

**CITY OF UNION SOUTH CAROLINA
UNION MUNICIPAL BUILDING
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 21, 2012
6:30 PM**

AGENDA

1. CALL TO ORDER:

- A. INVOCATION
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL

2. MINUTES:

- A. JANUARY 17, 2012 Regular City Council Meeting

3. COMMUNICATIONS:

A. MONTHLY REPORTS

- 1. Personnel Department
Municipal Clerk - Gloria Rogers
- 2. Public Service Director - Perry Harmon
- 3. Public Safety Department - Sam White
- 4. Planning Department - Harold Thompson
- 5. Maintenance Shop - Mike Petrie
- 6. Utility Department - Joe Nichols
- 7. Finance Department - Walker Gallman

4. BUSINESS

- A. **ORDINANCE- 2ND READING** - CITY OF UNION PURCHASING POLICIES AND PROCEDURES
- B. **ORDINANCE – 1ST READING**- TO REZONE 400 EAST MAIN STREET FROM A-4 OFFICE,
RESIDENTIAL & INSTITUTIONAL TO A-1 CENTRAL BUSINESS
- C. **ORDINANCE – 1ST READING** – ESTABLISHING A MUNICIPAL PLANNING COMMISSION FOR
THE CITY OF UNION.
- D. **ORDINANCE – 1ST READING** –ANNEXING 441 SOUTH DUNCAN BYPASS INTO THE CITY OF UNION
- E. **RESOLUTION** – UNION MILL VILLAGE REVITALIZATION PROJECT-PHASE II
- F. **DISCUSSION/MOTION** - ANNUAL CITY BUDGET WORKSHOP DATES: April 17, 18, & 19.

5. ANNOUNCEMENTS BY MAYOR AND COUNCIL:

6. PUBLIC COMMENT:

- A. Please address the Mayor and Council from the lectern and state your name and address for the record. (Please limit your comments to 3-5 minutes)

7. ADJOURNMENT

REQUEST FOR CITY COUNCIL CONSIDERATION

Agenda Item: 2-A	Meeting Date: FEBRUARY 21, 2012
Agenda Section: MINUTES	Prepared By: GLORIA ROGERS
Subject: APPROVAL OF MINUTES	Date: FEBRUARY 1, 2012
	Department: LEGISLATIVE

BACKGROUND:

The Following Minutes Are Submitted To Council For Approval:

Tuesday, January 17, 2012 6:30 PM

Regular City Council Meeting

Reviewed by Dept. Head: <i>Gloria Rogers</i>	Reviewed by Mayor
Council Action: Motion by	
2 nd by	
To	
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**MINUTES
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 17, 2012
6:30 P.M.**

(Summary minutes of City Council meeting. Audio tapes of the meeting are on file and are included by reference as part of this meeting. An agenda of this meeting has been either mailed or made available to persons, organizations and local news media as per their request. The agenda gives the date, time and place of the meeting as well as the order of business. This disclosure is in compliance with the South Carolina Code of Laws of 1976, Section 30-4-80 (c).)

The regular meeting of City Council was held on January 17, 2012 at 6:30 P.M. in the City Municipal building with the following present:

COUNCIL: Mayor Harold Thompson, Mayor Pro Tem Keith Henderson, Councilmembers Tommie L. Hill, Robert Garner, Ricky Todd Harris and Andy Bailey. Councilmember Orangelow Ruff was absent due to illness.

CITY ATTORNEY: Billy Whitney

DEPARTMENTAL STAFF: Gloria Rogers, Municipal Clerk/Personnel Director; Sam White, - Public Safety Director; Joe Nichols – Utility Director; Walker Gallman – Finance Director ; Laura Hembree – Accounting Supervisor and Mike Petrie – Maintenance Shop Director. Perry Harmon – Public Service Director was absent.

NEWS MEDIA: Steve Ramsey – WBCU and Graham Williams – Union County News

OTHERS: Terry R. Fant, Mike Stevens and Sonja Craig

1. Call To Order

Mayor Thompson called the meeting to order. Mayor Pro Tem Henderson gave the invocation. The Pledge of Allegiance to the flag was given by all present. The roll was called by Municipal Clerk Gloria Rogers.

2. Minutes

A. December 6, 2011 Regular Council Meeting

MOTION by Councilmember Harris to accept minutes as presented.
SECOND by Councilmember Bailey.
CARRIED UNANIMOUSLY.

3. Communications

A. Monthly Reports

MOTION by Councilmember Hill to accept monthly reports.
SECOND by Councilmember Harris.
CARRIED UNANIMOUSLY.

B. FY 2011 Audit Presentation

In accordance with Governmental Accounting and Auditing Standards and SC law, an accounting of local government revenues and expenditures must be performed by an independent auditor. Mr. Terry R. Fant, CPA, presented a summary of the audited financial statements for fiscal year ending June 30, 2011.

4. **BUSINESS**

A. **ORDINANCE – 1st READING – PURCHASING POLICIES & PROCEDURES**

Finance Director Walker Gallman addressed Council. He states that purchasing by the State of South Carolina is governed by the Consolidated Procurement Code in the Title II, Section 35 of the SC Code of Laws (volume 4A). All political subdivisions must adopt ordinance or procedures embodying sound principles of appropriately competitive procurement. A municipality may write its own code. Adopting state procedure is not required. On July 21, 1981, City Council adopted a resolution adopting purchasing procedures for the City. These procedures had been revised over the years with the last revision on August 8, 2008. The only exception to this was an ordinance dated October 6, 2010 to allow local preference to contractors and vendors that operate a business in Union County. After many changes in State law requiring the City to follow certain procurement procedures in advertising, awarding bids and record keeping, staff felt that the purchasing manual should be revised in ordinance form. A copy of the revised Purchasing Manual was presented to City Council for their consideration. The recommendation is to pass 1st reading of the Purchasing Policy & Procedures Ordinance.

MOTION by Councilmember Garner to pass 1st reading of the ordinance.
SECOND by Councilmember Harris.
CARRIED UNANIMOUSLY.

B. **DISCUSSION/MOTION – MAIN STREET LIGHTING FIXTURES REPLACEMENT**

Utility Director Joe Nichols addressed City Council. He discussed Main Street Lighting Fixtures Replacement. Main Street Lighting consists of 51 light poles with four (4) 18" globes and bulbs and one (1) 20" globe and bulb. By changing existing bulbs with light emitting diode (LED) lighting, which will eliminate the ballast, potential energy savings should net \$14,240 per year. The cost of retrofitting these lights with LED lights and replacing globes is \$88,357.50. Labor will be completed by City of Union personnel. A comparison of the existing lighting fixtures to the proposed LED lighting fixtures were presented to City Council. The recommendation is to replace existing lighting fixtures with cost saving LED replacement bulbs and globes.

MOTION by Councilmember Harris to accept recommendation.
SECOND by Councilmember Garner.
CARRIED UNANIMOUSLY.

C. **DISCUSSION/MOTION – COMMUNITY CHANGE PROGRAM – HEATING & COOLING ASSISTANCE**

Finance Director Walker Gallman addressed Council. He states that the Community Change Program has been in effect at the City of Union since 1993. What started out as a way of generating funds to assist in

providing food and shelter to the needy is now a Heating and Cooling Assistance Program. This program began as a heating assistance only and council voted in August of 2010 to add cooling assistance to the program. Heating assistance (Electric & Gas) runs from January 1, thru April 30 and cooling (Electric Only) runs from July 1 thru October 31. Each City of Union customer that qualifies can receive a \$100 dollars per season. (No customer should receive more than \$200 in any one fiscal year.) In fiscal year 2011, the "Community Change Program" generated \$21,748.00, assisted 209 customers in the amount of \$21,751.52. Use of these funds to help with heating and cooling bills is in keeping with what we have always said funds will be used for. Assistance will continue on the availability of funds. The Salvation Army and Carolina Community Actions have indicated that they are willing to qualify applicants for the assistance as appropriated. Letters from the two agencies agreeing to qualify applications were presented to City Council. To qualify to receive any assistance, a customer must also participate in the program. Should council agree to renew the release of Community Change funds to assist City Utility customers, a motion is required.

MOTION by Councilmember Harris to release Community Change funds to assist City Utility customers.

SECOND by Councilmember Hill.

CARRIED UNANIMOUSLY

D. **AWARD BID – MONARCH MILL VILLAGE – SEWER IMPROVEMENTS PHASE**

Utility Director Joe Nichols states that bids were received on January 10, 2012, 2:00 pm at City Hall for sewer system improvements at Monarch Mill Village Phase I. Eight (8) bids were received for this project. The bid summary and the engineer's recommendation letter were presented to City Council. Proposed funding for this project is through the SC Department of Commerce's Community Development Block Grant Program (CDGB #4-CI-11-032) and administered through Catawba Regional Planning Council. The recommendation is to award bid to C&W Utilities, Inc. in the amount of \$474,465.50, pending approval of funding through the SC Department of Commerce's Community Development Block Grant Program.

MOTION by Councilmember Bailey to accept recommendation.

SECOND by Councilmember Henderson.

CARRIED UNANIMOUSLY.

