

**CITY OF TRAVELERS REST
COUNCIL MEETING COMMITTEE AGENDA
Tuesday, September 8, 2020 at 5:00 pm**

The City has implemented changes to our Public Meetings due to COVID-19. We invite the public to join us. You may connect by smart phone, tablet or computer and use this weblink: View on Facebook live <http://www.Facebook.com/DiscoverTravelersRest> or Zoom at <https://us02web.zoom.us/j/87264589491?pwd=T041bEFJb0ZwYUg3TEYrQXA1ejVsQT09> Meeting ID 872 6458 9491 Passcode 706791

1. Call to order, Mayor Amidon

2. Public Works Committee

Committee members: Kelly Byers, Jeff George and Sara Gilstrap

- a. Roll Call Chair Byers
- b. Approval Public Works Committee minutes August 10, 2020
- c. Review Public Works Report for August
- d. Palmetto Utility Protection Service- S.C. 811 utility locate membership

4. Public Safety Committee

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

- a. Roll Call Chair Floyd
- b. Approval of Public Safety minutes August 10, 2020
- c. Review Public Safety Reports for August

Fire Department

Police Department

Building Permits

Municipal Court

5. Planning and Development Committee

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

- a. Roll Call Chair Vest

- b. Approval Planning & Development Committee minutes August 10, 2020
- c. Short Term Rental Code Amendment
- d. Hometown Economic Development Grant application

6. Personnel Committee

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

- a. Roll Call Chair Choplin
- b. Approval of Personnel Committee minutes August 10, 2020
- c. Executive Session for the discussion of a Personnel related matter

7. New Business, Mayor Amidon

- 1. Consider Emergency Ordinance O-17-20 Face Mask Coverings

Mayor Amidon

8. Miscellaneous Matters

Administrative Update

9. Adjournment, Mayor Amidon

CITY OF TRAVELERS REST
City Council Committee Meeting Minutes
Monday August 10, 2020 – 5:00 P.M.

The City has implemented changes to our Public Meetings due to COVID-19. We invite the public to join us. You may connect by smart phone, tablet or computer and use this weblink: View on Facebook live <http://www.Facebook.com/DiscoverTravelersRest> or Zoom <https://us02web.us/j/85346677399?pwd=dUd5TS8weXNXUHhRTjJNYXBITzFaQT09>
Meeting ID: 853 4667 7399 Passcode: 4211456

The following members were present at City Hall: Brandy Amidon, Mayor, Harvey Choplin, Mayor Pro-Tempore, Grant Bumgarner, Shaniece Criss, Kelly Byers, Rick Floyd, Jeff George, Brantly Vest and Sara Gilstrap. Also present were Eric Vinson, City Administrator, Charlene Carter, City Clerk, Ben Ford, Police Chief, Phillip Tate, Public Works Director and Greg Robertson, Fire Chief, Mac McMakin, Assistant Fire Chief and FGP Shelley Haroski. The media were notified, and members of the public attended through Zoom online.

1. CALL TO ORDER

Mayor Amidon called the meeting to order.

2. Approval of Non-Committee minutes from July 6, 2020

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

3. Public Works Committee

Committee members: Kelly Byers, Sara Gilstrap, Jeff George

- a. Chair Byers called the meeting to order by roll call.
- b. Councilmember Gilstrap made a motion to approve minutes from Committee meeting held July 6, 2020. The motion was seconded by Councilmember George.
- c. The Committee had reviewed the Public Works Report for July. The Committee was advised The City of Travelers Rest received the SCDHEC Recycling Grant in the amount of \$21,990.00.
- d. Councilmember Gilstrap made a motion to adjourn and Councilmember George seconded the motion.

4. Public Safety Committee

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

- a. Chair Floyd called the meeting to order by roll call.

- b. Councilmember Choplin made a motion to approve minutes from Committee meeting held on July 6, 2020. The motion was seconded by Councilmember Byers and carried unanimously.
- c. The Committee reviewed the Public Safety Reports for July. Chair Floyd asked for an update if employees were healthy and safe. Chief Robertson and Chief Ford responded they are. Chief Robertson gave an update on a Grant Award for Radio Communications 800 Megahertz in the amount of \$120,000.00 with City match. Chief Ford stated Walmart calls were steady and they had numerous calls regarding non-mask wearing in businesses. He also mentioned he hoped to have police candidate in the next few weeks. Building permits remained steady for the month.
- d. Councilmember Byers made a motion to adjourn and Councilmember George seconded the motion.

5. Planning and Development Committee

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

- a. Chair Vest called the meeting to order by roll call.
- b. Councilmember Bumgarner made a motion to approve minutes from Committee meeting held on July 6, 2020. The motion was seconded by Councilmember Byers and carried unanimously.
- c. The Committee received an overview from Administrator Vinson regarding the Short-Term rental properties, map and identified listings. Chair Vest clarified the City's current policy of allowable only in Commercial District C-2 and Service District S-1. He also discussed some other municipalities ordinance regulations included in the information provided in writing by Director ST John. Councilmember Bumgarner mentioned he had been contacted with a complaint. Committee members discussed a possible hybrid for some regulations, but at this time only received as information.
- d. The Committee had no further business and Councilmember George made a motion to adjourn with a second from Councilmember Criss.

6. Personnel Committee

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

- a. Chair Choplin called the meeting to order by roll call.
- b. The Committee and Council received information and presentation given by

Administrator Vinson and Find Great People HR, Shelley Haroski on the City of Travelers Rest Personnel Handbook. The handbook has not been updated since 2007. After some discussion and questions being answered Councilmember Byers motioned to move onto full Council. Councilmember Vest made the second.

- c. Administrator Vinson provided a power point regarding the City's survey results completed in April.

6. New Business

- a. Mayor Amidon introduced Resolution R-02-20 for Pinestone Development Textile Mill Certification. Administrator Vinson provided an overview. Councilmember Bumgarner made the motion with a second from Councilmember Floyd. The Resolution passed unanimously.
- b. Mayor Amidon introduced the current vacancies we have on the Board of Zoning Appeals and the Planning Commission. Both commissions had resignations and will need to fill the vacancies. We provided two applications, Council discussed and will request additional applicants. Council will discuss at the Aug 20 meeting.

7. Miscellaneous Matters

None

8. Adjournment

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

Brandy Amidon, Mayor

Completed by

Charlene Carter, City Clerk & Treasurer

Reviewed by

Eric Vinson, City Administrator

Public Works Summary for August 2020

- **Sanitation:** Still Tracking complaints on ACE. We had 10 calls for brush pick up.
- **Road and Bridge:** SCDOT was notified of one complaint to include issues. The city was notified of and repaired four potholes. The crosswalk signs for Main Street have been installed. Two encroachment permits were signed.
- **Animal Control:** six complaint was reported with 5 impoundments. Four traps were set for cats.
- **Sewer:** Four sewer inspections were conducted. Two sewer evaluations were conducted on lots in the city. One complaint in reference to septic back up. Tank was pumped.
- **Building / Grounds Maintenance:** Versco is performing extra cleanings and disinfecting of the facility to keep our customers and employees safe as possible. The sink in the lobby restroom was repaired. A dehumidifier was placed in council chambers to help with the humidity issue in there.
- **Miscellaneous Items** Mulch is being installed on Main Street on the side that was not covered by the contractor.
- **Environmental:** We had twelve environmental complaints and we were able to close out one of these. See attached report for a total open and closed cases for the month of August.
- **SC 811:** last week we had to locating our storm water and sewer mains for contractors or home owners who are performing digs in the City. From august 26 to August 31 we processed approximately 32 locates. Theses take an average of 30 minutes each to complete. The total man hours for just these 32 locates is 16 hours for three days. Looks like we will average a 100 to 125 per month. See attached report.

