

**CITY OF TRAVELERS REST
COUNCIL MEETING AGENDA
CITY HALL Thursday May 21, 2020 – 6:00 P.M.**

The City has implemented changes to our Public Meetings due to COVID-19. We invite the public to join us by THE means listed below and we will stream on Facebook Live.

Join the Zoom Meeting by smart phone, tablet or computer by following this weblink:

<https://us02web.zoom.us/j/84273185538> Meeting ID: 842 7318 5538 pass 232704

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. Mayor Amidon

B. INVOCATION

1. Councilmember Criss

C. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

1. Regular Council Meeting-April 16, 2020
2. Approval Minutes Miscellaneous Matters Section K

D. PUBLIC HEARING

None

E. CITIZEN PARTICIPATION

(speakers limited to 5 minutes)

F. ORDINANCES FOR SECOND READING

1. Consider motion to adopt before Council to Renew the Duke Energy Franchise Agreement Ordinance O-06-20

(Councilmember Byers)

G. COMMITTEE REPORTS

1. Public Works Committee-Chair Byers
 - a. Public Works monthly report
2. Public Safety Committee-Chair Floyd
 - a. Public Safety monthly report

3. Planning and Development - Chair Vest
 - a. Planning and Development monthly report
 - b. Ways & Means Committee - Chair Bumgarner
 - a. Approval of monthly financial report for April

H. ORDINANCES FOR FIRST READING Councilmember Bumgarner

1. Consider Ordinance O-07-20 to adopt FY 21 General Fund Budget
To include the Rate Fee schedule and CIP plan
2. Consider Ordinance O-08-20 to adopt FY 21 Local Hospitality and Local Accommodations Budget
3. Consider Ordinance O-09-20 to adopt FY 21 Sewer Fund Budget
4. Consider Ordinance O-10-20 to adopt FY 21 Victims Advocate Budget
5. Consider Ordinance O-11-20 to adopt General Obligation Bond
Series 2020A, Series 2020B, Series 2020 C
6. Consider Ordinance O-12-20 to adopt Master Lease Agreement

I. OLD BUSINESS

None

J. NEW BUSINESS

None

K. MISCELLANEOUS MATTERS

L. ADJOURNMENT

**CITY OF TRAVELERS REST
REGULAR COUNCIL MEETING
April 16, 2020 6:00 P.M.
MINUTES**

Travelers Rest City Council conducted its Regular Meeting on April 16, 2020 at 6:00 p.m. The City has implemented changes to our Public Meetings due to COVID-19. The public was invited to join us by the means listed below: Join the Zoom Meeting by smart phone, tablet or computer by following this weblink: <https://us02web.zoom.us/j/6906093523> Meeting ID: 690 609 3523

The following members were present by Zoom video conference: Brandy Amidon, Mayor, Harvey Choplin, Mayor Pro-Tempore, Grant Bumgarner, Shaniece Criss, Kelly Byers, Rick Floyd, Jeff George, Sara Gilstrap and Brantly Vest. Also present were: Eric Vinson, City Administrator, Charlene Carter, City Clerk, Patrea St. John, Planning Director, Ben Ford, Police Chief, Phillip Tate, Public Works Director and Greg Robertson, Fire Chief. The media were notified and did not attend the meeting.

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

1. Mayor Amidon called the meeting to order and commented regarding safety precautions taken at City Hall and the Covid-19 outbreak.
2. Council then recited the Pledge of Allegiance.

B. OTHER BUSINESS

1. The invocation was given by Councilmember Floyd.

C. APPROVAL OF THE MINUTES OF PREVIOUS MEETING(S)

1. Councilmember Criss made a motion to approve the minutes for the Regular Council Meeting held on March 19, 2020. The motion was seconded by Councilmember Floyd and carried unanimously.

D. PUBLIC HEARING

None.

E. CITIZEN PARTICIPATION

None.

F. ORDINANCE FOR SECOND READING

1. Councilmember Floyd made a motion to approve Ordinance O-03-20 to adopt the Existing Building Code amending City Code 5.04.060. The motion was seconded by Councilmember Bumgarner and carried unanimously.

2. Councilmember Byers made a motion to approve Ordinance O-04-20 to adopt the Small Cell Ordinance. The motion was seconded by Councilmember Gilstrap and carried unanimously.

G. COMMITTEE REPORTS

1. Councilmember Byers provided the following summary of the monthly Public Works Reports: Councilmember Byers asked if there had been any disruption in Ace Environmental trash service due to the COVID-19? The ACE Notice implementing changes or COVID-19 precautions will be effective April 8, 2020 were discussed. Administrator Vinson advised the City will continue to provide public information through multiple sources. Councilmembers commented on the new recycling and waste containers installed on the trail and along Main Street.
2. Councilmember Floyd provided the following summary of the monthly Public Safety Reports: The Public Safety Committee report focused primarily on the COVID-19 safety precautions for staff, the type of calls coming in and areas experiencing higher call levels. Chief Ford provided information on the applications for potential officers and timeline for Officer Lollis to complete the Academy. Councilmembers and Chief Ford discussed increased patrol to prevent looting a closed small businesses. Administrator Vinson stated Building permit and inspections remained consistent for March.
3. Councilmember Bumgarner made a motion to approve the monthly February and March Financial Reports. The motion was seconded by Councilmember Byers and carried unanimously.

H. RESOLUTIONS AND ORDIANCES FOR FIRST READING

1. Councilmember Byers made the motion to adopt the Ordinance O-06-20 to renew the Duke Energy Franchise Agreement. Councilmember Bumgarner seconded the motion and carried unanimously.

I. OLD BUSINESS

None.

J. NEW BUSINESS

None.

K. MISCELLANEOUS MATTERS

Mayor Amidon opened the floor for comments and discussion. City Administrator Vinson provided City update on calendar of events, and continued services for the community. Mayor Pro-Tempore Choplin asked if Court was still in session and what measures are being taken to protect staff. Councilmembers recognized Papercutters for the 16,000 masks provided in the hand out to the community. Councilmember Criss asked for a how to video to be set up for the mask on website. Administrator Vinson advised the Mural at the park restrooms was complete. A reminder for the April 30 Budget workshop was given. Mayor Amidon thanked Beth and Dean and for keeping the City's Public information updated and community informed. Councilmember Floyd thanked Public Safety for their dedication to services during these challenging times.

L. Adjournment

1. There being no other business to come before the Council, Councilmember Bumgarner made a motion to adjourn. The motion was seconded by Councilmember George and carried unanimously.

Brandy Amidon, Mayor

Completed by

Charlene Carter, City Clerk & Treasurer

Reviewed by

Eric Vinson, City Administrator

CITY OF TRAVELERS REST
City Council Committee Meeting Minutes
Monday May 11, 2020 – 5:00 P.M.

The City has implemented changes to our Public Meetings due to COVID-19. We invite the public to join us by the means listed below:

Join the Zoom Meeting by smart phone, tablet or computer by following this weblink:
<https://us02web.zoom.us/j/6906093523> Meeting ID: 690 609 3523

The following members were present by Zoom video conference: Brandy Amidon, Mayor, Harvey Choplin, Mayor Pro-Tempore, Grant Bumgarner, Shaniece Criss, Kelly Byers, Rick Floyd, Jeff George, Sara Gilstrap and Brantly Vest. Also present were Eric Vinson, City Administrator, Charlene Carter, City Clerk, Patrea St. John, Planning Director, Ben Ford, Police Chief, Phillip Tate, Public Works Director and Greg Robertson, Fire Chief. The media were notified, and members of the public attended. There were 22 participants.

1. CALL TO ORDER

Mayor Amidon called the meeting to order.

2. Approval of City Council Budget Workshop Minutes April 30, 2020

Councilmember Floyd made the motion to approve and Councilmember Vest seconded motion and carried unanimously.

Approval of Non-Committee minutes from April 6, 2020

Councilmember Bumgarner made the motion to approve and Councilmember Choplin made the second and carried unanimously.

3. Public Works Committee

Committee members: Kelly Byers, Sara Gilstrap and Jeff George

- a. Chair Byers called the meeting to order by roll call
- b. Councilmember Gilstrap made a motion to approve minutes from Committee meeting held April 6, 2020. The motion was seconded by Councilmember George.
- c. The Committee reviewed the Public Works Report for April.
Councilmember George asked about the trees being hit on City property? Director Tate responded and discussed recent damages. Chair Byers requested an update on the crosswalk signage on Main Street and Director Tate responded signage should be installed by the end of May. SCDOT contracted paving work is projected through November. Additional trash in the downtown area requiring services due to elevated activity was discussed. There were positive comments made regarding the reopening

of the farmers market on Saturday and that incorporated COVID measures were sufficient.

Mayor Amidon described the blue and gold lights and signage that will be incorporated into the City to celebrate graduating seniors. Councilmember Choplin asked about a tree down near Watson Road. Administrator Vinson reminded members it is the time of year for increased code complaints due to grass growth and the City is responding.

- e. Councilmember George made a motion to adjourn and Councilmember Gilstrap seconded the motion.

4. Public Safety Committee

Committee members: Rick Floyd, Harvey Choplin, Brantly Vest and Kelly Byers

- a. Chair Floyd called the meeting to order by roll call.
- b. Councilmember Choplin made a motion to approve minutes from Committee meeting held on April 6, 2020. The motion was seconded by Councilmember Byers and carried unanimously.
- c. The Committee reviewed the Public Safety Reports for April. Chair Floyd asked for an update if employees were healthy and safe. Chief Robertson and Chief Ford responded they are. Call levels are steady and have not increased for the departments. Officer Lollis has returned to finish at the Academy. Additional discussions included graffiti complaints, suggested City promo of healthy options while supporting local business during COVID. There was a reduction in Building permits for April and Municipal Court has not been rescheduled.
- d. Councilmember Byers made a motion to adjourn and Councilmember Vest seconded the motion.

5. Planning and Development Committee

Committee members: Brantly Vest, Grant Bumgarner, Kelly Byers, Harvey Choplin and Shaniece Criss

- a. Chair Vest called the meeting to order by roll call.
- b. The Committee received the Planning report and update for April and early-May. Director St. John gave an update on Pinestone Development, Trailview Townhomes, Glenview Park and Ace Hardware. Zoom has been used for several recent Neighborhood meetings. A traffic study has been requested for Whitehawk Meadows. There were questions and discussion regarding the history of the property and if

an environmental study was possibly completed years ago. Overall, Council was advised this will go before the planning commission for a decision because it has the correct current zoning needed for development and Council.

- d. The Committee had no further business and Councilmember Bumgarner made a motion to adjourn with a second from Councilmember Choplin.

7. Ways and Means

Committee members: Grant Bumgarner, Harvey Choplin, Rick Floyd, Jeff George and Shaniece Criss

- a. Chair Bumgarner called the meeting to order by roll call and yielded to Administrator Vinson.

Administrator Vinson went over and explained the following updates since the Budget workshop. Based on feedback and questions received at the budget workshop on April 30th he provided a breakdown of costs associated with corresponding percent increases in salary wages. Proposed salaries and wages are sufficient to provide merit increases and a minimum 2% COLA. An anticipated effective date of COLA would be Dec/January and be based on supportive economic conditions and revenues.

The Budgets for Administrative, Public Works, and Municipal Court salaries and wages with no increase over FY19-20 are sufficient to bring administrative staff in line with recent compensation study.

Projected expenditures and revenues have been adjusted to cover all associated costs and to balance the budget and minimize use of fund balance to \$391,437. The rate fee schedule was also reviewed and explanation was provided for changes included in red. Some significant discussion focused on the rental fees and organization status for a reduced rate when renting Trailblazer Park for a special event. A request was made to revisit working on "charity" and classification.

Additionally, although PW/Sanitation service fee increases are needed to Support rising costs of sanitation service, further study is needed before an increase is enacted. For this reason, an increase to the PW fee is not recommended at this time. The city will conduct a sanitation service fee study to determine the desired level of service and associated cost, appropriate fees, and the most equitable way to assess sanitation service fees. The proposed budget summary reflects the adjustment in sidewalk maintenance to FY20 levels.

The public hearing for FY 21 will be held on June 18, 2020.

Chair Bumgarner supported Administrator Vinson's efforts to reduce the use of the fund balance by reviewing additional revenue resources and savings.

Councilmember George asked for clarification on the COLA and merit program.

Administrator Vinson reviewed the Capital Improvement Plan (CIP) and the request for the FY 21 GO Bond. Councilmember Vest asked how wide will the trail changes be? Administrator Vinson responded width would go from 10'-0 to 14'-0 and have a shoulder in addition.

Administrator also presented Master Lease Agreement in the principle amount not to exceed \$325,000 and a 4% interest rate relating to the financing of equipment for Municipal purposes. This acquisition will include vehicles for fire, police, public works and building code departments. The payment will be an annual appropriation in the FY budget and will not exceed 5 years.

Councilmember Choplin stated he wanted to think about the debt and Mayor Amidon concurred.

The following item were introduced by Chair Bumgarner for the next City Council meeting agenda:

Councilmember Criss made the motion to move to Council to adopt FY 21 General Fund Budget with the Rate Fee schedule and CIP plan to include Local Hospitality and Accommodations, Sewer Fund Budget and the Victims Advocate Budget. Councilmember Floyd made the second.

Councilmember Floyd made the motion to move to Council the GO Bond 2020 Series. Councilmember George seconded the motion.

Councilmember Criss made a motion to move to Council the Master Lease Agreement. Councilmember George seconded the motion.

Chair Bumgarner requested a motion to adjourn Ways and Means Committee. Councilmember Criss provided the motion and Councilmember Choplin seconded the motion.

8. Miscellaneous Matters

Administrator Vinson gave an update on Employee Survey's open from May 8-22.

Mayor Amidon stated she would be in touch with smart options on how to have in person meetings.

The food drive was mentioned for Saturday, May 16, 2020 from 8:30-12.

9. Adjournment

There being no further business before Council and/or Committee, Mr. Bumgarner made a motion to adjourn. The motion was seconded by Mr. George and carried unanimously.

Brandy Amidon, Mayor

Completed by

Charlene Carter, City Clerk & Treasurer

Reviewed by

Eric Vinson, City Administrator

STATE OF SOUTH CAROLINA)
)
COUNTY OF GREENVILLE) **ORDINANCE O-06-20**
)
CITY OF TRAVELERS REST)

AN ORDINANCE TO APPROVE A MUNICIPAL SERVICE AGREEMENT FOR THE PROVISION OF ELECTRIC SERVICE WITH DUKE ENERGY CAROLINAS, LLC

WHEREAS, Duke Energy Carolinas, LLC provides electrical services within the City of Travelers Rest and is subject to business license fees.

WHEREAS, due to the nature of the essential services provided by Duke Energy Carolinas, LLC the Travelers Rest City Council finds it appropriate to approve a separate Municipal Service Agreement that provides for regular payments by Duke Energy Carolinas, LLC based upon the electrical services being provided to City residents.

WHEREAS, due to the nature of delivery of these essential services the Travelers Rest City Council finds it appropriate that Duke Energy Carolinas, LLC have appropriate access to public rights of way necessary for the delivery of electrical services to City residents.

WHEREAS, the Travelers Rest City Council approves the attached Municipal Service Agreement.

THEREFORE, BE IT ENACTED by the Travelers Rest City Council that the attached Municipal Service Agreement is hereby approved by the Travelers Rest City Council.

This Ordinance shall take effect on the date specified in the attached Municipal Service Agreement.

DONE, RATIFIED, AND PASSED this 21 day of May, 2020.

Brandy Amidon, Mayor

ATTEST:

Charlene Carter
City Clerk, Treasurer

REVIEWED:

Eric E. Vinson
City Administrator

Introduced	<u>Kelly Byers</u>
1 st Reading	<u>4/16/2020</u>
2 nd Reading	<u>5/21/2020</u>

Approved as to Form:

s/Robert C. Childs, III
Robert C. Childs, III
City Attorney

Public Works Summary for April 2020

- **Sanitation:** Still Tracking complaints on ACE. The complaints seem to be reducing after we met with ACE in January. 2 Recycle bins were delivered to residents. A total of 14 bags of litter were picked up in the month of April with a total of 4 volunteers. The amount of trash to be collected on Main Street has increased tremendously with the Covid 19 guidelines. We have been collecting 30 to 35 bags per week where before it was 8 to 10 per week.
- **Road and Bridge:** 3 Encroachment Permit were issued. We had two trees struck by a vehicle on N Main St. this has been filed on the owner's insurance to be replaced. Four complaints were received: four Pot Holes one on Roe, one on Saddle Back Cove, one on Daughtry CT. these were repaired by the city and one on South End Cir was reported to SCDOT. was reported to SCDOT and the sidewalk on McElhaney Rd. We are getting quotes to make the repair to the sidewalk on McElhaney Rd. we have received quotes to repair the bridge on Sullivan Dr. Due to the frequent flooding on Tubbs Mtn Rd extension at the intersection of Poplar St. we have requested SCDOT look into up sizing the cross-line pipe under Tubbs Mtn. Extension.
- **Animal Control:** 1 complaint was reported with 1 impoundment and 1 transported to Greenville Animal Care. We had a dog bite on Wildgeese Way the dog was placed into quarantine and cleared by DHEC after 10 days.
- **Sewer:** Due to the increased work load with code enforcement we were not able to perform any sewer inspections. 3 sewer evaluations were conducted on lots in the city. We had three complaints about sewer related problems in April REWA responded with their Jet truck and cleared the lines. We are waiting on an invoice from REWA to have the contractor that hit the force main on McElhaney Rd pay for the damages. The first phase of sewer rehab work has been performed between Poinsett Hwy and Center Street and we will be starting the next phase of this rehab in July. This will allow for the proposed Town Homes on S Poinsett to tie into our system.

- **Building / Grounds Maintenance:** a plan is being put into place for the proper disinfecting and cleaning of the building to keep all of our employees and customers safe during this time.

Miscellaneous Items

- **Environmental:** We have had an increase in environmental complaints due to growth season with the grass and several other complaints see attached report for a total open and closed cases for the month of April.
- **Walk Way** We will be installing a walk way from the trail to the parking lot at the museum next week. The cross-walk signs on main street will be installed this month.
- **Trash cans** four have been installed along the trail. We are also working on a grant to purchase new cans for trash and recycles cans to be located throughout the park and downtown areas. The deadline for this grant has been extended until July 1 2020.
- **Safety Program:** Will resume this training as soon as Covid 19 restrictions are lifted.

	Litter Pickup 2020		
Month	Number of Bags	Vol.	Pounds
January	50	12	1200
February	29	14	653
March	14	8	315
April	14	4	315
May			
June			
July			
August			
September			
October			
November			
December			
Yearly Total	107	38	2483

Public Works Report

Month of April 2020

1. Sanitation

Calls for Brush Pick-Up	<u>4</u>
Complaints	<u>3</u>
Residential	<u>2</u>
Commercial	<u>1</u>

2. Roads & Bridges

Complaints	<u>4</u>
Resolved by City	<u>3</u>
DOT Notification	<u>1</u>

3. Animal Control

Complaints	<u>1</u>
Impoundments	<u>1</u>
Dispositions	<u>0</u>
Humane Society	<u>1</u>
Return to Owner	<u>1</u>

4. Sewer

Complaints	<u>3</u>
Resolved by City	<u>3</u>
Inspections	<u>0</u>

5. Environmental

Complaints	<u>See Report</u>
Resolved by City	<u></u>
Summons Issued	<u></u>

6. Fuel

Fuel Usage	<u>189.9</u>
M1	<u>131.78</u>
M2	<u>58.11</u>

Case Report

04/01/2020 - 04/30/2020

Case #	Case Date	Complainant Name	Description	Status	Parcel Address
243	4/29/2020	Steven Freund	High Grass	Open	209 WEST DR
242	4/29/2020	Steven Freund	High Grass	Open	ATHENS DR
241	4/29/2020	Steven Freund	High Grass	Open	ATHENS DR
240	4/29/2020	Steven Freund	High Grass	Open	ATHENS DR
239	4/29/2020	Steven Freund	High Grass	Open	ATHENS ST
238	4/29/2020	Steven Freund	High Grass	Open	204 ATHENS DR
237	4/28/2020	TR Police Officer	Condemned due to unsanitary living conditions and unfit for Human Occupancy	Open	405 unit 12 Old Buncombe Rd.
236	4/28/2020	TR Police Officer	Violating zoning ordinance for short term rentals <30 days	Open	
235	4/28/2020	Eric Vincent	2018 IPMC Violations	Open	412 MCELHANEY RD
234	4/27/2020	Phillip Tate	High Grass		117 COLONY
233	4/27/2020	Phillip Tate	High Grass	Open	
232	4/27/2020	Phillip Tate		Open	2 WALNUT TRL
231	4/22/2020	Phillip Tate	Rock falling off exterior wall. this house is scheduled for demo as son as contractor can get in to do it. PT	Open	308 MAIN PL
230	4/16/2020	Phillip Tate	Grass and weeds	Open	38 COX DR
229	4/16/2020	Jim	Abandoned House	Open	100 COX DR

228	4/15/2020	Phillip Tate	Trash cart left on curb after 24 Hour period Nothing Found 4-16-2020	Closed	204 SOUTHCREEK
227	4/15/2020	Phillip Tate	Trash Cart left on curb after 24 hour period Nothing Found 4-16-2020	Closed	111 SOUTHCREEK RD
226	4/15/2020	Phillip Tate	Trash Cart left on curb side after 24 hour period Nothing Found 4-16-2020	Closed	108 SOUTHCREEK
225	4/14/2020	Brandy Amidon	graffiti / owning falling on front of the Building	Open	6505 STATE PARK RD
224	4/14/2020	Brandy Amidon	graffiti	Open	100 SOUTH END RD
223	4/14/2020	Brandy Amidon	graffiti	Open	3 BENTON RD
222	4/14/2020	Phillip Tate	Grass and weeds	Open	102 FOREST TRL
221	4/8/2020	Phillip Tate	Vehicle No Tag	Open	13 WILLIS ST
220	4/8/2020	Phillip Tate	Rubbish Growing over fence	Open	118 HILLTOP DR
219	4/6/2020	Mark Fuller		Closed	
218	4/2/2020	Phillip Tate	Vehicle No Tag	Open	5 LITTLE CREEK RD
217	4/2/2020	Phillip Tate	Vehicle No Tag	Open	3 LITTLE CREEK RD
216	4/2/2020	Phillip Tate		Open	306 GRAY ST
215	4/2/2020	Phillip Tate	Vehicle No Tag	Open	309 GRAY ST
214	4/2/2020	Phillip Tate	Vehicle No Tag	Open	217 ROOSEVELT AVE
213	4/2/2020	Phillip Tate	Vehicle No Tag	Open	213 ROOSEVELT AVE
212	4/2/2020	Phillip Tate	Vehicle No Tag	Open	306 ROOSEVELT AVE

211	4/2/2020	Phillip Tate	Resident living in an Outside storage Building	Pending	WILLIS ST
210	4/2/2020	Phillip Tate	Report of No Power to residence with someone living in the house	Closed	5 POINSETT HIGHWAY

Total Records: 34

Page: 1 of 1

5/5/2020

Travelers Rest Fire Dept.

