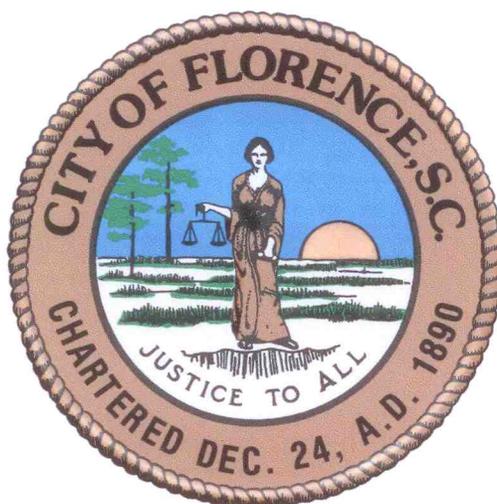


REGULAR MEETING
OF
FLORENCE CITY COUNCIL



COUNCIL CHAMBERS
ROOM 604, CITY-COUNTY COMPLEX
FLORENCE, SOUTH CAROLINA

MONDAY
JUNE 11, 2012
1:00 P.M.

REGULAR MEETING OF FLORENCE CITY COUNCIL

MONDAY, JUNE 11, 2012 - 1:00 P.M.

CITY-COUNTY COMPLEX, COUNCIL CHAMBERS, ROOM 604

FLORENCE, SOUTH CAROLINA

AGENDA

I. CALL TO ORDER

II. INVOCATION

Pledge of Allegiance

III. APPROVAL OF MINUTES

April 23, 2012 – Budget Worksession

May 14, 2012 – Regular Meeting

IV. HONORS AND RECOGNITIONS

Retiree Recognitions

Carey Evans – 33 years – July 22, 1978 – April 16, 2012

Larry Drayton – 31 years – September 29, 1980 – April 27, 2012

Allen L. Heidler – 28 years – August 22, 1983 – April 27, 2012

Anthony Burgess – 21 years – February 14, 1991 – April 20, 2012

Service Recognitions

Shannon Tanner – 15 years – Fire Department

Jerome Britt – 10 years – Collection Operations

Joseph Prosser – 10 years – Fire Department

Educational Recognition

*Brian Matthews – Has received his Associate Degree in Applied Science/
Environmental Engineering Technology*

*Kirt Harris – Has passed his “E” State Board Examination by LLR for
Water Treatment Operator.*

V. APPEARANCE BEFORE COUNCIL

- a. *Mr. E. J. Newby, Executive Director of United Way and Mr. Les Echols – to give Council an update on 2-1-1*

VI. ORDINANCES IN POSITION

- a. **Bill No. 2012-17 – Second Reading**
An Ordinance to raise revenue and adopt a budget for the City of Florence, South Carolina, for the fiscal year beginning July 1, 2012, and ending June 30, 2013.
- b. **Bill No. 2012-18 – Second Reading**
An Ordinance to amend the General Fund Budget for the City of Florence, South Carolina, for the fiscal year beginning July 1, 2011 and ending June 30, 2012.
- c. **Bill No. 2012-19 – Second Reading**
An Ordinance to amend Article 5, Sign Regulations in the Zoning Ordinance relating to Institutional Uses.
- d. **Bill No. 2012-20 – Second Reading**
An Ordinance to revise Chapter 20 of the City Code by establishing an Ordinance which regulates the towing of vehicles from private property within the municipal limits of the City of Florence.
- e. **Bill No. 2012-21 – Second Reading**
*An Ordinance to rezone 1811 Cherokee Road from B-1 Limited Business District to B-3 General Commercial District.
(Mr. Vince Carter has requested to speak on this issue)*

VII. INTRODUCTION OF ORDINANCES

- a. **Bill No. 2012-22 – First Reading**
An Ordinance to request annexation and zoning of 1538 N. Sierra Range, to R-3 Single Family Residential District.
- b. **Bill No. 2012-23 – First Reading**
 1. *A request to declare a 0.02 acre portion of Tax Map 00177-01-009 as surplus.*
 2. *An Ordinance to authorize the sale of a 0.02 acre portion of Tax Map 00177-01-009.*

VIII. INTRODUCTION OF RESOLUTION

- a. Resolution No. 2012-13**
A Resolution to update the Wrecker Policy applicable to towing of vehicles from streets and public places within the City of Florence to bring current the original policy adopted in 1986 and to incorporate all changes since the original Resolution.
- b. Resolution No. 2012-14**
A Resolution to adopt the Community Development Block Grant Budget for fiscal year 2012-2013.
- c. Resolution No. 2012-15**
A Resolution allowing the City of Florence to participate in the Federal Home Loan Bank of Atlanta's Community Investment Services (CIS) Affordable Housing Program.

IX. REPORTS TO COUNCIL

- a. Nominations to Boards and Commissions**
- b. Appointment by Mayor Wukela to the Housing Authority Board.**

X. EXECUTIVE SESSION

- a. Legal Advice**

XI. ADJOURN

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
MONDAY, APRIL 23, 2012 – 3:00 P.M.
DR. EDDIE FLOYD FLORENCE TENNIS CENTER
1060 NORTH CASHUA DRIVE, FLORENCE, SOUTH CAROLINA**

MEMBERS PRESENT: Mayor Wukela called the special meeting to order at 3:05 p.m. with the following members present: Mayor Pro tem Buddy Brand, Councilwoman Teresa Myers Ervin, Councilman Stephen C. Powers, Councilman Edward Robinson, and Councilman Glynn Willis.

ABSENT: Councilwoman Octavia Williams-Blake

ALSO PRESENT: Mr. Drew Griffin, City Manager; Mrs. Dianne M. Rowan, Municipal Clerk; Mr. James W. Peterson, Jr., City Attorney; Mr. Thomas W. Chandler, Director of Finance; Mr. Chuck Pope, Director of Public Works; Mr. Scotty Davis, Director of Community Services; Mr. Michael Hemingway, Director of Utilities; Chief Anson Shells, Florence Police Department; Mr. Ray Reich, Downtown Development Manager; Chief Randy Osterman, Florence Fire Department.

Notices of this special meeting were sent to the media informing them of the date, place and time of the meeting. Mr. Dwight Dana of the Morning News was present for the meeting.

INVOCATION

Councilwoman Teresa Myers Ervin gave the invocation for the meeting. The invocation was followed by the Pledge of Allegiance to the American Flag.

BUDGET WORKSESSION

Mr. Griffin stated that the purpose of the meeting is to have a worksession on the proposed budget for FY 2012-2013. It is essentially an informational and educational presentation that will cover:

- Review of objectives established by Council on January 5, 2012
- Budget totals by funds
- Compensation and Benefits
- General Fund
- Hospitality Special Revenue Fund
- CDBG Budget
- Water & Sewer Enterprise Fund
- Stormwater Utility Enterprise Fund
- Water/Sewer & Stormwater Utility Construction Funds
- Utilities Equipment Replacement Funds

In January staff discussed with Council the essential need to look at downtown and that downtown redevelopment was necessary for economic development and necessary for how we view ourselves as a community.

FY 2012-2013 OBJECTIVES

▶ **Downtown Redevelopment**

- ▶ Adoption of Maintenance and Appearance Codes
- ▶ Adoption of Business Related Incentives
- ▶ Security
- ▶ Utility Improvements and Related Streetscape Repairs

Particular objectives discussed were the adoption of the Maintenance and Appearance Code, the incentive for downtown, security issues related to downtown, and the concept of utility replacement were discussed. Neighborhood redevelopment is on the forefront of what the City is thinking where we should be as a community. The Unified Development Code is essential to that process.

▶ **Neighborhood Redevelopment**

- ▶ Adoption of the Unified Development Code (UDO)
- ▶ Promote infill redevelopment with financial assistance & policy
- ▶ Fund housing infrastructure issues & beautification in targeted areas
- ▶ Adopt and fund a rental housing conversion program
- ▶ Increase code enforcement activities in residential neighborhoods
- ▶ Establish a Nuisance Abatement Court System
- ▶ Continue investment in neighborhood park & trail system

The Unified Development Code is essential to that process. There has been a lot of discussion about the issue of neighborhood redevelopment. A private consultant has been hired who will assist the City in identifying neighborhood weaknesses. Certainly the concept of abandoned and vacant properties is a significant problem in neighborhood redevelopment. The idea is not just to take away abandoned properties but its to create reinvestments in those historically underserved neighborhoods.

▶ **Quality of Life**

- ▶ Downtown and Neighborhood Redevelopment
- ▶ Enhance Florence's Community Character and Image
- ▶ Preserve Historical, Cultural, and Environmental Resources
- ▶ Provide quality parks, facilities programs, and services

Quality of life defines the City. How we perceive ourselves is essential to how we and others view our community.

▶ **Public Infrastructure**

- ▶ Investment in public infrastructure to attract and maintain a diverse economic base
 - ▶ Water & Sewer systems
 - ▶ Storm Drainage systems
 - ▶ Parks & Recreation facilities
 - ▶ Streets & Roadways

You can't have quality of life if you don't have good public infrastructure. The City has done a good job by the creation of public utilities and those public utilities can generally create the fund to support the related activities. The City is much weaker when you look at parks and recreation facilities and our streets and roadways. Those are in essence dependent upon property taxes, business licenses or franchise fees.

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 3**

PROPOSED FY 2012-2013 BUDGETS BY FUNDS

General Fund	\$ 28,665,000
General Fund Debt Service Fund	421,600
Hospitality Fund	3,385,000
W/S Utilities Enterprise Fund	30,110,000
Stormwater Utility Enterprise Fund	1,325,000
W/S Utilities Construction Fund	4,931,000
Stormwater Utility Construction Fund	527,000
W/S Utilities Capital Equipment Fund	517,200
Stormwater Utility Capital Equipment Fund	180,000
<u>ALL FUNDS</u>	\$ <u>70,061,800</u>

Our General Fund is basically a \$29 million dollar fund. This year our auditors asked us to create a general fund debt service fund which is essentially the debt service associated with our borrowing for the fire station and fire equipment and for Levy Park. The auditors requested that we pull that out of our general fund and put it into a special fund. This action actually decreases the general fund.

The Hospitality Fund is the best growth fund within the City.

Water/Sewer Utilities Expense Fund is stable and strong.

The Stormwater Utility Enterprise Fund is a flat fee to every commercial and residential property and is extremely stable.

The Utilities Construction Fund, the Stormwater Construction Fund and the Capital Replacement Fund is all within the City's Utilities budget.

All funds total over \$70 million. These funds are equally divided between the General Fund and the Utility Funds, although the Utility Funds have gradually overtaken the General Fund as a matter of revenue.

FY 2012-2013 COMPENSATION & BENEFITS INFORMATION

- ▶ Average of 2% performance-based pay increases effective January 1, 2013
- ▶ Annual Longevity Recognition

A 2% performance based pay increase is being recommended for Council's approval. The annual longevity recognition that has been in place for several years has also been funded.

SPECIAL MEETING OF FLORENCE CITY COUNCIL

APRIL 23, 2012 – PAGE 4

GENERAL FUND

FY 2012-2013 GENERAL FUND REVENUE BUDGET BY SOURCE

<u>Category</u>		<u>FY 2013</u>	<u>% of Total</u>
Property Taxes*	\$	9,137,900	32%
Licenses & Fees		10,855,000	38%
Governmental Reimbursements		1,679,000	5%
Charges for Service		1,899,000	7%
Fines & Forfeitures		710,000	2%
Miscellaneous & Other Revenues		456,000	2%
Interfund Transfers		<u>3,928,100</u>	<u>14%</u>
TOTAL	\$	28,665,000	100%

*Local Option Sales Tax accounts for 55.3% of the total Property Taxes

Property taxes and license fees make up the greatest portion of the City's budget. The Local Option Sales Tax (LOST) offsets 55.3% of the total property tax. Most of that offset is within the 4% residential property tax but it does assist in the 6% business category as well. More than half of all property taxes assessed are rebated through the LOST.

GENERAL FUND

FY 2012 & 2013 REVENUE BUDGET COMPARISON

<u>Category</u>		<u>FY 2012</u>		<u>FY 2013</u>		<u>Change</u>	<u>%</u>
Local Taxes	\$	9,455,000*	\$	9,137,900	\$	-317,100	-3.35%
Business Licenses		7,370,000		7,305,000		-65,000	-0.88%
Franchise Fees		3,700,000		3,550,000		-150,000	-4.05%
Govt. Reimbursements		1,989,000		1,679,000		-310,000	-15.59%
Charges for Service		1,901,000		1,899,000		-2,000	-0.11%
Fines & Forfeitures		779,000		710,000		-69,000	-8.86%
Other Revenues		659,000		456,000		-203,000	-30.80%
Interfund Transfers		<u>3,362,000</u>		<u>3,928,100</u>		<u>566,100</u>	<u>16.84%</u>
TOTAL	\$	29,215,000	\$	28,665,000	\$	-550,000	-1.88%

*Includes \$450,000 budgeted for G. O. debt service taxes in FY 2012. The % change without debt service taxes would be 1.48%. Debt service established as a separate fund in FY 2013 per auditor recommendation.

The decrease of 3.35% in property taxes between 2012 and 2013 is a result of taking out the debt services. As mentioned before this was recommended by our auditors. If the debt service had not been taken out, property taxes would have had a net increase.

Government Reimbursements is generally down because the City is no longer getting police grants.

Interfund Transfers is showing an increase due to a transfer from the roll-cart maintenance fee.

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 5**

Other Revenues received a large transfer from fund balance last year but it is not being proposed at this time for this budget. This results in a decrease for Other Revenues.

Overall this is essentially a flat budget.

GENERAL FUND BALANCE INFORMATION

- ▶ The City of Florence unassigned General Fund balance (“fund balance”) for fiscal year ended June 30, 2011 is \$8,740,538.
- ▶ Fund balance should be maintained by the City at a level sufficient to:
 - meet the City’s cyclical cash flow needs
 - ensure adequacy of reserves in the event of an emergency (i.e., natural disaster or unexpected decline or loss of significant revenue source)
 - ensure a strong General Obligation credit rating
- ▶ Fund balance amounts determined to be available for expenditure in any given year should be used only for:
 - long life capital items that do not increase ongoing operating costs
 - other non-recurring, one time expenditures
- ▶ This fund balance represents 30.5% (\$8,740,538) of the FY 2012-13 proposed budgeted General Fund expenditures in the amount of \$28,665,000.

General Fund FY 2008-2013 Property Tax Comparison

<u>Fiscal Year</u>		<u>Collections</u>	<u>% Change</u>
2008	\$	8,110,687	1.96%
2009		8,492,653	4.71%
2010		8,666,309	2.04%
2011		8,766,549	1.16%
2012*		8,880,000	1.29%
2013*		9,027,900	1.67%
*2012 Estimated			
*2013 Budgeted			

The City is basically looking at approximately 2% growth in property taxes. In order to get an increase in property taxes the City either has to annex or have new construction.

General Fund FY 2008-2013 Business License Comparison

<u>Fiscal Year</u>		<u>Collections</u>	<u>% Change</u>
2008	\$	7,287,960	8.54%
2009		6,766,010	-7.16%
2010		6,984,258	3.23%
2011		6,868,384	-1.66%
2012*		6,950,000	1.19%
2013*		7,115,000	2.37%
*2012 Estimated			
*2013 Budgeted			

SPECIAL MEETING OF FLORENCE CITY COUNCIL

APRIL 23, 2012 – PAGE 6

Staff is hoping from a concept of business license to see a little better growth than in prior years. In 2008 and 2009, at the start of the recession, it almost reversed itself. But since then the City, on average, has seen steady growth.

General Fund FY 2008-2013 Franchise Fees Comparison

<u>Fiscal Year</u>		<u>Collections</u>	<u>% Change</u>
2008	\$	2,924,809 ¹	57.88%
2009		3,566,878 ¹	21.95%
2010		3,496,188	-1.98%
2011		3,479,557	-0.48%
2012*		3,480,000	0.01%
2013*		3,550,000	2.10%

¹Franchise Fee increased from 3% to 5% - affected both FY 2008 and 2009.

*2012 Estimated

*2013 Budgeted

Franchise fees are generally the same. In 2008 the fees were increase from 3% to 5% and that carried over into 2009. Since then is has been essentially flat.

FY 2012-13 General Fund Expenditure Budget by Category

<u>FIXED COSTS</u>		<u>FY 2013 BUDGET</u>	<u>% OF TOTAL</u>
Personnel/Benefits	\$	20,263,730	70.69%
Departmental Operations		4,902,800	17.10%
Capital Leases		371,600	1.29%
Grants		259,500	.90%
OPEB/Unemployment Comp.		509,270	1.78%
Property/Liability/Small Claims		400,000	1.40%
Fixed Non Departmental		<u>1,302,900</u>	<u>4.55%</u>
Subtotal	\$	28,009,800	97.71%
VARIABLE COSTS			
Other Capital	\$	226,200	.79%
Other Non Departmental		309,000	1.08%
Community Programs		<u>120,000</u>	<u>0.42%</u>
Subtotal	\$	<u>655,200</u>	<u>2.29%</u>
TOTAL	\$	28,665,000	100.00%

Departmental Operations, Capital Leases, Grants, OPEB, Unemployment Compensation; Liability and Fixed Non-Departmental equals 98% of the Budget at \$28,009,800.

Variable costs are made up of Other Capital, Other Non-Departmental and Community Programs for a total of \$655,200.

SPECIAL MEETING OF FLORENCE CITY COUNCIL

APRIL 23, 2012 – PAGE 7

FY 2012-2013 CHANGES BY CATEGORY FROM FY 2011-2012 ORIGINAL BUDGET

<u>FIXED COSTS</u>	<u>FY 12 Budget</u>	<u>FY 13 Budget</u>	<u>%Change</u>
Personnel/Benefits	\$ 20,287,300	20,263,730	-0.12%
Departmental Operations	4,800,750	4,902,800	2.13%
Capital Leases	352,600	371,600	5.39%
Grants	408,500	259,500	-36.47%
Debt Service	417,100	0	-100.00%
OPEB/Unemployment Comp.	604,600	509,270	-15.77%
Property/Liability/Small Claims	335,000	400,000	19.40%
Fixed Non Departmental	<u>1,071,900</u>	<u>1,302,900</u>	<u>21.55%</u>
Subtotal	\$ 28,277,750	28,009,800	-0.95%
<u>VARIABLE COSTS</u>			
Other Capital	\$ 418,250	226,200	-45.92%
Other Non Departmental	324,000	309,000	-4.63%
Community Programs	<u>195,000</u>	<u>120,000</u>	<u>-38.46%</u>
Subtotal	\$ 937,250	655,200	-30.09%
TOTAL	\$ 29,215,000	28,665,000	-1.88%

This is a comparison between FY 2012 Budget and the proposed FY 13 Budget. It has been broken down between Fixed Costs and Variable Costs.

HOSPITALITY FUND

FY 2008-2013 Hospitality Fees Comparison

<u>Fiscal Year</u>	<u>Collections</u>	<u>% Change</u>
2008	\$ 2,799,149	5.19%
2009	2,800,739	.06%
2010	2,841,585	1.46%
2011	2,926,340	2.98%
2012*	3,015,000	3.03%
2013*	3,120,000	3.48%

*2012 Estimated

*2013 Budgeted

The Hospitality Fund is the best growth fund for the City of Florence. Hospitality Funds must be used for tourist or entertainment related activities.

<u>Hospitality Fund Revenues</u>	<u>Amount</u>
Hospitality Fees	\$ 3,120,000
Interest Earnings	2,000
Grant Revenue-Bruce and Lee Foundation	<u>260,000</u>
FY 12-13 Hospitality Fund Estimated Revenues	\$ 3,385,000

This is the proposed budget for FY 2013. \$3,385,000 is the amount that the City expects to raise.

SPECIAL MEETING OF FLORENCE CITY COUNCIL

APRIL 23, 2012 – PAGE 8

<u>Hospitality Fund Expenditures</u>	<u>Amount</u>
Freedom Florence and Tennis Center Operations	\$ 775,000
Economic Development Partnership Membership	49,500
Florence Museum	30,000
Florence Downtown Development Corporation	81,000
Florence Downtown Economic Development Incentives	80,000
Florence Downtown Promotions	20,000
Radio Drive/Veterans Park Debt Service	52,000
Tennis Center/Performing Arts Center Debt Service	1,014,500
Florence Historic District Street Lighting Operations	30,000
Florence Civic Center	1,204,000
Contingency	<u>49,000</u>
FY 12-13 Hospitality Fund Estimated Expenditures	\$ 3,385 000

This chart shows the recommendations for use of the Hospitality Funds.

<u>Civic Center Funding</u>	<u>Amount</u>
<u>Expense Category</u>	
Debt Service	\$ 404,000
Operations	375,000
Business Development	80,000
Capital Improvements	<u>345,000</u>
Total Funding	\$ 1,204,000

In FY 2011-12 the Civic Center also received City Accommodations Tax in the amount of \$70,400 for advertising, marketing, & promotions (\$61,400), and business & conference development (\$9,000).

This is the budget for the Civic Center.

<u>Florence Downtown Development Corporation Funding</u>	<u>Amount</u>
<u>Expense Category</u>	
Property Ownership Expenses (i.e., insurance, utilities, repairs, etc.)	\$ 52,500
Organizational Administration (i.e., printing, supplies, professional)	<u>28,500</u>
Total Funding	\$ 81,000

The Development Corporation is an essential function for downtown development, so staff does not want to put it into a position that it cannot operate. These funds allow it to maintain its organizational being.

2012 – 2013 CDBG FUND

CDBG funding can only be used to meet three national objectives; aid in the elimination of slum and blight; benefit to low-moderate income persons; and meeting a need having particular urgency.

- ▶ City staff held public meetings to receive input on the Community Development Block Grant funding at the following times and locations:
 - ▶ February 6, 2012 at 6:30 p.m. – Greater Wilson Heights
 - ▶ February 8, 2012 at 7:00 p.m. – Levy Park
 - ▶ February 21, 2012 at 7:00 p.m. – Northwest Community Center
 - ▶ February 22, 2012 at 2:00 p.m. – City Council Chambers

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 9**

2012 – 2013 CDBG Budget

Community requests included funding for:

- ▶ Additional lights in the neighborhoods
- ▶ Drainage issues
- ▶ Abandoned houses
- ▶ Dr. Iola Jones Park – Community center, shed, picnic tables
- ▶ Vacant Lots

RECOMMENDED BUDGET

▶ Recreational Improvements (Northwest Park and Iola Jones)	\$ 67,000
▶ Storm Drainage Improvements*	\$ 22,958
▶ Pee Dee CAA Shelter	\$ 35,000
▶ Section 108 Loan Repayment	\$ 100,000

*City match from Stormwater Utility for Williams Heights subdivision drainage equals \$150,000.