Public Works Report

Month of August 2020

1. Sanitation

Calls for Brush Pick-Up	<u>10</u>
Complaints	<u>6</u>
Residential	<u>6</u>
Commercial	<u>0</u>

2. Roads & Bridges

Complaints	<u>7</u>
Resolved by City	<u>6</u>
DOT Notification	<u>1</u>

3. Animal Control

Complaints	<u>5</u>
Impoundments	<u>10</u>
Dispositions	<u>10</u>
Humane Society	<u>3</u>
Return to Owner	<u>7</u>

4. Sewer

Complaints	<u>4</u>
Resolved by City	<u>4</u>
Inspections	<u>6</u>

5. Environmental

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

6. Fuel

Fuel Usage	<u>227.13</u>
M1	<u>95.31</u>
M2	<u>131.82</u>

	Litter Pickup 2020		
Month	Number of Bags	Vol.	Pounds
January	50	12	1200
February	29	14	653
March	14	8	315
April	14	4	315
May	8	8	176
June	3	1	68
July	0	0	0
August	17	4	383
September			
October			
November			
December			
Yearly Total	135	51	3110

Case Report August 2020

08/01/2020 - 08/31/2020

Case #	Case Date	Complainant Name	Description	Status	Parcel Address
301	8/28/2020	Eric Vinson	maintenance of property	Pending	204 N Main Street
300	8/26/2020	Anonymous	property maintenance	Open	14 Main Street
299	8/21/2020	Steven Freund	Vehicle No Plates	Open	9 WILLIS PL
298	8/18/2020	Phillip Tate	Deface of Property	Pending	100 SOUTH END RD
297	8/18/2020	Phillip Tate		Pending	37 COX
296	8/18/2020	Phillip Tate	Sign Violation	Open	570 ROE CENTER RD
295	8/18/2020	Phillip Tate	Vehicle No Tag	Open	123 PARIS VIEW
294	8/11/2020	Eric Vinson	unsafe structure	Pending	6505 STATE PARK RD
293	8/10/2020	Phillip Tate	Trash Collection	Open	203 MCELHANEY RD
292	8/10/2020	Phillip Tate	High Grass	Open	12 CENTER RD
291	8/10/2020	Phillip Tate	High Grass	Closed	100 COX DR
290	8/6/2020	Renee Smouse	working being done without permit	Open	6 Center Street

Total Records: 12

9/3/2020



Date: 8/20/2020

Attn: City of Travelers Rest

RE: Membership Fee

Dear Eric Vinson,

Thank you for your interest in becoming a member of Palmetto Utility Protection Service, Inc. dba South Carolina 811. Our vision is "to be the industry leader in groundbreaking infrastructure protection and call or click before you dig awareness."

New members of PUPS dba South Carolina 811 will be quoted based on a look back of 12 months prior to their start date. This process will show the number of transmissions that took place within the service area map provided by the member. These quoted amounts will continue until live transmission counts have been established.

Members who start in the middle of a year that do not have a full fiscal (July - June) look back period will have fees containing a combination of current live transmissions plus quoted estimates for the remaining months without history. Please see examples provided at the end of this letter.

The following contains a current list of memberships categories:

- a. Operator members that have more than 570 notifications per year will be billed at a rate determined by the SC811 Board pursuant annually no later than the November Board meeting prior to the new budget year.
- b. Operator members that have less than 571 but more than 250 notifications per year will be billed a flat rate of \$450.00 per year.
- c. Operator members that have 250 or fewer notifications per year will be billed a flat rate of \$250.00 per year.
- d. Locate Companies contracting for member operators will be billed \$1200.00 per year.
- e. Non-Operator members will be billed \$ 250.00 per year.

Expires: 9/21/2020

If the rates are altered by the Board of Directors you will be notified in advance, and the new rate would not begin until January of the following calendar year.

Example: Billing

Billing established for 2018 from July 1, 2016 - June 30, 2017

*Note Live Transmissions will not start until the first full month of service is established.

<u>Member start date of 3/10/17</u>											
Member quoted 3100 transmissions. That will be $3100/12 = 259$ (rounded). March 2017 will be an estimate as it was not a full month. April Live Transmissions were established.											
2018 Billing (Jan to Dec)											
2016						2017					
JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
259	259	259	259	259	259	259	259	75/259	300	351	400
The following year (2019) will be billed on live transmissions only.											

<u>Member start date of 9/10/2017</u>											
Member quoted 3100 transmissions. That will be $3100/12 = 259$ (rounded).											
2018 Billing (Jan to Dec)											
2016						2017					
JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
259	259	259	259	259	259	259	259	259	259	259	259
The following year (2019) will be billed on quoted months for Jul, Aug and Sept. Live Transmissions will begin Oct 2017. As seen below											
2019 Billing (Jan to Dec)											
2017						2018					
JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
259	259	259	328	362	267	298	305	312	359	379	380
The following year (2020) will be billed on live transmissions only.											

If I can be of any further assistance, you may contact me at 1-800-290-2783 Option 8.

Sincerely,

Amanda Stamey

Membership/Operations Coordinator

Expires: 9/21/2020



Membership Rate Quote 2020



Company Name:	City of Travelers Rest	
Notice totals	% rate	Total
2100	0.91050	\$1,912.06
Monthly Rate		\$159.34
Quarterly Rate		\$478.01
Annual Rate		\$1,912.06

Date: 8/20/2020

Good Through: 9/21/2020

Please Note: Membership quotes are only good for 30 days. If membership isn't finalized within that time, the quoted yearly rate is subject to change. The rates are approved annually by the SC811 Board of Directors. **Please do not make any form of payment until you receive an invoice from our billing department.**

Case Report For August 2020

1. Walmart Shoplifting: Retail theft continues to affect our city. 16 calls for shoplifting during the month of August. 9 were arrested and in possession of narcotics. Most property was turned back over to the Walmart.
2. Responded to 31 traffic collisions during the month of August. 19 accidents occurred on the roadway, 12 were private property or assisting other agency.
3. 2 people were arrested for DUI during the month of August.
4. Patrol Officers had 18 animal calls during the month of August. 10 on week days, 4 on weekends, 4 on week nights.
5. 4- Calls for public intoxication during the month of August. 2- Arrest.
6. August events in the city: No events
7. Grand Jury 4 cases for August.
8. Walmart had 39 calls for service (not including traffic stops and extra patrols).
9. 0- vehicles towed from Walmart for shoplifting during August.

Travelers Rest Police
Call Totals By Incident Type
8/1/20 thru 8/31/20
Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
	TP01				
LAW		50B	Accident_Injuries	1	0.04%
LAW		44A	Alarm_Audible	1	0.04%
LAW		44HU	Alarm_Commercial Hold-up	1	0.04%
LAW		FR87R	FR_Recovered_Stolen_Vehicle	1	0.04%
LAW		41C	Help_Routine Assist	1	0.04%
LAW		84	Larceny_Petit Larceny	2	0.07%
LAW		36	Officer_Extra Patrol Bus/Resd	5	0.18%
LAW		19	Officer_Report to	1	0.04%
LAW		81B	Phone_911 Hangup Call	2	0.07%
LAW		56	Traffic_Traffic Stop	1	0.04%
LAW		ZS53C	ZS_Suspicious Vehicle	1	0.04%
LAW		ZTP50C	ZTP_Accident_Hit and Run	8	0.29%
LAW		ZTP50B	ZTP_Accident_Injuries	1	0.04%
LAW		ZTP50	ZTP_Accident_No Injuries	21	0.77%
LAW		ZTP50PP	ZTP_Accident_Private Property	4	0.15%
LAW		ZTP44A	ZTP_Alarm_Audible	23	0.84%
LAW		ZTP44HU	ZTP_Alarm_Commercial Hold-up	1	0.04%

Travelers Rest Police
Call Totals By Incident Type
8/1/20 thru 8/31/20
Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP44CS	ZTP_Alarm_Commercial Silent	2	0.07%
LAW		ZTP71BC	ZTP_Animal_Barking/Nuisance	9	0.33%
LAW		ZTP71A	ZTP_Animal_Loose	9	0.33%
LAW		ZTP86	ZTP_Assault	4	0.15%
LAW		ZTP85	ZTP_Breaking and Entering Burg	2	0.07%
LAW		ZTP85D	ZTP_Burglary_Auto/Vehicles	1	0.04%
LAW		ZTP34B	ZTP_Check_Welfare Check	14	0.51%
LAW		ZTP74	ZTP_Damage_Malicious	12	0.44%
LAW		ZTP89A	ZTP_Death_Investigation	1	0.04%
LAW		ZTP81	ZTP_Disturbance	32	1.17%
LAW		ZTP80B	ZTP_Domestic_Assault	1	0.04%
LAW		ZTP80A	ZTP_Domestic_Verbal	8	0.29%
LAW		ZTP33	ZTP_EMS Req Assistance	17	0.62%
LAW		ZTP14A	ZTP_Escort_Adult	15	0.55%
LAW		ZTP14J	ZTP_Escort_Juvenile	1	0.04%
LAW		ZTP40	ZTP_Fire_Call	27	0.98%
LAW		ZTP72	ZTP_Fraud_Forgery/Deceit	8	0.29%
LAW		ZTP41A	ZTP_Help_Emergency Assist	1	0.04%
LAW		ZTP41C	ZTP_Help_Routine Assist	7	0.26%

