

**CITY OF TRAVELERS REST
COUNCIL COMMITTEE MEETING AGENDA
Monday, June 5, 2023, 5:00 p.m.
City Hall Council Chambers**

Please join us at City Hall in Council Chambers or on our YouTube Channel at
<https://www.youtube.com/channel/UCyau-beS3wyxOv1drMCpGMw>

- 1. Call to Order** Mayor Brandy Amidon
- 2. Public Works Committee**
Members: Shaniece Criss, Lisa Lane, and Sherry Marrah
 - a. Roll Call by Chair Criss
 - b. Approval of May 8, 2023, Public Works Committee minutes
 - c. Review Public Works Report for May
- 3. Public Safety Committee**
Members: Kelly Byers, Grant Bumgarner, Shaniece Criss, Wayne McCall, and Brantly Vest
 - a. Roll Call by Chair Byers
 - b. Approval of May 8, 2023, Public Safety Committee minutes
 - c. Review Public Safety Reports for May
 - Police Department
 - Fire Department
 - Building Department
 - Municipal Court

4. Planning & Development Committee

Members: Brantly Vest, Grant Bumgarner, Kelly Byers, Shaniece Criss, and Wayne McCall

- a. Roll Call by Chair Vest
- b. Approval of May 8, 2023, Planning & Development Committee minutes
- c. Review of Planning & Development Report for May

5. Ways & Means Committee

Members: Grant Bumgarner, Kelly Byers, Shaniece Criss, Rick Floyd, and Brantly Vest

- a. Roll Call by Chair Bumgarner
- b. Approval of May 15, 2023, Ways & Means Committee minutes

6. Old Business

- a. None

7. New Business

- a. CDBG Requalification FYs 2024-2026

8. Miscellaneous Matters

- a. Administrative Update

9. Adjournment Mayor Brandy Amidon

Council Committee Meeting Minutes

Monday, May 8, 2023

5:00 p.m.

Council Chambers, City Hall

Council Present: Mayor Brandy Amidon; Councilmembers Kelly Byers, Shaniece Criss, Rick Floyd, Lisa Lane, Wayne McCall, Sherry Marrah, and Brantly Vest

Staff Present: Eric Vinson, City Administrator; Amanda Connolly, City Clerk; Greg Robertson, Fire Chief; Ben Ford, Police Chief; Mike Forman, Planning Director; and Phillip Tate, Public Works Director

Absent: Grant Bumgarner, Councilmember

1. Call to Order

Mayor Amidon called the meeting to order at 5:00 p.m.

2. Public Works Committee

Members: Shaniece Criss (Chair), Lisa Lane, and Sherry Marrah

- a. Chair Criss called the meeting to order by roll call.
- b. Councilmember Lane made a motion to approve the minutes from the Committee meeting held on April 10, 2023. The motion was seconded by Councilmember Marrah.
- c. The Committee reviewed the Public Works report for April. Public Works Director Tate noted the city received the Partner of the Year award from Enoree Career Center in addition to the cost saving report from Grace Church on the community service they did throughout the city.
- d. Director Tate also discussed that our landscape contractor, Sodfather, will be doing landscape work and planting new flowers along Main Street.
- e. The Committee discussed the discontinuation of the recycling program, and how the city will be transporting their own recycling.
- f. Additional shade options at Adventure Park were discussed between the Council and staff. Chair Criss sought clarification on who owns the Adventure Park and who will maintain the park. Administrator Vinson noted that the city is still in negotiations with the County on ownership of the park.
- g. Administrator Vinson will provide an update to Council regarding a partnership with Evergreen recycling during the Farmers Market and Browse & Stroll events.
- h. Councilmember Marrah made a motion to adjourn the meeting and Councilmember Lane seconded the motion.

3. Public Safety Committee

Members: Kelly Byers (Chair), Shaniece Criss, Wayne McCall, and Brantly Vest

Absent: Grant Bumgarner

- a. Chair Byers called the meeting to order by roll call.
- b. Councilmember Criss made a motion to approve minutes from Committee meeting held on April 10, 2023. The motion was seconded by Councilmember Vest.
- c. The Committee reviewed the Public Safety reports for April. Police Chief Ford noted that in his report, the data in the chart is correct, however, the data in the bar graph was incorrect. Discussion ensued regarding the visibility of the Police Reserve Officer on the bike and his positive interaction with the community, and the increased motor vehicle crashes due to speeding and aggressive driving.
- d. Fire Chief Robertson noted that there was nothing new to report for the Fire Department.
- e. Administrator Vinson noted that there was nothing new to report for the Building Department and Municipal Court.
- f. Administrator Vinson reviewed and discussed the Mutual Law Enforcement Aid Agreement with Furman University. This agreement is for the City of Travelers Rest Police Department to provide police aid to the Vinings Apartments on Duncan Chapel. Furman is looking to sell the complex and discontinuing police protection service to that area.
- g. Councilmember Criss made a motion to adjourn the meeting and Councilmember Vest seconded the motion.

4. Planning & Development Committee

Members: Brantly Vest (Chair), Kelly Byers, Shaniece Criss, and Wayne McCall

Absent: Grant Bumgarner

- a. Chair Vest called the meeting to order by roll call.
- b. Councilmember Criss made a motion to approve minutes from Committee meeting held on April 10, 2023. The motion was seconded by Councilmember Byer.
- c. The committee reviewed the April Planning & Development report, noting the Swamp Rabbit Trail (SRT) counter data was added to the Planning & Development report. Director Foreman reviewed the SRT data for the past two months, noting different ways we can highlight the data within the report each month.
- d. Director Foreman informed the Council that the South Carolina Planning Association had their Spring Conference at City Hall, with approximately 87 attendees. He noted it was a successful conference with Mayor Amidon delivering a welcome message and Administrator Vinson delivering a presentation on how the SRT has impacted the city.
- e. The committee also discussed short term rentals and Wethington Place landscaping concerns.
- f. Director Foreman introduced Haley Hopkins, the Planning & Development Summer Fellow. Haley graduated recently from Furman University with a degree in Sustainability Science. She will begin her six-week internship on June 5 and will be assisting on several projects, including the Comp Plan.
- g. Councilmember Byers made a motion to adjourn the meeting and Councilmember Criss seconded the motion.

5. Ways & Means Committee

Members: Kelly Byers, Shaniece Criss, Rick Floyd, and Brantly Vest

Absent: Grant Bumgarner (Chair)

- a. In the absence of Chair Bumgarner, Mayor Amidon noted that the Ways & Means Committee will meet on Monday, May 15th at 5:00 p.m. She reminded members of the council that they are invited to attend. The the 2023-2024 budget will be discussed.

6. Old Business

- a. None

7. New Business

- a. Councilmember Byers made a motion to approve the Mutual Law Enforcement Aid Agreement with Furman University and Councilmember Vest seconded the motion. Councilmember Criss recused herself from the vote due to a conflict of interest. The motion otherwise carried unanimously.

8. Miscellaneous Matters

- a. Administrator Vinson acknowledged the Kite Festival that took place in the city over the weekend. He noted minor damage occurred to the pavilion roof and the organizer has agreed to have the roof repaired.
- b. Councilmember Lane inquired about recycling grants. Administrator Vinson noted we have previously received an SCVIA grant. This annual grant usually goes towards educational materials to give out at various events such as the Farmers Market.
- c. Greater Greenville Sanitation has agreed to pick up the blue recycling carts on the last day of recycling service.
- d. Mayor Amidon recognized David Garland and Abe Evans with the Public Works Department. They did a great job updating the bathrooms at Trailblazer Park.
- e. The 2023 Farmers Market grand opening occurred on Saturday. The Farmers Market celebrated its 15th Anniversary.
- f. The Music In the Park Concert Series kicked-off on Saturday evening and was a huge success.
- g. On May 8th, Mayor Amidon presented two Proclamations: one to Springbrook Behavior Health in honor of Nurses Week and one to Northwest Middle School Choir for their multiple awards at the Music In The Parks Festival at Dollywood.
- h. Councilmember Byers mentioned the Hills Family Resources Food Panty is dangerously low and most of the population they serve is the 29690 zip code.

9. Adjournment

There being no further business before the Council Committee, Councilmember Marrah made a motion to adjourn. Councilmember Floyd seconded the motion, which carried unanimously.

Mayor Amidon adjourned the meeting at 5:36 p.m.

_____ Brandy Amidon, Mayor

Completed by _____ Amanda Connolly, City Clerk

_____ Eric Vinson, City Administrator

Ways & Means Committee Meeting Minutes

Monday, May 15, 2023

5:00 p.m.

Council Chambers, City Hall

Council Present: Mayor Brandy Amidon; Councilmembers Grant Bumgarner, Kelly Byers, Shaniece Criss, Rick Floyd, Lisa Lane, Wayne McCall, Sherry Marrah, and Brantly Vest

Staff Present: Eric Vinson, City Administrator; Amanda Connolly, City Clerk; Greg Robertson, Fire Chief; Ben Ford, Police Chief; Mike Forman, Planning Director; and Phillip Tate, Public Works Director

Absent: Councilmembers Shaniese Criss, and Lisa Lane

1. Call to Order

Chair Bumgarner called the meeting to order at 5:01 p.m.

Councilmember Byers made a motion to amend the agenda to add A-Tax Funding recommendations. A motion was seconded by Councilmember Vest.

2. Ways & Means Committee

Members: *Grant Bumgarner (Chair), Kelly Byers, Rick Floyd, and Brantly Vest*

Absent: *Shaniece Criss*

- a. Chair Bumgarner called the committee meeting to order by roll call.
- b. Councilmember Floyd made a motion to approve the minutes from the Committee meeting held on April 10, 2023. The motion was seconded by Councilmember Vest.
- c. Chair Bumgarner gave an overview of the Greater Greenville Sanitation recycling program regarding the dissolution of the residential curb-side pickup program noting that the city is not ending the recycling program. Greater Greenville Sanitation is discontinuing the city wide residential curbside recycling program.
- d. Chair Bumgarner, with the assistance of Administrator Vinson, explained and reviewed the FY23-24 budget. Projected expenditures and revenues have been adjusted to cover all associated costs and to create a balanced budget. A few items included vehicle and equipment purchases, radio programming updates, addition of staff positions, a sign machine, police dispatch console, and COLA increases, including city council. The council COLA will be effective January 1, 2024. Discussions ensued between Committee members and Administrator Vinson.
- e. Administrator Vinson reviewed the adjusted fee schedule and the five-year Capital Improvement Plan (CIP).