5. **ANNOUNCEMENT BY MAYOR & COUNCIL**

- A. Please address the Mayor and Council from the lectern and state your name and address for the record.

Mayor Thompson announced that he went to visit Councilmember Ruff on Sunday. She is in rehabilitation progressing fairly well and he hopes she will be back with City Council real soon.

6. **PUBLIC COMMENT:**

- A. Please address the Mayor & Council from the lectern and state your name and address for the record.

None

7. **ADJOURNMENT:**

MOTION by Councilmember Bailey to adjourn.
SECOND by Councilmember Hill.
CARRIED UNANIMOUSLY.

Council meeting adjourned at 7:21 PM.

Gloria J. Rogers, Municipal Clerk

Minutes approved _____ 2012



**LEGISLATIVE DEPARTMENT
MONTHLY REPORT
FEBRUARY 2012**

There is currently a vacancy in the Public Safety Department for a Public Safety Officer. PSO David O'Neil Lee was promoted to Corporal.

Several vehicle and tort claims were handled this month.

All other activities were routine in general.



PUBLIC SERVICE DEPARTMENT

January 2012



SOLID WASTE DIVISION

Residential collection, commercial carts and residential bulk waste pick up generated a total of 239 tons for the month of January.

In January, 12 loads were dumped at Kenwood (app. 24 tons).

We have started using the carts that were purchased last year which are a darker green than the older ones (a manufacture change)

Also, we have experienced quite a few older carts having to be replaced which we believe is related to the automotive trucks.

This has required us to order a load of carts before we had planned to. That order has arrived.

STREET DIVISION

Routine Daily Work –Right-of-way grass cutting, park work, sweeper operations, signage replacement, catch basins cleaned and other general activities.

Leaf season is slowing down and the leaf truck is still in operation throughout the city a couple of days a week.

Foster Park shelter and restroom rework has been completed by the contractor.

Sidewalks on Douglas Heights have been repaired around the areas of the stump grinding.



City of Union
Public Safety Department
215 Thompson Blvd. • Union, S.C. 29379
Phone: 864-429-1713
Fax: 864-429-1728



Court Fine Report January 2012

Total Revenue Due To State Treasurer	\$10,077.55
Total Retained By City For Victim Services	\$1,799.77
Total Retained By City of Union	\$3,479.60

SOUTH CAROLINA STATE TREASURER'S REVENUE REMITTANCE FORM

Municipal Name UNION Municipal Code 0000 Date Submitted 02/01/2012
 Collections for the Period from (Month/Year) 1/2012 to (Month/Year) 1/2012

PLEASE FILL IN THE AMOUNTS DUE TO THE STATE TREASURER IN THE TABLE BELOW:

LINE	FINES, FEES AND FILING FEE / ASSESSMENT	%	CODE	DUE STATE TREASURER	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%	20-1-375		C
D	Bond Estreatment	25%	17-15-260		D
DA	Municipal Conditional Discharge Fee - \$150 (Effective 06/02/2010)	100%	44-53-450(C)		DA
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	1,195.79	F
G	Municipal DUI Assessment - \$12 Per Case	100%	56-5-2995	13.81	G
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211	112.33	H
I	Municipal DUI DPS Pullout - \$100	100%	56-5-2940	12.33	I
IA	DUI/DUAC Breathalyzer Test Conviction Fee - SLED - \$25	100%	56-5-2950(E)	0.00	IA
SURCHARGES					
J	Municipal Drug Surcharge - \$150 Per Case	100%	14-1-213	333.17	J
K	Municipal Law Enforcement Surcharge - \$25 Per Case	100%	PROVISO 90.2	3,329.11	K
KA	Municipal Criminal Justice Academy \$5 Surcharge	100%	PROVISO 90.11	582.44	KA
OTHER ASSESSMENTS — STATE SHARE					
L	Municipal - 107.5%	88.84%	14-1-208	4,498.57	L
LA	Municipal Traffic Education Program \$140 Application Fee	90.83%	17-22-350(C)		LA
M	TOTAL REVENUE DUE TO STATE TREASURER			10,077.55	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 CITY FOR VICTIM SERVICES	%	CODE	RETAINED BY MUNICIPALITY	LINE
N	Assessments - Municipal	11.16%	14-1-208	562.38	N
O	Surcharges - Municipal	100%	14-1-211	1,237.39	O
OA	Other Assessments - Municipal	9.17%	17-22-350(C)		OA
P	TOTAL RETAINED FOR VICTIM SERVICES			1,799.77	P

Comments:

Contact Person: _____ Telephone: _____ Fax: _____

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

***Note: This report is required by law and must be filed monthly, on or before the 15th, by the MUNICIPAL TREASURER, even if there are no Collections. Please explain significant fluctuations in revenue in the "comments" section.**

Mail or Fax this form to the Office of State Treasurer and retain a copy for your records

TO TREASURER UNION MUNICIPAL COURT FOR PERIOD ENDING 01/31/2012

	Total Collected	Total FINE	Total ASSESSMENTS	Total OTHER SURCHARGES
Regular Fines No Exceptions	216 10,304.52	3,535.09 DUS DPS Pullout..... Adjusted Fine TO CITY/COUNTY 1,195.79 2,339.31	3,807.59 To State 88.84% To Victim Fund 11.16% 3,383.49 424.10	2,961.83 Victim \$25 541.96 Law Enf. \$25 2,056.37 Time Pay 3% 9.30 Academy 354.21 Breathalizer 0.00
Driving Under the Influence	11 242.91	26.15 DUI DPS Pullout..... 12.33 Adjusted Fine TO CITY/COUNTY 13.81	28.15 To State 88.84% To Victim Fund 11.16% 25.01 3.14	188.61 Victim \$25 28.77 Law Enf. \$25 28.08 Time Pay 3% 0.00 Academy 5.62 Breathalizer 0.00 DUI Charge..... 13.81 DUI MUSC Charge..... 112.33
Drug Convictions	9 734.50	111.33 Adjusted Fine TO CITY/COUNTY 111.33	119.90 To State 88.84% To Victim Fund 11.16% 106.55 13.36	503.26 Victim \$25 87.53 Law Enf. \$25 61.44 Time Pay 3% 12.38 Academy 8.74 Breathalizer 0.00 Drug Cost..... 333.17
Insurance Fraud	0 0.00	0.00 Adjusted Fine TO CITY/COUNTY 0.00	0.00 To State 88.84% To Victim Fund 11.16% 0.00 0.00	0.00 Victim \$25 0.00 Law Enf. \$25 0.00 Time Pay 3% 0.00 Academy 0.00 Breathalizer 0.00
Cruelty to Animals with Humane Society Assistance	0 0.00	0.00 Humane Society..... Adjusted Fine TO CITY/COUNTY 0.00	0.00 To State 88.84% To Victim Fund 11.16% 0.00 0.00	0.00 Victim \$25 0.00 Law Enf. \$25 0.00 Time Pay 3% 0.00 Academy 0.00 Breathalizer 0.00
Fraudulent Checks	0 0.00	0.00 Adjusted Fine TO CITY/COUNTY 0.00	0.00 To State 88.84% To Victim Fund 11.16% 0.00 0.00	0.00 Victim \$25 0.00 Law Enf. \$25 0.00 Time Pay 3% 0.00 Academy 0.00 Breathalizer 0.00 Administrative Cost..... 0.00
Wildlife	0 0.00	0.00 Adjusted Fine TO CITY/COUNTY 0.00	0.00 To State 88.84% To Victim Fund 11.16% 0.00 0.00	0.00 Victim \$25 0.00 Law Enf. \$25 0.00 Time Pay 3% 0.00 Academy 0.00 Breathalizer 0.00
Axle Weight & Gross Weight Violations	0 0.00	0.00 Adjusted Fine TO CITY/COUNTY 0.00	0.00 To State 88.84% To Victim Fund 11.16% 0.00 0.00	0.00 Victim \$25 0.00 Law Enf. \$25 0.00 Time Pay 3% 0.00 Academy 0.00 Breathalizer 0.00
Ordinance Violations	100 4,106.00	1,015.15 Adjusted Fine TO CITY/COUNTY 1,015.15	1,105.31 To State 88.84% To Victim Fund 11.16% 983.52 121.78	1,985.54 Victim \$25 579.13 Law Enf. \$25 1,183.23 Time Pay 3% 9.30 Academy 213.88 Breathalizer 0.00
TOTALS:	336 15,387.93	4,687.73 (Add. Totals Above) Adjusted Fine TO CITY/COUNTY 3,479.60	5,060.95 To State 88.84% To Victim Fund 11.16% 4,498.57 562.38	5,639.24 (Additional Totals Above) Victim \$25 1,237.39 Law Enf. \$25 3,329.11 Time Pay 3% 30.98 Academy 582.44 Breathalizer 0.00

Training

January 2012

- Three officers completed an online course provided by the Epilepsy Foundation during the month of January. This course provides officers with a better understanding of epileptic seizures and the symptoms sufferers present. This giving Law Enforcement professional's better knowledge of handling these situations.
- Two officers received 4 hours of mandatory CDV training and 2 hours of legal update training. The training dealt with specific changes in existing law, case study by videotaped scenarios and lecture, as well as discussion of particular topics related to law enforcement. This training was held at Union Public Safety Department.
- Two investigators attended an Advance Interviewing Skills class hosted by SCLEOA (South Carolina Law Enforcement Officers Association) during the month of January.
- Two officer recruits completed their basic training at the South Criminal Justice Academy. These officers will now return to the department and begin an 8 week Field Training program. This training will be used to train these new officers on the day to day operations with the Public Safety Department.
- Seven officers attended a training course hosted by the DHS (Department of Homeland Security) on an information website named Tripwire. This website is to provide law enforcement officers with current terrorist improvised explosive device tactics, techniques and procedures, including design and emplacement considerations.

