

**REGULAR MEETING  
OF  
FLORENCE CITY COUNCIL**



**COUNCIL CHAMBERS  
324 W. EVANS STREET  
FLORENCE, SOUTH CAROLINA**

**MONDAY  
NOVEMBER 13, 2023  
1:00 P.M.**



**REGULAR MEETING OF FLORENCE CITY COUNCIL  
MONDAY, NOVEMBER 13, 2023 – 1:00PM  
CITY CENTER – COUNCIL CHAMBERS  
324 WEST EVANS STREET  
FLORENCE, SOUTH CAROLINA**

**I. CALL TO ORDER**

**II. INVOCATION**

Pledge of Allegiance to the American Flag

**III. APPROVAL OF MINUTES**

October 9, 2023 – Regular Meeting

**IV. FALL 2023 CITY UNIVERSITY GRADUATION**

**V. APPEARANCES BEFORE COUNCIL**

*Note: Each person who gives notice to speak may be limited to a five (5) minute presentation at the discretion of the presiding officer, City of Florence Code of Ordinances, Section 2-24(h).*

**a. Scott Garner**

To speak to Council regarding fentanyl.

**VI. ORDINANCES IN POSITION**

**a. Bill No. 2023-35 – Second Reading**

An Ordinance to name the pocket park next to 218 North Dargan Street, identified as a portion of Florence County Tax Map Number 90170-04-002.

**b. Bill No. 2023-36 – Second Reading**

An Ordinance to rezone a portion of 2000 Marsh Avenue, identified as Florence County Tax Map Number 90043-02-001, from CA to NC-15.

**c. Bill No. 2023-37 – Second Reading**

An Ordinance to amend Chapter 12 of the City of Florence Code of Ordinances to provide for the creation and administration of a Round Up program that would apply to a utility customer's monthly bill.

**VII. INTRODUCTION OF ORDINANCES**

**a. Bill No. 2023-34 – First Reading**

An Ordinance to amend the budget for the City of Florence, South Carolina, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

**b. Bill No. 2023-38 – First Reading**

An Ordinance to amend Article II of Chapter 2 of the Code of Ordinances of the City of Florence to add provisions relating to committees of City Council.

**c. Bill No. 2023-39 – First Reading**

An Ordinance to update Appendix A and Appendix B of the City's current Business License Ordinance as required by section 6-1-400 to -420 of the South Carolina Code of Laws.

**d. Bill No. 2023-40 – First Reading**

An Ordinance to update Section 20-22(a) to align the date of taxicab inspections with business license renewals.

**e. Bill No. 2023-41 – First Reading**

An Ordinance to annex and zone CG 700 South Parker Drive, identified as Florence County Tax Map Number 90004-01-018.

**VIII. INTRODUCTION OF RESOLUTIONS**

**a. Resolution No. 2023-47**

A Resolution to proclaim Friday, December 1, 2023 as Arbor Day in the City of Florence.

**b. Resolution No. 2023-48**

A Resolution to honor the contributions of Top Hat Special-Teas to the efforts to revitalize Downtown Florence.

**c. Resolution No. 2023-49**

A Resolution approving an amendment to the Conditional Grant and Development Agreement dated November 10, 2022 between the City of Florence and 127 West Evans Historic, LLC.

*(Note: This item may be discussed in Executive Session.)*

**IX. REPORTS TO COUNCIL**

- a. **Appointments to Boards and Commissions**
- b. **Accommodations Tax Advisory Committee**

**X. MAYORAL REPORT**

**XI. COMMITTEE REPORTS**

- a. **Business Development Committee**
- b. **Community Development Committee**
- c. **Marketing and Public Relations Committee**
- d. **Finance, Audit and Budget Committee**

*(Note: Action may be taken during Committee Reports.)*

**XII. EXECUTIVE SESSION**

- a. **For a discussion related to a proposed Economic Development project [30-4-70(a)(5)].**
- b. **For a discussion related to a proposed Economic Development project [30-4-70(a)(5)].**
- c. **Legal advice [30-4-70(a)(2)].**
- d. **Legal advice [30-4-70(a)(2)].**
- e. **Personnel Matter [30-4-70(a)(1)].**

*After returning to open session, Council may take action on matters discussed in Executive Session.*

**XIII. ADJOURN**



**REGULAR MEETING OF FLORENCE CITY COUNCIL  
MONDAY, OCTOBER 9, 2023 – 1:00 P.M.  
CITY CENTER – COUNCIL CHAMBERS  
324 WEST EVANS STREET  
FLORENCE, SOUTH CAROLINA**

**MEMBERS PRESENT**

Mayor Teresa Myers Ervin, Mayor Pro Tempore George Jebaily, Councilwoman Lethonia Barnes, Councilman Chaquez T. McCall, Councilman Bryan A. Braddock, Councilwoman LaShonda NeSmith-Jackson and Councilman J. Lawrence Smith, II

**ALSO PRESENT**

Mr. Randall S. Osterman, City Manager; Mr. Scotty Davis, Deputy City Manager; Mr. Benjamin T. Zeigler, City Attorney; Mrs. Casey Moore, Municipal Clerk; Mr. Clint Moore, Assistant City Manager of Development; Chief Allen Heidler, Florence Police Department; Chief Shannon Tanner, Florence Fire Department; Mr. Michael Hemingway, Director of Utility Planning and Economic Development; Mr. Jerry Dudley, Director of Utilities; Mrs. Jennifer Krawiec, Director of Human Resources; Mrs. Amanda Pope, Director of Marketing/Communications and Municipal Services; Mr. Adam Swindler, Director of Public Works and Mr. Kevin Rawlinson, Chief Financial Officer

**MEDIA PRESENT**

Mr. Christian Smith with the Florence Morning News, Mr. Seth Taylor with the Post and Courier, and Ms. Aundrea Gibbons with WBTW NewsChannel 13 were present for the meeting.

Notices of this regular meeting of City Council were provided to the media and individuals requesting a copy of the agenda informing them of the date, location and time of the meeting.

**CALL TO ORDER**

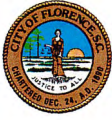
Mayor Ervin called the October 9, 2023 regular meeting of Florence City Council to order at 1:00 p.m.

**INVOCATION**

Mayor Ervin gave the invocation for the meeting. The pledge of allegiance to the American Flag followed the invocation.

**APPROVAL OF MINUTES**

Councilwoman Barnes made a motion to adopt the minutes of the September 11, 2023 Regular Meeting and Councilwoman NeSmith-Jackson seconded the motion. The minutes were unanimously adopted.



## APPEARANCES BEFORE COUNCIL

### Reverend Hemingway

Reverend Hemingway appeared before Council to present an award for the Pee Dee Youth Day event. Reverend Hemingway thanked the City for the Pee Dee Youth Day event and presented an award of appreciation to the City. The event was very successful and attracted many youth and adults. Mayor Ervin spoke of the success of the event and thanked the Pee Dee Youth Day initiative board for their service.

### Scott Garner

Mr. Scott Garner appeared before Council to speak on fentanyl awareness. He shared his story of his son's death due to fentanyl and how it has affected his family. He said over 200 people die a day from fentanyl, most due to accidental overdose, and it is noted as the deadliest drug this country has ever seen. Mr. Garner spoke of a plan he has to create an American Fentanyl Association born out of Florence to increase awareness of the dangers of fentanyl. He spoke of kicking off the campaign by biking from Florence to the Mexican border. Mr. Garner asked Council for their support on this endeavor.

Several Councilmembers expressed their condolences and spoke of their support on this endeavor. Councilwoman Barnes asked Mr. Garner to clarify what form of support he is asking for. Mr. Garner said forming a committee and having round table discussion on ways to make this a successful launch.

### Debra Runion

Ms. Debra Runion appeared before Council to speak on water fees. Ms. Runion said she attended the August meeting, at which time the proposed increases in water rates were five percent across City and County residents with the increasing percentages over the next several years. She said Council then voted to change the rates to decrease the City resident to four percent and increase the County resident to six percent. She said she thinks this is an unfair increase and the City resident does receive more services than the County. Ms. Runion then spoke in opposition of the round-up program, saying, once implemented, it is automatically included in your bill and you have to opt out of the program and it is another layer to generate funds. She also discussed Florence rates in comparison to surrounding towns. She spoke of several surrounding communities whose water rates were less than Florence. She then spoke of infrastructure money, saying all South Carolina counties received money from the state for water infrastructure. She spoke of the \$450,000,000 bond, saying \$20,000,000 of the first bond is to be used for water infrastructure to the new battery plant. In conclusion, she asked Council to reduce and revisit the fee structure for the City and County resident and vote no to the round-up program. Lastly, she spoke of the accountability of funds. She said there is a comprehensive annual financial report, but she was unable to find recent years on the City website and she said the reports should be available for everyone. Mayor Ervin clarified that the financial reports are on the City's website.

## ORDINANCES IN POSITION

### Bill No. 2023-32 – Second Reading

**An Ordinance to rename West Kansas Road and name an unnamed road, identified as Florence County Tax Map Number 90093-01-001.**

Councilwoman NeSmith-Jackson made a motion to adopt Bill No. 2023-32 on second reading and Pro tem Jebaily seconded the motion.



FLORENCE CITY COUNCIL  
REGULAR MEETING – OCTOBER 9, 2023

Council voted unanimously (7-0) in favor of the motion. Bill No. 2023-32 was adopted.

**Bill No. 2023-33 – Second Reading**

**An Ordinance to rezone 619 South Church Street, identified as Florence County Tax Map Number 90104-02-019, from AC to NC-6.3.**

Councilwoman NeSmith-Jackson made a motion to adopt Bill No. 2023-33 on second reading and Councilwoman Barnes seconded the motion.

Council voted unanimously (7-0) in favor of the motion. Bill No. 2023-33 was adopted.

**INTRODUCTION OF ORDINANCES**

**Bill No. 2023-34 – First Reading**

**An Ordinance to amend the budget for the City of Florence, South Carolina, for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.**

Mayor Ervin said staff has requested that this item be deferred. Without objection, Bill No. 2023-34 was deferred.

**Bill No. 2023-35 – First Reading**

**An Ordinance to name the pocket park next to 218 North Dargan Street, identified as a portion of Florence County Tax Map Number 90170-04-002.**

Pro tem Jebaily made a motion to pass Bill No. 2023-35 on first reading and Councilwoman Barnes seconded the motion.

Mr. Clint Moore, Assistant City Manager of Development, said the pocket park is located next to Thompson Barber College and Ideal Funeral Parlor and it is proposed to be named in honor of Reverend William L. Thompson. Reverend Thompson founded the first school for barbers in the Pee Dee area in 1989 and has been a longtime downtown business owner.

Planning Commission held a public hearing on this matter and voted to recommend that the pocket park be named in honor of Reverend William L. Thompson.

Mayor Ervin acknowledged the Thompson family and the family thanked Council and the City.

Council voted unanimously (7-0) in favor of the motion. Bill No. 2023-35 was passed on first reading.

**Bill No. 2023-36 – First Reading**

**An Ordinance to rezone a portion of 2000 Marsh Avenue, identified as Florence County Tax Map Number 90043-02-001, from CA to NC-15.**

Councilwoman Barnes made a motion to pass Bill No. 2023-36 on first reading and Councilwoman NeSmith-Jackson seconded the motion.

Mr. Moore reported this parcel is the current location of a church and their proposal is to subdivide the portion along Calvin Circle into five single-family lots. Planning Commission held a public hearing on this matter and voted unanimously to recommend the rezoning.



FLORENCE CITY COUNCIL  
REGULAR MEETING – OCTOBER 9, 2023

Council voted unanimously (7-0) in favor of the motion. Bill No. 20223-36 was passed on first reading.

**Bill No. 2023-37 – First Reading**

**An Ordinance to amend Chapter 12 of the City of Florence Code of Ordinances to provide for the creation and administration of a Round Up program that would apply to a utility customer's monthly bill.**

Councilman McCall made a motion to pass Bill No. 2023-37 on first reading and Councilwoman NeSmith-Jackson seconded the motion.

Mr. Kevin Rawlinson, Chief Financial Officer, reported the proposed Ordinance will allow customer's utility bills to be rounded up to the next whole dollar. The difference in the amount between the customer's actual utility bill and the next whole dollar will be used to assist customers of the City's utility system who are in need of assistance. The funds that are collected through the program will be sent to a third party not-for-profit to accept requests, make the determination if the applicant meets the criteria set forth, and pay the utility bill on behalf of the customer. Special consideration will be given to vulnerable households with elderly individuals aged 60 years or older, disabled individuals, children aged 5 and younger and those households with an income below the current income limit of 120% of the area median income. The program is opt-out and will be applied to all accounts unless the customer requests in writing to opt out of the program.

Councilman Braddock spoke in support of the program and said Council is trying to mitigate some of the cost factors to the most vulnerable population. Councilwoman NeSmith-Jackson, Councilman McCall, Councilman Smith and Pro tem Jebaily also spoke in support of the program. Councilman McCall said the program will take effect six months from now and the City will take the time to share this information and give people the opportunity to opt-out if they choose.

Mayor Ervin spoke of her support in the concept of the program, saying it is a good concept but she believes it should be about choice and it should be up to the customer to decide if they want to participate in the program instead of mandating them into the program.

Council voted 6-1 in favor of the motion, with Mayor Ervin voting against. Bill No. 2023-37 was passed on first reading.

**INTRODUCTION OF RESOLUTIONS**

**Resolution No. 2023-41**

**A Resolution authorizing staff to negotiate a grant agreement with the organizations in the amounts as shown in "Exhibit A" in compliance with the South Carolina Opioid Recovery Act.**

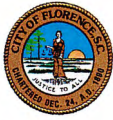
Mayor Ervin said this item may be discussed in Executive Session. There being no objection, this item will be discussed in Executive Session.

**Resolution No. 2023-43**

**A Resolution and Conditional Grant and Development Agreement to provide an incentive for the development of new housing as part of the ongoing Neighborhood Redevelopment Project.**

Mayor Ervin said this item may be discussed in Executive Session. There being no objection, this item will be discussed in Executive Session.





**Resolution No. 2023-44**

**A Resolution to authorize the transfer of \$500,000 from American Rescue Plan Act funds to the General Fund.**

Mayor Ervin made a motion to adopt Resolution No. 2023-44 and Councilwoman NeSmith-Jackson seconded the motion.

Mr. Randy Osterman, City Manager, reported this Resolution is a follow-up to a Resolution that was presented last month regarding the reallocation of \$1,000,000 from the American Rescue Plan Act funds. Last month, Council authorized the transfer of \$500,000 of the funds and the remainder of the funds was sent to the Finance, Audit and Budget Committee of City Council for recommendation. Councilman McCall provided Council with the recommendation and made a motion to amend the Resolution to allot \$200,000 for the purchase of four police vehicles, \$200,000 to go towards rehabilitation projects and \$100,000 to go towards weatherization projects. Councilman Braddock seconded the motion to amend. Council voted unanimously (7-0) in favor of the motion. Resolution No. 2023-44 was amended.