The CDBG Budget for FY 2012-2013 is \$224,958; about \$80,000 less than last year.

Break: 3:55 p.m. to 4:10 p.m.

WATER & SEWER UTILITIES ENTERPRISE FUND

Water and Sewer Revenues by Source

Water Fees and Charges	47%
Waste Water Fees and Charges	46%
Other Revenue	7%

Water and Sewer are pretty equal as seen in this chart.

Water use is up but sewer taps have been stable.

Water and Sewer Expenses by Department

Debt Service	34%	\$ 10,220,000
Nondept/Construction Fund Transfer	22%	6,752,790
Waste Water Treatment	13%	3,887,820
Distribution Operations	6%	1,897,720
Ground Water Production	6%	1,813,790
Utility Finance	6%	1,803,830
Surface Water Production	6%	1,753,530
Engineering	4%	1,106,780
Collection Operations	3%	873,740

This shows how the funds are being spent by department. An indication of the strength of the water and sewer system is reflected in the \$6.7 non-departmental construction transfer.

SPECIAL MEETING OF FLORENCE CITY COUNCIL

APRIL 23, 2012 – PAGE 10

WATER & SEWER UTILITIES CONSTRUCTION FUND

<u>FY 2012-13 Water & Sewer Construction Fund Revenue</u>	<u>Amount</u>
Projected Funds on Hand on July 1, 2012	\$ 1,486,000
From Retained Earnings (Utilities relocations due to 1¢ Sales Tax for Highway Projects)	800,000
2012-13 Transfer from W/S Operating Fund	2,600,000
Projected Interest Earnings	25,000
Civic Center Water & Sewer Reimbursement	<u>20,000</u>
Total W/S Construction Fund Revenue	\$ 4,931,000

This year we are transferring \$2.6 million into the construction fund for construction. These funds pay for line extensions and work on an annual basis in support of growth or other related activities.

FY 2012-13 W/S Construction Fund Projects

<u>A. Projects Approved in Prior Year Budgets</u>	<u>Amount</u>
1. Savannah Grove Area Sewer Improvements	40,000
2. Steel Road Lift Station Upgrade/Rehabilitation	170,000
3. Police Cabin Pump Station/Force Main Upgrade	66,000
4. TV Road Widening Utilities Relocation (SCDOT)	1,000,000
5. Paper Mill Rd Bridge Replacement Utilities Relocation (SCDOT)	20,000
6. Brandon Woods Sewer Force Main Upgrade	20,000
7. Country Creek Sewer Extension	300,000
8. N. Ebenezer Road Water Line Relocation (SCDOT)	120,000
9. Woody Jones/Radio Drive Utilities Line Relocation	53,000
10. Jefferies Creek Sewer Crossing Repairs	40,000
11. Oakdale Area Water Pressure Improvements	350,000
12. Civic Center W/S Service Connection for Campers	40,000
13. U.S. Hwy. 76 Widening Utilities Relocation (SCDOT)	30,000
14. 218 W. Evans Street Engineering Office Renovations	20,000
15. Surface Water Plant Radio Communications Upgrade	50,000
16. Revision of Subdivision Code (UDO Development)	24,000
17. Elevated Water Tank Inspection/Maintenance	250,000
18. GIS Mapping Software Integration Project	15,000
19. WWTP Contingency/Engineering	250,000
20. Jeffries Creek Beaver Management (SSO Compliance)	7,000

Some of these are related to DHEC regulatory requirements, some to SC DOT and some are for growth.

<u>B. Projects Approved and Added in FY 2011-12</u>	<u>Amount</u>
1. Renee Circle Water Line Extension	15,000
2. Alligator Road Water Plant Filter Media Replacement	25,000
3. Downtown Utilities Relocation & Related Street Repairs	500,000

<u>C. Proposed Projects for FY 2012-13</u>	<u>Amount</u>
1. Water Line Extension Requests – Florence County	300,000

SPECIAL MEETING OF FLORENCE CITY COUNCIL

APRIL 23, 2012 – PAGE 11

<u>D. Other</u>	\$	<u>Amount</u>
1. Utility Line Engineering/Legal/Professional Services		50,000
2. Reserved for Other Projects		<u>1,176,000</u>
Total W/S Construction Fund Expenses	\$	4,931,000

STORMWATER UTILITY ENTERPRISE FUND

Stormwater Revenues by Source

Stormwater Fees	96%
Other Revenue	4%

Stormwater fees are essentially our number one revenue. It is as stable as you can get with modest growth. This budget does not have a lot of variance in it.

Stormwater Expenses by Category

Operations	49%	\$ 653,970
Nondept/Construction Fund Transfer	26%	345,730
Debt Service	25%	325,300

When the stormwater utility was adopted, one of the objectives was to create a utility that was equally divided between operations and debt or construction. Non-departmental construction fund transfer is 26% of the budget and debt service is 25%. Operations represents the remainder of the budget at 49%.

STORMWATER CONSTRUCTION FUND

FY 2012-13 Stormwater Construction Fund Revenue

	\$	<u>Amount</u>
Projected Funds on Hand on July 1, 2012		390,000
2012-13 Transfer from Stormwater Operating Fund		132,000
Projected Interest Earnings		<u>5,000</u>
Total Stormwater Construction Fund Revenue	\$	527,000

FY 2012-13 Stormwater Construction Fund Projects

<u>A. Projects Approved and/or Begun in Prior Years</u>	\$	<u>Amount</u>
1. Stormwater Operations Division Pipe Projects		10,000
2. End-of-Pipe Water Quality Enhancements Projects		5,000
3. Double-Barrel Pipe Repair (Behind Calvary Baptist)		10,000
4. Cannon & Dozier Streets Pond & Outfall Maintenance		100,000
5. Timrod Park Pipe Outfall Improvements		65,000
6. Williams Boulevard Outfall Improvements		150,000
7. NPDES Phase II Compliance		50,000
8. Stormwater Billing Program Software Upgrade		15,000

SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 12

<u>B. Other</u>		\$	<u>Amount</u>
	1. Reserved for Other Projects		25,000
	2. Stormwater Engineering/Legal/Professional Services		<u>97,000</u>
	Total S/W Construction Fund Expenses	\$	527,000

UTILITIES EQUIPMENT REPLACEMENT FUNDS

W/S Equipment Replacement Fund Budget by Department

<u>Department</u>	<u>Amount</u>
Utility Finance	\$ 65,200
Engineering	50,000
Wastewater Treatment Plant	217,000
Distribution Operations	80,000
Collection Operations	<u>105,000</u>
W/S Capital Equipment Fund Total	\$ 517,200

This is the City's rolling stock; the trucks, pumps, the various equipment that is used in Utilities. The above chart breaks it down by department. It goes into a fund that is managed by the Utilities and it is pulled from the fund balance of that fund when needed. Each department pays its fair share.

Stormwater Equipment Replacement Fund Budget by Department

<u>Department</u>	<u>Amount</u>
Stormwater Operations	\$ <u>180,000</u>
Stormwater Capital Equipment Fund Total	\$ 180,000

This is the same as the Water/Sewer Capital Equipment Fund but it is for Stormwater.

OBJECTIVES STATUS

FY 2012-13 OBJECTIVES STATUS

- ▶ Downtown Redevelopment
 - ▶ Adoption of Maintenance and Appearance Codes – Funded
 - ▶ Adoption of Business Related Incentives – Funded
 - ▶ Security - Funded
 - ▶ Utility Improvements and Related Streetscape Repairs - Funded
- ▶ Funding Sources
 - ▶ Approved \$210,000 in FY 2012 Midyear Budget Amendment
 - ▶ Proposed \$80,000 from Hospitality in FY 2013
- ▶ Neighborhood Redevelopment
 - ▶ Adoption of the Unified Development Code (UDO) – Funded
 - ▶ Promote infill redevelopment with financial assistance & police – Not Funded
 - ▶ Fund housing infrastructure issues & beautification in targeted areas – Not Funded
 - ▶ Adopt and fund a rental housing conversion program – Not Funded
 - ▶ Increase code enforcement activities in residential neighborhoods – Funded

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 13**

- ▶ Establish a Nuisance Abatement Court System – Funded
- ▶ Continue investment in neighborhood park & trail systems - Funded
- ▶ Housing partially funded by state and federal grants
- ▶ Funding available for designation following conclusion of Neighborhood Consulting Work - \$280,000

Mr. Griffin reviewed the objectives and spoke to their current status. A number of the objectives have been funded and are listed in the above chart.

The Maintenance and Appearance Code, Business Related Incentives, Security, and Utility Improvements and Related Streetscape Repairs have been funded. The funding sources include the approval of \$210,000 in FY 2012 midyear budget amendment and \$80,000 has been proposed from the Hospitality Fund in FY 2013.

The Unified Development Code (UDO) is a work in progress (funded); staff is hoping that the consultants that have been hired to look at infill redevelopment (not funded) will have some good suggestions that staff can incorporate; housing infrastructure issues and beautification in targeted areas (not funded); rental housing conversion program (not funded); increasing code enforcement activities in residential neighborhoods (funded); establish a Nuisance Abatement Court System (funded); continue investment in neighborhood park and trail system (funded); and housing initiatives are partially funded by state and federal grants.

Housing

Neighborhood Redevelopment

Housing and neighborhood conditions are central to any discussion about City affairs – whether the focus is on economic development, downtown redevelopment, or how we perceive ourselves as a city.

Housing Resources

State and Federal Sources of Funding Citywide Programs

- ▶ \$900,000 Neighborhood Stabilization Program (NSP) grant used to purchase foreclosed homes and stabilize neighborhood values. Program income from sale of homes will be used as down payment assistance.
- ▶ \$1.4 million NSP grant provided to three partner agencies (Florence Housing Authority, Habitat for Humanity and Florence Affordable Housing Corporation) to purchase foreclosed homes and stabilize neighborhoods. Program income from sale of homes will be used as down payment assistance. Some units have been converted to affordable rental units.
- ▶ \$300,000 HOME Grant provides down payment assistance to eligible applicants.
- ▶ Federal Home Loan Bank of Atlanta Rehabilitation Program that provides \$12,000 in rehabilitation assistance to eligible applicants.
- ▶ We have identified and partnered with church groups, civic organizations, etc. to provide rehabilitation to eligible applicants – self funded by partners. Examples are Life Changers, Rebuilding Together, Central United Methodist Church, Calvary Baptist Church.

Mr. Scotty Davis, Director of Community Services gave Council a review of the Neighborhood Stabilization Program. It is a program to stabilize the values in the neighborhoods. The City has a \$2.3 million grant that will be used to purchase foreclosed homes in the neighborhoods, redevelop the homes and then resell them. Once the houses are sold, the money received is placed back in program income allowing the program to continue.

**SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 14**

Mr. Davis also has a home grant that provides down payment assistance and also works with a program with church groups that provide rehabilitation to eligible applicants.

FY 2012-13 OBJECTIVES STATUS (Continued)

- ▶ Public Infrastructure
 - ▶ Investment in public infrastructure to attract and maintain a diverse economic base
 - ▶ Water & Sewer systems - Funded
 - ▶ Phase 3 Wastewater Management Facility: 18 – 22.5 MGD – SRF Funding
 - ▶ Storm Drainage systems – Funded
 - ▶ Parks & Recreation facilities – Normal maintenance funded
 - ▶ Streets & Roadways – Normal maintenance funded

Mr. Griffin requested that Council approve \$280,000 for neighborhood redevelopment activities that has been set aside in the budget as nondesignated. \$90,000 comes from unappropriated CDBG funds and another \$90,000 is from funds designated for like activities but not spent. The remainder of \$100,000 is from new funds. Mr. Griffin would like to have these funds designated in order to let the consultant group do their work and come back with a recommendation of how to appropriate those funds.

Water and sewer and storm drainage are funded at normal maintenance amounts.

PUBLIC INFRASTRUCTURE – WASTEWATER

Current Project: Replacement of aging and obsolete treatment processes which will in turn increase treatment capacity from 15 MGD to 18 MGD. Completion is scheduled for Spring 2013.

Proposed Project:

- ▶ Expand treatment plant capacity from 18 mgd to 22 mgd by adding new unit processes. The estimated construction cost of \$10 million will be funded by a State Revolving Fund (SRF) loan.
- ▶ Eliminate conveyance “bottlenecks” adding additional capacity and eliminate potential NPDES violations. The estimated construction cost of approximately \$1.9 million.

Proposed Funding:

- ▶ SRF Funding given favorable rates and availability of funds.

Next year staff would like to move forward with upgrading the City’s wastewater plant from 18 MGD to 22 MGD (the third phase). The costs are \$10 million and \$1.9 million. SRF funding is available for this project at very favorable rates. An application has been sent to SRF and the City is in a good position to receive these funds.

DOWNTOWN REVITALIZATION UPDATE

DOWNTOWN REVITALIZATION

During the past 9 months we have accomplished the following objectives:

- ▶ Development & passage of Maintenance & Appearance Codes
- ▶ Creation, funding and Council approval of downtown H1 District incentives
- ▶ Creation & funding of Low Interest Loan Pool
- ▶ Completion of RFP for Waters Building & Execution of contract for sale to developers
- ▶ Completed RFQ and selection of consultant for Artisan Center study
- ▶ Initiated weekly Farmers Market for downtown
- ▶ Working with three different developers on potential redevelopment projects
- ▶ Worked to develop partnerships with FDTC, FMU, McLeod & Bruce & Lee Foundation
- ▶ Worked with Pecan Festival Committee to streamline planning and budgeting
- ▶ Worked on preliminary plans for Business Incubator
- ▶ Developed façade renderings for 10 downtown buildings
- ▶ Continued support of Art Trail Gallery

Mr. Ray Reich, Downtown Development Manager reviewed the objectives that have been accomplished over the last nine months and the following objectives he would like to complete during FY 2012-2013.

Downtown Objectives to be completed during FY 2012-13:

- ▶ Review all buildings in the H1 District for Appearance & Maintenance Code violations and work with property owners on completing the renovation of facades to bring buildings into compliance with codes. Creation, funding and Council approved of downtown H1 District incentives.
- ▶ Complete a minimum of 10 façade renovations in H1 District.
- ▶ Replace at least 15 signs in the H1 District with signs that meet Design Guidelines.
- ▶ Open and Operate Business Incubator.
- ▶ Complete streetscape projects on West & East Evans and North & South Dargan.
- ▶ Continue work with private sector developers on downtown projects.
- ▶ Work to develop “public space” for dining and socials in area on South Dargan.
- ▶ Develop plan for Royal Knight Building.
- ▶ Complete façade and other necessary repairs to FDDC and City.
- ▶ Work with Committee to grow Florence After Five to be a larger event.
- ▶ Work with Pecan Festival Committee for better budget controls.
- ▶ Continue work with private sector developers for public/private partnerships for re-development of downtown H1 buildings.
- ▶ Work with existing downtown businesses to improve their marketing and merchandising skills.

SPECIAL MEETING OF FLORENCE CITY COUNCIL
APRIL 23, 2012 – PAGE 16

One issue that Mr. Griffin wanted to make Council aware of is a new ADA (American Disabilities Act) regulation. \$75,000 had been set aside to make park improvements at Timrod Park. Staff learned of the new ADA regulations that require any park improvement done must bring the entire site into full compliance. \$75,000 was allocated for Timrod Park playground equipment. With the new ADA regulation, \$20 – 30,000 of the \$75,000 will have to be spent on re-engineering the site. Staff has met with a playground consultant and they will be making a proposal to staff.

Mr. Griffin concluded his presentation by stating he would like to propose a public hearing on the budget in May along with a shorter presentation. Mr. Griffin would also like to have first reading on the budget in May and then another worksession can be scheduled, if necessary. There was no objection.

ADJOURN

There was no objection by Council to adjourn the meeting.

The meeting was adjourned at 5:30 p.m.

Dated this 11th day of June, 2012.

Dianne M. Rowan, Municipal Clerk

Stephen J. Wukela, Mayor

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MONDAY, MAY 14, 2012 - 1:00 P.M.
CITY COUNTY COMPLEX, COUNCIL CHAMBERS, ROOM 604
FLORENCE, SOUTH CAROLINA**

MEMBERS PRESENT: Mayor Wukela called the regular meeting to order at 1:00 p.m. with the following members present: Mayor Pro tem Buddy Brand; Councilwoman Teresa Myers Ervin; Councilman Steve Powers; Councilman Ed Robinson; Councilwoman Octavia Williams-Blake; and Councilman Glynn Willis.

ALSO PRESENT: Mr. Drew Griffin, City Manager; Mrs. Dianne M. Rowan, Municipal Clerk; Mr. James W. Peterson, Jr., City Attorney; Mr. Chuck Pope, Director of Public Works; Mr. Thomas Chandler, Director of Finance; Mr. Ray Reich, Downtown Development Manager; Mr. Michael Hemingway, Director of Utilities; Mr. Phillip Lookadoo, Director of Planning, Research and Development; Chief Anson Shells, Florence Police Department; and Chief Randy Osterman, Florence Fire Department.

MEDIA PRESENT: Notices of this regular meeting of Florence City Council were sent to the media informing them of the date, time and location of the meeting. Mr. Dwight Dana of the Morning News was present for the meeting.

INVOCATION

Councilwoman Ervin gave the invocation for the meeting, which was followed by the pledge of allegiance to the American Flag.

APPROVAL OF MINUTES

Mayor Pro tem Brand made a motion to adopt the minutes of the Regular Meeting of April 9, 2012. Councilman Powers seconded the motion, which carried unanimously.

HONORS AND RECOGNITIONS

Mayor Wukela presented Mr. Heyward Myers a retirement plaque in recognition of his ten years of service with the City. Mr. Myers retired from the City on December 30, 2011.

Johnny Green was presented a certificate by Mayor Wukela recognizing his 15 years of service with the City of Florence.

Tim Wilson received a certificate from Mayor Wukela in recognition of his 10 years of service with the City of Florence.

Mr. Dan Prosser received an educational recognition for obtaining his "C" Biological Wastewater Operator Certification.

PUBLIC HEARING

A PUBLIC HEARING TO RECEIVE INPUT FROM THE PUBLIC REGARDING THE 2012-2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) BUDGET.

The public hearing was opened at 1:05 p.m.

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 2**

Mr. Scotty Davis, Director of Community Services stated that the City of Florence is an entitlement community and receives CDBG money each year. It is required that the funding be used to meet three national objectives: 1) aid in the elimination of slum and blight; 2) benefit low to moderate income persons; and 3) meet a need having a particular urgency. City staff held public meetings to receive input on the Community Development Block Grant funding at the followings times and locations:

- *February 6, 2012 at 6:30 p.m. – Greater Wilson Heights
- *February 8, 2012 at 7:00 p.m. – Levy Park
- *February 21, 2012 at 7:00 p.m. – Northwest Community Center
- *February 22, 2012 at 2:00 p.m. – City Council Chambers
- *April 23, 2012 at 3:00 p.m. – Florence Tennis Center
- *May 14, 2012 at 3:00 p.m. – Council Chambers

In conjunction with this, Mr. Davis' department has also been working with the neighborhoods and the neighborhood plans and using that information to continue the City's comprehensive plan for CDBG. There have been three different meetings with the neighborhoods and also a bus tour in the neighborhoods to identify needs and to help staff to prioritize the needs in those areas. Requests received from those neighborhood meetings include: Additional lighting in the neighborhoods; drainage issues; abandoned houses; Dr. Iola Jones Park Community Center, shed and picnic tables; and vacant lots. Staff has reviewed these issues and is recommending the following budget:

*Recreational Improvements	\$	67,000
*Storm Drainage Improvements	\$	*22,958
*Pee Dee CAA Shelter	\$	35,000
*Section 108 Loan Repayments	\$	100,000

*City match from Stormwater Utility for Williams Heights subdivision drainage equals \$150,000.

The public hearing was closed at 1:11 p.m.

A PUBLIC HEARING TO RECEIVE COMMENTS ON THE BUDGET FOR THE CITY OF FLORENCE FOR FISCAL YEAR BEGINNING JULY 1, 2012 AND ENDING JUNE 30, 2013.

The public hearing was opened at 1:12 p.m.

Mr. Drew Griffin, City Manager stated that a lengthy budget worksession was held on April 23, 2012 where council received a detailed report of the proposed budget. Mr. Griffin gave an overview of the budget.

The proposed FY 2012-13 budget for all funds totals \$70,061,800.

<u>Proposed FY 2012-2013 Budgets by Fund</u>		
General Fund	\$	28,665,000
General Fund Debt Service Fund		421,600
Hospitality Fund		3,385,000
W/S Utilities Enterprise Fund		30,110,000
Stormwater Utility Enterprise Fund		1,325,000
W/S Utilities Construction Fund		4,931,000
Stormwater Utility Construction Fund		527,000
W/S Utilities Capital Equipment Fund		517,200
Stormwater Utility Capital Equipment Fund		<u>180,000</u>
ALL FUNDS	\$	70,061,800

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 3**

Mr. Griffin stated that in the budget there is a total of all funds in the amount of \$70,061,800. These are the funds that Council actually approves. In reality a W/S Utilities Capital Fund and Construction Funds are actually in the Enterprise Fund so the budget doesn't quite total to the full \$70,061, 800. But when Council approves these funds those are the funds that you actually approve within the context of the budget.

FY 2012-13 Public Hearing Highlighted Budgets

General Fund	\$	28,665,000
Hospitality Fund		3,385,000
W/S Utilities Enterprise Fund		30,110,000
Stormwater Utility Enterprise Fund		<u>1,325,000</u>
TOTAL	\$	63,485,000

The actual budget is \$63,485,000 (as shown in the above chart). It is made up of the General Fund, the Hospitality Fund, the W/S Utilities Enterprise Fund and the Stormwater Utility Enterprise Fund. These budgets will be discussed in detail as the budget is reviewed.

