

**CITY OF TRAVELERS REST
COUNCIL COMMITTEE MEETING AGENDA
Monday, April 8, 2024, 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: Lisa Lane, Catherine James, and Sherry Marrah
 - a. Roll Call by Chair Lane
 - b. Approval of March 11, 2024, Public Works Committee minutes
 - c. Review Public Works Report for March

3. **Public Safety Committee**
Members: Kelly Byers, Shaniece Criss, Wayne McCall, Sherry Marrah, and Brantly Vest
 - a. Roll Call by Chair Byers
 - b. Approval of March 11, 2024, Public Safety Committee minutes
 - c. Review Public Safety Reports for March
 - Police Department
 - Fire Department
 - Building Department
 - Municipal Court

4. **Planning & Development Committee**
Members: Brantly Vest, Grant Bumgarner, Kelly Byers, Shaniece Criss, and Sherry Marrah
 - a. Roll Call by Chair Vest
 - b. Approval of March 11, 2024, Planning & Development Committee minutes

c. Review of Planning & Development Report for March

5. Ways & Means Committee

Members: Grant Bumgarner, Kelly Byers, Lisa Lane, Wayne McCall, and Brantly Vest

a. Roll Call by Chair Bumgarner

b. Approval of March 11, 2024, Ways & Means Committee minutes

6. Old Business

a. None

7. New Business

a. None

8. Miscellaneous Matters

a. Administrative Update

9. Adjournment Mayor Brandy Amidon

Council Committee Meeting Minutes
Monday, March 11, 2024
5:00 p.m.
Council Chambers, City Hall

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

Staff Present: Shannon Herman, City Administrator; Carson Ruffrage, City Clerk; Greg Robertson, Fire Chief; Ben Ford, Police Chief; Mac McMakin, Assistant Fire Chief; Phillip Tate, Public Works Director; Eric Vinson, Interim Planning Director

1. Call to Order

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

2. Public Works Committee

Members: Lisa Lane (Chair), Catherine James, and Sherry Marrah

- a. Chair Lane called the meeting to order by roll call.
- b. Committee member James made a motion to approve the minutes from the Public Works Committee meeting held on February 5, 2024. The motion was seconded by Committee member Marrah which passed unanimously.
- c. Director Tate noted the following items:
 - i. Administrator Herman and Director Tate have a meeting with Greenville County Sanitation and Greenville County Rec on Thursday to talk about a more permanent solution for the recycling bins at Trailblazer Park.
 - ii. Working with SCDOT and Duke Energy to make safety improvements along Main Street from West Road to Spring Park Inn.
 - iii. Mulch and flowers will be added to Main Street by April.
 - iv. New city limit signs are being added around the City.
 - v. Committee member Lane asked about current outdoor lighting and if it could be amber. Director Tate noted that it would be a conversation with Duke. He also added that Duke is considering placing decorative lighting on the trail from Sunrift north.
 - vi. Committee member Lane asked about dogs in the park. Chief Ford and Director Tate stated that they hadn't had any complaints regarding the policy.

- vii. Committee member Marrah wanted to confirm that there would still be three bins for recycling when they were moved. Director Tate said that was the plan. There is a lot of recycling going out with the daily pickup and the increased number of bins is needed.
 - viii. Councilmember McCall asked about the state of the park after the Farmer's Market. He was worried about the market damaging the sod in the grassy area. Councilmember Byers noted that they were not in the grass.
 - ix. Committee member Lane asked if there are any litter pick ups coming up. Director Tate stated that here is one scheduled for the weekend with about 25-30 people signed up.
- d. Committee member James made a motion to adjourn the meeting. Committee member Marrah seconded the motion.

3. Public Safety Committee

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

- a. Chair Byers called the meeting to order by roll call.
- b. Councilmember Criss made a motion to approve the minutes from the Public Safety Committee meeting on February 5, 2024.
- c. Chief Ford stated that Officer Bingle is graduating from the Police Academy on Friday. Officer Noah Davis will graduate in about a month. Lastly, the Department is scheduling some training from SLED regarding the new Constitutional Carry law.
- d. Chief Robertson introduced Jacob Cole, a newly hired firefighter. He joined Travelers Rest from Wade Hampton Fire Department. Councilmember Bumgarner asked about dispatch for North Greenville, Chief Ford noted that it is just dispatching for police, not fire.
- e. Administrator Herman noted that there was a spike in revenue from the Timmons Arena permitting fees. Also, the Roe Center Court had some fees come in this month.

4. Planning & Development Committee

Members: Brantly Vest (Chair), Grant Bumgarner, Kelly Byers, Shaniece Criss, Sherry Marrah

- a. Chair Vest called the meeting to order by roll call.
- b. Committee member Criss made a motion to approve the Planning and Development minutes from the February 5, 2024 committee meeting. The motion was seconded by Committee member Bumgarner.

- c. Several projects are in the entitlement process (Hemlock Park, Villas at North Valley). They are coming before Planning Commission soon. Villas at North Valley are coming up for subdivision approval. Just the Hemlock Park Townhouses are coming up for subdivision approval. Community meeting for Villas at North Valley is coming up in the next week to 10 days. Councilmember McCall noted that there is a sign on Tubbs Extension about a community meeting at Grace Church for Hemlock Park. He also mentioned the sign on Williams Road about a new subdivision. Interim Director Vinson noted that there was no application with the county and believed it was a rogue subdivision sign that needed to be removed.
- d. Committee member Criss motioned to adjourn; Committee member Bumgarner seconded.

5. Ways and Means Committee

Members: Grant Bumgarner (Chair), Councilmember Criss, Councilmember Vest, Councilmember Byers

- a. Chair Bumgarner called the meeting to order by roll call.
- b. Committee member Vest made a motion to approve the February 5, 2024 minutes. Committee member Byers seconded which was passed unanimously.
- c. Councilmember McCall asked about Ad Valorem. Mr. Vinson noted that some of it had rolled in and they were expecting more in the coming months.
- d. Committee member Byers made a motion to adjourn, Committee member Criss seconded.

6. Old business

- a. None

7. New Business

- a. None.

8. Miscellaneous Matters

- a. Administrator Herman thanked everyone for their warm welcome. She noted that she is immediately jumping into budget preparations. The Planning Director position will be posted this week. She also noted that Greenville County Council did establish the sales tax commission which begins the penny tax process. They will meet and develop a referendum question which will roll through and will get on the November ballot. Lastly, Administrator Herman stated that there will be a new monthly newsletter highlighting city employees. The newsletter will be on our website and go out to our social media pages.