Councilman McCall said the decision is based off balancing the needs of the community and public safety and was requested by both the Finance, Audit and Budget Committee as well as the Community Development Committee. Councilman Braddock also spoke in favor of balancing the needs of the community and public safety. He spoke of the number of applications the City has received for home rehabilitation and weatherization. He said it is important to equip the Police Department with everything they need, but it is also important to clean up the communities to inspire hope and revitalization. Councilwoman Barnes, Councilwoman NeSmith-Jackson, and Councilman Smith also spoke in support of the amendment. Pro tem Jebaily spoke of the Council Committees, saying this is a great example of the Committees working together with staff to bring forth this recommendation that has been looked at comprehensively and he thanked Council for their dedication.

Council voted unanimously (7-0) in favor of the motion, as amended. Resolution No. 2023-44 was adopted, as amended.

**Resolution No. 2023-45**

**A Resolution of Recognition for the accomplishments of Oscar James.**

Councilwoman NeSmith-Jackson made a motion to adopt Resolution No. 2023-45 and Pro tem Jebaily seconded the motion.

Councilwoman Barnes presented the Resolution to Oscar James. Several Councilmembers spoke, thanking Mr. James for his investment and contributions to the revitalization of downtown.

Council voted unanimously (7-0) in favor of the motion. Resolution No. 2023-45 was adopted.

**Resolution No. 2023-46**

**A Resolution of Recognition for East Side Story.**

Councilwoman NeSmith-Jackson made a motion to adopt Resolution No. 2023-46 and Councilwoman Barnes seconded the motion.

Councilman Smith presented the Resolution to Ms. Sharmeen Sumter, Founder, and Mr. Joe Cummings, Co-Founder, of East Side Story.



FLORENCE CITY COUNCIL  
REGULAR MEETING – OCTOBER 9, 2023

Council voted unanimously (7-0) in favor of the motion. Resolution No. 2023-46 was adopted.

**REPORTS TO COUNCIL**

**Appointments to Boards and Commissions**

Mr. Davis presented the packet of appointments to Boards and Commissions to Council.

**Design Review Board**

Councilwoman NeSmith-Jackson deferred her nomination to the Board.

**Public Safety Citizen's Review Board**

Mayor Ervin deferred her nomination to the Board.

**Aesthetics Advisory Committee**

Councilwoman NeSmith-Jackson made a motion to appoint Maureen Finger to the Aesthetics Advisory Committee. Council voted unanimously (7-0) in favor of the motion. Maureen Finger was appointed to the Aesthetics Advisory Committee for a term to begin immediately and expire on June 30, 2024.

**Parks and Beautification Commission**

Mr. Walter Sallenger, Parks and Beautification Commission Chairman, and Mr. Barry Wingard, Veterans Park Committee Chairman, presented on behalf of the Parks and Beautification Commission and the Veterans Park Committee.

Mr. Sallenger reported the Recreation Services and Sports Tourism Department has seen tremendous growth in both a programming and facilities standpoint. Mr. Sallenger then addressed some of the recent achievements and advancements:

**Arbor Day:** Arbor Day will be celebrated on December 1, 2023 with a tree planting at the Florence Sports Complex. The City of Florence has been recognized by the Arbor Day Foundation as a Tree City USA for the 43<sup>rd</sup> consecutive year.

**Parks:** Most playground equipment at the parks has been replaced. Mr. Sallenger said they are hopeful all the funds come to fruition for the Levy Park project; however, they are asking that the funds already secured be used for the Levy Park area if not.

**Trails:** The extension of the rail trail to the Soccer Complex is moving forward thanks to the collaboration of the land donors.

**Programming:** Afterschool and teen programs continue to provide fun and engaging opportunities at the community centers. With funding from the \$15,000,000 funds, the City was able to build the Maple Park and the Iola Jones Community Centers. Continued funding will be necessary for the maintenance and upkeep of the community centers.



**FLORENCE CITY COUNCIL  
REGULAR MEETING – OCTOBER 9, 2023**

**Athletics:** Year to date, 2,781 athletes have competed in recreation sports. Four years ago, a scholarship program was created to assist families with registration expenses and 36 scholarships have been given this year.

**Sports Tourism:** The opening of the Florence Sports Complex has broadened the ability for the City to bring in tourism events. Last fiscal year, the City hosted 51 events, bringing in approximately 50,000 visitors with an estimated economic impact of \$9.5 million. The largest event to date has been added in 2025, in which the City will host the NJCAA Division I National Championship for men's tennis.

Mr. Sallegner turned the report over to Mr. Barry Wingard to provide a report on the Veterans Park.

**WWI Monument:** Recently, two trees were planted by the World War I monument from the World War I Belleau Wood battlefield in France.

**WWII Monument:** This monument was dedicated on November 11, 2022 and is being considered for some international awards. Five monuments in the park have already won six international awards.

**National Blue Star Museum Trail:** The Veterans Park has been added to the National Blue Star Museum Trail.

**9/11 Monument:** A 9/11 ceremony has been held annually at the Veterans Park. The City has been selected to receive a seedling from the "Survivor Tree" that continued to grow at the location of the twin towers. The intent is to plant this seedling in the vicinity of the 9/11 monument.

**Veterans Day Ceremony:** The Florence Veterans Day ceremony was one of two in South Carolina that were selected as Veterans Day Regional sites for 2023. The ceremony will be held Saturday, November 11<sup>th</sup> this year and a monument will be dedicated to the Army Air Corps and will depict a lone airman gazing skyward in search of the Noth Star, a beacon to safely return.

### **MAYORAL REPORT**

Mayor Ervin encouraged residents to visit the City's website and social media to stay up to date. Heroes Day was recognized on October 3, 2023 in remembrance of the officers involved in the shooting that occurred on October 3, 2018. Mayor Ervin mentioned some upcoming changes and updates to the Florence Center and she encouraged residents to visit the Athletic Hall of Fame located at the Florence Center. The 76 Gateway study is moving forward and the Irby Street Overlay District is still in committee review.

### **COMMITTEE REPORTS**

#### **Business Development Committee, Chaired by Pro tem Jebaily**

Pro tem Jebaily asked Mr. Moore to provide an update on the Third Penny road projects. Mr. Moore reported A scoring matrix was established to determine the order in which roads are resurfaced. 32 roadways have been resurfaced since the referendum passed. It is planned to resurface approximately 40 corridors over the next 12-16 months. City maintained roads account for approximately 37% of the roadways inside the City, with the majority of the roads being maintained by the State.

Pro tem Jebaily also reported that the location of the Urban Square project is the historical site of the Gamble Hotel. At the urging of the City Attorney, Ben Zeigler, an archeological survey was completed.



**FLORENCE CITY COUNCIL  
REGULAR MEETING – OCTOBER 9, 2023**

Mr. Zeigler said a team has been excavating the location over the past several weeks. The Gamble Hotel was built in the late 1850s and was the first major building built in Florence. It is also the site of a skirmish during the Civil War and it is likely where the first Council meetings were held.

**Community Development Committee, Chaired by Councilwoman Barnes**

Councilwoman Barnes reported many beautification, weatherization and demolition projects are underway. The Community Development Committee also asked that the Finance, Budget and Audit Committee look at increased street lighting, crime prevention resources, and funding for weatherization and rehab projects.

**Marketing and Public Relations Committee, Chaired by Councilwoman NeSmith-Jackson**

Councilwoman NeSmith-Jackson reported Citibot was awarded the contract for the City's communication tool. The expected launch date is late January-early February. CityU graduation will take place at the November Council meeting. Councilwoman NeSmith-Jackson also congratulated the Wilson High School Alumni on a successful Homecoming event.

**Finance, Audit and Budget Committee, Chaired by Councilman McCall**

Councilman McCall reported the Committee discussed the ARPA funds in which they considered City staff's as well as the Community Development Committee's recommendations. The Committee also finalized the round-up program and letters will be sent to all utility customers with information regarding the program.

**EXECUTIVE SESSION**

Mayor Ervin said Council will be entering into Executive Session for a discussion of matters related to a contractual matter, for a discussion of matters related to a proposed economic development project, and for a personnel matter.

Councilwoman Barnes made a motion to enter into Executive Session and Councilwoman NeSmith-Jackson seconded the motion. Council voted unanimously (7-0) to enter into Executive Session at 3:10 p.m.

Council resumed open session at 4:06 p.m. and took action on the following items:

**Resolution No. 2023-41**

**A Resolution authorizing staff to negotiate a grant agreement with the organizations in the amounts as shown in "Exhibit A" in compliance with the South Carolina Opioid Recovery Act.**

Councilman McCall recused himself from the vote due to a potential conflict of interest. The recusal statement is attached to and made part of these minutes.

Councilwoman NeSmith-Jackson made a motion to allot \$105,000 to Resurrection Restoration Center for the Homeless, \$172,000 to Tenacious Grace/Five Sparrows and \$55,860 to Circle Park. Councilman Braddock seconded the motion.

Council voted 6-0 in favor of the motion, with Councilman McCall having recused himself. Resolution No. 2023-41 was adopted.



**FLORENCE CITY COUNCIL  
REGULAR MEETING – OCTOBER 9, 2023**

**Resolution No. 2023-43**

**A Resolution and Conditional Grant and Development Agreement to provide an incentive for the development of new housing as part of the ongoing Neighborhood Redevelopment Project.**

Councilman Smith made a motion to adopt Resolution No. 2023-43 and Councilwoman NeSmith-Jackson seconded the motion.

Council voted unanimously (7-0) in favor of the motion. Resolution No. 2023-43 was adopted.

**Personnel Matter**

Mayor Ervin said a personnel matter was also discussed, but no action is needed.

**ADJOURN**

Without objection, the October 9, 2023 Regular meeting of City Council was adjourned at 4:08 p.m.

Dated this 13<sup>th</sup> day of November 2023.

\_\_\_\_\_  
Casey C. Moore, Municipal Clerk

\_\_\_\_\_  
Teresa Myers Ervin, Mayor

# RECUSAL STATEMENT

Member Name: Chaquez McCall

Meeting Date: 10, 9, 23

Agenda Item: Section Resolution Number: 2023-41

Topic: Opioid Funds

*The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37.) A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.*

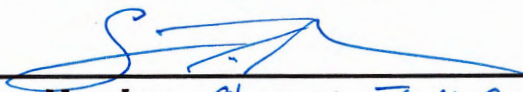
## Justification to Recuse:

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: wife is Board member of org. that has applied for funding.

Date: 10/09/2023

  
Member Chaquez T. McCall

Approved by Parliamentarian: 

**FLORENCE CITY COUNCIL MEETING**

**DATE:** October 9, 2023

**AGENDA ITEM:** Ordinance to Name a Public Park on a portion of a parcel on North Dargan Street, TMN 90170-04-002.

**DEPARTMENT/DIVISION:** Department of Planning, Research & Development

---

**I. ISSUE UNDER CONSIDERATION:**

A request to name the Dargan Street pocket park for Reverend William L. Thompson, said property being specifically designated in the Florence County Tax Records as a portion of Tax Map Parcel 90170-04-002. The request is being made by the family of Reverend Thompson.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

On September 12, 2023, the City of Florence Planning Commission held a public hearing on this matter and voted 6-0 to recommend that the Dargan Street pocket park be named in honor of Reverend William L. Thompson.

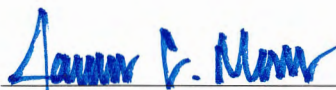
**III. POINTS TO CONSIDER:**

- (1) Reverend William Levi Thompson founded the first school for barbers in the Pee Dee area in 1989, the Thompson and Sons Barber College, at 218 North Dargan Street.
- (2) Pastor Thompson was recognized in 2015 as a long-term downtown business owner as well as for his contributions to the Florence community.
- (3) Pastor Thompson exhibited dedication and hard work towards the betterment of the Florence community and contributed to the success and revitalization of Downtown Florence.

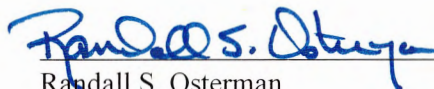
**IV. PERSONAL NOTES:**

**V. ATTACHMENTS:**

- A) Ordinance
- B) Location Map
- C) Resolution 2015-07
- D) Mayor's Letter



Clint Moore  
Assistant City Manager



Randall S. Osterman  
City Manager

ORDINANCE NO. 2023-\_\_\_\_\_

**AN ORDINANCE TO NAME THE DARGAN STREET POCKET PARK IN HONOR OF REVEREND WILLIAM L. THOMPSON, TAX MAP NUMBER 90170-04-002:**

**WHEREAS**, a Public Hearing was held in City Council Chambers on September 12, 2023 at 6:00 P.M. before the City of Florence Planning Commission and notice of said hearing was duly given;

**WHEREAS**, Pastor Thompson started the first school for barbers in the Pee Dee area, Thompson & Sons Barber College at 218 North Dargan Street in Downtown Florence;

**WHEREAS**, Pastor Thompson exhibited dedication and hard work towards the betterment of the Florence community and contributed to the success and revitalization of Downtown Florence;

**WHEREAS**, Florence City Council concurs 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 to identify the aforesaid property as The William L. Thompson Park;**
- 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 \_\_\_\_\_, 2023

Approved as to form:

\_\_\_\_\_  
**Benjamin T. Zeigler**  
City Attorney

\_\_\_\_\_  
**Teresa Myers Ervin**  
Mayor

Attest:

\_\_\_\_\_  
**Casey C. Moore**  
Municipal Clerk



## Location Map - Rev. William L. Thompson Park



### Legend

- Parcels
- Proposed Parcel



**DISCLAIMER:**  
 The City of Florence Department of Planning, Research, and Development data represented on this map 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.

10 20 0 40 Feet



Date: 01/25/2023



FULL LIFE. FULL FORWARD.  
**FLORENCE**  
SOUTH CAROLINA

CITY COUNCIL

TEL: (843) 665-3113

FAX: (843) 665-3110

July 25, 2023

Dear City of Florence Planning Commission:

Rev. William L Thompson was a well-known advocate for the Florence community. For many years, he devoted his time to serving others, as well as helping those wanting to better themselves. Whenever his name is mentioned, it is instantly recognized and met with a smile. Throughout his life, Rev. Thompson received recognition for many of his achievements. Please see the attached resolution which reflects how we, the City of Florence, value the legacy of service which Rev. Thompson has left to our community and city. As Mayor of the City of Florence, and on behalf of the Thompson family, we are requesting the Dargan Street pocket park be named "The Rev. William L Thompson Park". Rev. Thompson's dedicated service and contributions to the community shows just how deserving he is of this honor. The legacy he has left behind is one that will be cherished and admired for years to come.

Sincerely,

A handwritten signature in cursive script that reads "Teresa Myers Ervin".