Travelers Rest, SC

This report was generated on 5/5/2020 8:49:53 AM



Incidents for Zone for Date Range

Zone: All Zones | Start Date: 04/01/2020 | End Date: 04/30/2020

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2020-227	311 - Medical assist, assist EMS crew	04/01/2020	79 N MCCAULEY RD	AC-85,B-85
2020-228	745 - Alarm system activation, no fire - unintentional	04/01/2020	3300 POINSETT HWY	B-85,C-85,E-85,E-85A,PL-85
2020-229	500 - Service Call, other	04/02/2020	9 BENTON RD	B-85
2020-230	324 - Motor vehicle accident with no injuries.	04/02/2020	TIGERVILLE RD / KIRBY DR	B-85,E-85,E-85A
2020-231	554 - Assist invalid	04/03/2020	110 FARMVIEW DR	E-85
2020-232	311 - Medical assist, assist EMS crew	04/03/2020	402 TUBBS MOUNTAIN RD	E-85
2020-233	561 - Unauthorized burning	04/04/2020	38 TUBBS MOUNTAIN ROAD EXT	B-85
2020-234	311 - Medical assist, assist EMS crew	04/05/2020	155 TRAILBLAZER DR	E-85
2020-235	311 - Medical assist, assist EMS crew	04/06/2020	208 TUBBS MOUNTAIN ROAD EXT	B-85
2020-236	141 - Forest, woods or wildland fire	04/06/2020	300 TRAILBLAZER DR	AC-85,B-85,E-85,E-85A
2020-237	745 - Alarm system activation, no fire - unintentional	04/07/2020	27 WEST RD	B-85,E-85,E-85A
2020-238	311 - Medical assist, assist EMS crew	04/08/2020	9 BENTON RD	E-85
2020-239	611 - Dispatched & cancelled en route	04/08/2020	1 HAVENWOOD LN	B-85
2020-240	100 - Fire, other	04/08/2020	412 MCELHANEY RD	AC-85,B-85,C-85,E-85,E-85A
2020-241	743 - Smoke detector activation, no fire - unintentional	04/08/2020	110 HAWKINS RD	AC-85,B-85,C-85,E-85,E-85A
2020-242	611 - Dispatched & cancelled en route	04/09/2020	951 GEER HWY	AC-85,E-85A
2020-243	311 - Medical assist, assist EMS crew	04/09/2020	1 HAVENWOOD LN	E-85
2020-244	611 - Dispatched & cancelled en route	04/09/2020	951 GEER HWY	E-85A,PL-85
2020-245	142 - Brush or brush-and-grass mixture fire	04/09/2020	6 APPLGATE CT	AC-85,E-85,E-85A

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2020-246	311 - Medical assist, assist EMS crew	04/10/2020	300 TRAILBLAZER DR	E-85
2020-247	611 - Dispatched & cancelled en route	04/10/2020	461 LINDSEY LAKE RD	E-85A
2020-248	611 - Dispatched & cancelled en route	04/10/2020	207 LOVE DR	B-85
2020-249	554 - Assist invalid	04/12/2020	203 MCELHANEY RD	B-85
2020-250	744 - Detector activation, no fire - unintentional	04/12/2020	4 SPUR DR	B-85,E-85,E-85A
2020-251	813 - Wind storm, tornado/hurricane assessment	04/12/2020	9 THUNDERBIRD DR	AC-85,B-85
2020-252	445 - Arcing, shorted electrical equipment	04/13/2020	354 MCELHANEY RD	AC-85,B-85
2020-253	553 - Public service	04/13/2020	STATE PARK RD / S POINSETT HWY	E-85,E-85A
2020-254	445 - Arcing, shorted electrical equipment	04/13/2020	250 LITTLE TEXAS RD	AC-85,B-85
2020-255	324 - Motor vehicle accident with no injuries.	04/13/2020	GASTON DR / PARIS VIEW DR	B-85,E-85,E-85A
2020-256	100 - Fire, other	04/14/2020	4 PETERSON ST	AC-85,B-85,C-85,E-85,E-85A
2020-257	611 - Dispatched & cancelled en route	04/15/2020	COLEMAN RD	AC-85,B-85
2020-258	743 - Smoke detector activation, no fire - unintentional	04/15/2020	355 CARL KOHRT DR	B-85,E-85,E-85A
2020-259	480 - Attempted burning, illegal action, other	04/15/2020	33 WILLIAMS RD	B-85
2020-260	311 - Medical assist, assist EMS crew	04/16/2020	6 TUBBS MOUNTAIN RD	AC-85,B-85
2020-261	311 - Medical assist, assist EMS crew	04/17/2020	205 FOREST DR	E-85
2020-262	311 - Medical assist, assist EMS crew	04/17/2020	104 GRAYSON DR	B-85
2020-263	322 - Motor vehicle accident with injuries	04/18/2020	620 N MAIN ST	B-85,C-85,E-85,E-85A
2020-264	731 - Sprinkler activation due to malfunction	04/18/2020	3300 POINSETT HWY	B-85,E-85,E-85A
2020-265	554 - Assist invalid	04/18/2020	405 OLD BUNCOMBE RD	B-85,E-85,E-85A
2020-266	611 - Dispatched & cancelled en route	04/20/2020	405 OLD BUNCOMBE RD	B-85
2020-267	311 - Medical assist, assist EMS crew	04/20/2020	405 OLD BUNCOMBE RD	B-85,C-85,E-85,E-85A
2020-268	324 - Motor vehicle accident with no injuries.	04/20/2020	N HWY 25 BYP / ROE FORD RD	AC-85,B-85,C-85
2020-269	510 - Person in distress, other	04/20/2020	110 FARMVIEW DR	B-85

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2020-270	311 - Medical assist, assist EMS crew	04/21/2020	106 TUBBS MOUNTAIN RD	B-85
2020-271	611 - Dispatched & cancelled en route	04/21/2020	9 BENTON RD	E-85
2020-272	651 - Smoke scare, odor of smoke	04/21/2020	790 ROE FORD RD	ATV85,B-85,C-85,E-85,E-85A
2020-273	321 - EMS call, excluding vehicle accident with injury	04/21/2020	410 PARIS VIEW DR	AC-85
2020-274	311 - Medical assist, assist EMS crew	04/22/2020	1 HAVENWOOD LN	B-85
2020-275	311 - Medical assist, assist EMS crew	04/22/2020	10 CREVASSE LN	B-85
2020-276	743 - Smoke detector activation, no fire - unintentional	04/24/2020	110 HAWKINS RD	B-85,E-85,E-85A,PL-85
2020-277	522 - Water or steam leak	04/24/2020	3300 POINSETT HWY	B-85,E-85,E-85A
2020-278	311 - Medical assist, assist EMS crew	04/24/2020	6501 STATE PARK RD	B-85
2020-279	311 - Medical assist, assist EMS crew	04/25/2020	421 DUNCAN CHAPEL RD	B-85
2020-280	745 - Alarm system activation, no fire - unintentional	04/25/2020	1101 SOHO CIR	B-85,E-85,E-85A
2020-281	311 - Medical assist, assist EMS crew	04/26/2020	300 TRAILBLAZER DR	B-85,E-85A
2020-282	500 - Service Call, other	04/26/2020	SCRUGGS DR / N MAIN ST	AC-85,E-85
2020-283	745 - Alarm system activation, no fire - unintentional	04/26/2020	110 HAWKINS RD	B-85,E-85,E-85A
2020-284	311 - Medical assist, assist EMS crew	04/26/2020	49 BROOKSIDE DR	B-85
2020-285	743 - Smoke detector activation, no fire - unintentional	04/26/2020	355 CARL KOHRT DR	AC-85,B-85,C-85,E-85,E-85A
2020-286	324 - Motor vehicle accident with no injuries.	04/27/2020	STATE PARK RD	B-85,E-85,E-85A
2020-287	611 - Dispatched & cancelled en route	04/27/2020	1 HAVENWOOD LN	B-85,E-85,E-85A
2020-288	611 - Dispatched & cancelled en route	04/27/2020	111 KRIEGER DR	B-85,E-85,E-85A
2020-289	611 - Dispatched & cancelled en route	04/27/2020	111 KRIEGER DR	B-85,E-85,E-85A
2020-290	611 - Dispatched & cancelled en route	04/29/2020	242 LORRAINE DR	E-85
2020-291	551 - Assist police or other governmental agency	04/30/2020	CENTER ST / N POINSETT HWY	E-85
2020-292	444 - Power line down	04/30/2020	6 HENDERSON DR	E-85
2020-293	322 - Motor vehicle accident with injuries	04/30/2020	GRANDVIEW CIR	B-85,E-85,E-85A

Only REVIEWED incidents included.

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2020-294	611 - Dispatched & cancelled en route	04/30/2020	461 LINDSEY LAKE RD	E-85A
2020-295	743 - Smoke detector activation, no fire - unintentional	04/30/2020	102 KEYSTONE CT	B-85,E-85,E-85A
2020-296	611 - Dispatched & cancelled en route	04/30/2020	201 GRANDVIEW CIR	B-85
2020-297	611 - Dispatched & cancelled en route	04/30/2020	11 LIPSCOMBE DR	AC-85,B-85,E-85,E-85B
2020-298	311 - Medical assist, assist EMS crew	04/30/2020	205 FOREST DR	B-85,E-85

Total # Incidents: 72

Only REVIEWED incidents included.

Travelers Rest Fire Dept.



Travelers Rest, SC

This report was generated on 5/5/2020 10:08:04 AM

Total Training Hours per Personnel by Date Range

Personnel: All Personnel | Start Date: 04/01/2020 | End Date: 04/30/2020

Personnel Name	Total hours
Almeida, Josh C	19:00
Carter, Lee	21:00
Gilstrap, Matt W	21:00
Herman, Larry Dean	19:00
Kelly, Christian B	21:00
Little, Adam C	19:00
McCarson, Brad C	19:00
McMakin, James E	24:00
Owen, Patricia A	20:00
Perkins, Lee A	20:00
Robertson, Gregory W	24:00
Shupe, Jacob C	20:00
Smith, Christopher L	18:00
Zylstra, Alex	19:00
Count of Personnel : 14	Total Agency Training Hours : 284:00

Completed and Reviewed classes only. This report pulls training hours from the Training Code Hours field on the Info Page.

Travelers Rest Fire Dept.

Travelers Rest, SC

This report was generated on 5/5/2020 8:45:59 AM

Fuel Usage for Vehicle Number for Apparatus for Date Range

Apparatus: All Apparatus | Vehicle(s): All Vehicles | Start Date: 04/01/2020 | End Date: 04/30/2020

COMPLETED DATE	DRIVER	HOURS	MILES	FUEL VOLUME	DEF VOLUME	COST	COMPLETED NOTES
Apparatus: ATV85 Vehicle: 2014 Polaris UTV							
04/28/2020	Alex Zylstra	196.0	830.0	7.06			
Apparatus Totals:		0.00	0.00	7.06			
Apparatus: B-85 Vehicle:							
04/08/2020	Lee Carter		39995.0	12.00			
04/22/2020	Adam Little		40164.0	12.00			
Apparatus Totals:		0.00	169.00	24.00			
Apparatus: C-85 Vehicle: 2011 F150							
04/02/2020	Matt Gilstrap		65256.0	17.00			
04/13/2020	Alex Zylstra		65446.0	20.00			
04/20/2020	Matt Gilstrap		65530.0	11.00			
Apparatus Totals:		0.00	274.00	48.00			
Apparatus: E-85 Vehicle: 2003 KME Pumper							
04/08/2020	Matt Gilstrap	6339.0	63672.0	19.80			
04/17/2020	Lee Carter	6344.0	63714.0	19.60			
04/23/2020	Matt Gilstrap	6348.0	63737.0	14.30			
04/28/2020	Alex Zylstra	6354.0	63774.0	20.80			
04/30/2020	Patricia Owen	6358.0	63790.0	7.80			
Apparatus Totals:		19.00	118.00	82.30			
Apparatus: E-85A Vehicle: 1997 Sutphen Pumper							
04/15/2020	Jacob Shupe	7393.0	56975.0	16.00		116	
04/26/2020	Christian Kelly	7401.0	57041.0	23.00			
Apparatus Totals:		8.00	66.00	39.00			
Apparatus: PL-85 Vehicle: 1999 Sutphen Ladder							
04/08/2020	Lee Carter	0.0	110.0	20.00			
Apparatus Totals:		0.00	0.00	20.00			

Records included must have Maintenance Type as 'Fuel' and be Completed. 'Hours' and 'Miles' represent the amounts at the time of the Maintenance Request in the 'Request Maintenance' screen. 'Fuel Volume' and 'DEF. Volume' represent the amount of fuel added shown in the 'Complete Maintenance' screen and the unit of measurement (gallon, liter, etc...) is assumed as known to the Department running the report. 'Cost' is the amount shown in the 'Total' field in the 'Complete Maintenance' screen. Archived work orders are not included.

Apparatus: S-85 Vehicle: 1996 Dodge 1500

Date	Name	Hours	Fuel	Miles	Cost
04/02/2020	Christian Kelly		206904.0		20.70
04/27/2020	Patricia Owen		206982.0		13.00
Apparatus Totals:		0.00	78.00		33.70
Total For All:		27.00	705.00		254.06

Records included must have Maintenance Type as 'Fuel' and be Completed. 'Hours' and 'Miles' represent the amounts at the time of the Maintenance Request in the 'Request Maintenance' screen. 'Fuel Volume' and 'DEF Volume' represent the amount of fuel added shown in the 'Complete Maintenance' screen and the unit of measurement (gallon, liter, etc...) is assumed as known to the Department running the report. 'Cost' is the amount shown in the 'Total' field in the 'Complete Maintenance' screen. Archived work orders are not included.

Case Report For April 2020

1. Walmart Shoplifting: Retail theft continues to affect our city. 17 calls for shoplifting during the month of April. 11 were arrested and in possession of narcotics. Most property was turned back over to the Walmart.
2. Responded to 29 traffic collisions during the month of April. 28 accidents occurred on the roadway, 1 was private property or assisting other agency.
3. 1 people were arrested for DUI during the month of April.
4. Patrol Officers had 7 animal calls during the month of April. 4 on week days, 1 on weekends, 2 on week nights.
5. 2- Calls for public intoxication during the month of April. 2- Arrest.
6. April events in the city: All were cancelled.
7. Grand Jury cancelled for April.
8. Walmart had 31 calls for service (not including traffic stops and extra patrols).
9. 4- vehicles towed from Walmart for shoplifting during April.

TRAVELERS REST POLICE DEPARTMENT-APRIL 2020 VEHICLE REPORT

VEHICLE	ASSIGNMENT	BEGINNING MILEAGE	ENDING MILEAGE	TOTAL MILEAGE	MAINTENANCE THIS MONTH	MAINTENANCE OVER LIFE OF VEHICLE
10	Chief	111048	111049	1		\$9,086.31
77	Patrol	53991	54160	169		\$2,944.18
78	Patrol	46766	46767	1		\$1,884.70
79	Patrol	46241	46242	1		\$11,058.23
80	Patrol	57308	57309	1		\$2,517.35
81	Patrol	48469	49439	970		\$9,021.32
307	SRO-Humvee	39594	39594	0		\$2,658.96
284	Patrol	68672	70153	1481		\$3,506.53
285	Patrol	52432	54389	1957	\$451.40	\$3,517.90
938	Patrol	13837	13838	1		\$290.91
351	Spare	132077	132299	222		\$20,378.00
370	Spare	81353	81624	271		\$4,003.88
371	Spare	75282	75865	583		\$3,420.38
675	Captain	147973	149439	1466		\$6,077.64
939	Patrol	18808	19869	1061	\$55.35	\$448.22
146	Patrol	43932	44644	712		\$1,266.18
982	Investigator	132207	133412	1205	\$3.99	\$611.81
122	Patrol	31204	32191	987		\$1,703.76
123	Patrol	31589	32663	1074		\$526.82
977	SRO	64920	66244	1324	\$155.35	\$2,312.07
TOTAL this month				11089	\$666.09	

Travelers Rest Police

Call Totals By Incident Type

4/1/20 thru 4/30/20

Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW	TP01	50D	Accident_Airplane Crash	1	0.04%
LAW		50B	Accident_Injuries	1	0.04%
LAW		44A	Alarm_Audible	1	0.04%
LAW		71BC	Animal_Barking/Nuisance	1	0.04%
LAW		34B	Check_Welfare Check	1	0.04%
LAW		81	Disturbance	1	0.04%
LAW		33	Help_EMS Req Assistance	1	0.04%
LAW		36	Officer_Extra Patrol Bus/Resd	15	0.60%
LAW		29	Officer_Follow up	2	0.08%
LAW		59	Traffic_DUI	1	0.04%
LAW		78B	Warrant_Warrant Service	1	0.04%
LAW		ZTP50C	ZTP_Accident_Hit and Run	4	0.16%
LAW		ZTP50B	ZTP_Accident_Injuries	2	0.08%
LAW		ZTP50	ZTP_Accident_No Injuries	16	0.64%
LAW		ZTP50PP	ZTP_Accident_Private Property	5	0.20%
LAW		ZTP44A	ZTP_Alarm_Audible	26	1.05%
LAW		ZTP44CS	ZTP_Alarm_Commercial Silent	5	0.20%

Travelers Rest Police

Call Totals By Incident Type

4/1/20 thru 4/30/20

Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP71B	ZTP_Animal_Animal Bite	2	0.08%
LAW		ZTP71A	ZTP_Animal_Loose	4	0.16%
LAW		ZTP86	ZTP_Assault	3	0.12%
LAW		ZTP85	ZTP_Breaking and Entering Burg	3	0.12%
LAW		ZTP85D	ZTP_Burglary_Auto/Vehicles	2	0.08%
LAW		ZTP34B	ZTP_Check_Welfare Check	16	0.64%
LAW		ZTP74	ZTP_Damage_Malicious	3	0.12%
LAW		ZTP81	ZTP_Disturbance	18	0.72%
LAW		ZTP80B	ZTP_Domestic_Assault	1	0.04%
LAW		ZTP80A	ZTP_Domestic_Verbal	8	0.32%
LAW		ZTP33	ZTP_EMS Req Assistance	9	0.36%
LAW		ZTP14A	ZTP_Escort_Adult	16	0.64%
LAW		ZTP14J	ZTP_Escort_Juvenile	1	0.04%
LAW		ZTP40	ZTP_Fire_Call	24	0.97%
LAW		ZTP72	ZTP_Fraud_Forgery/Deceit	3	0.12%
LAW		ZTP41C	ZTP_Help_Routine Assist	3	0.12%
LAW		ZTP73	ZTP_Intoxicated_Person	1	0.04%
LAW		ZTP30D	ZTP_K9_Usage	1	0.04%
LAW		ZTP84C	ZTP_Larceny_Petit Larceny	5	0.20%

Travelers Rest Police

Call Totals By Incident Type

4/1/20 thru 4/30/20

Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP75	ZTP_Missing_Person	2	0.08%
LAW		ZTP82C	ZTP_Molesting	1	0.04%
LAW		ZTP71D	ZTP_Noise_Fireworks	1	0.04%
LAW		ZTP71C	ZTP_Noise_Loud Music	12	0.48%
LAW		ZTP71E	ZTP_Noise_Loud Noise	1	0.04%
LAW		ZTP15	ZTP_Non Criminal Service	17	0.68%
LAW		ZTP31C	ZTP_Officer Involved Accid	1	0.04%
LAW		ZTP36B	ZTP_Officer_Bank Alarm Out Ext	1	0.04%
LAW		ZTP36	ZTP_Officer_Extra Ptrl Bus/Res	1,917	77.08%
LAW		ZTP29	ZTP_Officer_Follow Up	109	4.38%
LAW		ZTP18	ZTP_Officer_Message Delivery	1	0.04%
LAW		ZTP19	ZTP_Officer_Report To	4	0.16%
LAW		ZTP79	ZTP_Officer_Special Operation	2	0.08%
LAW		ZTP66	ZTP_Parking_Handicap Violation	3	0.12%
LAW		ZTP81B	ZTP_Phone_911 Hangup Call	2	0.08%
LAW		ZTP92D	ZTP_Property_Lost Property	1	0.04%
LAW		ZTP52B	ZTP_Roadway_Obstruction	5	0.20%
LAW		ZTP52TL	ZTP_Roadway_Traffic Light	1	0.04%
LAW		ZTP24	ZTP_See Complainant	12	0.48%

Travelers Rest Police

Call Totals By Incident Type

4/1/20 thru 4/30/20

Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP82	ZTP_Sexual_Assault	3	0.12%
LAW		ZTP84D	ZTP_Shoplifting	16	0.64%
LAW		ZTP88	ZTP_Suspicious_Person	53	2.13%
LAW		ZTP76	ZTP_Telephone Incidents	1	0.04%
LAW		ZTP57B	ZTP_Traffic_Reckless Driver	4	0.16%
LAW		ZTP64	ZTP_Traffic_Traffic Control	1	0.04%
LAW		ZTP56	ZTP_Traffic_Traffic Stop	15	0.60%
LAW		ZTP57D	ZTP_Traffic_Violation Other	2	0.08%
LAW		ZTP61	ZTP_Traffic_Working Radar at L	13	0.52%
LAW		ZTP77	ZTP_Trespassing	1	0.04%
LAW		ZTP53B	ZTP_Vehicle_Abandoned	19	0.76%
LAW		ZTP53E	ZTP_Vehicle_Stranded Motorist	1	0.04%
LAW		ZTP53C	ZTP_Vehicle_Suspicious	41	1.65%
LAW		ZTP87B	ZTP_Vehicle_Vehicle Theft	4	0.16%
LAW		ZTP83	ZTP_Vice_Narcotics	2	0.08%
LAW		ZTP78B	ZTP_Warrant_Warrant Service	9	0.36%
LAW		ZTP49B	ZTP_Weapon_Discharge	1	0.04%
LAW		ZTP49C	ZTP_Weapon_Possession	1	0.04%

2,487

Travelers Rest Police

Call Totals By Incident Type

4/1/20 thru 4/30/20

Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW	TP02	50B	Accident_Injuries	1	3.33%
LAW		ZTP50	ZTP_Accident_No Injuries	2	6.67%
LAW		ZTP40	ZTP_Fire_Call	4	13.33%
LAW		ZTP41C	ZTP_Help_Routine Assist	1	3.33%
LAW		ZTP73	ZTP_Intoxicated_Person	1	3.33%
LAW		ZTP36	ZTP_Officer_Extra Ptrl Bus/Res	14	46.67%
LAW		ZTP88	ZTP_Suspicious_Person	3	10.00%
LAW		ZTP56	ZTP_Traffic_Traffic Stop	1	3.33%
LAW		ZTP61	ZTP_Traffic_Working Radar at L	2	6.67%
LAW		ZTP53C	ZTP_Vehicle_Suspicious	1	3.33%
				30	
LAW	XX1	ZTP41C	ZTP_Help_Routine Assist	2	28.57%
LAW		ZTP29	ZTP_Officer_Follow Up	3	42.86%
LAW		ZTP92B	ZTP_Property_Recovered Prop	1	14.29%
LAW		ZTP57B	ZTP_Traffic_Reckless Driver	1	14.29%
				7	
					2,524



MEMORADUM

TO: City Council

FROM: Jasmine Twitty, Administrative Judge/Clerk of Court

DATE: May 4, 2020

SUBJECT: COVID-19 Impact

On March 16, 2020, Supreme Court Chief Justice Beatty postponed all jury trials and cancelled large gatherings such as traffic court until further notice. While payments are still being processed by the Court and deposited by the City Clerk, only cases that were scheduled prior to March 16 can be disposed before Chief Justice Beatty lifts the order. When the order is lifted, monthly reports provided by Administrative Judge/Clerk of Court will reflect revenue from cases settled after March 16. Until then, the reports provided to Council reflect zero revenue for cases scheduled after the order was issued.