9. Adjournment

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

Mayor Amidon adjourned the meeting at 6:30 p.m.

_____ Brandy Amidon, Mayor

_____ Shannon Herman, City Administrator

Completed by _____ Carson Ruffrage, City Clerk

**Public Works Report
March 2024**

Sanitation

Request for Brush / Bulk Pick Up	0
Roll Cart Request	3
Residential	3
Commercial	0

Roads

Complaints	N/A
Resolved by City	N/A
DOT Notification	N/A

Animal Control

Complaints	0
Impoundments	0
Dispositions	0
Humane Society	0
Return to Owner	0

Septic Pumps

0

Environmental

Complaints	2
Resolved by City	1

Fuel

PW 1	107.36
PW 2	70.6
PW 3	45.8

Total	<u>223.76</u>
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Public Works Summary for March 2024

- **Sanitation:** We delivered roll 3 roll carts for new residents in the month of March.
- **Road and Bridge:** We had two litter pick up on March 13 Volunteers and 9 bags of litter removed. WE are currently working with Duke Energy to improve the lighting on North Main Street as well as SCDOT on the speed limit north of the high school. The speed limit signs on Tubbs Mtn. Rd and State Parked Rd have been changed out.
- **Septic:** We received no request for septic tank reimbursement this month.
- **Building / Grounds Maintenance:** We have added a part-time employee to replace Jan Pro, our cleaning contractor. This will help with saving money in the budget, and we will be able to have someone on site to clean three days a week. Christmas Decor was removed.
- **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. Public Works Staff were able to receive Traffic Safety Training in March. We will be lining up Granite Hills Landscaping to install spring flowers and add some mulch on Main Street and at Trailblazer Park. Several other maintenances are scheduled to be addressed in the next few months.

2024 Litter Tracker

	Bags	Vols.	Weight	
January	60	27	1350	
February	18	12	396	
March	30	12	660	
April	4	9	88	
May				
June				
July				
August				
September				
October				
November				
December				
Yearly Total	112	60	2494	0%



City of Travelers Rest

Report for March 2024

*Department of Public Works
David Garland*

It Starts With





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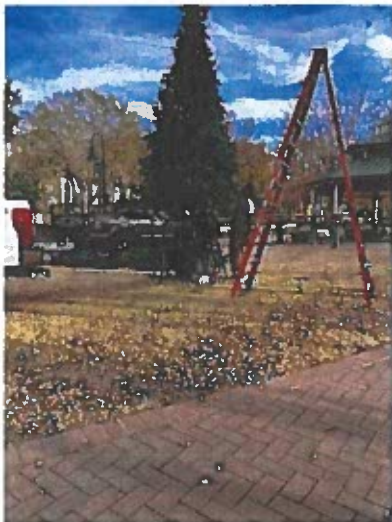
- Page 1: Get to Know Employee Page
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- Page 4: Report for week of March 18
- Page 5: Report for week of March 25
- Page 6: Upcoming



Get to Know Employee Page:

Jake Ware:

Jake started work at The City of Travelers Rest, Department of Public Works as an intern from Greenville County Schools (Southside High School) Launch Greenville Work Based learning. Jake studied at Donaldson Career Center taking Building Construction. Jake has a wonderful family with his Mom, Dad and Little brother. Just a small note, (or rather a large note), Jake wears a size 15 shoe. Jake is also a Boy Scout. Jake started the Boy scouts at a young age and



has worked diligently to learn as much from the Scouts as possible. He has recently received one of the Boy Scouts highest honors, Eagle Scout. Jake is an asset to The City of Travelers Rest



and works very hard each day he is here and to his credit, He is also a pleasure to work with (except for trying to teach him to eat Tarter sauce on hush puppies. Could be

a lost cause). Jake has an opportunity to go to the United Kingdom this summer with his scout group for their summer trip. Sounds Fun. Stop in and say hello to Jake and the rest of the crew whenever you have a chance.



March 2024 Monthly Report for David Garland:

Summary for the Week beginning 03/04/24:

Routine weekly preventive maintenance (PM's)

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 200.3
- 2: Inspected the Storm Pond. Pond was dry. Vegetation looked good. All the drains were visible and looked good. Trash was present but minimal. Fence is in good shape. Erosion is minimal.
- 3: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.
- 4: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster is dirty. Some clutter inside enclosure. Trailblazer field area looked good. Continue to see fire ant signs. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.



Summary for the Week beginning 03/11/24:

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 200.9.
- 2: Inspected the Storm Pond. Pond was dry. Vegetation looked good. All the drains were visible and looked good. Trash was present but minimal. Fence is in good shape. Erosion is minimal.
- 3: Inspected Emergency eye washer at the Public Works building. All valves are working normally. Nozzles seemed free from debris and flowing adequately.
- 4: Inspected the Fire extinguishers at City Hall, Police Department, Public Works and Trailblazer Park.



Summary for the Week beginning 03/18/24:

Routine weekly preventive maintenance (PM's)

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 Hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 201.5.
- 2: Inspected the Storm Pond. Pond was relatively dry. Vegetation looked good. Some trash but not extreme. Fence is in good shape. Erosion is minimal.
- 3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster is dirty. Some clutter inside enclosure. Trailblazer field area looked good. Continue to see fire ant signs. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.
- 4: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Weekly report was all normal. Nothing stood out during the inspection.
- 6: Inspected Exit signs and Emergency Lights



Summary for the Week beginning 03/25/24:

Routine weekly preventive maintenance (PM's)

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 203.7.
- 2: Inspected the Storm Pond. Pond was wet. Vegetation still looking good. Some trash but not extreme. Fence is in good shape. Erosion is minimal.
- 3: Inspected Emergency eye washer at the Public Works building. All valves are working normally. Nozzles seemed free from debris and flowing adequately.
- 4: Weekly report was all normal. Nothing else stood out during the inspection.