- The following training topics were covered during briefing in the month of December.
- Never make assumptions about a suspect: Reminds officers the importance of being aware of whom they are dealing with. 18 officers attended.
 - Being defensive can be a problem: This safety tip reminds officers to watch subject behavior and react to their behavior before the situation get out of control. 16 officers attended.
 - Camaraderie on patrol: Stresses the importance of having a good working relationship with fellow employees. 15 officers attended.
 - When it's time to sleep: Provides officers with tips to getting better sleep after working midnight shift. 18 officers attended.
 - Monitor your habits: This training was to stresses the importance of being conscious of their actions while performing assigned police duties. 14 officers attended.
 - Does cooperation lure you into complacency?: Stresses the importance of staying alert and not letting down their guard even if the person they are dealing with is cooperative. 20 officers attended.
 - 6 tips for more effective courtroom appearances: To provide tips for officer in presenting cases in court. 10 officers attended.
 - Tactical listening as a tool for winning: Reminds officers to stay focused on the task at hand. 13 officers attended.
 - Secure the stuff in your patrol car: Gives examples of items in the patrol car that could be dangerous projectiles in the event of a vehicle collision. 12 officers attended.
 - Take time for ramping down after shift: Focuses on preparing your mental mindset after getting off of work, and not taking stressful situations encountered on the job home to your family. 14 officers attended.
 - Deliver commands using the "B.L.T." method: Three steps to slowing yourself down when entering into a stressful situation. **B**reath, **L**isten, and **T**hink. 19 officers attended.

- Are you rehearsing the basics?: Taking time to rehearse the basics of law enforcement and officer safety skills. Reminds officers of the dangers they face everyday while on patrol. 15 officers attended.
- Five driving safety tips: Staying alert while driving and utilizing these five tips. *1. Following Distance 2. Speed 3. Emergency Equipment 4. Tires 5. Seat Belts.* 11 officers attended.
- Start controlling the scene before you get there: Reminds officers to fight tunnel vision and to begin thinking about how to control the situation before they arrive on the scene of an incident. 16 officers attended.
- Take 20 minutes: By exercising 20 minutes a day will help improve your overall health. 13 officers attended.

Union Public Safety Department Monthly Fire Meeting Report

January 2012

On 09 January 2012 forty-one Union Public Safety Officers and Volunteers attended the Union County Firefighters Association Meeting which was hosted by the Union Public Safety Department. Those attending enjoyed a hamburger supper.

Five Public Safety Officers had an update and refresher on the NFPA 1002 (4.3.1) Driving/Operating for the Aerial Apparatus.

The Union Public Safety Department also has one Public Safety Officer and one Firefighter in there 5th week of the Firefighters Candidate School at the South Carolina Fire Academy.

UNION PUBLIC SAFETY DEPARTMENT

MONTH OF January 2012

	CALLS THIS MONTH	CALLS YTD
<u>A. ALARMS RECEIVED</u>	31	31
TELEPHONE		
OTHER		
<u>B. FIRE CLASSIFICATION</u>		
SINGLE FAMILY DWELLING	1	1
APARTMENT	1	1
MOBILE HOME		
BUSINESS	1	1
INDUSTRY		
HOSPITAL -CARE CENTER		
OUT BUILDING		
CHURCH		
SPILLS	1	1
SCHOOL		
AMOUNT OF PROPERTY INVOLVED:	79,000	\$79,000.00
AMOUNT OF LOST PROPERTY:	5,000	\$5,000.00
AMOUNT OF SAVED PROPERTY:	74,000	\$74,000.00
<u>C. AUTOMOBILES</u>		
GRASS / WOODS	8	8
DUMPSTERS		
SERVICE CALLS	5	5
FALSE ALARMS	5	5
BOMB THREATS		
AIRCRAFT STAND-BY	7	7
RESCUE CALLS		
MUTUAL AID		
GIVEN	2	2
RECEIVED		
TOTAL CALLS:	31	31

UNION PUBLIC SAFETY DEPARTMENT

MONTH OF January 2012

	CALLS THIS MONTH	CALLS YTD
<u>D. FIRE DEATHS AND INJURIES</u>		
CIVILIAN FIRE DEATHS		
CIVILIAN FIRE INJURIES		
FIREMEN DEATHS		
FIREMEN INJURIES		
<u>E. CAUSE OF FIRE</u>		
ELECTRICAL		
HEATING EQUIPMENT	1	1
COOKING EQUIPMENT	1	1
SMOKING		
CHILD W/MATCHES/LIGHTER		
MISC / UNKNOWN	1	1
ARSON OR SUSPECTED	1	1
<u>F. INSPECTIONS / FIRE PREVENTION</u>		
INSPECTIONS	3	3
RE-INSPECTIONS		
FIRE DRILLS SUPERVISED		
# OF PROGRAMS OUT OF STATION		
# OF PERSONS ATTENDING PROGRAMS		
TOTAL # OF VISITORS TO STATION		
<u>G. TRAINING</u>		
TRAINING SESSIONS	1	1
# OF MAN HOURS / TRAINING SESSIONS	41	41
FIRE SCHOOLS / # OF PERSONNEL		
FIRE SCHOOLS / # OF HOURS		
# OF MAN HOURS / INCIDENT SERVICE	70.63	70.63
TOTAL # OF MAN HOURS:	111.63	111.63

**PLANNING DEPARTMENT
Report January 2012**

<u>Building Permits:</u>	<u>Type</u>	<u>Cost</u>	<u>Fee</u>	<u>Total</u>
	Comm-Rep	\$ 40,200.00	\$ 215.00	3
	Demo	\$ -0-	\$ -0-	0
	Res-Rep	\$ 63,877.00	\$ 360.00	17
	Signs	\$ 600.00	\$ 15.00	1
<u>Electrical Permits:</u>	<u>Type</u>	<u>Cost</u>	<u>Fee</u>	<u>Total</u>
	Comm-New	\$ -0-	\$ -0-	0
	Comm-Rep	\$ 500.00	\$ 15.00	1
	Res-New	\$ -0-	\$ -0-	0
	Res-Rep	\$ 14,875.00	\$ 179.50	5
<u>Heat/AC Permits:</u>	<u>Type</u>	<u>Cost</u>	<u>Fee</u>	<u>Total</u>
	Comm-New	\$ 124,725.00	\$ 635.00	1
	Res-New	\$ 21,879.00	\$ 170.00	5
<u>Mobile Home:</u>	New	\$ -0-	\$ -0-	0
<u>Occupancy</u>	<u>Type</u>	<u>Cost</u>	<u>Fee</u>	<u>Total</u>
	Commercial			2
	Residential			0
<u>Plumbing:</u>	<u>Type</u>	<u>Cost</u>	<u>Fee</u>	<u>Total</u>
	Comm-New	\$ 3,500.00	\$ 15.00	1
	Comm-Rep	\$ 12,304.00	\$ 59.00	3
	Res-New	\$	\$ 15.00	1
	Res - Rep	\$ 9,565.00	\$ 75.00	5
	Sewer Tap (See Note)↓	\$ 4,633.00	\$ 865.00	2
	<u>(Permits issued in Planning Department – Fees paid to Utility Department)</u>			
	Total	\$ 296,658.00	\$ 2,613.50	47

Total Plan Reviews–2; Annexations–0; Rezoning- 0; Variances–0; Special Exception-0
 Inspections by Perrin Parker with RCI: Building-6; Electrical-5; Plumbing–6 HVAC- 6
 (Nuisance pictures, posted property; patrolled city every day for business license & code violations).
 (Follow up on complaints.) Worked on check list for substandard houses in Union Mill Village.

Major projects are as follows: (1) Renovations at Brittany Manor - Completed; (2) Repair fire damage at Buena Vista Apts – Bld 8. - Completed

New Residential: 1 – 110 Heritage Way in progress.

Demolitions: Completed - 104 Standpipe Street – By Owner
 In Process- Excelsior Mill Plant at 138 Broad Street. – By Owner

Paperwork In process:

Nuisance & Code Violation Letters – 11 (Grass, abandoned vehicles, signs, condemned structures & etc.)

Business License issued for December:

License Issued – 16

Fees Collected - \$2,286.50

The Planning Department made inspections on these projects as well as all the regular building, mechanical, electrical, gas and plumbing inspections called in during the month of January, 2012.



MEMO

TO: Mayor & Council
FROM: Mike Petrie – Maintenance Shop Director
DATE: February 1, 2012
RE: Monthly Report: January - 2012

During the month of January, the City garage made 88 repairs to the City fleet, including all major and minor repairs.