The Administrative Judge continues to monitor updates and informs all judges and City Administrator of orders/memos issued by the Supreme Court and Court Administration. While much of the Court's operations have been halted, Administrative Judge Jasmine Twitty and Associate Judge Phillip Tate hold bond hearings, issue arrest warrants and advise law enforcement during the pandemic. The Administrative Judge and Trial Judge Rebecca Hand have and will continue to settle non-jury trial matters using video conferencing until further notice.

MUNICIPAL COURT REMITTANCE FORM FOR STATE'S PORTION OF REVENUE

To City Treasurer of Travelers Rest

For The Month Of APRIL 2020

Municipal Court Cases

Total Fines		\$ 0.00
Conviction Surcharges		\$ 25.00
DUI Assessment		\$ 0.00
DUS Assessment	\$ _____	\$ 0.00
Insurance Fraud (See Form A)	\$ _____	
Cruelty to Animals (See Form B)	\$ _____	
Wildlife	\$ _____	
Size & Weight	\$ _____	
Carrier of Household Goods and Hazardous Waste	\$ _____	
Other Assessments		\$ 25.00

Transfer Cases from General Sessions Court

Fines	\$ _____
Conviction Surcharge	\$ _____
DUI Assessment	\$ _____
Other Assessments	\$ _____
Bond Estreatments	\$ _____
TOTAL	\$ 50.00

Signed J. Twitty
Municipal Judge

Date May 4, 2020

ATTACHMENT F

Total Amount Allocated to State	\$ 50.00
Total Amount Allocated to Victim Assistance Fund	\$ 0.00



THE HONORABLE CURTIS M. LOFTIS, JR.
State Treasurer

Municipal Name: City of Travelers Rest Municipal Code: 2899 Date Submitted: 5/4/2020
 Collection Period Beginning (Month/Year): April 1, 2020 Collection Period Ending (Month/Year): April 30, 2020

SOUTH CAROLINA STATE TREASURER'S REVENUE REMITTANCE FORM

LINE	FINES, FEES AND FILING FEE/ASSESSMENT	%	CODE	AMOUNT DUE	LINE
A	Public Defender Application Fee - \$40 Per Application	100%	17-3-30		A
B	Body Piercing	100%	44-32-120		B
C	Marriage License Fee - Additional \$ 20 Per License	100%	20-1-3 75		C
D	Bond Estreatment	25%	17-15-260		D
DA	Municipal Conditional Discharge Fee-\$150	100%	44-53-450(C)		DA
DB	Violations of State Shellfish Laws	33%	44-1-152		DB
DC	Criminally Negligent Use of Firearms/Archery Tackle	100%	50-1-85		DC
DD	Highway Work Zone - Department of Public Safety	65%	56-5-1535		DD
DE	Highway Work Zone - State Highway Fund	25%	56-5-1535		DE
DF	Public Disorderly Conduct (<i>New as of 7/1/2019</i>)	100%	16-17-530		DF
DUI/DUS/BUI - ASSESSMENTS/SURCHARGES/ PULLOUT					
E	Boating Under the Influence (BUI)	100%	50-21-114		E
F	Municipal DUS DPS Pullout - \$100	100%	56-1-460	0	F
G	Municipal DUI Assessment- \$12 Per Case	100%	56-5-2995	0	G
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211	0	H
I	Municipal DUI DPS Pullout- \$100	100%	56-5-2930 & 2945	0	I
IA	DUI/DUAC Breathalyzer Test Conviction Fee-SLED \$25	100%	56-5-2950(L)	0	IA
SURCHARGES					
J	Municipal Drug Surcharge - \$150 Per Case	100%	14-1-213(A)	\$25	J
K	Municipal Law Enforcement Surcharge - \$25 Per Case	100%	14-1-212(A)	\$25	K
KA	Municipal Criminal Justice Academy \$5 Surcharge (<i>Terminated 6/30/16</i>)	100%	14-1-240(A)	0	KA
OTHER ASSESSMENTS - STATE SHARE					
L	Municipal- 107.5%	88.84%	14-1-208	0	L
LA	Municipal Traffic Education Program \$140 Application Fee	90.83%	17-22-350(C)	0	LA
M	TOTAL REVENUE DUE TO STATE TREASURER			\$ 50.00	M

PLEASE FILL IN THE AMOUNTS RETAINED BY YOUR OFFICE IN THE TABLE BELOW. THIS SECTION IS FOR REPORTING PURPOSES ONLY. DO NOT REMIT THESE AMOUNTS TO THE STATE TREASURER.

LINE	RETAINED BY MUNICIPAL FOR VICTIM SERVICES	%	CODE	AMOUNT RETAINED	LINE
N	Assessments-Municipal	11.16%	14-1-208	0	N
O	Surcharges-Municipal	100%	14-1-211	0	O
OA	Other Assessments-Municipal	9.17%	17-22-350(C)	0	OA
P	TOTAL RETAINED FOR VICTIM SERVICES			\$ 0.00	P

Comments: _____
 Contact Person: _____ Telephone: _____
 Contact Person Email: _____

I, Municipal Treasurer, certify that the foregoing information is true and accurate.

Municipal Treasurer Signature: Charlene Catter

Municipal Treasurer Email: charlene@travelersrestsc.com

*Note: This report is required by law to be filed monthly, on or before the 15th, by the Municipal Treasurer, even if there are no Collections. Form can be emailed to court.fines@sto.sc.gov. If form is filed by fax, please confirm with Marty Woods (Phone: 803.734.2657) PRIOR to transmission.

Wade Hampton Building, 1200 Senate Street, Suite 214
 Columbia SC, 29201

(803) 734-2101 | Court Fines Fax (803) 734-2161
www.treasurer.sc.gov

City of Travelers Rest

Municipal Court Monthly Report for April 2020

	Prior Month	Current Month	Year to Date (7/1/2019)
Total Fines Processed	\$1,445.00	\$0.00	\$73,126.73
State Disbursement	\$673.00	\$50.00	\$40,016.45
City Disbursement (General Fund)	\$600.00	\$0.00	\$29,696.28
City Disbursement (Restricted)	\$172.00	\$0.00	\$5,190.96
Warrants Issued	16	20	207
Citations Issued	58	13	713
Criminal Cases Adjudicated	22	5	374
Traffic Cases Adjudicated	3	0	427
Total Cases Adjudicated	25	5	885
Jury Trials Requested	1	1	26
Jury Trials Held	0	0	5
Jury Trial (Pleas/Forfeited)	0	0	45
Cases Carried Over for Trial	42	86	N/A



M E M O R A D U M

TO: Planning and Development Committee and Planning Commission

FROM: Patrea St John

DATE: May 5, 2020

SUBJECT: Sign Regulations

Our current sign regulations found in Section 6:11 are outdated and does not address many of the new signage technologies, proliferation of temporary banners or other issues associated with the signage in our City. In the interest of trying to strike a balance between the economic value of signage for businesses while also preserving and improving the visual quality of the City we will be working on an updated draft ordinance for your review.

Greenville County took on the task to update their signage regulation in 2016 and worked for over 9 months with a Study Committee composed of signage professionals, architects, business owners, appointed planning commissioners and staff. The study committee reviewed several sign references and models ordinances and the sign ordinance that was adopted through that process will be the beginning reference for developing the updated sign ordinance which would then be reviewed by the Planning Commission as a text amendment to the zoning ordinance then adopted by City Council.

PLANNING & DEVELOPMENT REPORT

May 11, 2020

Developments Update

- Pinestone – plans to move forward with demolition of the Emteck building in June/ July and then demo lower building in August. No plans have been submitted for building permit
- Trailview Townhomes – will delay plans for a couple of months to assess economic situation but still plan on moving forward.
- Glenview Park – starting phase 2
- Ace Hardware – they have a few modifications to make to the site plan but want to start construction this summer with the goal of opening spring 2021.

Upcoming Planning Commission agenda items

- Docket TR 20-02 Request for rezoning 230 S. Main St from R-10 to C-1.
 - Applicant held a zoom neighborhood meeting on April 22nd 6-8 pm. 3 attendees in addition of PSJ and applicant
- Docket TR 20-03 Request for subdivision approval for Magnolia Cottages.
 - Applicant held a zoom meeting May 6th 6-8 pm, there were 23 participants.

For Information Purposes

- GPATS Study team has recommended to add to the TIP 2025 \$20,000 to study and develop a scope of work to extend/improve bike and pedestrian improvements in TR
- Downtown Design Standards and Guidelines Draft – staff review
- Sign Ordinance Draft

Coming Attractions

- We have been in discussions with the developer for a phase one for Whitehawk Meadows – currently zoned R- 7.5 single family . This is the vacant property by the YMCA. The phase one proposes 165 single family lots.

City of Travelers Rest, South Carolina

Financial Statements

For the One Month and Ten Months Ended April 30, 2020

**City of Travelers Rest
Balance Sheets - Governmental Funds
As of April 30, 2020**

	General Fund (Governmental)	Capital Projects (Governmental)	Hospitality Tax (Governmental)	Accommodations Tax (Governmental)	Fireman's Relief (Governmental)	Total Governmental	TOTAL
ASSETS							
Current Assets							
Checking/Savings							
101.005 - Petty Cash - (Court)	100.00	0.00	0.00	0.00	0.00	100.00	100.00
101.010 - General Fund	2,689,532.70	0.00	0.00	0.00	0.00	2,689,532.70	2,689,532.70
101.030 - Restricted Cash							
101.031 - Street Imp Fund - Restricted	130,408.91	0.00	0.00	0.00	0.00	130,408.91	130,408.91
101.034 - Accom Tax Fund-Tourism	17,769.42	0.00	0.00	0.00	0.00	17,769.42	17,769.42
101.035 - Accom Tax Fund-Adv/Prom	12,197.46	0.00	0.00	0.00	0.00	12,197.46	12,197.46
101.036 - Victim Witness Relief - Rest	19,358.42	0.00	0.00	0.00	0.00	19,358.42	19,358.42
101.037 - Flower Fund - Restricted	4,895.00	0.00	0.00	0.00	0.00	4,895.00	4,895.00
101.038 - State Confiscated Seized-Hold	6,229.61	0.00	0.00	0.00	0.00	6,229.61	6,229.61
101.040 - State Conf. Seized Fund- Spend	4,465.27	0.00	0.00	0.00	0.00	4,465.27	4,465.27
101.041 - CD-#5637457-REST POLICE	2,005.78	0.00	0.00	0.00	0.00	2,005.78	2,005.78
101.043 - Grant Funding Account	17,166.10	0.00	0.00	0.00	0.00	17,166.10	17,166.10
101.047 - Christmas Toy Program	311.34	0.00	0.00	0.00	0.00	311.34	311.34
101.048 - FED Conf. Seized Fund	302.80	0.00	0.00	0.00	0.00	302.80	302.80
101.049 - Discretionary POLICE	5,437.34	0.00	0.00	0.00	0.00	5,437.34	5,437.34
101.052 - City Hall Building Fund	12,626.57	0.00	0.00	0.00	0.00	12,626.57	12,626.57
101.054 - Special Projects Fund	15,058.86	0.00	0.00	0.00	0.00	15,058.86	15,058.86
Total 101.030 - Restricted Cash	248,232.88	0.00	0.00	0.00	0.00	248,232.88	248,232.88
101.050 - Cash Reserve Account	82,354.93	0.00	0.00	0.00	0.00	82,354.93	82,354.93
102.000 - Petty Cash (Admin)	18.08	0.00	0.00	0.00	0.00	18.08	18.08
1001.00 - Capital Projects 5367	0.00	85,051.22	0.00	0.00	0.00	85,051.22	85,051.22
2101.31 - Firemans Relief	0.00	0.00	0.00	0.00	23,199.16	23,199.16	23,199.16
3101.31 - Hosp Tax	0.00	0.00	944,125.17	0.00	0.00	944,125.17	944,125.17
4101.31 - Local Accom.	0.00	0.00	0.00	298,872.97	0.00	298,872.97	298,872.97
Total Checking/Savings	3,020,238.59	85,051.22	944,125.17	298,872.97	23,199.16	4,371,487.11	4,371,487.11
Other Current Assets							
116.001 - Due from (to) Fire Dept	1,200.00	0.00	0.00	0.00	0.00	1,200.00	1,200.00
120.000 - Due From (To) Hospitality	35,796.16	0.00	0.00	0.00	0.00	35,796.16	35,796.16
2201.00 - Due (to) from Operating	0.00	0.00	0.00	0.00	-1,200.00	-1,200.00	-1,200.00
3120.00 - Due From (To) General Fund	0.00	0.00	-35,796.16	0.00	0.00	-35,796.16	-35,796.16
3205.00 - Due to Accom. Tax Fund	0.00	0.00	-3,310.00	3,310.00	0.00	-3,310.00	-3,310.00
4120.00 - Due (To) from Hospitality Tax	0.00	0.00	0.00	3,310.00	0.00	3,310.00	3,310.00
Total Other Current Assets	36,996.16	0.00	-39,106.16	3,310.00	-1,200.00	0.00	0.00
Total Current Assets	3,057,234.75	85,051.22	905,019.01	302,182.97	21,999.16	4,371,487.11	4,371,487.11
TOTAL ASSETS	3,057,234.75	85,051.22	905,019.01	302,182.97	21,999.16	4,371,487.11	4,371,487.11

No assurance provided. Substantially all disclosures omitted.

**City of Travelers Rest
Balance Sheets - Governmental Funds
As of April 30, 2020**

	General Fund (Governmental)	Capital Projects (Governmental)	Hospitality Tax (Governmental)	Accommodations Tax (Governmental)	Fireman's Relief (Governmental)	Total Governmental	TOTAL
LIABILITIES & EQUITY							
Liabilities							
Current Liabilities							
Credit Cards							
200.006 - Visa Bank of TR 40457330	234.04	0.00	0.00	0.00	0.00	234.04	234.04
200.007 - Visa Bank of TR 5979	495.52	0.00	0.00	0.00	0.00	495.52	495.52
200.008 - Visa Bank of TR 5987/4243	168.12	0.00	0.00	0.00	0.00	168.12	168.12
200.009 - Visa Bank of TR 5961/4623	849.04	0.00	0.00	0.00	0.00	849.04	849.04
200.010 - Due to/from	-4,002.05	0.00	0.00	0.00	0.00	-4,002.05	-4,002.05
3200.00 - Due to/from GF Hosp	0.00	0.00	3,678.06	0.00	0.00	3,678.06	3,678.06
4200.00 - Due to/from GF & Accom	0.00	0.00	0.00	312.34	0.00	312.34	312.34
Total Credit Cards	-2,255.33	0.00	3,678.06	312.34	0.00	1,735.07	1,735.07
Other Current Liabilities							
117.000 - Due from (to) Sewer	153,424.16	0.00	0.00	0.00	0.00	153,424.16	153,424.16
205.000 - Retirement WH	64,491.30	0.00	0.00	0.00	0.00	64,491.30	64,491.30
207.000 - Credit Union	200.00	0.00	0.00	0.00	0.00	200.00	200.00
216.000 - Restricted Funds							
212.000 - Employee Flower Fund	4,895.00	0.00	0.00	0.00	0.00	4,895.00	4,895.00
214.000 - Discretionary Fund	5,437.34	0.00	0.00	0.00	0.00	5,437.34	5,437.34
217.000 - Confiscated Seized Fund-Rstrd	6,532.41	0.00	0.00	0.00	0.00	6,532.41	6,532.41
219.000 - Victim Witness Relief Fund	19,358.42	0.00	0.00	0.00	0.00	19,358.42	19,358.42
223.000 - State Confiscated Seized Fund	4,465.27	0.00	0.00	0.00	0.00	4,465.27	4,465.27
224.000 - Travelers Rest Police Fund	2,005.78	0.00	0.00	0.00	0.00	2,005.78	2,005.78
225.000 - Street Improvement Fund	130,408.91	0.00	0.00	0.00	0.00	130,408.91	130,408.91
226.000 - Accommodations Tax Fund	17,769.42	0.00	0.00	0.00	0.00	17,769.42	17,769.42
227.000 - Accomm. Promotion & Tourism	12,197.46	0.00	0.00	0.00	0.00	12,197.46	12,197.46
228.000 - Grant Funding	17,166.10	0.00	0.00	0.00	0.00	17,166.10	17,166.10
229.000 - Christmas Toy Fund	311.34	0.00	0.00	0.00	0.00	311.34	311.34
235.000 - City Hall Building Fund	12,626.57	0.00	0.00	0.00	0.00	12,626.57	12,626.57
254.000 - Special Projects Fund	15,058.86	0.00	0.00	0.00	0.00	15,058.86	15,058.86
Total 216.000 - Restricted Funds	248,232.88	0.00	0.00	0.00	0.00	248,232.88	248,232.88
Total Other Current Liabilities	466,348.34	0.00	0.00	0.00	0.00	466,348.34	466,348.34
Total Current Liabilities	464,093.01	0.00	3,678.06	312.34	0.00	468,083.41	468,083.41
Total Liabilities	464,093.01	0.00	3,678.06	312.34	0.00	468,083.41	468,083.41
Equity							
32000 - Fund Balances	2,717,785.45	0.00	905,778.78	334,382.00	28,072.44	3,990,018.67	3,990,018.67
Net Income	-124,643.71	85,051.22	-8,437.83	-32,511.37	-6,073.28	-66,614.97	-66,614.97
Total Equity	2,593,141.74	85,051.22	901,340.95	301,870.63	21,999.16	3,903,403.70	3,903,403.70
TOTAL LIABILITIES & EQUITY	3,057,234.75	85,051.22	905,019.01	302,182.97	21,999.16	4,371,487.11	4,371,487.11

City of Travelers Rest
Balance Sheet - Proprietary Fund
As of April 30, 2020

	Sewer System	TOTAL
ASSETS		
Current Assets		
Checking/Savings		
7101.04 · Cost - Bond Sinking Fund	19,727.97	19,727.97
7101.32 · Sewer System Operations	1,026,177.21	1,026,177.21
7101.41 · CASH - DSRF Tubbs	32,481.29	32,481.29
7101.47 · Sewer Money Market	81,018.82	81,018.82
Total Checking/Savings	1,159,405.29	1,159,405.29
Other Current Assets		
7115.00 · Prepaid Expense	17,243.23	17,243.23
7125.00 · Due (To) From General Fund	153,424.16	153,424.16
Total Other Current Assets	170,667.39	170,667.39
Total Current Assets	1,330,072.68	1,330,072.68
Fixed Assets		
7130.00 · Loan Costs	9,400.00	9,400.00
7140.00 · Equipment - Sewer Trunk Line	3,849,890.07	3,849,890.07
7150.00 · Accumulated Depreciation-Equip	-1,993,928.19	-1,993,928.19
Total Fixed Assets	1,865,361.88	1,865,361.88
Other Assets		
Def Outflows - Pensions	7,125.00	7,125.00
Total Other Assets	7,125.00	7,125.00
TOTAL ASSETS	3,202,559.56	3,202,559.56
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
8200 · Due to/from GF/Sewer	11.65	11.65
Total Credit Cards	11.65	11.65
Total Current Liabilities	11.65	11.65
Long Term Liabilities		
Def Inflows - Pensions	12,788.00	12,788.00
Net Pension Liability	14,421.00	14,421.00
7240.00 · SRF Loan - Tubbs Mtn Pump St	163,356.55	163,356.55
7275.00 · Bonds Payable	64,322.65	64,322.65
Total Long Term Liabilities	254,888.20	254,888.20
Total Liabilities	254,899.85	254,899.85
Equity		
32000 · Fund Balances	2,783,375.81	2,783,375.81
Net Income	164,283.90	164,283.90
Total Equity	2,947,659.71	2,947,659.71
TOTAL LIABILITIES & EQUITY	3,202,559.56	3,202,559.56

STATE OF SOUTH CAROLINA)

COUNTY OF GREENVILLE)

ORDINANCE O-07-20

CITY OF TRAVELERS REST)

AN ORDINANCE RELATING TO THE FISCAL AFFAIRS OF THE CITY OF TRAVELERS REST, MAKING APPROPRIATIONS THEREFORE, AND LEVYING TAXES AND FEES FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021; TO PROVIDE FOR BUDGET CONTROL OF SAID APPROPRIATIONS BY THE TRAVELERS REST CITY COUNCIL AND SUCH OTHER MATTERS RELATED THERETO EFFECTIVE JULY 1, 2020.