Fuel Consumption for the 2020 F250 = 70.6 gallons



Department of Public Works

Upcoming:

- 1: Public Works will begin monthly safety training. Training will include subjects such as, Chainsaw safety, Power and hand tool safety, Bloodborne Pathogens safety (Already complete for this year), CPR and First Aid training (Already complete for this year), Hazardous Communications, PPE, office safety and other subjects as we try to improve workplace safety.
- 2: Safety training continues with Lockout/Tagout and Fire Extinguisher training coming up.
- 3: Sign Materials have arrived. Will be starting to create street signs.
- 4: Continuing the PW round table discussions with the crew. Topics below:
 - A: Importance of being pro-active and not re-active
 - B: How can we make TR better – Continuing subject
 - C: Continue developing the training subjects
 - D: Maintenance inspection training for new inspectors
- 5: We will begin planning the implementation and training of the Emergency Action Plan.
- 6: Center Street Parking Lot is the PW Department's upcoming project.
- 7: We will be making the signs for South Creek neighborhood.
- 8: Will be working on island behind the old Ingles parking lot

City of Travelers Rest

Monthly Emergency Lighting test

Month Inspected

March 2024



	Type	Location	Pass/Fail
1	Fluorescent	Patrol Room	P
2	Can light	Outside Patrol room	F
3	Can light	Outside locker room	F
4	Can light	Outside supervisors room	F
5	Can light	Outside Admin Captain	F
6	Can light	Mid PD hall	F
7	Can light	End PD hall	F
8	Can light	Outside mens restroom	F
9	Can light	Mens restroom 1	F
10	Can light	Mens restroom 2	F
11	Can light	Outside womens restroom	F
12	Can light	Womens restroom 1	F
13	Can light	Womens restroom 2	F
14	Can light	Dispatch hall 1	P
15	Can light	Dispatch hall 2	P
16	Can light	Dispatch hall 3	F
17	Can light	Dispatch hall 4	F
18	Fluorescent	Dispatch	P
19	Fluorescent	Dispatch UPS Room	P
20	Can light	Locker room 1	F
21	Can light	Locker room 2	F
22	Can light	Locker restroom 1	F
23	Can light	Locker restroom 2	F
24	Can light	Locker restroom 3	F
25	Fluorescent	Judge hall 1	P

	Type	Location	Pass/Fail
26	Fluorescent	Judge hall 2	P
27	Fluorescent	Judge hall 3	P
28	Can light	Admin rear entrance door	P
29	Fluorescent	Admin hall 1	P
30	Fluorescent	Admin hall 2	P
31	Fluorescent	Admin hall 3	P
32	Fluorescent	City hall entrance 1	P
33	Fluorescent	City hall entrance 2	P
34	Fluorescent	City hall entrance 3	P
35	Fluorescent	City hall entrance 4	P
36	Can light	Court room Entrance	F
37	Can light	Court room 1	F
38	Can light	Court room 2	F
39	Can light	Court room 3	F
40	Can light	Court room 4	F
41	Fluorescent	Court room 1	P
42	Fluorescent	Court room 2	P
43	Can Light	Outside at after hours entrance	F
44	Fluorescent	After hours entrance hall	P
45	Fluorescent	2 cell room	F
46	Fluorescent	3 cell room	F
47	Fluorescent	Booking Room	F
48	Fluorescent	Booking Room	F
49	Fluorescent	After his lobby	F
50	Can light	Outside at admin entrance	F

Notes:

Inspector(s): Age

Reviewer:

City of Travelers Rest

Year: MAY 2024

tr - State High



AED Inspection Sheet

Location: Public Restroom Hall

AED Serial Number	43487283	AED Model Number	Physio Control-Life Pac CR Plus	Battery Expiration date	February 17, 2026
Electrode Set Expiration date	February 17, 2026	Electrode Set Expiration date		Battery Installation date	July 24, 2023
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January	✓	✓	✓	✓	✓ JW
February	✓	✓	✓	✓	JW ✓
March	✓	✓	✓	✓	Abe
April					
May					
June					
July					
August					
September					
October					
November					
December					

Location: Admin Hall

AED Serial Number	400026835	AED Model Number	Defibtech Reviver View	Battery Expiration date	October 31, 2027
Electrode Set Expiration date	May 31, 2025	Electrode Set Expiration date		Battery Installation date	August 2, 2023
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January	✓	✓	✓	✓	✓ JW
February	✓	✓	✓	✓	JW
March	✓	✓	✓	✓	Abe
April					
May					
June					
July					
August					
September					
October					
November					
December					

Notes:

City of Travelers Rest

Year: 2024

Go Share With



AED Inspection Sheet

Location: 24 Hr entrance Hallway

AED Serial Number	400098032	AED Model Number	Reviver View	Battery Expiration date	March 31, 2027
Electrode Set Expiration date	July 31, 2025	Electrode Set Expiration date		Battery Installation date	August 15, 2023
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January	✓	✓	✓	✓	SW
February	✓	✓	✓	✓	SW
March	✓	✓	✓	✓	Abe
April					
May					
June					
July					
August					
September					
October					
November					
December					

Location: Public Works

AED Serial Number	400076409	AED Model Number	Reviver View	Battery Expiration date	March 31, 2027
Electrode Set Expiration date	July 31, 2025	Electrode Set Expiration date		Battery Installation date	August 15, 2023
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January	✓	✓	✓	✓	SW
February	✓	✓	✓	✓	SW
March	✓	✓	✓	✓	Abe
April					
May					
June					
July					
August					
September					
October					
November					
December					

Notes:

City of Travelers Rest

Monthly Fire Extinguisher Inspection

Month/Year

MARCH / 2024

Inspector: SP

by Shook Mink



Building	Location	Date Serviced	Extinguisher Missing	Pressure			Safety Ring			Repairs	Initials
				OK?	Low?	Discharged?	OK?	Problem?			
City Hall-Admin	Admin Hallway South close to rear entrance of Admin	8/7/2023	✓	✓							
	Admin Serverroom outside of Court Room	8/7/2023	✓	✓							
	Breakroom beside door	8/7/2023	✓	✓							
	Breakroom fire suppression inside cabinet above stove	8/7/2023	✓	✓							
	Admin hallway North outside of Records Clerks office	8/7/2023	✓	✓							
City Hall-PD	PD Hallway outside of PD Room	8/7/2023	✓	✓							
	PD at After hours entrance	8/7/2023	✓	✓							
	Dispatch	8/7/2023	✓	✓							
	Maintenance Building in Parking area	8/7/2023	✓	✓							
PW Building	Maintenance building in shop area	8/7/2023	✓	✓							
	Maintenance Dog Kennel on left, inside door	8/7/2023	✓	✓							
	Maintenance Storage on left inside storage room	8/7/2023	✓	✓							
TBP Storage	TBP Restroom Storage	8/7/2023	✓	✓							