The City garage makes repairs, handles tire mounting, balancing, welding, and preventive maintenance on daily routine basis.

CITY OF UNION
UTILITIES DEPARTMENT
ELECTRIC MONTHLY REPORT

FOR JANUARY 2012

INSTALLATIONS:

Transformers Added	<u> 3 </u>
Overhead Services	<u> 3 </u>
Underground Services	<u> 4 </u>
Yard Lights Installed	<u> 4 </u>
Primary Feeder	<u> 300 </u>
Poles Added	<u> 2 </u>
Anchors Installed	<u> 1 </u>

MAINTENANCE:

Locates	<u> 111 </u>
Yard Lights Repaired	<u> 36 </u>
Street Lights Repaired	<u> 24 </u>
Service Lines Replaced	<u> 2 </u>
Poles Replaced	<u> 1 </u>
Old Poles Pulled	<u> 5 </u>
Transformers Replaced	<u> 1 </u>
Meters Replaced	<u> 1 </u>
Meters Checked for Dead	<u> 1 </u>
Removed Services	<u> 2 </u>

NOTES:

Removed decorations at Foster Park and downtown

Removed lights from tree at Grace Methodist Church

Worked on work orders

Removed all old lights and poles and installed new ones at Meng Creek Lift Station

Installed underground primary and secondary and 25 KVA transformer

Installed a couple of underground services.

Fixed the hot spots found from infrared scanning.

Installed new breakers at OLFP substation

CITY OF UNION
UTILITIES DEPARTMENT
WATER/SEWER LINES MONTHLY REPORT

FOR January 2012

Water Loss: 4,175,260 GALLONS

INSTALLATIONS:

Service Lines	<u>1</u>
Meters	<u>1</u>
Fire Hydrants	<u> </u>
Valves	<u> </u>
Collector Lines	<u> </u>
Manholes	<u> </u>
Other	<u> </u>

MAINTENANCE:

Locates	<u>115</u>
Leak Repair	<u>19</u>
Fire Hydrant	<u>20</u>
Meter Change Out	<u>10</u>
Register Change Out	<u> </u>
River Pumps	<u> </u>
Reservoir Pumps	<u> </u>
Right of Way Clearing	<u> </u>
Blockages Cleared	<u>28</u>
Sewer Lines Repaired	<u>3</u>

CITY OF UNION
UTILITIES DEPARTMENT
WASTEWATER PLANTS MONTHLY REPORT

FOR January 2012

TOTAL WASTEWATER PROCESSED: 45,940,000 Gallons

TOTAL RAINFALL FOR THE MONTH 4.8 "

TOSCH CREEK WWTP:

Finished pumping down #2 clarifier
Tosch Creek Plant upset
Worked with Operators Unlimited applying polymer to help with settling
Washed headworks several times
Wasted a lot
Worked on Risk management response to SC DHEC
Revised SOPs for Tosch Creek Laboratory for SC DHEC lab inspection response
Ran generator
Pumped down and cleaned contact chambers

LIFT STATIONS / OTHER:

Beltline- ran generator, pumped down and cleaned wet well
Buffalo- several power outages with Broad River
Coleman- pumped down and cleaned wet well
Cedar Hill- pumped down and cleaned wet well. AT&T repaired phone line.
Jonesville- pumped down and cleaned wet well.
Lukesville-
Monarch-washed out grit from Parshall Flume
Meansville- cleaned wet well, unstopped drains in floor
Meng- Kris Mechanical worked on punch list to finalize project. AT&T repaired phone line, pump and grinder failure.
Munro-cleaned check valve and changed air release #2
Ottaray- pumped down and cleaned wet well
Railroad- cleaned up around lift station and removed debris from wet well
Sims- pumped down and cleaned wet well
Sonoco-
Other: Preconstruction meeting with Kris mechanical and Long Utility for the upgrades to Tosch Creek WWTP and three (3) lift stations.
In response to the plant upset, we called all industries to find out if any new processes were running in their plants. All reported nothing new.

CITY OF UNION
 UTILITIES DEPARTMENT
 GAS MONTHLY REPORT

FOR January 2012

INSTALLATIONS:

Service Lines	5
EFVs Installed	3
Meters	48
Regulator Stations	
Distribution Main 2"	1900'
Distribution Main 4"	
Cathodic Protection	
Cut Loose Services	1
Relocate Service Line	

MAINTENANCE:

Leak Survey : Completed Qtr Hazardous Piping Business District

Leak Repair - (Main) _____	Leak Repair - (Service) <u>10</u>
Corrosion <u>3</u>	Natural Forces _____
Excavation Damage _____	Other Outside Force Damage _____
Material or Welds <u>6</u>	Equipment <u>1</u>
Incorrect Operations: _____	

Regulator Station _____

Meter Testing

Locates 211

Valve Maintenance Continues

Third Party Damages _____
 If yes, complete form (PA)

Excavation Damages _____

Mechanical Fitting Failure* _____
 If yes, complete form

NOTES:

CITY OF UNION
UTILITIES DEPARTMENT
GAS MONTHLY REPORT
Gas Measurements & Controls

FOR January 2012

Meters Installed 4

ERT Modules Installed 104

Meters Removed 65

Meters Checked for Dead 39

CITY OF UNION
UTILITIES DEPARTMENT
WATER PLANT MONTHLY REPORT

FOR January 2012

FINISHED WATER PRODUCED: 80,504,000 (Gallons)

RAW WATER PROCESSED: 84,861,000 (Gallons)

INSTALLATIONS:

Installed new controls and control panel for new caustic tank

MAINTENANCE / REPAIRS:

Installed eye wash near caustic tank

OTHER:

DROUGHT STATUS: Moderate



Finance Department Monthly Report

JANUARY 2012

- 2010 property tax notices were mailed November 2, 2010. The original assessment was \$844,414.88. As of January 31, 2012, \$810,876.90 2010 taxes were collected. Property owners had until March 18, 2011 to pay taxes before being considered delinquent. By State Law the City is required to post property for delinquent taxes. Property was posted in August. The tax sale was held on November 7, 2011 in the Law Library of the Union County Courthouse.
- 2011 property tax notices were mailed on October 25, 2011. The total assessment was \$1,015,984.29. As of January 31, \$877,383.03 of these taxes were collected.
- Meter Reading – We continue to change out meters and update with E.R.T's. Our policy is to replace all meters that are changed out for any reason, to E.R.T.'s. To date we have installed approximately 12,720 ERT'S or 66% of total meters in our system.
- Natural Gas Rate –November 2011, residential gas rates were less than 1% lower compared to last month. Rates are 7% lower compared to last year during the same monthly period.
- Electric Purchased Power adjustment rate for December/January billing was 0.01364 cents per KWH. January/February PPA has not yet been determined.
- On October 27, 2009 a \$1,100,000 Tax Increment Bond, Series 2009 was closed. These funds will be used to build a Multi-Purpose Center at the old Teritex location. Demolition of the building is complete and plans are to re-bid the construction of the building due to budget constraints.
- Grants in Progress- Energy Grant \$103,796 complete

Union Mill/ Excelsior	500,000
Union Mill Village	25,000 complete
HWY 49 West Apartments	243,893
Monarch Phase I(COUNTY)	500,000
Justice Assistance Grant	10,506
- Set-off Debt Status Report as of 1/31/2012:

	TOTAL DEBT SUBMITTED	COLLECTIONS
2011	\$240,906	\$0
2010	\$230,919	\$29,828
2009	\$273,332	\$31,888
2008	\$210,850	\$56,835
- SRF Loan Projects- 2010 Meng Creek Pump Station
- 2011 Tosch's Creek and 3 Pump Stations
- Utility sales and collections and Solid Waste Management fees for January are attached.
- Revenue and expenditure reports as of January, 2012 are attached.

FINANCE REPORT FOR JAN 2012

COLLECTIONS

UTILITIES	COLLECTION
ELECTRIC	\$1,173,334.26
WATER	229,255.85
SEWER	154,919.37
GAS	1,044,162.66
TOTAL	\$2,601,672.14

COMMUNITY CHANGE \$1,932.44

OTHER INCOME:	ELECTRIC	WATER	SEWER	GAS
RECONNECT FEE	\$710.24	\$532.68	\$0.00	\$532.68
SERVICE CONNECTOR FEE	0.00	0.00	0.00	30.00
TRANSFER FEE	0.00	0.00	0.00	0.00
OLD ACCOUNT RECEIVABLE	3,543.21	497.28	483.98	1,384.98
MISC REV	273.20	0.00	0.00	1,272.00
TAP FEE	250.00	1,350.00	865.00	300.00
TOTAL	\$4,776.65	\$2,379.96	\$1,328.98	\$3,519.66

SOLID WASTE MANAGEMENT

COLLECTION \$56,455.90

TAX DEPARTMENT

COLLECTIONS	
PROPERTY TAXES - REAL	\$ 345,980.59
COSTS & PENALTIES	7,040.88
VEHICLE TAXES - COLLECTED BY COUNTY	0.00
MERCHANTS INVENTORY TAX	7,016.48
PAYMENT IN LIEU OF TAX	16,763.81
STATE REVENUE	41,599.74
MISCELLANEOUS	<u>42,508.98</u>
TOTAL	\$ 460,910.48