Chair Bumgarner noted that some of the Capital Improvement expenditures are being carried over from last year's budget due to the projects not being started. Councilmember Floyd made a motion to move to Council to adopt FY23-24 General Fund Budget and CIP plan. The budget will be adjusted to include a line item for the Police K9. Councilmember Byers seconded the motion.

The rate fee schedule was reviewed. Explanation was provided for changes noted in red. Administrator Vinson mentioned the wastewater and sewer fees have been removed from the schedule. Mayor Amidon observed there are no significant changes that will affect the residents. Councilmember McCall stated that the Fire Alarm Fee was missing from the schedule.

Councilmember Byers made a motion to move to Council to adopt FY23-24 rate fee schedule with the inclusion of the Fire Alarm fee. Councilmember Vest seconded the motion.

Chair Bumgarner explained the Accommodations Tax and Hospitality Tax budgets, noting they are restricted funds. These funds can only be used for state funded expenses (except where allocated or allowed).

Councilmember Floyd made a motion to move to Council to adopt FY23-24 Accommodations Tax and Hospitality Tax budgets. Councilmember Vest seconded the motion.

Chair Bumgarner briefed the Committee on the Victims Advocate budget, again noting that these funds are restricted. Mayor Amidon inquired about the personnel assigned to the Victims Advocate role and how the funds are used.

Councilmember Byers made a motion to move to Council to adopt FY23-24 Victims Advocate budget. Councilmember Vest seconded the motion.

Chair Bumgarner introduced the Committee to the new Tree Mitigation budget. There is a carryover balance of \$174,000 since the birth of the program.

Councilmember Byers made a motion to move to Council to adopt FY23-24 Tree Mitigation budget. Councilmember Vest seconded the motion.

Chair Bumgarner presented the annual GO Bond. This is for the renewal bond we do every year for the construction of City Hall. Administrator Vinson noted there usually is a GO Bond Series A and B. This year the Series B Bond is falling off, so we will only have a Series A Bond.

Councilmember Floyd made a motion to move to Council to adopt FY23-24 GO Bond. Councilmember Byers seconded the motion.

- f. Chair Bumgarner presented the Roe Road Investors License Agreement to the Committee. This legitimized agreement, which is still in draft form, allows for the city to have rights to this public parking area located at the corner of Roe Road and Main Street (near the Swamp Rabbit Trail). Administrator Vinson noted that this year-to-year agreement allows the city to patrol, improve, and maintain the lot. Discussions between the Committee and staff included signage, striping, allotted parking spots,

expansion into the grass area, special designation spaces, how the amount of the agreement was determined, and the attraction to a short-term agreement versus a long-term agreement. Administrator Vinson will contact the Roe Road Investors with the council questions and discussion then report back.

- g. The State A-Tax Funding Applications were presented to the A-Tax committee on May 2, 2023. There was enough funding to cover all three requests; Browse & Stroll Art Market, Farmers Market Music Program, and Ville to Ville Relay, for a total of \$13,055. Chair Bumgarner noted that there will probably be another round of funding in the fall.

Councilmember Floyd made a motion to approve the State A-Tax Funding recommendations for FY23-24. Councilmember Byers seconded the motion.

3. Adjournment

There being no further business before the Ways & Means Committee, Councilmember Floyd made a motion to adjourn. Councilmember Vest seconded the motion. The motion carried unanimously.

Chair Bumgarner adjourned the meeting at 6:11 p.m.

_____ Brandy Amidon, Mayor

Completed by _____ Amanda Connolly, City Clerk

_____ Eric Vinson, City Administrator

Public Works Report

Month of May 2023

1. Sanitation

Request for Brush / Bulk Pick Up	<u>0</u>
Roll Cart Request	<u>7</u>
Residential	<u>7</u>
Commercial	<u>0</u>

2. Roads & Bridges

Complaints	<u>12</u>
Resolved by City	<u>11</u>
DOT Notification	<u>1</u>

3. Animal Control

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

4. Sewer

Complaints	<u>0</u>
Resolved by City	<u>0</u>
Septic Tank Pump Request	<u>0</u>

5. Environmental

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

6. Fuel

Fuel Usage	<u>173.3</u>
M1	<u>117.4</u>
M2	<u>55.9</u>

Public Works Summary for April 2023

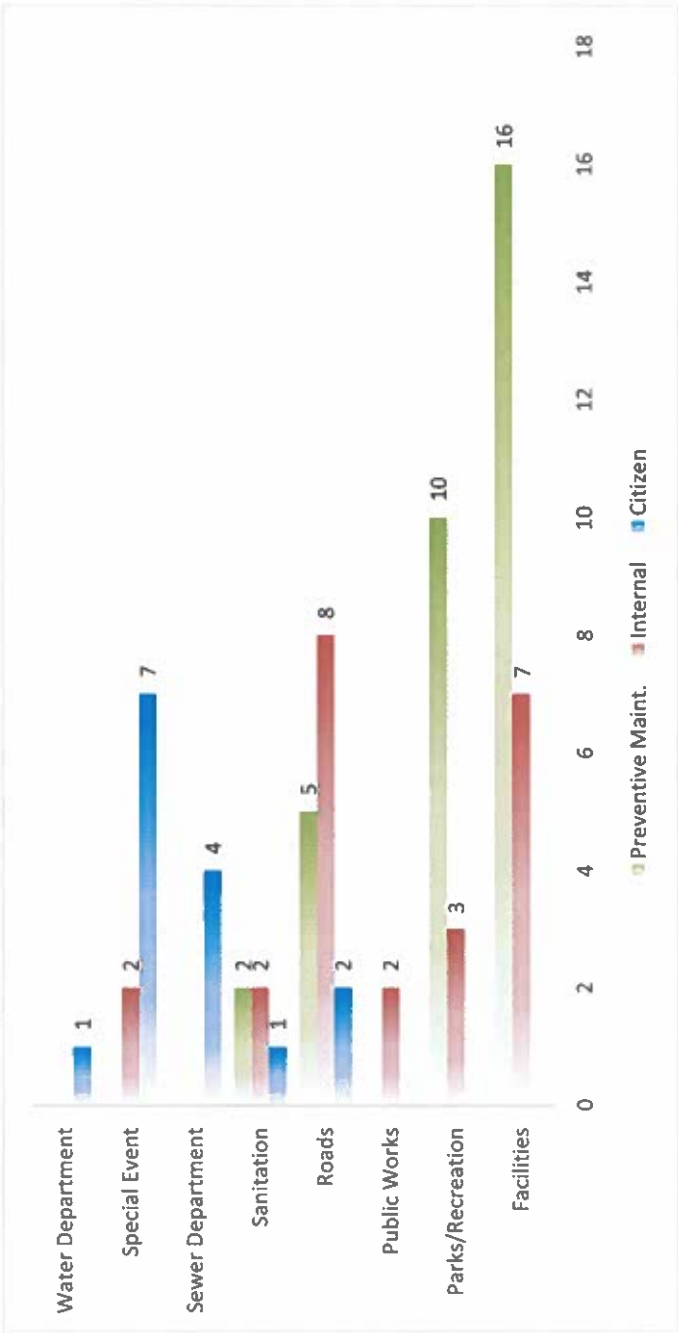
- **Sanitation**: We have stopped accepting requests for recycling carts. We had one complaint in the month of May. We are conducting an audit to verify that all roll carts are located at the correct commercial accounts.
- **Road and Bridge**: We had a total of 12 complaints from road and bridge to include roadside litter pick up. One of these complaints went to SCDOT. We had one group work on roadside litter pick up this month. The group included the Travelers Rest Chamber and Rotary Club for a combined litter pick up. Thirteen encroachment permits were signed.
- **Sewer**: No septic tanks were pumped.
- **Building / Grounds Maintenance**: We are still receiving good feedback on Jan Pro, our cleaning service. The new playground is open at Trailblazer Park and irrigation and trees are going in in the next week.
- **Miscellaneous Items**: We are waiting on the county rec to get quotes back planning to apply a seal coat to the section of the trail in front of Loftis Printing to Roe Rd. Greenville County will provide the contractor for this.