Trailblazer Park Check

		Week of:	4	11	18	25	
Pavillion Check	Check parking area around pavillion		✓		✓		
	Check concrete under pavillion		✓		✓		
	Check fluorescent lights for operation		✓		✓		
	Check scone lights for operation		✓		✓		
	Check ceiling fans for operation		✓		✓		
	Check recepticals for operation		✓		✓		
	Check Trash cans. Empty if needed		✓		✓		
Trailblazer Field area	Check electrical outlets (Representative number)		✓				
	Check Sprinklers		OFF				
	Check for fire ants		no		✓		
Amphitheater Check	Check Stage lights for operation		✓		✓		
	Check stadium lights for operation		✓		✓		
	Check electrical on stage area		✓		✓		
	Check electrical at Sound area		✓		✓		
	Check stage concrete		✓		✓		
	Check seating area		✓		✓		
	Check for fire ants in seating area		✓		✓		
	Check electrical panel area behind stage		✓				
	Check walkway around stage		✓		✓		
Restroom Check	Check Parking area		✓		✓		
	Check urinal for operation (Mens)		✓		✓		
	Check toilet for operation (Mens)		✓		✓		
	Check sink for operation (Mens)		✓		✓		
	Check walls (Mens)		✓		✓		
	Check toilet seat for tightness (Mens)		✓		✓		
	Check toilet for operation (Womens)		✓		✓		
	Check handicap toilet for operation (Womens)		✓		✓		
	Check sink for operation (Womens)		✓		✓		
	Check walls (Womens)		✓		✓		
	Check toilet seats for tightness (Womens)		✓		✓		
	Check both hand dryers (Mens and Womens)		✓		✓		
	Check restroom supplies In Storage room				✓		
	Check for neatness in storage room		✓		✓		
	Check electrical panels in storage room		✓		✓		
Check light timer panel in storage room		✓		✓			
Trash (Dual Cans) Empty if needed	At Restroom				✓		
	At Amphitheater (2)				✓		
	At Roundabout (2)				✓		
	Bee Traps (At each dual)						
	Put out ant killer		no				
<i>Inspector initials</i>			<i>AMB</i>				

N.I.A. = Needs Immediate Attention

Notes:



Storm pond and fencing inspection (Weekly)

<i>Week of:</i>	<i>Check storm pond for trash</i>	<i>Check storm pond for proper drainage</i>	<i>Check fencing around storm pond</i>	<i>Check storm for unusual erosion</i>	<i>Check storm pond for vegetation growth</i>	<i>Inspector</i>
1/1/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
1/8/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
1/15/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
1/22/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
1/29/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
2/5/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
2/12/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
2/19/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
2/26/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
3/4/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
3/11/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
3/18/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
3/25/2024	Pond mostly clean	Pond dry	Fencing OK	Errosion normal	Normal Growth	Garland
4/1/2024						
4/8/2024						
4/15/2024						
4/22/2024						
4/29/2024						
5/6/2024						
5/13/2024						
5/20/2024						
5/27/2024						
6/3/2024						
6/10/2024						
6/17/2024						
6/24/2024						

Notes:

City of Travelers Rest



Week of: 3-4-24

Daily Playground Inspection Checklist

Adventure Park

	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	✓	✓		✓	✓
Check play structure for obvious signs of damage, vandalism, or broken parts.	✓	✓		✓	✓
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure	✓	✓		✓	✓
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc	✓	✓		✓	✓
Empty garage can located in the playground area	✓	✓		✓	✓

N/A - Needs Immediate Attention

Initials of inspector: Abe Abe Abe Abe Abe

Action items or General comments:

City of Travelers Rest



Week of: 3-11-24

Daily Playground Inspection Checklist

	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	✓	✓		✓	✓
Check play structure for obvious signs of damage, vandalism, or broken parts.	✓	✓		✓	✓
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure	✓	✓		✓	✓
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc					
Empty garage can located in the playground area	✓	✓		✓	✓

Initials of inspector: Abe Abe Abe Abe

Action items or General comments:

City of Travelers Rest

It Starts With



Week of: 3-18-24

Daily Playground Inspection Checklist

Adventure Park

	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	✓	✓	✓	✓	✓
Check play structure for obvious signs of damage, vandalism, or broken parts.	✓		✓	✓	✓
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure	✓		✓	✓	✓
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc					
Empty garage can located in the playground area	✓	✓	✓	✓	✓

NIA - Needs Immediate Attention

Initials of inspector: Abe Abe Abe Abe Abe

Action items or General comments:

City of Travelers Rest

It Starts With



Week of: 3-24-2024

Daily Playground Inspection Checklist

Adventure Park

	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	✓		✓	✓	✓
Check play structure for obvious signs of damage, vandalism, or broken parts.	✓		✓	✓	✓
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure	✓		✓	✓	✓
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc	✓		✓	✓	✓
Empty garage can located in the playground area	✓		✓	✓	✓

NIA - Needs Immediate Attention

Initials of inspector:

Abe		Abe	Abe	Abe
-----	--	-----	-----	-----

Action items or General comments:

TASK REPORT - PAGINATED

Task ID	Status	Priority	Type	Area	Date Created	Created By	Date Modified	Modified By	Date Completed	Date Delayed	Assigned To
City of Travelers Rest											
Department of Public Works											
Clean Up - Spill											
28988302	Closed	Yes	CLEAN	TRGAZ	3/6/2024 7:45 AM	David Garland	3/6/2024 8:21 AM	Scott Pitmon	3/6/2024 8:21 AM		
Comments: Fixed Fountain at Gazebo											
28996039	Closed	No	CLEAN	TRPW	3/6/2024 1:48 PM	David Garland	3/6/2024 1:49 PM	Scott Pitmon	3/6/2024 1:49 PM		
Comments: Clean Shop											
29028726	Closed	No	CLEAN		3/8/2024 2:30 PM	David Garland	3/8/2024 2:30 PM	Scott Pitmon	3/8/2024 2:30 PM		David Garland
Comments: cleaned up pond at Gazebo											
Equipment Repair											
28953630	Closed	No	EQUIP	TRADM	3/4/2024 9:24 AM	David Garland	3/4/2024 9:24 AM	Scott Pitmon	3/4/2024 9:24 AM		Scott Pitmon
Comments: we place mounts for 2 monitors in the IT room											
28953665	Closed	No	EQUIP	TRPW	3/4/2024 9:26 AM	David Garland	3/4/2024 9:26 AM	Scott Pitmon	3/4/2024 9:26 AM		Scott Pitmon by scott.pitmon
Comments: we built a mount for the drill press											
28953712	Closed	No	EQUIP	TRPD	3/4/2024 9:29 AM	David Garland	3/4/2024 4:52 PM	Scott Pitmon	3/4/2024 4:52 PM		Abe Evans
Comments: we cut and sanded the bench from mildew and rott											
28995897	Closed	No	EQUIP	TRGAZ	3/6/2024 1:41 PM	David Garland	3/6/2024 1:50 PM	Scott Pitmon	3/6/2024 1:50 PM		Abe Evans
Comments: Change Receipttable											
28995918	Closed	No	EQUIP		3/6/2024 1:42 PM	David Garland	3/6/2024 1:50 PM	Scott Pitmon	3/6/2024 1:50 PM		Abe Evans
Comments: Clean Signs											
28995953	Closed	No	EQUIP	TRADVI	3/6/2024 1:44 PM	David Garland	3/6/2024 1:50 PM	Scott Pitmon	3/6/2024 1:50 PM		Abe Evans
Comments: Graveled potholes behind Short fields restaurant											
Fire Safety											
28996011	Closed	No	EQUIP		3/6/2024 1:47 PM	David Garland	3/6/2024 1:49 PM	Scott Pitmon	3/6/2024 1:49 PM		Scott Pitmon
Comments: picked up and took down illegal sign posting											
28996032	Closed	No	EQUIP	TRPD	3/6/2024 1:48 PM	David Garland	3/6/2024 1:49 PM	Scott Pitmon	3/6/2024 1:49 PM		Scott Pitmon
Comments: refinished bench in courtyard beside dispatch											
29068344	Closed	No	EQUIP	TRPD	3/13/2024 4:00 PM	David Garland	3/13/2024 4:00 PM	Scott Pitmon	3/13/2024 4:00 PM		Scott Pitmon
Comments: change battery and filler											
29080224	New	Yes	FIRE	TRCH	3/12/2024 4:54 PM	David Garland					Scott Pitmon by scott.pitmon
Comments: Fire Extinguishers - Monthly inspection											
General Maintenance											
28951564	New	No	GEN	TRPD	3/4/2024 8:15 AM	SYSTEM					Scott Pitmon
Comments: Emergency Generators! Check regularly: battery, oil level, coolant level, air f											
29003044	New	No	GEN	TRGAZ	3/7/2024 5:15 AM	SYSTEM					Scott Pitmon by david.garland
Comments: Clean fish pond strainersRemove and clean fish pond strainers											
29052554	Closed	No	GEN	TRPD	3/11/2024 8:15 AM	SYSTEM					Scott Pitmon
Comments: Emergency Generators! Check regularly: battery, oil level, coolant level, air f											
29100825	New	No	GEN	TRGAZ	3/14/2024 5:15 AM	SYSTEM					Scott Pitmon
Comments: Clean fish pond strainersRemove and clean fish pond strainers											
29149595	New	No	GEN	TRPD	3/18/2024 8:15 AM	SYSTEM					Scott Pitmon
Comments: Emergency Generators! Check regularly: battery, oil level, coolant level, air f											
29196916	New	No	GEN	TRGAZ	3/21/2024 5:15 AM	SYSTEM					Scott Pitmon
Comments: Clean fish pond strainersRemove and clean fish pond strainers											

29243858 New No GEN TRPD 3/25/2024 8:15 AM SYSTEM
 Comments: Emergency Generators1. Check regularly: battery, oil level, coolant level, air fi
 29289730 New No GEN TRGAZ 3/28/2024 5:15 AM SYSTEM
 Comments: Clean fish pond strainersRemove and clean fish pond strainers
 Health and Safety
 28919281 New No SAFE TRPD 3/1/2024 9:00 AM SYSTEM
 Comments: Emergency lights
 Lighting - Electrical

Task ID	Status	Priority	Type	Area	Date Created	Created By	Date Modified	Modified By	Date Completed	Date Delayed	Assigned To
29079755	Closed	No	ELEC	TRBP	3/12/2024 4:14 PM	David Garland	3/12/2024 4:15 PM	David Garland	3/12/2024 4:15 PM		
Comments: Replaced 4 Receptacle covers on the pedestals at Traillbezer Park. Street Maintenance											
29028681	Closed	No	STRMA		3/8/2024 2:28 PM	David Garland	3/8/2024 2:28 PM	Scott Pitmon	3/8/2024 2:28 PM		Scott Pitmon
Comments: we straighten up Roosevelt st sign											
28955975	Closed	Yes	WASTE		3/6/2024 1:45 PM	David Garland	3/6/2024 1:50 PM	Scott Pitmon	3/6/2024 1:50 PM		
Comments: picked up trash in the city											

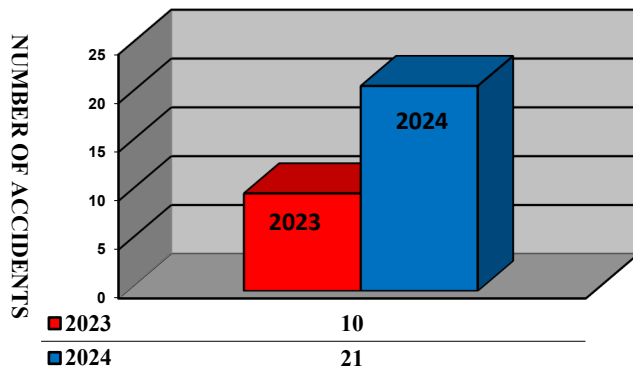
Location: All
 Date Source: Created
 Start Date: 3/1/2024 12:00:00 AM
 End Date: 3/31/2024 12:00:00 AM
 Task Source: All
 Status: All
 Area: All
 Task Type: All
 Vendor: All
 Task Class: All
 Room:
 Modified By:
 Assigned To: All
 Grouped By: Task Type Name

Travelers Rest Police Department March Monthly Report 2024

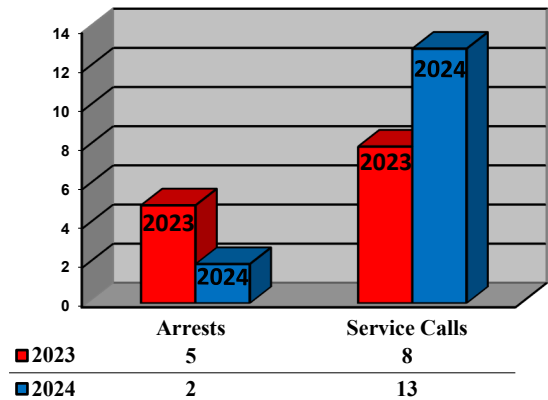
MOTOR VEHICLE COLLISIONS AND WALMART CALLS, ARRESTS, AND TOWED VEHICLES

CRIME	March 2024	XXXXXX March 2023	Amt. of Change	Percent Change	YTD 2024	YTD 2023	Amt. of Change	Percent Change
Total MVC	21	10	+11	+110	66	59	+7	+11
MVC W/ Injury	5	4	+1	+25	15	16	-1	-6
Wal-Mart Shoplifting Arrests	2	5	-3	-60	15	19	-4	-21
Wal-Mart Service Calls	13	8	+5	+62	25	43	-18	-41
Wal-Mart Cars Towed	0	1	-1	-100	0	1	-1	-100