SALES AND USAGE FOR JAN 2012

	ACTIVE CUSTOMERS	ACTIVE METERS	CONSUMPTION	BILL AMOUNT
ELECTRIC	6938	6938	11,342,638 KWH	\$1,251,847.59
WATER	6155	5849	65,960,400 GALS	241,023.99
SEWER	4939		26,553,600	152,191.31
GAS	6343	6300	2,746,778 CCF	1,251,376.93
TOTAL				\$2,896,439.82

SOLID WASTE 4,110 \$55,645.75

COMMUNITY CHANGE	%
YES	3,631 38%
NO	5,925 62%
TOTAL	9,556 100%

FINANCIAL REPORT
THROUGH THE PERIOD ENDING 1/31/2012

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ELECTRIC DISTRIBUTION SYSTEM

	YEAR TO DATE			MONTHLY		
	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET
Operating Revenue						
Sales	14,521,720.00	9,101,955.05	5,419,764.95	1,210,143.34	1,251,847.59	(41,704.2)
Other	178,000.00	44,741.42	133,258.58	14,833.33	2,247.96	12,585.3
Total: Operating Revenue	14,699,720.00	9,146,696.47	5,553,023.53	1,224,976.67	1,254,095.55	(29,118.8)
Operating Exp Before Depr.						
Purchased Power	11,521,380.00	7,220,224.08	4,301,155.92	960,115.00	920,892.36	39,222.6
Electric Lines Maintenance	2,572,240.00	1,295,418.39	1,276,821.61	214,353.33	198,237.03	16,116.3
SCADA System	36,000.00	5,645.98	30,354.02	3,000.01	31.75	2,968.2
Total: Operating Exp Before Depr.	14,129,620.00	8,521,288.45	5,608,331.55	1,177,468.34	1,119,161.14	58,307.2
Net Operating Income Before Depr.	570,100.00	625,408.02	(55,308.02)	47,508.33	134,934.41	(87,426.0)
Deduct Depreciation						
Deduct Depreciation	.00	.00	.00	.00	.00	.0
Total: Deduct Depreciation	.00	.00	.00	.00	.00	.0
Net Operating Income	570,100.00	625,408.02	(55,308.02)	47,508.33	134,934.41	(87,426.0)
Non-Operating Income						
Interest Earned	30,000.00	14,291.78	15,708.22	2,500.00	.00	2,500.0
Other	(40,000.00)	(38,192.11)	(1,807.89)	(3,333.33)	674.79	(4,008.1
Total: Non-Operating Income	(10,000.00)	(23,900.33)	13,900.33	(833.33)	674.79	(1,508.1
Non-Operating Expense						
Interest, Fee, & Amortization	290,820.00	76,013.30	214,806.70	24,235.00	10,840.00	13,395.0
Capital Outlay	862,000.00	220,463.96	641,536.04	71,833.33	11,444.79	60,388.5
Total: Non-Operating Expense	1,152,820.00	296,477.26	856,342.74	96,068.33	22,284.79	73,783.5
Net Income Before Other Financing Sources & [Uses]	(592,720.00)	305,030.43	(897,750.43)	(49,393.33)	113,324.41	(162,717.7

FINANCIAL REPORT
THROUGH THE PERIOD ENDING 1/31/2012

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WATER DISTRIBUTION SYSTEM

	YEAR TO DATE-----			MONTHLY-----		
	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET	BUDGET	ACTUAL	ACTUA OVER [UNDEI BUDGE
Operating Revenue						
Sales	3,113,800.00	1,811,562.85	1,302,237.15	259,483.33	241,023.99	18,459.3
Other	20,000.00	4,957.68	15,042.32	1,666.66	900.18	766.4
Total: Operating Revenue	<u>3,133,800.00</u>	<u>1,816,520.53</u>	<u>1,317,279.47</u>	<u>261,149.99</u>	<u>241,924.17</u>	<u>19,225.8</u>
Operating Exp Before Depr.						
Source of Supply	185,500.00	105,148.75	80,351.25	15,458.32	12,180.41	3,277.9
Raw Water Line Maintenance	17,900.00	8,418.96	9,481.04	1,491.67	47.26	1,444.4
Water Treatment	1,076,400.00	564,318.55	512,081.45	89,699.98	80,498.51	9,201.4
Transmission & Distribution	1,390,240.00	727,592.99	662,647.01	115,853.33	107,424.87	8,428.4
Total: Operating Exp Before Depr.	<u>2,670,040.00</u>	<u>1,405,479.25</u>	<u>1,264,560.75</u>	<u>222,503.30</u>	<u>200,151.05</u>	<u>22,352.2</u>
Net Operating Income Before Depr.	463,760.00	411,041.28	52,718.72	38,646.69	41,773.12	(3,126.4
Deduct Depreciation						
Deduct Depreciation	.00	.00	.00	.00	.00	.0
Total: Deduct Depreciation	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
Net Operating Income	463,760.00	411,041.28	52,718.72	38,646.69	41,773.12	(3,126.4
Non-Operating Income						
Interest Earned	6,000.00	2,923.32	3,076.68	500.00	.00	500.0
Other	20,690.00	16,846.18	3,843.82	1,724.16	77.86	1,646.3
Total: Non-Operating Income	<u>26,690.00</u>	<u>19,769.50</u>	<u>6,920.50</u>	<u>2,224.16</u>	<u>77.86</u>	<u>2,146.3</u>
Non-Operating Expense						
Interest, Fee, & Amortization	382,170.00	225,693.07	156,476.93	31,847.50	31,510.16	337.3
Capital Outlay	740,000.00	246,327.47	493,672.53	61,666.67	7,090.82	54,575.8
Total: Non-Operating Expense	<u>1,122,170.00</u>	<u>472,020.54</u>	<u>650,149.46</u>	<u>93,514.17</u>	<u>38,600.98</u>	<u>54,913.1</u>
Net Income Before Other Financing Sources & [Uses]	(631,720.00)	(41,209.76)	(590,510.24)	(52,643.32)	3,250.00	(55,893.3

FINANCIAL REPORT
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SEWER DISTRIBUTION SYSTEM

	YEAR TO DATE-----			MONTHLY-----		
	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET
Operating Revenue						
Sewer Charge	1,891,870.00	1,062,570.31	829,299.69	157,655.83	152,191.31	5,464.52
Other	2,500.00	1,165.00	1,335.00	208.33	865.00	(656.67)
Total: Operating Revenue	1,894,370.00	1,063,735.31	830,634.69	157,864.16	153,056.31	4,807.81
Operating Exp Before Depr.						
Sewage Pumping	184,780.00	97,970.36	86,809.64	15,398.34	13,851.71	1,546.63
Sewage Line Maintenance	150,090.00	27,654.77	122,435.23	12,507.49	14,911.21	(2,403.72)
Sewage Treatment	1,542,990.00	776,950.78	766,039.22	128,582.48	119,734.63	8,847.81
Total: Operating Exp Before Depr.	1,877,860.00	902,575.91	975,284.09	156,488.31	148,497.55	7,990.71
Net Operating Income Before Depr.	16,510.00	161,159.40	(144,649.40)	1,375.85	4,558.76	(3,182.91)
Deduct Depreciation						
Deduct Depreciation	.00	.00	.00	.00	.00	.00
Total: Deduct Depreciation	.00	.00	.00	.00	.00	.00
Net Operating Income	16,510.00	161,159.40	(144,649.40)	1,375.85	4,558.76	(3,182.91)
Non-Operating Income						
Interest Earned	5,000.00	2,273.68	2,726.32	416.67	.00	416.67
Other	146,070.00	195,917.57	(49,847.57)	12,172.50	32,200.04	(20,027.54)
Total: Non-Operating Income	151,070.00	198,191.25	(47,121.25)	12,589.17	32,200.04	(19,610.87)
Non-Operating Expense						
Interest, Fee, & Amortization	592,420.00	319,438.66	272,981.34	49,368.33	54,487.38	(5,119.03)
Capital Outlay	890,000.00	1,165,870.60	(275,870.60)	74,166.66	152,346.62	(78,179.96)
Total: Non-Operating Expense	1,482,420.00	1,485,309.26	(2,889.26)	123,534.99	206,834.00	(83,299.03)
Net Income Before Other Financing Sources & [Uses]	(1,314,840.00)	(1,125,958.61)	(188,881.39)	(109,569.97)	(170,075.20)	60,505.21