2023

Month	Number of Bags	Vol.	Pounds
January	87	69	1740
February	47	11	940
March	19	6	380
April	102	60	2040
May	30	23	600
June			
July			
August			
September			
October			
November			
December			
Yearly Total	285	169	5700

May 2023

Row Labels	Citizen	Internal	Preventive Maint.	Grand Total
Facilities		7	16	23
Parks/Recreation		3	10	13
Public Works		2		2
Roads	2	8	5	15
Sanitation	1	2	2	5
Sewer Department	4			4
Special Event	7	2		9
Water Department	1			1
Grand Total	15	24	33	72



May 2023

Facilities		23
General Maintenance/Repair		3
Installed Toilet paper dispensers at TBP	125 Trailblazer Dr	1
Painted bottom of 5 light poles	125 Trailblazer Dr	1
Replaced UV light bulb at Gazebo Pond	125 Trailblazer Dr	1
Inspection		16
Eyewash inspection-Weekly	Shop	3
Inspect Storm Pond and fencing	Trailblazer Park	4
Trailblazer Park Check	Trailblazer Park	4
Weekly Checklist	City Hall	1
Weekly Generator Check	City Hall	4
Irrigation		1
Tested the irrigation at TBP	125 Trailblazer Dr	1
Janitorial		1
Permanantly mounted a broom and dust pan at TBP storage room	125 Trailblazer Dr	1
Elec. Low Voltage		2
Office move/ Internet & Phone need set up	TRPD	1
Internet in Donnelly's office not working needs attn.	PD	1
Parks/Recreation		13
Beautification		1
Install Mulch	Trailblazer Dr at Old Buncombe Rd	1
General Maintenance/Repair		2
Clean Pond Filter	Gazebo	2
Inspection		8
Visual Inspection B - 85%	Trailblazer Park	1
Visual Inspection C - 84%	Trailblazer Park	1
Visual Inspection D - 73%	Trailblazer Park	1

May 2023		
	Athens Park	1
Visual Inspection F - 67%		
	Athens Park	1
Visual Inspection B - 83%		
	Gazebo	1
Visual Inspection B - 89%		
	Gazebo	1
Visual inspection of Main st/ SRT A - 94%		
	Main st./SRT	1
Visual inspection of Main st/ SRT B - 92%		
	Main st./SRT	1
Irrigation		1
Expose Mainline at park for future irrigation job		
	Trailblazer Park	1
Landscaping		1
Stock pile mulch for future use		
	Adventure Park	1
Public Works		2
Beautification		1
Cleaned all Trash duals on SRT		
	125 Trailblazer Dr	1
Pressure Wash/Clean		1
Pressure washed sidewalk for painting		
	125 Trailblazer Dr	1
Roads		15
Electrical		2
Repair Street Light		
	1 Kirby Dr	1
Red Light Out		
	Main and Henderson	1
Inspection		4
Visual Inspection Welcome signs into City A - 93%		
	City of TR	1
Visual Inspection Welcome signs into City A - 95%		
	City of TR	1
Visual Inspection of Parking Lots D - 73%		
	City of TR	2
Litter Pickup		3
Pick up highway litter bags (11)		
	Hwy 25	2
Pick up highway litter 8 bags		
	Hwy 25	1
Mowing		1
Mow shoulder on Old Buncombe Rd		

		May 2023
	Old Buncombe Rd	1
Other		1
Check Storm Drain		
	119 Wild Geese Way	1
Sign Repair		2
Install new signs and decorative post		
	Old Buncombe & Saddleback	1
Remove old round post sign		
	Old Buncombe & Saddleback	1
Tree Trimming		2
Remove tree from Roadway.		
	2 Sandra St	1
Trim Light of Sight issue		
	525 Hwy 25 North	1
Sanitation		5
Garbage & Recycle		3
Deliver Recycle Cart		
	102 Solis Ct	1
Empty Trash/Recycle on Main St		
	Main St. / Trail	2
Litter Pickup		1
Pick up 2 litter bags		
	City of TR	1
Missed Trash/Recycle		1
Roll Cart Left In Street		
Sewer Department		4
Septic Pumped		4
Pump Tank		
	212 Grayson Dr	1
	402 Wild Geese Way	1
	23 Mcelhaney Rd	1
Reimbursement of \$425.00		
	229 Lorraine Dr	1
Special Event		9
Cones & Barricades		2
Set up (6) trash carts under Pavilion/Amphitheater (Gospel in the Park)		
	Trailblazer Park	1

May 2023

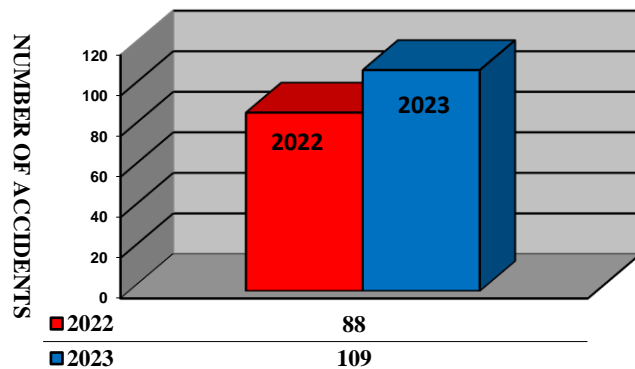
set up (50-75) cones on main st. blocking off traffic lane (Ville to Ville relay)	Main st	1
Garbage & Recycle		1
(1) Trash and (1) Recycle cart under pavilion (Wedding Shower)	Trailblazer Park	1
Inspection		4
After event Inspection/walkthrough (Gospel in the park)	Trailblazer Park	1
After event walkthrough/inspection (Wedding Shower)	Trailblazer Park	1
After event inspection/walkthrough (Kite Festival)	Trailblazer Park	1
After event inspection/walkthrough (Southern Roots)	Trailblazer Park	1
Seasonal		2
Trash, Cones, Set up and oversee - Away Team	Trailblazer Park	1
Trash, Cones, Set up and oversee	Trailblazer Park	1
Water Department		1
Plumbing		1
Repair Water Leak	11 Colony Rd	1
(blank)		3
Garbage & Recycle		1
Empty Trash at Recycle trailers	Can Recycle Trailers	1
Inspection		2
Eyewash inspection-Weekly	Shop	1
Weekly Checklist	City Hall	1
Grand Total		75

Travelers Rest Police Department May Monthly Report 2023

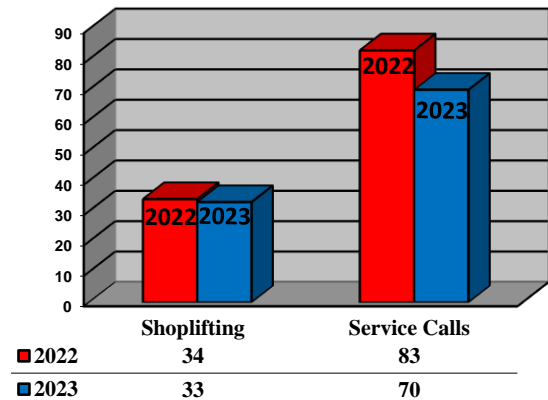
MOTOR VEHICLE COLLISIONS AND WALMART CALLS, ARRESTS, AND TOWED VEHICLES

CRIME	May 2023	XXXXXX May 2022	Amt. of Change	Percent Change	YTD 2023	YTD 2022	Amt. of Change	Percent Change
Total MVC	21	17	4	23	109	88	21	23
MVC W/ Injury	3	5	-2	-40	22	28	-6	-21
Wal-Mart Shoplifting Arrests	8	4	+4	+100	33	34	-1	-2
Wal-Mart Service Calls	12	15	-3	-20	70	83	-13	-15
Wal-Mart Cars Towed	1	0	+1	0	3	4	-2	-50

ACCIDENTS REPORTED



WAL-MART SHOPLIFTING ARRESTS AND SERVICE CALLS



May Crime Stats	
ABHAN	1
Arson	0
Assault & Battery	5
Burglary	1
DUI	8
Larceny	1
Motor Vehicle Theft	0
Murder	0
Narcotics Violations	3
Rape	0
Robbery	0

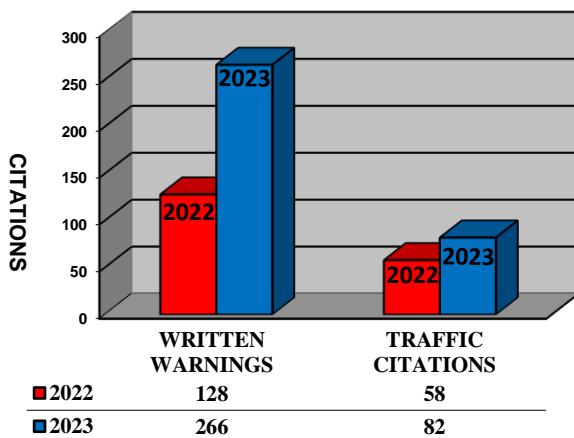
Misc. Service Calls	
Animal Calls	20
City Events	9
Code Enforcement	27
Public Intoxication	3

Monthly Warrants	
Warrants Issued	19
Warrants Served	19

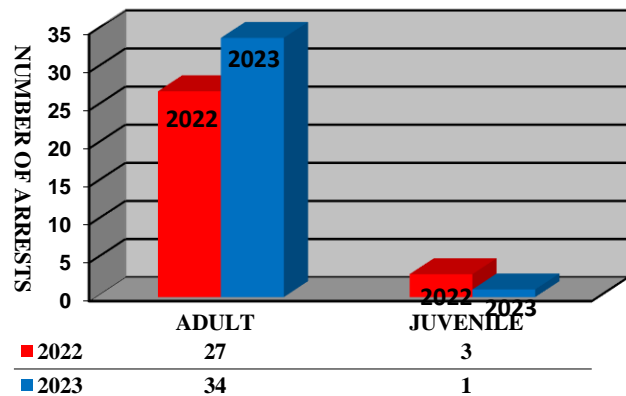
CITATIONS AND WARNINGS FOR MAY

VIOLATION	CITATIONS	WARNINGS
No Seat Belt	0	
No Child Restraint	0	
Speeding Under 10 mph	0	
Speeding Over 10 mph and Under 25 mph	23	
Speeding Over 25	4	
Disregard Sign/Signal	5	
Insurance Violations	5	
Other Moving Violations	45	
Total	82	266

WRITTEN WARNING & TRAFFIC CITATIONS



ADULT & JUVENILE ARRESTS



CRIMINAL OFFENSES REPORTED YEAR TO DATE

CRIME	2023	2022	2021	2020	2019	2018
Murder	0	0	0	0	1	0
Rape	0	0	0	0	1	0
Robbery	0	0	1	1	1	0
Assault/Battery HAN	3	0	2	1	2	3
Assault/Battery	20	23	21	42	42	38
Burglary	4	5	10	13	7	8
Larceny	27	34	74	75	100	78
Motor Vehicle Theft	2	3	13	7	12	10
Arson	0	0	0	0	1	1
Narcotic Violations	29	25	52	61	91	87
DUI	33	16	14	23	22	42
Total	118	106	187	252	308	297
Total Calls for Service	4422	319	10,474	8339	8753	6615

**All statistics are compiled using figures at time of analysis.

May Downtown Safety Report

MAIN STREET

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	13	77
Other Moving Violations	18	42

N. POINSETT HIGHWAY

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	5
Other Moving Violations	0	6

CENTER STREET

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	0
Other Moving Violations	0	1

MCELHANEY ROAD

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	1	5
Other Moving Violations	0	2

WILLIAMS ROAD

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	0
Other Moving Violations	0	1



**SPEED TRAILER
DEPLOYMENT**

DAYS: 31

LOCATIONS: 2

**DOWNTOWN FOOT
PATROL HOURS:**

16



Travelers Rest Fire Dept.