Mayor Teresa Myers Ervin

City of Florence

RESOLUTION 2015 – 07

**A RESOLUTION FOR THE CITY OF FLORENCE TO RECOGNIZE  
REVEREND WILLIAM LEVI THOMPSON FOR HIS CONTRIBUTIONS TO DOWNTOWN AND  
THE FLORENCE COMMUNITY AS A LONG TERM DOWNTOWN BUSINESS OWNER,  
AND FOR OPENING THE FIRST SCHOOL FOR BARBERS IN THE PEE DEE AREA.**

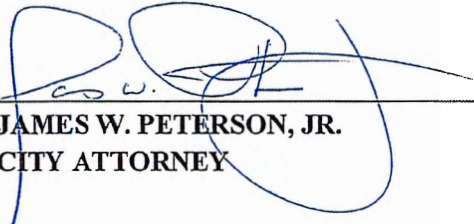
- WHEREAS,** in 1983, Pastor William Levi Thompson opened Thompson Barber Shop at 218 N. Dargan Street in Florence; and
- WHEREAS,** in 1989, Pastor William Levi Thompson started the first school for barbers in the Pee Dee area, Thompson & Sons Barber College at 218 N. Dargan Street in Florence; and,
- WHEREAS,** Pastor Thompson has served the community for 32 years as a downtown Florence business as Owner-Operator of Thompson Barber Shop, Thompson Master Hair Care, and Thompson & Sons Barber College at 218 N. Dargan Street in Florence; and,
- WHEREAS,** Pastor Thompson is a spiritual leader in the community serving as pastor of Mount Clair Missionary Baptist Church in Lake City for over forty years; and
- WHEREAS,** Pastor Thompson is also a civic-minded member of the Florence community with many affiliations including a member of Mill Branch Masonic Lodge #231 and the Pee Dee Consistory #197; and
- WHEREAS,** through hard work and dedication, and a sense of commitment to the betterment of the Florence community, Pastor Thompson continues making contributions today that attribute to the continued success of downtown.

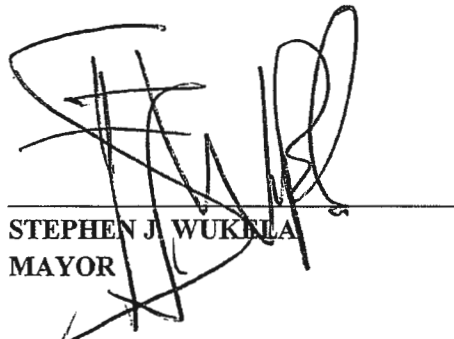
**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FLORENCE:**

The City of Florence recognizes Reverend William Levi Thompson for his success and his many contributions to downtown and the Florence Community as a long term downtown business owner, and for opening the first school for barbers in the Pee Dee area.


RESOLVED THIS 13<sup>TH</sup> day of April, 2015.

Approved as to form:

  
\_\_\_\_\_  
JAMES W. PETERSON, JR.  
CITY ATTORNEY

  
\_\_\_\_\_  
STEPHEN J. WUKELA  
MAYOR

ATTEST:

  
\_\_\_\_\_  
DIANNE M. ROWAN  
MUNICIPAL CLERK

FLORENCE CITY COUNCIL MEETING

**DATE:** October 9, 2023

**AGENDA ITEM:** Ordinance to Rezone from CA to NC-15 a portion of the parcel located at 2000 Marsh Avenue, TMN 90043-02-001.

**DEPARTMENT/DIVISION:** Department of Planning, Research & Development

---

**I. ISSUE UNDER CONSIDERATION:**

A request to rezone from CA to NC-15 a portion of the parcel located at 2000 Marsh Avenue, said property being specifically designated in the Florence County Tax Records as Tax Map Parcel 90043-02-001. The request is being made by John Calvin Presbyterian Church.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

- (1) On August 8, 2023, the City of Florence Planning Commission voted to defer this matter to enable the applicant to meet with neighbors to address their concerns with the rezoning.
- (2) On September 12, 2023, the City of Florence Planning Commission held a public hearing on this matter and voted 6-0 to recommend that the east side of the lot along Calvin Circle be rezoned from CA to NC-15.
- (3) On September 12, 2023, the City of Florence Planning Commission voted 6-0 to approve the sketch plan for 5 lots.

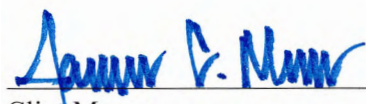
**III. POINTS TO CONSIDER:**

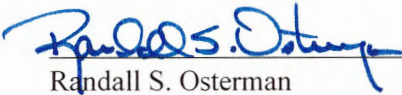
- (1) This request is being considered for first reading.
- (2) City water and sewer are available to the parcels.
- (3) The property is currently zoned CA, Campus.
- (4) The applicant requests the zoning designation of NC-15, Neighborhood Conservation-15 District. The NC-15 zoning designation allows detached single family residential uses only.
- (5) The property owners intend to sell the five lots for the development of five detached single family residences.

**IV. PERSONAL NOTES:**

**V. ATTACHMENTS:**

- A) Ordinance
- B) Location Map
- C) Zoning Map
- D) Future Land Use Map
- E) Sketch Plan

  
\_\_\_\_\_  
Clint Moore  
Assistant City Manager

  
\_\_\_\_\_  
Randall S. Osterman  
City Manager

ORDINANCE NO. 2023-\_\_\_\_\_

**AN ORDINANCE TO REZONE PROPERTY IDENTIFIED AS A PORTION OF 2000 MARSH AVENUE, TAX MAP NUMBER 90043-02-001 FROM CAMPUS ZONING DISTRICT TO NEIGHBORHOOD CONSERVATION-15 ZONING DISTRICT:**

**WHEREAS**, a Public Hearing was held in City Council Chambers on September 12, 2023 at 6:00 P.M. before the City of Florence Planning Commission and notice of said hearing was duly given;

**WHEREAS**, John Calvin Presbyterian Church made application to rezone from CA - Campus District to NC-15 - Neighborhood Conservation-15 District;

**WHEREAS**, Florence City Council concurs 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 for the aforesaid property to NC-15;
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 \_\_\_\_\_, 2023

Approved as to form:

\_\_\_\_\_  
Benjamin T. Zeigler  
City Attorney

\_\_\_\_\_  
Teresa Myers Ervin  
Mayor




Attest:

\_\_\_\_\_  
Casey C. Moore  
Municipal Clerk

## Location Map - 2000 Marsh Avenue

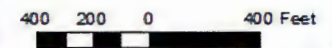


### Legend

-  Parcels
-  Proposed Parcel
-  Portion of Lot to be Rezoned to NC-15



**DISCLAIMER:**  
 The City of Florence Department of Planning, Research, and Development data represented on this map 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.



Date: 9/25/2023

## Zoning Map - 2000 Marsh Avenue



### Legend

- Parcels
- Zoning District**
- Residential Districts**
- PD
- Neighborhood Conservation Sub-Districts**
- NC-15
- NC-6.3
- Business and Commercial Districts**
- CA
- Proposed Parcel

Portion of Lot to be Rezoned to NC-15

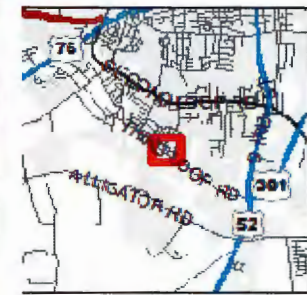
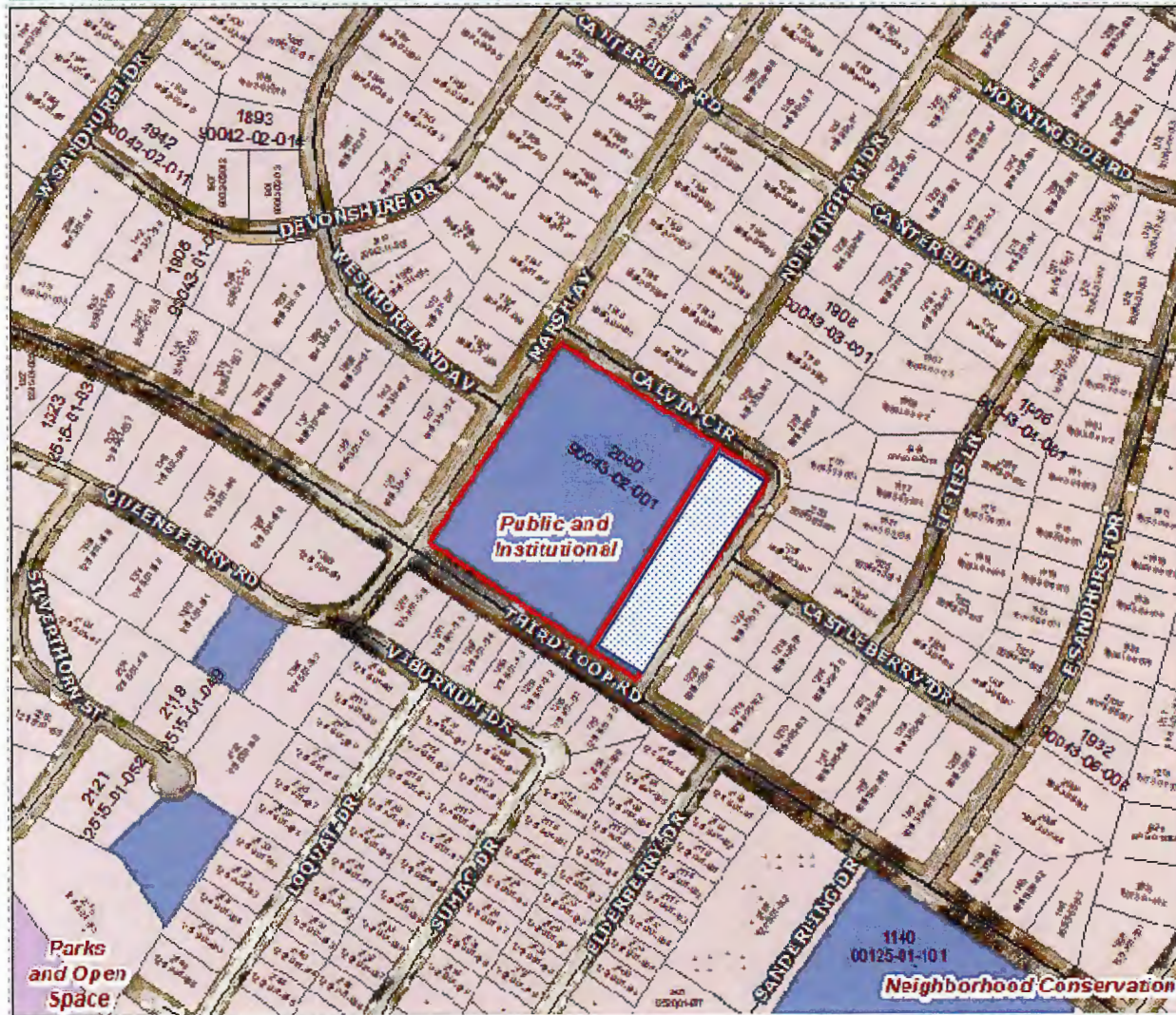
### DISCLAIMER:

The City of Florence Department of Planning, Research, and Development data presented on this map 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. Use without field verification is at the sole risk of the user.

-400 200 0 400 Feet

Date: 01/25/2023

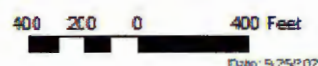
# Future Land Use Map - 2000 Marsh Avenue



## Legend

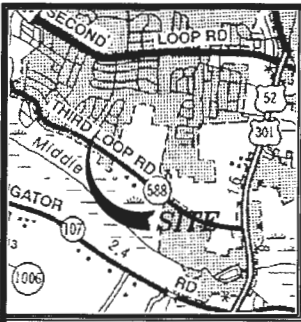
- Parcels
- Future Land Use 2010**
- Future Land Use**
- Neighborhood Conservation
- Parks and Open Space
- Public and Institutional
- Proposed Parcel
- Portion of Lot to be Rezoned to NC-15

**DISCLAIMER:**  
 The City of Florence Department of Planning, Research, and Development data represented on this map 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.



Date: 5/25/03



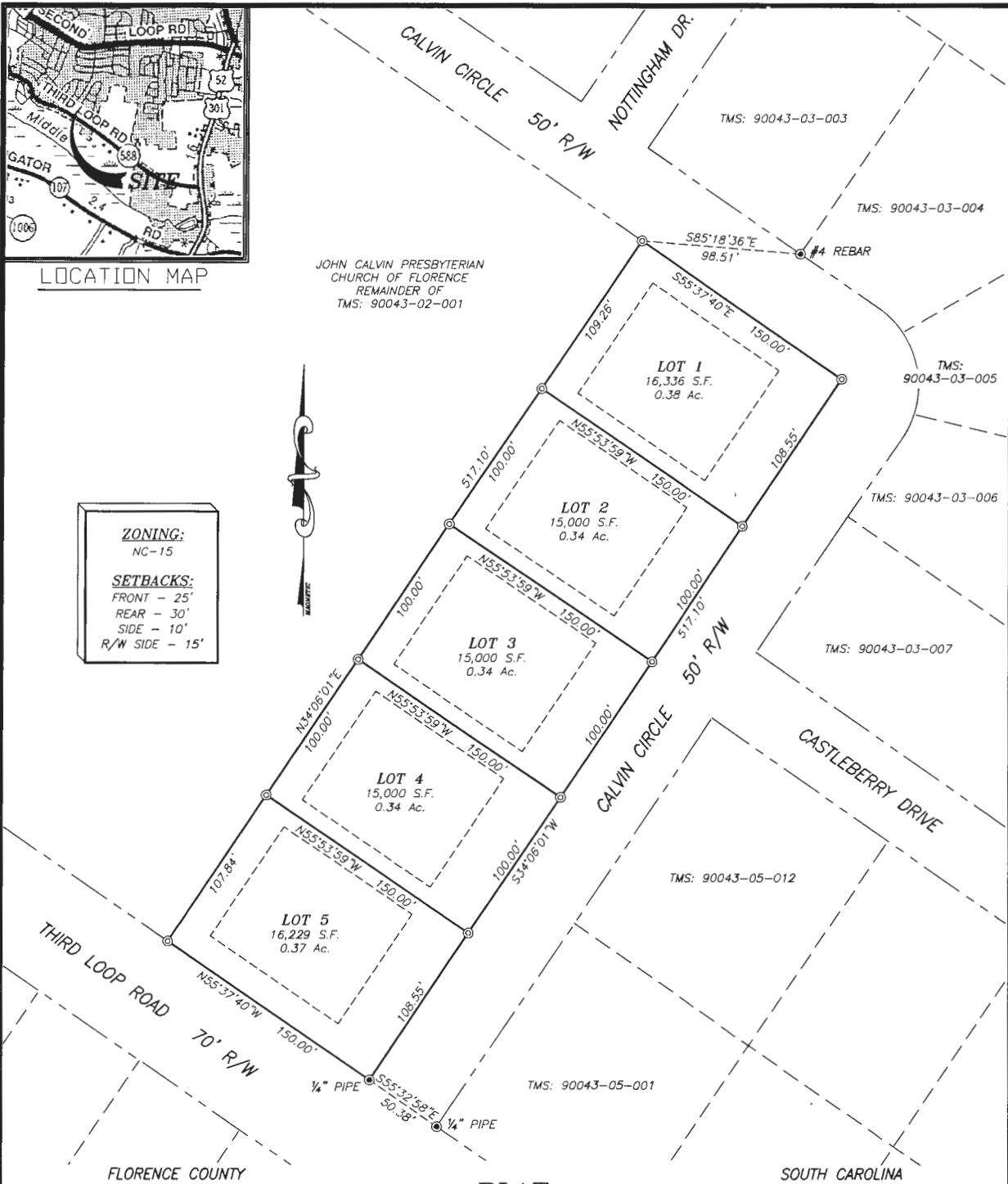


LOCATION MAP

JOHN CALVIN PRESBYTERIAN CHURCH OF FLORENCE  
REMAINDER OF  
TMS: 90043-02-001

**ZONING:**  
NC-15

**SETBACKS:**  
FRONT - 25'  
REAR - 30'  
SIDE - 10'  
R/W SIDE - 15'



**PLAT**

OF 5 LOTS LOCATED IN THE CITY OF FLORENCE, FLORENCE COUNTY, SOUTH CAROLINA BEING PORTIONS OF THAT PROPERTY DESIGNATED AS TAX PARCEL 90043-02-001. SURVEYED FOR:

**JOHN CALVIN PRESBYTERIAN CHURCH OF FLORENCE**

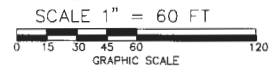
I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "B" SURVEY AS SPECIFIED THEREIN, ALSO THERE ARE NO ENCROACHMENTS, PROJECTIONS, OR SETBACKS AFFECTING THE PROPERTY OTHER THAN THOSE SHOWN. ALSO I HAVE CONSULTED THE FEDERAL INSURANCE ADMINISTRATION FLOOD HAZARD MAP 45041C0143E EFFECTIVE DATE 12/16/2014 AND FOUND THE SUBJECT PROPERTY TO NOT BE IN A FLOOD ZONE.  
NOTE: THIS PROPERTY IS SUBJECT OF ANY AND ALL RIGHTS-OF-WAY, EASEMENTS, COVENANTS AND RESTRICTIONS, RECORDED OR UNRECORDED, THAT MAY APPLY. UNLESS NOTED HEREON THIS MAP DOES NOT ADDRESS ENVIRONMENTAL CONCERNS OR SUBSURFACE INVESTIGATION.