BE IT ENACTED by the Travelers Rest City Council:

Section 1:

There is hereby levied upon the taxable property within the City limits of Travelers Rest, South Carolina for the fiscal year beginning July 1, 2020 and ending June 30, 2021 an ad valorem tax of 96.1 mills on every dollar of assessed valuation which combined with other anticipated revenue accruing to the City of Travelers Rest shall be sufficient to produce \$4,786,400 in revenues to wit:

Revenues:

Ad Valorem & Motor Vehicle	\$1,975,100
Utility Franchise Fees	\$ 608,000
Business Licenses	\$ 360,000
Insurance Fees	\$ 645,700
Aid To Subdivisions	\$ 120,000
Manufacturer Tax	\$ 40,000
Telecommunications Tax	\$ 18,000
Fines/Forfeitures	\$ 50,000
School District Sro	\$ 28,000
Merchant's Inventory Tax	\$ 17,100
Accommodations Tax Revenue	\$ 24,000
Transfers/Other Sources	\$ 227,500
Public Works Fee	\$ 42,000
Investment Earnings	\$ 5,000
Furman Fee-in-lieu	\$ 160,000
Other Income	\$ 55,000
Building Permits/Inspection F	\$ 315,000
County Recreation	\$ 32,000
GHS Annual Settlement	\$ 33,000
TOTAL ANTICIPATED REVENUE	\$ 4,786,400

Section 2:

All of the appropriations in this ordinance shall be disbursed in accordance with the Annual Budget document adopted by the Travelers Rest Council on June 18, 2020, incorporated herein by reference.

Section 3:

There is hereby appropriated from the General Fund of Travelers Rest, South Carolina, the following amounts of money, for the corporate purposes of Travelers Rest for and during the period beginning July 1, 2020, and ending June 30, 2021, to wit:

Expenditures:

<u>DEPARTMENT</u>	<u>AMOUNT</u>
Legal Fees	\$ 6,000
Mayor/Council	\$ 58,000
Non-Departmental	\$ 237,380
Municipal Court	\$ 176,056
Administration	\$ 494,870
Building Codes	\$ 131,181
Police & Communications	\$ 1,757,335
Fire Department	\$ 1,242,751
Sanitation	\$273,000
Maintenance Department	\$ 236,292
Bonded Indebtedness	\$ 501,832
Capital Improvements	\$ 47,000

TOTAL APPROPRIATIONS

Section 4:

All appropriations are conditional and proportionate, and are subject to proportionate increase, reduction, or transfer from one appropriation category to another within the ordinance upon motion duly made and carried by majority vote of the Council at any regular or special meeting of Council.

Section 5:

The attached and herein incorporated Fee Schedule (Attachment "A") is hereby approved as if fully set forth verbatim herein as part of this Ordinance and which City Council may from time to time amend in any subsequent annual or supplemental budgets unless otherwise amended by City Council at other times;

Section 6:

The attached and herein incorporated Capital Improvement Plan (Attachment "B") is hereby approved as if set forth verbatim herein as part of this Ordinance and which City Council may from time to time amend in any subsequent annual or supplemental budgets unless otherwise amended by City Council at other times;

Section 7:

If any section of this ordinance shall be declared invalid it shall not be construed to affect the validity of any other section hereof.

Section 6:

This ordinance shall take effect on the first day of July 2020.

DONE, RATIFIED, AND PASSED this 18th day of June, 2020.

Brandy Amidon, Mayor

ATTEST:

Charlene Carter, City Clerk-Treasurer

REVIEWED:

Eric Vinson, City Administrator

Introduced: _____
1st Reading _____
2nd Reading _____
Public Hearing _____



MEMORANDUM

TO: Ways and Means Committee/City Council

FROM: Eric Vinson, City Administrator

DATE: May 7, 2020

SUBJECT: FY 21 Budget

Based on feedback and questions received at the Budget Workshop on April 30th, I have provided a breakdown of costs associated with corresponding percent increases in salary wages. Proposed salaries/and wages are sufficient to provide merit increases and a minimum 2% COLA. Anticipated effective date of COLA would be Dec/January and be based on supportive economic conditions and revenues.

Budgeted Administrative, Public Works, and Municipal Court salaries/wages with no increase over FY19-20 are sufficient to bring administrative staff in line with recent compensation study.

Projected expenditures and revenues have been adjusted to cover all associated costs and to balance the budget and minimize use of fund balance.

Additionally, although PW/Sanitation service fee increases are needed to support rising costs of sanitation service, further study is needed before an increase is enacted. For this reason, an increase to the PW fee is not recommended at this time. The city will conduct a sanitation service fee study to determine the desired level of service and associated cost, appropriate fees, and the most equitable way to assess sanitation service fees. The proposed budget summary reflects the adjustment in sidewalk maintenance to FY20 levels.

Budget Summary FY21

Proposed Expenditures by Department

Department	FY-20 Budget Reallocated	FY-21 Budget	Difference	Percent Difference
Legal	\$8,000	\$6,000	\$(2,000)	-25.0%
Mayor/Council	\$67,900	\$58,000	\$(9,900)	-14.5%
Non-Departmental	\$252,370	\$237,380	\$(14,990)	-5.9%
Municipal Court	\$190,106	\$173,056	\$(17,050)	-8.9%
Administrative	\$462,540	\$494,870	\$32,330	6.9%
Building Codes	\$112,120	\$131,181	\$19,061	17%
Police/Communications	\$1,604,142	\$1,757,335	\$153,193	9.5%
Fire	\$1,188,161	\$1,242,751	\$54,590	4.6%
Sanitation	\$234,000	\$273,000	\$39,000	16.7%
Public Works/Maintenance	\$208,811	\$236,292	\$27,481	13%
Bond Indebtedness	\$303,500	\$501,832	\$198,332	65.3%
Capital Improvements	\$65,700	\$47,000	\$(18,700)	-25.4%
Equipment/Gear	\$0	\$19,140	\$19,140	100%
Totals	\$4,697,350	\$5,177,837	\$480,487	10.2%

GENERAL FUND BUDGET HIGHLIGHTS

- **Revenue projections are cautiously conservative as there is a great deal of uncertainty.**
- **Overall budget approach will be to monitor revenues monthly and adjust and amend budget accordingly throughout fiscal year.**
- **Budget is balanced with a net change in fund balance of (-391,437)**
- Revenues are projected to decrease by -3.54 % over the FY 2019-20 budget estimate. Revenues expected to be impacted most are:
 - Ad Valorem/Motor Vehicle Taxes - 9% decrease from 2020 projected
 - Business Licenses Fees – 17.4% decrease from FY19 actual
 - Insurance Fees – 9.4% decrease from 2019 actual
 - Aid to Subdivisions (Local Government Fund) – 20% from FY20 projected actual
 - Building Permits - 10% decrease from FY20 projected actual
- Budget includes 3% increase in wages and salaries.
- Budget does not include any new full-time positions. (Positions were requested by Police Dept., Fire Dept., Public Works, Building Codes and Municipal Court.)
- Increases in expenditures include Holiday Pay (previously unbudgeted), Retirement (previously underbudgeted), Health Insurance.

- Non-Departmental expenditures no longer include, payroll taxes, health insurance, retirement, and workers compensation. Those items are now allocated to the appropriate departments.
- Capital Improvements (cash paygo) include road resurfacing and equipment and gear for both the Police Department and the Fire Department.
- Public works fee increase is not included at this time. Further study is needed.
- The proposed budget reflects street/sidewalk maintenance at FY19-20 levels.
- Revenue line created for Construction Inspection Fees

SPECIAL REVENUE FUND HIGHLIGHTS

Local Accommodations Fund

- Accommodations Fund is balanced with a net decrease in fund balance of -\$24,250.
- Accommodations tax revenues are projected to decrease 40% over FY 2019-20.
- \$42,500 is transferred to the General Fund for expenditures incurred in the support of costs associated with collection, operations and maintenance of tourism related venues, including continued maintenance for Visitors Center, Trailblazer Park, and downtown facilities.

Hospitality Fund

- Hospitality budget is balanced with a net decrease in fund balance of -\$40,575
- Hospitality tax revenues are projected to decrease by 5.16% in comparison with the FY 2019-20 budget estimate.
- Budget includes an increase in downtown/park maintenance for sidewalk repairs
- \$123,000 is transferred to the General Fund to offset operating expenditures associated with collections costs, special events and tourism. This transfer is primarily for public safety, park and downtown maintenance as well as other staff support for special events and tourism. This amount decreased over FY 2019-20 due to the restrictions on the entire hospitality industry as a response to COVID19.

State Accommodations Fund

- Accommodations tax revenues are projected to be \$24,000.
- \$24,000 is transferred to General Fund as required by statute.

Sewer Fund

- Sewer fund is balanced with net increase in fund balance of \$18,625
- Budget includes increase in maintenance for downtown rehab project
- Budget provides for 62,000 transfer to general fund to cover costs of salaries and benefits

Capital Projects

- 3 planned projects totaling \$225,000 - funded by GO bond.
- Poinsett Highway Corridor Project - \$40,000 for preliminary engineering (C-Fund).
- Main Street/Center Street Crosswalk Improvements - \$150,000

- Swamp Rabbit Trail widening – \$35,000 (cost of asphalt). Greenville County to perform work.

Summary of Changes since Workshop on 4/30/2020

- **Improved General Fund net position from -\$438,238 to -\$391,437**
- Budgeted 3% increase for wages salaries
- Increased revenue projections by \$41,150 based on updated FY20 actuals
- Increased fund transfers from H-Tax, A-Tax, and Sewer Fund to cover associated costs for these programs
- Budgeted PW fee at same levels as FY2020 – no increase.
- Reduced proposed funding for sidewalks at FY 20 levels
- Budgeted reductions in Tort, Liability, Casualty Insurance expenses (premium savings with no reduction to coverage).
- Budgeted additional 10k in H-tax budget to assist in some downtown sidewalk maintenance.

Date: June 18, 2020

Time: 6:00 p.m.

Location: Travelers Rest City Hall, 125 Trailblazer Dr, Travelers Rest, SC 29690

General Fund:

Projected Current Fiscal Year Revenue 2019-2020	Projected Revenue 2020-2021	Percentage Change in Revenue	Current Fiscal Year Millage
\$ 4,962,011	\$ 4,786,400	-3.54%	96.1 Mills

Projected Current Fiscal Year Expenditures 2019-2020	Projected Expenditures 2020-2021	Percentage Change in Expenditures	Estimated Millage for 2019-2020
\$ 4,697,350	\$ 5,177,837	10.23%	96.1 Mills

Estimated Millage Equals \$96.1 per \$1,000 of Assessed Property Value

City of Travelers Rest, SC
Budget Worksheets - General Fund
For the Fiscal Year Ending June 30, 2021

	FY 2019 Actual	FY 2020 Budget (Reallocated)	FY 2021 Budget
Revenues			
310.010 - Ad Valorem & Motor Vehicle	2,131,142	2,266,100	1,975,100
310.015 - Debt Millage	-		
310.020 - Utility Franchise Fees	605,118	590,000	608,000
320.010 - Business Licenses	435,694	420,000	360,000
320.020 - Insurance Fees	712,709	640,000	645,700
335.000 - Aid To Subdivisions	104,627	100,000	120,000
336.000 - Manufacturer Tax	43,641	44,000	40,000
337.000 - Telecommunications Tax	17,453	20,000	18,000
350.000 - Fines/Forfeitures	33,734	42,000	50,000
350.500 - School District Sro	-	28,000	28,000
355.000 - Merchant's Inventory Tax	18,977	18,000	17,100
356.000 - Accommodations Tax Revenue	(16,036)	27,250	24,000
369.000 - Public Works Fee	41,180	42,000	42,000
371.000 - Investment Earnings	4,972	3,000	5,000
374.000 - Furman Fee-in-lieu	160,000	160,000	160,000
375.000 - Miscellaneous	48,728	24,000	55,000
376.010 - Building Permits/Inspection Construction Inspection Fees	111,946	90,000	315,000
380.000 - County Recreation	31,766	30,000	32,000
382.000 - GHS Annual Settlement	-	33,000	33,000
Total Revenues	4,485,651	4,577,350	4,558,900
Gross Profit	4,485,651	4,577,350	4,558,900
Expenditures			
412.000 - Legal	831	8,000	6,000
413.000 - Mayor/Council	58,003	67,900	58,000
414.000 - Non-departmental	1,053,916	199,900	237,380
415.000 - Municipal Court	136,935	190,106	173,056
417.000 - Administrative	298,715	462,540	494,870
418.000 - Building Codes	-	112,120	131,181
421.000 - Police Department	978,418	1,656,612	1,757,335
423.000 - Fire Department	709,427	1,188,161	1,242,751
432.000 - Sanitation	209,356	234,000	273,000
434.000 - Maintenance	133,455	208,811	236,292
490.000 - Debt Service	274,902	303,500	501,832
500.000 - Capital Outlay	38,355	65,700	47,000
510.000 - Motor Vehicles & Equipment	88,099	-	19,140
Total Expenditures	3,980,412	4,697,350	5,177,837
Revenues over (under) expenditures	505,239	(120,000)	(618,937)
Other financing sources (uses)			
Transfers from other funds			
310.030 - Transfer from Hosp. Tax Fund	60,000	90,000	123,000
377.000 - Transfer from Accom. Tax	15,000	30,000	42,500
390.000 - Transfer from Sewer - Salary	22,500	25,000	62,000
Transfers to other funds			
500.000 - Trfr to Cap Projects Fund	-	-	-
Total other financing sources (uses)	97,500	145,000	227,500
Net change in fund balance	602,739	25,000	(391,437)

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget (Reallocated)	Budget
412.000 · Legal			
412.075 · Council Advice	6,163	8,000	6,000
Total 412.000 · Legal	6,163	8,000	6,000
413.000 · Mayor/Council			
413.001 · Council Salaries	33,600	33,600	33,600
Workers Compensation		9,000	9,000
413.080 · Seminars / Travel	12,198	20,000	10,000
413.081 · Public Relations	894	1,200	1,200
413.091 · Council Contingency	1,193	3,000	3,000
413.200 · Planning Commission Expense	1,005	1,100	1,200
Total 413.000 · Mayor/Council	48,890	67,900	58,000

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget (Reallocated)	Budget
414.000 · Non-departmental			
414.003 · Social Security/Medicare	131,401	-	-
414.004 · Retirement	79,015	-	-
414.005 · SC Retirement - Police	202,046		-
414.006 · Group Health & Life	431,230		-
414.007 · Workmans Compensation	83,289		-
414.008 · Unemployment Taxes	2	6,200	-
414.028 · Equipment Lease/Printer Copier	1,358	3,000	3,000
414.085 · Internet, Phone, Fiber/Coax	-	15,000	15,500
414.111 · Water & Sewer	4,656	6,000	6,200
414.112 · Duke Power	29,085	28,000	28,500
414.113 · Piedmont Natural Gas	2,570	5,500	4,200
414.120 · Street Lights	55,062	47,000	52,000
414.122 · Traffic Signals	881	1,000	1,000
414.141 · Casualty Insurance	14,138	21,000	17,000
414.144 · Tort Liability	33,840	42,000	35,000
414.161 · Annual dues (MASC)	2,684	2,400	2,400
414.200 · Vehicle Insurance	30,482	41,000	36,000
414.215 · Local Telephone Service	17,041	-	-
414.232 · Employee Appreciation	962	3,000	2,000
414.862 · Postage Meter	1,745	1,800	1,800
414.863 · Computer IT Support	-	15,200	15,250
414.871 · Advertisement/Legal Ads	631	1,200	1,000
414.872 · Newspaper Subscript	318	440	-
414.873 · Envelopes / Letterhead	1,395	1,500	1,500
414.874 · Fax Copy Computer Paper	924	1,000	1,000
414.876 · Flags	-	150	150
414.877 · Postage - All Departments	3,484	4,000	3,000
414.935 · Sales and Use Tax Expense	120	500	400
414.936 County Stormwater Fee	-	-	5,000
414.940 · Greenville Area Dev. Corp	600	600	600
414.950 · SC Energy Office Loan Repayment	4,875	4,880	4,880
Total 414.000 · Non-departmental	1,133,834	252,370	237,380

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget (Reallocated)	Budget
415.000 · Municipal Court			
415.001 · Municipal Court Salaries	69,984	66,000	57,100
415.002 Overtime	-	-	2,500
Social Security & Medicare		5,049	4,370
SCRS		10,171	9,450
Health Insurance		5,820	5,820
Workers Compensation		1,316	1,316
415.008 · Legal	9,747	21,000	20,000
415.031 · Cellular Phones	614	900	900
415.033 · General Office Supplies	626	1,850	1,200
415.034 · SC Code Supplies	-	1,000	1,000
415.065 · Schools & Seminars	2,310	3,000	1,200
415.066 · Travel Expense	1,431	2,000	1,000
415.074 · Court Op Judge/Jury fees)	3,392	2,000	2,200
415.076 · Jail Fees	15,503	70,000	65,000
Total 415.000 · Municipal Court	103,607	190,106	173,056
417.000 · Administrative			
417.001 · Administrative Salaries	261,500	267,000	267,000
Social Security & Medicare		20,426	20,500
SCRS		41,145	44,300
Health Insurance		50,200	50,200
Workers Compensation		5,270	5,270
417.100 · Mileage Reimbursement	353	200	800
417.201 · Fuel	1,128	2,500	2,500
417.311 · General Supplies	2,452	2,400	2,200
417.641 · Dues/Seminars/Travel	3,302	5,000	2,500
417.650 · Financial Services	68,288	44,500	50,000
417.792 · Newsletters Printing	549	2,000	1,500
417.795 · Code book	-	1,000	10,000
417.796 · Miscellaneous expense	3,743	2,200	2,200
417.801 · Professional Services	-	10,000	16,000
Payroll Processing Fees	-	-	13,800
417.796 · Human Resources	-	6,500	5,000
417.799 · Cellular Telephone	1,034	2,200	1,100
Total 417.000 · Administrative	342,349	462,540	494,870
418.000 · Building Codes			
418.001 - Salaries	48,000	48,000	62,000
Social Security & Medicare		3,672	4,600
SCRS		7,397	9,930
Health Insurance		14,835	14,835

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget	Budget
	(Reallocated)	(Reallocated)	Budget
Workers Compensation		1,316	1,316
418.005 · Dues/Training/Travel	-	1,100	-
418.101 - Fuel/Vehicle maintenance	-	-	3,000
418.102 - Cell Phone	-	-	1,000
418.010 · Plan Review/Inspection Services	-	30,000	30,000
418.115 · Code Books	-	1,300	-
418.020 · Permitting Software	4,500	4,500	4,500
Total 418.000 · Building Codes	52,500	112,120	131,181

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget (Reallocated)	Budget
421.000 · Police Department			
421.001 · Police Salaries	603,821	748,770	765,688
421.002 · Police Overtime	26,659	23,000	23,000
421.003 Holiday Pay	-	-	40,000
421.010 · Dispatchers' Salaries	18,864	219,530	227,987
421.012 · Dispatchers Overtime	14,012	12,000	12,800
Social Security & Medicare		65,560	81,372
SCRS		4,851	40,678
PORS		89,364	157,420
Health Insurance		241,924	242,000
Workers Compensation		52,543	28,950
421.171 · Gas	36,751	40,000	40,000
421.182 · Repairs	27,639	23,000	23,000
421.214 · Teletype (SC Law Enforce)	6,645	1,200	1,200
421.275 · General Repair Police Equipme	2,996	3,000	3,000
421.311 · General Office Supplies	5,798	2,500	2,500
421.314 · Crime Scene Equipment	1,521	1,500	1,500
421.351 · Blood Borne Pat. Equip	331	1,000	700
421.411 · Uniforms	12,448	10,000	9,000
421.412 · Duty Gear	1,650	3,000	2,500
421.413 · Body Armor	2,833	2,500	2,500
421.641 · Dues/Training/Travel	4,267	8,000	3,000
421.645 · Physical Exams	4,345	6,500	6,500
421.783 · Crime Prevention	1,109	1,000	700
421.851 · Weapons-Sidearms/Shotguns	4,534	4,500	3,500
421.855 · Traffic Control	427	800	600
421.857 · Telephone/Cell Phone	7,400	10,500	11,000
421.860 · Mobile Radar	1,871	1,000	800
421.862 · Computer Equipment	7,825	5,000	5,000
421.863 · Office Furniture	916	1,000	800
421.865 · Contracts-Printer/Copier/Software	-	4,600	5,640
421.900 · 800MHZ Radio Fees	13,693	16,000	14,000
Total 421.000 · Police Department	808,355	1,604,142	1,757,335

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget	Budget
	(Reallocated)		
423.000 · Fire Department			
423.001 · Salaries	602,278	659,800	669,042
423.002 · Overtime - Non-volunteer	7,707	15,000	20,000
423.003 Holiday Pay	-	-	25,000
Social Security & Medicare		51,622	54,625
PORS		113,636	137,382
Health Insurance		178,400	178,400
Workers Compensation		18,422	18,422
423.111 · Duke Power	10,856	13,000	13,000
423.112 · Water	2,837	3,000	3,000
423.113 · Piedmont Natural Gas	1,326	1,750	1,750
423.131 · Building	6,822	12,000	12,000
423.171 · Fuel	18,331	17,500	18,500
423.173 · Maintenance	39,625	28,000	28,000
423.182 · Aerial Safety Test	1,055	1,300	1,300
423.214 · Cellular Telephone	3,845	4,500	4,500
423.271 · Communications maintenance	2,044	1,800	1,800
423.276 · Maintenance Contracts	9,967	13,130	13,130
423.311 · General Supplies	564	1,500	1,200
423.351 · Medical Supplies	686	1,000	800
423.411 · Uniforms	3,200	11,500	10,000
423.641 · Training	5,956	8,400	3,500
423.647 · Physicals Exams	10,601	8,400	8,400
423.751 · Fire Prevention	1,196	1,500	1,000
423.782 · Building Codes	4,923	1,500	-
423.856 · Equipment	8,338	21,500	18,000
Total 423.000 · Fire Department	742,157	1,188,161	1,242,751