ACCIDENTS REPORTED



WAL-MART SHOPLIFTING ARRESTS AND SERVICE CALLS



March Crime Stats

- *Murder* 0
- *Rape* 0
- *Robbery* 0
- *ABHAN* 0
- *Assault & Battery* 3
- *Burglary* 1
- *Larceny* 6
- *Motor Vehicle Theft* 0
- *Arson* 0
- *Narcotics Violations* 5
- *DUI* 8

Miscellaneous Service Calls:

- Animal Calls:* 5
- Code Enforcement:* 19
- Public Intoxication:* 3
- City Events:* 2

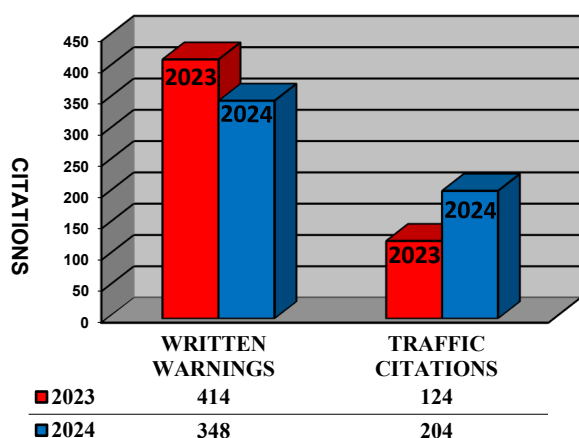
Monthly Warrants:

- Warrants Issued:* 10
- Warrants Served:* 7

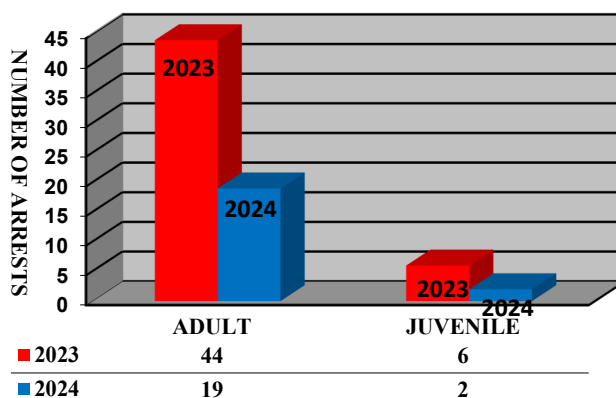
CITATIONS AND WARNINGS FOR MARCH

VIOLATION	CITATIONS	WARNINGS
No Seat Belt	53	
No Child Restraint	0	
Speeding Under 10 mph	22	
Speeding Over 10 mph and Under 25 mph	35	
Speeding Over 25	2	
Disregard Sign/Signal	12	
Insurance Violations	9	
Other Moving Violations	71	
Total	204	348

WRITTEN WARNING & TRAFFIC CITATIONS



ADULT & JUVENILE ARRESTS



CRIMINAL OFFENSES REPORTED YEAR TO DATE

CRIME	2024	2023	2022	2021	2020
Murder	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	1	0	0	1	1
Assault/Battery HAN	1	1	1	2	1
Assault/Battery	11	10	46	21	42
Burglary	2	2	11	10	13
Larceny	17	19	60	74	75
Motor Vehicle Theft	1	2	9	13	7
Arson	0	0	0	0	0
Narcotic Violations	29	20	56	52	61
DUI	21	15	27	14	23
Total	83	315	210	187	252
Total Calls for Service	6392	18818	9785	10,474	8339

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

March

Downtown Safety Report

MAIN STREET

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	15	40
Other Moving Violations	16	79

N. POINSETT HIGHWAY

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	4	4
Other Moving Violations	3	15

CENTER STREET

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	0
Other Moving Violations	2	4

MCELHANEY ROAD

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

WILLIAMS ROAD

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	3
Other Moving Violations	0	4

March Downtown Safety Report



SPEED TRAILER DEPLOYMENT

DAYS: 31

LOCATIONS: 2

DOWNTOWN FOOT PATROL HOURS:

52



Copyright by Signe Wilkinson

Travelers Rest Fire Dept.