**NESBITT SURVEYING CO., INC.**  
4340 ALLIGATOR ROAD  
U.S. HIGHWAY 76 & ALLIGATOR ROAD  
TIMMONSVILLE, S.C. 29161  
PHONE (843) 346-3302  
FAX (843)-346-5802



DATE: JULY 20, 2023  
JOB: 23268  
REF: N/A  
TMS: 90043-02-001  
DRAWN BY DON W LANIER



FILE#

email davidn@nesbittsurveying.com

DAVID A. NESBITT RLS NO 7623

FLORENCE CITY COUNCIL MEETING

**DATE:** October 9, 2023  
**AGENDA ITEM:** An ordinance for the creation and administration of a Round Up program  
**DEPARTMENT/DIVISION:** Finance

---

**I. ISSUE UNDER CONSIDERATION**

For City Council's consideration is an ordinance to amend Chapter 12 of the City of Florence Code of Ordinances to provide for the creation and administration of a Round Up program that would apply to a utility customer's monthly bill.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN**

No previous action has been taken on this ordinance.

**III. POINTS TO CONSIDER**

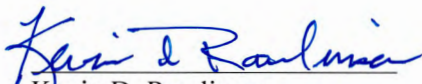
1. The objective of the proposed ordinance is to allow for new and existing customer's utility bills to be rounded up to the next whole dollar. The difference in the amount between the customer's actual utility bill and the next whole dollar would be used to assist customers of the City's Utility System, who are in need of assistance and meet the criteria set forth by Council in paying their City of Florence utility bill. Customers may "opt out" of the program at any time.
2. The funds that are collected through the program will be sent to a third party not-for-profit to accept requests, make the determination if the applicant meets the criteria set forth, and pay the utility bill on behalf of the customer.

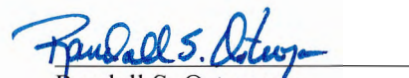
**IV. STAFF RECOMMENDATION**

Approve and adopt the proposed ordinance.

**V. ATTACHMENTS**

A copy of the proposed ordinance is attached.

  
Kevin D. Rawlinson  
Chief Financial Officer

  
Randall S. Osterman  
City Manager

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO CREATE AND PROVIDE FOR THE ADMINISTRATION OF A “ROUND UP PROGRAM” FOR WATER AND SEWER SERVICE CUSTOMERS BOTH INSIDE AND OUTSIDE OF THE CITY LIMITS OF FLORENCE, SOUTH CAROLINA; TO AUTHORIZE THE “COINS THAT ADD RELIEF AND ENABLE” (CARE) PROGRAM; TO AUTHORIZE THE CITY MANAGER, OR DESIGNEE, TO NEGOTIATE AN AGREEMENT BETWEEN CITY OF FLORENCE, SOUTH CAROLINA AND A THIRD PARTY NOT-FOR-PROFIT AGENCY TO PARTICIPATE IN THE PROVIDING FOR AND FOR THE ADMINISTRATION OF THE CARE PROGRAM; AND OTHER MATTERS RELATED THERETO.**

**WHEREAS**, the Council has determined that there exists within the City’s Water and Sewer System (the “**System**”) customers who, due to their economic condition, on occasion are unable to pay the monthly cost of water and sewer services; and

**WHEREAS**, the Council has determined that is may be detrimental to public health and economically disruptive for individuals to be without water and sewer service, and in order to provide relief to those who are occasionally unable to pay the monthly cost of water and sewer service, the Council wishes to create the “Coins that Add Relieve and Enable” (CARE) Program (the “**Program**”) in order to provide a means to permit those customers of the System who are willing to give a small amount on a monthly basis for such purposes by “rounding up” their monthly utility charges and to permit a not-for-profit corporation to administer a program to use the funds so raised and to provide assistance to individuals that are in need of such relief; and

**WHEREAS** the Council hereby finds that such a program will help alleviate the negative effects discussed above and will therefore benefit the health, safety, and general welfare of the customers of the System.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the City of Florence, South Carolina that the following sections or noted subsections of said sections of the City of Florence Code of Ordinances be revised and hereby amended to read as stated below. Existing subsections not specifically identified in the sections below shall remain unchanged as written.

**Section 1. Sec. 12.4.2 - The Coins that Add Relief and Enable (CARE) Program**

- (a) In order to fund the Coins that Add Relief and Enable (CARE) Program (the “**Program**”), the following sections apply:
  - (1) The total monthly bill for participating utility customers of the City in each customer classification located either inside or outside of the City, shall be determined by calculating the amount of each such customer’s bill based upon the Schedule of Rates, and other fees and/or charges applied (the “**Original Monthly Bill**”), as it may be amended from time to time, and then by rounding such amount up to the next whole dollar amount (the “**Rounded Monthly Bill**”). This provision shall apply to all existing and new customers of the System unless any such customer shall opt-out of this provision pursuant to subsection (2) of this Section.

## Roundup Ordinance (continued)

- (2) Any customer of the System may, at any time, opt out of the requirements of subsection (1) of this Section by providing written notification to the City's Utility Finance Division. Any customer that chooses to opt out in such a manner may thereafter choose to opt into the requirements of subsection (1) of this Section by providing written notification to the City's Utility Finance Division. Any customer who fails to opt out of the Program is considered to have consented to the customer's participation therein.
  - (3) The amount calculated as the difference between the amount of each customer's Original Monthly Bill and the Rounded Monthly Bill shall be transferred to a separate account within the Water and Sewer Enterprise Fund to be designated as the "CARE" account (the "**Program Account**"). Amounts accumulated in the Program Account are to be used solely for the purpose of aiding those customers of the System who are unable to pay the monthly cost of water and sewer service in the manner determined by the Council.
- (b) Each customer of the System shall be notified of the opt out provision of the Program, provided for in Section 1, by the means of a letter that is to be distributed to each existing customer in the monthly bill for water and sewer service preceding the first month that the provisions of Section 1 is effective. In addition, the flyer, or a flyer providing substantially the similar information, shall be provided to all new customers at such time as the customer requests service.
- (c) Administration of the Program
- (1) The Program is to be administered by a qualified third-party not-for-profit agency (the "Agency"). On a monthly basis, or at such time as the Chief Financial Officer, or designee, determines to be most efficient, funds held in the Program Account shall be transferred to the Agency. The Agency shall hold all such funds received from the City in a separate fund to be segregated from the general operating funds of the agency.
  - (2) The Agency shall at all times administer the Program in accordance with the CARE Program Guidelines (the "**Guidelines**"). In addition, the City shall enter into an agreement with the Agency for the ongoing administration of the Program. The City Manager, or designee, shall select and negotiate terms with the Agency.
- (d) Authorizations

The City Manager for the City, and other City staff, are hereby authorized to do all things necessary to implement the Program in accordance with the provisions of this Ordinance.

**Section 2.** 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.

**Roundup Ordinance (continued)**

This Ordinance shall become effective six months following its approval and adoption by the City Council of the City of Florence.

**ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

**Approved as to form:**

\_\_\_\_\_  
Benjamin T. Zeigler  
**City Attorney**

\_\_\_\_\_  
Teresa Myers Ervin  
**Mayor**

**Attest:**

\_\_\_\_\_  
Casey C. Moore  
**Municipal Clerk**

## **City of Florence** **Round Up “Coins that Add Relief and Enable” (CARE) Program** **Guidelines**

### **PURPOSE:**

The City of Florence’s CARE Program will be funded by voluntary contributions from the utility customers it serves. This program is designed to provide financial assistance to those utility customers in need of help. The extra money paid on a utility bill, which is really a donation, goes towards helping the less fortunate pay their water and sewer utility bill. The monies collected will be deposited into a separate account to be administered by a designated agency to oversee the program. Payments are made directly to vendor (Utility Finance Division) and credited to the applicant’s water utility account.

### **APPLICANT ASSISTANCE REQUIREMENTS:**

- **Maximum** assistance- up to **\$150.00** once each six-month period.
- Applicant must reside at the address stated on the utility bill; however, when the bill is in the name of a household member other than the applicant, the applicant must provide proof s/he resides at that address, relationship to applicant (if applicable) and approval to access that account. Husband and wife living in the same household do not need approval to access the account.
- Bills will not be accepted if person whose name appears on the bill has been deceased for longer than 12 months (except where the applicant is the spouse of the deceased), with proof required that the individual has been deceased less than 12 months; bill is in a minor child’s name; or bill is in non-household adult’s name.
- When the bill is in the name of the landlord, the landlord must provide a statement indicating that the applicant is permitted to access that account, to include making payment on the account. The file must include this documentation. Customer must provide a current Lease Agreement indicating the account is in the landlord’s name, but the bill is the responsibility of the tenant.
- May be used to pay service fees required for new service.
- Applicant must provide copy or original utility (water) bill; the bill must have been issued within the last 30-days to verify the account number. Bill must detail all past due and current charges.
- Assistance funds cannot be used to pay bills that are in cut-off/disconnection status within five (5) days of application date.
- Assistance funds may not be used to pay customer contributions that are voluntarily donated for round programs; those fees must be deducted from the customer’s utility bill and excluded from the assistance fund amount.
- Assistance overage from a payment shall remain as a credit balance on the utility account until exhausted. No cash out or refund benefits will be allowed for overage.

**SPECIAL CONSIDERATION WILL BE GIVEN TO THE FOLLOWING VULNERABLE HOUSEHOLDS:**

1. Residential account only
2. Elderly-Individuals aged 60 years or older.
3. Disabled-Individuals must provide proof of disability.
4. Children aged 5 and younger.
5. Those households with an income below the current income limit of 120% of the Area Median Income.

**HOW TO APPLY FOR ROUND UP ASSISTANCE:**

- Complete aid assistance application with the third party designated agency, which will be reviewed on a case-by-case basis.

FLORENCE CITY COUNCIL MEETING

**DATE:** October 9, 2023  
**AGENDA ITEM:** An ordinance amending the FY 2023-24 budget  
**DEPARTMENT/DIVISION:** Finance

---

**I. ISSUE UNDER CONSIDERATION**

For City Council consideration is an ordinance to amend the FY 2023-24 City of Florence Budget.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN**

No previous action has been taken on this ordinance.

**III. POINTS TO CONSIDER**

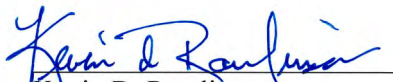
1. The objective of the proposed ordinance is to align budgeted amounts more closely with actual revenues and expenditures thereby eliminating or reducing significant variances between budgeted and actual amounts in both revenue and expenditure categories.
2. Funds are being re-appropriated from fiscal year 2022-23 to provide funding from Unappropriated Reserves for FY 2023-24 in the General Fund, the Water & Sewer Utilities Fund, the Hospitality Fund, the Water & Sewer Equipment Replacement Fund, Water & Sewer Construction Fund, and the Stormwater Equipment Replacement Fund to complete projects and purchases which were not finalized at the end of fiscal year 2022-23.

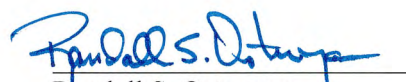
**IV. STAFF RECOMMENDATION**

Approve and adopt the proposed ordinance.

**V. ATTACHMENTS**

A copy of the proposed ordinance is attached.

  
Kevin D. Rawlinson  
Chief Financial Officer

  
Randall S. Osterman  
City Manager



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND THE BUDGET FOR THE CITY OF FLORENCE, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024**

**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, 2023, and ending June 30, 2024, is hereby amended as follows:

**Section 1.** That the category of revenues of the General Fund in said budget is hereby amended by the additional appropriations as follows:

100375-435010 From Unappropriated Reserve is increased in the amount of \$2,311,000 from Assigned Fund Balance to re-appropriate monies for the completion of projects and purchases which were not finalized at the end of FY 2022-23.

**Section 2.** That the category of expenditures of the General Fund in said budget is hereby amended by the additional appropriations as follows:

10041501-58006 Other Equipment (Finance) is funded in the amount of \$5,000 to pay for ½ of the cost for additional cubical space in the licensing/permitting office. There has been a delay in getting the cubical segments. This cost for this project is shared with the Building Department.

10042100-537000 Vehicle Equipment & Maintenance (Police) is increased in the amount of \$18,000 to repair damages to vehicles damaged in FY 2023 but the insurance funds were received in FY 2024.

10042200-537000 Vehicle Equipment & Maintenance (Fire) is increased \$14,400 to pay for major engine work on an aerial ladder apparatus that began but not completed by the end of FY 2022-23.

10042200-550280 Personal Protective Equipment (Fire) is increased in the amount of \$7,500 for PPE on order but the delivery was delayed and not received until FY 2024.

10042200-560020 Uniform & Clothing (Fire) is increased in the amount of \$5,500 to purchase uniforms that are on order, but the delivery was delayed and not received until FY 2024.

10042200-580060 Other Equipment (Fire) is funded in the amount of \$80,000 to purchase a self-contained breathing apparatus compressor which is currently on order and has not been received.

10043020-531000 Professional Services (Beautification & Facilities) is increased in the amount of \$27,000 to purchase equipment and services from ExecuTime Payroll/Munis Management, which is an ongoing project.

10043020-534000 Facility Maintenance (Beautification & Facilities) is funded in the amount of \$4,500 for repairs to the roof of the Soccer Complex's maintenance shed. This repair is required due to storm damage

## FY 2023-2024 Budget Amendment Ordinance (continued)

but has been delayed due to the lack of contractor interest. The project will be rebid in FY 2024.