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget (Reallocated)	Budget
432.000 · Sanitation			
432.020 · Contract Services	219,570	210,000	245,000
432.030 · Landfill Fee	20,941	24,000	28,000
Total 432.000 · Sanitation	240,511	234,000	273,000
434.000 · Maintenance			
434.001 · Salaries	53,748	86,000	87,000
434.002 · Overtime	958	1,200	1,200
Social Security & Medicare		6,671	6,594
SCRS		13,438	14,145
Health Insurance		24,821	24,821
Workers Compensation		2,632	2,632
434.133 · Mechanical Heat/AC	1,027	3,500	3,500
434.134 · Electrical Plumbing	465	3,000	2,000
434.135 · Building Maintenance	2,053	4,000	4,000
434.136 · Locksmith	-	600	600
434.161 · Street Signs	683	800	800
434.162 · Street/Sidewalk Maintenance	34,158	32,500	32,500
434.165 · Engineering (Alliance)	-	2,500	30,000
434.171 · Fuel	4,181	5,000	5,000
434.172 · Vehicle Maintenance	5,067	2,000	2,000
434.201 · Animal Boarding Supplies	55	300	400
434.203 · Humane Society Fees	1,200	1,250	1,250
434.272 · Lawn & Power Tools	2,463	3,000	2,000
434.273 · Emergency Equip	1,070	1,200	1,200
434.281 · Cleaning Supplies/Services	10,192	11,500	12,000
434.287 · Kitchen supplies	118	500	250
434.300 · Cellular Telephone	1,111	1,200	1,200
434.301 · Miscellaneous	1,403	1,200	1,200
Total 434.000 · Maintenance	119,952	208,811	236,292

City of Travelers Rest, SC
Budget Worksheets - General Fund Exenditures
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Budget (Reallocated)	Budget
490.000 · Debt Service			
490.030 · Installment/Purchase Bond 2013B	71,407	71,500	69,500
490.031 · Installment/Purchase FD 2013A	117,958	118,000	118,000
490.032 · Instlmt Rev Bond Series 2017	113,411	114,000	111,000
490.033 · Master Lease Payment	-	-	153,332
2020 Capital Projects GO Bond	-	-	50,000
Total 490.000 · Debt Service	302,776	303,500	501,832
500.000 · Capital Outlay			
500.495 · Resurfacing	30,000	32,000	47,000
500.500 · Computer Upgrades	3,255	18,700	-
500.505 · Christmas Decorations	4,646	10,000	-
500.510 · Trash/Recycling Receptacles	-	5,000	-
500.000 · Capital Improvements - Other	(4,136)	-	-
	-	-	-
Total 500.000 · Capital Improvements	33,765	65,700	47,000
510.000 Motor Vehicles & Equipment			
510.990 · Public Works/Admin	-	-	-
510.980 · Police Dept	93,834	-	7,140
510.983 · Fire Gear	-	-	12,000
Total 510.000 Motor Vehicles & Equipment	93,834	-	19,140
Total Expenditures	(4,028,693)	(4,697,349)	(5,177,837)

City of Travelers Rest, SC
Budget Worksheets - Capital Projects Fund
For the Fiscal Year Ending June 30, 2021

	FY 2021 Budget
Revenues	<u>-</u>
	<u>-</u>
Total Revenues	<u>-</u>
Expenditures	
Street Resurfacing	47,000
Fire Equipment/Gear	<u>7,500</u>
Fire Pagers	<u>4,500</u>
Police Tasers	<u>7,140</u>
Total Expenditures	<u>66,140</u>
Revenues over (under) expenditures	(66,140)
Other financing sources (uses)	
1395.00 Transfer from General Fund	-
1396.00 Transfer from Hospitality Tax Fund	<u>50,000</u>
1397.00 Transfer from Local Accom. Tax Fund	<u>-</u>
Total other financing sources	<u>50,000</u>
Total Change in Fund Balance	<u><u>(16,140)</u></u>

City of Travelers Rest, SC
Budget Worksheets - Hospitality Tax Fund
For the Fiscal Year Ending June 30, 2021

	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget
Revenues			
3371.00 · Invest Inc - Hosp	975	1,000	800
3380.00 · Local Hospitality Tax Rev	876,904	760,000	720,000
3385.00 · Sponsorship Revenue	6,900	10,000	10,000
3396.00 · Rental Income - Hospitality	4,700	7,000	7,000
Total Income	889,479	778,000	737,800
Expenditures			
3510.00 · Debt Service	423,600	420,000	420,000
3513.00 · Ampitheater Programming	37,383	45,000	20,000
3650.00 · Downtown/Park Maint	27,843	20,000	30,000
3655.00 · Equipment for Trailblazer Park Maint.	6,974	10,000	-
3770.00 · Miscellaneous Expenses	2,509	10,000	10,000
3773.00 · Website Design and Hosting	1,800	2,500	1,500
3775.00 · Landscape Maintenance	45,852	62,000	62,000
3777.00 · Mowing	-	22,000	22,000
3780.00 · Utilities	30,725	32,500	35,000
3800.00 · CEO Loan Rpmt (2)	4,875	4,875	4,875
Total Expenditures	581,561	628,875	605,375
Revenues over (under) expenditures	307,918	149,125	132,425
Other finance sources (uses)			
3790.00 · Transfer to General Fund	-	(90,000)	(123,000)
3792.00 · Transfer to Capital Project Fund	-	(35,000)	(50,000)
Total other finance sources (uses)	-	(125,000)	(173,000)
Total Change in Fund Balance	307,918	24,125	(40,575)

City of Travelers Rest, SC
Budget Worksheets - Accommodations Tax Fund
For the Fiscal Year Ending June 30, 2021

	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>
	<u>Actual</u>	<u>Annual Budget</u>	<u>Budget</u>
Revenues			
4371.00 · Invest. Income - Accom.	2,901	1,500	1,250
4380.00 · Local Accom Tax Revenue	103,001	100,000	65,000
Total Revenues	<u>105,902</u>	<u>101,500</u>	<u>66,250</u>
Total Revenues	105,902	101,500	66,250
Expenditures			
4600.00 · Recreation/Event Sponsorship	6,500	5,000	10,000
4650.00 · Printing/Marketing/Tourism Promotion	8,070	30,000	32,000
4690.00 · Downtown Events/ Miscellaneous Expense	-	6,000	6,000
Total Expenditures	<u>14,570</u>	<u>41,000</u>	<u>48,000</u>
Revenues over (under) expenditures	<u>91,332</u>	<u>60,500</u>	<u>18,250</u>
Other financing sources (uses)			
4696.00 · Transfer to General Fund	-	(30,000)	(42,500)
4698.00 · Transfer to Capital Project Fund	-	(25,000)	-
Total other financing sources (uses)	<u>-</u>	<u>(55,000)</u>	<u>(42,500)</u>
Total change in fund balance	<u>91,332</u>	<u>5,500</u>	<u>(24,250)</u>

City of Travelers Rest, SC
Budget Worksheet - State Accomodations Tax Fund
For the Fiscal Year Ending June 30, 2021

	FY 2021 Budget
Revenues	
State Accom. Tax Revenue	24,000
Total Revenues	24,000
Expenditures	
Transfer to General Fund (25,000 + 5%)	24,000
Transfer to Tourism Promotions bank acct (30%)	-
Tourism Projects/Events bank acct (65%)	-
	24,000
Revenues over Expenditures	-

City of Travelers Rest, SC
Budget Worksheets - Sewer
For the Fiscal Year Ending June 30, 2021

	FY 2019	FY 2020	FY 2021
	Actual	Annual Budget	
Revenues			
7360.01 · Sewer User Fee	251,358	230,000	230,000
7360.02 · Sewer Collections - Taps	5,200	16,000	18,000
7360.03 · Sewer City Impact Fee - Comm	2,400	50,000	20,000
7360.04 · Sewer City Impact Fee - Resident	-	16,000	20,000
7360.14 · ReWa New User Fee	-	5,000	12,500
7369.01 · Engineer Evaluation Fee	450	1,500	1,000
7371.00 · Investment Income	3,145	1,000	1,500
Total Revenues	262,553	319,500	303,000
Expenditures			
8450 · Depreciation Expense	156,586	-	-
8434 · Blockage	3,720	5,000	5,000
8435 · General Repairs	3,096	25,000	25,000
8436 · ReWa New User Fee	-	-	11,875
8438 · Engineering	4,124	15,000	15,000
8440 · Supplies	17	1,200	1,200
8442 · Schools/Seminars	40	2,000	1,500
8446 · Engineering - EPA	15,506	15,000	15,000
8447 · Pump Station - Utilities/Maint	23,851	27,000	27,000
8455 · Sewer Rehab	-	50,000	90,000
8502 · Right of Way Clearance	-	10,000	10,000
8504 · Sewer Line Cleaning - Inspection	-	15,000	15,000
8510 · Debt Service	-	5,800	5,800
8511 · Salaries	20,410	25,000	62,000
Total Expenditures	227,350	196,000	284,375
Revenues over (under) expenditures	35,203	123,500	18,625

**City of Travelers Rest
Budget Worksheet
For the Year Ending June 30, 2021**

VICTIM'S ADVOCATE FUND

	FY2019 Budget	FY2020 Budget	FY2021 Budget
Revenues			
Prior Year Balance Forward	10,400	10,800	19,100
5310.000 Anticipated Revenues	11,500	11,500	11,500
Total revenues	21,900	22,300	30,600
Expenditures			
5500.000 Salaries	6,000	6,000	6,500
5502.000 Fringe Benefits	1,600	1,600	1,650
5504.000 Retirement	300	300	450
5506.000 FICA	400	400	500
5515.000 Postage	100	100	100
5520.000 Fuel	200	200	200
5525.000 Training-Seminars/Cont. Education	1,000	1,000	1,000
5535.000 Office Supplies	500	500	500
5540.000 Office Equipment	300	300	300
5545.000 Internet/Phone Service	200	200	200
5550.000 Cellular Phone	500	500	500
Charitable donations	-	-	3,000
Total Expenditures	11,100	11,100	14,900
Revenues over(under) expenditures	10,800	11,200	15,700



MEMORADUM

TO: Ways and Means Committee/City Council

FROM: Eric Vinson, City Administrator

DATE: May 7, 2020

SUBJECT: FY 21 Fee Schedule

Attached is the proposed fee schedule for FY 2021. Changes and recommended increases are recommended to some fees and they are shown in red.

Development and Construction Inspection fees shown on page on Page 3. are current fees being charged by the City's Engineering Inspection Consultant. Currently, these fees are being paid by the developer directly to the City's consultant, Alliance Engineering, for development inspection services. The fees are now included in the city's fee schedule and will be collected by the City and paid to Alliance Engineer. This method of collection provides for greater transparency and will allow the development community to see and anticipate all fees associated with development.

The fees have been established and set by the City in consultation with Alliance Engineering. The City has added a \$50 service charge to cover the City's administrative cost of collection and remittance.

Other proposed changes include adjustments to permits, special events, kennel fees, and park rentals.

**City of Travelers Rest Fee Schedule
FY 20-21**

ADMINISTRATION

- Election Filing Fee
 - Council Member \$180.00
 - Mayor \$240.00 Finance

- FOIA
 - Search/Retrieval/Redaction/Copying \$26.00/HR
 - Postage/Shipping FedEX/UPS/USPS Rates

- Copies:
 - Paper Records – Black/White \$0.20/Page
 - Paper Records – Color \$0.30/Page
 - Paper Records, Legal Size – Black/White \$0.50/Page
 - Paper Records, Legal Size – Color \$0.60/Page
 - Paper Records, Ledger Size – Black/White \$0.75/Page
 - Paper Records, Ledger Size – Color \$1.00/Page
 - CD's, DVD's, or other Electronic, Media) \$26.00/Hour

- Returned Check Fee \$25.00
- Credit Card Processing Fee 4%

POLICE DEPARTMENT

- Fingerprints \$10.00
- Identification photograph \$12.00
- Police Reports \$6.00
- Other Reports \$1.00/page
- Local criminal record check (for non-law enforcement personnel) \$6.00
- CD's, DVD's, or other Electronic, Optical or Magnetic Media) \$26.00/Hour
- Towing Fees
 - Collision Tow
 - Class A \$200
 - Class B. \$225.00
 - Class C. \$473.00/ hr
 - Non-Collision, Arrest/Stranded
 - Class A. \$130.00
 - Class B. \$155.00
 - Class C. \$473.00/hr
- Towing Storage Fees – \$20.00/day

PLANNING

- Rezoning Application Fees:
- Single Family Residential: Base Fee \$100.00
 - (2 Acres) \$110.00
 - (3 Acres) \$120.00
 - (4 Acres) \$130.00

**City of Travelers Rest Fee Schedule
FY 20-21**

- (5 Acres) \$140.00
- (6 Acres) \$150.00
- (7 Acres) \$160.00
- (8 Acres) \$170.00
- (9 Acres) \$180.00
- (10 Acres) \$190.00
- Greater than 10 acres \$200.00
- Multi-family Residential: Base Fee \$200.00
 - (2 Acres) \$210.00
 - (3 Acres) \$220.00
 - (4 Acres) \$230.00
 - (5 Acres) \$240.00
 - (6 Acres) \$250.00
 - (7 Acres) \$260.00
 - (8 Acres) \$270.00
 - (9 Acres) \$280.00
 - (10 Acres) \$290.00
 - Greater than 10 acres \$300.00
- Non-Residential:
 - Base Fee \$250.00
 - (2 Acres) \$260.00
 - (3 Acres) \$270.00
 - (4 Acres) \$280.00
 - (5 Acres) \$290.00
 - (6 Acres) \$300.00
 - (7 Acres) \$310.00
 - (8 Acres) \$320.00
 - (9 Acres) \$330.00
 - (10 Acres) \$340.00
 - Greater than 10 acres \$350.0
- PD (Planned Development) ~~\$250.00~~ ~~\$350.00~~ \$550.00
- FRD (Flexible Review District) ~~\$250.00~~ ~~\$350.00~~ \$550.00
- Board of Appeals \$100.00
- Final Development Plan ~~\$25.00~~ \$150.00
- Final Development Plan Revisions \$25.00
- Temporary Use Permit \$50.00
- Zoning Verification \$35.00

SPECIAL EVENTS

- Special Event Permit \$50.00
 - Electricity \$50.00
 - Garbage/Recycling \$75.00
 - Cones or barricade Rental \$125

**City of Travelers Rest Fee Schedule
FY 20-21**

CONSTRUCTION INSPECTION (ENGINEERING/DEVELOPMENT)

Plan Review Fees

Road & Storm Drain Review

- Single Family Residential
 - One (1) to Fifteen (15) Acres \$1,550
 - Fifteen (15) to Thirty (30) Acres \$3,050
 - Above Thirty (30) Acres as Determined by City
- Multi-Family Residential – Not Applicable
- Commercial – Not Applicable
- Mixed-Use/Planned Development – Consult with City

Wastewater Line Review

- Single Family Residential & Mixed-Use/Planned Development
 - 0 – 5,000 Feet of Wastewater Line \$1,050
 - 5,000 – 10,000 Feet of Wastewater Line \$2,050
 - Above 10,000 Feet of Wastewater Line as Determined by City
- Multi-Family Residential
 - 0 – 1,000 Feet of Wastewater Line \$550
 - 1,000 – 2,500 Feet of Wastewater Line \$800
 - 2,500 – 5,000 Feet of Wastewater Line \$1,550
 - Above 5,000 Feet of Wastewater Line as Determined by City
- Commercial
 - 0 – 1,000 Feet of Wastewater Line \$550
 - 1,000 – 2,500 Feet of Wastewater Line \$800
 - Above 2,500 Feet of Wastewater Line as Determined by City

Construction Inspection Fees

Road & Storm Drains (Not Applicable to Multi-Family Residential & Commercial)

- Fees
 - Monthly Road & Storm Drain Construction Observation \$550
 - Road Proof Roll Test Site Visit (up to 4 hours) \$550
 - Road & Storm Drain Punch List Site Visit & Project Closeout \$1,050
- Additional Fees (as required)
 - Additional Road & Storm Drain Site Visit (per visit, up to 4 hours) \$550
 - Additional Proof Roll Test Site Visit (per visit, up to 4 hours) \$550
 - Additional Punch List Site Visit (per visit, up to 4 hours) \$550

Wastewater Lines

- Fees
 - Monthly Wastewater Construction Observation (waived for Commercial) \$550
 - Wastewater Line Testing Site Visit (up to 4 hours) \$550
 - Wastewater Punch List Site Visit & Project Closeout \$1,050
- Additional Fees (as required)
 - Additional Wastewater Site Visit (per visit, up to 4 hours) \$550
 - Additional Wastewater Line Testing Site Visit (per visit, up to 4 hours) \$550
 - Additional Punch List Site Visit (per visit, up to 4 hours) \$550

**City of Travelers Rest Fee Schedule
FY 20-21**

BUILDING DEPARTMENT

- Plan Review Fee ½ Total Permit Fees plus \$150.00 Plan Check Fee
- Plan Check Fees
 - Occupancy Permit (when plans required) \$150.00
 - Demolition (when plans required) \$150.00
 - Signs (when plans required) \$150.00
 - Site Plan \$150.00
- Sign Permit ~~\$10.00~~ **\$50.00**
- **Reinspection Fee \$40.00**
- **Building Occupancy Permit \$40.00**

Building and Trade Permit Fees

TOTAL VALUATION	FEE
\$1,000 and less	Base permit fee \$30.
\$1,000 to \$50,000	\$30. base permit fee + \$5. for each additional thousand or fraction thereof, to and including \$50,000.
\$50,000 to \$100,000	\$275. base permit fee + \$4. for each additional thousand or fraction thereof, to and including \$100,000.
\$100,000 to \$500,000	\$475. base permit fee + \$3. for each additional thousand or fraction thereof, to and including \$500,000.
\$500,000 and up	\$1,675. base permit fee + \$2. for each additional thousand or fraction thereof.

PUBLIC WORKS/CODE ENFORCEMENT

- Public Works Fee – (Billed on TAX BILL) \$20/Year
- Street, Alley, Easement Abandonment \$500.00
- Sewer User Fee
 - Residential \$10.00/month
 - Commercial \$20.00/month
- Sewer Capacity Evaluation ~~\$150.00~~ **\$250.00**
- Septic Tank ~~\$100.00~~ **\$250.00**
- **Sewer Verification Fee - \$50.00**
- Sewer Impact Fees
 - Industrial \$4,800.00 and \$1,200.00 for each 400 gallons/day
 - Industrial (Multi-unit) \$4,800 per unit and \$1,200.00 for each 400 gallons/day
 - Commercial/Office \$2,400 and \$1,200.00 for each 400 gallons/day
 - Commercial/Office (Multi-unit) \$2,400 per unit and \$1,200.00 for each 400 gallons/day
 - Multi-family Residential \$1,200.00 per unit and \$1,200.00 for each 400 gallons/day
 - Single family Residential \$1,200.00
- Sewer Tap Fees
 - Industrial \$1,000.00
 - Industrial (Multi-Unit) \$1000 for first unit and \$500 for each additional unit

**City of Travelers Rest Fee Schedule
FY 20-21**

- Commercial/Office \$800.00
- Commercial/Office (Multi-unit) \$800.00 for first unit and \$400 for each additional unit
- Multi-dwelling Residential \$400 for first unit and \$200 per unit for each additional unit
- Single family Residential \$400.00

- Animal Control:
 - \$35.00 (1st offense)
 - \$40.00 (2nd offense)
 - \$50.00 (3rd offense)
 - \$60.00 (4th offense)
 - \$200.00 5th offense)
 - \$500.00 (6th offense)
- Kennel Fee ~~\$5.00/day~~ \$50.00 first day and Boarding Fee of \$10.00/day

- Encroachment Permit \$75.00

RENTALS:

- Community Room Meeting Room \$125 for 2hrs – then \$50.00/hr
- Farmers Market Pavilion: \$400.00 for ½ day (includes festival lawn)
- Amphitheater: \$400.00 for ½ day

***Non – Profit organizations may receive 50% off all rentals.

****1/2 Rental Fee – Non-refundable deposit to reserve facility. Full payment due prior to event.

**** A cleaning fee of \$150.00 may be assessed if trash receptacles are not emptied and disposed of in dumpster.



M E M O R A D U M

TO: Ways and Means Committee/City Council

FROM: Eric Vinson, City Administrator

DATE: May 7, 2020

SUBJECT: FY2021-2025 Capital Improvement Plan

The 5-year Capital Improvement Plan is provided along with this year's budget. This CIP provides a snapshot of capital needs over the next 5 years. The CIP is a planning tool and allows City Council to look ahead at future needs and thus make more informed decisions on allocating funds during the annual budget process. The CIP is adjusted annually with the budget and in accordance with Council's goals and will be included in this year's budget ordinance. The CIP is divided into 2 sections, Capital Projects and Vehicles and Equipment.