Travelers Rest Police
Call Totals By Incident Type
8/1/20 thru 8/31/20
Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP73	ZTP_Intoxicated_Person	2	0.07%
LAW		ZTP84B	ZTP_Larceny_Grand Larceny	1	0.04%
LAW		ZTP84C	ZTP_Larceny_Petit Larceny	9	0.33%
LAW		ZTP83F	ZTP_Minor in Poss Tobacco	1	0.04%
LAW		ZTP75	ZTP_Missing_Person	1	0.04%
LAW		ZTP15	ZTP_Non Criminal Service	28	1.02%
LAW		ZTP31C	ZTP_Officer Involved Accid	1	0.04%
LAW		ZTP36B	ZTP_Officer_Bank Alarm Out Ext	1	0.04%
LAW		ZTP36	ZTP_Officer_Extra Ptrl Bus/Res	1,866	67.98%
LAW		ZTP29	ZTP_Officer_Follow Up	76	2.77%
LAW		ZTP19	ZTP_Officer_Report To	5	0.18%
LAW		ZTP79	ZTP_Officer_Special Operation	5	0.18%
LAW		ZTP81B	ZTP_Phone_911 Hangup Call	1	0.04%
LAW		ZTP92C	ZTP_Property_Found Property	1	0.04%
LAW		ZTP92B	ZTP_Property_Recovered Prop	1	0.04%
LAW		ZTP52B	ZTP_Roadway_Obstruction	5	0.18%
LAW		ZTP52TL	ZTP_Roadway_Traffic Light	1	0.04%
LAW		ZTP24	ZTP_See Complainant	21	0.77%
LAW		ZTP84D	ZTP_Shoplifting	7	0.26%

Travelers Rest Police
Call Totals By Incident Type
8/1/20 thru 8/31/20
Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP88	ZTP_Suspicious_Person	39	1.42%
LAW		ZTP76	ZTP_Telephone Incidents	1	0.04%
LAW		ZTP76B	ZTP_Threatening Calls	1	0.04%
LAW		ZTP59	ZTP_Traffic_DUI	1	0.04%
LAW		ZTP57B	ZTP_Traffic_Reckless Driver	8	0.29%
LAW		ZTP64	ZTP_Traffic_Traffic Control	3	0.11%
LAW		ZTP56	ZTP_Traffic_Traffic Stop	302	11.00%
LAW		ZTP61	ZTP_Traffic_Working Radar at L	35	1.28%
LAW		ZTP77	ZTP_Trespassing	5	0.18%
LAW		ZTP53B	ZTP_Vehicle_Abandoned	21	0.77%
LAW		ZTP15B	ZTP_Vehicle_Slim Jim	1	0.04%
LAW		ZTP53E	ZTP_Vehicle_Stranded Motorist	9	0.33%
LAW		ZTP53C	ZTP_Vehicle_Suspicious	33	1.20%
LAW		ZTP87B	ZTP_Vehicle_Vehicle Theft	2	0.07%
LAW		ZTP78B	ZTP_Warrant_Warrant Service	5	0.18%
					2,745
LAW	TP02	ZTP85D	ZTP_Burglary_Auto/Vehicles	2	2.63%
LAW		ZTP33	ZTP_EMS Req Assistance	2	2.63%

Travelers Rest Police
Call Totals By Incident Type
8/1/20 thru 8/31/20
Incident Type: ALL

<u>Agency</u>	<u>Beat</u>	<u>Incident Type ID</u>	<u>Incident Description</u>	<u>Count of Incidents</u>	<u>Percentage of Total Calls</u>
LAW		ZTP40	ZTP_Fire_Call	3	3.95%
LAW		ZTP36	ZTP_Officer_Extra Ptrl Bus/Res	16	21.05%
LAW		ZTP88	ZTP_Suspicious_Person	1	1.32%
LAW		ZTP57B	ZTP_Traffic_Reckless Driver	1	1.32%
LAW		ZTP56	ZTP_Traffic_Traffic Stop	47	61.84%
LAW		ZTP61	ZTP_Traffic_Working Radar at L	2	2.63%
LAW		ZTP53E	ZTP_Vehicle_Stranded Motorist	1	1.32%
LAW		ZTP83	ZTP_Vice_Narcotics	1	1.32%
					76
LAW	XX1	ZTP50	ZTP_Accident_No Injuries	1	16.67%
LAW		ZTP41C	ZTP_Help_Routine Assist	1	16.67%
LAW		ZTP15	ZTP_Non Criminal Service	1	16.67%
LAW		ZTP29	ZTP_Officer_Follow Up	1	16.67%
LAW		ZTP19	ZTP_Officer_Report To	1	16.67%
LAW		ZTP56	ZTP_Traffic_Traffic Stop	1	16.67%
					6
					2,827

TRAVELERS REST POLICE DEPARTMENT-AUGUST 2020 VEHICLE REPORT

VEHICLE	ASSIGNMENT	BEGINNING MILEAGE	ENDING MILEAGE	TOTAL MILEAGE	MAINTENANCE THIS MONTH	MAINTENANCE OVER LIFE OF VEHICLE
10	Chief	111897	112473	576		\$9,295.29
77	Patrol	57351	58473	1122	\$55.35	\$2,999.53
78	Patrol	50044	51367	1323		\$1,940.05
79	Patrol	48993	49849	856		\$11,058.23
80	Patrol	60745	61185	440		\$2,572.70
81	Patrol	52904	53473	569		\$9,695.79
307	SRO-Humvee	39594	39594	0		\$2,658.96
284	Patrol	71469	72127	658	\$55.35	\$3,828.08
285	Patrol	58173	60279	2106		\$4,202.88
938	Patrol	17085	17816	731		\$830.52
351	Out of Service	132457	132457	0		\$20,378.00
370	Spare	81690	82323	633		\$4,003.88
371	Spare	76870	77019	149	\$55.35	\$3,475.73
675	Captain	153011	155257	2246		\$6,673.93
939	Patrol	22830	24667	1837	\$817.54	\$1,265.76
146	Patrol	46222	47168	946	\$55.35	\$1,321.53
982	Investigator	136848	138150	1302		\$1,470.99
122	Patrol	34674	35894	1220		\$1,759.11
123	Patrol	34727	35679	952		\$936.12
977	SRO	67615	68125	510		\$2,746.11
TOTAL this month				16714	\$1,038.94	

Travelers Rest Fire Dept.

Travelers Rest, SC

This report was generated on 9/2/2020 5:15:01 PM



Fuel Usage for Vehicle Number for Apparatus for Date Range

Apparatus: All Apparatus | Vehicle(s): All Vehicles | Start Date: 08/01/2020 | End Date: 08/31/2020

COMPLETED DATE	DONE BY	HOURS	MILES	FUEL VOLUME	DEF VOLUME	COST	COMPLETED NOTES
Apparatus: C-85 Vehicle: 2011 F150							
08/19/2020	Matt Gilstrap		67900	27.80			
Apparatus Totals:		0.00	0.00	27.80			
Apparatus: E-85 Vehicle: 2003 KME Pumper							
08/06/2020	Lee Carter	6460.8	64388	29.60			
08/09/2020	Adam Little	6466	64423	22.30			
08/13/2020	Matt Gilstrap	6473	64454	17.80			
08/24/2020	Lee Carter	6486	64531	25.70			
08/27/2020	Matt Gilstrap	64909	64555	8.50			
08/30/2020	Matt Gilstrap	6497	64580	22.50			
Apparatus Totals:		58448.20	192.00	126.40			
Apparatus: E-85A Vehicle: 1997 Sutphen Pumper							
08/08/2020	Larry Herman	7477	57713	21.90			
08/29/2020	Jacob Shupe	7492	57852	21.60			
Apparatus Totals:		15.00	139.00	43.50			
Apparatus: E-85B Vehicle: 1988 American Fire Pumper							
08/25/2020	Jacob Shupe		11093	20.00			116
Apparatus Totals:		0.00	0.00	20.00			
Apparatus: SQ-85 Vehicle:							
08/09/2020	Adam Little		41629	12.00			
08/15/2020	Lee Carter		41706	13.00			
08/20/2020	Adam Little		41810	13.00			
08/23/2020	Adam Little		41884	23.50			Filled spare cans
08/29/2020	Adam Little		41963	15.50			
Apparatus Totals:		0.00	334.00	77.00			
Total For All:		58463.20	665.00	294.70			

Travelers Rest Fire Dept.