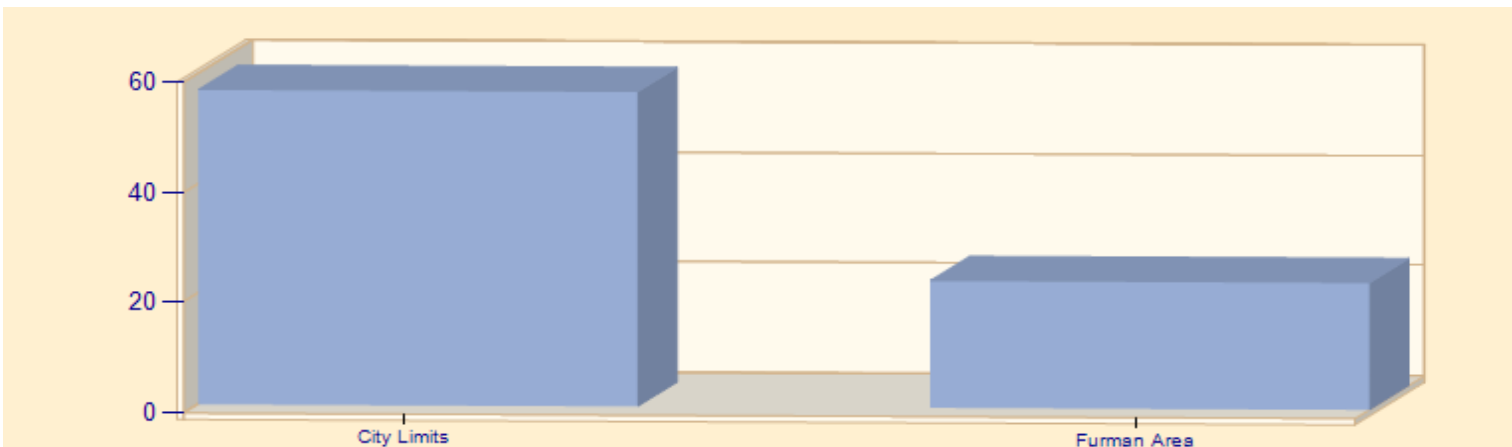
Travelers Rest, SC

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Incident Type Count per Zone for Date Range

Start Date: 05/01/2023 | End Date: 05/31/2023



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	141 - Forest, woods or wildland fire	1
	321 - EMS call, excluding vehicle accident with injury	29
	322 - Motor vehicle accident with injuries	2
	520 - Water problem, other	1
	553 - Public service	3
	554 - Assist invalid	3
	611 - Dispatched & cancelled en route	11
	651 - Smoke scare, odor of smoke	1
	744 - Detector activation, no fire - unintentional	3
	745 - Alarm system activation, no fire - unintentional	3
	<i>Total Incidents for City Limits - City Limits:</i>	57
Furman Area - Furman Area		
	321 - EMS call, excluding vehicle accident with injury	8
	322 - Motor vehicle accident with injuries	1
	324 - Motor vehicle accident with no injuries.	1
	600 - Good intent call, other	1
	611 - Dispatched & cancelled en route	4
	743 - Smoke detector activation, no fire - unintentional	4
	744 - Detector activation, no fire - unintentional	4
	<i>Total Incidents for Furman Area - Furman Area:</i>	23
Total Count for all Zone:		80

Travelers Rest Fire Dept.

Travelers Rest, SC

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Occupancies Inspected for Date Range

Start Date: 05/01/2023 | End Date: 05/31/2023

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Access Real Estate Loan Service	634	12 Center ST		05/01/2023
Advance Auto	490	100 Walnut LN		05/23/2023
AR Homes / American Eagles Builders	601	23B S Main ST		05/03/2023
Baker Tire Service	290	521 N Highway 27		05/18/2023
Brookside Pointe Apartments Office	590	1600 BROOKS POINTE, Circle	Downtown	05/17/2023
Call Brady Computer Services	405	27 S Main ST		05/03/2023
Carolina Bee Supply llc	639	14 Center ST		05/09/2023
Carolina Oaks Dental	549	23 South Main ST		05/03/2023
Cooper Chapman Insurance	251	12 Center ST		05/01/2023
CRB Geological & Environmental	536	310 N Main ST		05/01/2023
Dunkin Doughnuts	289	520 N Highway 25		05/17/2023
Earths Creation Usa	579	18 Page CT #A		05/18/2023
Embroidery Specialties	256	14 Cooper ST		05/03/2023
Food Lion	504	148 Walnut LN #M		05/23/2023
Furman North Village li G (23 Apts)	159	3300 Poinsett HWY		05/22/2023
Furman North Village li H (24 Apts)	160	3300 Poinsett HWY		05/22/2023
Furman Stadium Stadium (Press Box, Restrooms, Concession, Field House)	167	3300 Poinsett HWY		05/24/2023
Furman Timmons Arena	189	3300 Poinsett HWY		05/24/2023
Jo Mars Florist	317	125 N Poinsett HWY		05/01/2023
Liquidation Specialist	354	18 Page CT		05/18/2023
McLeskey Todd True Value	586	148 Walnut LN #K		05/23/2023
O'Reilly Auto Parts	489	28 Walnut LN		05/23/2023
Petee's Good Food	293	101 N Main ST	City Limits and Outside City Limits	05/01/2023
SALON BLU	600	230 S Main ST		05/09/2023
Sandra Stroud Realtor	407	27 S Main ST		05/03/2023
Shops At 27 South Main	389	27 S Main ST		05/03/2023
Silver Lily Boutigue	406	27 S Main ST		05/03/2023
SPA NORTH	628	228 S Main ST		05/09/2023
Spring Park Golf Range	418	115 S Main ST		05/09/2023
Swamp Rabbit Tees	410	27 S Main ST		05/03/2023
Switchback Pilates	565	12 S Main ST	Downtown	05/09/2023
THE CAROLINA MONEY TREE COMPANY	393	10 S Main ST		05/09/2023
The Good Market	542	16 S Main ST	Downtown	05/09/2023
The Standard At Pinestone	627	125 S Pine Stone DR		05/23/2023
TR 347 LLC	651	321 S Main ST		05/22/2023
Trail Side Traders	559	37 S Main ST	Downtown	05/09/2023
Trailhead Family Dentistry	412	28 S Main ST #B	Downtown	05/03/2023
Travelers Rest Animal Hospital	471	6704 State Park RD		05/17/2023
Travelers Rest Auto Repair	292	25 N Main ST	Downtown	05/09/2023
Virtual MA Care	296	105 N Main ST	City Limits and Outside City Limits	05/01/2023
Willis No. 1	448	1 S Poinsett HWY		05/18/2023
Willis No. 2	347	432 N Poinsett HWY		05/18/2023
Willis Office	267	17 Hawkins RD		05/18/2023
Willis Package Store	266	15 Hawkins RD		05/18/2023

of Occupancies Inspected: 44

% Occupancies Inspected: 8.21

Travelers Rest Building Permit Report

Summary Report By Month 2023

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	YTD '23
PERMITS ISSUED:													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	5	8	9	2	13								37
COMMERCIAL NEW CONSTRUCTION	-	-	-	-	-								-
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	1	8	11	14	18								52
SIGN PERMITS	2	2	1	-	-								5
RESIDENTIAL RENOVATION	3	1	3	1	2								10
COMMERCIAL RENOVATION	2	2	2	1	4								11
DEMOLITION	1	-	1	-	-								
OCCUPANCY/TENANT	1	-	-	-	-								
TOTAL PERMITS ISSUED	15	22	27	18	37								119
FEES COLLECTED:													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	7,390	10,400	16,563	3,072	11,670								49,095
COMMERCIAL NEW CONSTRUCTION	-	-	-	-	-								-
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	842	681	1,505	3,370	3,233								9,631
SIGN PERMITS	100	100	50	-	-								250
RESIDENTIAL RENOVATION	518	224	1,185	484	735								3,146
COMMERCIAL RENOVATION	9,087	12,367	25,355	4,261	5,302								56,372
DEMOLITION	50	-	50	-	-								100
OCCUPANCY/TENANT	40	-	-	-	-								
PLAN REVIEW	910	2,075	8,896	-	1,138								13,019
TOTAL FEES COLLECTED	\$ 18,937	\$ 25,817	\$ 53,604	\$ 11,187	\$ 22,108								\$ 131,653
INSPECTIONS PERFORMED:													
ELECTRICAL	36	46	37	40	37								196
PLUMBING	20	23	38	43	30								154
MECHANICAL	16	25	36	41	36								154
BUILDING	48	35	67	41	64								255
CERTIFICATE OF OCCUPANCY	5	4	12	27	12								60
DEMOLITION	-	-	-		-								-
TOTAL INSPECTIONS PERFORMED	125	133	190	192	179								819
CODE ENFORCEMENT CASES:													
NEW CASES	6	13	3	4	8						0	0	34
ACTIVE CASES	1	2	0	2	4						0	0	9
CLOSED CASES	5	11	3	2	4						0	0	25

MUNICIPAL COURT REMITTANCE FORM FOR STATE'S PORTION OF REVENUE

To City Treasurer of Travelers Rest

For The Month Of APRIL 2023

Municipal Court Cases

Total Fines	\$ 7,381.88
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Conviction Surcharges	\$ 250.00
-----------------------	-----------

DUI Assessment	\$ 237.00
----------------	-----------

DUS Assessment \$ \$ 200.00

Insurance Fraud (See Form A) \$ _____

Cruelty to Animals (See Form B) \$ _____

Wildlife \$

Size & Weight \$

Carrier of Household Goods and Hazardous

Waste	\$
-------	----

Other Assessments	\$ 10,581.41
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Transfer Cases from General Sessions Court