- 10043020-580040 Auto Equipment (Beautification & Facilities) is funded in the amount of \$153,900 to purchase the replacement of four (4) pickup trucks (\$118,900) and the purchase of a new van (\$35,000). The original orders were cancelled by the dealer and the orders will need to be renewed in FY 2024.
- 10043020-580050 Facility Improvements (Beautification & Facilities) is increased in the amount of \$13,000 to provide for the refurbishment of gravel parking at the Rail Trail. Due to project delays this project has been pushed to FY 2024.
- 10043022-531000 Professional Services (Sanitation) is increased in the amount of \$6,500 for payments relating to ExecuTime, which is an ongoing project.
- 10043022-538900 Other Maintenance & Repairs (Sanitation) is increased in the amount of \$30,000 to provide funding for the repairs of a vehicle involved in an accident that occurred in FY 2023, but the repairs were not completed and billed until FY 2024.
- 10043022-580040 Auto Equipment (Sanitation) is increased in the amount of \$160,000 to provide for the replacement of four (4) vehicles which have been ordered but are delayed by the manufacturer.
- 10043022-580060 Other Equipment (Sanitation) is funded in the amount of \$23,300 to provide for the purchase of a recycling trailer (\$12,800) and the purchase of dumpsters (\$10,500). These items were rebid in FY 2024 because of difficulty finding a reliable vendor.
- 10043023-580050 Facility Improvements (Equipment Maintenance) is funded in the amount of \$38,000 to replace shop auto lift with a 4-post lift which was ordered in FY 2023 and not received or billed until FY 2024.
- 10043023-580060 Other Equipment (Equipment Maintenance) is funded in the amount of \$10,500 to replace the shop pressure washer, which was not purchased due to time constraints.
- 10043024-580010 Building & Fixed Equipment (Recreation) is funded in the amount of \$39,000 to provide for improvements to the Barnes Street facility. A portion of the project has been completed, but the remaining portion of the project is being bid and/or under construction.
- 10043025-560070 Marketing and Promotions (Athletic Programs) is increased in the amount of \$75,500 to provide for Florence Tennis Center McLeod Pro Event (\$8,000) funding for the tournament held in October, Sports Complex concert series (\$65,000) that was budgeted in FY 2023 with the final payment due following the concert in September (FY 2024), and LL district expenses

## FY 2023-2024 Budget Amendment Ordinance (continued)

- (\$2,500) to cover the final expenses for the tournament held in July 2023.
- 10043025-574030 Tournament Expenditures (Athletic Programs) is increased in the amount of \$7,000 to provide for youth sports tournament travel expenses. This money was left over from FY 2023 and will be used to fund travel needs more teams reaching state finals or out of state travel in FY 2024.
- 10043025-580010 Building & Fixed Equipment (Athletic Programs) is funded in the amount of \$10,000 to provide for the soccer cabin improvements. The Bruce & Lee Foundation has promised to donate the cabin to the City, but this has not occurred, and the renovations can not begin until the transfer is complete.
- 10043025-580020 Office Furniture (Athletic Programs) is funded in the amount of \$2,500 to purchase a new desk to be placed at the Soccer Complex. Before the desk is purchased, the space will require some reconfiguration that was not able to be done if FY 2023.
- 10043025-580050 Facility Improvements (Athletic Programs) is increased in the amount of \$885,500 to provide for spraying a stormwater pond (\$10,000) to cover the rolling contract to include the addition of 3 ponds at the sports complex, the turf maintenance program (\$33,500) to cover the contract costs to maintain the City's fields. Part of the increase is due to the loss of an employee who maintained some of the smaller venues, Gymnastics BARD HVAC unit, lobby tile (\$45,000) for a project that was put out for bid before the end of FY 2023, Tennis Center courts 5/6 reconstruction (\$52,000) for a project that has been completed and we are still awaiting on the final invoice, Tennis Center floor replacement (\$13,000) began received bid before the end of FY2023 with the work being done in FY 2024, remodeling the ball storage room (\$5,000) for construction not completed in FY2023, Refurbish gravel drive (\$10,000) was not completed due to time constraints, Sports Complex construction (\$240,000) for construction costs billed in FY 2024, constructing a maintenance building (\$12,000) for a project that began in FY 2023 and completed in FY 2024, and Florence Soccer Complex construction of 4 additional game fields (\$465,000) for ongoing construction.
- 10043025-580060 Other Equipment (Athletics) is increased in the amount of \$30,000 for the purpose of purchasing an additional mower for the Soccer Complex. The purchase has been delayed until the construction of the 4 additional game fields have been completed in FY 2024.
- 10046300-531000 Professional Services (Planning) is increased in the amount of \$167,500 for developing design guidelines (\$100,000) and to rewrite the City's sign ordinance (\$67,500). These projects were delayed awaiting the completion of the Comp Plan.

**FY 2023-2024 Budget Amendment Ordinance (continued)**

- 10046300-561010 Membership & Dues (Planning) is increased in the amount of \$1,200 to allow for increased membership costs for a conference registered for in FY 2023 and not billed until FY 2024.
- 10046300-561020 Conference & Training (Planning) is increased in the amount of \$1,200 for additional training for a conference registered for in FY 2023 and not billed until FY 2024.
- 10046400-580060 Other Equipment (Building) is increased in the amount of \$5,000 to pay for ½ of the cost for additional cubical space in the licensing/permitting office. There has been a delay in getting the cubical segments. The cost of this project is shared with the Finance Department.
- 10049300-594070 IT Hardware/Software Support (Non-Departmental) is increased in the amount of \$69,000 to provide funding for Munis, Execu-Time, and ClearGov licensing which are ongoing projects.
- 10049300-594101 Recreation Facilities (Non-Departmental) is funded in the amount of \$22,000 to provide for existing recreation facilities improvements and upgrades.
- 10049300-594103 High Hill Creek Bike/Run Park (Non-Departmental) is funded in the amount of \$10,000 to provide for the expansion of the High Hill Creek Bike/Run Park. This was a grant from Naturally Outdoors.
- 10049300-594165 Lawton Chase House (Non-Departmental) is funded in the amount of \$105,000 to provide for the final improvement/renovations to the former Florence Museum building.
- 10049300-594168 Children’s Museum (Non-Departmental) is funded in the amount of \$275,000 to provide for a children’s museum that was planned for last year and has been delayed.
- 10049300-598040 Downtown Promotions (Non-Departmental) is increased in the amount of \$8,500 to provide carry-over funding the purchase of a sleigh used as a Christmas decoration. The sleigh was out of stock when attempting to place the order.

**Section 3.** That the category of revenues of the Water and Sewer Enterprise Fund in said budget is hereby amended by the additional appropriations as follows:

- 200375-435010 From Unappropriated Reserve is funded in the amount of \$573,900 from unrestricted net assets.

**Section 4.** That the category of expenses of the Water and Sewer Enterprise Fund in said budget is hereby amended as follows:

**FY 2023-2024 Budget Amendment Ordinance (continued)**

- 20044040-531000 Professional Services (Engineering) is increased in the amount of \$10,500 to provide for surveying and platting the Wick Jackson property, which was help up due to a court case.
- 20044040-561020 Conference & Training (Engineering) is increased in the amount of \$4,500 to provide for additional training for a conference register in FY2023 but not billed until FY 2024.
- 20044041-534070 Building Maintenance (Wastewater Operations) is increased in the amount of \$70,000 to provide for a utility shed to store the vac truck. We are awaiting the final design for the shed.
- 20049300-594070 IT Hardware/Software Support (Non-Departmental) is increased in the amount of \$88,900 to provide for the Water and Sewer Enterprise Fund portion of IT hardware and software upgrades. This related to ExecuTime which is an ongoing project.
- 20049300-598084 2016 Special Obligation Bonds (Non-Departmental) is increase in the amount of \$400,000 to provide additional funding, if needed, to service the TIF debt.

**Section 5.** That the category of revenues of the Water and Sewer Equipment Replacement Fund in said budget is hereby amended by the additional appropriations as follows:

- 210375-435010 From Unappropriated Reserve is funded in the amount of \$1,110,000 from unrestricted net assets.

**Section 6.** That the category of expenses of the Water and Sewer Equipment Replacement Fund in said budget is hereby amended by the additional appropriations as follows:

- 21044041-580040 Auto Equipment (Wastewater Equipment Replacement) is increased in the amount of \$365,000 to provide funding for the replacement of utility truck #4815 (\$35,000), sweeper boom attachment #1733 (\$25,000), emergency generator (\$130,000), dump truck w/ radio #2071(\$135,000), and a full-size pickup truck (\$40,000). These items have been delayed due to supply chain issues.
- 21044041-580060 Other Equipment (Wastewater Equipment Replacement) is increased in the amount of \$250,000 to provide for the replacement of two (2) generators #2920 & #2919. The purchase has been delayed while the department is evaluating the potential for new technology (pump v. generator) and which option gives the City the best cost benefit.
- 21044042-580060 Other Equipment (Surface Water Equipment Replacement) is increased in the amount of \$325,000 for the computer operating system upgrade. The department is currently waiting on the engineering opinion regarding integrating with the planned future upgrades of the plant.

**FY 2023-2024 Budget Amendment Ordinance (continued)**

21044045-580040 Auto Equipment (Collection Operations Equipment Replacement) is increased in the amount of \$125,000 to provide for the replacement of a sewer rod truck #4517 which has been delayed by the manufacturer.

21044045-580060 Other Equipment (Collection Operations Equipment Replacement) is funded in the amount of \$45,000 to provide for the replacement of a trailer with sewer rod machine (\$15,000) and a trailer mounted air compressor (\$30,000) which have been delayed by the manufacturer.

**Section 7.** That the category of revenues of the Water and Sewer Construction Fund in said budget is hereby amended by the additional appropriations as follows:

220375-435010 From Unappropriated Reserve is funded in the amount of \$380,000 from unrestricted net assets.

**Section 8.** That the category of expenses of the Water and Sewer Construction Fund in said budget is hereby amended by the additional appropriations as follows:

22049900-586010 W0067 Hoffmeyer Rd. Sewer Ext. (Water and Sewer Construction Fund) is increased in the amount of \$100,000 to provide for and improve utility service.

22049900-586010 W0142 E. Howe Springs Rd. Water Line Replacement (Water and Sewer Construction Fund) is increased in the amount of \$136,000 to provide for and improve utility service.

22049900-586010 W0153 John Paul Jones Water Line (Water and Sewer Construction Fund) is funded in the amount of \$17,000 to provide for and improve utility service.

22049900-586010 W0161 S. Wallace Rd. Water Line Ext. (Water and Sewer Construction Fund) is increased in the amount of \$30,000 to provide for and improve utility service.

22049900-586010 WT012 Airport Elevated Water Tank Repair/Repaint (Water and Sewer Construction Fund) is funded in the amount of \$97,000 to provide for the preventive maintenance for one elevated water tank.

**Section 8.** That the category of revenues of the Stormwater Equipment Replacement Fund in said budget is hereby amended by the additional appropriations as follows:

310375-435010 From Unappropriated Reserve is funded in the amount of \$50,000 from unrestricted net assets.

**Section 9.** That the category of expenses of the Stormwater Equipment Replacement Fund in said budget is hereby amended by the additional appropriations as follows:

31044060-580040 Auto Equipment (Stormwater Operations Equipment Replacement) is increased in the amount of \$50,000 to provide

**FY 2023-2024 Budget Amendment Ordinance (continued)**

for the replacement of utility truck # 2620 which has been ordered but delayed by the manufacturer.

**Section 10.** That the category of revenues of the Hospitality Fund in said budget is hereby amended by the additional appropriations as follows:

400375-435010 From Unappropriated Reserve is funded in the amount of \$41,000 from fund balance.

**Section 11.** That the category of expenditures of the Hospitality Fund in said budget is hereby amended by the additional appropriations as follows:

40049900-594020 Contingency Fund (Hospitality Fund General Expenditures) is increased in the amount of \$20,000 for unexpected costs that may arise.

40049900-598020 Florence Museum (Hospitality Fund General Expenditures) is increased in the amount of \$8,000 to provide the escalation outlined in the MOU with Florence County.

40049900-598130 Florence Center (Hospitality Fund General Expenditures) is increased in the amount of \$13,000 to provide for additional costs for the Florence Center.

**Section 12.** 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 \_\_\_\_\_, 2023.**

**Approved as to form:**

\_\_\_\_\_  
Benjamin T. Zeigler  
**City Attorney**

\_\_\_\_\_  
Teresa Myers Ervin  
**Mayor**

**Attest:**

\_\_\_\_\_  
Casey C. Moore  
**Municipal Clerk**

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023

**AGENDA ITEM:** Ordinance

**DEPARTMENT/DIVISION:** City Council

---

**I. ISSUE UNDER CONSIDERATION:**

An Ordinance to amend Article II of Chapter 2 of the Code of Ordinances of the City of Florence to add provisions relating to Committees of City Council.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

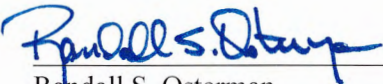
1. At the May 10, 2021 meeting of Florence City Council, Council voted to establish the Community Development Committee, the Business Development Committee, and the Marketing and Public Relations Committee of City Council.
2. At the February 14, 2022 meeting of Florence City Council, Council voted to establish the Finance, Audit and Budget Committee of City Council.

**III. POINTS TO CONSIDER:**

1. City Council recognizes that committees are a useful part of the structure of Council.
2. Council wishes to formalize existing committees of Council, provide for their powers and responsibilities, and to establish procedures by which the committees perform work on behalf of Council.

**IV. ATTACHMENTS:**

1. Ordinance

  
Randall S. Osterman  
City Manager



**ORDINANCE NO. 2023 - \_\_\_\_\_**

**AN ORDINANCE TO AMEND ARTICLE II OF CHAPTER 2 OF THE CODE OF ORDINANCES OF THE CITY OF FLORENCE TO ADD PROVISION RELATING TO COMMITTEES OF CITY COUNCIL.**

**WHEREAS**, exercising the powers granted to it by the laws of the state of South Carolina, the City Council (“Council”) of the City of Florence (the “City”) heretofore created committees for the purpose of order and efficiency and dealing with matters coming before Council; and

**WHEREAS**, Council recognizes that such committees are a useful part of the structure of Council; and

**WHEREAS**, Council wishes to formalize existing committees of Council, provide for their powers and responsibilities, and to establish procedures by which such committees perform work on behalf of Council;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Florence in meeting duly assembled that:

- a. There is added to Article II of Chapter 2 of the City Code Section 2-32 entitled “Standing Committees of Council,” such Section 2-32 being set forth on the attached Exhibit A.
- b. There is added to Article II of Chapter 2 of the City Code Section 2-33 entitled “Special and Ad Hoc Committees,” such Section 2-33 being set forth on the attached Exhibit B.
- c. There is added to Article II of Chapter 2 of the City Code Section 2-34 entitled “Committee Procedures,” such Section 2-34 being set forth on the attached Exhibit C.
- d. This Ordinance shall become effective upon its approval and adoption by the City Council of the City of Florence.

**ADOPTED** this \_\_ day of \_\_\_\_\_, 2023

Approved as to form:

\_\_\_\_\_  
BENJAMIN T. ZEIGLER  
CITY ATTORNEY

\_\_\_\_\_  
TERESA MYERS ERVIN  
MAYOR

ATTEST:

\_\_\_\_\_  
CASEY MOORE  
MUNICIPAL CLERK

## EXHIBIT A

### Sec. 2-32. – Standing Committees of Council.

(a) *Standing Committees.* The following committees shall be the Standing Committees of council:

- (1) Business Development Committee
- (2) Finance, Audit and Budget Committee
- (3) Marketing and Public Relations Committee
- (4) Community Development Committee

(b) *Responsibilities of Standing Committees.* Each of the Standing Committees of council will have the following responsibilities:

(1) The Business Development Committee shall be responsible for developing and recommending to city council policies, procedures, organizations, and ordinances for adoption that best suit the community for a healthy and diversified economy.