GENERAL FUND

General Fund Revenues - \$28,665,000

Licenses and Fees	38%	\$	10,855,000
Local Taxes	32%	\$	9,137,900
Interfund Transfers	14%	\$	3,928,100
Charges for Services	7%	\$	1,899,000
Government Reimbursements	6%	\$	1,679,000
Fines and Forfeitures	2%	\$	710,000
Misc/Other Revenues	1%	\$	456,000

The General Fund revenues are comprised of local taxes, licenses and fees, governmental reimbursements, charges for services, fines and forfeitures, miscellaneous and other revenues, and interfund transfers (\$28,665,000). The largest portion of funds that come to the City are made up of local taxes (32%), licenses and franchise fees (38%).

General Fund Expenditures - \$28,665,000

Police	33%	\$	9,268,860
Fire	18%	\$	5,056,230
Public Works	18%	\$	5,235,350
Gen. Gov/Admin	10%	\$	2,946,890
Comm. Prom & Non-Dept/Civic Center	10%	\$	2,885,670
Recreation & Athletics	10%	\$	2,900,380
Planning, Research & Development	1%	\$	371,620

These funds are generally spent in operations. Police (33%) and Fire (18%) are the two largest expenditures followed by Public Works (18%). Fixed costs: personnel/benefits, departmental operations, capital leases, grants, OPEB/unemployment comp, property/liability/small claims, and fixed non departmental make up the remainder of that budget.

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 4**

FY 2012-13 General Fund Expenditure Budget by Category

FIXED COSTS	FY 2013 BUDGET	% OF TOTAL
Personnel/Benefits	\$ 20,263,730	70.69%
Departmental Operations	4,902,800	17.10%
Capital Leases	371,600	1.29%
Grants	259,500	.90%
OPEB/Unemployment Comp.	509,270	1.78%
Property/Liability/Small Claims	400,000	1.40%
Fixed Non Departmental	<u>1,302,900</u>	<u>4.55%</u>
Subtotal	\$ 28,009,800	97.71%
VARIABLE COSTS		
Other Capital	\$ 226,200	.79%
Other Non Departmental	309,000	1.08%
Community Programs	<u>120,000</u>	<u>0.42%</u>
Subtotal	\$ <u>655,200</u>	<u>2.29%</u>
TOTAL	\$ 28,665,000	100.00%

Within general government most of the services provided by the City are heavily invested in personnel; particularly in the police and fire departments. Personnel and benefits total \$20,263,730 of the total budget of \$28,009,800. The remainder of the General Fund expenditures are in department operations; capital leases; grants OPEB/unemployment compensation; property/liability/small claims and fixed non departmental. The total of these expenditures is \$28,009,800.

Variable costs are: other capital; other non departmental; and community programs and total \$644,200.

HOSPITALITY FUND

Hospitality Fund Revenues - \$3,385,000

Hospitality Fees	\$ 3,120,000
Interest Earnings	5,000
Grant Revenue – Bruce and Lee Foundation	<u>260,000</u>
FY 12-13 Hospitality Fund Estimated Revenues	\$ 3,385,000

The hospitality fee is a 2% tax on prepared food sold in grocery stores or restaurants. It is the City's highest growth fund. There are three sources of funding: 2% hospitality fees, interest earnings and grant revenue from Drs Bruce and Lee Foundation.

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 5**

Hospitality Fund Expenditures - \$3,385,000

Freedom Florence and Tennis Center Operations	\$	775,000
Economic Development Partnership Membership		49,500
Florence Museum		30,000
Florence Downtown Development Corporation		81,000
Florence Downtown Economic Development Incentives		80,000
Florence Downtown Promotions		20,000
Radio Drive/Veterans Park Debt Service		52,000
Tennis Center/Performing Arts Center Debt Service		1,014,500
Florence Historic District Street Lighting Operations		30,000
Florence Civic Center		1,204,000
Contingency		<u>49,000</u>
FY 12-13 Hospitality Fund Estimated Expenditures	\$	3,385,000

This is the proposed budget for the Hospitality Fund. The City of Florence went over the \$900,000 threshold for hospitality fees last year, allowing more flexibility within the hospitality budget as long as the expenditures are in direct relationship to the hospitality industry.

WATER AND SEWER UTILITIES ENTERPRISE FUND

Water and Sewer Revenues - \$30,110,000

Water Fees and Charges	47%
Waste Water Fees and Charges	46%
Other Revenue	7%

The water and sewer utility is a huge asset to the City of Florence and has a budget of over \$30 million. It is very much equally divided between water and sewer; however water has the most customers.

Water and Sewer Expenses - \$30,110,000

Debt Service	34%	\$	10,220,000
Nondept/Construction Fund Transfer	22%		6,752,790
Waste Water Treatment	13%		3,887,820
Distribution Operations	6%		1,897,720
Ground Water Production	6%		1,813,790
Utility Finance	6%		1,803,830
Surface Water Production	6%		1,753,530
Engineering	4%		1,106,780
Collection Operations	3%		873,740

The water and sewer expenses are directly related to operations as shown in the above chart. This is a strong system as indicated by \$10 million of debt that the City has no struggle in paying. Along with paying the debt, the city is still able to put a sizable amount of money into a construction fund that is purely set aside to offset costs for future expansion of either the wastewater treatment facility or part of the collection system, depending on what is recommended to us by the consultants.

STORMWATER UTILITY ENTERPRISE FUND

<u>Stormwater Revenues - \$1,325,000</u>		
Stormwater Fees	96%	\$ 1,269,500
Other Revenues	4%	55,500

The Stormwater Utility was created approximately 10 years ago. This year the Utility will contribute about \$150,000 to a drainage project in Williams Heights. The Utility generates a little over \$1.2 million and has enabled the city to move from a reactive stage to a proactive stage as relates to stormwater maintenance.

<u>Stormwater Expenses - \$1,325,000</u>		
Operations	49%	\$ 653,970
Nondept/Construction Fund Transfer	26%	345,730
Debt Service	25%	325,300

The operations are 50% of the Stormwater Budget and construction related activities are 50% of the budget. Council made a commitment many years ago when the Utility was created, to keep a construction fund active and working.

This concluded Mr. Griffin's review of the budget.

Councilman Robinson requested a report by the next council meeting as relates to police expenses; specifically the percentage of the budget for the police department as relates to other cities of comparable size.

The public hearing was closed at 1:32 p.m.

A PUBLIC HEARING TO RECEIVE INPUT FROM THE PUBLIC REGARDING THE 2012 BUREAU OF JUSTICE ASSISTANCE GRANT FOR THE FLORENCE POLICE DEPARTMENT

The Public Hearing was opened at 1:33 p.m.

Chief Anson Shells of the Florence Police Department reported that the Police Department has applied for funding through the Department of Justice Byrnes Equipment Grant in the amount of \$30,796. If awarded this grant, the Police Department intends to use the money to make the following purchase to improve operations within the department. The department plans to purchase a fire arms training system. This system is designed to provide officers with live action firearms scenarios to train officers how to properly react to real or perceived deadly force situations. Components of the system include Glock pistols to fire non-lethal projectiles and body protection. The cost of the system is \$16,416. The department will also purchase an automatic license tag reader to improve traffic and criminal enforcement for the City of Florence. This system will include two dual lens cameras, camera cables, camera controller, and software. The cost of the system is \$14,380.

The public hearing was closed at 1:44 p.m.

APPEARANCE BEFORE COUNCIL

MR. FORREST ALTON, CHIEF EXECUTIVE OFFICER FOR THE S.C. CAMPAIGN TO PREVENT TEEN PREGNANCY.

Mayor Wukela presented Mr. Alton a Resolution declaring May as Teen Pregnancy Prevention Month in the City of Florence.

Mr. Alton gave a report on the efforts that are being made for the prevention of teen pregnancy in South Carolina. There has been a 26% decrease in South Carolina's teen birth rates over the last 10 years. The reduction in Florence County has also been 26% over the last 10 years. Despite these declines, South Carolina still has the 12th highest rate of teen birth in the country. Florence County has the 21st highest teen birth rate in South Carolina. Almost 7,000 girls under the age of 20 became mothers in South Carolina last year and 220 of those girls who were under the age of 20 were from Florence County.

MS. ROSEMARY A. BARILE, DIRECTOR OF TRAINING/PUBLIC INFORMATION FOR THE SC DEPARTMENT OF MENTAL HEALTH.

Ms. Barile invited Council to participate in the annual Mental Health Awareness Walk that will be held Wednesday, May 16, 2012 at 9:30 a.m.

MR. GERALD HOLLEY, CITY-COUNTY MEMORIAL STADIUM COMMISSION – TO MAKE A REQUEST FOR FUNDING FOR CAPITAL IMPROVEMENTS AT AMERICAN LEGION FIELD.

Mr. Holley stated that the City and County share operation costs for American Legion Field and since 1981 any capital improvement costs have been shared 50/50 as well.

Florence County annually reworks the driveways to improve drainage and smooth the driving surface at American Legion Field. County staff has determined that additional gravel or stone is needed to upgrade the areas. The cost for this improvement is \$10,000.

Mr. Holley requested that City Council allocate \$5,000 for this upgrade. This would be contingent upon Florence County's approval of \$5,000.

Councilman Willis made a motion to approve the request of \$5,000. Councilwoman Williams-Blake seconded the motion.

Councilman Willis amended his motion to state that approval is given for up to \$5,000 and that it is contingent upon the County's approval of the request for an equal amount. Councilwoman Williams-Blake seconded the amendment.

The motion passed unanimously.

ORDINANCES IN POSITION

BILL NO. 2012-15 – SECOND READING
AN ORDINANCE TO AMEND THE HOSPITALITY FUND BUDGET FOR THE CITY OF FLORENCE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2011 AND ENDING JUNE 30, 2012.

An Ordinance to amend the Hospitality Fund Budget for the City of Florence, South Carolina, for the fiscal year beginning July 1, 2011 and ending June 30, 2012 was adopted on second reading.

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 8**

Mayor Pro tem Brand made a motion to adopt Bill No. 2012-15 on second reading. Councilman Powers seconded the motion, which passed unanimously.

BILL NO. 2012-16 – SECOND READING
AN ORDINANCE TO ANNEX AND REZONE PROPERTY OWNED BY ELOISE HART, 2600 ASCOT DRIVE.

An Ordinance to annex and rezone property owned by Eloise Hart, 2600 Ascot Drive was adopted on second reading.

Mayor Pro tem Brand made a motion to adopt Bill No. 2012-16 on second reading. Councilman Powers seconded the motion, which passed unanimously.

INTRODUCTION OF ORDINANCES

BILL NO. 2012-17 – FIRST READING
AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF FLORENCE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2012 AND ENDING JUNE 30, 2013.

An Ordinance to raise revenue and adopt a budget for the City of Florence, South Carolina, for the fiscal year beginning July 1, 2012 and ending June 30, 2013 was passed on first reading.

Mayor Pro tem Brand made a motion to pass Bill No. 2012-17 on first reading. Councilman Powers seconded the motion.

Councilman Robinson stated he has concerns with the community revitalization efforts and asked if Council would receive a report from the consultants prior to the June City Council meeting.

Mr. Griffin responded that the last group of focus meetings are not scheduled until the second week of June, therefore the report would not be ready by the June 11, 2012 City Council meeting. Mr. Griffin further stated he anticipated getting the report at the end of June to mid-July. \$290,000 has been taken and set aside in this budget for the City to use when the report is received.

Councilman Robinson said he does have serious concerns with the neighborhood revitalization plans. The CDBG area has been neglected in the past and he feels the proposed manner for correcting the problem will further exacerbate the problem.

Councilman Powers stated that at different times Council has discussed charging license fees to rental entities to raise revenues. Councilman Powers requested before second reading is given to the Budget to have a report from staff on what anticipated funds could be brought in by a license fee on rental properties.

Councilwoman Ervin requested that while staff is reviewing a system for license fees for commercial rental property to also look at a system for license fees for residential property as well.

The motion to pass Bill No. 2012-17 on first reading was unanimous.

BILL NO. 2012-18 – FIRST READING
AN ORDINANCE TO AMEND THE GENERAL FUND BUDGET FOR THE CITY OF FLORENCE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2011 AND ENDING JUNE 30, 2012.

An Ordinance to amend the General Fund Budget for the City of Florence, South Carolina, for the fiscal year beginning July 1, 2011 and ending June 30, 2012 was passed on first reading.

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 9**

Mr. Thomas Chandler, Director of Finance reported this is an Ordinance to amend the budget to recognize as revenue \$160,000 received as a grant from the Drs. Bruce and Lee Foundation with an offsetting expenditure of \$160,000 for the acquisition of the old Kress Building located downtown.

Mayor Pro tem Brand made a motion to pass Bill No. 2012-18. Councilman Powers seconded the motion, which carried unanimously.

BILL NO. 2012-19 – FIRST READING
AN ORDINANCE TO AMEND ARTICLE 5, SIGN REGULATIONS IN THE ZONING
ORDINANCE RELATING TO INSTITUTIONAL USES.

An Ordinance to amend Article 5, Sign Regulations in the Zoning Ordinance relating to Institutional Uses was passed on first reading.

Mr. Phillip Lookadoo, Director of Planning, Research and Development reported to Council that a request has been received for the signage relative to the new schools being built on Hoffmeyer Road. Currently the Ordinance allows for 20sqf free standing signs to be used in residential areas and a wall sign to be 12 sqf. As staff looked at the request and at more of a campus type feel for schools, it was determined that it would be necessary to look at an amendment that allowed for a scalable sign requirement. Staff drafted an amendment that allowed for there to be a sign for every 300 feet so if there were multiple parts of that campus each building could have a sign. It would then be allowed to have 1 sqf for every 2sqf of street frontage and capping it off at 90 sqf. Also allowed is an animated-type of sign so that schools can display messages and to formalize a policy that staff has in the department with respect to flashing signs. In order to do that, staff tied this to the state code relative to billboards, which basically says that you can have an LED type of sign but the sign has to stay up for a period of six seconds. When the sign changes, it has to change within 2 seconds and the light can't be varied from one time to the other.

These amendments were presented to the Planning Commission at a public hearing that was held on April 10, 2012. The Planning Commission members voted 6-0 to recommend the text amendment.

There was a request for staff to define "institutional uses" as relates to this Ordinance and to have a more definitive definition placed into the definition section of the Ordinance.

Mayor Pro tem Brand made a motion to pass Bill No. 2012-19 with the understanding that on second reading of this Ordinance, staff will have addressed this issue and the amendment will be more specific as to "institutional uses". Councilman Powers seconded the motion, which carried unanimously.

BILL NO. 2012-20 – FIRST READING
AN ORDINANCE TO REVISE CHAPTER 20 OF THE CITY CODE BY ESTABLISHING AN
ORDINANCE WHICH REGULATES THE TOWING OF VEHICLES FROM PRIVATE
PROPERTY WITHIN THE MUNICIPAL LIMITS OF THE CITY OF FLORENCE.

An Ordinance to revise Chapter 20 of the City Code by establishing an Ordinance which regulates the towing of vehicles from private property within the municipal limits of the City of Florence was passed on first reading.

Councilman Willis reported that for some time he has been concerned with situations that are occurring on parking lots and housing parcels with certain specialized wrecker services that concentrate on pulling vehicles without the owner's consent. This proposed Ordinance gives basic regulations to those specific wrecker services that want to put vehicles on business parking lots and apartment complexes where there is a violation of where the car is parked. It sets up a standard for a relationship that the wrecker service must have with the land owner to meet state law. It provides a uniform posting that the City will require on those parking lots that citizens and business owners want to engage in this

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 10**

type of business. The business owner will be required to post these specific signs that tell citizens what is going to occur if someone parks improperly or mistakenly parks where they shouldn't. The proposed ordinance also sets the maximum fees that can be charged, not necessarily the fee that may be charged.

Councilman Willis made a motion to pass Bill No. 2012-20 on first reading. Mayor Pro tem Brand seconded the motion.

Councilman Robinson suggested that the City County Conference Committee review this issue to see if there can be uniformity between the County's wrecker ordinance and the City's wrecker ordinance.

The motion to pass Bill No. 2012-20 carried unanimously.

BILL NO. 2012-21 - FIRST READING

AN ORDINANCE TO REZONE 1811 CHEROKEE ROAD FROM B-1, LIMITED BUSINESS DISTRICT TO B-2, GENERAL COMMERCIAL DISTRICT.

An Ordinance to rezone 1811 Cherokee Road from B-1, Limited Business District to B-2, General Commercial District was passed on first reading.

Mr. Phillip Lookadoo, Director of Planning, Research and Development reported to Council that this request was amended by letter of the owner on May 7, 2012 to rezone from B-1 to B-2 as opposed to the original request of B-3.

The property address is 1811 Cherokee Road and it is identified on Tax Map 90026-08-003 and 90026-08-004 and is located in the Five Points area of the City of Florence. The request is being made by Mr. Kenneth Davis, owner.

Adjacent land uses on the north side of Cherokee Road are all commercial of some fashion. On the opposite side of Cherokee and encapsulated by Cashua Road, the land use is residential.

The future land use map of the Florence 2010 Comprehensive Plan designates the subject properties as Commercial Auto Urban, consistent with the present request.

A Public Hearing for rezoning was held on May 8, 2012 and the Planning Commission voted 8-1 in favor of recommending the rezoning. There was no one present at the Public Hearing to voice concerns or opposition to the rezoning. The applicant was present to speak in favor of the request.

Councilman Powers made a motion to pass Bill No. 2012-21 on first reading. Mayor Wukela seconded the motion, which passed unanimously.

REPORTS TO COUNCIL

A REQUEST BY THE PEE DEE TOURISM COMMISSION FOR ADDITIONAL FUNDING TO ASSIST WITH THE OPERATION OF THE SOUTH CAROLINA WELCOME CENTER LOCATED IN DILLON ON I-95 SOUTHBOUND TO FLORENCE.

Mr. Thomas Chandler, Director of Finance reported to Council that at the April 9, 2012 regular city council meeting, Ms. Fran Willis, representing Pee Dee Tourism, informed City Council that last year the Pee Dee Tourism entered into a 3 year partnership with South Carolina Parks, Recreation and Tourism (SCPRT) to operate the Welcome Center located on I-95 Dillon southbound and that 1/3 of the facility has been allocated to the promotion of Florence. Ms. Willis noted that last year a partial year was funded by Florence County and the City of Florence in equal amounts of \$12,500.

Ms. Willis stated that Pee Dee Tourism requested \$20,000 each from Florence County and the City of Florence for the state Accommodations Tax funding. Florence County appropriated \$20,000 and the City appropriated \$10,900 for the current fiscal year from the state Accommodations Tax Fund.

Ms. Willis appeared before City Council at their April 9, 2012 regular meeting and requested an additional \$9,100 to represent a full \$20,000 match to the amount appropriated by the County.

**REGULAR MEETING OF FLORENCE CITY COUNCIL
MAY 14, 2012 – PAGE 11**

Mayor Pro tem Brand asked how many other communities provide funding to Pee Dee Tourism and at what levels.

Mr. Chandler stated he did not know the levels of funding but Ms. Willis had stated that Pee Dee Tourism receives funding from six counties for the Welcome Center.

Councilwoman Williams-Blake made a motion to approve the request. Councilwoman Ervin seconded the motion, which passed unanimously.

INTRODUCTION OF RESOLUTION

RESOLUTION NO. 2012-12

**A RESOLUTION TO ADOPT THE COMMUNITY DEVELOPMENT BLOCK GRANT
BUDGET FOR FISCAL YEAR 2012-2013.**

A Resolution to adopt the Community Development Block Grant Budget for Fiscal Year 2012-2013 was adopted by Council.

Councilman Robinson made a motion to adopt Resolution No. 2012-12. Councilman Powers seconded the motion, which carried unanimously.

EXECUTIVE SESSION

Mayor Wukela stated an Executive Session has been requested for the purpose of a discussion of employment and compensation for a city employee as well as to discuss a contractual matter regarding the potential acquisition of certain real estate.

Councilman Willis made a motion to enter into Executive Session. There was no objection. Council entered into Executive Session at 3:27 p.m.

Mayor Wukela reconvened the regular meeting at 4:17 p.m.

Mayor Wukela stated that the only matter discussed in Executive Session was the potential purchase of property.

Councilman Powers made a motion to authorize the City Manager to negotiate with regard to those properties discussed up to the terms discussed. Councilwoman Williams-Blake seconded the motion, which carried unanimously.

ADJOURN

Councilman Powers made a motion to adjourn the meeting. Councilwoman Ervin seconded the motion, which passed without objection.

The meeting was adjourned at 4:18 p.m.

Dated this 11th of June, 2012.

Dianne M. Rowan, Municipal Clerk

Stephen J. Wukela, Mayor

FLORENCE CITY COUNCIL MEETING

VI. a.
Bill No. 2012-17
Second Reading

DATE: May 14, 2012

AGENDA ITEM: FY 2012-13 Budget Ordinance

DEPARTMENT/DIVISION: Finance

I. ISSUE UNDER CONSIDERATION

Adoption of Fiscal Year 2012-13 Budgets for the City of Florence.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN

The FY 2012-13 budget process began with a special meeting of City Council and staff on January 5, 2012 to establish objectives and to discuss budget implications of these objectives. Since that time, revenue estimates were prepared, wages and benefits data was developed, budget requests were submitted, and departmental budget meetings were held with department directors and the City Manager. A proposed budget was developed and presented to City Council for discussion in a budget work session held on April 23, 2012.

III. POINTS TO CONSIDER

The General Fund, General Fund Debt Service Fund, Water & Sewer Utilities Enterprise Fund, Stormwater Utility Enterprise Fund, Water and Sewer Utilities Construction Fund, Stormwater Utility Construction Fund, Water and Sewer Utilities Equipment Replacement Fund, Stormwater Utility Equipment Replacement Fund, and the Hospitality Fund budgets for the fiscal year ending June 30, 2013, recommended for adoption by the City Council, are enclosed for your review.

IV. OPTIONS

Adoption of the budgets.
Modification of the budgets as presented.

III. STAFF RECOMMENDATION

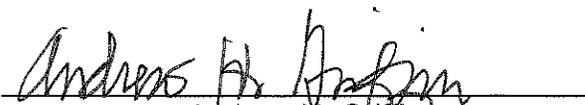
Adoption of the budgets.

IV. ATTACHMENTS

Budget ordinance and detailed proposed budgets.



Thomas W. Chandler
Finance Director



Andrew H. Griffin
City Manager

ORDINANCE NO. 2012- _____

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF FLORENCE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2012, AND ENDING JUNE 30, 2013.