Fines	\$
-------	----

Conviction Surcharge	\$	
----------------------	----	--

DUI Assessment	\$
----------------	----

Other Assessments	\$	
-------------------	----	--

Bond Estreatments \$ _____

TOTAL	\$ 18,651.29
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Signed J. Twitty

Municipal Judge

Date June 1, 2023

ATTACHMENT F

Total Amount Allocated to State	\$ 10,097.68
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Total Amount Allocated to Victim Assistance Fund	\$ 1,171.73
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THE HONORABLE CURTIS M. LOFTIS, JR.
State Treasurer

Municipal Name: _____ Municipal Code: _____ Date Submitted: _____
Collection Period Beginning (Month/Year): _____ Collection Period Ending (Month/Year): _____

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		F
G	Municipal DUI Assessment- \$12 Per Case	100%	56-5-2995		G
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211		H
I	Municipal DUI DPS Pullout- \$100	100%	56-5-2930 & 2945		I
IA	DUI/DUAC Breathalyzer Test Conviction Fee-SLED \$25	100%	56-5-2950(E)		IA
SURCHARGES					
J	Municipal Drug Surcharge -\$150 Per Case	100%	14-1-213(A)		J
K	Municipal Law Enforcement Surcharge - \$25 Per Case	100%	14-1-212(A)		K
KA	Municipal Criminal Justice Academy \$5 Surcharge / <i>Terminated 6/30/16</i>	100%	14-1-240(A)		KA
OTHER ASSESSMENTS - STATE SHARE					
L	Municipal- 107.5%	88.84%	14-1-208		L
LA	Municipal Traffic Education Program \$140 Application Fee	90.83%	17-22-350(C)		LA
M	TOTAL REVENUE DUE TO STATE TREASURER				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		N
O	Surcharges-Municipal	100%	14-1-211		O
OA	Other Assessments-Municipal	9.17%	17-22-350(C)		OA
P	TOTAL RETAINED FOR VICTIM SERVICES				P

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

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

Municipal Treasurer Signature: _____
Municipal Treasurer Email: _____

***Note:** This report is required by law to be filed monthly, on or before the 15th, by the Municipal Treasure, 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.

Travelers Rest Planning Report

Projects in Entitlement Process

Project Name	Address	Request	PC #	Ordinance #	Acreage	Lots	Density
					0.00	0.00	

Preliminary Subdivisions Approved

Project Name	Address	Date Approved	Zoning	Type	Acreage	Lots	Density
Magnolia Cottages Ph II	Magnolia Dr and Thomas Dr	07/12/20	R-M	Townhomes	1.11	22	19.82
Parkside Village	Center St and S Poinsett	11/23/21	R-M	Townhomes	2.51	29	11.55
The Refuge	N Main St and Glenview Rd	11/29/22	FRD	SF Housing	9.54	43	4.51
					13.16	94	

Approved Projects In Permitting

Project Name	Address	Status	Zoning	Type	Acreage	Units	Density
Gateway Village	Hawkins Rd	Land Disturbance	TH	Townhomes	11.90	58	4.87
Spring Park	Hwy 276	Land Disturbance	PD	SF Housing	35.27	54	1.53
Whitehawk Meadows	Hawk Valley Dr and School St	Land Disturbance	R-7.5	SF Housing	69.23	165	2.38
					116.40	277	

Projects Under Construction

Project Name	Address		Zoning	Type	Acreage	Units	Density
Pinestone					40.83		
Detached	Roe Rd and State Park Rd		PD-R	Detached		70	
Attached	Roe Rd and State Park Rd		PD-R	Attached		37	
Tri-/Quad-Plex	Roe Rd and State Park Rd		PD-R	Tri-/Quad-Plex		12	
Live/Work	Roe Rd and State Park Rd		PD-R	Live/Work		1	
Wethington Place	Trailblazer Dr and Watson Rd		R-M	Townhomes	6.28	42	6.69
					47.11	162	

Short Term Rentals/Lodging Projects

Approved in May 2023	Total Approved
1	31

Swamp Rabbit Trail Counter

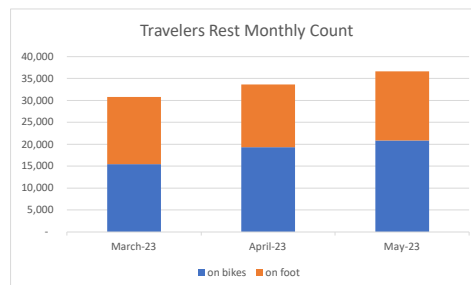
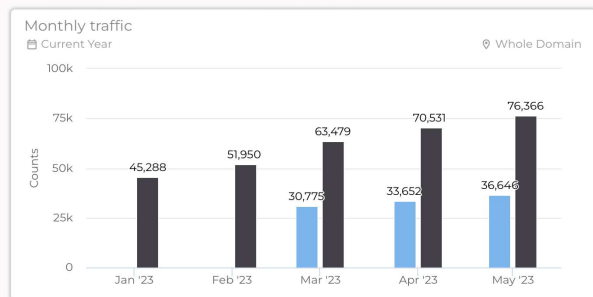
May 2023 Counts		May 2023 Trends			2023 Year to Date	
On Bikes	20,894	Weekdays	24,837	68%	On Bikes	55,628
On Foot	15,752	Weekends	11,809	32%	On Foot	45,446
Total	36,646	Highest Single Day	2,770	Mon 5/29	Total	101,074
Daily Average	1,182	Lowest Single Day	286	Thu 5/18	Daily Average	1,099

Travelers Rest - 5-Year Comp Plan Review Outline

Survey to be released in early June. Will remain open until September 2023. Planning Commission will meet and review at their June, July, August, and September meetings, with public hearing and resolution at their October meeting. Planning Commission meetings are held at 6pm on the 4th Thursday of each month. City Council will review at November Council Committee meeting, with first reading to occur in November, followed by second reading in December.

1. Decennial Census Statistics
 - Population Growth (2010 – 2020)
 - Number of Furman Students
 - Yearly Traffic Counts (10 SCDOT counters in/adjacent to TR)
 - Average/Median Housing Costs
 - Average/Median Rent
 - Average/Median Family Income
 - Age Distribution
 - Housing makeup
 - Housing starts
2. Planning Statistics
 - Rezoning cases since 2018
 - Major Subdivisions since 2018
 - Total number of new lots added since 2018
 - Total number of new dwelling units built by type since 2018
3. Transportation Statistics
 - GPATS LRTP Road Projects in City
 - GPATS funded road projects in City
 - SCDOT Paving Projects in City
 - State Roads
 - City Roads
 - Freight Data for US 25/276 (ACOG data)
4. Progress Report
 - List of Goals and Recommendations from 2018 that have been completed
 - Ordinance Text Amendments prepared since 2018 Comp Plan
(Short Term Rental Ordinance, Tree Ordinance, Downtown Overlay)
 - List of Growth Management Goals and Objectives in County Comp Plan
 - Façade Improvement Program
 - ATAX program
5. Maps
 - Updated FLU
 - Updated Community Facilities
 - Updated Aerial
 - Updated Zoning
 - Updated Roads
 - New Tree Canopy Coverage Maps

May 2023 Data Travelers Rest And Greenville				Greenville			Travelers Rest				
	Max Temp	Min Temp	Precip		Daily Count	on Bikes	on Foot	Daily Count	on Bikes	on Foot	Comments
5/1/2023	67	47		Mon	3,143	731	2,412	898	391	507	Sunny and Windy, morning walk event in GVL?
5/2/2023	72	50		Tue	2,039	798	1,241	1,017	422	595	Sunny and very windy
5/3/2023	73	52		Wed	2,156	932	1,224	1,154	561	593	Sunny and continued windy
5/4/2023	71	48		Thr	2,261	998	1,263	1,198	647	551	Sunny and nice
5/5/2023	71	56		Fri	1,964	959	1,005	921	536	385	Fair
5/6/2023	73	59		Sat	3,289	1,606	1,683	1,624	950	674	Mostly cloudy, clearing at 3pm
5/7/2023	79	62		Sun	3,997	2,066	1,931	1,901	1,237	664	Sunny and windy
5/8/2023	83	63	0.11	Mon	1,640	662	978	828	424	404	Overnite rain ended 8:30, then becoming sunny by 11
5/9/2023	88	68	1.16	Tue	1,895	821	1,074	1,028	563	465	Sunny. Then storms 5 pm onwards
5/10/2023	80	62		Wed	2,651	1,200	1,451	1,278	744	534	Beautiful day
5/11/2023	80	60		Thr	2,161	1,038	1,123	1,168	669	499	Fair to partly cloudy
5/12/2023	78	67	0.08	Fri	1,287	614	673	723	408	315	Cloudy then rain at 3:30, Artisphere today to Sunday
5/13/2023	83	68		Sat	3,189	1,794	1,395	1,807	1,154	653	Overcast then partly cloudy
5/14/2023	83	67	0.07	Sun	3,068	1,655	1,413	1,412	966	446	Sunny morning rain at 3, then cloudy
5/15/2023	79	71		Mon	2,135	927	1,208	1,058	583	475	Cloudy
5/16/2023	86	69	0.50	Tue	1,831	803	1,028	890	444	446	Mist early then clearing, t-storm 10 pm
5/17/2023	82	69		Wed	2,205	977	1,228	1,081	569	512	Sunny and pleasant
5/18/2023	67	62	0.33	Thr	561	182	379	286	108	178	Rain until 3 pm
5/19/2023	73	62		Fri	2,504	1,164	1,340	1,151	720	431	Mostly cloudy and windy
5/20/2023	77	65		Sat	4,252	1,658	2,594	1,786	1,011	775	Mountains to Main St 1163 finishers, cloudy
5/21/2023	80	67	0.05	Sun	3,829	2,006	1,823	1,772	1,129	643	Partly cloudy. Rain before dawn
5/22/2023	79	63		Mon	2,297	1,074	1,223	1,043	590	453	Fair to partly cloudy
5/23/2023	73	65		Tue	2,257	1,332	925	942	496	446	Partly cloudy and windy
5/24/2023	78	61		Wed	2,498	1,158	1,340	1,246	707	539	Sunny
5/25/2023	82	65		Thr	2,249	986	1,263	1,137	611	526	Sunny
5/26/2023	73	61		Fri	2,616	1,368	1,248	1,314	796	518	Fair and Windy
5/27/2023	69	60	0.65	Sat	2,059	985	1,074	1,057	547	510	Cool and Windy with rain starting at 4pm
5/28/2023	67	55	0.19	Sun	947	341	606	450	148	302	Rain all morning, spotty showers until 4 pm
5/29/2023	79	59		Mon	5,565	3,093	2,472	2,770	1,816	954	Memorial Day new GVL total and bikes record, TR bikes record
5/30/2023	79	62	0.01	Tue	1,986	832	1,154	837	450	387	Partly cloudy
5/31/2023	73	62		Wed	1,835	861	974	869	497	372	Mostly cloudy, sun around 5 pm
Average	76.7	61.5	3.15								
Monthly Total					76,366	35,621	40,745	36,646	20,894	15,752	
Monthly Average					2,463	46.6%	53.4%	1,182	57.0%	43.0%	
Trend					76,366			36,646			
Weekdays					51,736	67.7%		24,837	67.8%		
Saturday and Sunday					24,630	32.3%		11,809	32.2%		
May-22					2,442			48.0%	58.7%	38.7%	
Ratio 23 to 22					100.9%			TR/GVL ratio			
YTD					307,434	134,544	172,890	101,073	55,628	45,446	
						43.8%	56.2%		55.0%	45.0%	