(2) The Finance, Audit, and Budget Committee shall be responsible for advising city council and the city manager on the selection of the independent auditor of the city; serving as an independent and objective party to monitor the city's financial and compliance reporting process and internal control system; reviewing and evaluating the annual audit reports prepared by the city's independent auditor; reviewing and providing recommendations on the city's annual budget as well as financial, investment, and budgetary reports, and financial policies and procedures; advising city council with respect to general investment strategies and monitoring the results of such strategies; and providing general insight and guidance to city council with respect to financial and economic issues impacting on the operation of city government.

(3) The Marketing and Public Relations Committee shall be responsible for evaluating and advising city council and the city manager on matters relating to city's public relations and public information programs policies and procedures; and working with the city manager to develop programs and events that generate interest in and foster a positive image of the city on the part of the general public and advising city council on such matters.

(4) The Community Development Committee shall be responsible for making recommendations to the city council on matters pertaining to land use and development policy, municipal planning and comprehensive development planning services, urban and neighborhood redevelopment services and programs related to such services.

(c) *Standing Committee Membership; Appointment.*

Each Standing Committee shall consist of three (3) members of city council appointed city council using the procedure set forth in section 2-40(2). The mayor of the city shall serve as a non-voting, ex officio member of each standing committee.

## EXHIBIT B

### **Sec. 2-33. – Special and Ad Hoc Committees.**

Further to the provisions of section 2-25 and in addition to the Standing Committees provided for in section 2-32, city council may in its discretion create any *ad hoc* or special committee to address any issue, event, or question as it may from time to time determine to warrant study by such special committee. The number of members of such ad hoc or special committee shall be determined by council in the establishing ordinance, and its members, which may include residents or representatives of other interests in the city in addition to members of city council, shall be appointed by city council using the procedure set forth in section 2-40(2). No committee of the city council or of the city other than committees consisting solely of the city staff may be established except as provided for in this section.

## EXHIBIT C

### Sec. 2-34. – Committee Procedures.

All standing, special, and ad hoc committees of city council shall be subject to the following procedures and limitations:

- (1) No committee may act on behalf of, bind, or obligate city council or the city. All matters considered by any committee are subject to the direction and approval of city council.
- (2) No committee may direct or require the city manager or any employee of the city to take any action without the prior approval of city council; provided, however, such limitation shall not apply to the scheduling and holding of meetings of such committee, the gathering of information for matters within such committee's scope of responsibility, and other matters relating to the operation of such committee.
- (3) All communications among committee members and communications between city staff and any committee must be copied to all members of city council, and all information received by a committee must be made available to all members of city council.
- (4) All committee meetings shall be open in compliance with the South Carolina Freedom of Information Act, and an agenda for each committee meeting, to include all materials provided to the members of such committee prior to such meeting, shall be distributed by electronic mail to all members of city council not later than seventy-two hours prior to such meeting. If any member of council objects by electronic mail to the city to any item included on a committee agenda not less than thirty-six hours prior to such meeting, such item shall be removed from such committee's agenda and placed on the agenda for city council's next regular meeting under committee reports or similar heading for commitment or referral to the committee in question by a majority vote of city council.
- (5) All committees shall utilize the same rules of procedures as prescribed for city council by section 2-24(a)(3) as such may be revised by city council from time to time.
- (6) All committees shall keep minutes and provide a copy in writing to city council for review at the next regular meeting of city council. Such minutes shall be filed with the municipal clerk as provided for in section 2-25.

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023  
**AGENDA ITEM:** An ordinance to update business license classifications  
**DEPARTMENT/DIVISION:** Finance

---

**I. ISSUE UNDER CONSIDERATION**

For City Council's consideration is an ordinance to update Appendix A and Appendix B of the City's current Business License Ordinance as required by section 6-1-400 to -420 of the South Carolina Code of Laws.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN**

No previous action has been taken on this ordinance.

**III. POINTS TO CONSIDER**

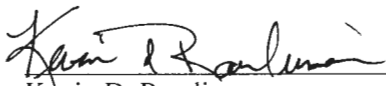
1. Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the "Standardization Act"), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes.
2. The Standardization Act requires that by December thirty-first of every odd year, each municipality levying a business license tax must adopt, by ordinance, the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina and adopted by the Director of the Revenue and Fiscal Affairs Office.
3. Failure to adopt the attached ordinance would result in the City in non-compliance with South Carolina law.

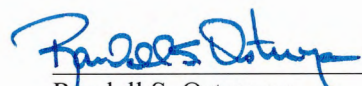
**IV. STAFF RECOMMENDATION**

Approve and adopt the proposed ordinance.

**V. ATTACHMENTS**

A copy of the proposed ordinance is attached.

  
Kevin D. Rawlinson  
Chief Financial Officer

  
Randall S. Osterman  
City Manager

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND THE BUSINESS LICENSE ORDINANCE OF THE CITY OF FLORENCE, SOUTH CAROLINA TO UPDATE THE CLASS SCHEDULE AS REQUIRED BY ACT 176 OF 2020.**

**WHEREAS**, the City of Florence (the "Municipality") is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

**WHEREAS**, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the "Standardization Act"), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes;

**WHEREAS**, the Standardization Act requires that by December thirty-first of every odd year, each municipality levying a business license tax must adopt, by ordinance, the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina (the "Association") and adopted by the Director of the Revenue and Fiscal Affairs Office;

**WHEREAS**, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 2021-04 on Mach 8, 2021, in order to comply with the requirements of the Standardization Act (the "Current Business License Ordinance");

**WHEREAS**, the City Council of the Municipality (the "Council") now wishes to amend the Current Business License Ordinance to adopt the latest Standardized Business License Class Schedule, as required by the Standardization Act, and to make other minor amendments as recommended by the Association;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Florence, South Carolina, as follows:

**SECTION 1** Appendix A to the Current Business License Ordinance, the "Business License Rate Schedule," is hereby amended as follows:

- (a) Class 8.3 is hereby amended by deleting the NAICS Codes and replacing them with NAICS 517111, 517112, 517122 – Telephone Companies.
- (b) Class 8.6 is hereby amended and restated in its entirety to read as follows: "**8.6 NAICS Code Varies – Billiard or Pool Tables**. A business that offers the use of billiard or pool tables shall be subject to business license taxation under its natural class for all gross income of the business excluding the gross income attributable to the billiard or pool tables. In addition, the billiard or pool tables shall require their own separate business licenses pursuant to SC Code § 12-21-2746 and shall be subject to a license tax of \$5.00 per table measuring less than 3½ feet wide and 7 feet long, and \$12.50 per table longer than that."
- (c) The NAICS codes corresponding to Classes 9.41 and 9.42 have been eliminated. Businesses that were previously classified into 9.41 or 9.42 shall be required to apply and pay for a business license in their natural class.

**Business License Update to Class Schedule (continued)**

**SECTION 2.** Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” is hereby amended as follows:

- (a) Classes 1 through 8 in Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” are hereby amended and restated as set forth on the attached Exhibit A.
- (b) Class 9 in Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” shall remain in full force and effect as set forth in the Current Business License Ordinance.
- (c) The NAICS codes corresponding to Classes 9.41 and 9.42 have been eliminated. Businesses that were previously classified into 9.41 or 9.42 shall be required to apply and pay for a business license in their natural class.

**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 February 1, 2024, following its approval and adoption by the City Council of the City of Florence.

**ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

**Approved as to form:**

\_\_\_\_\_  
Benjamin T. Zeigler  
**City Attorney**

\_\_\_\_\_  
Teresa Myers Ervin  
**Mayor**

**Attest:**

\_\_\_\_\_  
Casey C. Moore  
**Municipal Clerk**



**Business License Update to Class Schedule (continued)**

**Exhibit A: Amendment to Classes 1 – 8 in Appendix B of the  
Current Business License Ordinance**

**APPENDIX B  
Classes 1 – 8: Business License Class Schedule by NAICS Codes**

<b>NAICS Sector/Subsector</b>	<b>Industry Sector</b>	<b>Class</b>
<b>11</b>	Agriculture, forestry, hunting and fishing	1
<b>21</b>	Mining	2
<b>22</b>	Utilities	1
<b>31 - 33</b>	Manufacturing	3
<b>42</b>	Wholesale trade	1
<b>44 - 45</b>	Retail trade	1
<b>48 - 49</b>	Transportation and warehousing	1
<b>51</b>	Information	4
<b>52</b>	Finance and insurance	7
<b>53</b>	Real estate and rental and leasing	7
<b>54</b>	Professional, scientific, and technical services	5
<b>55</b>	Management of companies	7
<b>56</b>	Administrative and support and waste management and remediation services	3
<b>61</b>	Educational services	3
<b>62</b>	Health care and social assistance	4
<b>71</b>	Arts, entertainment, and recreation	3
<b>721</b>	Accommodation	1
<b>722</b>	Food services and drinking places	2
<b>81</b>	Other services	4
<b>Class 8</b>	<b>Subclasses</b>	
<b>23</b>	Construction	8.1
<b>482</b>	Rail Transportation	8.2
<b>517111</b>	Wired Telecommunications Carriers	8.3
<b>517112</b>	Wireless Telecommunications Carriers (except Satellite)	8.3
<b>517122</b>	Agents for Wireless Telecommunications Services	8.3
<b>5241</b>	Insurance Carriers	8.4
<b>5242</b>	Insurance Brokers for non-admitted Insurance Carriers	8.4
<b>713120</b>	Amusement Parks and Arcades	8.51
<b>713290</b>	Nonpayout Amusement Machines	8.52
<b>713990</b>	All Other Amusement and Recreational Industries ( pool tables)	8.6

*2023 Class Schedule is based on a three-year average (2017 - 2019) of IRS statistical data.*

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023  
**AGENDA ITEM:** An ordinance to update taxicab inspection dates  
**DEPARTMENT/DIVISION:** Finance

---

**I. ISSUE UNDER CONSIDERATION**

For City Council's consideration is an ordinance to update Section 20-22(a) to align the date of taxicab inspections with business license renewals.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN**

No previous action has been taken on this ordinance.

**III. POINTS TO CONSIDER**

1. Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the "Standardization Act"), one component of which is that business licenses will expire on April 30<sup>th</sup> of each year, and the new license will be effective on May 1st of each year.
2. Taxicabs are required to be inspected semiannually in conjunction with the business license renewal. To conform to the renewal date established by the Standardization Act Section 20-22 of the City's Code of ordinance needs to be updated for inspections to be conducted in April and October of each year.

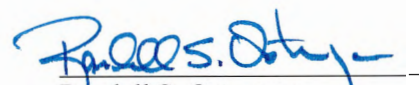
**IV. STAFF RECOMMENDATION**

Approve and adopt the proposed ordinance.

**V. ATTACHMENTS**

A copy of the proposed ordinance is attached.

  
Kevin D. Rawlinson  
Chief Financial Officer

  
Randall S. Osterman  
City Manager

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND SECTION 20-22(a) OF THE CITY OF FLORENCE, SOUTH CAROLINA CODE OF ORDINANCES TO CHANGE THE MONTHS IN WHICH TAXICABS WILL BE REQUIRED TO BE INSPECTED.**

**WHEREAS**, the City of Florence (the “Municipality”) is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

**WHEREAS**, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the “Standardization Act”), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes;

**WHEREAS**, the Standardization Act requires that business licenses expire on April 30<sup>th</sup> of each year and must be renewed before May 1<sup>st</sup> of each year;

**WHEREAS**, Section 20-22 of the City of Florence Code of Ordinances require taxicabs to be inspected before their business license renewal and again in six months;

**WHEREAS**, the dates for taxicab inspections as defined in Section 20-22(a) of the Code of Ordinances were not updated when the City’s current business license ordinance was adopted to comply with the Standardization Act;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Florence, South Carolina, as follows:

**Section 1** Section 20-22 be updated as follows:

- (a) All taxicabs licensed under this chapter shall be subject to inspection as to mechanical condition, cleanliness, and general appearance by approved representatives of the police department. Inspections shall be conducted semiannually in April and October of each year. For new applicants, taxicabs must be inspected at the time of application, regardless of the application date, with subsequent inspections made semiannually as required above.
- (b) Failure to provide the license division with a current, completed, and signed vehicle inspection form obtained from the police department in April and October of each year will result in a thirty-day suspension of taxicab privileges during which time such taxicab shall remain parked. The license will be revoked if such vehicle inspection form is not provided before expiration of the suspension period.

**Section 2** 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.

**Business License Update to Class Schedule (continued)**

This Ordinance shall become effective February 1, 2024, following its approval and adoption by the City Council of the City of Florence.

**ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

**Approved as to form:**

\_\_\_\_\_  
Benjamin T. Zeigler  
**City Attorney**

\_\_\_\_\_  
Teresa Myers Ervin  
**Mayor**

**Attest:**

\_\_\_\_\_  
Casey C. Moore  
**Municipal Clerk**

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023

**AGENDA ITEM:** Ordinance to Annex and Zone CG 700 South Parker Drive, TMN 90004-01-018

**DEPARTMENT/DIVISION:** Department of Planning, Research & Development

---

**I. ISSUE UNDER CONSIDERATION:**

Request to annex property located at 700 South Parker Drive, Tax Map Number 90004-01-018, into the City of Florence and zone it CG, Commercial General. The request is being made by the property owner.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

On October 10, 2023, Planning Commission held a public hearing on this matter, and voted unanimously, 5-0, to recommend the zoning request of CG, Commercial General.

**III. POINTS TO CONSIDER:**

- (1) City water service is currently available.
- (2) City sewer service is not available to the property.
- (3) The property currently receives sewer service by a lift station that is owned and operated by a private party.
- (4) City of Florence engineering staff has reviewed the feasibility of extending sewer to the parcel, and due to the lack of access, distance, and economic viability, the city is unable to serve the property.
- (5) The property owner has signed an agreement and release regarding responsibility for the sewer service.
- (6) City staff concurs with Planning Commission's recommendation to zone the property CG Commercial General.