Travelers Rest, SC

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Incidents for Zone for Date Range

Zone: All Zones | Start Date: 08/01/2020 | End Date: 08/31/2020

INCIDENT NUMBER	INCIDENT TYPE	DATE	LOCATION	APPARATUS
2020-507	311 - Medical assist, assist EMS crew	08/01/2020	105 POPLAR ST	E-85,SQ-85
2020-508	311 - Medical assist, assist EMS crew	08/01/2020	807 N MAIN ST	SQ-85
2020-509	321 - EMS call, excluding vehicle accident with injury	08/01/2020	252 LITTLE TEXAS RD	E-85,E-85A
2020-510	311 - Medical assist, assist EMS crew	08/01/2020	807 N MAIN ST	SQ-85
2020-511	611 - Dispatched & cancelled en route	08/01/2020	3 EDWARDS ST	E-85,E-85A,SQ-85
2020-512	622 - No incident found on arrival at dispatch address	08/01/2020	3300 POINSETT HWY	E-85,SQ-85
2020-513	311 - Medical assist, assist EMS crew	08/02/2020	S MAIN ST / ROE CENTER CT	SQ-85
2020-514	311 - Medical assist, assist EMS crew	08/03/2020	115 HENDERSON DR	SQ-85
2020-515	611 - Dispatched & cancelled en route	08/03/2020	925 N MAIN ST	E-85,E-85A,SQ-85
2020-516	311 - Medical assist, assist EMS crew	08/03/2020	252 LITTLE TEXAS RD	E-85
2020-517	745 - Alarm system activation, no fire - unintentional	08/04/2020	20 MCELHANEY RD	AC-85,E-85,E-85A
2020-518	743 - Smoke detector activation, no fire - unintentional	08/04/2020	1500 TRAILHEAD CT	AC-85,E-85,E-85A
2020-519	743 - Smoke detector activation, no fire - unintentional	08/04/2020	1500 TRAILHEAD CT	AC-85,E-85,E-85A
2020-520	311 - Medical assist, assist EMS crew	08/04/2020	12 PHILLIPS DR	E-85
2020-521	311 - Medical assist, assist EMS crew	08/04/2020	148 WALNUT LN	E-85
2020-522	611 - Dispatched & cancelled en route	08/04/2020	105 POINSETT COMMON DR	E-85
2020-523	735 - Alarm system sounded due to malfunction	08/04/2020	27 WEST RD	E-85,E-85A
2020-524	622 - No incident found on arrival at dispatch address	08/05/2020	222 BETHANY RD	E-85
2020-525	311 - Medical assist, assist EMS crew	08/05/2020	1 HAVENWOOD LN	E-85,SQ-85
2020-526	311 - Medical assist, assist EMS crew	08/05/2020	252 LITTLE TEXAS RD	AC-85,E-85

Only REVIEWED incidents included.

2020-527	743 - Smoke detector activation, no fire - unintentional	08/05/2020	1500 TRAILHEAD CT	E-85,E-85A,SQ-85
2020-528	611 - Dispatched & cancelled en route	08/05/2020	421 DUNCAN CHAPEL RD	E-85,SQ-85
2020-529	311 - Medical assist, assist EMS crew	08/06/2020	300 TRAILBLAZER DR	AC-85,E-85,E-85A
2020-530	500 - Service Call, other	08/06/2020	6 LOWELL ST	E-85
2020-531	311 - Medical assist, assist EMS crew	08/06/2020	2 DUCHESS CT	E-85
2020-532	324 - Motor vehicle accident with no injuries.	08/07/2020	STATE PARK RD / N HWY 25	E-85,E-85A
2020-533	733 - Smoke detector activation due to malfunction	08/07/2020	925 N MAIN ST	E-85,E-85A
2020-534	321 - EMS call, excluding vehicle accident with injury	08/07/2020	209 WEST RD	E-85
2020-535	733 - Smoke detector activation due to malfunction	08/08/2020	100 LITTLE TEXAS RD	E-85,E-85A
2020-536	322 - Motor vehicle accident with injuries	08/08/2020	500 ROE CENTER CT	E-85,E-85A,SQ-85
2020-537	311 - Medical assist, assist EMS crew	08/08/2020	807 N MAIN ST	E-85,SQ-85
2020-538	311 - Medical assist, assist EMS crew	08/08/2020	807 N MAIN ST	E-85,SQ-85
2020-539	311 - Medical assist, assist EMS crew	08/08/2020	252 LITTLE TEXAS RD	E-85,SQ-85
2020-540	311 - Medical assist, assist EMS crew	08/09/2020	50 ARBORETUM LN	E-85,SQ-85
2020-541	500 - Service Call, other	08/09/2020	100 LITTLE TEXAS RD	E-85,E-85A,SQ-85
2020-542	500 - Service Call, other	08/09/2020	0 WILLIAMS RD	E-85,SQ-85
2020-543	500 - Service Call, other	08/09/2020	100 LITTLE TEXAS RD	E-85,SQ-85
2020-544	611 - Dispatched & cancelled en route	08/10/2020	951 GEER HWY	E-85A
2020-545	743 - Smoke detector activation, no fire - unintentional	08/11/2020	2600 DUNCAN CHAPEL RD	E-85,E-85A
2020-546	611 - Dispatched & cancelled en route	08/11/2020	109 BLUE RIDGE DR	E-85A
2020-547	311 - Medical assist, assist EMS crew	08/11/2020	105 POPLAR ST	E-85,SQ-85
2020-548	311 - Medical assist, assist EMS crew	08/11/2020	252 LITTLE TEXAS RD	E-85,SQ-85
2020-549	311 - Medical assist, assist EMS crew	08/12/2020	1 HAVENWOOD LN	E-85,SQ-85
2020-550	311 - Medical assist, assist EMS crew	08/12/2020	8 NORTHCLIFF WAY	E-85A,SQ-85
2020-551	324 - Motor vehicle accident with no injuries.	08/12/2020	1 PARIS VIEW DR	E-85,SQ-85
2020-552	733 - Smoke detector activation due to malfunction	08/13/2020	1 HAVENWOOD LN	E-85,E-85A,SQ-85
2020-553	611 - Dispatched & cancelled en route	08/13/2020	951 GEER HWY	E-85A

Only REVIEWED incidents included.

2020-554	611 - Dispatched & cancelled en route	08/13/2020	951 GEER HWY	E-85A
2020-555	311 - Medical assist, assist EMS crew	08/13/2020	9 BENTON RD	E-85
2020-556	311 - Medical assist, assist EMS crew	08/13/2020	300 TRAILBLAZER DR	E-85
2020-557	311 - Medical assist, assist EMS crew	08/15/2020	252 LITTLE TEXAS RD	E-85,E-85A,SQ-85
2020-558	311 - Medical assist, assist EMS crew	08/15/2020	412 MCELHANEY RD	E-85,E-85A,SQ-85
2020-559	311 - Medical assist, assist EMS crew	08/15/2020	252 LITTLE TEXAS RD	E-85,E-85A,SQ-85
2020-560	311 - Medical assist, assist EMS crew	08/16/2020	49 BROOKSIDE DR	E-85A,SQ-85
2020-561	551 - Assist police or other governmental agency	08/16/2020	302 S MAIN ST	E-85,SQ-85
2020-562	745 - Alarm system activation, no fire - unintentional	08/16/2020	355 CARL KOHRT DR	E-85,E-85A,SQ-85
2020-563	311 - Medical assist, assist EMS crew	08/17/2020	155 TRAILBLAZER DR	E-85
2020-564	500 - Service Call, other	08/17/2020	200 HAWKINS RD	SQ-85
2020-565	311 - Medical assist, assist EMS crew	08/18/2020	1425 TRAILHEAD CT	E-85,SQ-85
2020-566	551 - Assist police or other governmental agency	08/18/2020	HAWKINS RD / N HWY25	SQ-85
2020-567	311 - Medical assist, assist EMS crew	08/18/2020	1 KRIEGER DR	AC-85,C-85,E-85,SQ-85
2020-568	412 - Gas leak (natural gas or LPG)	08/18/2020	1 S POINSETT HWY	E-85,E-85A,SQ-85
2020-569	311 - Medical assist, assist EMS crew	08/20/2020	412 MCELHANEY RD	SQ-85
2020-570	510 - Person in distress, other	08/20/2020	6 LOWELL ST	E-85
2020-571	311 - Medical assist, assist EMS crew	08/20/2020	24 S MAIN ST	E-85,SQ-85
2020-572	611 - Dispatched & cancelled en route	08/21/2020	10 KIRBY DR	E-85,E-85A,SQ-85
2020-573	311 - Medical assist, assist EMS crew	08/21/2020	DUNCAN CHAPEL RD / N HWY 25 BY	E-85,E-85A,SQ-85
2020-574	745 - Alarm system activation, no fire - unintentional	08/22/2020	1 HAVENWOOD LN	E-85,E-85A,SQ-85
2020-575	311 - Medical assist, assist EMS crew	08/22/2020	36 S MAIN ST	SQ-85
2020-576	311 - Medical assist, assist EMS crew	08/22/2020	252 LITTLE TEXAS RD	SQ-85
2020-577	445 - Arcing, shorted electrical equipment	08/22/2020	412 MCELHANEY RD	E-85,E-85A,SQ-85
2020-578	743 - Smoke detector activation, no fire - unintentional	08/22/2020	110 HAWKINS RD	E-85,E-85A,SQ-85
2020-579	311 - Medical assist, assist EMS crew	08/23/2020	655 N MAIN ST	SQ-85
2020-580	311 - Medical assist, assist EMS crew	08/23/2020	400 S MAIN ST	SQ-85

Only REVIEWED incidents included.