The City of Travelers Rest
125 Trailblazer Drive
Travelers Rest, SC 29690
(864) 834-8740

***PLANNING
COMMISSION***

REGULAR MEETING

AGENDA

DATE OF MEETING: **May 25, 2023**

TIME OF MEETING: 6 PM

LOCATION: Council Chambers

1. OPENING

- a. Call to Order & Opening Remarks
- b. Roll Call
- c. Approval of Minutes – April 25, 2023

2. NEW BUSINESS

- a. TR 23-03 – The Refuge FRD – 503 North Main Street Final Development Plan (FDP) Review

3. OTHER BUSINESS

- a. None

4. ADJOURN

MINUTES
TRAVELERS REST PLANNING COMMISSION
4/25/2023
6:00 PM Council Chambers

MEMBERS PRESENT: Vice Chair Tony Rackley, Evan Cantrell, Michelle Garrison, Diane Maxwell, Bryan Haffey

MEMBERS ABSENT: Chair Rebecca Cooper and Don Watson

STAFF PRESENT: Mike Forman

PUBLIC PRESENT: Marianne Rice

1. OPENING

- a. **Call to Order/Opening Remarks:** Acting Chair Rackley called the meeting to order at 6:03 PM.
- b. **Roll Call:** Present members stated their names. Bryan Haffey arrived at 6:15.
- c. **Approval of Minutes:** Minutes for the March 28, 2023 meeting was motioned for approval by Commissioner Garrison and seconded by Commissioner Cantrell. No discussion. Motion passed 4-0.

2. NEW BUSINESS

a. Five Year Comprehensive Plan Review – Survey Discussion

Staff presented information regarding the upcoming Comprehensive Plan. Staff presented the draft survey questions for discussion.

3. OTHER BUSINESS

a. Discussion of Planning Commission regularly scheduled meeting dates

Staff requested Planning Commission to consider changing the regularly scheduled meeting dates from the 4th Tuesday of each month to the 4th Thursday of each month. Acting Chair Rackley asked for a motion to approve the request. The motion for approval was made by Commissioner Maxwell and seconded by Commissioner Garrison. No discussion. Motion passed 5-0.

4. ADJOURN: Motion to adjourn was made and seconded. No discussion. Motion passed 5-0 at 6:17PM.



**CITY OF TRAVELERS REST
PLANNING & ZONING DEPARTMENT
PLANNING COMMISSION**

AGENDA ITEM

May 25, 2023

- CASE NUMBER:** TR 23-03
- SUBJECT:** Final Development Plan (FDP) Review
- APPLICANT:** Rick Thoennes – Rembrey Custom Homes
- LOCATION:** 503 North Main Street
- TMS:** 0506050100200, 0506050100300, 0506050100500
- ZONING:** Flexible Review District (FRD)
- REQUEST:** The applicant requests approval of a Final Development Plan for 9.41 acre subdivision located at 503 North Main Street, in accordance with The Refuge Preliminary Development Plan and Statement of Intent as approved by City Council via Ordinance #O-10-22.
- BACKGROUND:** The City of Travelers Rest Zoning Ordinance states that no building permit or certificate of occupancy shall be issued in a Flexible Review District (FRD) until the Planning Commission, acting upon the recommendation of the Planning Commission staff, has approved and there is recorded a Final Development Plan (FDP) meeting the requirements of Section 5:15.7 of the Travelers Rest Zoning Ordinance.
- REVIEW CRITERIA:** Section 5:15.7 of the Travelers Rest Zoning Ordinance specifies that the submitted FDP shall be submitted to the City of Travelers Rest. The FDP shall set forth specific design characteristics of the FRD in accordance with the previously approved Preliminary Development Plan and Statement of Intent and shall include but not be limited to the following information:
- A. Vicinity map, title block, scale, north arrow, and property line survey.
Staff note: Complete via Site Plan
 - B. Location and proposed use of all buildings or structures within the Planned Development and gross square footage.
Staff note: Complete via Information Sheet

C. Names of boundary streets.

Staff note: Complete via Site Plan

D. Number of residential dwelling units by type and number of bedroom units in each.

Staff note: Complete via Information Sheet

E. Location of any utility easements.

Staff note: Complete via Site Plan

F. Total floor area for all nonresidential uses by type.

Staff note: N/A

G. Open space areas, specifying the proposed treatment or improvements of all such areas and delineating those areas proposed for specific types of developed recreational facilities.

Staff note: Complete via Site Plan

H. All off-street parking and loading areas, structures, the total number of spaces, and the dimensions.

Staff note: N/A

I. The number of acres devoted to each land use.

Staff note: Complete via Site Plan

J. Sketches and/or elevations of typical buildings/structures and their design standards.

Staff note: Complete via Information Packet

K. The site's traffic circulation plan, including the location of curb cuts and points of ingress/egress, and also including the location and width of all streets, drives, medians, service areas, dumpster pads, entrances to parking areas, etc.

Staff Note: Complete via Site Plan

L. The site's lighting plan, including the location, height, and type of all exterior fixtures.

Staff note: Completed via Site Plan

M. The site's Landscape, Screening/Buffer Plan.

Staff note: Completed via Landscape Plan

N. The site's Signage Plan, which includes all exterior signage of the development.

Staff note: Sign location completed via Site Plan. Signage requires separate review and permit.

O. Yard dimensions from the development boundaries and adjacent streets.

Staff note: Complete via Site Plan

P. A letter from the City Engineer stating that a detailed drainage plan has been submitted and approved.

Staff note: Alliance Engineering is in review as of date of Planning Commission

Q. Other such information or descriptions as may be deemed reasonably appropriate for Planning Commission review.

CONCLUSION: The Planning Commission, acting upon the recommendation of the planning staff, may approve or disapprove the Final Development Plan submitted by the applicant. In reviewing the Final Development Plan, the Planning Commission may require any such design modifications as necessary to assure compliance with the approved Preliminary Development Plan. In the event that the Planning Commission finds that the Final Development Plan is not in accordance with the approved Preliminary Development Plan, it shall disapprove the final plan.

If approved by the Planning Commission, it is the responsibility of the applicant to ensure that the Final Development Plan and Statement of Intent are recorded properly with Greenville County Register of Deeds.

STAFF REC'D: Based on its findings, Staff recommends approval of this Final Development Plan as presented, with conditions:

- Project must complete the entrance/street connections to both Glenview Park Circle and US Highway 276 prior to issuance of any Certificate of Occupancy.
- Project must meet all City of Travelers Rest Zoning Ordinance Section 6:19 Subdivision and Infrastructure Standards.
- FDP approval contingent on drainage plan review and approval by city engineer.
- All signage must be reviewed and permitted separately before installation.



GCRA

Greenville County Redevelopment Authority

May 2, 2023

Mayor Brandy Amidon
City of Travelers Rest
125 Trailblazer Drive
Travelers Rest, SC 29690

Dear Mayor Amidon:

**RE: Urban County Re-Qualification
Qualifying Period FYs 2024 -2026**

Every three years, the U.S. Department of Housing and Urban Development (HUD) requires Greenville County to requalify for entitlement status as an urban county and to certify the continuation of Greenville County's Urban County cooperative agreement between the Redevelopment Authority, Greenville County, and the City of Travelers Rest. On August 21, 2014, the City of Travelers Rest entered into a continuous cooperative agreement to participate in Greenville County's Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME). The cooperative agreement has been renewed every three years. Enclosed is a copy of the executed agreement for your review.

The Greenville County Redevelopment Authority is informing you of the City of Travelers Rest's right to opt out of the cooperative agreement. If the City of Travelers Rest would like to continue to participate in Greenville County's Urban County program, please sign below and return this letter to my attention prior to **July 1, 2023**. The cooperative agreement would continue for fiscal years (FYs) 2024 - 2026 (July 1, 2024, to June 30, 2027). In addition, you may also choose to adopt a resolution. A template resolution is enclosed for your use. The City of Travelers Rest would not be able to opt out of the agreement within FY 2024 - 2026.

If your city elects not to continue and wishes to opt out of the cooperative agreement and **not** receive funds from the CDBG and HOME program, you must notify us and the HUD Field Office in Columbia by July 1, 2023, in writing terminating the agreement at the end of the current period. With no response to opt out, the cooperative agreement will continue to be in effect for the next three FYs 2024 -2026.

I appreciate your prompt attention to this matter. If you have any questions, please give me a call at (864) 242-9801 extension 114.