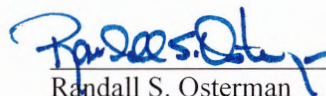
**IV. PERSONAL NOTES:**

**V. ATTACHMENTS:**

- (1) Ordinance
- (2) Location Map
- (3) Annexation Petition
- (4) Sewer Release Form



Clint Moore  
Assistant City Manager



Randall S. Osterman  
City Manager

ORDINANCE NO. 2023 - \_\_\_\_\_

**AN ORDINANCE TO ANNEX AND ZONE CG 700 SOUTH PARKER DRIVE, TMN 90004-01-018.**

**WHEREAS,** a Public Hearing was held in the Council Chambers on October 10, 2023 at 6:00 P.M. before the City of Florence Planning Commission, and notice of said hearing was duly given;

**WHEREAS,** application by Kip Hinson, owner of TMN 90004-01-018, was presented requesting an amendment to the City of Florence Zoning Atlas that the aforesaid property be incorporated into 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 given the zoning district classification of CG:

**The property requesting annexation is shown more specifically on Florence County Tax Map 90004, block 01, parcel 018 (0.842818 acre).**

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

**WHEREAS,** Florence City Council concurs 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 annexing into the City Limits of the City of Florence the aforesaid property and amending the Zoning Atlas to the aforesaid zoning classification.**
- 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 \_\_\_\_\_, 2023

Approved as to form:

\_\_\_\_\_  
Benjamin T. Zeigler  
City Attorney

\_\_\_\_\_  
Teresa Myers Ervin,  
Mayor

Attest:




\_\_\_\_\_  
Casey C. Moore  
Municipal Clerk

# PC 2023-31

## Location Map - 700 South Parker Drive



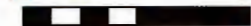
### Legend

-  City Limits
-  Parcels
-  Proposed Parcel



**DISCLAIMER:**  
The City of Florence Department of Planning, Research, and Development data represented on this map 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.

60 30 0 60 Feet



Date: 9/6/2023







Planning, Research, and Development  
324 W. Evans Street  
Florence, SC 29501  
phone 843.665.2047  
fax 843.292.4911

**Petitioner's Sewer Extension Release Form**

I, the undersigned petitioner, understand that sewer service is not available to the property at 700 S. Parker Dr., identified by Florence County Tax Map Number 90004-01-018, and that the City of Florence will not provide sewer service to the property as a consequence of this annexation. I understand that I will be solely responsible for the provision, operation, and maintenance of a private system to serve any development on the property, to include future subdivision of the parcel(s). I agree that the City will not be obligated to extend sewer service to this parcel at any time in the future.

Date: 28 Sept 23

Petitioner: *Will K...*

Date: \_\_\_\_\_

Petitioner: \_\_\_\_\_

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023  
**AGENDA ITEM:** Resolution  
**DEPARTMENT/DIVISION:** Recreation

---

**I. ISSUE UNDER CONSIDERATION:**

A Resolution to proclaim Friday, December 1, 2023 as Arbor Day in the City of Florence.

**II. PREVIOUS ACTION:**

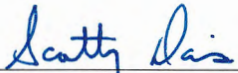
The City of Florence began its Tree City USA program in 1980 and the Growth Award program in 2005. City Council has previously designated the first Friday in the month of December each year as Arbor Day in the City of Florence.

**III. POINTS TO CONSIDER:**

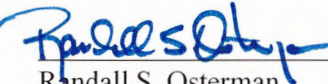
1. In order for the City to be eligible for the Tree City USA award, the National Arbor Day Foundation requires that the City sponsor an Arbor Day celebration.
2. The Tree City USA<sup>®</sup> program, sponsored by the Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters, provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs in thousands of cities.
3. The City of Florence has been recognized by the national Arbor Day Foundation as a Tree City USA for 43 consecutive years.

**IV. ATTACHMENTS:**

1. Proposed Resolution



\_\_\_\_\_  
Scotty Davis  
Deputy City Manager



\_\_\_\_\_  
Randall S. Osterman  
City Manager

(STATE OF SOUTH CAROLINA)  
( )  
(CITY OF FLORENCE)

**RESOLUTION NO. 2023-47**

**A Resolution proclaiming Friday, December 1, 2023 as Arbor Day in the City of Florence.**

- WHEREAS,** in 1872 the first Arbor Day was observed with the planting of more than a million trees in Nebraska; and
- WHEREAS,** Arbor Day is now observed through the nation and the world; and
- WHEREAS,** trees can reduce erosion, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and
- WHEREAS,** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and
- WHEREAS,** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and
- WHEREAS,** trees are a source of joy and spiritual renewal; and
- WHEREAS,** Florence has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree planting ways.

**NOW, THEREFORE, BE IT RESOLVED,** that the City Council of the City of Florence, South Carolina, hereby declares December 1, 2023 as

**ARBOR DAY**

in the City of Florence, and all citizens are urged to support efforts to care for our trees and woodlands and to support our City's community forestry program.

**AND IT IS SO RESOLVED,** this 13<sup>th</sup> day of November 2023.

**APPROVED AS TO FORM:**

---

**BENJAMIN T. ZEIGLER**  
CITY ATTORNEY

---

**TERESA MYERS ERVIN**  
MAYOR

**ATTEST:**

---

**CASEY C. MOORE**  
MUNICIPAL CLERK

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023  
**AGENDA ITEM:** Resolution  
**DEPARTMENT/DIVISION:** City Council

---

**I. ISSUE UNDER CONSIDERATION:**

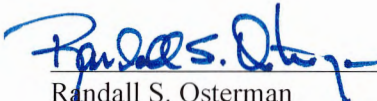
A Resolution honoring the contributions of Top Hat Special-Teas to the efforts to revitalize Downtown Florence.

**II. POINTS TO CONSIDER:**

1. The investment by Top Hat Special-Teas in Florence is playing a role in the continued development of Florence's Downtown Business District.
2. Upon recommendation from the Greater Florence Chamber of Commerce, Florence City Council recognizes businesses that have made contributions to the development of downtown.

**III. ATTACHMENTS:**

1. Proposed Resolution

  
\_\_\_\_\_  
Randall S. Osterman  
City Manager

(STATE OF SOUTH CAROLINA)  
( )  
(CITY OF FLORENCE)

**RESOLUTION NO. 2023-48**

**A RESOLUTION TO HONOR THE CONTRIBUTIONS OF TOP HAT SPECIAL-TEAS TO THE EFFORTS TO REVITALIZE DOWNTOWN FLORENCE.**

**WHEREAS,** the owners of Top Hat Special-Teas have established a unique dining establishment in Downtown Florence and are small business owners and pillars of the community who are active in numerous civic organizations; and

**WHEREAS,** the investment by Top Hat Special-Teas is welcomed and is playing a role in the continued development of Florence’s Downtown Business District, and

**WHEREAS,** the owners are contributors to the community’s growth through their community service, unique themed establishment, and exemplary customer service; and

**WHEREAS,** the Greater Florence Chamber of Commerce has requested that the City recognize the business efforts of Top Hat Special-Teas and its contributions to our community.

**NOW, THEREFORE, BE IT RESOLVED:**

**THAT,** upon the petition of the Greater Florence Chamber of Commerce and in recognition of Top Hat Special-Teas’ contributions to the continued efforts to revitalize downtown Florence, the City Council of the City of Florence hereby declares the months of October through December, the Top Hat Special-Teas quarter.

**AND IT IS SO RESOLVED,** this 13<sup>th</sup> day of November, 2023.

\_\_\_\_\_  
TERESA MYERS ERVIN, MAYOR

\_\_\_\_\_  
GEORGE D. JEBAILY, MAYOR PRO TEM

\_\_\_\_\_  
LASHONDA NESMITH-JACKSON, DISTRICT 1

\_\_\_\_\_  
J. LAWRENCE SMITH, II, DISTRICT 2

\_\_\_\_\_  
BRYAN A. BRADDOCK, DISTRICT 3

ATTEST:

\_\_\_\_\_  
LETHONIA BARNES, AT-LARGE

\_\_\_\_\_  
CASEY C. MOORE, MUNICIPAL CLERK

\_\_\_\_\_  
CHAQUEZ T. MCCALL, AT-LARGE

APPROVED AS TO FORM:

\_\_\_\_\_  
BENJAMIN T. ZEIGLER  
CITY ATTORNEY

IX. a.  
Appts. to Boards  
And Commissions

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023  
**AGENDA ITEM:** Report to Council  
**DEPARTMENT/DIVISION:** City Council

---

**I. ISSUE UNDER CONSIDERATION:**

Council will consider nominations for City Boards and/or Commissions.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN:**

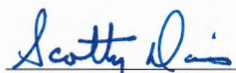
1. There are three (3) Boards or Commissions that have either a vacancy and/or expired term.

**III. POINTS TO CONSIDER:**

1. Each member of a City of Florence Board or Commission shall be either a resident of the city, a representative of a business or other organization located or operating within the city, or a non-resident having professional qualifications which are required for a position, and, in the council's opinion, there are no acceptable and qualified residents to fill the vacancy.
2. Members of the boards and commissions shall be appointed in consideration of their professional expertise, knowledge of the community, and concern for the future welfare of the total community and its citizens.

**IV. ATTACHMENTS:**

1. Spreadsheet of Council Nominations to Boards and Commissions.
2. Nomination Packet.



Scotty Davis  
Deputy City Manager



Randall S. Osterman  
City Manager

**SCHEDULE OF COUNCIL NOMINATIONS TO BOARDS AND COMMISSIONS - NOVEMBER 2023**

	District 1	District 2	District 3	At-Large 1	At-Large 2	At-Large-3	Mayor
	Jackson	Smith	Braddock	Jebaily	Barnes	McCall	Ervin
<b>City of Florence Design Review Board</b>	X						
<b>Public Safety Citizen's Review Board</b>							X
<b>Planning Commission</b>		X					

## DESIGN REVIEW BOARD

### **I. NOMINATIONS:**

There is one (1) expired term on the Design Review Board.

### **II. APPOINTMENT REQUIREMENTS:**

- Each member shall be either a resident of the city, a representative of a business or other organization located or operating within the city, or a non-resident having professional qualifications which are required for a position, and, in the council's opinion, there are no acceptable and qualified residents to fill the vacancy.
  
- Applicable membership requirements:
  - Commercial general contractor licensed by the State of South Carolina

### **III. COUNCILMEMBER(S) TO MAKE NOMINATION:**

- Councilwoman NeSmith-Jackson

### **IV. SEEKING REAPPOINTMENT:**

- Kyle Gunter – Commercial General Contractor

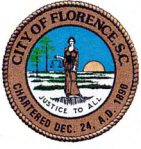
### **V. NEW APPLICANT(S):**

There are currently no qualified applicants on file

### **VI. ATTACHMENTS:**

- Letters of interest from current board members





FULL LIFE. FULL FORWARD.  
**FLORENCE**  
SOUTH CAROLINA

OFFICE OF THE CITY MANAGER

TEL: (843) 665-3113

FAX: (843) 665-3110

May 12, 2023

Mr. Kyle Gunter  
3301 Tennyson Drive  
Florence, SC 29501

Dear Mr. Gunter,

Our records indicate that your term on the City of Florence Design Review Board will expire on June 30, 2023. City Council will begin reviewing the vacancies on the Boards and Commissions at their July meeting.

If you wish to be considered for reappointment to the Design Review Board or if you would like to discontinue serving, please indicate your choice by marking the appropriate blank below. Please sign and return this letter to our office **no later than June 26, 2023**.

The City of Florence appreciates your past service on this Board. If you have any questions regarding this appointment, please feel free to contact me.

Sincerely,

Randall S. Osterman  
City Manager

I would like to be considered for reappointment to the Design Review Board.

I do not want to be considered for reappointment to the Design Review Board.

Signature

## PUBLIC SAFETY CITIZEN'S REVIEW BOARD

### **I. NOMINATIONS:**

There is one (1) vacancy\* on the Public Safety Citizen's Review Board.

\* Marion McDowell has indicated that he would not like to be considered for reappointment.

### **II. APPOINTMENT REQUIREMENTS:**

- Must be a city resident
- At least 21 years of age

### **III. COUNCILMEMBER(S) TO MAKE NOMINATION:**

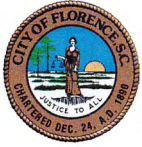
- Mayor Ervin

### **IV. NEW APPLICANT(S):**

- Meyah Turner

### **V. ATTACHMENTS**

- Letters of interest from current serving members
- Applications received



FULL LIFE. FULL FORWARD.  
**FLORENCE**  
SOUTH CAROLINA

OFFICE OF THE CITY MANAGER

TEL: (843) 665-3113

FAX: (843) 665-3110

May 12, 2023

Mr. Marion McDowell  
1120 N. Elmgrove Av.  
Florence, SC 29506

Dear Mr. McDowell,

Our records indicate that your term on the City of Florence Public Safety Citizen's Review Board will expire on June 30, 2023. City Council will begin reviewing the vacancies on the Boards and Commissions at their July meeting.

If you wish to be considered for reappointment to the Public Safety Citizen's Review Board or if you would like to discontinue serving, please indicate your choice by marking the appropriate blank below. Please sign and return this letter to our office **no later than June 26, 2023**.

The City of Florence appreciates your past service on this Board. If you have any questions regarding this appointment, please feel free to contact me.

Sincerely,

Randall S. Osterman  
City Manager

I would like to be considered for reappointment to the Public Safety Citizen's Review Board.

I do not want to be considered for reappointment to the Public Safety Citizen's Review Board.

Signature

# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**  
Public Safety Citizen's Review Board

**Council District**   **County**  
District 1   Florence

**Your Name**  
Turner, Meyah Monae

**Email Address**  
meyah.turner@yahoo.com

**Residential Address**  
1173-G Waxwing Dr., Florence, South Carolina  
29505

**Mailing Address**  
P. O. Box 528, Kingstree, South Carolina 29556

**Your Occupation - Title**  
Unemployed

**Business Phone**

**Residence Phone**  
(843) 496-8131

**Employer Name**

**Employer Address**

**City**

**State**  
South Carolina

## General Qualifications

**Are you a resident of the City?**  
Yes

**If so, how Long?**  
10

**Why would you like to serve?**  
I would like to serve to help bring positive, beneficial changes to the residents of the city of 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?**   **Yes/No**  
No

**If so, list the position and date:**   **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 is to dedicate much time and effort toward bringing positive changes to the City of Florence through acts of service and leadership, as well as advocacy. I desire to be a prominent voice for change and contribute to maintaining a safe environment while protecting the wellbeing of all residents of the City of Florence.

## CITY OF FLORENCE PLANNING COMMISSION

### **I. NOMINATIONS:**

There is one (1) vacancy\* on Planning Commission.

\*Vanessa Murray has resigned from her position on the Commission. The unexpired term of Ms. Murray will expire on June 30, 2024.

### **II. APPOINTMENT REQUIREMENTS**

Each member shall be either a resident of the city, a representative of a business or other organization located or operating within the city, or a non-resident having professional qualifications which are required for a position, and, in the council's opinion, there are no acceptable and qualified residents to fill the vacancy.

### **III. COUNCILMEMBER(S) TO MAKE NOMINATION:**

- Councilman Smith

### **IV. APPLICANT(S):**

- Michael Abbott
- Deona Adams
- Eric Douglas
- Merrette Dowdell
- Angela Foster
- Tabitha Hanna
- Wesley Snow

### **V. ATTACHMENTS:**

- Letter of resignation
- Applications received

## Casey Moore

---

**From:** Casey Moore  
**Sent:** Wednesday, November 1, 2023 11:18 AM  
**To:** Casey Moore  
**Subject:** RE: Vanessa Murray Resignation letter

**From:** Vanessa Murray-Weldon <[scentitoff@hotmail.com](mailto:scentitoff@hotmail.com)>  
**Sent:** Saturday, October 28, 2023 10:08 PM  
**To:** Alane Zlotnicki <[azlotnicki@cityofflorence.com](mailto:azlotnicki@cityofflorence.com)>  
**Subject:** RE: Resignation letter

**CAUTION: This email originated from outside the City of Florence. Maintain caution when opening external links/attachments.**

**CAUTION: This email originated from outside the City of Florence. Maintain caution when opening external links/attachments.**

I Vanessa Murray official withdraw as Planning Commissioner for the City of Florence. Thanks for the opportunity.