WHEREAS, § 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.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Florence in Council duly assembled and by the authority of the same:

Section 1

- (a) There is hereby adopted a General Fund budget for the City of Florence for the fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 \$28,665,000.
- (b) Further, there is hereby adopted a General Fund Debt Service Fund budget for the City of Florence for fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 \$421,600.
- (c) Further, there is hereby adopted a Water and Sewer Utilities Enterprise Fund budget for the City of Florence for fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 \$30,110,000.
- (d) Further, there is hereby adopted a Stormwater Utility Enterprise Fund budget for the City of Florence for the fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 the total amount of \$1,325,000.
- (e) Further, there is hereby adopted a Water and Sewer Utilities Construction Fund budget for the City of Florence for fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 \$4,931,000.
- (f) Further, there is hereby adopted a Stormwater Utility Construction Fund budget for the City of Florence for fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 \$527,000.

Fiscal Year 2012-13 Budget Ordinance (continued)

- (g) Further, there is hereby adopted a Water and Sewer Utilities Equipment Replacement Fund budget for the City of Florence for the fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 the total amount of \$517,200.
- (h) Further, there is hereby adopted a Stormwater Utility Equipment Replacement Fund budget for the City of Florence for the fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 the total amount of \$180,000.
- (i) Further, there is hereby adopted a Hospitality Fund budget for the City of Florence for the fiscal year beginning July 1, 2012, and ending June 30, 2013, 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 the total amount of \$3,385,000.

Section 2

Subject to the provisions and requirements of § 6-1-320 of the South Carolina Code of Laws (as amended), a tax for general operating purposes for the period from July 1, 2012, and ending June 30, 2013, for the sums and in the amount hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the City of Florence for the operational use and service thereof. A tax of fifty three and seven-tenths (53.7) mills upon each one dollar (\$1.00) in value of real estate and personal property of every description owned and used in the City of Florence, South Carolina, is and shall be levied and paid into the City treasury for the credit to the City of Florence 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.

Section 3

Subject to the provisions and requirements of § 6-1-320 of the South Carolina Code of Laws (as amended), a tax for general obligation bond indebtedness for the period from July 1, 2012, and ending June 30, 2013, for the sums and in the amount hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the City of Florence for the purpose of meeting general obligation bond debt service requirements. A tax of up to, but not exceeding, four (4.0) mills upon each one dollar (\$1.00) in value of real estate and personal property of every description owned and used in the City of Florence, South Carolina, is and shall be levied and paid into the City treasury for the credit to the City of Florence for the purpose of providing for and paying general obligation bond debt of the municipality. Such a tax is levied on such property as is assessed for taxation for County and State purposes.

Section 4

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.

Fiscal Year 2012-13 Budget Ordinance (continued)

Section 5

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 6

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

Section 7

That this Ordinance shall become effective July 1, 2012.

ADOPTED THIS ____ DAY OF _____, 2012.

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela
Mayor

Attest:

Dianne M. Rowan
Municipal Clerk

VI. b.
Bill No. 2012-18
Second Reading

FLORENCE CITY COUNCIL MEETING

DATE: May 14, 2012
AGENDA ITEM: Ordinance
DEPARTMENT/DIVISION: Finance

I. ISSUE UNDER CONSIDERATION

Amendment to the FY 2011-12 City of Florence General Fund Budget.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN

The City of Florence has recently received a grant in the amount of \$160,000 from the Drs. Bruce and Lee Foundation to be used for the purchase of the Kress building located at 121 West Evans Street for downtown redevelopment.

III. POINTS TO CONSIDER

The objective of the proposed ordinance is to amend the General Fund budget for FY 2011-12 to provide for the receipt and expenditure of Drs. Bruce and Lee Foundation grant funds for the City to purchase the Kress property.

IV. STAFF RECOMMENDATION

Approval and adoption of the proposed ordinance.

VI. ATTACHMENTS

Copy of the proposed ordinance.



Thomas W. Chandler
Finance Director



Andrew H. Griffin
City Manager

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE GENERAL FUND BUDGET FOR THE CITY OF FLORENCE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2011 AND ENDING JUNE 30, 2012

BE IT ORDAINED by the City Council of the City of Florence, South Carolina, in a meeting duly assembled and by the authority thereof that the budget for the City of Florence, South Carolina, for the fiscal year beginning July 1, 2011 and ending June 30, 2012, is hereby amended as follows:

Section 1. That the revenues of the General Fund in said budget are hereby amended by the additional appropriation as follows:

100120-790000 Miscellaneous Grants is increased in the amount of \$160,000 to provide for grant funds from Drs. Bruce and Lee Foundation.

Section 2. That the expenditures of the General Fund in said budget are hereby amended by the additional appropriation as follows:

10049300-594160 Property Acquisition (Non-Departmental) is funded in the amount of \$160,000 to provide for the grant-funded purchase of the Kress property located at 121 West Evans Street.

Section 3. That all ordinances or parts of ordinances in conflict or inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency or conflict.

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

ADOPTED THIS _____ DAY OF _____, 2012.

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela
Mayor

Attest:

Diane Rowan
Municipal Clerk

CITY OF FLORENCE COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Ordinance
Second Reading

DEPARTMENT/DIVISION: Department of Planning, Research & Development

I. ISSUE UNDER CONSIDERATION:

Text amendment to the Zoning Ordinance Article V: signage requirements for institutional uses.

II. POINTS TO CONSIDER:

- 1) Text amendment is being considered for first reading
- 2) The text amendment was requested and prepared by the Planning, Research & Development Department
- 3) The proposed signage regulations impact only institutional uses located within residential zoning districts.
- 4) A public hearing was held at the April 10, 2012 Planning Commission meeting. No one was present to voice concerns or support the request.
- 5) Planning Commission members voted 6-0 to recommend the text amendment

III. CURRENT STATUS/PREVIOUS ACTION TAKEN:

- (1) City Council requested further clarification of institutional uses
- (2) City Council approved first reading May 14, 2012

IV. ATTACHMENTS:

Ordinance



Phillip M. Lookadoo, AICP
Planning, Research, & Development Director



Andrew H. Griffin
City Manager

ORDINANCE NO. 2012_____

AN ORDINANCE TO AMEND ARTICLE 5, SIGN REGULATIONS IN THE ZONING ORDINANCE RELATING TO INSTITUTIONAL USES

WHEREAS, the Planning Staff has reviewed and prepared an amendment to the sign ordinance;

WHEREAS, the Planning Commission at their April 10, 2012 meeting recommended approval of the amendments as submitted by Staff;

1. Current text with changes shown by a strikethrough:

ZO: Table VII Number, Dimension, and Location of Permitted Signs, By Zoning District

Sign Type	All Residential	B-1	B-2	B-3	B-4	B-5/B-6	RU-1	RU-2	INS (3)	UZ (5)
Permanent										
Freestanding										
Billboards (4)	N	N	N	P	N	P	P	N	N	P
Other	P (1)	P (1)	P	P	P	P	P	P (1)	P	NA
Directional (6)	N	A	A	A	A	A	A	A	A	NA
Building										
Canopy	N	P	P	P	P	P	P	P	N	NA
Identification	A	A	A	A	A	A	A	A	A	NA
Directional	N	A	A	A	A	A	A	A	A	NA
Marquee	N	N	P	P	P	P	P	N	N	NA
Projecting	N	N	P	P	P	P	P	N	N	NA
Roof	N	N	P	P	P	P	P	N	N	NA
Roof, Integral	N	N	P	P	P	P	P	N	N	NA
Wall	N	P	P	P	P	P	P	P	N	NA
Window	N	A	A	A	A	A	A	A	A	NA
Temporary (2)										
A-Frame	N	N	A	A	A	A	A	N	N	NA
Banner	N	N	P	P	P	P	P	N	P*	NA
Posters	A	A	A	A	A	A	A	A	A	NA
Portable	N	N	N	P	N	N	P	P	N	NA
Inflatable	N	N	P	P	N	N	P	N	N	NA
Pennant	N	N	P	P	N	P	P	N	N	NA
Identification	A	A	A	A	A	A	A	A	A	NA
Sign Characteristics										
Animated	N	N	P	P	P	P	P	N	N	NA
Changeable Copy	N	A	A	A	A	A	A	A	A	NA
Illumination Indirect	A	A	A	A	A	A	A	A	A	NA
Illumination Internal	A	A	A	A	A	A	A	A	A	NA
Illumination, Exposed bulbs	N	N	N	N	N	N	N	N	N	NA

1 – Signs identifying or announcing land subdivisions, residential projects, or agricultural operations, where permitted.

Ordinance No. 2012-
May 14, 2012

2 – See Section 5.5

3 – This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted in residential zoning districts, i.e., churches, schools, parks, etc., and includes historical markers.

4 – Where permitted by Table VII, billboards may be established only on lots or parcels fronting or within 600 feet of Interstate ROW as defined by Table VIII and U.S. designated highways.

5 – Un-zoned area of County.

6 – Though allowed w/o prior permitting, must meet the conditional requirements of Table VIII

NA – Regulation not applicable in un-zoned area of county.

*ORD 2010-10

ZO: Table VIII Regulation of Signs by Type, Characteristics, and Zoning District

	All	B-1	B-2	B-3	B-4	B-5/B-	RU-1	RU-2	INS (B)
FREESTANDING SIGNS									
Number Permitted									
Billboards	N	N	N	NA	N	NA	NA	N	N
Other (J)	1(A)	1	1	1	1	1	1	1 (A)	2**
Per Feet of St. Frontage									
Billboards	N	N	N	1:1,200	N	1:1,200	1:1,200	N	N
Other	NA	NA	NA	(D)	NA	(D)	(D)	NA	NA
Maximum Sign Area (s.f.)									
Billboards	NA	NA	NA	(F)	NA	(F)	(F)	NA	NA
Other	20	20	32	3 s.f. for each ft. st. frontage (G)	80	80	32	20	20
Minimum Setback from									
Billboards	NA	NA	NA	10'	NA	10'	10'	NA	NA
Other	5'	5'	5'	5'	0'	5'	5'	5'	5'
Maximum Height	12'	12'	24'	(H)	24'	(H)	(H)	12'	12'
BUILDING SIGNS									
Number Permitted (K)	1	1	2	2	2	2	2	1	4
Maximum Sign Area (s.f.)	4	12	NA	NA	NA	NA	NA	12	12
Maximum Wall Area (K)	NA	NA	25	25%	25%	15%	25%	NA	NA
TEMPORARY SIGNS	See Section 5								

Table Notes: NA = Not Applicable N= Not Allowed s.f. = Square Feet

A – One-use identification signs, not exceeding 20 s.f. each, are permitted for each entrance of a subdivision, residential project, or agricultural operation

* - Two-use identification signs, not exceeding 20 s.f. each, are permitted for each entrance of a subdivision, residential project, or agricultural operation for the City of Florence only.

B – This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted under the Zoning

Ordinance in residential zoning district, i.e. churches, schools, parks, etc.

C – Minimum distances required by this section shall be measured between billboards located on either side of the street along the centerline of the street from which the billboard is viewed.

D – One per lot or one for each 300 linear feet of street frontage, whichever is less.

E – Lots fronting on two or more streets are allowed one additional sign for each street frontage, but signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.

F – 378 s.f., except where located within 600 feet of an Interstate Highway ROW, where maximum shall be 672 square feet. Interstate highway ROW does not include I-20 Spur or McLeod Blvd. From W. Evans to I-95.

G – Not to exceed 160 square feet.

H - Maximum height of billboards shall not exceed 100 feet where located within 600 feet of Interstate Highway as defined above (measured from the average roadway grade level; maximum height of other signs and billboards not on Interstate ROW shall not

Ordinance No. 2012-

May 14, 2012

1 – Signs identifying or announcing land subdivisions, residential projects, or agricultural operations, where permitted.

2 – See Section 5.5

3 – This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted in residential zoning districts, i.e., churches, schools, parks, etc., and includes historical markers.

4 – Where permitted by Table VII, billboards may be established only on lots or parcels fronting or within 600 feet of Interstate ROW as defined by Table VIII and U.S. designated highways.

5 – Un-zoned area of County.

6 – Though allowed w/o prior permitting, must meet the conditional requirements of Table VIII

7- Animated signs shall comply with South Carolina State Code 63-364, Subsections (E), (F), and (I). Illumination should not shine directly on adjacent properties. Where permitted in the INS illumination shall not be displayed during evening hours where visible from adjacent residential properties.

NA – Regulation not applicable in un-zoned area of county.

Proposed

ZO: Table VIII Regulation of Signs By Type, Characteristics, and Zoning Districts

	All	B-1	B-2	B-3	B-4	B-5/B-	RU-1	RU-2	INS (B)
FREESTANDING SIGNS									
Number Permitted									
Billboards	N	N	N	NA	N	NA	NA	N	N
Other (J)	1(A)	1	1	1	1	1	1	1 (A)	2**
Per Feet of St. Frontage									
Billboards	N	N	N	1:1,200	N	1:1,200	1:1,200	N	N
Other	NA	NA	NA	(D)	NA	(D)	(D)	NA	(L)
Maximum Sign Area (s.f.)									
Billboards	NA	NA	NA	(F)	NA	(F)	(F)	NA	NA
Other	20	20	32	3 s.f. for each ft. st. frontage (G)	80	80	32	20	(M)
Minimum Setback from									
Billboards	NA	NA	NA	10'	NA	10'	10'	NA	NA
Other	5'	5'	5'	5'	0'	5'	5'	5'	5'
Maximum Height	12'	12'	24'	(H)	24'	(H)	(H)	12'	12'
BUILDING SIGNS									
Number Permitted (K)	1	1	2	2	2	2	2	1	2
Maximum Sign Area (s.f.)	4	12	NA	NA	NA	NA	NA	12	90 (M)
Maximum Wall Area (K)	NA	NA	25	25%	25%	15%	25%	NA	20%
TEMPORARY SIGNS	See Section 5								

Table Notes: NA = Not Applicable N= Not Allowed s.f. = Square Feet

A – One-use identification signs, not exceeding 20 s.f. each, are permitted for each entrance of a subdivision, residential project, or agricultural operation

* - Two-use identification signs, not exceeding 20 s.f. each, are permitted for each entrance of a subdivision, residential project, or agricultural operation for the City of Florence only.

B – This column does not represent a zoning district. It applies to institutional and other non-residential uses permitted under the Zoning Ordinance in residential zoning district, i.e. churches, schools, parks, etc.

C – Minimum distances required by this section shall be measured between billboards located on either side of the street along the centerline of the street from which the billboard is viewed.

D – One per lot or one for each 300 linear feet of street frontage, whichever is less.

E – Lots fronting on two or more streets are allowed one additional sign for each street frontage, but signage cannot be accumulated and used on one street in excess of that allowed for lots with only one street frontage.

F – 378 s.f., except where located within 600 feet of an Interstate Highway ROW, where maximum shall be 672 square feet. Interstate highway ROW does not include I-20 Spur or McLeod Blvd. From W. Evans to I-95.

Ordinance No. 2012-

May 14, 2012

G – Not to exceed 160 square feet.

H - Maximum height of billboards shall not exceed 100 feet where located within 600 feet of Interstate Highway as defined above (measured from the average roadway grade level; maximum height of other signs and billboards not on Interstate ROW shall not exceed forty (40) feet.

I – Un-zoned areas – Billboards must be within 600 feet of business operation for 12 months, with at least one employee available to public at least 36 hours per week for four (4) days. Business to be equipped with all utilities, including restroom and permanent floor.

J – Directional signs shall meet the following conditional criteria:

(1) The display surface area of directional signs shall not exceed 2 square feet per sign.

(2) A limit of three signs stacked may be utilized and shall not exceed five feet in height measured from the ground up.

(3) The height of a directional sign shall not exceed five feet in height measured from the ground up.

(4) Sign cannot intrude into the required site triangle.

(5) Company colors and/or logo may be used but no commercial message may be displayed.

K - One projection or wall sign may be allowed per tenant wall, not above the roof line, meeting the following size requirement and not to exceed 4 tenant walls; Front and rear walls=20% of wall area not to exceed 200 square feet; side walls=20% of wall areas not to exceed 100 square feet. **This provision shall apply to structures within line of sight of interstate highways and major thoroughfares.**

L- One Additional freestanding sign may be permitted per lot meeting a separation of 300 linear feet per sign.

M- Permitted up to a 20 square foot minimum and a maximum of 1 square foot for each 2 feet of street frontage up to 90 square feet for building signs and 60 square feet for free standing signs.

WHEREAS, Florence City Council concur in the aforesaid application, findings and recommendations:

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FLORENCE IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF:

1. That an Ordinance is hereby adopted by amending the Zoning Ordinance as shown above.
2. That this Ordinance shall become effective immediately.

ADOPTED THIS _____ DAY OF _____, 2012

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela,
Mayor

Attest:

Dianne Rowan
Municipal Clerk

FLORENCE CITY COUNCIL MEETING

DATE: May14, 2012

AGENDA ITEM: Introduction of Ordinances

DEPARTMENT/DIVISION: City Council – Sponsor – Councilman Glynn Willis

I. ISSUE UNDER CONSIDERATION:

An ordinance to regulate the posting, notification requirements and fees associated with towing of a vehicle from private property.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN:

1. The City of Florence currently has an ordinance which regulates wrecker service and storage charges for vehicles which are removed from public property by the City of Florence.
2. The City of Florence does not regulate the towing of vehicles from private property within the municipal limits of the City.
3. This is the initial consideration of the proposed ordinance.

III. POINTS TO CONSIDER:

1. Within the City there are no regulations regarding the towing of vehicles from private property. Therefore, reasonable notification, information or security may not be provided to the owner of a vehicle. Due to this lack of information an owner may believe his vehicle has been stolen and the Police Department is unable to assist the owner.
2. A large number of vehicle owners who have had a vehicle towed believe that they have been subjected to unfair business practices in the form of price gouging and other restrictions when they attempt to reclaim their vehicle.
3. Some examples of why a vehicle may be towed from private property are noted below: 1) a particular business parking lot is full and therefore the business patron(s) use a parking lot on an adjacent property; 2) an owner parks a vehicle in an attempt to sell the vehicle; 3) a vehicle has experienced a mechanical failure; or 4) a vehicle is left overnight at a business location but is not removed within a short period of time.
4. Reasonable signage or posting of property would resolve most issues regarding unauthorized parking on private property. The City may also adopt rules to insure that market rates are charged for the service provided.

IV. STAFF RECOMMENDATION:

Staff recognizes the issues associated with private property towing and would recommend adoption of the proposed Ordinance.

V. ATTACHMENTS

Copy of the proposed ordinance.



Andrew H. Griffin
City Manager

ORDINANCE NO. 2012- _____

AN ORDINANCE TO REVISE CHAPTER 20 OF THE CITY CODE BY ESTABLISHING AN ORDINANCE WHICH REGULATES THE TOWING OF VEHICLES FROM PRIVATE PROPERTY WITHIN THE MUNICIPAL LIMITS OF THE CITY OF FLORENCE.

WHEREAS, the City Council recognizes and acknowledges that there are no local regulations regarding the posting of signs or other notification procedures informing owners of towed vehicles as to their status, contact or location information or fees assessed for towing and storage; and

WHEREAS, it has been brought to the attention of City Council that a number of residents of the City believe they have been subjected to unfair business practices as it relates to the towing of their vehicles from property as well as fees charged for the act of towing and storage of their vehicle; and

WHEREAS, it is also recognized by the City that owners of towed vehicles because they believe that their vehicle has been stolen call the City's Police Department which often creates confusion and wasted manpower of City Police personnel; and

WHEREAS, it is reasonable to assert that the reasonable posting of property which would include contact information and notification to the Florence Police Department would assist in clarifying the issues regarding the towing of vehicles from private property for both the vehicle owner and the property owner.

NOW, THEREFORE, BE IT ORDAINED, BY MAYOR AND CITY COUNCIL OF THE CITY OF FLORENCE IN MEETING DULY ASSEMBLED AND THE AUTHORITY THEREOF THAT;

Sec. 20-103. Towing from private property.

- (a) It shall be unlawful to remove any motor vehicle from private property without authorization from the owner of the motor vehicle, except for the following circumstances:
- (1) The property owner has appropriate signage which clearly states parking is prohibited. Signs shall be at least (3) square feet; and
 - (2) The posted signs contain a legible warning that violators' vehicles will be towed at the owner's expense and said sign shall also include a telephone number to call for the release information regarding the towed vehicle; and
 - (3) The posted signs were in place, clearly visible and legible to a driver approaching the private property where parking is prohibited/restricted at the time the vehicle was parked/
- (b) The owner of the vehicle towed from private property shall be responsible for paying all applicable towing and storage charges provided that the private property owner has complied with all requirements contained in subsection (a) above and (d) below.
- (c) If a vehicle is towed as a result of the property owner's request and the property owner has not complied with the requirements of subsection (a) above or (d) below, or if the vehicle is shown to have been legally parked at the time it was towed, the property owner shall be guilty of an offense punishable by a maximum fine of \$200.00 or sentenced to thirty (30) days imprisonment, and, in addition, shall, in the discretion of the municipal judge pursuant of §14-25-75 of the South Carolina Code of Laws, be responsible for reimbursement of towing and storage charges paid by the vehicle owner.
- (d) Before towing a vehicle from private property without authorization from the vehicle owner, the wrecker service operator shall first obtain from the property owner or their agent of record written authorization for the towing which shall set forth the name and original signature of the property owner or agent; the address from which the motor vehicle is to be towed; the reason for the removal; and the year, make, model, vehicle identification number, and license plate state and number of motor vehicle being towed. Any wrecker service removing a motor vehicle from private property without the consent of the owner of the

vehicle shall, within 30 minutes of the removal, deliver the report of the tow to the Florence Police Department (FPD). This delivery of the report shall either be done via e-mail to fdpcommunications@cityofflorence.com , by facsimile to (843) 676-8851, or by delivering it by hand to the FPD Telecommunications Desk at 180 N. Irby Street, City/County Complex. The report to the FPD must include a copy of the written authorization referenced in (d) above as well as the location where the motor vehicle may be claimed by its owner. The wrecker service may only tow to a storage area or garage located within the City of Florence or no more than five (5) road miles (shortage distance) as measured from the existing municipal limit boundary of the City of Florence. The business operations office and storage facility for the wrecker service must be located at the same physical location.

