @ Park Council of SC-BC, @ Subd 1 FSOJ committee

What are your goals and objectives if appointed to the Commission/Board?

To serve the people in an effective, fair, respectful, and professional manner. I believe that all appeals decisions will respect and address the needs of all the citizens.

I certify that the information above is true and correct. Information on this form will be considered public information.

Sam J. Fryer, III
 Signature

January 06, 2010
 Date

RETURN COMPLETED FORM TO:

Office of the City Clerk
 City of Florence, City County Complex AA,
 180 N. Irby Street, Florence, SC 29501
 Fax: 843-665-3110

FOR OFFICE USE ONLY

Received:	1-15-2010
Appointed to:	
Date:	