Sent from [Mail](#) for Windows

**From:** [Alane Zlotnicki](#)  
**Sent:** Thursday, October 26, 2023 8:44 AM  
**To:** [Vanessa Murray](#)  
**Subject:** Resignation letter

Good morning,

I hope you're doing well. Can you please shoot me an email officially withdrawing from the BZA as soon as possible? We need something in writing from you.

Thank you,

**Alane Zlotnicki, AICP**  
Senior Planner  
City of Florence, SC  
843.665.2047 Ext. 1101



# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**  
City of Florence Planning Commission

**Council District** District 1  
**County** Florence

**Your Name**  
Abbott, Michael, Charles

**Email Address**  
cabbott@carolinabank.net

**Residential Address**  
2304 Windsor Forest Drive, Florence, South Carolina 29501

**Mailing Address**  
2304 Windsor Forest Drive, Florence, South Carolina 29501

**Your Occupation - Title**  
Vice President - Business Development Officer

**Business Phone**  
**Residence Phone** (843) 992-7469

**Employer Name** Carolina Bank  
**Employer Address** 185 W. Evans Street

**City** Florence  
**State** South Carolina

## General Qualifications

**Are you a resident of the City?**  
Yes

**If so, how Long?**  
5

**Why would you like to serve?**  
I grew up in Florence and I am now raising my family here, so I would like to do my part in helping make sure Florence continues to prosper and grow for generations to come. I believe our growth and prosperity will come by adhering to the planning program to make sure that all projects presented are in the best interest of our constituents.

**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?** Yes/No  
No

**If so, list the position and date:** **Are you involved in any Community Activities?**  
Yes

**If so, please list:**  
Central UMC Council Member; Rotarian; McLeod Health Foundation; Lighthouse Ministries Good Neighbor Club

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

My goal is to quickly get up to speed on the innerworkings of the Planning Commission by learning from the existing staff and members so that I can have a positive impact on our continuous efforts of making the City of Florence a great place to live and work. I grew up here and moved away after high school and college. I decided to come back here to start my family because I love this city and everything it has to offer. I want to do whatever I can to make sure my children and our future generations feel the same way when they grow up and are deciding where they want to live and work.

**I certify that the information above is true and correct.**

**Today's Date**

7/6/2023

A handwritten signature in black ink, appearing to be 'M. Jones', written over a horizontal line.

**Information on this form will be considered public.**

**Today's Date**

7/6/2023

A handwritten signature in black ink, appearing to be 'M. Jones', written over a horizontal line.



# City of Florence Boards and Commissions Application

Form Status

Notes:

Board or Commission for which you are applying:

City of Florence Planning Commission

Council District County

District 1

Florence

Your Name

Deona

Email Address

deona@adams-coop.com

✓ Residential Address

2230 Oakwood Lane Unit A, Florence, South Carolina 29501

Mailing Address

2230 Oakwood Lane Unit A, Florence, South Carolina 29501

Your Occupation - Title

Realtor

Business Phone

(843) 230-0302

Residence Phone

(843) 230-0302

Employer Name

Carolina Coast and Country, LLC

Employer Address

817-C Second Loop Rd

City

Florence

State

South Carolina

## General Qualifications

Are you a resident of the City?

Yes

If so, how Long?

5

Why would you like to serve?

I would like to serve the community by bringing a fresh perspective to the development of the community.

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

No

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

No

Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? Yes/No

No

If so, list the position and date: Are you involved in any Community Activities? If so, please list:

No

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

I would like to positively impact the discussion by inserting a new perspective and bringing in ideas from the community. I aim to promote a future Florence that is socially and economically better for the citizens of this area.

# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**  
City of Florence Planning Commission

**Council District** District 1  
**County** Florence

**Your Name**  
Eric Douglas

**Email Address**  
equeteam5@aol.com

**Residential Address**  
✓ 3448 Ross Morgan Dr, Florence, South Carolina  
29501

**Mailing Address**  
3448 Ross Morgan Dr, Florence, South Carolina  
29501

**Your Occupation - Title**  
Area Manager

**Business Phone**  
(843) 676-2600

**Residence Phone**  
(919) 800-7606

**Employer Name**  
Harbor Freight Tools  
Distribution

**Employer Address**  
224 Harbor Freight Rd

**City**  
Dillon

**State**  
South Carolina

## General Qualifications

**Are you a resident of the City?**  
Yes

**If so, how Long?**  
4

**Why would you like to serve?**  
I lived here for most of my adolescent years and moved back here 4 years ago. I have been on planning teams throughout my years in Corporate America and would like to contribute to my hometown growth.

**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?** **Yes/No**  
No

**If so, list the position and date:** **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 is to contribute and give positive input to the board as we continue to make Florence a top destination in SC. The number one objective for me would be to see our growth with companies, residents, and tourism grow year over year for the foreseeable future. Being a part of the City University Program has really help me move in this direction.

# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**  
City of Florence Planning Commission

**Council District**   **County**  
District 1   Florence

**Your Name**  
Merrette Lane Dowdell

**Email Address**  
dowdellm@musc.edu

**Residential Address**  
✓ 700 Greenway Drive, Florence, South Carolina  
29501

**Mailing Address**  
700 Greenway Drive, Florence, South Carolina  
29501

**Your Occupation - Title**  
MUSC Health Pee Dee Division External Affairs and  
Strategic Engagement

**Business Phone**   **Residence Phone**  
   (843) 992-8539

**Employer Name**   **Employer Address**  
MUSC Health   805 Pamplico Highway

**City**   **State**  
Florence   South Carolina

## General Qualifications

**Are you a resident of the City?**  
Yes

**If so, how Long?**  
6

**Why would you like to serve?**  
I grew up in Florence and returned after starting a family of my own. I believe Florence is a wonderful place to live due to its affordability, ecological diversity, access to larger cities, and workforce opportunities. I would like to be part a support structure that creates a viable economy for new employers, industry leaders, healthcare, and attractable entertainment. I do not believe in progress over perfection but I believe having invested community members serving on boards, like the planning commission, then together we can strike a balance that supports Florence's legacy of hospitality and growth.

**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? Yes/No**  
No

**If so, list the position and date: Are you involved in any Community Activities?**  
Yes

**If so, please list:**  
a. Boys and Girls Club Board Member (2023)  
b. Deacon at First Presbyterian Church (2022)  
c. Florence Wine and Food Planning Committee (2021-2022)

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

My goal is to support sustainable practices that inevitably advance growth in accordance to the strategic plan of the City of Florence. My objective would be to review policies and aid in planning that promotes better quality of life that accurately depicts the demographics and health needs of our residents.

**I certify that the information above is true and correct.**

**Todays Date**  
7/10/2023

**Information on this form will be considered public.**

**Todays Date**  
7/10/2023

# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**

City of Florence Planning Commission

**Council District County**

District 1

Florence

**Your Name**

Angela Foster

**Email Address**

Queenangie642@gmail.com

**Residential Address**

✓ 3217 Strada Angelo, Florence, South Carolina  
29501

**Mailing Address**

3217 Strada Angelo, Florenxe, South Carolina  
29501

**Your Occupation - Title**

Fiscal Technician

**Business Phone**

(843) 868-2176

**Residence Phone**

(843) 496-5153

**Employer Name**

Department of Health &  
Human Service

**Employer Address**

2701 Alex Lee Blvd

**City**

Florence

**State**

South Carolina

## General Qualifications

**Are you a resident of the City?**

Yes

**If so, how Long?**

**Why would you like to serve?**

I want to be involved in my community to  
serve and make my community a better  
place

**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? Yes/No**

No

**If so, list the position and date: 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 goals are to become more involved with Florence County. I love to serve and make things better for people. I Wouk's love to see more from my county. I want to be involved in the decisions of my community

# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**  
City of Florence Planning Commission

**Council District**   **County**  
District 1   Florence

**Your Name**  
Tabitha Hanna

**Email Address**  
hannaflr@aol.com

✓ **Residential Address**  
964 Veranda Way, Florence, SC 29501, Florence,  
South Carolina 29501

**Mailing Address**  
964 Veranda Way, Florence, SC 29501, Florence,  
South Carolina 29501

**Your Occupation - Title**  
Planning and Zoning Director Clarendon County  
Planning Commission

**Business Phone**   **Residence Phone**  
   (843) 250-7047

**Employer Name**  
Clarendon County

**Employer Address**  
411 Sunset Dr

**City**  
Manning

**State**  
South Carolina

## General Qualifications

**Are you a resident of the City?**  
Yes

**If so, how Long?**  
18

**Why would you like to serve?**  
I would like to have the opportunity to  
incorporate my knowledge and skills in  
serving the citizens of the City of Florence

**Do you presently serve on any Commissions/ Boards of the City/  
County/ State?**  
No

**If so, please list:**  
Clarendon County

**Have you formerly served on any Commissions/ Boards of the  
City/ County/ State?**  
No

**If so, please list:**

**Are you currently in a position of responsibility with an organization or board  
that has received or is seeking funding from the City of Florence?**   **Yes/No**  
No

**If so, list the position and date:**

**Are you involved in any Community  
Activities?**  
No

**If so, please list:**

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

I would like to have the opportunity to have a voice in decision-making, apply my knowledge, skills and abilities in serving the community,

# City of Florence Boards and Commissions Application

Form Status

Notes:

**Board or Commission for which you are applying:**

City of Florence Planning Commission

**Council District County**

District 3

Florence

**Your Name**

Wesley Snow

**Email Address**

Swsnow@peedeelawyers.com

**Residential Address**

861 Park Ave., Florence, South Carolina 29501

**Mailing Address**

861 Park Ave., Florence, South Carolina 29501

**Your Occupation - Title**

Attorney

**Business Phone**

(843) 669-6481

**Residence Phone**

(843) 229-1104

**Employer Name**

Snow & Bailey Law Firm,

PA

**Employer Address**

900 W. Evans St.

**City**

Florence

**State**

South Carolina

## General Qualifications

**Are you a resident of the City?**

Yes

**If so, how Long?**

34

**Why would you like to serve?**

I want to serve by assisting with the planning for the physical, social, and economic growth, development, and redevelopment of my community.

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

No

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

No

**Are you currently in a position of responsibility with an organization or board that has received or is seeking funding from the City of Florence? Yes/No**

No

**If so, list the position and date:**

**Are you involved in any Community Activities?**

**If so, please list:**

No

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

I want to lend insight as a lifelong Florentine and city resident. Promoting the growth and development of Florence.

FLORENCE CITY COUNCIL MEETING

**DATE:** November 13, 2023  
**AGENDA ITEM:** Accommodations Tax  
**DEPARTMENT/DIVISION:** Finance

---

**I. ISSUE UNDER CONSIDERATION**

Appropriation of Accommodations Tax funds for FY 2023-24.

**II. CURRENT STATUS/PREVIOUS ACTION TAKEN**

No previous action has been taken by City Council for FY 2023-24 Accommodations Tax funding requests.

**III. POINTS TO CONSIDER**

The recommendations of the Accommodations Tax Advisory Committee are attached.

**III. POINTS TO CONSIDER**

- A. Approve the recommendation of the Advisory Committee.
- B. Adjust appropriations.

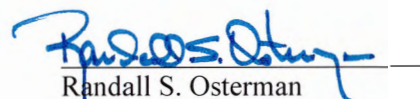
**IV. STAFF RECOMMENDATION**

Accept the recommendation of the Accommodations Tax Advisory Committee.

**V. ATTACHMENTS**

A memo and related information from Accommodations Tax Advisory Committee is attached for City Council review.

  
Kevin D. Rawlinson  
Chief Financial Officer

  
Randall S. Osterman  
City Manager



**CITY OF FLORENCE, SC  
ACCOMMODATIONS TAX REQUESTS, RECOMMENDATIONS AND APPROPRIATIONS REPORT  
FISCAL YEAR 2023-24**

ORGANIZATION	Appropriated 2022-23	Requested 2023-24	Committee Recommended <sup>1</sup>	Appropriated 2022-23
<b>A. 30% Funds for Tourism Promotion</b>				
1. Florence Convention & Visitors Bureau	<u>\$300,000</u>	<u>\$385,000</u>	<u>\$385,000</u>	
<b>B. 65% Funds</b>				
1. Florence Regional Arts Alliance & Pee Dee Arts	\$16,600	\$18,000	\$14,300	
2. The Masterworks Choir, Inc.	\$0	\$0		
3. Florence Little Theatre	\$0	\$20,000	\$13,800	
4. Florence Symphony Orchestra	\$8,400	\$10,000	\$8,400	
5. Arts International Festival	\$0	\$25,000	\$19,300	
6. Sankofa Festival	\$7,400	\$10,000	\$6,500	
7. SC Dance Theatre	\$0	\$0		
8. Lucky Shamrock Festival	\$0	\$1,000		
9. Kickin' Chicken Wing and Chili Cookoff	\$4,300	\$10,000	\$8,500	
10. Florence Museum	\$42,200	\$75,000	\$70,000	
11. Carolina Classic Basketball Tournament - Boys & C	\$13,500	\$25,000	\$15,200	
12. Freedom Florence, FTC, Soccer Complex & Gym	\$62,200	\$70,000	\$89,200	
13. Florence Convention & Visitors Bureau	\$242,000	\$300,000	\$303,900	
14. Florence Tennis Association	\$19,200	\$20,000	\$27,200	
15. South Carolina Pecan Festival	\$27,000	\$45,000	\$34,300	
16. Florence Center	\$148,700	\$175,000	\$177,300	
17. Florence International Basketball Tournament	\$24,400	\$35,000	\$22,000	
18. Car Haulers Parade	\$8,600	\$0		
19. Florence Area Sports Council	\$23,600	\$25,000	\$27,200	
20. Pee Dee Tourism Commission	\$19,200	\$20,000	\$20,200	
21. SC Senior Sports Classic	\$4,100	\$0		
22. Hwy 52 Frontage Road Beautification	\$43,600	\$67,000	\$40,800	

**CITY OF FLORENCE, SC  
ACCOMMODATIONS TAX REQUESTS, RECOMMENDATIONS AND APPROPRIATIONS REPORT  
FISCAL YEAR 2023-24**

ORGANIZATION	Appropriated 2022-23	Requested 2023-24	Committee Recommended <sup>1</sup>	Appropriated 2022-23
23. Wilson High Alumni Assn Homecoming Event	\$66,600	\$125,000	\$68,300	
24. Eastern South Carolina Mustang Club	\$4,800	\$5,000	\$4,700	
25. Florence County Parks & Recreation	\$13,600	\$20,000	\$25,200	
26. Nickelson Media	\$0	\$27,000	\$3,300	
25. PDRTA - Shuttle Bus	\$0	\$125,000		
<b>Total - 65% Funds</b>	<b><u>\$800,000</u></b>	<b><u>\$1,253,000</u></b>	<b><u>\$999,600</u></b>	<b><u>\$0</u></b>

**Note 1:** Including carryover funds from FY 2022-23 it is anticipated that the amount available for distribution to the requesting agencies of "65% funds" will be approximately \$999,567.43. The "30% funds" for tourism promotion is estimated to be approximately \$385,000.

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