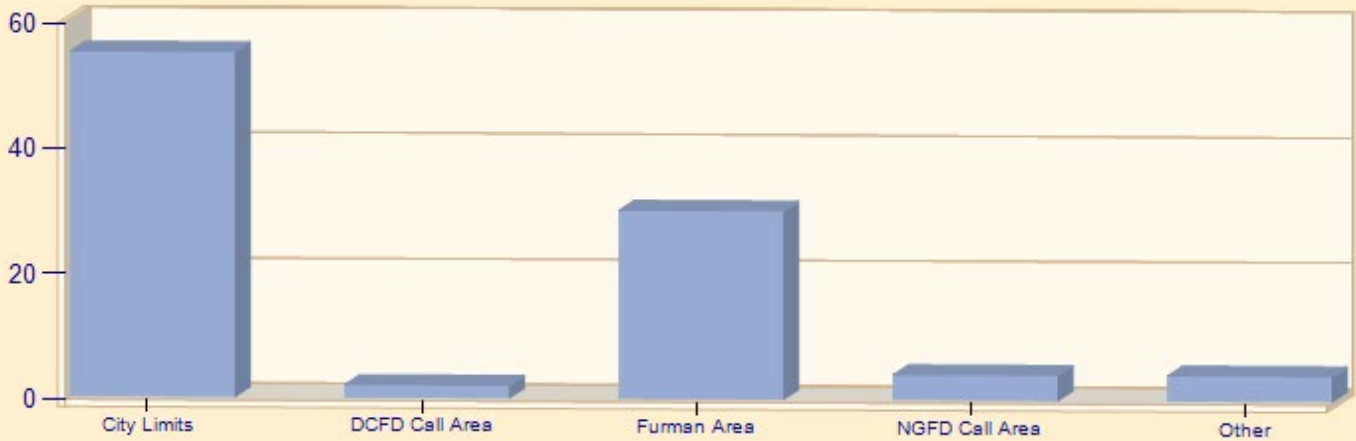
Travelers Rest, SC

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Incident Type Count per Zone for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	321 - EMS call, excluding vehicle accident with injury	20
	322 - Motor vehicle accident with injuries	5
	324 - Motor vehicle accident with no injuries.	3
	412 - Gas leak (natural gas or LPG)	1
	445 - Arcing, shorted electrical equipment	1
	531 - Smoke or odor removal	1
	554 - Assist invalid	4
	611 - Dispatched & cancelled en route	12
	651 - Smoke scare, odor of smoke	1
	710 - Malicious, mischievous false call, other	1
	743 - Smoke detector activation, no fire - unintentional	3
	744 - Detector activation, no fire - unintentional	2
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for City Limits - City Limits:</i>	55
DCFD Call Area - Duncan Chapel FD Jurisdiction		
	111 - Building fire	1
	571 - Cover assignment, standby, moveup	1
	<i>Total Incidents for DCFD Call Area - Duncan Chapel FD Jurisdiction:</i>	2
Furman Area - Furman Area		
	131 - Passenger vehicle fire	1
	321 - EMS call, excluding vehicle accident with injury	11
	554 - Assist invalid	1
	611 - Dispatched & cancelled en route	4
	735 - Alarm system sounded due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	9
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	2
	<i>Total Incidents for Furman Area - Furman Area:</i>	30
NGFD Call Area - North Greenville FD Jurisdiction		
	111 - Building fire	1

	322 - Motor vehicle accident with injuries	1
	611 - Dispatched & cancelled en route	1
	745 - Alarm system activation, no fire - unintentional	1
	<i>Total Incidents for NGFD Call Area - North Greenville FD Jurisdiction:</i>	4
Other - Other		
	141 - Forest, woods or wildland fire	1
	321 - EMS call, excluding vehicle accident with injury	1
	611 - Dispatched & cancelled en route	2
	<i>Total Incidents for Other - Other:</i>	4
Total Count for all Zone:		95

Travelers Rest Fire Dept.

Travelers Rest, SC

This report was generated on 4/1/2024 1:05:51 PM



Occupancies Inspected for Date Range

Start Date: 03/01/2024 | End Date: 03/31/2024

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Caldwell Banker Caine	631	321B S Main ST		03/21/2024
Coastal Crust	636	327 S Main ST		03/21/2024
Coles Car Wash	291	13 N Main ST		03/05/2024
Disaster Management Group	355	19 Page CT		03/06/2024
Dollar Tree	239	3 Benton RD #C		03/26/2024
Earths Creation Usa	579	18 Page CT #A		03/06/2024
Fire House Subs	233	2 Benton RD #H		03/13/2024
Furman Timmons Arena	189	3300 Poinsett HWY		03/05/2024
Great Clips	235	2 Benton RD #J		03/06/2024
Highsmith & Highsmith Accounting	443	329 S Main ST		03/21/2024
Jo Mars Florist	317	125 N Poinsett HWY		03/26/2024
Liberty Tax Service	238	3 Benton RD #B		03/26/2024
Liquidation Specialist	354	18 Page CT		03/06/2024
Philly Grill	659	6516 State Park RD #G		03/13/2024
Premiere Nails	234	2 Benton RD #I		03/06/2024
Swamp Rabbit Tees	410	27 S Main ST		03/26/2024
T.R. Sewing & Alteration	324	209 N Poinsett HWY		03/26/2024
T.R.'S Oriental	444	331 S Main ST		03/21/2024
The Community Tap	442	321A S Main ST		03/21/2024
The UPS Store	232	2 Benton RD #G		03/06/2024
Trail Side Traders	559	37 S Main ST	Downtown	03/05/2024
Travelers Rest Mini Storage	273	220 Henderson DR		03/05/2024
Twig @ Tweed	316	123 N Poinsett HWY		03/05/2024
Virtual MA Care	296	105 N Main ST	City Limits and Outside City Limits	03/05/2024
Yakitori Yama	660	321 c South Main		03/21/2024

of Occupancies Inspected: 25

% Occupancies Inspected: 4.66



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

Table with 6 columns: LINE, FINES, FEES AND FILING FEE/ASSESSMENT, %, CODE, AMOUNT DUE, LINE. Rows include various fees like Public Defender Application Fee, Body Piercing, Marriage License Fee, etc.

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.

Table with 6 columns: LINE, RETAINED BY MUNICIPAL FOR VICTIM SERVICES, %, CODE, AMOUNT RETAINED, LINE. Rows include Assessments-Municipal, Surcharges-Municipal, Other Assessments-Municipal.

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

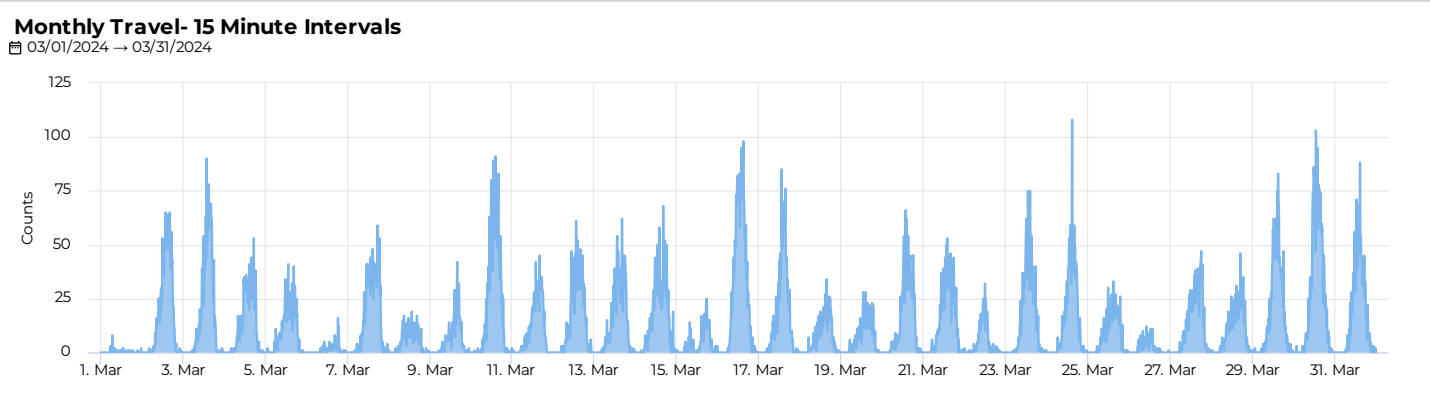
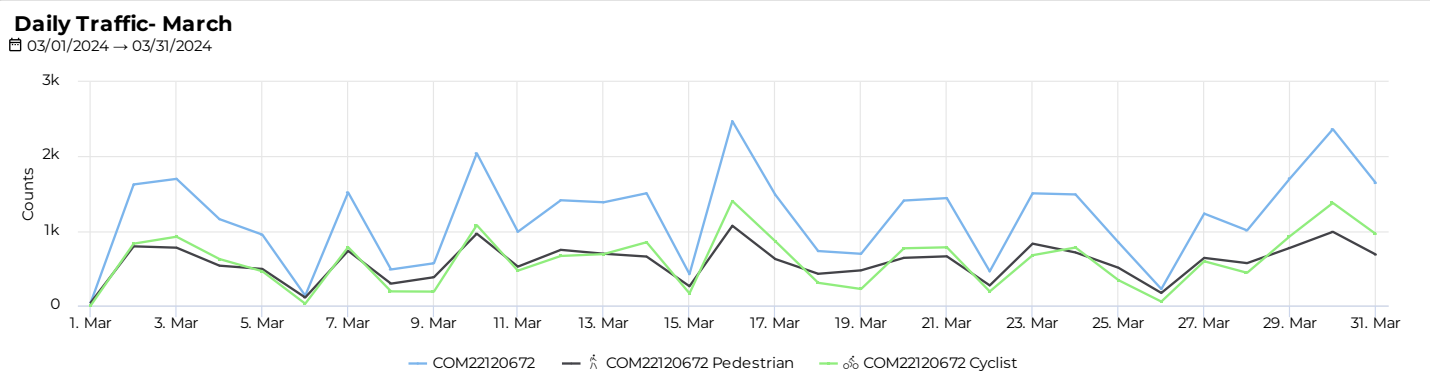
I, Municipal Treasurer, certify that the foregoing information is true and accurate.