2020-581	311 - Medical assist, assist EMS crew	08/23/2020	1500 TRAILHEAD CT	E-85,SQ-85
2020-582	744 - Detector activation, no fire - unintentional	08/23/2020	1500 TRAILHEAD CT	E-85,E-85A,SQ-85
2020-583	744 - Detector activation, no fire - unintentional	08/23/2020	1500 TRAILHEAD CT	E-85,E-85A,SQ-85
2020-584	311 - Medical assist, assist EMS crew	08/23/2020	110 NOLAN RD	E-85,SQ-85
2020-585	744 - Detector activation, no fire - unintentional	08/23/2020	355 CARL KOHRT DR	E-85,E-85A,SQ-85
2020-586	311 - Medical assist, assist EMS crew	08/23/2020	2 TIGERVILLE RD	E-85,SQ-85
2020-587	311 - Medical assist, assist EMS crew	08/24/2020	807 N MAIN ST	AC-85,E-85
2020-588	311 - Medical assist, assist EMS crew	08/24/2020	250 LITTLE TEXAS RD	E-85,SQ-85
2020-589	745 - Alarm system activation, no fire - unintentional	08/25/2020	1500 TRAILHEAD CT	AC-85,E-85,E-85A,SQ-85
2020-590	653 - Smoke from barbecue, tar kettle	08/25/2020	319 S MAIN ST	AC-85,E-85,E-85A,PL-85,SQ-85
2020-591	311 - Medical assist, assist EMS crew	08/25/2020	110 HAWKCREST CT	E-85,SQ-85
2020-592	745 - Alarm system activation, no fire - unintentional	08/26/2020	110 HAWKINS RD	AC-85,E-85,E-85A,SQ-85
2020-593	611 - Dispatched & cancelled en route	08/26/2020	1 HAVENWOOD LN	SQ-85
2020-594	311 - Medical assist, assist EMS crew	08/26/2020	1 HAVENWOOD LN	E-85,SQ-85
2020-595	311 - Medical assist, assist EMS crew	08/27/2020	110 NOLAN RD	AC-85,E-85,E-85A,SQ-85
2020-596	311 - Medical assist, assist EMS crew	08/27/2020	11 HILLSIDE DR	E-85,SQ-85
2020-597	733 - Smoke detector activation due to malfunction	08/27/2020	110 HAWKINS RD	AC-85,C-85,E-85,E-85A,SQ-85
2020-598	311 - Medical assist, assist EMS crew	08/28/2020	21 PLAZA DR	AC-85,E-85,E-85A,SQ-85
2020-599	311 - Medical assist, assist EMS crew	08/28/2020	252 LITTLE TEXAS RD	E-85,SQ-85
2020-600	554 - Assist invalid	08/29/2020	300 TRAILBLAZER DR	E-85,SQ-85
2020-601	311 - Medical assist, assist EMS crew	08/29/2020	925 N MAIN ST	E-85,E-85A,SQ-85
2020-602	311 - Medical assist, assist EMS crew	08/29/2020	101 N MAIN ST	SQ-85
2020-603	311 - Medical assist, assist EMS crew	08/29/2020	10 MCELHANEY RD	E-85,E-85A,SQ-85
2020-604	735 - Alarm system sounded due to malfunction	08/29/2020	21 SADDLEBACK CV	E-85,E-85A,SQ-85
2020-605	500 - Service Call, other	08/29/2020	33 RED HOLLY WAY	SQ-85
2020-606	311 - Medical assist, assist EMS crew	08/30/2020	1 HAVENWOOD LN	E-85,SQ-85
2020-607	311 - Medical assist, assist EMS crew	08/30/2020	14 SPRINGDALE DR	E-85,SQ-85
2020-608	510 - Person in distress, other	08/30/2020	270 SWANWIT TRAIL	E-85,SQ-85

Only REVIEWED incidents included.

2020-609	311 - Medical assist, assist EMS crew	08/31/2020	36 S MAIN ST	E-85,SQ-85
2020-610	611 - Dispatched & cancelled en route	08/31/2020	1 HAVENWOOD LN	SQ-85
2020-611	311 - Medical assist, assist EMS crew	08/31/2020	807 N MAIN ST	E-85
2020-612	322 - Motor vehicle accident with injuries	08/31/2020	3300 POINSETT HWY	E-85,E-85A,SQ-85
2020-613	730 - System malfunction, other	08/31/2020	100 LITTLE TEXAS RD	E-85,E-85A,SQ-85

Total # Incidents: 107

Only REVIEWED incidents included.

Travelers Rest Fire Dept.

Travelers Rest, SC

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Total Training Hours per Personnel by Date Range

Personnel: All Personnel | Start Date: 08/01/2020 | End Date: 08/31/2020

Personnel Name	Total hours
Almeida, Josh C	20:00
Carter, Lee	48:00
Gilstrap, Matt W	14:00
Herman, Larry Dean	18:00
Kelly, Christian B	12:00
Little, Adam C	56:00
McCarson, Brad C	16:00
McMakin, James E	14:00
Owen, Patricia A	10:00
Perkins, Lee A	36:00
Robertson, Gregory W	14:00
Shupe, Jacob C	20:00
Smith, Christopher L	20:00
Count of Personnel : 13	Total Agency Training Hours : 298:00

Travelers Rest Fire Dept.

Travelers Rest, SC

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Occupancies Inspected for Date Range
Start Date: 08/01/2020 | End Date: 08/31/2020

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
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Included occupancies are those that have a LOCKED inspection on record for the date range provided.

Municipal Court
Monthly Report for August 2020
COVID-19

	Prior Month	Current Month	Year to Dat <small>(7/1/2020)</small>
Total Fines Processed	\$3,664.52	\$6,690.74	\$10,355.26
State Disbursement	\$1,978.40	\$3,820.92	\$5,799.32
City Disbursement (General Fund)	\$1,408.15	\$2,464.13	\$3,872.28
City Disbursement (Restricted)	\$277.97	\$380.69	\$658.66
Warrants Issued	25	16	41
Citations Issued	80	101	181
Criminal Cases Adjudicated	16	78	94
Traffic Cases Adjudicated	12	35	47
Total Cases Adjudicated	28	113	141
Jury Trials Requested	3	4	7
Jury Trials Held	0	0	0
Jury Trial (Pleas/Forfeited)	2	1	3
Cases Carried Over for Trial	11	28	N/A



THE HONORABLE CURTIS M. LOFTIS, JR.
State Treasurer

Municipal Name: City of Travelers Rest Municipal Code: 2899 Date Submitted: 9/1/2020
Collection Period Beginning (Month/Year): 8/1/2020 Collection Period Ending (Month/Year): 8/31/2020

SOUTH CAROLINA STATE TREASURER'S REVENUE REMITTANCE FORM

LINE	FINES, FEES AND FILING FEE/ASSESSMENT	%	CODE	AMOUNT DUE	LINE
A	Public Defender Application Fee - \$40 Per Application	100%	17-3-30		A
B	Body Piercing	100%	44-32-120		B
C	Marriage License Fee - Additional \$ 20 Per License	100%	20-1-3 75		C
D	Bond Estreatment	25%	17-15-260		D
DA	Municipal Conditional Discharge Fee-\$150	100%	44-53-450(C)		DA
DB	Violations of State Shellfish Laws	33%	44-1-152		DB
DC	Criminally Negligent Use of Firearms/Archery Tackle	100%	50-1-85		DC
DD	Highway Work Zone - Department of Public Safety	65%	56-5-1535		DD
DE	Highway Work Zone - State Highway Fund	25%	56-5-1535		DE
DF	Public Disorderly Conduct <i>(New ss 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	\$12	G
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211	\$100	H
I	Municipal DUI DPS Pullout- \$100	100%	56-5-2930 & 2945	\$100	I
IA	DUI/DUAC Breathalyzer Test Conviction Fee-SLED \$25	100%	56-5-2950(B)		IA
SURCHARGES					
J	Municipal Drug Surcharge -\$150 Per Case	100%	14-1-213(A)	\$150	J
K	Municipal Law Enforcement Surcharge - \$25 Per Case	100%	14-1-212(A)	\$1225.00	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	\$2233.92	L
LA	Municipal Traffic Education Program \$140 Application Fee	90.83%	17-22-350(C)		LA
M	TOTAL REVENUE DUE TO STATE TREASURER			\$ 3,820.92	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	\$280.69	N
O	Surcharges-Municipal	100%	14-1-211	\$100.00	O
OA	Other Assessments-Municipal	9.17%	17-22-350(C)		OA
P	TOTAL RETAINED FOR VICTIM SERVICES			\$ 380.69	P

Comments: _____

Contact Person _____ Telephone: _____

Contact Person Email: _____

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

Municipal Treasurer Signature: Charlene Carter

Municipal Treasurer Email: charlene@travelersrestsc.com

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

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

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

MUNICIPAL COURT REMITTANCE FORM FOR STATE'S PORTION OF REVENUE

To City Treasurer of Travelers Rest

For The Month Of AUGUST 2020

Municipal Court Cases

Total Fines		\$ 2,464.13
Conviction Surcharges		\$ 100.00
DUI Assessment		\$ 237.00
DUS Assessment	\$ _____	\$ 0.00
Insurance Fraud (See Form A)	\$ _____	
Cruelty to Animals (See Form B)	\$ _____	
Wildlife	\$ _____	
Size & Weight	\$ _____	
Carrier of Household Goods and Hazardous Waste	\$ _____	
Other Assessments		\$ 3,889.61