- (e) A private property owner may authorize persons as their agent of record to request towing of vehicles from their property pursuant to this article by sending a letter to the Florence Police Department giving authority to said person(s) and detailing the person's name, address and any contact information determined necessary by the Police Department.
- (f) It shall be unlawful for any towing business/towing operator to financially reward any property owner or agent of record and also for any property owner or agent of record to accept any financial reward from any towing business/towing operator.
- (g) When a vehicle is towed without owner authorization or a person lawfully in possession of the vehicle (hereinafter, the vehicle owner), the following fees shall be the maximum allowable charges by any wrecker operator or company and no other fees or charges of any kind shall be required by the vehicle owner in order to recover the vehicle.

Class A Wrecker/Car Carrier:

Towing - (per tow) \$135.00 flat fee to include dollies and Go-Jacks.

Storage – (after first 24 hours), per 24 hours: \$20.00

No Tow – shall be 50% of the towing fee

Vehicle release – (between 6PM and 7AM only), per release: \$35.00

Class D Wrecker:

Towing – (per tow) \$150.00 flat fee to include dollies and Go-Jacks.

Storage (after first 24 hours), per 24 hours: \$30.00.

No tow – shall be 50% of the towing fee.

Vehicle release (between 6PM and 7AM only), per release: \$35.00.

The city manager shall upon the recommendation of the chief of police cause a review of the above fees. Based upon review by the city manager shall cause the fees to be adjusted for those services noted above.

If a vehicle owner returns to reclaim his/her vehicle while the tow truck is on the scene, but prior to the vehicle being connected to the tow truck, the tow truck operator may charge no more than the “no tow” fee to release the vehicle. If the vehicle owner refuses or is unable to pay the no tow fee, the tow truck operator may tow the vehicle. If the vehicle is completely connected or on the “rollback” of the tow truck when the vehicle owner returns to reclaim the vehicle, the tow truck operator shall disconnect the vehicle and return it to the vehicle owner upon payment of no more than the maximum towing charge listed above. If the owner refuses or is unable to pay the towing fee, the vehicle may be towed.

- (h) A wrecker service operator is not required to return the vehicle to the person after the company's normal business hours, per state law [S.C. Code, §] 56-5-2525. Should the operator elect to provide for after hour requests, no additional fee or charge is allowed other than those established in [subsection] (D) above.
- (i) The wrecker service shall post a copy of the ordinance at business locations outlining the service provider's obligations and duties. Any wrecker service located within the city limits or holding a city business license shall be required to post the city prepared ordinance in a conspicuous location. It shall be unlawful to intentionally or negligently fail to post or alter or obscure the ordinance in any way.
- (j) The Chief of Police is the principle person responsible for the administration of this ordinance. It is also the responsibility of the Chief of Police to inform the business license department of any suspected unfair business practices as it relates to this ordinance.
- (k) As to private towing and law enforcement towing, the tow truck operator will permit the vehicle owner to remove at all times health and human care related

devices such as, but not limited to, car seats, strollers, walkers, crutches and the like, medications, prescriptions, personal handbags, and personal and identity papers from the vehicle without charge and without regard to any towing or storage charge owed on the vehicle. If the tow truck operator has removed this personal property from the vehicle, he will return it to the vehicle owner when requested without charge and without regard to any towing or storage charge owed on the vehicle.

- (l) Any towing owner/operator who violates any provision of this Section of this chapter shall be deemed guilty of an offense and shall be subject to punishment under Florence code Sec. 20-102.

ADOPTED THIS _____ DAY OF _____, 2012.

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela
Mayor

Attest:

Dianne Rowan
Municipal Clerk

CITY OF FLORENCE COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Ordinance
Second Reading

DEPARTMENT/DIVISION: Department of Planning, Research & Development

I. ISSUE UNDER CONSIDERATION:

Request to rezone 1811 Cherokee Rd. from B-1 Limited Business District to B-2 Convenience Business District. Tax Map 90026-08-003 & 90026-08-004. The request is being made by the owner, Kenneth Davis.

II. POINTS TO CONSIDER:

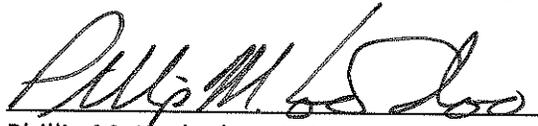
- (1) Request is being considered for second reading and adoption.
- (2) Adjacent land uses, on the same side of the street are of a general commercial and office nature.
- (3) The future land use map of the Florence 2010 Comprehensive Plan designates the subject properties as Commercial Auto Urban, consistent with the present request.
- (4) The recently adopted comprehensive plan supports commercial development around intersections of major roads. One such area is Five Points. As a result the future land use designation around Five Points is Commercial Auto Urban, which supports general commercial and convenience business zoning districts. The exceptions are those properties between Cherokee Road and Cashua Drive. Because of this, City Staff recommend approval of the rezoning request.

III. CURRENT STATUS/PREVIOUS ACTION TAKEN:

- (1) Planning Commission members voted 8-1 to recommend the rezoning.
- (2) A public hearing was held at the May 8, 2012 Planning Commission meeting. No one was present to voice concerns or support the request.
- (3) City Council approved first reading May 14, 2012.

IV. ATTACHMENTS:

- (1) Ordinance and map showing the location of the property.


Phillip M. Lookadoo, AICP
Planning, Research, & Development Director


Andrew H. Griffin
City Manager

ORDINANCE NO. 2012_____

AN ORDINANCE TO REZONE 1811 CHEROKEE RD. FROM B-1 LIMITED BUSINESS DISTRICT TO B-2 CONVENIENCE BUSINESS DISTRICT.

WHEREAS, a Public Hearing was held in Room 603 of the City-County Complex on May 8, 2012 at 6:30 P.M. before the City of Florence Planning Commission and notice of said hearing was duly given;

WHEREAS, an application by Kenneth Davis, owner of 1811 Cherokee Rd. was presented requesting an amendment to the City of Florence Zoning Atlas that the aforesaid properties be rezoned to a B-2 Convenience Business District classification:

The properties requesting annexation are shown more specifically on Florence County Tax Map 90026, block 08, parcel 003 & 4. (1 Acre)

WHEREAS, Florence City Council concur in the aforesaid application, findings and recommendations:

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FLORENCE IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF:

1. That an Ordinance is hereby adopted by amending the Zoning Atlas of the City of Florence and rezoning the aforesaid properties to B-2, Convenience Business District.
2. That this Ordinance shall become effective seven days upon its approval and adoption by the City Council of the City of Florence and posting of this amendment in the official Zoning Atlas.

ADOPTED THIS _____ DAY OF _____, 2012

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela,
Mayor

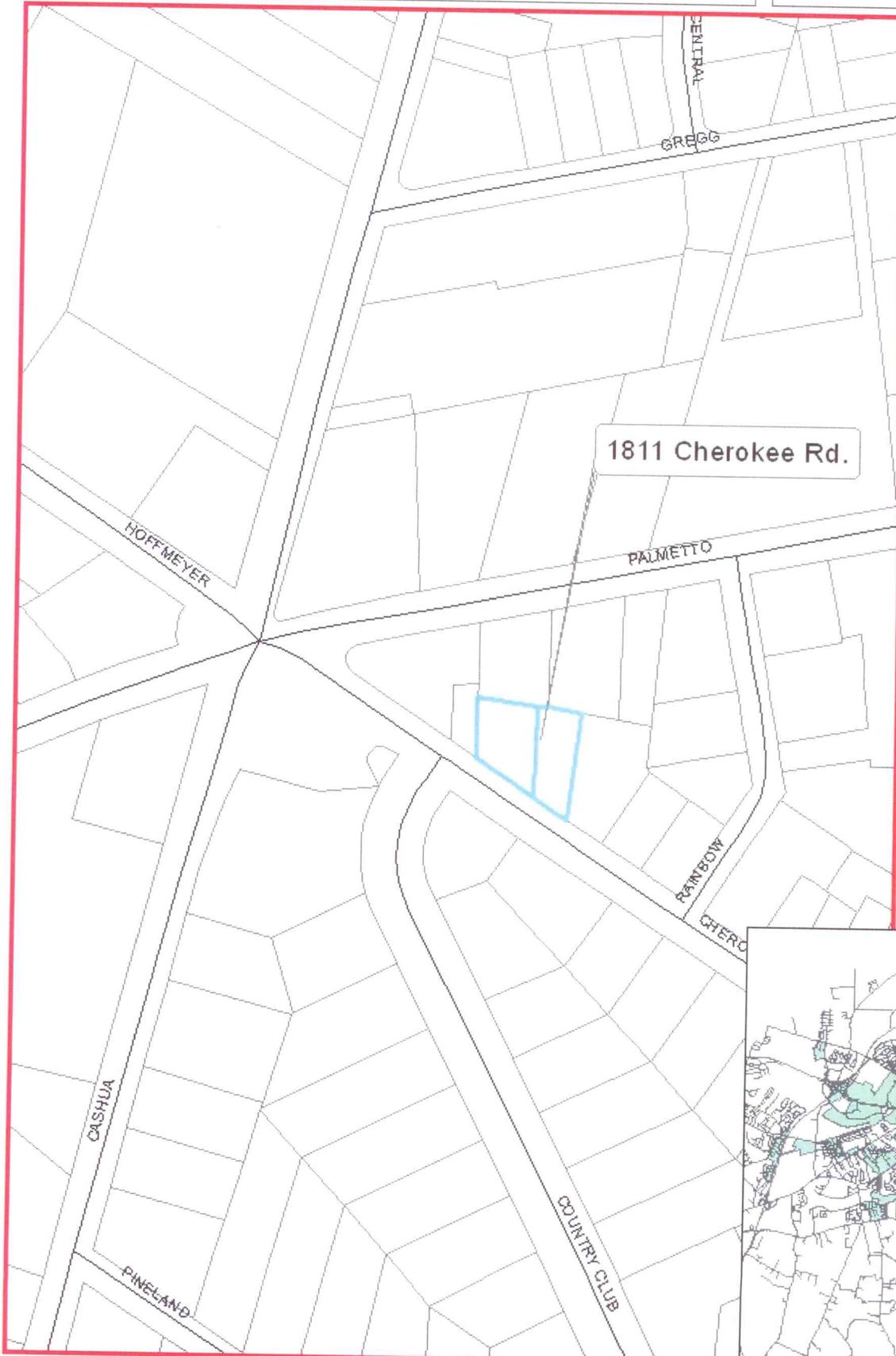
Attest:

Dianne Rowan
Municipal Clerk

LOCATION MAP



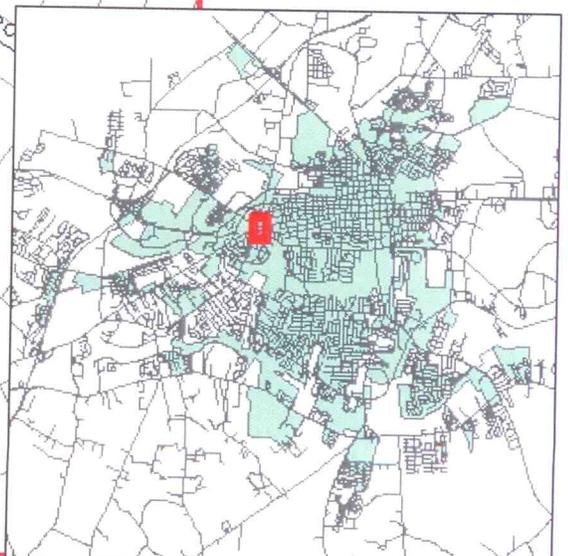
Urban Planning &
Development Department



Legend
□ Parcels

ORIGINAL PREPARATION
This map was prepared by:
City of Florence
Urban Planning & Development Department

DISCLAIMER:
The City of Florence Urban Planning and Development Department data represented on this map or plan is the product of compilation, as produced by others. It is provided for informational purposes only and the City of Florence makes no representation as to its accuracy. Its use without field verification is at the sole risk of the user.



VII. a.
Bill No. 2012-22
First Reading

CITY OF FLORENCE COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Ordinance
First Reading

DEPARTMENT/DIVISION: Department of Planning, Research & Development

I. ISSUE UNDER CONSIDERATION:

Request to annex 1538 N. Sierra Range, Tax Map 90096-02-003, into the City of Florence and zone to R-3 Single Family Residential District. The request is being made by the owner, Ezekial Washington.

II. POINTS TO CONSIDER:

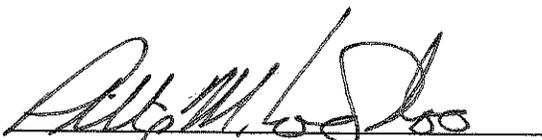
- (1) Request is being considered for first reading.
- (2) City water and sewer services are already available; there is no cost to extend utility services.
- (3) A Public Hearing for rezoning was held at the May 8, 2012 Planning Commission meeting. No one was present to voice concerns or support the request.
- (4) Planning Commission members voted 9-0 to recommend the zoning request of R-3 single Family Residential District.
- (5) City Staff recommends annexation and concurs with Planning Commission's recommendation to zone the property R-3 Single Family Residential District.

III. CURRENT STATUS/PREVIOUS ACTION TAKEN:

- (1) No previous action has been taken by City Council on this request.

IV. ATTACHMENTS:

- (1) Ordinance and map showing the location of the property.



Phillip M. Lookadoo, AICP
Planning, Research, & Development Director



Andrew H. Griffin
City Manager

ORDINANCE NO. 2012 _____

AN ORDINANCE TO ANNEX AND ZONE PROPERTY OWNED BY EZEKIAL WASHINGTON, 1538 N. SIERRA RANGE.

WHEREAS, a Public Hearing was held in Room 603 of the City-County Complex on May 8, 2012 at 6:30 P.M. before the City of Florence Planning Commission and notice of said hearing was duly given;

WHEREAS, an application by Ezekial Washington, owner of 1538 N. Sierra Range was presented requesting an amendment to the City of Florence Zoning Atlas that the aforesaid properties be incorporated in the city limits of the City of Florence under the provisions of **Section 5-3-150(3) of the 1976 Code of Laws of South Carolina** and adding the zoning district classification of R-3, Single Family Residential District:

The properties requesting annexation are shown more specifically on Florence County Tax Map 90096, block 02, parcel 003. (0.27 Acres)

Any portions of public rights-of-way abutting the above described property will be also included in the annexation.

WHEREAS, Florence City Council concur in the aforesaid application, findings and recommendations:

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FLORENCE IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF:

1. That an Ordinance is hereby adopted by amending the Zoning Atlas of the City of Florence and annexing the aforesaid properties to R-3, Single Family Residential District and incorporating them into the City Limits of the City of Florence
2. That this Ordinance shall become effective seven days upon its approval and adoption by the City Council of the City of Florence and posting of this amendment in the official Zoning Atlas.

ADOPTED THIS _____ DAY OF _____, 2012

Ordinance No. 2012 - _____
Page 2 – June, 2012

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela,
Mayor

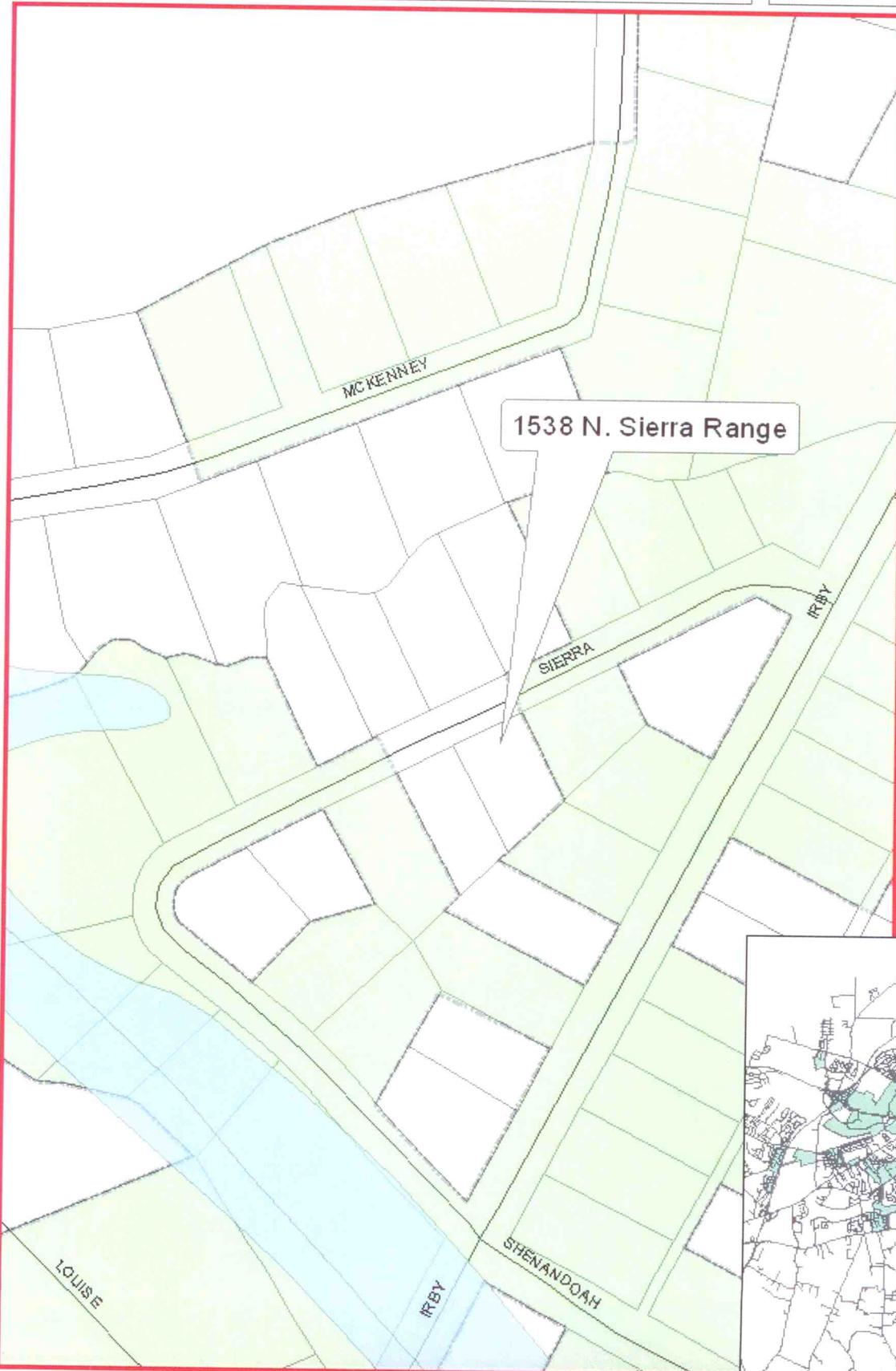
Attest:

Dianne Rowan
Municipal Clerk

LOCATION MAP



Urban Planning &
Development Department

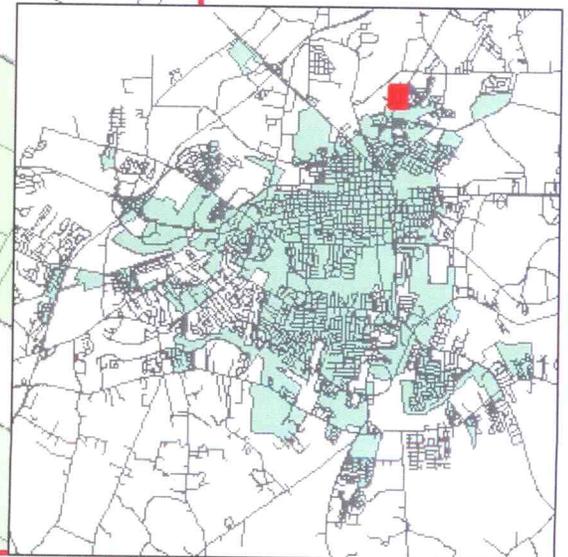


Legend

- City Limits
- Parcels
- Floodplain
- 100 Year
- Floodway

ORIGINAL PREPARATION
This map was prepared by:
City of Florence
Urban Planning & Development Department

DISCLAIMER:
The City of Florence Urban Planning and Development Department data represented on this map or plan is the product of compilation, as produced by others. It is provided for informational purposes only and the City of Florence makes no representation as to its accuracy. Its use without field verification is at the sole risk of the user.



CITY OF FLORENCE COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Reports to Council

DEPARTMENT/DIVISION: Department of Planning, Research and Development

I. ISSUE UNDER CONSIDERATION:

Determination of a 0.02 acre portion of TaxMap 00177-01-009, real property adjacent to Shingles II, as surplus property (Identified on Exhibit A).

II. POINTS TO CONSIDER:

- (1) In 2005 the City acquired a 23 acre parcel of land, identified as Tax Map 00177-01-009, as part of the approximately 35.6 acre Storm Water Improvement Management (SWIM) Project.
- (2) The adjacent land owner unknowingly constructed a gazebo that encroached approximately one foot onto City owned land.
- (3) City Staff reviewed the encroachment for significance and determined that no negative impact resulted from the encroachment of the gazebo on the SWIM Project.
- (4) As a remedy, in lieu of requiring the removal of the gazebo, staff presented the option to sell a portion of land to the adjacent land owner which would allow the gazebo adequate permitting by County agencies.
- (5) The subject property proposed for sale runs along an existing fence line and extends three feet from the edge of the gazebo to allow for adequate distance to an adjacent property.
- (6) The subject property is identified as a 0.02 acre (1014 square feet) portion on the southern edge of Tax Map 00177-01-009, as shown on Exhibit A.
- (7) Due to location of the subject property and no consequence to the SWIM Project, City Staff has determined this 0.02 acre as surplus.
- (8) The subject property has been appraised and is valued at less than \$10,000.
- (9) The subject property has been determined from appraisal to be only useable by the adjacent land owner.
- (10) If City Council declares the subject property as surplus and authorizes the City Manager to sell said real property, arrangements for sale of the surplus property shall be made by negotiation for not less than the minimum selling price.

III. CURRENT STATUS/PREVIOUS ACTION TAKEN:

- (1) No previous action by City Council has been taken.

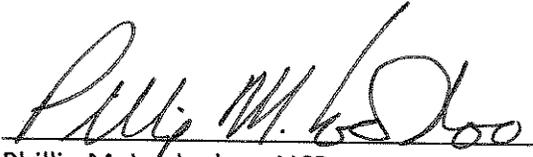
- (2) The Planning, Research and Development Department contacted Mr. Samuel Daniels to notify him of the encroachment onto City owned land.
- (3) City Staff completed a survey of the property to identify the extent of the encroachment and accuracy of property lines.

IV. OPTIONS

- (1) Declare the subject property as shown in Exhibit A as surplus.
- (2) Instruct staff to take further action.
- (3) Take no action.