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.

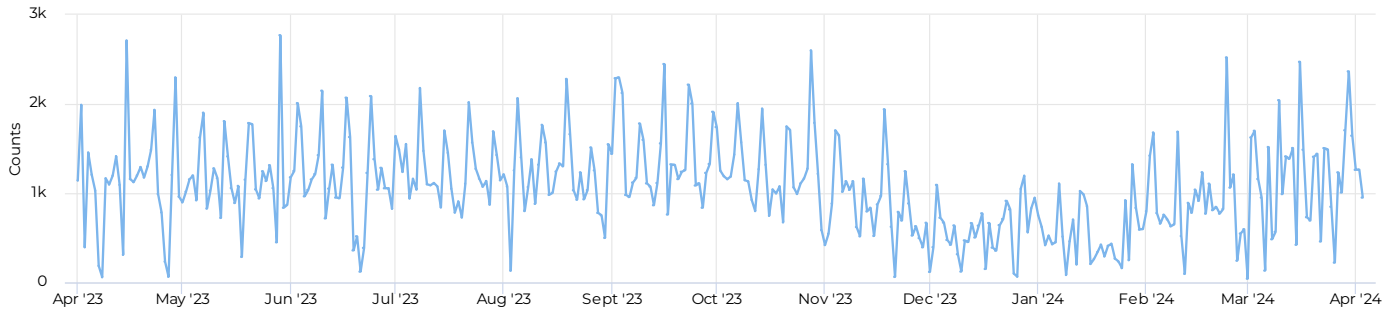
Rolling Year <small>04/04/2023 → 04/03/2024</small> Total <h2>388,356</h2>	Last Month <small>03/01/2024 → 03/31/2024</small> Total <h2>36,645</h2>	Peak Day <small>03/01/2024 → 03/31/2024</small> Peak Day Saturday Mar 16, 2024 <h2>2,472</h2>	Daily Average <small>03/01/2024 → 03/31/2024</small> Daily Average <h2>1,182</h2>
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Pedestrian Total <small>03/01/2024 → 03/31/2024</small> Total <h2>18,031</h2>	Cyclist Total <small>03/01/2024 → 03/31/2024</small> Total <h2>18,614</h2>
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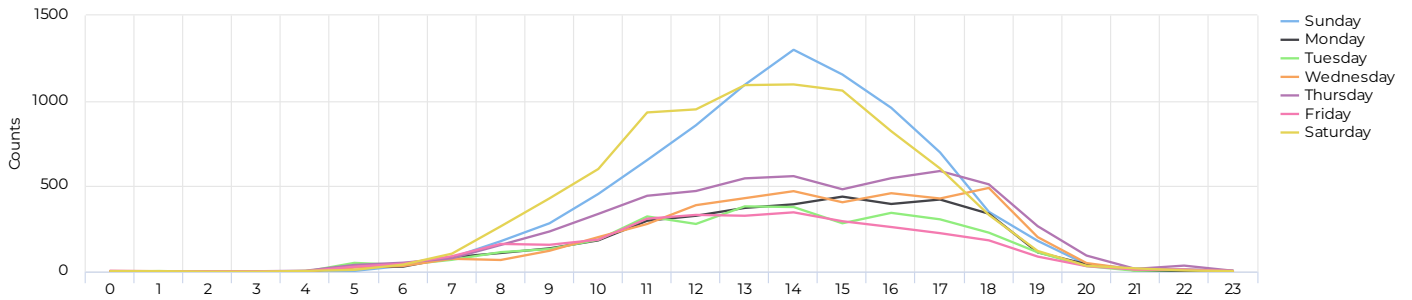
Daily Traffic since April 1, 2024

04/01/2023 → 04/03/2024



Hourly comparison by day

03/01/2024 → 03/31/2024



Travelers Rest Planning Report

Projects in Entitlement Process

Project Name	Address	Request	PC #	Ordinance #	Acreage	Lots	Density
Villas of North Valley	129 & 132 E Bowers Rd	Unzoned to FRD	TR 24-01	O-03-24 O-04-24	49.63	87	1.87
Hemlock Park (TH)	Tubbs Mountain Road & Hemlock Road	Subdivision	TR 24-03	N/A	10.50	32	3.05
Hemlock Park (MF)	Tubbs Mountain Road & Hemlock Road	Development Plan	N/A	N/A	10.50	107	10.19
					70.63	226	

Preliminary Subdivisions Approved

Project Name	Address	Date Approved	Zoning	Type	Acreage	Lots	Density
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
					12.05	72	

Approved Projects In Permitting

Project Name	Address	Status	Zoning	Type	Acreage	Units	Density
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
					104.50	219	

Projects Under Construction

Project Name	Address	Zoning	Type	Acreage	Units	Density
Magnolia Cottages Ph II	Magnolia Dr and Thomas Dr	R-M	Townhomes	1.11	22	19.82
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	
				40.83	142	

Short Term Rentals/Lodging Projects

Approved in February 2024	Total Approved
0	33