CAPITAL PROJECTS

Department	Project Summary	Funding Sources	FY2021	FY2022	FY2023	FY2024	FY2025	Total
Public Works	Poinsett & Center Street Streetscape Project Phase 1	GO/S425k City Hall Sales/Cash/\$225k resu	\$ 40,000	\$ 600,000		\$ 300,000		\$ 600,000
Public Works	Poinsett & Center Street Streetscape Project Phase 2	GO (Total Project to include C-Funds)			\$ 300,000	\$ 300,000		\$ 600,000
Public Works	Main St Crosswalk	GO	\$ 150,000					\$ 150,000
Recreation	Gateway Park (3)	PayGo		\$ 78,000			TBD	\$ 78,000
Public Works	Downtown Trail Enhancement Project (4)	GO	\$ 35,000					\$ 35,000
Sewer	Sewer Rehabilitation (Basin 7 and 8) (5)	PW Fee						
Public Works	Sidewalk Repairs (6)	(PW Fee from \$20 / yr to \$50 / yr) & H-Tax	\$ 45,000	\$ 50,000	\$ 55,000	\$ 60,000	\$ 70,000	\$ 280,000
Public Works	Sullivan Street Bridge Repair (7)	GO		\$ 90,000				\$ 90,000
Public Works	Road Paving (8)	Cash (Paygo)	\$ 47,000	\$ 55,000	\$ 60,000	\$ 65,000	\$ 70,000	\$ 297,000
Fiscal Year Totals			\$ 317,000	\$ 783,000	\$ 505,000	\$ 425,000	\$ 140,000	\$ 2,130,000

- (1) Poinsett Phase I - TBD.
- (2) Poinsett Phase II - TBD.
- (3) Gateway Park - Planning and engineering is needed at a cost of 75-100k. Construction funding options include H&A Revenue Bond, RIA Grant. Total cost TBD.
- (4) Trail Enhancement Project to begin in 2021. Funding sources included H&A tax revenue. City to fund cost of additional asphalt.
- (5) Sewer Rehab - Rehab. of basins 7 & 8 is needed at a cost of 2.8 M. Current debt will be reduced to \$0 in FY22. It is estimated that we will issue debt to finance this project. Sewer impact fee study is needed.
- (6) Sidewalk program. Estimated costs to initiate program are 45k. Additional revenue from Public Works Fee increase needed. Program funding will be split 50/50 with PW Fee Revenue and H-Tax Revenue.
- (7) Sullivan Street Bridge Repair - replace retaining wall estimated cost of 45k.
- (8) Road Paving - Annual C-Fund Municipal Matching Program.

VEHICLES AND EQUIPMENT

Department	Project Summary	Funding Sources	FY2021	FY2022	FY2023	FY2024	FY2025	Total
Fire	Vehicle (1)	Master Lease		\$ 40,000	\$ 40,000			\$ 80,000
Fire	Equipment/Gear (2)	Cash (Paygo)	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500		\$ 30,000
Fire	Pagers (3)	Cash (Paygo)	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 1,300	\$ 19,300
Police	800 Mhz Radios (4)	Master Lease or Grant			\$ 150,000			\$ 150,000
Police	Police Vehicles (5)	Master Lease	\$ 98,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 538,000
Police	Body Camera and Dash Camera plus Data Storage	Cash (Paygo)		\$ 20,000	\$ 20,000			\$ 60,000
Police	MDT Computers (7)	Cash (Paygo)	\$ 22,000					\$ 22,000
Police	Tasers (8)	Cash (Paygo)	\$ 7,140	\$ 5,820	\$ 5,820	\$ 5,820	\$ 5,820	\$ 30,420
Police	Live Scan Plus Fingerprint Machine (9)	Cash (Paygo)	\$ 21,895					\$ 21,895
Public Works	Replacement Vehicle (10)	Master Lease	\$ 335,000					\$ 335,000
Public Works	Dump Trailer (11)	Cash (Paygo)		\$ 10,000				\$ 10,000
Public Works	Replacement Vehicle (12)	Master Lease			\$ 40,000			\$ 40,000
Public Works	Heavy Equipment/Skid Steer (13)	Master Lease				\$ 100,000		\$ 100,000
Building Codes	Vehicles (14)	Master Lease		\$ 32,000				\$ 32,000
Fiscal Year Totals			\$ 196,035	\$ 209,820	\$ 377,820	\$ 247,820	\$ 137,120	\$ 1,146,720
							Total CIP	\$ 3,276,720

- (1) Replace aging vehicles
- (2) 3 sets of fire fighter gear needed each year
- (3) replace aging pagers over 5 years
- (4) Grant funding available for radios
- (5) Replace aging vehicles - need to purchase 2 vehicles per year for next 5 years
- (6) Replace body cameras and dash cameras and data storage solution.
- (7) Replace 4 vehicle computers. Plan to include in budget amendment and purchase in second half of FY 2021
- (8) Replace aging tasers
- (9) Warranty expires on existing equipment in August 2020. We will want to purchase in second half of FY 2021 or FY22. Will replace when existing machine fails.
- (10) Replace aging vehicle
- (11) Add dump trailer to expand public works capacity
- (12) Replace 2nd public works vehicle
- (13) New heavy equipment in year 3 to expand public works capacity
- (14) Replacement vehicle for Building Codes

STATE OF SOUTH CAROLINA)

COUNTY OF GREENVILLE)

ORDINANCE O-08-20

CITY OF TRAVELERS REST)

AN ORDINANCE RELATING TO THE FISCAL AFFAIRS OF THE LOCAL HOSPITALITY AND LOCAL ACCOMMODATIONS TAX FUNDS OF THE CITY OF TRAVELERS REST, MAKING APPROPRIATIONS THEREFORE, AND TO PROVIDE FOR BUDGET CONTROL OF SAID APPROPRIATIONS BY THE TRAVELERS REST CITY COUNCIL AND SUCH OTHER MATTERS RELATED THEREFORE EFFECTIVE JULY 1, 2020 AND ENDING ON JUNE 30, 2021.

BE IT ENACTED by the Travelers Rest City Council:

Section 1:

The following revenues are anticipated pursuant to the previously enacted taxes on Local Hospitality (2% on prepared foods and beverages) and Local Accommodations (3% on lodging):

Revenues – Hospitality Tax:

Investment Income	\$ 800.00
Tax Revenues	\$ 720,000.00
Rental Income	\$ 7,000.00
Sponsorship Revenue	\$ 10,000.00
TOTAL ANTICIPATED REVENUE	\$ 737,800.00

Revenues – Accommodations Tax:

Investment Income	\$ 1,250.00
Tax Revenues	\$ 65,000.00
TOTAL ANTICIPATED REVENUE	\$ 66,250.00

Section 2:

There is hereby appropriated from the Local Hospitality and Local Accommodations Tax funds of Travelers Rest, the following amounts of money, for the purposes set forth by the Council of the City of Travelers Rest and in accordance with the Annual Budget document adopted by the Travelers Rest Council on June 18, 2020, incorporated herein by reference.

Expenditures – Hospitality Tax:

<u>Purpose</u>	<u>Amounts</u>
Bonded Indebtedness	\$ 420,000.00
Amphitheater Programming	\$ 20,000.00
General Maintenance	\$ 30,000.00
Miscellaneous Expenses	\$ 10,000.00
Landscape Maintenance	\$ 62,000.00
Mowing	\$ 22,000.00
Utilities	\$ 35,000.00
Transfer to General Fund	\$ 123,000.00
Transfer to Capital Projects	\$ 50,000.00
SC Energy Office Repayment (2)	\$ 4,875.00
Web Design and Hosting	\$ 1,500.00
TOTAL APPROPRIATIONS	\$ 778,375.00

Expenditures – Accommodations Tax:

<u>Purpose</u>	<u>Amounts</u>
Transfer to General Fund	\$ 42,500.00
Downtown Events/Miscellaneous	\$ 6,000.00
Printing/Tourism Promotion	\$ 32,000.00
Event Sponsorship	\$ 10,000.00
TOTAL APPROPRIATIONS	\$ 90,500.00

Section 3:

If any section of this ordinance shall be declared invalid it shall not be construed to affect the validity of any other section hereof.

Section 4:

This ordinance shall take effect on the first day of July 2020.

DONE, RATIFIED, AND PASSED this 18th day of June, 2020.

Brandy Amidon, Mayor

ATTEST:

Charlene Carter, City Clerk-Treasurer

REVIEWED:

Eric Vinson, City Administrator

Introduced: _____

1st Reading _____

2nd Reading _____

Public Hearing _____

STATE OF SOUTH CAROLINA)

COUNTY OF GREENVILLE)

ORDINANCE O-09-20

CITY OF TRAVELERS REST)

AN ORDINANCE RELATING TO THE FISCAL AFFAIRS OF THE SEWER SYSTEM OF THE CITY OF TRAVELERS REST, MAKING APPROPRIATIONS THEREFORE, AND; TO PROVIDE FOR BUDGET CONTROL OF SAID APPROPRIATIONS BY THE TRAVELERS REST CITY COUNCIL AND SUCH OTHER MATTERS RELATED THEREFORE EFFECTIVE JULY 1, 2020 AND ENDING ON JUNE 30, 2021.

BE IT ENACTED by the Travelers Rest City Council:

Section 1:

The following revenues are anticipated pursuant to the previously enacted fees of the Sewer System:

<u>Revenues:</u>	<u>Amounts</u>
Sewer User Fee -	\$230,000.00
Sewer Collections – Taps	\$ 18,000.00
City Sewer Impact Fee Commercial	\$ 20,000.00
City Sewer Impact Fee Residential	\$ 20,000.00
ReWa New User Fee	\$ 12,500.00
Engineer Evaluation Fee	\$ 1,000.00
Investment Income	\$ 1,500.00
TOTAL REVENUES	\$303,000.00

Section 2:

There is hereby appropriated from the Sewer System Fund of Travelers Rest, South Carolina, the following amounts of money, for the corporate purposes of Travelers Rest for and during the period beginning July 1, 2020, and ending June 30, 2021, to wit:

Expenditures:

<u>Purpose</u>	<u>Amounts</u>
Blockage	\$ 5,000.00
General Repairs	\$ 25,000.00
ReWa New User Fee	\$ 11,875
Sewer Rehabilitation	\$ 90,000.00
Engineering	\$ 15,000.00
Supplies	\$ 1,200.00
Schools/Seminars	\$ 1,500.00
Engineering – EPA	\$ 15,000.00
Pump Station – Utilities/Maint	\$ 27,000.00
ROW clearance	\$ 10,000.00
Line Cleaning and TV Inspection	\$ 15,000.00
Debt Service Depreciation	\$ 5,800.00
Salaries	\$ <u>62,000.00</u>
TOTAL EXPENDITURES	\$284,375.00

Section 3:

If any section of this ordinance shall be declared invalid it shall not be construed to affect the validity of any other section hereof.

Section 4:

DONE, RATIFIED, AND PASSED this 18st day of June 2020.

Brandy Amidon, Mayor

ATTEST:

Charlene Carter, City Clerk-Treasurer

REVIEWED:

Eric Vinson, City Administrator

Introduced: _____

1st Reading: _____

2nd Reading: _____

Public Hearing: _____

STATE OF SOUTH CAROLINA)

COUNTY OF GREENVILLE)

ORDINANCE O-10-20

CITY OF TRAVELERS REST)

AN ORDINANCE RELATING TO THE FISCAL AFFAIRS OF THE VICTIMS ADVOCATE FUND OF THE CITY OF TRAVELERS REST, MAKING APPROPRIATIONS THEREFORE, AND TO PROVIDE FOR BUDGET CONTROL OF SAID APPROPRIATIONS BY THE TRAVELERS REST CITY COUNCIL AND SUCH OTHER MATTERS RELATED THEREFORE EFFECTIVE JULY 1, 2020 AND ENDING ON JUNE 30, 2021.

BE IT ENACTED by the Travelers Rest City Council:

Section 1:

The attached Victim's Advocate Fund – Schedule of Budgeted Revenues and Expenses shall set forth anticipated revenues and approved expenditures. These appropriations and matters thereof shall be in effect for and during the period of July 1, 2020 through June 30, 2021.

Section 2:

If any section of this ordinance shall be declared invalid it shall not be construed to affect the validity of any other section hereof.

Section 3:

This ordinance shall take effect on the first day of July 2020.

DONE, RATIFIED, AND PASSED this 18th day of June, 2020.

Brandy Amidon, Mayor

ATTEST:

Charlene Carter, City Clerk-Treasurer

REVIEWED:

Eric Vinson, City Administrator

Introduced: _____
1st Reading _____
2nd Reading _____
Public Hearing _____

**City of Travelers Rest
Budget Worksheet
For the Year Ending June 30, 2021**

VICTIM'S ADVOCATE FUND

	FY2019 Budget	FY2020 Budget	FY2021 Budget
Revenues			
Prior Year Balance Forward	10,400	10,800	19,100
5310.000 Anticipated Revenues	11,500	11,500	11,500
Total revenues	21,900	22,300	30,600
Expenditures			
5500.000 Salaries	6,000	6,000	6,500
5502.000 Fringe Benefits	1,600	1,600	1,650
5504.000 Retirement	300	300	450
5506.000 FICA	400	400	500
5515.000 Postage	100	100	100
5520.000 Fuel	200	200	200
5525.000 Training-Seminars/Cont. Education	1,000	1,000	1,000
5535.000 Office Supplies	500	500	500
5540.000 Office Equipment	300	300	300
5545.000 Internet/Phone Service	200	200	200
5550.000 Cellular Phone	500	500	500
Charitable donations	-	-	3,000
Total Expenditures	11,100	11,100	14,900
Revenues over(under) expenditures	10,800	11,200	15,700



MEMORADUM

TO: Ways and Means Committee/City Council

FROM: Eric Vinson, City Administrator

DATE: May 7, 2020

SUBJECT: FY 21 GO Bond Issuance

Every year City Council issues a GO Bond (Series A and B) to pay a portion of the debt service on the City's 2017 installment purchase revenue bonds for City Hall construction project. The GO Bond allows the City to raise debt service millage sufficient to service the debt.

This year's GO Bond includes a "Series C" in the amount of \$225,000. The Series 2020C Bond will be used to defray the costs of various capital improvements in the City including (i) design and engineering work for phase one of the Poinsett Corridor Master Plan related to street and corridor improvements, streetscape and sidewalk improvements and stormwater infrastructure; (ii) installation of crosswalks and related traffic and pedestrian signaling and improvements where the Prisma Health Swamp Rabbit Trail crosses Main Street; and (iii) widening the Prisma Health Swamp Rabbit Trail on certain sections within the City.

AN ORDINANCE

TO PROVIDE FOR THE ISSUANCE AND SALE OF NOT EXCEEDING THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$375,000) CITY OF TRAVELERS REST, SOUTH CAROLINA, GENERAL OBLIGATION BONDS, IN ONE OR MORE SERIES; TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS SHALL BE EXPENDED; TO PROVIDE FOR THE PAYMENT THEREOF; AND OTHER MATTERS RELATING THERETO.

ORDINANCE O-11-20 GO BOND

TABLE OF CONTENTS

ARTICLE I

FINDINGS OF FACT

SECTION 1.01 OBJECTIVES..... 1
SECTION 1.02 RECITAL OF APPLICABLE CONSTITUTIONAL PROVISIONS..... 2
SECTION 1.03 NOTICE OF ADOPTION OF ORDINANCE..... 2

ARTICLE II

DEFINITIONS AND CONSTRUCTION

SECTION 2.01 DEFINITIONS..... 3
SECTION 2.01 CONSTRUCTION..... 4

ARTICLE III

ISSUANCE OF THE BOND

SECTION 3.01 ORDERING THE ISSUANCE OF THE BOND..... 6
SECTION 3.02 MATURITY SCHEDULE OF THE BONDS..... 6
SECTION 3.03 PROVISION FOR PAYMENT OF INTEREST ON THE BONDS..... 6
SECTION 3.04 MEDIUM OF PAYMENT; FORM AND DENOMINATION OF THE BONDS, PLACE OF PAYMENT OF PRINCIPAL..... 7
SECTION 3.05 AGREEMENT TO MAINTAIN REGISTRAR..... 7
SECTION 3.06 EXECUTION AND AUTHENTICATION..... 7
SECTION 3.07 RESERVED..... 7
SECTION 3.08 TRANSFERABILITY AND REGISTRY..... 7
SECTION 3.09 TRANSFER OF THE BONDS..... 8
SECTION 3.10 REGULATIONS WITH RESPECT TO TRANSFERS..... 8
SECTION 3.11 MUTILATED, DESTROYED, LOST AND STOLEN BOND..... 8
SECTION 3.12 HOLDER AS OWNER OF THE BOND..... 8
SECTION 3.13 CANCELLATION OF BONDS..... 9
SECTION 3.14 PAYMENTS DUE ON SATURDAYS, SUNDAYS AND HOLIDAYS..... 9
SECTION 3.15 STATE TAX EXEMPTION..... 9
SECTION 3.16 ORDER OF TAX LEVY TO PAY PRINCIPAL AND INTEREST OF THE BONDS..... 9
SECTION 3.17 FORM OF BONDS..... 9

ARTICLE IV

REDEMPTION OR PURCHASE OF THE BONDS

SECTION 4.01 OPTIONAL REDEMPTION..... 10
SECTION 4.02 CITY'S ELECTION TO REDEEM..... 10
SECTION 4.03 NOTICE OF REDEMPTION..... 10
SECTION 4.04 DEPOSIT OF REDEMPTION PRICE..... 10
SECTION 4.05 PURCHASES OF THE BONDS OUTSTANDING..... 11

ARTICLE V

SALE OF THE BONDS

SECTION 5.01 SALE OF THE BONDS AUTHORIZED..... 12
SECTION 5.02 PUBLICATION OF NOTICE REQUIRED BY SECTION 11-27-40(4)..... 12

ARTICLE VI

DISPOSITION OF PROCEEDS OF SALE OF THE BOND

SECTION 6.01 DISPOSITION OF BOND PROCEEDS INCLUDING TEMPORARY INVESTMENTS..... 13

ARTICLE VII

DEFEASANCE OF THE BONDS

SECTION 7.01 DISCHARGE OF ORDINANCE – WHERE AND HOW THE BONDS ARE DEEMED TO HAVE BEEN PAID AND DEFEASED..... 14

ARTICLE VIII

CERTAIN TAX CONSIDERATIONS

SECTION 8.01 GENERAL TAX COVENANT..... 15
SECTION 8.02 TAX REPRESENTATIONS..... 15
SECTION 8.03 REBATE..... 16
SECTION 8.04 QUALIFIED TAX-EXEMPT OBLIGATIONS..... 17

ARTICLE IX

MISCELLANEOUS

SECTION 9.01 FAILURE TO PRESENT BONDS..... 18
SECTION 9.02 SEVERABILITY OF INVALID PROVISIONS..... 18
SECTION 9.03 SUCCESSORS..... 18
SECTION 9.04 ORDINANCE TO CONSTITUTE CONTRACT..... 18
SECTION 9.05 FILING OF COPIES OF ORDINANCE..... 18
SECTION 9.06 APPROPRIATION OF FUNDS..... 18
SECTION 9.07 FURTHER ACTION BY OFFICERS OF CITY..... 19
SECTION 9.08 CONTINUING DISCLOSURE..... 19
SECTION 9.09 EFFECTIVE DATE OF THIS ORDINANCE..... 19

EXHIBIT A – Form of Bond

EXHIBIT B – Form of Notice of Private Sale

EXHIBIT C – Form of Notice of Adoption of Ordinance

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TRAVELERS REST,
SOUTH CAROLINA IN MEETING DULY ASSEMBLED:**

ARTICLE I

FINDINGS OF FACT

As an incident to the enactment of this Ordinance and the issuance of the bonds provided for herein, the City Council of the City of Travelers Rest (the "**Council**"), the governing body of the City of Travelers Rest, South Carolina (the "**City**"), finds that the facts set forth in this Article exist, and the statements made with respect thereto are true and correct.

Section 1.01 Objectives.

(a) By virtue of Title 5, Chapter 21, Article 5 of the Code of Laws of South Carolina, 1976, as amended (the "**South Carolina Code**"), as supplemented by South Carolina Code Section 11-27-40, the City is empowered to issue general obligation bonds for any "corporate purpose" as therein defined. The above-referenced chapter and section of the South Carolina Code are hereinafter collectively referred to as the "**Enabling Act**."

(b) The City has as of May 1, 2017 entered into with Travelers Rest Public Facilities Corporation, a South Carolina nonprofit corporation (the "**Corporation**"), a Municipal Facilities Purchase and Occupancy Agreement (the "**Facilities Agreement**"). Pursuant to the Facilities Agreement, the Corporation has provided to the City permanent financing for the construction and equipping of the City's city hall and police headquarters complex, and the City has agreed, for its use and acquisition of such facility over a term of years, to make annual "**Acquisition Payments**" to the Corporation. Amounts payable under the Facilities Agreement are not subject to the constitutional debt limit of the City as described in **Section 1.02** hereof.

(c) The Council further intends the Acquisition Payments will be paid from the proceeds of general obligation bonds of the City to be issued annually, in sufficient time to allow for the timely funding of the Acquisition Payments. The payment of Acquisition Payments constitutes an authorized purpose for the issuance of general obligation bonds of the City within the meaning of the Enabling Act.

(d) The Council has determined to presently authorize the issuance of a general obligation bond in an amount not to exceed \$70,000 (the "**Series 2020A Bond**") and a federally taxable general obligation bond in an amount not to exceed \$55,000 (the "**Series 2020B Bond**"), in order to provide funds with which to pay Acquisition Payments for the City's 2020-21 Fiscal Year. The total estimated cost of such Acquisition Payments and, additionally, costs of issuance of the Series 2020A Bond and the Series 2020B Bond, will not exceed \$125,000.

(e) Further, the Council has determined that it is in the best interest of the City that the City authorize the issuance of a general obligation bond used to defray the costs of various capital improvements in the City including (i) design and engineering work for phase one of the Poinsett Corridor Master Plan related to street and corridor improvements, streetscape and sidewalk improvements and stormwater infrastructure; (ii) installation of crosswalks and related traffic and pedestrian signaling and improvements where the Prisma Health Swamp Rabbit Trail crosses Main Street; and (iii) widening the Prisma Health Swamp Rabbit Trail on certain sections within the City (the "**Project**"). The Council has determined to issue a general obligation bond of the City in the aggregate principal amount of not exceeding \$250,000 (the "**Series 2020C Bond**" and together with the Series 2020A Bond and the Series 2020B Bond, the "**Bonds**") to finance a portion of the costs of the Project. In so authorizing the issuance

of such general obligation bond, the Council finds that the benefits arising from the Project will accrue to all persons and property within the City.

Section 1.02 Recital of Applicable Constitutional Provisions.