FINANCIAL REPORT
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GAS DISTRIBUTION SYSTEM

	YEAR TO DATE			MONTHLY		
	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET	BUDGET	ACTUAL	ACTUA OVER [UNDEI BUDGE
Operating Revenue						
Sales	12,846,370.00	5,496,059.12	7,350,310.88	1,070,530.85	1,251,376.93	(180,846.0
Other	35,000.00	15,931.67	19,068.33	2,916.66	1,672.68	1,243.9
Total: Operating Revenue	<u>12,881,370.00</u>	<u>5,511,990.79</u>	<u>7,369,379.21</u>	<u>1,073,447.51</u>	<u>1,253,049.61</u>	<u>(179,602.1</u>
Operating Exp Before Depr.						
Purchased Natural Gas	9,722,650.00	4,181,585.51	5,541,064.49	810,220.84	795,892.79	14,328.0
Gas Distribution	1,986,860.00	1,045,496.38	941,363.62	165,571.68	166,060.23	(488.5
Total: Operating Exp Before Depr.	<u>11,709,510.00</u>	<u>5,227,081.89</u>	<u>6,482,428.11</u>	<u>975,792.52</u>	<u>961,953.02</u>	<u>13,839.5</u>
Net Operating Income Before Depr.	1,171,860.00	284,908.90	886,951.10	97,654.99	291,096.59	(193,441.6
Deduct Depreciation						
Deduct Depreciation	.00	.00	.00	.00	.00	.0
Total: Deduct Depreciation	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
Net Operating Income	1,171,860.00	284,908.90	886,951.10	97,654.99	291,096.59	(193,441.6
Non-Operating Income						
Interest Earned	30,000.00	12,992.54	17,007.46	2,500.00	.00	2,500.0
Other	(20,000.00)	(1,236.04)	(18,763.96)	(1,666.66)	577.61	(2,244.2
Total: Non-Operating Income	<u>10,000.00</u>	<u>11,756.50</u>	<u>(1,756.50)</u>	<u>833.34</u>	<u>577.61</u>	<u>255.7</u>
Non-Operating Expense						
Interest, Fee, & Amortization	281,400.00	166,279.17	115,120.83	23,450.00	23,712.51	(262.5
Capital Outlay	840,000.00	411,673.88	428,326.12	70,000.00	62,805.82	7,194.1
Total: Non-Operating Expense	<u>1,121,400.00</u>	<u>577,953.05</u>	<u>543,446.95</u>	<u>93,450.00</u>	<u>86,518.33</u>	<u>6,931.6</u>
Net Income Before Other Financing Sources & [Uses]	60,460.00	(281,287.65)	341,747.65	5,038.33	205,155.87	(200,117.5

FINANCIAL REPORT
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SOLID WASTE MANAGEMENT

	YEAR TO DATE-----			MONTHLY-----		
	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET	BUDGET	ACTUAL	ACTUAL OVER [UNDER] BUDGET
Operating Revenue						
Fees	692,150.00	393,366.80	298,783.20	57,679.17	55,994.15	1,685.00
Other	.00	.00	.00	.00	.00	.00
Total: Operating Revenue	<u>692,150.00</u>	<u>393,366.80</u>	<u>298,783.20</u>	<u>57,679.17</u>	<u>55,994.15</u>	<u>1,685.00</u>
Operating Exp Before Depr.						
Operating Expenses	678,390.00	377,905.48	300,484.52	56,532.54	56,269.58	262.96
Total: Operating Exp Before Depr.	<u>678,390.00</u>	<u>377,905.48</u>	<u>300,484.52</u>	<u>56,532.54</u>	<u>56,269.58</u>	<u>262.96</u>
Net Operating Income Before Depr.	13,760.00	15,461.32	(1,701.32)	1,146.63	(275.43)	1,422.00
Deduct Depreciation						
Deduct Depreciation	.00	.00	.00	.00	.00	.00
Total: Deduct Depreciation	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>
Net Operating Income	13,760.00	15,461.32	(1,701.32)	1,146.63	(275.43)	1,422.00
Non-Operating Income						
Interest Earned	500.00	155.18	344.82	41.67	.00	41.67
Total: Non-Operating Income	<u>500.00</u>	<u>155.18</u>	<u>344.82</u>	<u>41.67</u>	<u>.00</u>	<u>41.67</u>
Non-Operating Expense						
Interest, Fee, & Amortization	54,000.00	2,858.08	51,141.92	4,500.00	857.79	3,642.21
Total: Non-Operating Expense	<u>54,000.00</u>	<u>2,858.08</u>	<u>51,141.92</u>	<u>4,500.00</u>	<u>857.79</u>	<u>3,642.21</u>
Net Income Before Other Financing Sources & [Uses]	(39,740.00)	12,758.42	(52,498.42)	(3,311.70)	(1,133.22)	(2,178.40)

REQUEST FOR CITY COUNCIL CONSIDERATION

Agenda Item: 4-A	Meeting Date: FEBRUARY 21, 2012
Agenda Section: BUSINESS	Prepared By: WALKER GALLMAN
Subject: ORDINANCE – READING -2ND	Date: JANUARY 25, 2012
PURCHASING POLICIES & PROCEDURES	Department: FINANCE

BACKGROUND:

Purchasing by the State of South Carolina is governed by the Consolidated Procurement Code in the Title II, Section 35 of the SC Code of Laws (volume 4A). All political subdivisions must adopt ordinance or procedures embodying sound principles of appropriately competitive procurement. A municipality may write its own code. Adopting state procedure is not required.

On July 21, 1981, City Council adopted a resolution adopting purchasing procedures for the City. These procedures had been revised over the years with the last revision on August 8, 2008. The only exception to this was an ordinance dated October 6, 2010 to allow local preference to contractors and vendors that operate a business in Union County.

After many changes in State law requiring the City to follow certain procurement procedures in advertising, awarding bids and record keeping, staff felt that the purchasing manual should be revised in ordinance form.

Attached is the revised Purchasing Manual for your consideration. Changes and revisions to this manual are highlighted in gray. I have listed below the major changes and revisions:

1. South Carolina Freedom of Information Act Page 9(I.)
2. Contractors and professional services providers contracted to the area required to provide a Certificate of Insurance. This insurance is to be placed with in insurer with a current A.M. rating of not less than: VII, unless allowed by the clerk. Page 9(K.)
3. Business License required within city limits Page 9(L.)
4. Women/Minority Business Enterprises (WMBE Statement) Page 9(M.)
5. Illegal Immigration Reform Act Compliance. Page 10(N.)
6. Local Purchasing – 5% advantage capped at 15,000. The contractor or business must be willing to provide goods or services at the price of the lowest bid. Page 10(O.)
7. Levels of Authority- Page 11(R.)
8. Interest in Real Estate Page 12(S.2)
9. Purchasing Tangible Assets Page 13(S.6) thru Page 17(T.)
 - a. Levels of Quotation
 - b. Bid payment and performance bond
 - c. Tied bids
 - d. Contracts
 1. Protest Procedures
 2. Authority to resolve protested awards.

RECOMMENDATION:

Pass 2nd Reading of attached ordinance.

Reviewed by Dept. Head: <i>Walker Gallman</i>	Reviewed by Mayor
Council Action: Motion by	
2 nd by	
To	
Page 1 of 1	

STATE OF SOUTH CAROLINA
CITY OF UNION
COUNTY OF UNION

}
}
}

ORDINANCE

AN ORDINANCE TO ADOPT THE "PURCHASING POLICY AND PROCEDURES"

WHEREAS, The "Purchasing Policy and Procedures" as adopted and amended from time to time by the City Council and as in file in the office of the Mayor shall be the policy of the City until and unless the same is amended, changed or otherwise altered by resolution of the Mayor and City Council .

WHEREAS, This ordinance replaces all previous ordinances or resolutions.

NOW, THEREFORE, be it ordained by City Council, in meeting duly assembled, that:

1. This ordinance replaces all previous ordinances or resolutions.

ORDAINED and **ADOPTED THIS** _____, day of _____, 2012 in meeting duly assembled.

Harold E. Thompson, Mayor

ATTEST:

Gloria J. Rogers
Municipal Clerk

First Reading Approval: _____

Final Reading Approval: _____

REQUEST FOR CITY COUNCIL CONSIDERATION

Agenda Item: 4-B	Meeting Date: February 21, 2012
Agenda Section : Business	Prepared By: Connie Burgess
Subject: Rezoning Ordinance	Date: February 14, 2012
	Department: Building/Zoning

BACKGROUND:

Due to the former use of the property located at 400 East Main Street being discontinued and the utilities turned off for more than ninety (90) days the property lost it's grandfather use and must conform to the regulations for the A-4 Zone which does not allow a convenient store or supermarket type use. Therefore the owner of the property is requesting that the property be rezoned from A-4 Office, Residential & Institutional to A-1 Central Business which does allow these type uses.

The property is adjacent to property which is already zoned A-1 Central Business and it does comply with the regulation requirements for the A-1 Central Business Zone.

A copy of the ordinance, rezoning application, rezoning map and public notice are attached.

RECOMMENDATION:

Pass First Reading of the attached Rezoning Ordinance.

Reviewed by Dept. Head:	Reviewed by Mayor:
Council Action: Motion by	
2 nd by	
Page	of

STATE OF SOUTH CAROLINA)
COUNTY OF UNION)
CITY OF UNION)

ORDINANCE

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF UNION BY REZONING A PARCEL OF PROPERTY LOCATED AT 400 EAST MAIN STREET FROM A-4 OFFICE, RESIDENTIAL & INSTITUTIONAL TO A-1 CENTRAL BUSINESS.

BE IT ORDAINED by Mayor and Council of the City of Union, South Carolina, in council assembled, that:

Section 1: The Zoning Ordinance of the City of Union is hereby amended as follows:

Rezone from A-4 Office, Residential & Institutional to A-1 Central Business the property located at 400 East Main Street. The property's Tax Parcel #s are 73-12-19-1 & # 73-12-19-1-99 and the property is recorded in Deed Books 213, page 406 and 222, page 444 and Plat Book 10, page 75, in the Office of Clerk of Court for Union County, South Carolina.