Sincerely,

John Castile
Executive Director

Enclosure

cc: Eric Vinson, City Administrator
Amanda Connolly, City Clerk

The City of Travelers Rest will continue to participate in Greenville County's Urban County Program and the cooperative agreement will continue to be in effect during FYs 2024 - 2026.

Mayor Brandy Amidon

Date



RESOLUTION NUMBER _____

A RESOLUTION ALLOWING THE CITY OF TRAVELERS REST TO CONTINUE THE COOPERATIVE AGREEMENT WITH THE COUNTY OF GREENVILLE AND THE GREENVILLE COUNTY REDEVELOPMENT AUTHORITY IN ORDER TO MAINTAIN URBAN COUNTY STATUS WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, since 1978 the County of Greenville has joined with the five included small municipalities of Fountain Inn, Greer, Mauldin, Simpsonville, and Travelers Rest, executing a Cooperative Agreement every three years, in order to obtain Urban County status with the United States Department of Housing and Urban Development and be eligible to receive annual Urban County entitlement grants of Community Development Block Grant, HOME Partnership Grant, and Emergency Solutions Grant funds; and

WHEREAS, said partnership has been successful, resulting in the receipt of millions of dollars in grant funds by the County and these municipalities which has been vital in providing and improving housing for low- and moderate-income families in the County and said municipalities as well as the infrastructure, recreation, and social services in their communities and throughout the County; and

WHEREAS, the County and said municipalities have designated the Greenville County Redevelopment Authority as their agent to administer said grant funds; and

WHEREAS, this partnership and arrangement has been beneficial to all parties; and

WHEREAS, it is now time to recertify participation in the continuous Cooperative Agreement for Fiscal Years 2024 - 2026; and

WHEREAS, this Cooperative Agreement shall automatically be renewed for participation in successive three-year qualification periods, unless the County of Greenville or the participating municipalities of Fountain Inn, Greer, Mauldin, Simpsonville, and Travelers Rest elect not to participate in a new qualification period;

NOW, BE IT THEREFORE RESOLVED, that the City of Travelers Rest shall continue its Cooperative Agreement with the County of Greenville and appoint the Greenville County Redevelopment Authority as its agent for the purpose of administering any grant funds received as a result of said agreement for Fiscal Years 2024 - 2026.

PASSED, ADOPTED AND APPROVED, by the Council of the City of Travelers Rest on this _____ day of _____ 2023.

Attest:

Brandy Amidon, Mayor

Amanda Connolly, City Clerk

Reviewed:

Eric Vinson, City Administrator

government has the opportunity to be included for the remaining period of urban county qualification. This written notification must include the deadline for such election and must state that the unit of general local government must notify the county and the HUD Field Office, by letter, of its official decision to be included. If cooperation agreements are necessary, the unit electing to be included in the county for the remainder of the qualification period must also execute, with the county, a cooperation agreement meeting the standards in Section V., Cooperation Agreements. The agreement must be received by the HUD Field Office by the date specified in Section II., Qualification Schedule, paragraph K.

D. Notification of Split Places

Counties seeking qualification as urban counties and having units of general local government with any population located only partly within the county must notify these units of their rights by the date provided in Section II., Qualification Schedule, paragraph B. Specifically, the county must provide the following notifications:

1. Where a split place is partly located within only one urban county, one of the following rules applies:
 - a. If it is a split place in which the county has essential powers, the entire area of the split place will be included in the urban county for the urban county qualification period unless the split place has opted out; or
 - b. If the split place can only be included in the county upon the execution of a cooperation agreement, the entire area of the split place will be included in the urban county for the urban county qualification period upon execution of such an agreement.
2. Where the split place is partially located within two or more urban counties, the split place may elect one of the following:
 - a. to be excluded from all urban counties;
 - b. to be entirely included in one urban county and excluded from all other such counties; or
 - c. to participate as a part of more than one of the urban counties in which it is partially located provided that a single portion of the split place cannot be included in more than one entitled urban county at a time, and all parts of the split place are included in one of the urban counties.

E. Notification of Opportunity to Terminate Agreement

Urban counties that have agreements that will be automatically renewed at the end of the current qualification period unless action is taken by the unit of government to terminate the agreement must, by the date provided in Section II., Qualification Schedule, paragraph E, notify such units that they can terminate the agreement and not participate during the 2024-2026 qualification period.

IV. DOCUMENTS TO BE SUBMITTED TO HUD

Any county seeking to qualify as an urban county for FY 2024-2026 or that wishes to exercise its option to include units of government that are not currently in the urban county's CDBG program must submit the following to the responsible HUD Field Office:

- A. A copy of the letter that notified applicable units of general local government (and a list of applicable units of government) of their right to decide to be excluded from the urban county along with a copy of letters submitted to the county from any such units of general local government requesting exclusion (see Section III., Qualification Actions to Be Taken by County, paragraph B.). This does not apply to an already qualified urban county adding communities.
- B. A copy of the letter from any unit of general local government joining an already qualified county that officially notifies the county of its election to be included (see Section III. paragraph C.).
- C. Where applicable, a copy of the letter from:
 - 1. Any city that may newly qualify as a metropolitan city but seeks to defer that status;
 - 2. Any city currently deferring metropolitan city status that seeks to continue to defer such status;
 - 3. Any city accepting metropolitan city status stating that it will enter into a joint agreement with the urban county and a letter from the county affirming its willingness to enter into a joint agreement with that city; or
 - 4. Any city accepting metropolitan city status that will cease participation in the urban county's CDBG program (See Section II., Qualification Schedule, paragraph G.).
- D. For a county that has cooperation agreements in effect that provide for automatic renewal, a copy of the letter sent by the county that notified affected units of government that the agreement will be renewed unless the county is notified by the unit of government to

STATE OF SOUTH CAROLINA)
)
COUNTY OF GREENVILLE)

COOPERATIVE AGREEMENT

THIS AGREEMENT being made by and between **GREENVILLE COUNTY**, hereinafter referred to as “the County” and the **CITY OF TRAVELERS REST, SOUTH CAROLINA**, hereinafter referred to as “the Municipality”, this 21 day of August, 2014, in Greenville County, South Carolina.

WITNESSETH:

WHEREAS, through execution of a Cooperative Agreement, the County and the Municipality have previously qualified for Urban County Entitlement Status under the Housing and Community Development Act for HUD fiscal years 1978 through 2005; and

WHEREAS, it is recognized by both parties that retention of Urban County Status is mutually advantageous in obtaining funds and providing programs authorized under the Housing and Community Development Act of 1974, as amended, the Cranston-Gonzales Act of 1990, and the Housing and Community Development Act of 1992; the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009; and their accompanying regulations.

WHEREAS, the United States Department of Housing and Urban Development CPD Notice 14-07 requires Urban County Cooperation Agreements to include funding through the 2017 Federal fiscal year; and

WHEREAS, the County has demonstrated its expertise and ability to administer such a county-wide program and to assist the participating municipalities with their program through its designated agency, the Greenville County Redevelopment Authority; now

THEREFORE, IT IS MUTUALLY AGREED THAT:

1. **PURPOSE:** The Municipality and the County shall cooperate to undertake or assist in undertaking, community renewal and lower income housing assistance activities.
2. **QUALIFYING PERIOD:** The parties shall, upon execution of this Agreement, be bound by its terms for the duration of Federal Fiscal Years 2015, 2016, and 2017. No municipality or included unit of general government may withdraw from the Urban County unless the Urban County does not receive a grant for any program year during such period. The Agreement shall remain in effect until all Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) funds and Emergency Solutions Program (ESP) income received with respect to the three (3) year qualification period and any automatic extension thereof are expended and the funded activities completed.
3. **RENEWAL:** This Agreement shall automatically be renewed for an additional three (3) qualifying periods unless the County or the participating municipality provides written notice it elects not to participate in a new qualifying period. A copy of said notice must be sent to HUD Field Office. Prior to the date specified in HUD's Urban County Qualification, the County through its designee, the Greenville County Redevelopment Authority (GCRA), shall notify each municipality of its right not to participate in the Cooperative Agreement and a copy of that notice must be sent to the HUD Field Office.
4. **NO ADDITIONAL CDBG HOME OR ESP GRANTS:** During the term of the Cooperative Agreement that is set forth above, or grant extension thereof, no municipality or included unit of general local government may apply for grants under the Small Cities or State CDBG Programs or participate in a HOME consortium or the ESP Program except through the Urban County, unless allowed by State Home or ESG programs.
5. **GRANT APPLICATIONS:** Upon obtaining the Agreement of all necessary Municipalities, the County shall make applications for funding as an Urban County Entitlement Recipient under the Housing and Community Development Act of 1974, as amended, the Cranston-Gonzales Act of 1990; the Housing and Community Development Act of 1992; and the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 which may be provided through the United States Department of Housing and Urban Development (HUD), and the Municipality shall authorize the County to include the City's population as the basis for calculating and securing such funding.