Transfer Cases from General Sessions Court

Fines		\$ _____
Conviction Surcharge		\$ _____
DUI Assessment		\$ _____
Other Assessments		\$ _____
Bond Estreatments		\$ _____
TOTAL		\$ 6,690.74

Signed J. Twitty
Municipal Judge

Date Sept 1, 2020

ATTACHMENT F

Total Amount Allocated to State	\$ 3,820.92
Total Amount Allocated to Victim Assistance Fund	\$ 380.69

Travelers Rest Building Permit Report

Summary Report By Month 2020

	20-Jan	20-Feb	20-Mar	20-Apr	20-May	20-Jun	20-Jul	20-Aug	20-Sep	20-Oct	20-Nov	20-Dec	YTD 2020
PERMITS ISSUED:													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	7	4	6	3	1	5	4	0					3
COMMERCIAL NEW CONSTRUCTION	3	0	1	0	1	1	0	0					
OTHER NEW CONSTRUCTION	0	0	0	0	0	0	0	0					
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	5	6	1	2	12	11	8	6					5
SIGN PERMITS	4	1	1	0	1	2	1	1					1
RESIDENTIAL RENOVATION	2	2	0	2	5	3	4	1					1
COMMERCIAL RENOVATION	1	3	2	1	0	1	1	0					
MOBILE HOMES	0	0	0	0	0	0	0	0					
MOBILE HOMES Removed	0	0	0	0		1	0	0					
TOTAL PERMITS ISSUED	22	16	10	8	20	24	18	8					12
FEEES COLLECTED:													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	\$8,304	\$4,471	\$6,624	\$2,991	\$1,132	\$4,600	\$11,090	\$0					\$39,211
COMMERCIAL NEW CONSTRUCTION	\$58,187	\$0	\$3,155	\$0	\$933	\$2,535	\$0	\$0					\$64,811
OTHER NEW CONSTRUCTION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0					\$0
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	\$260	\$250	\$30	\$110	\$476	\$512	\$354	\$220					\$2,211
SIGN PERMITS	\$40	\$110	\$10	\$0	\$20	\$30	\$200	\$100					\$511
RESIDENTIAL RENOVATION	\$521	\$93	\$0	\$144	\$730	\$582	\$489	\$418					\$2,071
COMMERCIAL RENOVATION	\$681	\$343	\$1,274	\$48	\$0	\$205	\$63	\$0					\$2,611
MOBILE HOMES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0					\$0
PLAN REVIEW	\$1,263	\$4,873	\$838	\$3,300	\$0	\$463	\$150	\$804					\$11,691
TOTAL FEES COLLECTED	\$69,256	\$10,140	\$11,931	\$6,593	\$3,291	\$8,927	\$12,346	\$1,542					\$124,021
INSPECTIONS PERFORMED:													
ELECTRICAL	39	25	18	31	19	42	45	22					24
PLUMBING	30	30	20	27	16	38	28	21					21
MECHANICAL	38	40	30	45	26	48	57	34					31
BUILDING	46	35	32	32	22	40	1	18					22
MANUFACTURED HOMES	0	0	0	0	0	0	0	0					0
Certificates of Occupancy	3	7	2	10	1	8	3	5					3
MOBILE HOMES Removed	0	0	0	0	0	0	0	0					0
Demolition	0	0	0	0	0	0	0	1					1
TOTAL INSPECTIONS PERFORMED	153	137	100	145	84	168	134	101					102
CODE ENFORCEMENT CASES:													
NEW CASES		4	13	33	12	21	11	12					6
ACTIVE CASES		1	5	19	7	13	6	11					3
CLOSED CASES		3	8	14	5	8	5	1					3



MEMORANDUM

TO: City Council

FROM: Eric Vinson, City Administrator

DATE: September 4, 2020

SUBJECT: Short Term Residential Rentals

Attached is a proposed ordinance that provides for the allowance of short-term residential rentals. This ordinance is based largely on other similar ordinances from surrounding jurisdictions. It applies only to the use of residential dwelling units for short-term rentals.

The City of Travelers Rest is committed to working to protect the traditional quality of life and character of residential neighborhoods. Concerns about permitting short-term residential rentals include, but are not limited to, concerns about increased traffic, noise, trash, and parking needs; safety issues created by increased traffic and population density, and other undesirable changes to the traditional nature of the city's neighborhoods. This article provides a registration and inspection process governing all short-term residential rentals, for the purposes of balancing the protection of existing residential neighborhoods and residents with allowing a limited use of residences for short-term residential rentals, and for implementing life safety standards.

Purpose.

The City of Travelers Rest is committed to working to protect the traditional quality of life and character of residential neighborhoods. Concerns about permitting short-term residential rentals include, but are not limited to, concerns about increased traffic, noise, trash, and parking needs; safety issues created by increased traffic and population density; residences potentially standing empty for long periods for time; negative impacts on the volume of available and affordable family residential housing stock; and other undesirable changes to the traditional nature of the city's neighborhoods. This article provides a registration and inspection process governing all short-term residential rentals, for the purposes of balancing the protection of existing residential neighborhoods and residents with allowing a limited use of residences for short-term residential rentals, and for implementing life safety standards.

Definitions.

Dwelling – any building used exclusively for human habitation, including any permitted home occupation but excluding hotels, motels, and rooming and boarding houses.

Improved surfaces. areas surfaced with asphalt, concrete, bituminous or other alternative paving material, including grass pavers, porous concrete, and other similar materials, subject to approval by the city. Gravel and other materials similar to gravel are generally not allowed except in areas used for occasional parking, again only as permitted by applicable zoning requirements.

Owner-occupied. A dwelling unit is owner-occupied if a dwelling unit owner uses the dwelling, or part thereof, as his or her primary residence.

Rental day means any day on which a dwelling or any part thereof is rented for any portion of the 24-hour period beginning at 12:00 a.m. and ending at 11:59 p.m. Unrented hours in a 24-hour period cannot be added to any other day to extend the number of days on which a dwelling may be rented as a short-term rental during a calendar year.

Short-term residential rental means the legally permitted accessory use of a dwelling unit or portion thereof for a fee or other compensation for a period less than 30 consecutive rental days. Short-term residential rentals do not include hotels, motels, bed and breakfast establishments, or inns that are subject to and compliant with the city's business license and other applicable Code requirements, nor does the term include rentals longer than 30 days.

Short-term tenant means any person, other than a legal owner, who pays a fee or other compensation in order to occupy a dwelling for 29 or fewer rental days, as defined by this article.

Requirements.

- a. *Registration.* Property owners must register dwelling units with the city prior to renting out a dwelling unit or any part of a dwelling unit for a short-term residential rental. All of the legal owners of a dwelling unit must complete and sign a form provided by the city for that purpose and pay the annual fee.
- b. The owners must provide information concerning the dwelling location, ownership, contact information, and the number of short-term rental units in the dwelling, and must agree to comply with the requirements of this article. The city may request additional registration information, as it deems necessary.
- c. When registering, the owner(s) must provide the city with the number of days each dwelling or any part of the dwelling was rented as a short-term residential rental during the preceding calendar year.

- d. Registrations are non-transferrable. If ownership of a registered dwelling changes, the new owner(s) must complete a new registration form before renting out any part of the dwelling for a short-term rental and must pay the annual fee.
- e. If a residence is not owner-occupied, the owner(s) must provide the name of a person, firm, or corporation located within a 50-mile radius of the City of Travelers Rest responsible for the care and maintenance of the residence and who can be contacted in case of emergency or in case issues arise.
- f. Registration permits are exempted if the property is rented no more than two times per year for a total period of no more than two weeks (14 days).
- a. *Annual registration and fee.* The annual registration fee is \$250.00 per dwelling unit regardless of the point in a calendar year that a registration is obtained. The registration year runs from April 15 to April 14 of the following year. All short-term rental registrations expire on April 14 each year. No registration fees are to be prorated or refunded.
- b. *Signage and proof of registration.* No dwelling unit used as a short-term rental in a residential district may display a sign advertising that rental.
- c. *Occupancy.* Maximum occupancy for a short-term residential rental dwelling is two persons per bedroom or 8 guests total, whichever is less.
- d. *Property owner(s), persons in charge, and tenants.* Registration of a short-term rental residence will not be allowed if the residence is not owner-occupied, or if the owners of a non-owner-occupied residence have not identified a person in charge. A person in charge, who may or may not be an owner, must reside in or have an office within a 75-mile radius of the city and be able to act as the agent for the owner(s). The city must be notified in writing within 14 days of the change if there is a change of ownership or in the identity of the person in charge.
- e. Owners and persons in charge must maintain all short-term rental residences under their ownership and/or control in compliance with all applicable city ordinances and regulations.
- f. Owners, persons in charge, and tenants shall be liable for violations of laws and/or ordinances, including, but not limited to, occupancy violations, at rental residences under their ownership, control, or occupancy.
- g. *Parking.* Off-street parking spaces and vehicular use areas are subject to zoning requirements. All parking for tenants must be contained on site and only on improved surfaces. During rentals, no parking for owners, occupants, tenants, or guests may be located on unimproved surfaces. Unimproved surfaces include, but are not limited to, grassed, wooded, dirt, and mulched surfaces, as well as any other parking surfaces not in compliance with applicable City Code requirements.
- h. *Safety and damages.* Property owners are responsible for their own safety and insurance needs, as well as the safety and sanitation needs of their tenants. By providing a registration process allowing property owners to conduct short-term rentals of dwellings and/or by providing a compliance inspection service, the city is not assuming responsibility for safety or liability related to rental activities.
- i. *Life, safety and sanitation requirements.* For purposes of this article, the following standards apply to short-term residential rentals and must be met prior to being issued a registration:
 - 1. *9-1-1 numbers* - Minimum three inches tall and readily visible and legible from the street.
 - 2. *Trash cans and storage of solid waste* - One trash cart and one recycling cart with a designated storage location for the roll cart behind the front building line.
 - 3. *Property Maintenance* - Property exteriors shall comply with all adopted city codes.