Section 14 of Article X of the Constitution of the State of South Carolina, 1895, as amended (the "*State Constitution*") provides that the municipalities of the State of South Carolina (the "*State*") may issue bonded indebtedness in an amount not exceeding eight percent (8%) of the assessed value of all taxable property therein. Paragraph (6) of Section 14 of Article X of the State Constitution further provides that general obligation debt authorized by a majority of the qualified electors of the issuer may be issued without consideration of the eight percent (8%) limit otherwise imposed by Section 14 of Article X. The Council is informed that assessed value of all taxable property located within the City for the year 2029, which is the last completed assessment thereof, is not less than the sum of \$21,235,365 (net of property subject to a fee-in-lieu-of tax). Thus, the eight percent (8%) debt limit of the City is not less than \$1,698,829. At present, \$49,284.61 in general obligation debt is chargeable against this limit. Thus, the Council may issue a general obligation bond in the aggregate principal amount of not exceeding \$375,000 at the present time without the authorization required by Section 14(6) of Article X of the State Constitution.

Section 1.03 Notice of Adoption of Ordinance.

Section 5-17-20 of the South Carolina Code provides that within 60 days following the adoption by the Council of an ordinance authorizing the issuance of general obligation debt, a petition signed by not less than fifteen percent of the qualified electors of the City may be filed with the City Clerk requesting that such ordinance be repealed. However, said Section 5-17-20 does not apply in the event the Council publishes notice of the adoption of such ordinance in accordance with the provisions of Section 11-27-40(8) of the South Carolina Code. Under said Section 11-27-40(8), a notice signed by five qualified electors requesting the repeal of such ordinance may be filed with the City Clerk and with the Clerk of the Court of Common Pleas of Greenville County within 20 days of the published notice. In accordance with this provision, the notice prescribed thereby may, at the option of the Mayor or the Administrator, be published subsequent to the second and final reading of this Ordinance. The notice is to be published substantially in the form attached hereto as *Exhibit C*.

[End of Article I]

ARTICLE II

DEFINITIONS AND CONSTRUCTION

Section 2.01 Definitions.

As used in this Ordinance unless the context otherwise requires, the following terms shall have the following respective meanings:

“Acquisition Payments” shall have the meaning given thereto in Section 1.01 hereof.

“Administrator” means the City Administrator of the City or the Interim City Administrator or the Acting City Administrator, as the case may be.

“Authorized Investments” means any investments that are at the time legal for investment of the City’s funds under the laws of the State and of the United States.

“Authorized Officer” means the Mayor or the Administrator and any other officer or employee of the Council designated from time to time as an Authorized Officer by a certificate signed by the Mayor, and when used with reference to any act or document also means any other person authorized by a certificate of the Mayor to perform such act or sign such document.

“Bond” or **“Bonds”** means the Bonds of the City authorized by this Ordinance.

“Bond Payment” means the payment of principal of and interest on the Bond.

“Bond Payment Date” means the date on which the Bond Payment shall be payable.

“City” means the City of Travelers Rest, South Carolina.

“City Clerk” means the City Clerk of the City or the Interim City Clerk or the Acting City Clerk, as the case may be.

“Code” means the Internal Revenue Code of 1986, as amended.

“Council” means the City Council of the City of Travelers Rest, the governing body of the City or any successor governing body of the City.

“Enabling Act” means the Municipal Bond Act (Title 5, Chapter 21, Article 5 of the South Carolina Code, as amended) as amended and continued by Section 11-27-40 of the South Carolina Code.

“Escrow Agent” means a financial institution selected by the City.

“Fiscal Year” means the twelve month period beginning on July 1 and ending on June 30 of the next calendar year or such other twelve month period as determined by the Council to be the City’s fiscal year.

“Government Obligations” means and includes direct general obligations of the United States of America or agencies thereof or obligations, the payment of principal or interest on which is fully and unconditionally guaranteed by the United States of America.

“Holder” or similar term means, when used with respect to the Bond, any person who shall be registered as the owner of the Bond Outstanding.

“Mayor” means the Mayor of the City or, in the absence of the Mayor for any reason, the Mayor Pro Tempore.

“Ordinance” means this Ordinance as the same may be amended or supplemented from time to time in accordance with the terms hereof.

“Outstanding,” when used in this Ordinance with respect to the Bond means, as of any date, the Bond theretofore authenticated and delivered pursuant to this Ordinance except:

- (i) any Bond cancelled or delivered to the Registrar for cancellation on or before such date;
- (ii) any Bond (or any portion thereof) deemed to have been paid in accordance with the provisions of **Section 7.01** hereof; and
- (iii) any Bond in lieu of or in exchange for which another Bond shall have been authenticated and delivered pursuant to **Section 3.11** of this Ordinance.

“Person” means an individual, a partnership, a corporation, a trust, a trustee, an unincorporated organization, or a government or an agency or political subdivision thereof.

“Principal Installment” means, as of any date of calculation, the principal amount of the Bond due on a specified date.

“Record Date” means the 15th day of the month immediately preceding the Bond Payment Date.

“Registrar” means the City Clerk of the City.

“Series 2020A Bond” shall have the meaning provided in Section 1.01(d) hereof.

“Series 2020B Bond” shall have the meaning provided in Section 1.01(d) hereof.

“Series 2020C Bond” shall have the meaning provided in Section 1.01(e) hereof.

“South Carolina Code” means the Code of Laws of South Carolina 1976, as amended.

“State” means the State of South Carolina.

Section 2.01 Construction.

In this Ordinance, unless the context otherwise requires:

(a) Articles and Sections referred to by number shall mean the corresponding Articles and Sections of this Ordinance.

(b) The terms “hereby”, “hereof”, “hereto”, “herein”, “hereunder” and any similar terms refer to this Ordinance, and the term “hereafter” shall mean after, and the term “heretofore” shall mean before, the date of adoption of this Ordinance.

(c) Words of the masculine gender shall mean and include correlative words of the female and neuter genders, and words importing the singular number shall mean and include the plural number and vice versa.

[End of Article II]

ARTICLE III

ISSUANCE OF THE BOND

Section 3.01 Ordering the Issuance of the Bond.

Pursuant to the provisions of the Enabling Act, and for the purpose of obtaining funds with which to pay Acquisition Payments and to finance the Project, there shall be issued (i) a not exceeding Seventy Thousand Dollars (\$70,000) aggregate principal amount general obligation bond of the City to be designated "City of Travelers Rest, South Carolina General Obligation Bond, Series 2020A" or such other yearly designation as determined by the Administrator, (ii) a not exceeding Fifty-Five Thousand Dollars (\$55,000) aggregate principal amount federally taxable general obligation bond of the City to be designated "City of Travelers Rest, South Carolina Taxable General Obligation Bond, Series 2020B" or such other yearly designation as determined by the Administrator, and (iii) a not exceeding Two Hundred Fifty Thousand Dollars (\$250,000) aggregate principal amount general obligation bond of the City to be designated "City of Travelers Rest, South Carolina General Obligation Bond, Series 2020C" or such other yearly designation as determined by the Administrator. The Series 2020A Bond and Series 2020B Bond will be issued in sufficient time to pay the Acquisition Payments due in the 2020-21 Fiscal Year. The principal amount of the Series 2020A Bond and Series 2020B Bond shall be adjusted, or the issuance thereof cancelled, as appropriate, in the event the Council determines not to appropriate Acquisition Payments or portion thereof for such year.

Section 3.02 Maturity Schedule of the Bonds.

(a) The Series 2020A Bond and Series 2020B Bond shall be dated as of the date of their delivery and shall bear interest from their dated date. The principal amount of the Series 2020A Bonds and Series 2020B Bond shall be sufficient in the aggregate to pay the Acquisition Payments due in the 2020-21 Fiscal Year and the costs of issuance of the Series 2020A Bond and Series 2020B Bond, as determined by the Administrator. The Series 2020A Bond and Series 2020B Bond shall mature no later than June 30, 2021, as determined by the Administrator.

(b) The Series 2020C Bond shall be dated as of the date of its delivery and shall bear interest from its dated date, payable on April 1, 2021 and semiannually thereafter on April 1 and October 1 of each year until payment of the principal thereof. Subject to the requirements of the Enabling Act, the Series 2020C Bond shall mature on April 1 of such years, beginning not later than April 1, 2021, and ending not later than April 1, 2025, as determined by the Administrator.

Section 3.03 Provision for Payment of Interest on the Bonds.

The original issue date of the Bonds shall be the delivery date of the Bonds, or such other date as may be selected by the Administrator. The Bonds shall be authenticated on the date as it shall be delivered. The Bonds shall bear interest from the original issue date if no interest has yet been paid; otherwise from the last date to which interest has been paid and which date is on or prior to the date of the Bonds' authentication. The interest payment on the Bonds shall be made in accordance with **Section 3.04(c)** hereof to the Person in whose name the Bonds are registered in accordance with **Section 3.08** hereof at the close of business on the Record Date with respect to such payments.

Section 3.04 Medium of Payment; Form and Denomination of the Bonds, Place of Payment of Principal.

(a) The Bonds shall be payable as to Principal Installments and interest at the rates per annum determined in the manner prescribed by **Section 5.01** hereof (on the basis of a 360 day year of twelve 30-day months) in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

(b) Each of the Bonds shall be issued in the form of a single, fully registered, typewritten bond and shall be identified by certificate number R-1.

(c) The Principal Installment and interest on the Bonds shall be payable to the Person appearing on the Record Date on the registration books of the City, which books shall be held by the Registrar as provided in **Section 3.08** hereof, as the registered owners thereof, by check or draft mailed to such registered owners at his address as it appears on such registration books in sufficient time to reach such registered owners on the Bond Payment Date.

Section 3.05 Agreement to Maintain Registrar.

As long as the Bonds remains Outstanding, the City Clerk shall be the Registrar and shall upon request inform the Holders as to where (i) the Bonds may be presented for registration of transfers and (ii) notices and demands to or upon the City in respect of the Bonds may be served.

Section 3.06 Execution and Authentication.

(a) The Bonds shall be executed in the name and on behalf of the City by an Authorized Officer and attested by the City Clerk or other Authorized Officer (other than the officer executing the Bonds). The Bonds bearing the signature of any Person who shall have been such an Authorized Officer at the time the Bonds were so executed shall bind the City notwithstanding the fact that he may have ceased to be such Authorized Officer prior to the authentication and delivery of the Bonds or was not such Authorized Officer at the date of the authentication and delivery of the Bonds.

(b) No Bond shall be valid or obligatory for any purpose or shall be entitled to any right or benefit hereunder unless there shall be endorsed on such Bond a certificate of authentication in the form set forth in this Ordinance, duly executed by the manual or facsimile signature of the Registrar; and such certificate of authentication upon any Bond executed on behalf of the City shall be conclusive evidence that the Bond so authenticated has been duly issued hereunder and that the Holder thereof is entitled to the benefit of the terms and provisions of this Ordinance.

Section 3.07 Reserved.

Section 3.08 Transferability and Registry.

The Bonds shall at all times, when the same are Outstanding, be payable, both as to Principal Installments and interest to a Person, and shall be transferable, only in accordance with the provisions for registration and transfer contained in this Ordinance and in the Bonds. So long as the Bonds remain Outstanding, the City shall maintain and keep, at its office, books for the registration and transfer of the Bonds, and, upon presentation thereof for such purpose, the City shall register or cause to be registered therein, and permit to be transferred thereon, under such reasonable regulations as it may prescribe, the Bonds, except that under no circumstances shall the Bonds be registered or transferred to bearer. So long

as the Bonds remain Outstanding, the City shall make all necessary provisions to permit the transfer of the Bonds.

Section 3.09 Transfer of the Bonds.

The Bonds shall be transferable only upon the books of the City, which shall be maintained for such purpose by the Registrar, upon presentation and surrender thereof by the Holder of such Bond in person or by his attorney duly authorized in writing, together with a written instrument of transfer satisfactory to the Registrar duly executed by the registered Holder or his duly authorized attorney. Upon surrender for transfer of the Bond, the City shall execute and the Registrar shall authenticate and deliver, in the name of the Person who is the transferee, one new Bond of the same aggregate principal amount and maturity and rate of interest as the surrendered Bond.

Section 3.10 Regulations with Respect to Transfers.

Any Bond surrendered in any transfer shall forthwith be cancelled by the Registrar. For each such transfer of any Bond, the City may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such transfer, which sum or sums shall be paid by the Holder requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer. The City shall not be obligated to issue or transfer any Bond after the Record Date with respect to any Bond Payment Date of the Bond.

Section 3.11 Mutilated, Destroyed, Lost and Stolen Bond.

(a) If any Bond is surrendered to the City or if the City receives evidence to its satisfaction of the destruction, loss or theft of any Bond, and there is delivered to the City such security or indemnity as may be required by it to save it harmless, then, in the absence of notice that such Bond has been acquired by a *bona fide* purchaser, the City shall execute, and the Registrar shall authenticate and deliver, in exchange for any such mutilated Bond or in lieu of the destroyed, lost or stolen Bond, a new Bond of like tenor and principal amount, bearing a number unlike that of the mutilated, lost or stolen Bond. The Registrar shall thereupon cancel the mutilated Bond so surrendered. In case the mutilated, destroyed, lost or stolen Bond has become or is about to become due and payable, the City in its discretion may, instead of issuing a new Bond, pay such Bond.

(b) Upon the issuance of any new Bond under this **Section 3.11**, the City may require the payment of a sum sufficient to cover any tax, fee or other governmental charge that may be imposed in relation thereto and any other expenses, including counsel fees or other fees, of the City connected therewith.

(c) Each new Bond issued pursuant to this **Section 3.11** in lieu of any destroyed, lost or stolen Bond, shall constitute an additional contractual obligation of the City, whether or not the destroyed, lost or stolen Bond shall at any time be enforceable by anyone, and shall be entitled to all the benefits hereof. The Bond shall be held and owned upon the express condition that the foregoing provisions are exclusive with respect to the replacement or payment of a mutilated, destroyed, lost or stolen Bond and shall preclude (to the extent lawful) all other rights or remedies with respect to the replacement or payment of a mutilated, destroyed, lost or stolen Bond or securities.

Section 3.12 Holder as Owner of the Bond.

The City may treat the Holder of the Bond as the absolute owner thereof, whether such Bond shall be overdue or not, for the purpose of receiving payment of, or on account of, the Principal

Installment of and interest on such Bond and for all other purposes, and payment of the Principal Installment and interest shall be made only to, or upon the order of, such Holder. All payments to such Holder shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and the City shall not be affected by any notice to the contrary.

Section 3.13 Cancellation of Bonds.

The Registrar shall destroy any Bond upon surrender of the same to it for cancellation and shall deliver a certificate to that effect to the City. The Bond shall not be deemed Outstanding under this Ordinance and no Bond shall be issued in lieu thereof.

Section 3.14 Payments Due on Saturdays, Sundays and Holidays.

In any case where the Bond Payment Dates shall be a Saturday or Sunday or shall be, at the place designated for payment, a legal holiday or a day on which banking institutions are authorized by law to close, then payment of interest on or Principal Installment of the Bonds need not be made on such date but may be made on the next succeeding business day not a Saturday, Sunday or a legal holiday or a day upon which banking institutions are authorized by law to close, with the same force and effect as if made on the Bond Payment Dates and no interest shall accrue for the period after such dates.

Section 3.15 State Tax Exemption.

Both the Principal Installment and interest on the Bonds shall be exempt from all State, county, municipal, school district, and all other taxes or assessments of the State, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer and certain franchise taxes.

Section 3.16 Order of Tax Levy to Pay Principal and Interest of the Bonds.

For the payment of the Principal Installments and interest on the Bonds and for the creation of such sinking fund as may be necessary therefor, the full faith, credit and taxing power of the City are hereby irrevocably pledged, and there shall be levied and collected annually by the City, in the same manner as City taxes are levied and collected, a tax on all taxable property in said City, sufficient to pay the Principal Installments and interest on the Bonds as they mature, and to create such sinking fund as may be necessary therefor.

Section 3.17 Form of Bonds.

The form of the Bonds and registration provisions to be endorsed thereon shall be substantially as set forth in *Exhibit A* attached hereto and made a part of this Ordinance.

[End of Article III]

ARTICLE IV

REDEMPTION OR PURCHASE OF THE BONDS

Section 4.01 Optional Redemption.

The Bonds shall be subject to redemption prior to maturity on such terms as may be agreed to by the Holder and the City, on thirty (30) days written notice.

Section 4.02 City's Election to Redeem.

In the event that the City shall, in accordance with the provisions of **Section 4.01**, elect to redeem the Bonds, it shall give notice to the registered Holder of the Bonds of an optional redemption. Each notice shall specify the date fixed for redemption and the amount of the Bonds which is to be redeemed.

Section 4.03 Notice of Redemption.

(a) When a Bond or portion thereof is to be redeemed, the City shall give notice of the redemption of the Bonds specifying (i) the amount to be redeemed; (ii) the redemption date; (iii) the redemption price; (iv) the number and other distinguishing marks of the Bond; and (v) the place or places where amounts due upon such redemption will be payable. Such notice shall further state that on such date there shall become due and payable upon the Bond the redemption price thereof, together with interest accrued to the redemption date, and that, from and after such date, interest thereon shall cease to accrue. The City shall mail by registered mail a copy of such notice, postage prepaid, not less than 30 days before the redemption date to the registered Holder of the Bond at its address which appears upon the registration books, but failure to so mail any such notice to such Holder shall not affect the validity of the proceedings for the redemption of the Bond held by the Holder to whom written notice has been mailed. The obligation of the City to give the notice required by this **Section 4.03** shall not be conditioned upon the prior payment to the Escrow Agent of money or the delivery to the Escrow Agent of Authorized Investments sufficient to pay the redemption price of the Bond to which such notice relates or the interest thereon to the redemption date.

(b) Notice of redemption having been given as provided in subsection (a) hereof, the Bond shall, on the date fixed for redemption, become due and payable at the redemption price specified therein plus accrued interest to the redemption date, and upon presentation and surrender thereof at the place specified in such notice, such Bond shall be paid at the redemption price, plus accrued interest to the redemption date. On and after the redemption date (unless the City shall default in the payment of the redemption price and accrued interest), such Bond shall cease to bear interest, and such Bond shall no longer be considered as Outstanding hereunder. If money sufficient to pay the redemption price and accrued interest has not been made available by the City to the Escrow Agent on the redemption date, such Bond shall continue to bear interest until paid at the same rate as it would have borne, had it not been called for redemption, until the same shall have been paid.

Section 4.04 Deposit of Redemption Price.

On or before any date fixed for redemption of the Bond, cash and/or a principal amount of non-callable Government Obligations maturing or redeemable at the option of the Holder thereof not later than the date fixed for redemption which, together with income to be earned on such Government Obligations prior to such date fixed for redemption, will be sufficient to provide cash to pay the redemption price of and accrued interest on the Bond on such date, shall be deposited with the Escrow Agent unless such amount shall have been previously deposited with the Escrow Agent.

Section 4.05 Purchases of the Bonds Outstanding.

Purchases of the Bonds Outstanding may be made by the City at any time with money available to it from any source. Upon any such purchase the City shall deliver such Bond to the Registrar for cancellation.

[End of Article IV]

ARTICLE V

SALE OF THE BONDS

Section 5.01 Sale of the Bonds Authorized.

As authorized by Section 11-27-40(4) of the South Carolina Code, the Bond shall be sold at private sale without public advertisement therefor, at a price not less than par. The Mayor or Administrator is hereby authorized to negotiate with one or more banks for the sale of the Bonds at a price of not less than par; provided the aggregate principal amount of the Bonds does not exceed \$375,000, the terms of the Series 2020A Bond and Series 2020B Bond do not exceed June 30, 2020 and the term of the Series 2020C Bond does not exceed April 1, 2025 and the interest rates for the Bonds do not exceed 6.0% per annum without further action of Council.

Section 5.02 Publication of Notice Required by Section 11-27-40(4)

Pursuant to the requirements of Section 11-27-40(4) of the South Carolina Code, a Notice of Private Sale shall be published in *The Greenville News*, a newspaper of general circulation in the City at least seven (7) days prior to the date of delivery of the Bonds. The form of the Notice of Private Sale shall be substantially similar to that set forth in *Exhibit B* attached hereto.

[End of Article V]

ARTICLE VI

DISPOSITION OF PROCEEDS OF SALE OF THE BOND

Section 6.01 Disposition of Bond Proceeds Including Temporary Investments.

The proceeds derived from the sale of the Bonds issued pursuant to this Ordinance shall be deposited in a Bond Account Fund of the City, and shall be expended and made use of by the City to pay the Acquisition Payments due in the 2020-21 Fiscal Year, Project costs and costs of issuance. Any premium shall be placed in the sinking fund held by the City for payment of principal and interest on the Bonds and applied to the discharge of principal on the Bonds.

Pending the use of Bond proceeds, the same shall be invested and reinvested by the City in Authorized Investments. All earnings from such investments shall be applied, at the direction of the Council, either (i) to defray the cost of the undertakings for which the Bonds are issued and if not required for this purpose, then (ii) to interest on the Bonds.

Neither the purchasers nor any Holder of the Bonds shall be liable for the proper application of the proceeds thereof.

[End of Article VI]

ARTICLE VII

DEFEASANCE OF THE BONDS

Section 7.01 Discharge of Ordinance – Where and How the Bonds are Deemed to Have Been Paid and Defeased.

If all of the Bonds issued pursuant to this Ordinance and all interest thereon shall have been paid and discharged, then the obligations of the City under this Ordinance and all other rights granted hereby shall cease and determine. The Bonds shall be deemed to have been paid and discharged within the meaning of this **Section 7.01** if the City shall elect to provide for the payment of the Bonds prior to its final Bond Payment Dates and shall have deposited with the Escrow Agent in an irrevocable trust moneys which shall be sufficient, or Government Obligations, the principal of and interest on which when due will provide moneys, which together with moneys, if any, deposited with the Escrow Agent at the same time, shall be sufficient to pay when due the Principal Installment and interest due and to become due on the Bonds as the same mature.

Neither the Government Obligations nor moneys deposited pursuant to this **Section 7.01** nor the principal installment or interest payments thereon shall be withdrawn or used for any purpose other than, and shall be held in trust by the Escrow Agent for, the payment of the Principal Installment of and interest on the Bond; provided that any cash received from such principal installment or interest payments on Government Obligations so deposited, if not then needed for such purpose, shall to the extent practicable, be invested and reinvested in Government Obligations maturing at times and in amounts sufficient to pay when due the Principal Installment and interest to become due on the Bonds on the maturity dates thereof and interest earned from such reinvestments not required for the payment of the Principal Installment and interest may be paid over to the City, as received by the Escrow Agent, free and clear of any trust, lien or pledge.