V. ATTACHMENTS:

- (1) Exhibit A
- (2) Location Map



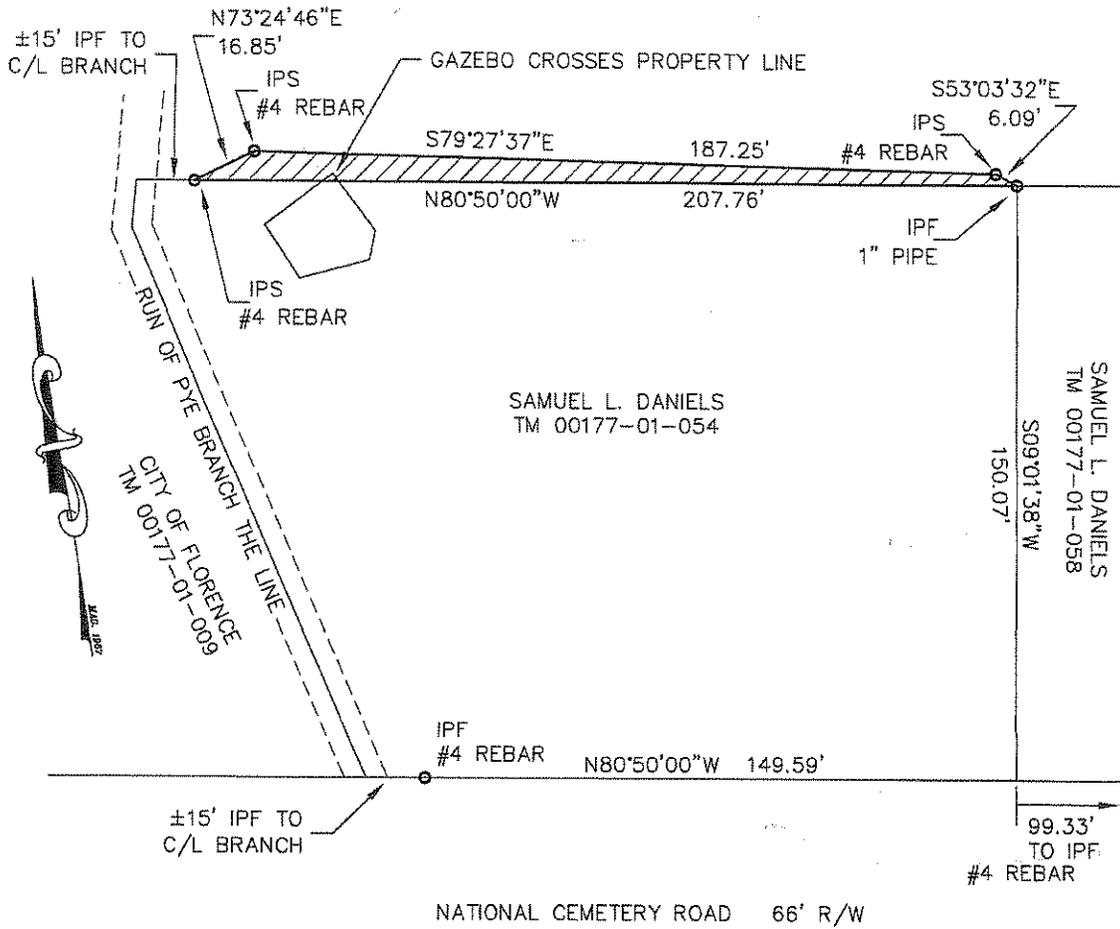
Phillip M. Lookadoo, AICP
Planning, Research, & Development Director



Andrew H. Griffin
City Manager

EXHIBIT A

CITY OF FLORENCE
TM 00177-01-009



SAMUEL L. DANIELS
TM 00177-01-054

SAMUEL L. DANIELS
TM 00177-01-058

NATIONAL CEMETERY ROAD 66' R/W

GRAPHIC SCALE



(IN FEET)
1 inch = 30 ft.

COUNTY: FLORENCE
STATE: SOUTH CAROLINA

DATE: APRIL 16, 2012
SCALE: 1" = 30'

BOUNDARY SURVEY

OF A PARCEL OF LAND SITUATE IN THE CITY OF FLORENCE BEING CARVED FROM TM 00177-01-009. SAID LOT CONTAINS 0.02 ACRES (1014 SQ. FT.). REFERENCE MADE TO PLAT BY W.O. POWERS, REG. SURVEYOR, DATED AUGUST 17, 1967, WHICH IS RECORDED IN PLAT BOOK "Y", PAGE 74.

PREPARED FOR:

THE CITY OF FLORENCE

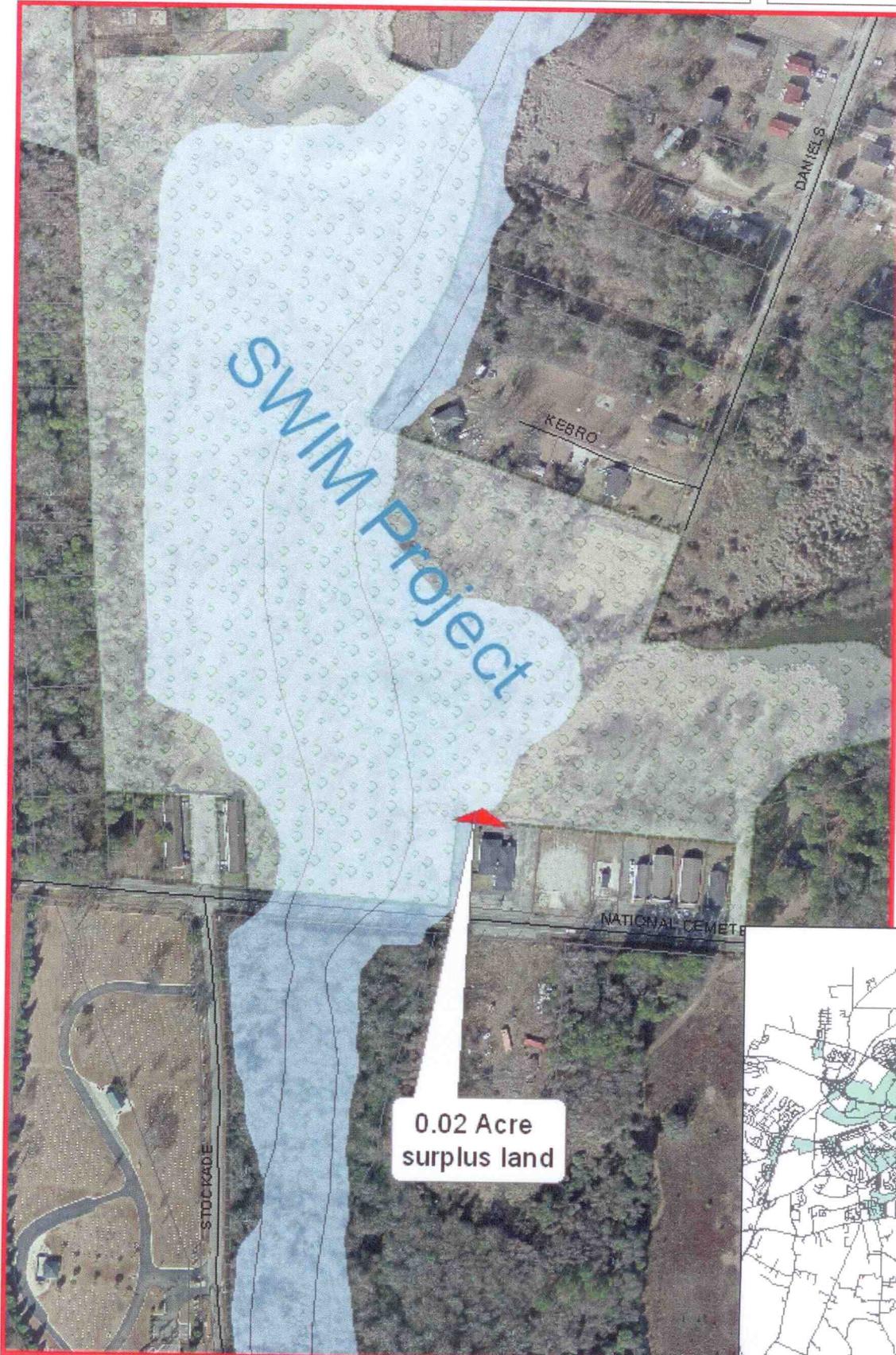
I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "B" SURVEY AS SPECIFIED THEREIN. ALSO THERE ARE NO ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN.

GREGORY A. BROWN, P.L.S., #18628
968 E. BILLY FARROW HWY

LOCATION MAP

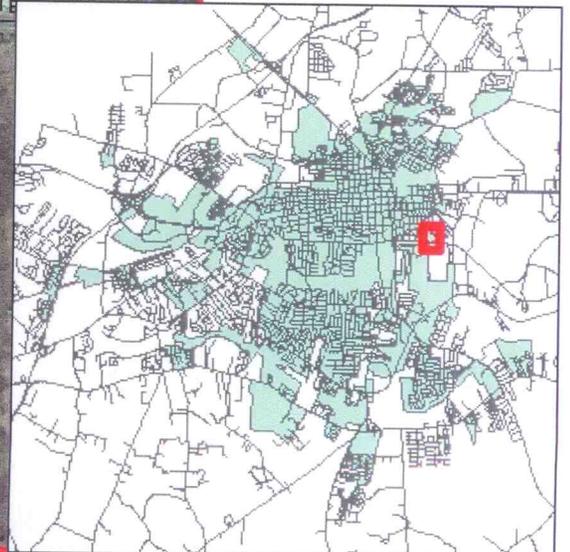


Urban Planning &
Development Department



ORIGINAL PREPARATION
This map was prepared by:
City of Florence
Urban Planning & Development Department

DISCLAIMER:
The City of Florence Urban Planning and Development Department data represented on this map or plan is the product of compilation, as produced by others. It is provided for informational purposes only and the City of Florence makes no representation as to its accuracy. Its use without field verification is at the sole risk of the user.



CITY OF FLORENCE COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Ordinance
First Reading

DEPARTMENT/DIVISION: Department of Planning, Research & Development

I. ISSUE UNDER CONSIDERATION:

Authorization of sale of real property.

II. POINTS TO CONSIDER:

- (1) The subject property is identified as a 0.02 acre portion of land shown on Exhibit A, which has been deemed by staff to have no adverse impact to the City.
- (2) Action has been taken by City Council to declare the land as surplus.
- (3) The adjacent land owner unknowingly constructed a gazebo that encroached approximately one foot onto City owned land.
- (4) As a remedy, in lieu of requiring the removal of the gazebo, staff presented the option to sell a portion of this land to the adjacent land owner which would allow the gazebo adequate permitting by County agencies.
- (5) The subject property has been appraised and is valued at less than \$10,000.
- (6) The subject property has been determined from appraisal to be only useable by the adjacent land owner.
- (7) City Council may authorize the City Manager to sell said real property and arrangements for sale of the surplus property shall be made by negotiation for not less than the minimum selling price.

III. CURRENT STATUS/PREVIOUS ACTION TAKEN:

- (1) The Planning, Research and Development Department contacted Mr. Samuel Daniels to notify him of the encroachment onto City owned land.
- (2) City Staff completed a survey of the property to identify the extent of the encroachment and accuracy of property lines.
- (3) City Staff presented a report to City Council for a determination of the land as surplus.

IV. OPTIONS

- (1) Authorize the City Manager to execute the sale and necessary documentation in order to convey title of said property as shown on Exhibit A.
- (2) Instruct staff to take further action.
- (3) Take no action.

V. ATTACHMENTS:

- (1) Exhibit A
- (2) Location Map
- (3) Ordinance



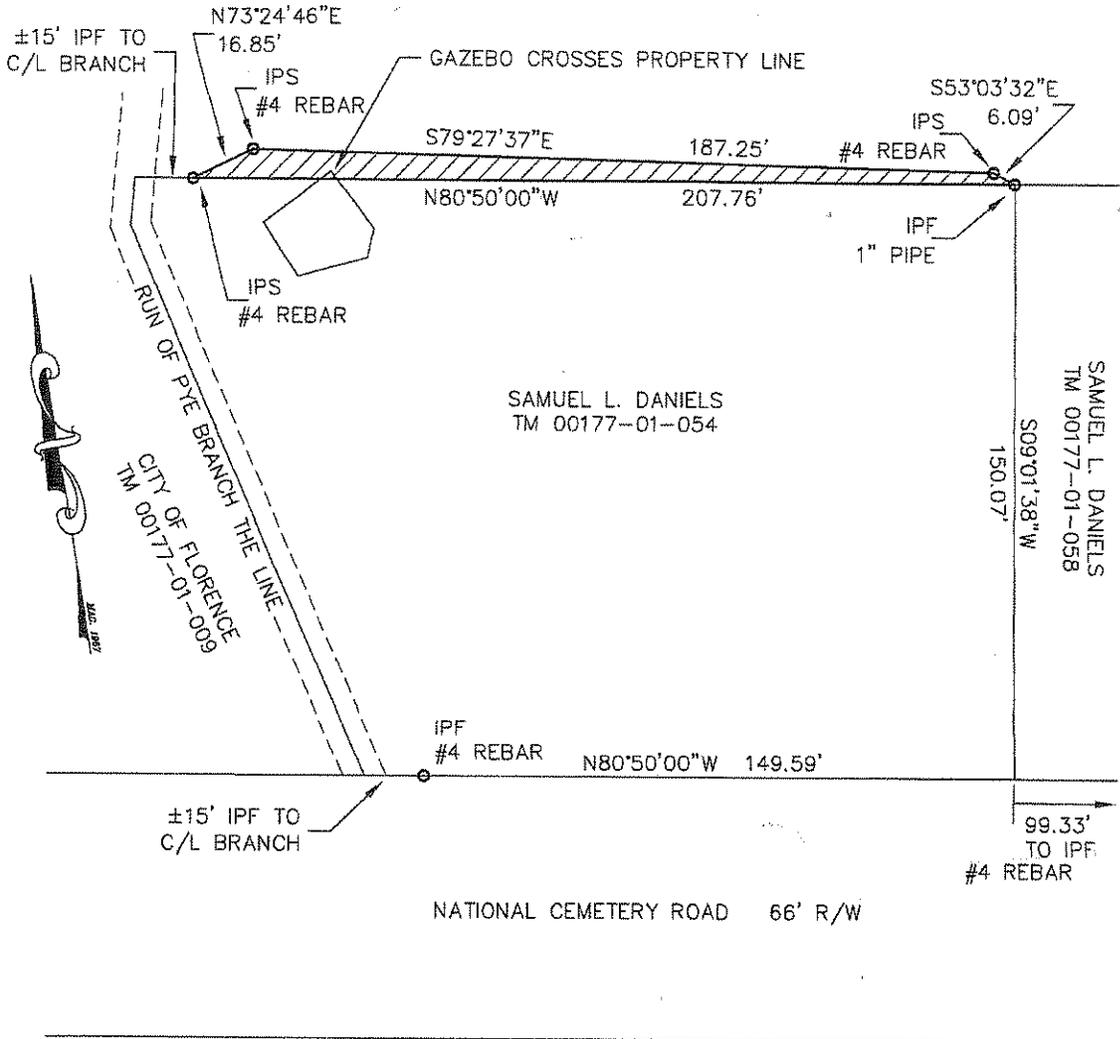
Phillip M. Lookadoo, AICP
Planning, Research, & Development Director



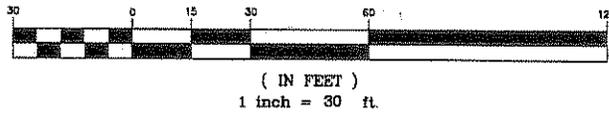
Andrew H. Griffin
City Manager

EXHIBIT A

CITY OF FLORENCE
TM 00177-01-009



GRAPHIC SCALE



COUNTY: FLORENCE
STATE: SOUTH CAROLINA

BOUNDARY SURVEY

DATE: APRIL 16, 2012
SCALE: 1" = 30'

OF A PARCEL OF LAND SITUATE IN THE CITY OF FLORENCE BEING CARVED FROM TM 00177-01-009. SAID LOT CONTAINS 0.02 ACRES (1014 SQ. FT.). REFERENCE MADE TO PLAT BY W.O. POWERS, REG. SURVEYOR, DATED AUGUST 17, 1967, WHICH IS RECORDED IN PLAT BOOK "Y", PAGE 74.

PREPARED FOR:
THE CITY OF FLORENCE

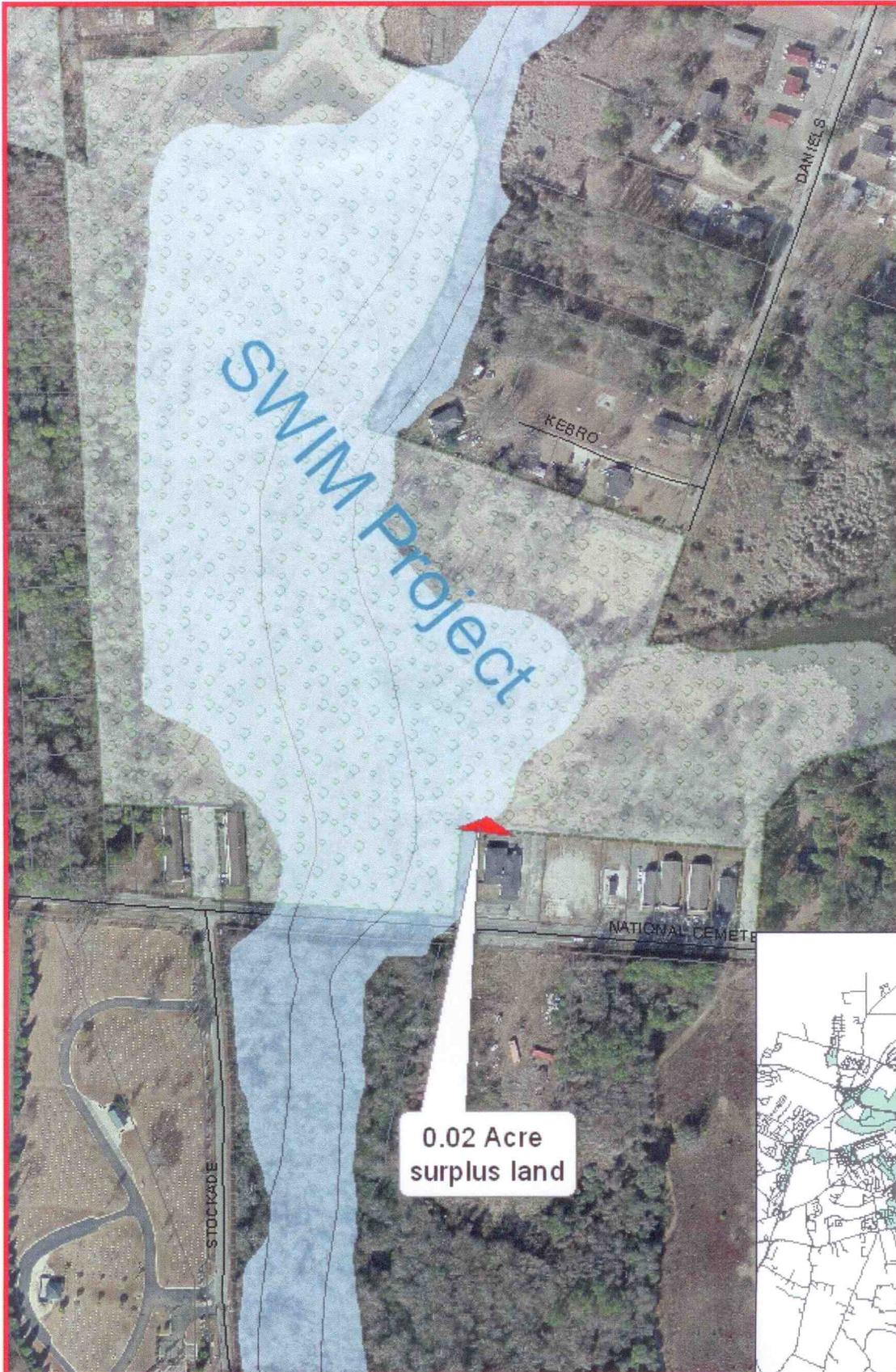
I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "B" SURVEY AS SPECIFIED THEREIN. ALSO THERE ARE NO ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN.

GREGORY A. BROWN, P.L.S., #18628
968 E. BILLY FARROW HWY

LOCATION MAP



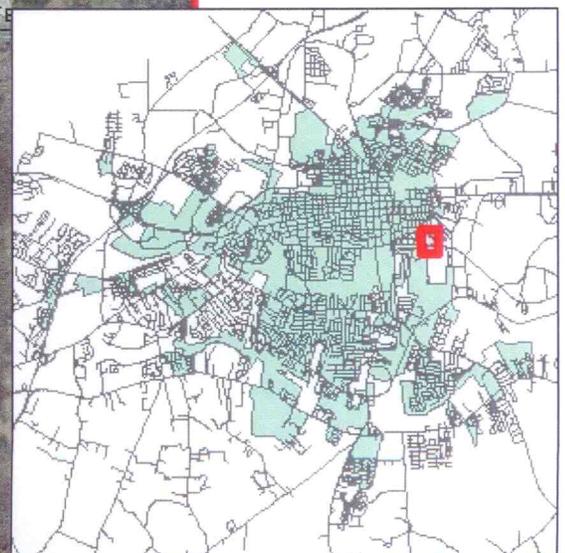
Urban Planning &
Development Department



- Legend**
- SWIM Project
 - City Limits
 - Parcel
 - Floodplain
 - 100 Year Floodway

ORIGINAL PREPARATION
This map was prepared by:
City of Florence
Urban Planning & Development Department

DISCLAIMER:
The City of Florence Urban Planning and Development Department data represented on this map or plan is the product of compilation, as produced by others. It is provided for informational purposes only and the City of Florence makes no representation as to its accuracy. Its use without field verification is at the sole risk of the user.



ORDINANCE NO. 2012 _____

AN ORDINANCE AUTHORIZING THE SALE OF A PARCEL OF LAND CONTAINING 0.020 ACRE (1014 SQUARE FEET), MORE OR LESS, BEING SHOWN ON A MAP PREPARED BY THE CITY OF FLORENCE DATED APRIL 16, 2012 AND BEING PART OF THE PARCEL DESIGNATED AS TAX MAP 00177-01-009 IN THE RECORDS OF THE FLORENCE COUNTY TAX ASSESSOR.