ORDAINED AND ADOPTED in City Council Meeting duly assembled this ____ day of _____, 2012.

Harold E. Thompson – Mayor

ATTEST:

Gloria J. Rogers
Municipal Clerk

1st Reading _____

2nd Reading _____



City of Union
P.O. Box 987
Union, S.C. 29379

APPLICATION FOR REZONING

(\$45.00 Application Fee)

1. Applicant: FD GROUP, LLC
2. Property Address: 400 E. Main Street
3. Current Owner: Timothy & Anne GOWAN
BK 213 / P406
4. Deed Ref: BK 222 / P444 Block Map # 73-12-19-1 & 73-12-19-99
5. Current Use of Property: VACANT - FORMER GROCERY STORE
6. Proposed Use: RETAIL / MERCHANDISE
7. Current Zoning: A-4 Proposed Zoning: A-1
8. Will proposed use require new construction or reconstruction of existing building? Yes/No. If so describe proposed improvements:

We intend on renovating the former piggly wiggly and leave the site, generally as it sits today with required tenant & code improvements.

Date: 1/19/2012

[Signature]
Signature of Applicant

1425 S. Moore Rd, Suite A
Mailing Address
Chattanooga, TN 37414

423-509-5909
Day Telephone Number

\$ 45⁰⁰

CITY OF UNION

Building Department

9283

Union, S.C. Jan 23 10 2012

RECEIVED OF Cagle Development, LLC

Fifty - Five & 00/100 Dollars On Account Of

- Building Permit No. _____
- Plumbing Permit No. _____
- Mechanical Permit No. _____
- Electrical Permit No. _____
- Natural Gas Permit No. _____
- Other _____

*Application
fee for Reopening 400 E. Main St.*

CITY OF UNION

By *CRB*
Building Official Or Agent



REZONING MAP

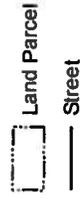
Former Piggly Wiggly Property



CURRENT ZONING
A-4 Office, Institutional & Residential

REQUESTED ZONING
A-1 Central Business District

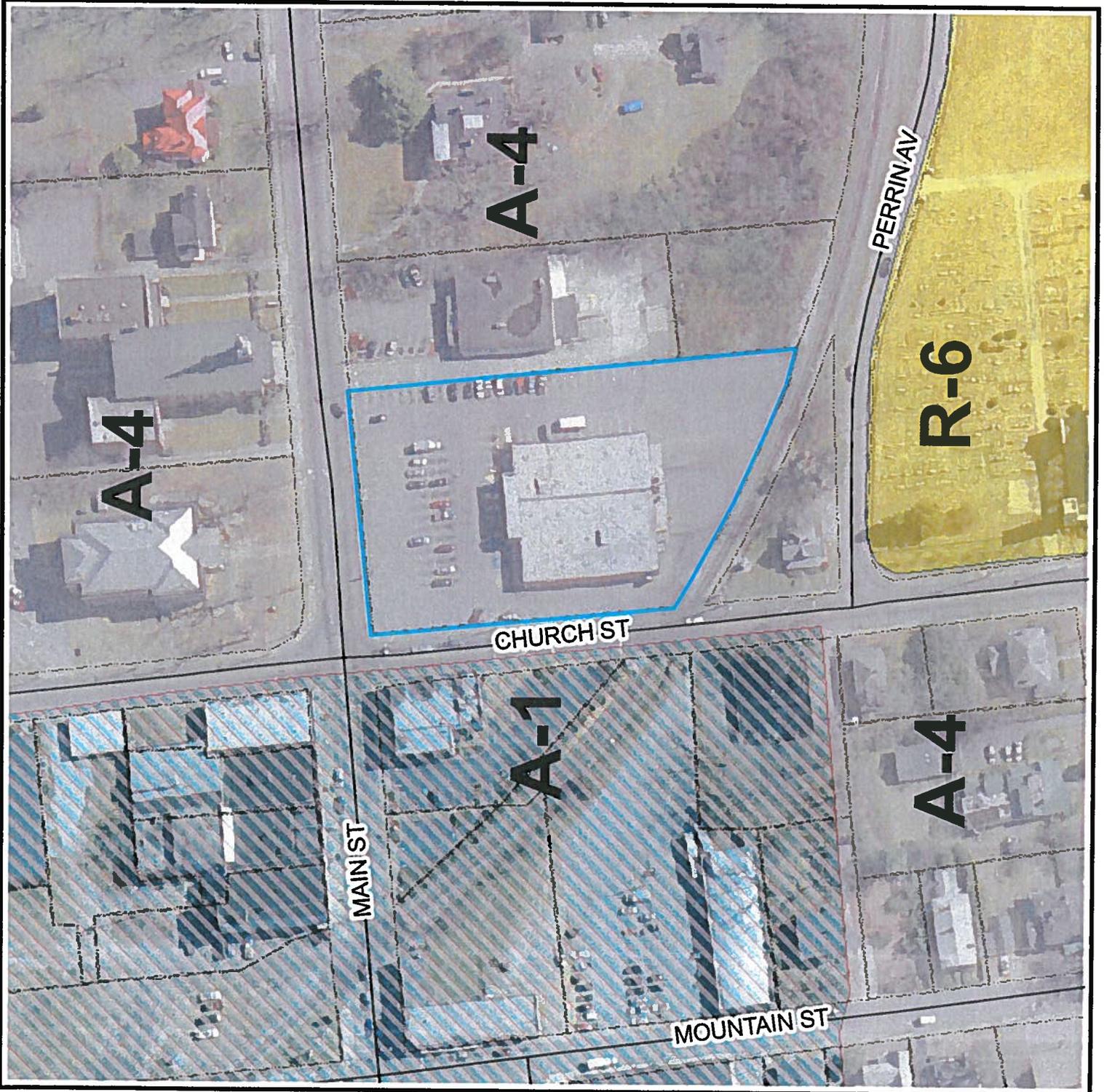
CITY COUNCIL DISTRICT 6
(2011 Voting District Map)



THIS MAP WAS COMPILED FROM PLATS AND OTHER AVAILABLE INFORMATION. NO ACTUAL FIELD SURVEY WAS PERFORMED.

PLANNING DEPT.

DATE



DRIVERS NEEDED! BIG NEW pay package/benefits/sign-on bonus. 2yrs exp. Required. Call JGR 864-679-1551, Greenville and Gaffney SC locations. www.jgr-inc.com

EXPERIENCED TANKER/FLATBED DRIVERS! • Strong Freight Network • Stability • Great Pay Every Second Counts! Call Today! 800-277-0212 or www.primeinc.com •

DRIVERS: RUN 5 STATE REGIONAL! Get Home Weekends, Earn up to 39¢/mi, 1 yr OTR Flatbed exp. req'd. Sunbelt Transport, LLC 1-800-572-5489 ext. 227

DIVORCE WITH OR WITHOUT CHILDREN \$125. Includes name change and property settlement agreement. **FREE** information. **SAVE** hundreds. Fast and easy. Call 1-888-789-0198 24/7

VACATION RENTALS

ADVERTISE YOUR VACATION PROPERTY to more than 2.6 million South Carolina newspaper readers. Your 25-word classified ad will appear in 112 S.C. newspapers for only \$375. Call Jimmie Haynes at the South Carolina Newspaper Network, 1-888-727-7377

Mother-Daughter Day: Feb. 13. We will make a felt flower tote. Registration required (limited to 20 patrons), call 864-427-7140, ext. 302.

Preschool Ages - Birth - 5 Winter/Spring 2012 Tuesday Mornings Time: 10 am Call Ms. Cindy:

427-7140, ext. 302 for additional information
 Jan. 24 - Hat on my Head - Wear your favorite hat!
 Jan. 31 - Winter
 Feb. 7 - Mittens -Wear your mittens!
 Feb. 14 - Valentine
 Feb. 21 - Sleeping Bears
 Feb. 28 - Building and Construction
 March 6 - Blow Wind
 March 13 - St. Patrick's Day
 March 20 - Spring
 March 27 - Chinese
 April 3 - Easter
 April 10 - April Showers
 April 17 - Butterflies
 April 24 - Fancy Nancy
SPRING GAMING PROGRAM
Reading For Game Time
Ms. Cindy
864-427-7140 ext. 302
 One hour of reading will



Valentine's Love Lines

Let them know you love them with a 5-line classified ad for \$5!

Ads will publish Feb. 13. Ads must be prepaid at our office, 108 E. Main St. Deadline Feb. 10.

We reserve the right to reject any inappropriate copy. If you wouldn't want your mom or boss to see it, we probably won't accept it.