6. **COUNTY GRANT RECIPIENT:** County shall be the recipient of the grants, and as such is responsible to insure that all activities undertaken with said grant funds are eligible under the Housing and Community Development Act of 1974, as amended; the Cranston-Gonzales Act of 1990; the Housing and Community Development Act of 1992; and the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009; and the County shall be given full and complete authority to administer and monitor any projects or programs undertaken in the Municipality to assure said compliance.
7. **GRANT ADMINISTRATION:** The County shall administer and distribute all funds received from the United States Department of Housing and Urban Development as a result of CDBG, HOME, ESP and related grant applications, through its designated agency, the Greenville County Redevelopment Authority (GCRA), pursuant to Act 516, General and Permanent Laws - 1969 and Section 31-10-10, South Carolina Code of Laws, 1976 as amended, and provide such technical assistance as is necessary to insure compliance with all provisions of the Housing and Community Development Act of 1974, as amended, the Cranston-Gonzales Act of 1990 and the Housing and Community Development Act of 1992, and the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009.
8. **FUNDING FORMULA:** Any funds received as a result of said CDBG, HOME, ESP and related grant applications will be made available to the parties according to the formula agreed to in 1978, as revised in 1999, marked "Exhibit A" which is incorporated herein, with clear understanding that actual dollar amounts that the parties are eligible to receive will increase or decrease proportionate to: (a) the annual entitlement amount established by the United States Department of Housing and Urban Development; (b) such distribution as may be necessary to comply with the requirements of Title I of the Housing and Community Development Act and all appropriate implementing regulations. Further, such additional funding obtained as a result of the 1979 "Urban County" amendment to the Housing and Community Development Act regarding municipality partially located within two counties shall accrue exclusively to the affected municipalities, namely Fountain Inn and Greer, in proportion to the respective increase in population attributable to each municipality under said amendment. Further, that such related HUD funding and other Federal and State funding shall be distributed not on a formula basis, but as appropriate to opportunities within the individual municipalities.
9. **PROJECT ELIGIBILITY:** While the municipality may develop projects to be implemented within its boundaries, the County, through its designee, shall have final responsibility for project selection to assure that federal program guidelines are met, and that the County, through its designee, shall have sole responsibility for preparation and filing of Consolidated Plans and/or Annual Action Plans regarding program activities to be undertaken. Provided, however, all projects and programs

undertaken by the Urban County and the municipalities shall implement and further the goals and objectives set forth in the Consolidated Plan established for the Urban County in 2015 and any revision and extensions thereof, or of any replacement Consolidated Plan duly submitted and approved.

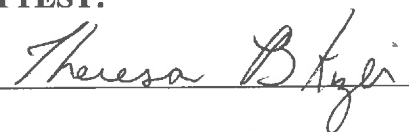
10. **FUNDING PROHIBITIONS:** It is understood that Urban County funding is prohibited for activities in or in support of any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction or that impedes the County's actions to comply with its fair housing certification, and that funds may be suspended or withdrawn until such time as the cooperating unit of government complies with appropriate Laws and Regulations.
11. **SUBRECIPIENT AND MUNICIPALITY REQUIREMENTS:** Pursuant to 24 CFR 570.501(b), each cooperating municipality is subject to the same requirements as subrecipients in such instances where the municipality might have control of CDBG grant or program income funds, including the requirement of a written agreement as set forth in 24 CFR 570.503, and as such its programs shall be subject to review by the County through its designee, the GCRA.
12. **CONSOLIDATED PLAN:** The parties will take all appropriate legal, administrative and legislative actions authorized by State and Local laws necessary to successfully complete all programs included in the Consolidated Plan or component thereof and/or the requirements of the CDBG, HOME and ESP programs undertaken with grant funds.
13. **PROGRAM INCOME:** The County, through its designee, shall receive, monitor and distribute all program income generated by all projects and programs operated in the municipalities or the unincorporated areas, and shall ensure that all such activities are eligible under the acts and regulations cited herein, including but not limited to activities undertaken affected by the Separation of Church and State Doctrine, Fair Housing provisions and other Federally mandated programs.
14. **TITLE TO REAL PROPERTY:** The title to any real property acquired with CDBG or HOME funds allocated to the Municipality, and located within the Municipality when acquired, may be vested in the Municipality, program requirements permitting or the GCRA. The title to any real property acquired with Community Development Block Grant or HOME Investment Partnership Grant or ESP Grant funds, and not situated within the corporate limits of a Municipality when acquired, shall be vested in the GCRA, or its designee. The title to any property acquired by the GCRA through other Federal programs or non-public resources shall reside in GCRA's name or its designee whether it is situated within a Municipality, or within the unincorporated area.

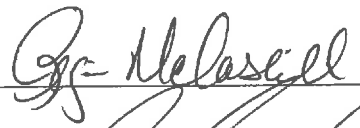
15. **REAL PROPERTY USAGE:** Any real property acquired in whatever name with CDBG, HOME, ESP and related grant funds for use by the Municipality shall conform to such usage's as may be specified as eligible under the provisions of the Housing and Community Development Act of 1974, as amended, the Cranston-Gonzales Act of 1990, the Housing and Community Development Act of 1992, the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009, and their accompanying regulations. Should the Municipality desire to change the usage or dispose of any such property, it shall first obtain the approval of the GCRA in order to assure conformance with the aforementioned act.
16. **EXCESSIVE FORCE:** The County, Municipalities and units of general local government included hereby certify that they have adopted and are enforcing: (a) a policy prohibiting the use of excessive force by law enforcement agencies within their jurisdictions against any individuals engaged in nonviolent civil rights, demonstrations: and (b) a policy of enforcing applicable State and Local Laws against physically barring entrance into or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within their jurisdictions.
17. **COMPLIANCE WITH LAWS:** The parties do hereby mutually commit to take all necessary actions to assure compliance with the Urban Counties certification requirements by conforming with all laws and regulations set by the Federal Government respecting the use of any monies granted pursuant to the Housing and Community Development Act of 1974, as amended, the Cranston-Gonzales Act of 1990 the Housing and Community Development Act of 1992, the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 and any other program operated by GCRA for the Municipality's benefit. These shall include, but are not limited to, laws and regulations regarding provisions of the National Environmental Policy Act of 1969, Executive Order 11988, Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Sections 104(b), Section 109 of Title I of the Housing and Community Development Act of 1974, the Davis-Bacon Act, Section 504 of the Rehabilitation Act of 1973 the Fair Housing Act and other applicable statutes, regulations and Court determinations.
18. **SALE OR TRADE OF GRANT FUNDS:** A unit of general local government may not sell, trade, or otherwise transfer all or nay portion of grant funds to another such metropolitan city, urban county, unit of general local government, or Indian Tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any or the funds., credits or non-Federal considerations, but must use such funds for activities eligible under Title 1 of the Housing and Community Development Act of 1974. This prohibition is pursuant to provisions of the Transportation, Housing and Urban Development, and Related Agencies Appropriations Act, 2014, Pub. L. 113-76.

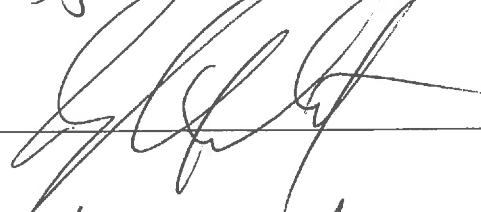
19. **HOLD HARMLESS:** The parties agree that should a grant be withheld, withdrawn, or terminated for any reason that Greenville County and the GCRA shall be held harmless, and shall not be subjected to any actions by a Municipality for any resulting consequences.
20. **AMENDMENT:** This Agreement may not be amended without the written consent of all parties and approval of the United States Department of Housing and Urban Development, and its terms shall be binding upon the parties, successors and assigns. Should the County receive notice from HUD of amendments to be made to the Cooperative Agreement, at the beginning of, or during any automatic renewal period, the parties agree to adopt such amendments as may be required to bring said agreement into compliance with HUD Regulations and the Urban County Qualification Notice and provide copies of said changes to HUD.
21. **ENTIRE AGREEMENT:** The document and attachments represents the entire agreement between the parties and shall be binding upon the parties, their heirs, successors and assigns.

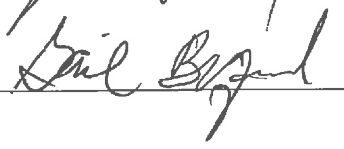
IN WITNESS WHEREOF, we, the authorized representatives of the parties identified herein, set our hands and seals this day and year aforesaid.


ATTEST:







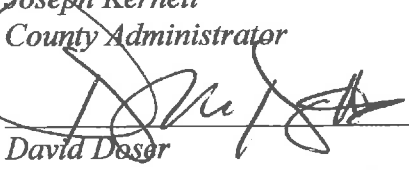


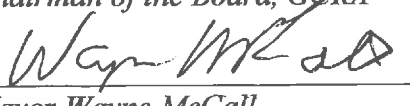







Bob Taylor, Chairman
Greenville County Council


Joseph Kernell
County Administrator


David Doser
Chairman of the Board, GCRA


Mayor Wayne McCall
City of Travelers-Rest


City Administrator Dianna Turner
City of Travelers-Rest

RESOLUTION

R-11-14

WHEREAS, since 1978 the County of Greenville has joined with the five included small municipalities of Fountain Inn, Greer, Mauldin, Simpsonville, and Travelers Rest, executing a Cooperative Agreement every three years, in order to obtain Urban County status with the United States Department of Housing and Urban Development and be eligible to receive annual Urban County entitlement grants of Community Development Block Grant, HOME Partnership Grant and Emergency Shelter Grant funds; and

WHEREAS, said partnership has been successful, resulting in the receipt of millions of dollars in grant funds by the County and these municipalities which has been vital in providing and improving housing for low and moderate income families in the County and said municipalities as well as the infrastructure in their communities, recreation and social services throughout the County; and

WHEREAS, the County and said municipalities have designated the Greenville County Redevelopment Authority as their agent to administer said grant funds; and

WHEREAS, this partnership and arrangement has been beneficial to all parties; and

WHEREAS, it is now time to renew said Cooperative Agreement for an additional three year period for Fiscal years 2015 - 2017; and

WHEREAS, this Cooperative Agreement shall automatically be renewed for participation in successive three year qualification period, unless the County of Greenville or the participating municipalities of Fountain Inn, Greer, Mauldin, Simpsonville and Travelers Rest elect not to participate in a new qualification period; and now

THEREFORE, IT IS HEREBY RESOLVED THAT THE COUNTY OF GREENVILLE SHALL CONTINUE ITS COOPERATIVE AGREEMENT WITH THE CITIES OF FOUNTAIN INN, GREER, MAULDIN, SIMPSONVILLE AND TRAVELERS REST; AND APPOINT THE GREENVILLE COUNTY REDEVELOPMENT AUTHORITY AS ITS AGENT FOR THE PURPOSE OF ADMINISTERING ANY GRANT FUNDS RECEIVED AS A RESULT OF SAID AGREEMENT.

IT IS SO RESOLVED THIS 21 DAY OF AUGUST 2014.


Wayne McCall, Mayor


Gail Brazier, Clerk to Council


Dianna Turner, City Administrator