4. *Doors and windows* - Individual dwelling units must have access directly to the outside or to a common corridor. Sleeping rooms must have at least one operational window for egress. Windows in first floor sleeping rooms shall have a minimum opening of 5.0 square feet. Windows in second floor sleeping rooms shall have a minimum opening of 5.7 square feet.
5. *Stairs, rails, porches, decks* - A graspable handrail is required for four or more stairs whether indoors or out. Guardrails are required on decks over 30 inches above grade, must be a minimum of 36 inches in height and not have any openings between pickets or rails that exceeds four inches. Porches and decks shall not have apparent structural damage or broken or missing rails or steps. No exposed risers are allowed on stairs over 30 inches in height whether indoors or out.
6. *Swimming pools/spas* - Swimming pools and spas shall be enclosed and include a self-closing and self-latching gate of 48 inches minimum height.
7. *Electrical service and electrical hazards* - Electrical service shall be provided through the public service provider. All bathrooms, exterior outlets, non-dedicated kitchen outlets within six feet of kitchen sink shall be ground-fault protected. Missing or cracked plates on switches or outlets shall be repaired.
8. *Ceilings* - Habitable spaces and hallways must have a clear ceiling height of not less than seven feet. Ceilings shall not have any apparent visual defects, evidence of mold or mildew, or holes with exposed wiring or insulation.
9. *Walls* - Walls shall not have any apparent visual defects, evidence of mold or mildew, or holes with exposed wiring or insulation.
10. *Floors* - Floors shall not have any apparent visual defects, evidence of mold or mildew, or soft spots.
11. *Sink* - In kitchen with hot and cold running water. Hot water to be at least 85 degrees and not to exceed 120 degrees.
12. *Stove or range* - Stoves and ranges shall be free of apparent hazards. Combustible material must be at least 30 inches above the heat source. Anti-tip device must be installed for freestanding units.
13. *Toilet* - Flushing and leak free in a room affording privacy.
14. *Wash basin* - Operational and leak free equipped with hot and cold running water. Hot water to be at least 85 degrees and not to exceed 120 degrees.
15. *Tub or shower* - Must be operational and equipped with hot and cold running water in a room affording privacy. Hot water to be at least 85 degrees and not to exceed 120 degrees.
16. *Ventilation in bathroom* - Bathrooms must have a window or mechanical ventilation and not have an evidence of mold or mildew.
17. *Smoke detectors* - Every bedroom and adjoining hallway as well as the common areas shall be equipped with an operational, approved listed smoke detector. In units containing more than one story, detectors are required on each story.
18. *Fire extinguisher* - Minimum five pound ABC fire extinguisher that is fully charged and not past expiration date.
19. *Evacuation plan* - Each room used for sleeping shall have an evacuation plan posted on the door.
20. *Heating equipment* - Operational heating facilities capable of maintaining a room temperature of 70 degrees.

21. *Evidence of infestation* - Premises shall appear free of rats, mice, roaches or other vermin.
 22. *Interior stairs and common halls* - Stairs and halls shall not have apparent damage or missing rails or steps. No exposed risers are allowed on stairs over 30 inches in height whether indoors or out.
 23. *Carbon Monoxide Detector* - Carbon Monoxide Detector will be required and properly installed in all units that have attached garage and/or gas appliances.
- g. *Compliance inspections.* Properties may enter into the program at any point. However, annual compliance inspections of short-term residential rentals shall begin January 1, and will be required each year thereafter. Short-term rental inspections will be conducted from January 1 to April 14 each year. Property owners must arrange with the city for on-site inspections of short-term rental properties prior to the use of a dwelling for short-term rental purposes. Properties that do not pass inspection may not be used for short-term rentals until successfully completing inspection. Properties that do not pass inspection must correct all defects noted on the inspection report and schedule a reinspection of the property.
- h. *Accommodations, sales, and income taxes.* There are federal, state, county, and/or city laws and rules for collection of sales, accommodations, and income taxes. Owners, operators, lessors, occupiers, and/or tenants of dwellings used for short-term rentals are solely responsible for payment of all applicable taxes.

Violations.

Depending on severity, violations of this article may result in immediate revocation of the registration of a dwelling unit or dwelling units. Absent the need for immediate revocation, a formal written warning shall be issued for a first violation. However, if there is an additional violation at the same dwelling within a 12-month period immediately following a warning, registration for that dwelling shall be revoked for 12 months to begin with the start of the next calendar year. Warnings, citations, and revocations may be issued to dwelling owners, operators, lessors, agents, occupants, tenants, and/or guests, depending on the nature of the violation. Dwelling unit owners are ultimately responsible for the conduct of their dwelling operators, lessors, agents, occupants, tenants, and guests, regardless of whether the owners are present at the dwelling.

Violations include, but are not limited to:

1. Providing false information about a dwelling or short-term rental to the city;
2. Failure to have a valid registration for any dwelling at a time when it is used in whole or in part as a short-term rental;
3. Violation of any part of this article; and
4. Violation of any applicable ordinance or laws by owners, operators, lessors, agents, occupants, tenants, or guests of short-term rentals (examples include, but are not limited to, violations of ordinances and laws concerning noise, disorderly conduct, littering, underage drinking, drug offenses, public drunkenness, traffic and parking, and all other criminal and nuisance offenses).

Penalties.

Revocation of registration - If it is determined a registration should be revoked, the city administrator or authorized designee shall notify the property owner(s) of the decision by written notice sent by certified mail or delivered in person. The notice shall set forth the effective dates of any revocation, the reason for any revocation, the penalties that may be imposed for violation of

any revocation, and any applicable appeal rights, deadlines, and filing procedures. Notification will be sent to the property owner at the contact address provided in the registration application.

Appeals shall be submitted in writing with within 10 days of receipt of notice. All appeals of the Administrators decision shall take place before City Council for the purpose of determining whether to revoke registration.

Unless otherwise provided herein, upon conviction, the violation of this section shall be punishable by a fine or imprisonment as set forth in Section 1.12.510 of this code.

Severability, savings, and effective date.

- a. *Severability.* A determination of invalidity or unconstitutionality by a court of competent jurisdiction of any clause, sentence, paragraph, section or part, of this article shall not affect the validity of the remaining parts of the article.
- b. *Savings.* Any enforcement action which is pending on the effective date of this article and which arose from a violation of an ordinance repealed by this article, or a prosecution which is started within one year after the effective date of this article arising from a violation of an ordinance repealed by this article, shall be tried and determined exactly as if the ordinance had not been repealed.
- c. *Effective date.* This article is effective on _____



MEMORANDUM

TO: City Council
FROM: Charlene Carter
DATE: September 8, 2020
SUBJECT: MASC Hometown Economic Development Grant application

The City would like to take the opportunity to apply for the MASC Hometown Economic Development Grant. The grant application will include the request to use the funds to maximize multiple locations of outdoor activity. We have reviewed multiple sites and believe we can use these funds with other grant funding options to make improvements and additions.

The application will require the to City match of \$2500 and a Resolution for support.
Submittal due date September 25, 2020



MEMORANDUM

TO: City Council
FROM: Charlene Carter
DATE: September 8, 2020
SUBJECT: Emergency Mask Ordinance Extension

Ordinance O-16-20 Emergency Ordinance adoption of 60 days is July 18-September 16, 2020. The Ordinance will expire the day before the September City Council meeting. The Ordinance does include the provision to extend the original ordinance by 60 days. If Council would like to extend the Emergency Ordinance by 60 days this would include the dates of September 16-November 15, 2020. To adopt, Council would be required to extend the original Emergency Ordinance with one reading to include the dates of September 16-November 15, 2020.