WHEREAS, after due consideration, the City has previously concluded to declare that the parcel of 0.020 acres of land more particularly described on Exhibit "A" attached hereto and incorporated herein by reference, is surplus land to the City and is property that should be sold; and

WHEREAS, the City has had said property appraised and has the opportunity to sell said property to the adjacent land owner, Mr. Samuel Daniels, for an amount not less than the negotiated sales price determined by the City Manager; and

WHEREAS, it is hereby determined that the conveyance of said property to Mr. Samuel Daniels is in the best interest and benefit to the benefits of the citizens of the City of Florence:

NOW, THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FLORENCE IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF:

1. That, pursuant to §5-7-260(6) of the South Carolina Code of Laws, as amended, and §2-26(8) of the Code of Ordinances of the City of Florence, the City Manager of the City of Florence is hereby authorized to the execute necessary agreements and documentation in order to convey title of the property described in Exhibit "A" attached hereto to the adjacent land owner, Mr. Samuel Daniels.
2. That this Ordinance shall become effective seven days upon its approval and adoption by the City Council of the City of Florence

ADOPTED THIS _____ DAY OF _____, 2012

Ordinance No. 2012 - _____
Page 2 – June, 2012

Approved as to form:

James W. Peterson, Jr.
City Attorney

Stephen J. Wukela,
Mayor

Attest:

Dianne Rowan
Municipal Clerk

**VIII. a.
Resolution
No. 2012-13**

FLORENCE CITY COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Introduction of Resolution

DEPARTMENT/DIVISION: Police

I. ISSUE UNDER CONSIDERATION:

Passage of Resolution to bring consistency to Ordinances relating to public property towing and private property towing.

II. PREVIOUS ACTION:

1. City Council adopted a Wrecker Policy on December 15, 1986.
2. Since 1986 City Council has passed three Resolutions that have amended and updated certain sections of the City's wrecker policy and desires to further amend and update the wrecker policy.
3. On May 14, 2012 City Council gave first reading to an Ordinance that revises Chapter 20 of the City Code to regulate the towing of vehicles from private property within the municipal limits of the City of Florence.

III. POINTS TO CONSIDER:

1. This Resolution will establish consistent rates for both public property towing and private property towing to avoid conflict and confusion within the community.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2012-14.

ATTACHMENTS:

Resolution No. 2012 – 14
Exhibit A – Wrecker Policy



Andrew H. Griffin
City Manager

RESOLUTION 2012-

A RESOLUTION TO UPDATE THE WRECKER POLICY OF THE CITY OF FLORENCE TO BRING CURRENT THE ORIGINAL POLICY ADOPTED IN 1986 AND TO INCORPORATE ALL CHANGES SINCE THE ORIGINAL RESOLUTION.

WHEREAS, on December 15, 1986, the City Council of the City of Florence adopted a wrecker policy and incorporated by reference Chapter 20 Article III of the code of ordinances of the City of Florence;

WHEREAS, through the years the City Council passed Resolutions 1992-13, 2004-02, and 2009-11 amending and updating certain sections of the City's wrecker policy;

WHEREAS, the City of Florence desires to further amend and update the wrecker policy and to consolidate all previous changes into one complete document;

NOW, THEREFORE, be it resolved by the City Council of Florence, duly assembled, that the Wrecker Policy of the City of Florence be amended to read in its entirety as set out on Exhibit A attached hereto.

AND IT IS SO RESOLVED THIS _____ DAY OF _____, 2012

Approved as to form:

James W. Peterson, Jr., City Attorney

Stephen J. Wukela, Mayor

Attest:

Dianne M. Rowan, Municipal Clerk

Exhibit A

WRECKER POLICY

Section 1. Emergency wrecker services.

The Police Dispatcher shall call any wrecker service having a business license issued by the City requested by the owner of a vehicle damaged or disabled in a street or public place. If no wrecker service is designated by the vehicle owner, the Police Dispatcher shall call the wrecker service as provided in Section 2 and 3 below.

Section 2. Rotation for police-requested towing.

The Chief of Police shall have prepared an alphabetical list of all firms meeting the requirements of this chapter for police-requested towing which shall be used by the Dispatcher for rotation of calls in order. Additions to the list shall be inserted alphabetically. Calls for heavy duty wreckers shall be rotated among those firms having heavy duty equipment without regard to the normal rotation for regular calls. Copies of the Dispatcher's list for the previous month will, for a nominal cost, be made available to the public upon written request within ten (10) days.

Section 3. Eligibility for police-requested towing.

Any firm having a valid business license to operate in the City shall become eligible to participate in the assignment of service calls by the Police Department if it conforms to the rules and requirements established herein. The application of a firm to participate in emergency police towing operations shall be made to the Chief of Police and shall contain the following information:

(a) Name of Firm. Indicate whether owned by individual, corporation, or partnership, list names and addresses of all parties having a financial interest in said towing firm and state number of years business has been established.

(b) Attendants and Drivers. List names and addresses of all attendants and drivers who will conduct the police towing service.

(c) Equipment. Describe available equipment to be used in police towing services, particularly in terms of comparative qualities or capacities as related to minimum eligibility requirements.

(d) Communications. Describe the method of operation of the communications system between place of business and operating tow trucks, as well as the means utilized for insuring prompt dispatch of trucks upon receipt of call from the Police Department. All such companies shall maintain a twenty-four hour communication capacity to enable contact if necessary at any time.

(e) Primary Business Location. List location of primary business operation, including dimensions and type of facilities available.

(f) Storage Lot. List location of storage lot(s), dimensions thereof, relationship to primary business operation, type of protection afforded, and screening and maintenance provided at said lot(s) and provide proof that the lot, if located in the City Limits, complies with applicable zoning regulations.

(g) Provide proof of insurance coverage as specified in Section 5.

Section 4. Minimum standards for equipment.

(a) Every emergency wrecker proposed to be used by an applicant shall be subject to inspection in a manner determined by the Chief of Police and every such wrecker, other than an emergency heavy duty wrecker, shall comply with the following minimum requirements.

- (1) Each wrecker shall be equipped with a power operated winch, winch line and boom, with a factory rated lifting capacity of not less than 8,000 pounds single line capacity.
- (2) Each wrecker shall carry as standard equipment: tow sling, tow bar, towing dollies, safety chains, a fire extinguisher, wrecker bar, broom, shovel, and approved warning devices. Such devices shall include amber flashing warning lights or any additional devices that may be required by state law or state regulations.
- (3) Each wrecker and all of its equipment shall be in a safe and good working condition.
- (4) Each wrecker must have the name, address, and phone number of the wrecker company displayed on both sides of the vehicle.

(b) Every emergency heavy duty wrecker of not less than two and one-half (2 ½) tons in size, shall meet the requirements in subsection (a) of this section, and in addition thereto, shall be equipped with a power operated winch, winch line and boom, with a factory rating lifting capacity of not less than 32,000 pounds, single or double line capacity, and a tow sling.

Section 5. Insurance.

(a) An applicant shall procure and keep in full force and effect a policy of public liability and property damage insurance issued by a casualty insurance company authorized to do business in the state and in the standard form approved by the Insurance Commissioner of the state, with the insured provision of such policy including the City as an insured, and the coverage provision insuring the public from any loss or damage that may arise to any person or property by reason of the operation of an emergency wrecker of such applicant and providing that the amount of recovery on each emergency wrecker shall be in limits of not less than the following sums:

- (1) For damages resulting in bodily injury or death of one (1) person in any one (1) accident, \$250,000.00.
- (2) For any damages arising out of any one occurrence, \$500,000.00.
- (3) For injury to or destruction of property in any one (1) accident, \$25,000.00.

(b) An applicant shall procure liability insurance in the amount of \$100,000 to cover damages arising out of bodily injury or death to persons and in the amount of \$25,000 for damages for injury to or destruction of property caused by vehicles in tow, under possession of, or in control of a wrecker operated and maintained by the applicant.

(c) Every policy mentioned in (a) above shall contain an endorsement providing for 30 days notice to the City in the event of any material change or cancellation of the policy.

(d) The applicant shall also provide proof of the above referenced insurance annually through a certificate of insurance filed with the Police Department.

Section 6. Storage lot requirements.

(a) Lot. The wrecker service shall maintain a safe storage area for all vehicles towed which shall be approved by the Florence Police Department. This may be a locked building or a secured fenced-in area where the stored vehicles and other property shall not be accessible to the public. The owner of any approved storage facility and the wrecker license holder whose wrecker tows a vehicle to an approved storage facility and the wrecker license holder whose wrecker tows a vehicle to an approved storage facility shall be jointly and severally responsible for any damages or losses inflicted to vehicles which have been left at any such approved storage facility; provided however, that the foregoing liability and responsibility shall extend only to damage or losses caused by negligence of said storage facility, said wrecker service license holder, either of their agents, or by improper maintenance of such storage facility. Before any storage facility shall be approved by the Florence Police Department, an affidavit acknowledging the liability and responsibility, shall be executed by the person applying to have the storage facility approved by the Florence Police Department. These approved facilities shall be located within the City Limits or within one (1) mile adjacent to the City Limits. Those storage facilities

located in the City Limits shall have proof of compliance with city zoning regulations. The City of Florence shall assume no liability for storage of the vehicle.

Section 7. Wrecker and storage charges.

(a) When a vehicle is towed by a wrecker service selected under Section 2 and 3 of this Policy, the following fees shall be the maximum allowable charges by any wrecker operator or company and no other fees or charges of any kind shall be required by the vehicle owner in order to recover the vehicle.

(1) Towing by a Class A Wrecker/Car Carrier:

Towing - (per tow) \$135.00 flat fee to include dollies and Go-Jacks.

No Tow - shall be 50% of the towing fee.¹

After Hours Vehicle Release - \$35.00 per release.²

(2) Class D Wrecker:

Towing – (per tow) \$150.00 flat fee to include dollies and Go-Jacks.

No Tow – shall be 50% of the towing fee.³

After Hours Vehicle Release - \$35.00 per release.⁴

In addition to the charges specified above, an additional charge of \$100.00 dollars each may be made if the vehicle is flipped over and must be righted and/or if the vehicle is on a bank or sloping terrain.

(b) When a vehicle is towed by a wrecker service selected under Section 2 and 3 of this Policy, no storage charge shall be assessed for the first 24 hours after the towing. After the first 24 hours, the maximum storage charges on stored and impounded vehicles weighing under

¹ If the owner of such vehicle appears before his vehicle is towed away and makes claim to his vehicle after the wrecker has been ordered to remove such vehicle, the vehicle shall be released to the owner upon settlement with the wrecker service for 50% of the towing fee, provided the owner shall satisfy all charges against the vehicle at police headquarters.

² Normal business hours for wrecker and storage businesses governed by this Policy shall be Monday through Friday from 7:00 a.m. until 6:00 p.m. A wrecker service operator is not required to return a vehicle to an owner after the company's normal business hours pursuant to Section 56-5-2525 of the South Carolina Code of Laws, as amended. Should the operator elect to provide for after hour request to pick up vehicles, the operator may charge no more than the amount specified in Section 7 (a) and (b) above.

³ See Footnote 1 above.

⁴ See Footnote 2 above.

10,000 pounds shall be \$20.00 dollars per day for storage of vehicles and or trailers. After the first 24 hours, the maximum storage charges on stored and impounded vehicles weighing 10,000 pounds or more shall be \$30.00 dollars per day for storage of vehicles and or trailers.

(c) All towing and storage charges will be itemized on an invoice or receipt when the charges are paid. No charges other than the towing or storage charges allowed in Section 7 (a) and (b) above may be made on any vehicle towed by a wrecker service selected under Section 2 and 3 of this Policy without the prior written approval of the owner or his agent.

Section 8. Penalties.

The business license of the owner or operator of any wrecker service who shall violate any of the applicable provisions of this chapter shall be subject to immediate suspension upon written notification by the Chief of Police for a period of up to fifteen (15) days, or permanent suspension by City Council after public hearing, in addition to prosecution for each violation of this chapter as a separate offense. Any deviation from the policies herein established or failure to provide reasonable, quick and efficient service may result in removal of a wrecker service from this rotation list by the Chief of Police. A wrecker service shall be automatically removed from this rotation list upon failure to respond to two consecutive calls, unless the Chief of Police shall determine after investigation that unusual circumstances were responsible for the company's failure to perform the requested towing service.

Section 9. Liability.

The City of Florence, its agents and employees, shall not be liable for any personal injury or property damage caused by negligence or failure of the wrecker or towing service to exercise reasonable prudent care in responding to a call or in towing a vehicle for storage or in any damage that may occur while the vehicle is in storage.

Section 10. Incorporation of applicable ordinances.

All of the provisions of Article III, Chapter 20 of the Code of Ordinances for the City of Florence regulating wrecker service companies are fully incorporated by reference as is repeated below.

Section 11. Personal property in towed vehicle.

The tow truck operator must permit the vehicle owner to remove at all times health and human care related devices such as, but not limited to, car seats, strollers, walkers, crutches and the like, medications, prescriptions, personal handbags, and personal and identity papers from the vehicle without charge and without regard to any towing or storage charge owed on the vehicle. If the tow truck operator has removed this personal property from the vehicle, he must return it to

the vehicle owner when requested without charge and without regard to any towing or storage charge owed on the vehicle.

FLORENCE CITY COUNCIL MEETING

DATE: June 11, 2012
AGENDA ITEM: Resolution
DEPARTMENT/DIVISION: Community Services

I. ISSUE UNDER CONSIDERATION

A resolution to adopt the Community Development Block Grant budget for fiscal year 2012-2013.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN

On May 14, 2012, City Council unanimously adopted a CDBG resolution that showed the expenditure of **\$224,958** in CDBG funding. The City of Florence Community Development Block grant was reduced from **\$224,958** to **\$224,853** for FY 2012-2013.

III. POINTS TO CONSIDER

- A. The City of Florence will receive **\$224,853** in Community Development Block Grant funding for FY 2011-2012. This represents a decrease of **\$105** from the city's initial allocation of **\$224,958**.
- B. The City of Florence has to amend the CDBG resolution adopted on May 14, 2012 and reduce the CDBG budget by **\$105** to reflect our current allocation of **\$224,853**.
- C. The recommended budget provides funding for projects in each of CDBG targeted areas of North Florence, North West Florence, and East Florence. The recommended projects are as follows:

-Repairs to the basketball courts at Dr. Iola Jones Park	\$33,500
-Repairs to the basketball courts at the North West Park	\$33,500
- Storm drainage improvements in the Williams Heights area (*An additional \$150,000 will be provided by the storm water utility for this project)	\$20,853*
-Funding for the Pee Dee Transitional Shelter	\$35,000

-Debt service on the Section 108 loan, which was used to
make improvements to Levy Park and the Barnes Street facility. \$100,000

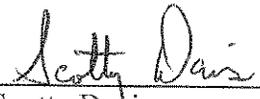
IV. STAFF RECOMMENDATION

Approve and adopt the CDBG budget as presented.

V. PERSONAL NOTES:

VI. ATTACHMENTS

2012-2013 CDBG Budget Resolution



Scotty Davis
Director of Community Services



Andrew H. Griffin
City Manager

Resolution No. 2012

**RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF FLORENCE, SOUTH CAROLINA**

WHEREAS, the City of Florence is an Entitlement City as defined by the United States Department of Housing and Urban Development; and

WHEREAS, the City of Florence will receive **\$224,853** in Community Development Block Grant funding from the United States Department of Housing and Urban Development for fiscal year 2012-2013; and

WHEREAS, the City of Florence is required by the United States Department of Housing and Urban Development to approve and adopt a Community Development Block Grant budget;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Florence, South Carolina in a meeting duly assembled do hereby adopt the following Community Development Block Grant budget for fiscal year 2012-2013:

Recreational improvements	\$ 67,000
Storm drainage improvements	\$ 22,853
Pee Dee CAA Transitional Shelter	\$ 35,000
Section 108 Loan repayment	\$100,000

ADOPTED, this 11th day of **June, 2012**.

Approved as to form:

James W. Peterson, Jr.
City Attorney

Steven Wukela, Mayor

Attest:

Dianne M. Rowan
Municipal Clerk

FLORENCE CITY COUNCIL MEETING

DATE: June 11, 2012
AGENDA ITEM: Resolution
DEPARTMENT/DIVISION: Community Services

I. ISSUE UNDER CONSIDERATION

A resolution to allow the City of Florence to participate in the Federal Home Loan Bank of Atlanta's Community Investment Services (CIS) Affordable Housing Program

II. CURRENT STATUS/PREVIOUS ACTION TAKEN

The FHLBank of Atlanta requires applicants to be sponsored by a financial institution that is a member of the FHLBank. SC Bank and Trust is a member of the FHLBank of Atlanta and has agreed to be the city's sponsor.

III. POINTS TO CONSIDER

- A. FHLBank Atlanta (the Bank) has announced the availability of \$13.5 million in grant funds for the 2012 offering of the AHP Competitive program. For the 2012 offering, applicants can receive grant funds of up to \$500,000 per project. The funds can be used to assist in the acquisition, construction, or rehabilitation of rental or owner-occupied housing affordable to persons earning 80 percent or below the area's median income.
- B. FHLBank Atlanta offers competitively-priced financing, community development grants, and other banking services to help member financial institutions make affordable home mortgages and provide economic development credit to neighborhoods and communities. The Bank's members—its shareholders and customers—are commercial banks, credit unions, savings institutions, community development financial institutions, and insurance companies located in Alabama, Florida, Georgia, Maryland, North Carolina, South Carolina, Virginia, and the District of Columbia.

- C. Over the past several years, the City of Florence has accessed millions of dollars in affordable housing grant funding from the SC State Housing Finance and Development Authority. The Authority has now changed its focus and is currently no longer offering grant funding for down payment and closing cost assistance. The Authority is offering loans (not grants) to governmental agencies for emergency housing rehabilitation.

IV. OPTIONS:

City Council may:

1. Approve and sign the resolution.

V. PERSONAL NOTES:

VI. ATTACHMENTS

FHLB Resolution



Scotty Davis
Director of Community Services



Andrew H. Griffin,
City Manager

RESOLUTION AUTHORIZING PARTICIPATION IN COMMUNITY INVESTMENT SERVICES PROGRAMS OF FEDERAL HOME LOAN BANK OF ATLANTA

I, the undersigned, being the duly qualified and acting Secretary of _____
City of Florence (the "Participant") hereby certify that:

- a) the Participant is duly organized and existing, and has the power to take the actions called for by the following resolution (the "Resolution");
- b) no provision in the Articles of Incorporation, By-Laws or other governing documents of the Participant limits the power of the governing body of the Participant to adopt the Resolution;
- c) the Resolution is in conformity with the Articles of Incorporation, By-Laws and other governing documents of the Participant;
- d) the Resolution is a true copy of a resolution duly adopted by the governing body of the Participant and recorded in the minutes of a meeting of the governing body held on June 11, 2012; and
- e) the Resolution has not been rescinded or modified and is in full force and effect.

RESOLVED:

- 1. The Participant will participate in various community investment programs (the "Programs") offered by Federal Home Loan Bank of Atlanta (the "Bank") through its Community Investment Services department, including without limitation the Bank's Affordable Housing Program, its Predevelopment Fund and its Economic Development and Growth Enhancement Program.
- 2. The Chairman, Vice Chairman, President, the Chief Executive Officer, the Chief Financial Officer and the Vice Presidents (including Executive Vice Presidents, Senior Vice Presidents, and any officers more senior than Vice President) of Participant, and each of them (the "Authorized Persons"), is hereby authorized to execute any agreement or application governing or relating to Participant's involvement in any of the Programs.
- 3. The execution and delivery of that certain Access Form for Sponsor Web System Access and the Terms and Conditions for Sponsor Web System Access are hereby ratified and confirmed.
- 4. The Bank will be entitled to rely on this resolution until Participant provides the Bank with a resolution changing or rescinding this resolution. No change or rescission will be given effect until the Bank receives such certified copy and the Bank has been afforded a reasonable opportunity to act on such change or rescission, and no such change or

rescission will affect any then-existing agreement between the Bank and the Participant, unless the Bank agrees to such effect, in each instance, in writing. Participant will indemnify and hold harmless the Bank from any loss suffered or liability incurred by the Bank prior to receipt of such certified copy as a result of the Bank acting as if such rescission or change had not occurred.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of the Participant this 11 day of June, 2012.

(CORPORATE SEAL)

Dianne M. Rowan
Corporate Secretary

FLORENCE CITY COUNCIL MEETING

DATE: June 11, 2012

AGENDA ITEM: Report To Council

DEPARTMENT/DIVISION: City Council

I. ISSUE UNDER CONSIDERATION:

Council will consider nominations for the vacancies or terms set to expire June 30, 2012 for the City's Boards and/or Commissions.

II. CURRENT STATUS/PREVIOUS ACTION TAKEN:

1. There are currently 16 boards and/or commissions for the City of Florence.
2. These boards/commissions are comprised of residents nominated and approved by Florence City Council.
3. As of June 30, 2012, there will be 8 boards or commissions that will have either vacancies or expiring terms.
4. City Council will have a total of 20 nominations to make for either a term that is expiring or a vacancy on the 8 boards or commissions.
5. City Council typically begins to make nominations for vacancies at their June City Council meeting.

III. POINTS TO CONSIDER:

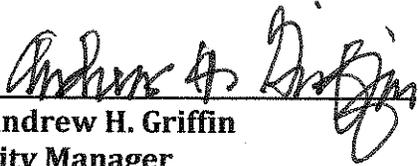
1. A nomination rotation has been established and a spreadsheet has been prepared for each board or commission in which each member of city council shall be assigned the exclusive right to nominate the person to fill the next available seat on the respective board or commission.
2. The city council member assigned the nomination under the spreadsheet shall make the nomination, and city council shall vote on the nominee.
3. The nominee shall be appointed if he/she receives the approval of a majority. If the nominee does not receive the approval of a majority, then the same city council member assigned the nomination shall make another nomination. This process will continue until a nominee of the city council member making the nomination receives approval of a majority.