[End of Article VII]

ARTICLE VIII

CERTAIN TAX CONSIDERATIONS

Section 8.01 General Tax Covenant.

Interest on the Series 2020B Bond is not excludable from gross income for federal income tax purposes under Section 103 of the Code.

The City will comply with all requirements of the Code in order to preserve the tax-exempt status of the Series 2020A Bond and the Series 2020C Bond, including without limitation, the requirement to file the information report with the Internal Revenue Service. In this connection, the City covenants to execute any and all agreements or other documentation as it may be advised by bond counsel will enable it to comply with this **Section 8.01**, including its certification on reasonable grounds that the Series 2020A Bond and the Series 2020C Bond is not an “arbitrage bond” within the meaning of Section 148 of the Code.

Section 8.02 Tax Representations.

The City hereby represents and covenants that it will not take any action which will, or fail to take any action which failure will, cause interest on the Series 2020A Bond and the Series 2020C Bond to become includable in the gross income of the Holder thereof for federal income tax purposes pursuant to the provisions of the Code and regulations promulgated thereunder. Without limiting the generality of the foregoing, the City represents and covenants that:

(a) All property provided by the net proceeds of the Series 2020A Bond and the Series 2020C Bond will be owned by the City in accordance with the rules governing the ownership of property for federal income tax purposes.

(b) The City shall not permit the proceeds of the Series 2020A Bond, Series 2020C Bond or any facility financed with the proceeds of the Series 2020A Bond and the Series 2020C Bond to be used in any manner that would result in (a) ten percent (10%) or more of such proceeds being considered as having been used directly or indirectly in any trade or business carried on by any natural person or in any activity carried on by a person other than a natural person other than a governmental unit as provided in Section 141(b) of the Code, or (b) five percent (5%) or more of such proceeds being considered as having been used directly or indirectly to make or finance loans to any person other than a governmental unit as provided in Section 141(c) of the Code.

(c) The City is not a party to, nor will the City enter into, any contracts with any person for the use or management of any facility provided with the proceeds of the Series 2020A Bond and the Series 2020C Bond that do not conform to the guidelines set forth in Revenue Procedure 2017-13, as amended.

(d) The City will not sell or lease any property provided by the Series 2020A Bond or the Series 2020C Bond to any person unless it obtains the opinion of nationally recognized bond counsel that such lease or sale will not affect the tax exemption of the Series 2020A Bond and the Series 2020C Bond.

(e) The Series 2020A Bond and the Series 2020C will not be federally guaranteed within the meaning of Section 149(b) of the Code. The City will not enter into any leases or sales or service contracts with respect to any facility provided with the proceeds of the Bond with any federal government

agency unless it obtains the opinion of nationally recognized bond counsel that such action will not affect the tax exemption of the Series 2020A Bond or the Series 2020C Bond.

Section 8.03 **Rebate.**

(1) In addition to the covenants contained in **Sections 8.01** and **8.02** hereof, the City covenants that:

(a) It will comply with the provisions of Section 148(f) of the Code and applicable Treasury Regulations pertaining to the rebate of certain investment earnings on the proceeds of the Series 2020A Bond and the Series 2020C Bond to the United States Government. In this connection, the City covenants to compute, on or before the dates required of it in Section 148(f) of the Code and the applicable Treasury Regulations, the rebateable amounts, if any, pertaining to the Series 2020A Bond and the Series 2020C Bond and to pay to the United States Government in a timely fashion all amounts required to be so paid under said Section 148(f) of the Code and applicable Treasury Regulations with respect to the Series 2020A Bond and the Series 2020C Bond. In this respect, the City will pay to the United States Government in the manner described in subparagraph (b) below an amount equal to the sum of:

(i) the excess of:

a. The amount earned on all non-purpose investments (as defined in the Treasury Regulations) with respect to the Series 2020A Bond and the Series 2020C Bond over

b. The amount which would have been earned if such non-purpose investments were invested at a rate equal to the yield (as defined in the Treasury Regulations) on the Series 2020A Bond and the Series 2020C Bond, plus

(ii) any income attributable to such excess.

(b) Such payments shall be made to the United States Government, at the address prescribed in Section 148(f) of the Code and applicable Treasury Regulations, as follows:

(i) Not less frequently than once each five (5) years after the date of issuance of the Series 2020A Bond and the Series 2020C Bond, an amount such that, together with prior amounts paid to the United States Government, the total paid to the United States Government is equal to ninety percent (90%) of the amount due as of the date of such payments, and

(ii) Not later than sixty (60) days after the date on which all of the Series 2020A Bond and the Series 2020C Bond have been paid in full, all of the amount due as of the date of payment.

(2) The City reasonably expects that it (together with any subordinate entity thereto) will not issue tax-exempt obligations in calendar year 2020 in a principal amount exceeding \$5,000,000. The City has general taxing power within the meaning of Section 148(f)(4)(D)(i)(I) of the Code. The Council covenants that at least 95% of the proceeds of the Series 2020A Bond and Series 2020C Bond will be applied to the governmental purposes of the City. Therefore, proceeds of the Series 2020A Bond and Series 2020C Bond will be exempt from the arbitrage rebate requirement of Section 148(f)(4)(D) of the

Code pursuant to the “small issuer exemption” set forth in Section 1.148-8 of the Treasury Regulations promulgated thereunder.

(3) In the event the City does not satisfy the “small issuer exemption” described above, the Mayor or the Administrator is hereby authorized to make the necessary findings and elections to enable the City to elect to proceed with any spend down exemptions to rebate as may be permitted under said Section 148(f) of the Code and applicable Treasury Regulations as he shall determine in his discretion to be in the best interests of the City.

Section 8.04 Qualified Tax-Exempt Obligations.

It is expected that during calendar year 2020 the City and all entities subordinate thereto will not borrow on a tax-exempt basis (other than private activity bonds which are not qualified 501(c)(3) bonds as defined in Section 145 of the Code) in the aggregate an amount exceeding \$10,000,000. The Series 2020A Bond and the Series 2020C Bond are hereby accordingly designated as “qualified tax-exempt obligations” in accordance with Section 265(b)(3)(B) of the Code.

[End of Article VIII]

ARTICLE IX
MISCELLANEOUS

Section 9.01 **Failure to Present Bonds.**

Anything in this Ordinance to the contrary notwithstanding, any money held by the Escrow Agent in trust for the payment and discharge of the Bonds, or the interest thereon, which remains unclaimed for such period of time, after the date when the Bonds have become due and payable, that the Holder thereof shall no longer be able to enforce the payment thereof, the Escrow Agent shall at the written request of the City pay such money to the City as its absolute property free from trust. The Escrow Agent shall thereupon be released and discharged with respect thereto, and the Holder shall look only to the City for the payment of such Bond. Provided, however, the Escrow Agent shall forward to the City all moneys which remain unclaimed during a period five (5) years from a Bond Payment Date; and further provided, however, that before being required to make any such payment to the City, the Escrow Agent, at the expense of the City, may conduct such investigations as may in the opinion of the Escrow Agent be necessary to locate the Holder or those who would take if the Holder shall have died.

Section 9.02 **Severability of Invalid Provisions.**

If any one or more of the covenants or agreements provided in this Ordinance should be contrary to law, then such covenant or covenants or agreement or agreements shall be deemed severable from the remaining covenants and agreements, and shall in no way affect the validity of the other provisions of this Ordinance.

Section 9.03 **Successors.**

Whenever in this Ordinance the City is named or referred to, it shall be deemed to include any entity, which may succeed to the principal functions and powers of the City; and all the covenants and agreements contained in this Ordinance by or on behalf of the City shall bind and inure to the benefit of said successor whether so expressed or not.

Section 9.04 **Ordinance to Constitute Contract.**

In consideration of the purchase and acceptance of the Bond by those who shall purchase and hold the same from time to time, the provisions of this Ordinance shall be deemed to be and shall constitute a contract between the City and the Holder from time to time of the Bond. Such provisions are covenants and agreements with the Holder which the City hereby determines to be necessary and desirable for the security and payment thereof.

Section 9.05 **Filing of Copies of Ordinance.**

Copies of this Ordinance shall be filed in the office of the City Clerk and the office of the Clerk of Court of Greenville County (as a part of the Transcript of Proceedings).

Section 9.06 **Appropriation of Funds.**

Notwithstanding **Section 9.09** hereof, the enactment hereof shall not be construed as an appropriation of funds with which to make Acquisition Payments. Such appropriation shall be made, if ever, only in connection with the enactment of the City's annual operating budget for the 2020-21 Fiscal

Year. The Series 2020A Bond and the Series 2020B Bond authorized hereby may be sold and delivered only to pay Acquisition Payments when and to the extent so appropriated.

Section 9.07 Further Action by Officers of City.

The proper officers of the City are fully authorized and empowered to take the actions required to implement the provisions of this Ordinance and to furnish such certificates and other proofs as may be required of them.

Section 9.08 Continuing Disclosure.

Pursuant to Section 11-1-85 of the South Carolina Code, the City covenants to file with a central repository for availability in the secondary bond market when requested:

- (1) An annual independent audit, within thirty days of the City's receipt of the audit;
and
- (2) Event specific information within thirty days of an event adversely affecting more than five percent of revenue or the City's tax base.

The only remedy for failure by the City to comply with the covenant in this Section 9.08 shall be an action for specific performance of this covenant. The City specifically reserves the right to amend this covenant to reflect any change in (including any repeal of) said Section 11-1-85, without the consent of any Holder.

Section 9.09 Effective Date of this Ordinance.

This Bond Ordinance shall take effect upon its second reading.

[End of Article IX]

DONE in meeting duly assembled, this 18th day of June, 2020.

CITY OF TRAVELERS REST, SOUTH CAROLINA

Mayor

Attest:

City Clerk

First reading: May 21, 2020
Second reading: June 18, 2020



MEMORADUM

TO: Ways and Means Committee/City Council

FROM: Eric Vinson, City Administrator

DATE: May 7, 2020

SUBJECT: FY 21 Master Lease Agreement

Request for City Council authorization of a Master Lease Agreement in the principle amount of not to exceed \$325,000 and a 4% interest rate relating to the financing of equipment for Municipal purposes. This acquisition will include vehicles for fire, police, public works and building code departments. The payment will be an annual appropriation in the FY budget and will not exceed 5 years.

ORDINANCE O-12-20

AUTHORIZING A MASTER LEASE AGREEMENT IN THE PRINCIPAL AMOUNT OF NOT EXCEEDING \$325,000 RELATING TO THE FINANCING OF EQUIPMENT FOR MUNICIPAL PURPOSES; AUTHORIZING THE EXECUTION AND DELIVERY OF VARIOUS DOCUMENTS; AND OTHER MATTERS RELATING THERETO.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TRAVELERS REST, SOUTH CAROLINA, AS FOLLOWS:

Section 1. The City Council (the "**Council**") of the City of Travelers Rest, South Carolina (the "**City**"), as lessee, hereby finds and determines that:

(a) the City is a body corporate and politic and a municipal corporation of the State of South Carolina (the "**State**") and, as such, possesses all powers granted to municipal corporations by the Constitution and general laws of the State;

(b) the City desires to enter into the Master Lease Agreement (the "**Lease**") with a financial institution for the purpose of financing the acquisition of vehicles for the fire, police, public works and building codes departments and related equipment (the "**Equipment**"); and

(c) the payments by the City under the Lease will be subject to annual appropriation by the Council.

Section 2. The Council hereby authorizes the City Administrator to solicit proposals from one or more financial institutions. The Council hereby authorizes the City Administrator to negotiate with and accept the proposal to finance the Lease from the financial institution which presents the best proposal to the City when considering all of the terms and conditions; provided, however that the principal amount does not exceed \$325,000, the interest rate does not exceed 4.0% per annum and the term does not exceed five years from the date of execution and delivery of the Lease, without further action required of the Council.

Section 3. The Council hereby authorizes the Mayor and the City Administrator, acting jointly or individually, to execute and deliver, and the City Clerk to attest, the Lease and such other documents and instruments as necessary to effect the execution and delivery of the Lease.

Section 4. The Lease will be designated as a "qualified tax-exempt obligation" within the meaning of and for purposes of Section 265(b) of the Internal Revenue Code of 1986, as amended, provided the Lease is executed in calendar year 2020.

Done in meeting duly assembled this 18th day of June, 2020.

CITY OF TRAVELERS REST, SOUTH CAROLINA

ATTEST:

Mayor
City of Travelers Rest, South Carolina

City Clerk
City of Travelers Rest, South Carolina

First reading: May 21, 2020
Second reading: June 18, 2020

STATE OF SOUTH CAROLINA)
)
COUNTY OF GREENVILLE)

CERTIFICATE OF ORDINANCE

I, the undersigned, City Clerk of the City of Travelers Rest, South Carolina (the "*City*"), **DO HEREBY CERTIFY:**

That the foregoing constitutes a true, correct and verbatim copy of an Ordinance which was given two readings on two separate days, with an interval of at least six days between the readings by the City Council of the City (the "*City Council*"). The original of this Ordinance is duly entered in the permanent records of minutes of meetings of the City Council, in my custody as such Clerk.

That each of said meetings was duly called, and all members of the City Council were notified of the same; that a quorum remained throughout the proceedings incident to the enactment of this Ordinance.

IN WITNESS WHEREOF, I have hereunto set my Hand this 18th day of June, 2020.

City Clerk
City of Travelers Rest, South Carolina

First reading: May 21, 2020
Second reading: June 18, 2020

2024
2025

]

Such payments shall be paid to the person in whose name this Bond is registered on the applicable Record Date at the address shown on the registration books. The principal of, redemption premium, if any, and interest on this Bond are payable in any coin or currency of the United States of America which at the time of payment is legal tender for the payment of public and private debts.

[The Bond shall be subject to redemption prior to maturity at any time at the option of the City, [in whole or in part], on thirty (30) days written notice at a redemption price equal to _____ of the Bond to be redeemed, together with accrued interest to the date fixed for redemption.]

This Bond is in the principal amount of _____ Dollars (\$_____) and is issued pursuant to and in accordance with the Constitution and Statutes of the State, including particularly the provisions of Title 5, Chapter 21, Article 5, as supplemented by Section 11-27-40, of the Code of Laws of South Carolina, 1976, as amended (collectively, the "*Enabling Act*"), and an Ordinance duly enacted by the City Council of the City on June 18, 2020 (the "*Ordinance*").

Certain capitalized terms used herein and not otherwise defined shall have the meanings ascribed thereto in the Ordinance. Certified copies of the Ordinance are on file in the office of the City Clerk of the City and in the offices of the Clerk of Court of Greenville County.

For the prompt payment thereof, both principal and interest, as the same shall become due, the full faith, credit and taxing power of the City are irrevocably pledged.

This Bond and the interest hereon are exempt from all State, county, municipal, school district, and all other taxes or assessments imposed within the State, direct or indirect, general or special, whether imposed for the purpose of general revenue or otherwise, except inheritance, estate, transfer and certain franchise taxes.

The Bond is issuable only as a single, fully registered Bond in the principal amount of \$_____.

This Bond is transferable, as provided in the Ordinance, only upon the books of the City kept for that purpose at its office by the Registered Holder in person or by his duly authorized attorney, upon (i) surrender of this Bond together with a written instrument of transfer satisfactory to the City duly executed by the Registered Holder or his duly authorized attorney and (ii) payment of the charges, if any, prescribed in the Ordinance. Thereupon a new fully registered Bond of like maturity, interest rate and redemption provisions and in a like aggregate principal amount shall be issued to the transferee in exchange therefor as provided in the Ordinance. The City may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of or on account of the principal and interest due hereon and for all other purposes.

For every transfer of the Bond, the City may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such transfer.

It is hereby certified and recited that all conditions, acts and things required by the Constitution and Statutes of the State to exist, be performed or happen precedent to or in the issuance of the Bond in order to make the Bond the legal, valid and binding general obligation of the City in accordance with its

terms, do exist, have been performed and have happened in regular and due form as required by law; and that the amount of the Bond, together with all other indebtedness of the City, does not exceed any limit prescribed by such State Constitution or Statutes, and that provision has been made for the allocation, on an annual basis, of sufficient tax revenues to provide for the punctual payment of the principal of and interest on the Bond.

This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been duly executed by the Registrar.

IN WITNESS WHEREOF, the City of Travelers Rest, South Carolina has caused this Bond to be signed in its name by the Mayor of the City and attested to by the City Clerk of the City.

**CITY OF TRAVELERS REST,
SOUTH CAROLINA**

Mayor

Attest:

City Clerk

CERTIFICATE OF AUTHENTICATION

This Bond is the Bond described in the within mentioned Ordinance.

**CITY OF TRAVELERS REST,
SOUTH CAROLINA, as Registrar**

By: _____
City Clerk

Date: _____

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED the undersigned hereby sells, assigns and transfers unto

_ (please print or type name and address of Transferee and Social Security or other identifying number of Transferee) the within Bond and all rights and title thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed by an institution which is a participation in the Securities Transfer Agents Medallion Program ("**STAMP**") or similar program enlargement.

Authorized Individual or Officer

NOTICE: The signature to the assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

NOTICE OF PRIVATE SALE

\$ _____ GENERAL OBLIGATION BOND, SERIES 2020A AND
\$ _____ TAXABLE GENERAL OBLIGATION BOND, SERIES 2020B
\$ _____ GENERAL OBLIGATION BOND, SERIES 2020C
OF THE CITY OF TRAVELERS REST, SOUTH CAROLINA

NOTICE IS HEREBY GIVEN that the City Council of the City of Travelers Rest, South Carolina (the "City") has made provision for the issuance and sale of the \$ _____ City of Travelers Rest, South Carolina General Obligation Bond, Series 2020A, the \$ _____ City of Travelers Rest, South Carolina Taxable General Obligation Bond, Series 2020B and the \$ _____ City of Travelers Rest, South Carolina General Obligation Bond, Series 2020C, each to be dated as of and issued on or about _____, _____ (collectively, the "Bonds"). Notice is further given that the City will sell the Bonds at private sale to _____ in _____, _____ for \$ _____ for the Series 2020A Bond, \$ _____ for the Series 2020B Bond and \$ _____ for the Series 2020C Bond. The Series 2020A Bond bears interest at a rate of ____% per annum, the Series 2020B Bond bears interest at a rate of ____% per annum and the Series 2020C Bond bears interest at a rate of ____% per annum. All principal and interest on the Series 2020A Bond and the Series 2020C Bond are payable on March 15, 2020. The Series 2020C Bond shall be payable in annual installments of principal on April 1 in each of the years and principal amounts as set forth below:

<u>Year</u>	<u>Principal</u>
2021	
2022	
2023	
2024	
2025	

By order of the City Council of the City of Travelers Rest, South Carolina

NOTICE

NOTICE IS HEREBY GIVEN that the City Council of the City of Travelers Rest, South Carolina, on June 18, 2020, adopted an Ordinance entitled: “AN ORDINANCE TO PROVIDE FOR THE ISSUANCE AND SALE OF NOT EXCEEDING THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$375,000) CITY OF TRAVELERS REST, SOUTH CAROLINA, GENERAL OBLIGATION BONDS, IN ONE OR MORE SERIES; TO PRESCRIBE THE PURPOSES FOR WHICH THE PROCEEDS SHALL BE EXPENDED; TO PROVIDE FOR THE PAYMENT THEREOF; AND OTHER MATTERS RELATING THERETO” (the “*Ordinance*”) which authorized the issuance of a not exceeding \$70,000 General Obligation Bond, Series 2020A (the “*Series 2020A Bond*”), a not exceeding \$55,000 Taxable General Obligation Bond, Series 2020B (the “*Series 2020B Bond*”) and a not exceeding \$250,000 General Obligation Bond, Series 2020C (the “*Series 2020C Bond*” and collectively, the “*Bonds*”) of the City of Travelers Rest, South Carolina (the “*City*”). The proceeds of the Series 2020A Bond and the Series 2020C Bond will be used to provide funds with which to pay Acquisition Payments (as defined in the Ordinance) for the City’s 2020-21 Fiscal Year. The proceeds of the Series 2020C Bond will be used to defray the costs of various capital improvements in the City including (i) design and engineering work for phase one of the Poinsett Corridor Master Plan related to street and corridor improvements, streetscape and sidewalk improvements and stormwater infrastructure; (ii) installation of crosswalks and related traffic and pedestrian signaling and improvements where the Prisma Health Swamp Rabbit Trail crosses Main Street; and (iii) widening the Prisma Health Swamp Rabbit Trail on certain sections within the City.

Unless a notice, signed by not less than five (5) qualified electors of the City, of the intention to seek a referendum is filed in the offices of the Clerk of Court of Greenville County and the office of the City Clerk of the City in accordance with Section 11-27-40(8), Code of Laws of South Carolina 1976, as amended, the initiative and referendum provisions of South Carolina law contained in Section 5-17-20, Code of Laws of South Carolina 1976, as amended, shall not be applicable to the Ordinance. The notice of intention to seek a referendum must be filed within twenty (20) days following the publication of this notice.

Brandy Amidon, Mayor
City of Travelers Rest, South Carolina

STATE OF SOUTH CAROLINA)
)
COUNTY OF GREENVILLE)

CERTIFICATE OF ORDINANCE

I, the undersigned, City Clerk of the City of Travelers Rest, South Carolina (the "*City*"), **DO HEREBY CERTIFY:**

That the foregoing constitutes a true, correct and verbatim copy of an Ordinance which was given two readings on two separate days, with an interval of at least six days between the readings by the City Council of the City (the "*City Council*"). The original of this Ordinance is duly entered in the permanent records of minutes of meetings of the City Council, in my custody as such Clerk.

That each of said meetings was duly called, and all members of the City Council were notified of the same; that a quorum remained throughout the proceedings incident to the enactment of this Ordinance.

IN WITNESS WHEREOF, I have hereunto set my Hand this 18th day of June, 2020.

City Clerk
City of Travelers Rest, South Carolina

First reading: May 21, 2020
Second reading: June 18, 2020