STATE OF SOUTH CAROLINA)
)
COUNTY OF GREENVILLE) ORDINANCE NO. O-16-20
)
CITY OF TRAVELERS REST)

AN EMERGENCY ORDINANCE

REQUIRING INDIVIDUALS TO WEAR FACE COVERINGS IN CERTAIN ESTABLISHMENTS AND MATTERS RELATED THERETO

WHEREAS, the 2019 Novel Coronavirus (“COVID-19”) is a respiratory disease that can result in serious illness or death by the SARS-CoV-2 virus, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person;

WHEREAS, the World Health Organization declared COVID-19 a Public Health Emergency of International Concern on January 30, 2020;

WHEREAS, the Centers for Disease Control and Prevention (the “CDC”) has warned of the high public health threat posed by COVID-19 globally and in the United States;

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19 under Section 391 of the Public Health Service Act;

WHEREAS, on March 13, 2020, the President of the United States declared that the COVID-19 outbreak in the United States constitutes a national emergency, which began on March 1, 2020;

WHEREAS, also on March 13, 2020, the Governor of the State of South Carolina (the “State”) issued Executive Order 2020-08, declaring a State of Emergency based on a determination that the COVID-19 poses an actual or imminent public health emergency for the State;

WHEREAS, the Governor of the State has subsequently declared a continued State of Emergency in Executive Orders 2020-15 (March 28), 2020-23 (April 12), 2020-29 (April 27), 2020-35 (May 12), 2020-38 (May 27), and 2020-40 (June 11);

WHEREAS, the State is experiencing a dramatic increase in the number of identified new COVID-19 cases, and as of June 25, 2020, the South Carolina Department of Health and Environmental Control (“DHEC”) is reporting that there have been 27,842 confirmed COVID-19 cases and 683 confirmed COVID-19 deaths in the State;

WHEREAS, if COVID-19 cases continue to increase in the State and in the City of Travelers Rest, the demand for medical, pharmaceutical, personal, and general cleaning supplies may overwhelm sources of supply; the private and public sector work force may be negatively impacted by absenteeism; and the demand for medical facilities may exceed locally available resources;

WHEREAS, health authorities, including the CDC, the Surgeon General of the United States, and DHEC have recommended the use of face coverings as a means of preventing the spread of COVID-19; and

WHEREAS, S.C. Code § 5-7-250(d) provides that “[t]o meet public emergencies affecting life, health, safety or the property of the people, council may adopt emergency ordinances ... by the affirmative vote of at least two-thirds of the members of council present. An emergency ordinance is effective immediately upon its enactment without regard to any reading, public hearing, publication requirements, or public notice requirements. Emergency ordinances shall expire automatically as of the sixty-first day following the date of enactment;”

WHEREAS, the City Council of the City of Travelers Rest has determined that an emergency exists and that based on the recommendations of public health experts and responsive

to a serious threat to the public health, safety, and welfare of its citizens, that it would serve the public interest and be within the City's police powers under Home Rule and S.C. Code § 5-7-60 to require that individuals wear face coverings in certain situations and locations;

WHEREAS, the South Carolina Attorney General, on June 25, 2020, issued a public statement that enacting local mask requirements is within the police power of municipalities and is not preempted by State law;

WHEREAS, this Ordinance has been approved by at least two-thirds of the Councilmembers present at the meeting in which it was considered;

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

Section 1. Definitions. As used herein, the terms below shall have the following meanings

1. "Establishment" means a Foodservice Establishment, Grocery Store, Pharmacy or Retail Establishment.
2. "Face Covering" means a uniform piece of cloth, fabric, or other material that securely covers a person's nose and mouth and remains affixed in place without the use of one's hands. Face Coverings include, but are not limited to, bandanas, medical masks, cloth masks, scarves, and gaiters, provided that they are worn such that they securely cover the person's nose and mouth.
3. "Foodservice Establishment" means any establishment within the City of Travelers Rest that sells prepared food on a dine-in, delivery, carry-out, or drive-through basis.
4. "Grocery Store" means a retail establishment that primarily sells food but may also sell convenience and household goods. This term includes hypermarkets, discount department stores and stores that have a combination of pharmacy, grocery and/or

discount department store services. Except, this term does not include a convenience store.

5. "Pharmacy" means a retail establishment where prescription drugs are dispensed and sold.
6. "Responsible Person," with respect to an Establishment, means any individual associated with the Establishment who has the authority and ability to enforce the requirements of the Ordinance within the Establishment, such as an owner, manager, or supervisor. "Responsible Person" may also include an employee or other designee that is present at the Establishment but does not have the title of manager or supervisor, but who has the temporary or designated authority and ability to ensure that the requirements of this Ordinance are met while the Establishment is open to the public.
7. "Retail Establishment" means any retail business, organization, establishment, or facility open to the public within the City, including without limitation:
 - a. grocery stores, convenience stores, and any other establishment engaged in the retail sale of non-prepared food;
 - b. commercial stores engaged in the retail sale of goods or services to the public including without limitation sporting goods stores; furniture and home-furnishings stores; clothing, shoe, and clothing-accessory stores; jewelry, luggage, and leather goods stores; department stores; hardware and home-improvement stores; book, craft, and music stores; florists and flower stores; and all other stores that sell supplies for household consumption or use;
 - c. pharmacies and other stores that sell medications or medical supplies;
 - d. alcoholic beverage stores; and

- h. In settings where it is not practical or feasible to wear a Face Covering, including when obtaining or rendering goods or services such as the receipt of dental services or while swimming;
- i. While exclusively with members of a family or the same household, and no person other than such family or household is within the same enclosed area.

Section 4. Individual Violations: Civil Infraction.

Any person violating the provisions of this Ordinance by failing to wear a Face Covering when required shall be guilty of a civil infraction, punishable by a penalty of not more than One Hundred Dollars (\$100.00). Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense.

Section 5. Responsible Person Violations: Civil Infraction.

Any Responsible Person violating the provisions of this Ordinance by failing to require employees of the Establishment to wear a Face Covering when required shall be guilty of a civil infraction, punishable by a penalty of not more than One Hundred Dollars (\$100.00). Each day of a continuing violation of this Ordinance shall be considered a separate and distinct offense.

Section 6. Responsible Person Violations: Revocation of Permits and Licenses.

In addition to the penalties established by Section 5 hereof, repeated violations of this Ordinance by a Responsible Person by failing to require employees of the Establishment to wear a Face Covering may, subject to all procedural protections set forth in the City Code, result in the suspension or revocation of any occupancy permit or business license issued to business where the repeated violations occurred.

Section 7. Responsible Person Violations: Public Nuisance.

In addition to the penalties established by Section 5 hereof, repeated violations of this Ordinance by a Responsible Person by failing to require employees of the Establishment to wear a Face Covering are additionally hereby declared to be a public nuisance, which may be abated by the City by restraining order, preliminary and permanent injunction, or other means provided for by the laws of this State. The foregoing notwithstanding, every effort shall be made to bring Establishments into voluntary compliance with the terms of this Ordinance prior to the commencement of any enforcement action.

Section 8. Duties of Establishments and Responsible Persons.

Establishments and Responsible Persons shall have a duty to enforce the provisions of this Ordinance only against employees of the Establishment. Without limiting the generality of the foregoing, no Establishment or Responsible Person shall have any duty to require that customers, visitors, or other members of the general public wear Face Coverings.

Section 9. Suspension of Contrary Local Provisions.

During the Emergency Term (as defined in Section 12 below), any ordinance, resolution, policy, or bylaw of the City that conflicts with the provisions hereof shall be and is hereby suspended and superseded.

Section 10. Expiration of Ordinance; Extension of Emergency Term.

As provided by S.C. Code § 5-7-250(d), this Ordinance shall expire automatically as of the sixty-first day following the date of enactment (the "Emergency Term"). Notwithstanding the foregoing, however, Council may extend the Emergency Term by emergency ordinance for one or more additional terms, each of no more than sixty days, provided that the total duration of the

Emergency Term shall not exceed six months without enacting an ordinance in the ordinary course.

Section 11. Severability.

Should any provision, section, paragraph, sentence, or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences, or words of this Ordinance as hereby adopted shall remain in full force and effect.

Section 12. Effective Date and Time.

This emergency Ordinance shall take effect at 6:00 p.m. on July 18, 2020.


This ordinance is effective upon its adoption.

DONE, RATIFIED, AND PASSED this 16th day of July, 2020.




Brandy Amidon, Mayor

ATTEST:



Charlene Carter
City Clerk, Treasurer

REVIEWED:



Eric E. Vinson
City Administrator

Approved as to Form:

s/Robert C. Childs, III

Robert C. Childs, III
City Attorney