IV. ATTACHMENTS

Spreadsheet of Council Nominations to Boards and Commissions

Letters indicating an existing board/commission member's desire to be reappointed

Applications received to date


Andrew H. Griffin
City Manager

SCHEDULE OF COUNCIL NOMINATIONS TO BOARDS AND COMMISSIONS

Note: Schedule of appointments start with last appointment made.	District 1	District 2	District 3	At-Large 1	At-Large 2	At-Large 3	Mayor		
	Ervin	Robinson	Brand	Willis	Wms-Blake	Powers	Wukela		Requirements
Accommodations Tax Advisory Committee - 4 Vacancies					1	2	3	1st appt. - Williams-Blake	At-Large
	4							2nd appt. - Powers	Hospitality
City-County Agriculture Commission			No Expirations/No Vacancies					3rd appt. - Wukela	At-Large
								4th appt. - Ervin	Cultural
City-County Building Commission - 1 Vacancy		5						5th appt. - Robinson	
								6th appt. - Brand	
City-County Civic Center Commission - 2 Vacancies			6	7				7th appt. - Willis	
City-County Historical Commission			No Expirations/No Vacancies						
City-County Memorial Stadium Commission			No Expirations/No Vacancies					1st appt. - Williams-Blake	Prof. Engineer
								2nd appt. - Powers	Prof. Architect
City-County Museum Commission			No Expirations/No Vacancies					3rd appt. - Wukela	Landscape Design
								4th appt. - Ervin	Attorney
City of Florence Design Review Board - 4 Vacancies					1	2	3	5th appt. - Robinson	
	4							6th appt. - Brand	
City of Florence Planning Commission - 3 Vacancies		5	6	7				7th appt. - Willis	
City of Florence Zoning Board of Appeals - 2 Vacancies					1	2		1st appt. - Williams-Blake	
								2nd appt. - Powers	
FLATS Committee			No Expirations/No Vacancies					3rd appt. - Wukela	
								4th appt. - Ervin	
Parks & Beautification Commission - 3 Vacancies							3	5th appt. - Robinson	
	4	5						6th appt. - Brand	
Pee Dee Regional Airport Authority - 1 Vacancy			6						
Veterans Park Committee			No Expirations/No Vacancies						
Pee Dee Regional Transportation Authority			No Expirations/No Vacancies						

May 28, 2012

Henry H. Hepburn
707 Maynard Avenue
Florence, SC 29505

Mr. Thomas W. Chandler
Finance Director, Re: City of Florence Accommodation Tax Advisory Committee

City of Florence

Dear Mr. Chandler;

With great reluctance I am submitting my resignation effective immediately. My association with You, City Council, and the members of the City of Florence accommodation Tax Advisory Committee has been A pleasant one and I will miss the Friendship. However personal business will be demanding my time.

Please thank City Council for allowing me to serve on this Important Committee.

You and your Staff are wonderful.

Respectfully,


Henry H. Hepburn



April 19, 2012

Mrs. Margaret Nash
1205 King Avenue
Florence, SC 29501

Dear Mrs.Nash:

The Florence City Council and staff would like to thank you for your past service on the Accommodations Tax Advisory Committee. Your participation on the Accommodations Tax Advisory Committee provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Committee will expire on June 30, 2012. If you are interested in being considered for reappointment to this Committee, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew H. Griffin".

Andrew H. Griffin
City Manager

I would like to continue to serve on the Accommodations Tax Advisory Committee.

I do not want to serve on the Accommodations Tax Advisory Committee.

Mrs. Margaret Nash



April 19, 2012

Mr. Kendall B. Hiller
323 Country Club Boulevard
Florence, SC 29501

Dear Mr. Hiller:

The Florence City Council and staff would like to thank you for your past service on the City County Building Commission. Your participation on the City County Building Commission provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Committee will expire on June 30, 2012. If you are interested in being considered for reappointment to this Commission, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew H. Griffin".

Andrew H. Griffin
City Manager

Handwritten initials "BKH" enclosed in a hand-drawn circle.

I would like to continue to serve on the City County Building Commission.

I do not want to serve on the City County Building Commission.

A handwritten signature in black ink, appearing to read "BKH Hiller 4/20/12".

Mr. Kendall B. Hiller



April 19, 2012

Ms. Ann Scott
1413 E. Pine Street
Florence, SC 29506

Dear Ms. Scott:

The Florence City Council and staff would like to thank you for your past service on the City County Civic Center Commission. Your participation on the City County Civic Center Commission provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Commission will expire on June 30, 2012. If you are interested in being considered for reappointment to this Commission, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,


Andrew H. Griffin
City Manager

I would like to continue to serve on the City County Civic Center Commission.

I do not want to serve on the City County Civic Center Commission.


Ms. Ann Scott



April 19, 2012

Mr. Cary M. Andrews
721 Brockington Lane
Florence, SC 29501

Dear Mr. Andrews:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Design Review Board. Your participation on the City of Florence Design Review Board provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Board will expire on June 30, 2012. If you are interested in being considered for reappointment to this Board, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Andrew H. Griffin".

Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Design Review Board.

I do not want to serve on the City of Florence Design Review Board.

A handwritten signature in black ink that reads "Cary M. Andrews".

Mr. Cary M. Andrews



April 19, 2012

Mr. Gary Brown
526 S. Edisto Drive
Florence, SC 29505

Dear Mr. Brown:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Design Review Board. Your participation on the City of Florence Design Review Board provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Board will expire on June 30, 2012. If you are interested in being considered for reappointment to this Board, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Andrew H. Griffin".

Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Design Review Board.

I do not want to serve on the City of Florence Design Review Board.

A handwritten signature in black ink that reads "Mr. Gary Brown".

Mr. Gary Brown



April 19, 2012

Mr. John M. Scott, III
338 Country Club Boulevard
Florence, SC 29501

Dear Mr. Scott:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Design Review Board. Your participation on the City of Florence Design Review Board provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Board will expire on June 30, 2012. If you are interested in being considered for reappointment to this Board, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,

Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Design Review Board.

I do not want to serve on the City of Florence Design Review Board.

Mr. John M. Scott, III

I have greatly appreciated my time on the DRB and enjoyed getting to know my fellow Board members. I look forward to the continued growth and revitalization of the downtown and feel confident that the DRB will ensure that this growth is in keeping with the vision framed by the guidelines.



PLEASE KEEP THIS COPY FOR YOUR RECORDS

April 19, 2012

Ms. Elouise Frazier
111 Kuker Street
Florence, SC 29501

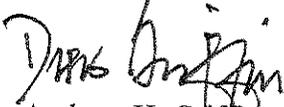
Dear Ms. Frazier:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Planning Commission. Your participation on the City of Florence Planning Commission provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Commission will expire on June 30, 2012. If you are interested in being considered for reappointment to this Commission, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

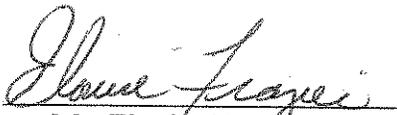
If you have any questions or concerns, please contact me.

Sincerely,


Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Planning Commission.

I do not want to serve on the City of Florence Planning Commission.


Ms. Elouise Frazier

PLEASE KEEP THIS COPY FOR YOUR RECORDS



April 19, 2012

Mr. Derrick Owens
811 Indian Drive
Florence, SC 29501

Dear Mr. Owens:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Planning Commission. Your participation on the City of Florence Planning Commission provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Commission will expire on June 30, 2012. If you are interested in being considered for reappointment to this Commission, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew H. Griffin".

Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Planning Commission.

I do not want to serve on the City of Florence Planning Commission.

A handwritten signature in black ink, appearing to read "Derrick Owens".
Mr. Derrick Owens



April 19, 2012

Mr. Ronald B. Moore
833 Saint George Drive
Florence, SC 29505

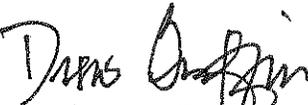
Dear Mr. Moore:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Planning Commission. Your participation on the City of Florence Planning Commission provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Commission will expire on June 30, 2012. If you are interested in being considered for reappointment to this Commission, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

If you have any questions or concerns, please contact me.

Sincerely,


Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Planning Commission.

I do not want to serve on the City of Florence Planning Commission.


Mr. Ronald B. Moore



April 19, 2012

Mr. Charles G. Howard, Jr.
2011 Pineland Avenue
Florence, SC 29501

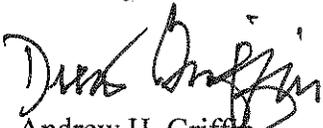
Dear Mr. Howard:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Board of Zoning Appeals. Your participation on the City of Florence Board of Zoning Appeals provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Board will expire on June 30, 2012. If you are interested in being considered for reappointment to this Board, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

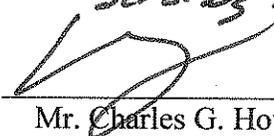
If you have any questions or concerns, please contact me.

Sincerely,


Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Zoning Board of Appeals.

I do not want to serve on the City of Florence Zoning Board of Appeals.

Internal Board want that I would be interested in serving the C.F. in a different capacity. I've served 2 terms and feel like that is enough.

Mr. Charles G. Howard, Jr.



PLEASE KEEP THIS COPY FOR YOUR RECORDS

April 19, 2012

Mrs. Kathryn Wilcox
802 Cherokee Road
Florence, SC 29501

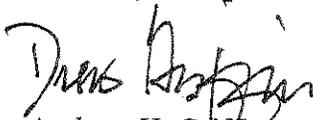
Dear Mrs. Wilcox:

The Florence City Council and staff would like to thank you for your past service on the City of Florence Board of Zoning Appeals. Your participation on the City of Florence Board of Zoning Appeals provides a valuable service to our community and we would like to encourage you to consider being reappointed.

Our records indicate that your term on this Board will expire on June 30, 2012. If you are interested in being considered for reappointment to this Board, please mark the appropriate blank below and return this letter in the enclosed stamped envelope to our office. I have enclosed a copy of this letter for you to keep for your records.

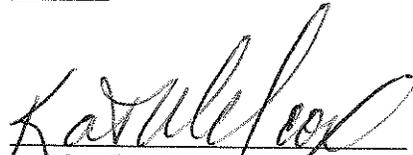
If you have any questions or concerns, please contact me.

Sincerely,


Andrew H. Griffin
City Manager

I would like to continue to serve on the City of Florence Zoning Board of Appeals.

I do not want to serve on the City of Florence Zoning Board of Appeals.


Mrs. Kathryn Wilcox

PLEASE KEEP THIS COPY FOR YOUR RECORDS



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>Planning Commission</i>			
Your Name (Last, First, Middle) <i>Young, Julian Malcolm</i>		County <i>Florence</i>	Council District <i>3</i>
Residential Address <i>1106 S. Edisto Dr.</i>		City <i>Florence</i>	State <i>South Carolina</i>
Mailing Address <i>same</i>		City <i>same</i>	Zip Code <i>29501</i>
Your Occupation - Title <i>Dir of Alumni Affairs/Annual Giving</i>		Business Phone <i>661-1228</i>	Residence Phone <i>662-8303</i>
Employer Name <i>Francis Marion University</i>		E-Mail Address <i>jyoung.53@gmail.com</i>	
Employer Address <i>Po Box 100547</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29502</i>

General Qualifications

Are you a resident of the City? Yes No How Long? *1953-1976*
1997-present

Why would you like to serve? *I chose to come back to Florence to raise my son and love my city. I want to leave a legacy of beautification and growth.*

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 - I am in the FMU Foundation office and I don't think we seek funding from city.

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

Keep Florence beautiful BOB, SC Pecan Festival Committee, FMC Civitan Club - president, artistic director of Florence Men's Choral Society (501C3)

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

To help improve the various areas of Florence that seems to have become dilapidated and educate Florentines on how our city is growing. I would enjoy planning economic growth through partnerships.

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

Julian M. Young
 Signature

01-01-12
 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>1-4-2012</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <u>Design Review Board</u>			
Your Name (Last, First, Middle) <u>Davis, Ryan D.</u>		County <u>Florence</u>	Council District
Residential Address <u>852 G S. Parker Dr.</u>		City <u>Florence</u>	State <u>South Carolina</u>
			Zip Code <u>29501</u>
Mailing Address <u>852 G S. Parker Dr.</u>		City <u>Florence</u>	State <u>South Carolina</u>
			Zip Code <u>29501</u>
Your Occupation - Title <u>Administration Specialist</u>		Business Phone	Residence Phone <u>843-229-3624</u>
Employer Name <u>United States Marine Corps Reserve</u>		E-Mail Address <u>Ryan.DM.Davis@gmail.com</u>	
Employer Address <u>6115 North Hills Cr.</u>		City <u>Charlotte</u>	State <u>North Carolina</u>
			Zip Code

General Qualifications

Are you a resident of the City? Yes No How Long? 24 yrs.

Why would you like to serve?

I have a lot of ideas to help with the development of our city and would be address them

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:

Not at the moment. I just returned from a 2yr. set of activation orders and plan to begin participating

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

To ensure that we design our city with interest of it's people in mind.

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

Signature

3/30/2012
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>March 30, 2012</u>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <i>Parks and Beautification Board</i>			
Your Name (Last, First, Middle) <i>Bruton, Sally A.</i>		County <i>Florence</i>	Council District <i>01</i>
Residential Address <i>1415 King Ave</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>
Mailing Address <i>1415 King Ave</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>
Your Occupation - Title <i>Retired</i>		Business Phone <i>—</i>	Residence Phone <i>662-4515</i>
Employer Name <i>—</i>		E-Mail Address <i>sabruton43@gmail.com</i>	
Employer Address <i>—</i>		City <i>—</i>	State <i>South Carolina</i>
			Zip Code <i>—</i>

General Qualifications

Are you a resident of the City? Yes No How Long? *11+ yrs.*

Why would you like to serve?
I am interested in improving the function and beauty of the parks in Florence.

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:
Maple Park Neighborhood Association

What are your goals and objectives if appointed to the Commission/Board?
Get as much done with the limited resources as possible

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

Sally A. Bruton
 Signature

03/29/2012
 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>March 30, 2012</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
 CITY OF FLORENCE
 SOUTH CAROLINA

Board or Commission for which you are applying: <i>Parks and Beautification</i>			
Your Name (Last, First, Middle) <i>Murray-Vivessa P.</i>		County <i>Florence</i>	Council District <i>1</i>
Residential Address <i>713 C Oakland Ave</i>		City <i>Florence</i>	State <i>South Carolina</i>
Mailing Address		City	Zip Code <i>29506</i>
Your Occupation - Title <i>Business owner</i>		Business Phone <i>(843) 206-2572</i>	Residence Phone <i>(843) 617-1069</i>
Employer Name <i>Fragrant Delite</i>		E-Mail Address <i>scentitoff@hotmail.com</i>	
Employer Address <i>713 Oakland Ave</i>		City	State <i>South Carolina</i>
			Zip Code

General Qualifications

Are you a resident of the City? Yes No How Long? *45 yrs.*

Why would you like to serve?
To be a voice for the growth and development of city parks and recreation.

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:
yes, Pecan Festival Comm. Mem, Downtown Merchants

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, PAL Team mom / Asst Coach, Keep Florence Beautiful Team Captain

What are your goals and objectives if appointed to the Commission/Board?
Assure maintenance development of all city parks and recreation dept.

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

Vivessa Murray
 Signature

July 15, 2012
 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>May 15, 2012</i>
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>Deas, Shrelanda</i>	County <i>Florence</i>	Council District <i>One</i>	
Residential Address <i>405 Lawson Street</i>	City <i>Florence</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>
Mailing Address <i>405 Lawson Street</i>	City <i>Florence</i>	State <i>South Carolina</i>	Zip Code <i>29501</i>
Your Occupation - Title <i>Unemployment Insurance Claims Supervisor</i>	Business Phone <i>843-479-4081</i>	Residence Phone <i>843-669-0864</i>	
Employer Name <i>JC Department of Employment and Workforce</i>	E-Mail Address <i>shrelanda.deas@yahoo.com</i>		
Employer Address <i>460 Highway 9 West, P.O. Drawer 798</i>	City <i>Bennettsville</i>	State <i>South Carolina</i>	Zip Code <i>29512</i>

General Qualifications

Are you a resident of the City? Yes No How Long? *8+*

Why would you like to serve?
I want to continue improving the quality of life (physical, social and economic growth) in my hometown of Florence, SC and empowering other residents to do the same.

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:
Northwest Florence Neighborhood Association, Vice President -2011
received CDBG funds

Are you involved in any Community Activities? If so, please list:
Northwest Florence Neighborhood Association, Rebuilding Together, Florence
Public School District One Mentoring Program

What are your goals and objectives if appointed to the Commission/Board?
I will ensure that Florence communities not only survive, but grow and thrive while promoting a family and business friendly environment for children (future generation) and families.

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

Shrelanda Deas
 Signature

May 23, 2012
 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>May 24, 2012</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 and Leisure Services Commission</u>			
Your Name (Last, First, Middle) <u>Dear, Shelande</u>		County <u>Florence</u>	Council District <u>One</u>
Residential Address <u>405 Lawson Street</u>		City <u>Florence</u>	State <u>South Carolina</u>
Mailing Address <u>405 Lawson Street</u>		City <u>Florence</u>	Zip Code <u>29501</u>
Your Occupation - Title <u>Unemployment Insurance Claims Supervisor</u>		Business Phone <u>843-479-4081</u>	Residence Phone <u>843-669-0864</u>
Employer Name <u>S.C. Department of Employment and Workforce</u>		E-Mail Address <u>shelande.dear@yahoo.com</u>	
Employer Address <u>460 Highway 9 West, P.O. Drawer 798</u>		City <u>Bennettsville</u>	Zip Code <u>29512</u>

General Qualifications

Are you a resident of the City? Yes No How Long? 8

Why would you like to serve?
I want to continue improving the quality of life (physical, social and economic growth) in my hometown of Florence, SC and empowering other residents to do the same.

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:
Northwest Florence Neighborhood Association Vice President - 2011
Received Community Development Block Funds.

Are you involved in any Community Activities? If so, please list:
Northwest Florence Neighborhood Association, Rebuilding Together,
Florence Public School District One Mentoring Program.

What are your goals and objectives if appointed to the Commission/Board?
I will ensure that Florence communities not only survive, but grow and thrive, while promoting a family and business friendly environment for our children (future generation) and families.

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

Shelande Dear
Signature

May 23, 2012
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>May 24, 2012</u>
Appointed to:	
Date:	



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>Deas, Shelanda</i>		County <i>Florence</i>	Council District <i>One</i>
Residential Address <i>405 Lawson Street</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>
Mailing Address <i>405 Lawson Street</i>		City <i>Florence</i>	State <i>South Carolina</i>
			Zip Code <i>29501</i>
Your Occupation - Title <i>Unemployment Insurance Claims Supervisor</i>		Business Phone <i>843-479-4081</i>	Residence Phone <i>843-669-0864</i>
Employer Name <i>S.C. Department of Employment and Workforce</i>		E-Mail Address <i>Shelanda.deas@yahoo.com</i>	
Employer Address <i>460 Highway 9 West, P.O. Drawer 798</i>		City <i>Bennettsville</i>	State <i>South Carolina</i>
			Zip Code <i>29512</i>

General Qualifications

Are you a resident of the City? Yes No How Long? 8

Why would you like to serve?
I want to continue improving the quality of life (physical, social and economic growth) in my hometown of Florence, SC and empowering other residents to do the same.

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:
Northwest Florence Neighborhood Association, Vice President - 2011
Received Community Development Black Funding

Are you involved in any Community Activities? If so, please list:
Northwest Florence Neighborhood Association, Rebuilding Together, Florence Public School District One Mentor

What are your goals and objectives if appointed to the Commission/Board?
I will ensure that Florence, SC not only survive, but grow and thrive, while promoting a family and business friendly environment for our children (future generations) and families.

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

Shelanda Deas
 Signature

May 23, 2012
 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>May 24, 2012</i>
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: PARKS BEAUTIFICATION AND LEISURE SERVICES COMMISSION			
Your Name (Last, First, Middle) TEMPLE, TALON RAY		County FLORENCE	Council District
Residential Address 604 CHEROKEE ROAD		City FLORENCE	State South Carolina
Mailing Address 604 CHEROKEE ROAD		City FLORENCE	Zip Code 29501
Your Occupation - Title RENTOR, APPRAISER		Business Phone 843.615.2537	Residence Phone
Employer Name GRIGGS-FLOYD AND GRANHAM, INC.		E-Mail Address t.r.temple@hotmail.com	
Employer Address 615 S. CASHUA DRIVE		City FLORENCE	State South Carolina
			Zip Code 29501

General Qualifications

Are you a resident of the City? Yes No How Long? **4 YRS**

Why would you like to serve?
OPPORTUNITY TO PARTICIPATE WITH OTHERS WHO WANT TO IMPROVE FLORENCE AND THE LIVES OF OUR NEIGHBORS.

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?
NO DIRECT OBJECTIVE AT THIS TIME. JUST A GENERAL DESIRE TO GET INVOLVED IN MAKING FLORENCE A BETTER PLACE TO LIVE.

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

Talon R. Temple
 Signature

06/23/2012
 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:	May 24, 2012
Appointed to:	
Date:	



APPLICATION FOR BOARDS AND COMMISSIONS
CITY OF FLORENCE
SOUTH CAROLINA

Board or Commission for which you are applying: <u>City-County Civic Center Commission</u> <u>City of Florence Housing Authority, Parks & Beautification Commission</u>			
Your Name (Last, First, Middle) <u>Gabriel, Robert Votrail</u>		County <u>Florence</u>	Council District <u>District 1</u>
Residential Address <u>911 West Sumter Street</u>		City <u>Florence</u>	State <u>South Carolina</u>
Mailing Address		City	Zip Code <u>29501</u>
Your Occupation - Title <u>Pastor</u>		Business Phone <u>(843) 397-3300</u>	Residence Phone <u>(843) 665-0380</u>
Employer Name <u>Jerusalem Chapel Baptist Church</u>		E-Mail Address <u>rbvgabriel3@gmail.com</u>	
Employer Address <u>8080 Port Harrison Road Conway</u>		City <u>Conway</u>	Zip Code <u>29527</u>

General Qualifications

Are you a resident of the City? Yes No How Long? 33 yrs

Why would you like to serve?

I feel led to give my time, talent, and youthfulness to my community. I would like to become a part of the solution instead of the problem (by doing nothing).
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?

My goal/goals are to:
1. Give myself fully to the Commission,
2. Use my expertise (experience) for the betterment of the city, and
3. Better serve my community.

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

Robert V. Gabriel
Signature

5/29/12
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>May 29, 2012</u>
Appointed to:	
Date:	