Commercial Building - Highway 17 - Georgetown, SC
AUCTION Wed... Feb. 22nd... 10:30am
 235 Church St., Georgetown, SC (Highway 17)
 • 2.54 +/- Acres (52) Parking Spaces
 • 3,464 +/- sq. ft. Building (Former Restaurant)
 TERMS: \$10,000 Cashier's Check REQUIRED to Register/Bid; balance of 10% deposit by check. 10% Buyer's Prem. Remaining balance by 3/22/12.
 For details: www.RogersAuctionGroup.com.
 ROGERS
 Mark Rogers, Sale Manager SCAL 187-4
 (800) 442 7906 (336) 789-2926
 MARKET ALLIANCE

PUBLIC NOTICE ZONING HEARING

Pursuant to the Code of Laws of South Carolina and the Zoning Ordinance of the City of Union, South Carolina, notice is hereby given that a public hearing will be held by the Union City Council and City Planning Commission on Tuesday, February 21, 2012 at 6:00 p.m. in the Council Chambers, Municipal Building, 101 Sharpe Avenue for the purpose of considering the following request:

Rezone from A-4 Office, Residential & Institutional to A-1 Central Business the property located at 400 East Main Street.

Maps are available for review at the Planning Department located in the basement of the City Municipal Building at 101 Sharpe Avenue.

City of Union
 Planning Department

TRANSVAGINAL PELVIC MESH

LINKED TO SERIOUS MEDICAL COMPLICATIONS

Serious medical complications have been reported from surgically implanted pelvic mesh used to treat stress urinary incontinence (SUI) and pelvic organ prolapse (POP).

If you or a loved one has experienced medical complications call the law firm of **Martin and Jones** to protect your legal rights.

FREE CONFIDENTIAL CONSULTATION

TOLL FREE 1-888-831-5291

RALEIGH OFFICE
 410 Glenwood Ave. &

MARTIN & JONES

Attorneys at Law

www.MartinandJones.com

REQUEST FOR CITY COUNCIL CONSIDERATION

Agenda Item: 4-C	Meeting Date: February 21, 2012
Agenda Section : Business	Prepared By: Robert Moody
Subject: Ordinance Establishing	Date: February 14, 2012
City of Union Planning Commission	Department: Planning Department

BACKGROUND:

The City of Union Planning Commission was established by City Council in 1959 and has operated continuously since that time. In 1994, the Local Government Comprehensive Planning Act was enacted which repealed all of the previous state statutes authorizing planning at the local level. In addition this new law empowered the planning commission with several responsibilities, including the development of a comprehensive plan and making rezoning recommendation; see the attachment for more details.

On a technical note, the City Council must reauthorize the planning commission in order to ensure compliance with state law. The proposed ordinance remedies the present situation.

A copy of the Ordinance and Chapter 1- Planning of the Local Government Comprehensive Planning Act are attached.

RECOMMENDATION:

Pass First Reading of the attached Ordinance.

Reviewed by Dept. Head:	Reviewed by Mayor:
Council Action: Motion by	
2nd by	
Page	of

STATE OF SOUTH CAROLINA)
COUNTY OF UNION)
CITY OF UNION)

ORDINANCE

**AN ORDINANCE ESTABLISHING A MUNICIPAL PLANNING
COMMISSION FOR THE CITY OF UNION, SOUTH CAROLINA.**

WHEREAS, a local planning commission is authorized by S.C. Code §6-29-320;
and

WHEREAS, it is desired to implement the provisions of Title 6, Chapter 29,
Code of Laws of South Carolina;

NOW THEREFORE, BE IT ORDAINED by Mayor and City Council of the
City of Union, South Carolina, in council assembled, that the city code is amended by
adding:

Section 1: Planning Commission Established. There is hereby established a
planning commission for the city, which shall have the powers and
duties provided in S.C. Code §6-29-310, et seq.

Section 2: Composition of Commission.

- a) The planning commission shall have five (5) members appointed
by Council for terms of three years, staggered so that one-third of
the members have terms expiring in each year.
- b) Members shall serve until their successors are appointed and
qualified.
- c) No member of the planning commission shall hold an elected
public office in the city or county.
- d) Members of the planning commission shall have lived and resided
in the city a minimum of six (6) consecutive months prior to
appointment on the planning commission.

Section 3: Attendance of Meetings. Each planning commission member is
expected to attend at least 75% of all meetings conducted annually,
beginning in January of each year. If, for any reason, a planning
commission member is unable to attend a regular monthly meeting,
it is required that the member notifies the planning commission
secretary and requests an excused absence. If any member of the
planning commission fails to meet both of these requirements, it will
be deemed that the member has voluntarily resigned, and a request
will be forwarded to City Council to appoint a successor to fill the
vacancy.

Section 4: Compensation. Members of the planning commission shall be compensated from budgeted funds pursuant to policies and procedures adopted by City Council.

Section 5: Removal of Members. Members of the planning commission may be removed at any time by Council for cause. The existence of cause shall be discussed by the Council in executive session as permitted by the Freedom of Information Act, S.C. Code §30-4-70(a)(1), and the determination of removal shall be by vote in public session declaring a vacancy in the position without a statement of cause. Any fact which, in the discretion of Council, is deemed to adversely affect the public interest, including lack of attendance at meetings, may constitute cause.

Section 6: Organization and Rules of Procedure. The planning commission shall organize, elect officers, and adopt rules of procedure as required by S.C. Code §6-29-360.

Section 7. Public Hearings. The planning commission shall hold all public hearings on amendments to the zoning ordinance and map pursuant to S.C. Code §6-29-760(A).

ORDAINED AND ADOPTED in City Council Meeting duly assembled this ____ day of _____, 2012.

Harold E. Thompson – Mayor

ATTEST:

Gloria J. Rogers
Municipal Clerk

1st Reading _____

2nd Reading _____

Chapter 1 - Planning

Planning Legislation in South Carolina

The authority for local governments to undertake planning and to adopt zoning and land development regulations is granted by the General Assembly.

The General Assembly authorized municipal planning and zoning in 1924 and county planning in 1942.

The Local Government Comprehensive Planning Enabling Act of 1994 replaced the 1967 Act, repealed all of the above statutes and required all local comprehensive plans, zoning and land development ordinances conform to the 1994 Act by December 31, 1994. The 1994 Act, with subsequent amendments, is codified at S.C. Code Title 6, Chapter 29.

Local Planning Organizational Structures

Local governments must establish a local planning commission to begin comprehensive planning. Several types of planning commissions may be created by ordinance. S.C. Code § 6-29-310 through § 6-29-380. See Appendix B for model ordinances.

Municipal Planning Commission

A municipal council can create a municipal planning commission of five to 12 members. The commission's authority is limited to the corporate limits of the municipality.

County Planning Commission

A county council can create a county planning commission of five to 12 members. The commission's authority is limited to the unincorporated area of the county.

Joint Municipal-County Planning Commission

A municipal council (or multiple municipal councils) and a county council can create a joint planning commission by ordinance adopted by each participating municipality and the county council. A planning commission which serves two political subdivisions can have five to 12 members. If a commission serves three or more political subdivisions (e.g., two municipalities and the unincorporated county), its size cannot be greater than four times the number of jurisdictions it serves. For example, a commission serving three municipalities and a county can have a maximum of 16 members. Membership of the joint commission must be proportional to the population inside and outside municipal limits. Authority of the joint planning commission is limited to the geographic area of the participating municipalities and the unincorporated area of the county. The ordinance must specify the number of members to be appointed by each participating municipal council and the county council.

Municipal Planning Commission with Extraterritorial Jurisdiction

If approved by the county and municipality, a municipal planning commission can exercise planning authority outside the corporate limits of a municipality in areas adjacent to the municipality. The two councils must adopt an ordinance setting forth (1) the affected geographic area; (2) the number or proportion of commission members to be appointed from that area; (3) any limitations on the authority of the municipality in that area; and (4) representation on the municipality's boards and commissions which affect the unincorporated area.

The ordinance may provide for appointment of members of the planning commission from the area outside the municipal limits by either the municipal council or county council. The commission must have five to 12 members.

County Planning Commission Designated as Municipal Commission

A municipal council may designate by ordinance the county planning commission as the official planning commission of the municipality. The municipal and county councils each must adopt an ordinance setting out their agreement on the specific powers and duties of the commission and addressing the issues of equitable representation of the municipality and county on the planning commission and other boards and commissions resulting from ordinances adopted by the county council that affect the municipal area.

Planning Commission Serving Multiple Municipalities

Two or more municipal councils may create a joint planning commission to serve them. This could be especially useful for contiguous municipalities. The ordinance creating the joint planning commission should address, among other things, the number of members each council appoints. The size of a joint planning commission serving two municipalities is limited to five to 12 members. If a commission serves three or more municipalities, its size is limited to four times the number of participating municipalities.

Consolidated Political Subdivision Planning Commission

Consolidation of a county, municipalities and special purpose districts into a new local government was authorized by Act 319 of 1992 in response to a 1972 constitutional mandate. The legislation is flawed and has not been used. The Act provides for creating a planning commission of five to 12 members to serve a consolidated local government.

Jurisdiction of Municipalities and Counties

A municipality may exercise the powers in the 1994 Act in the entire area within its corporate limits. A county has the flexibility to exercise those powers in the total unincorporated area or in specifically designated parts. S.C. Code § 6-29-330(A).

Local Planning Commission Functions and Duties

A local planning commission has a duty to engage in a continuous planning program for the physical, social and economic growth, development and redevelopment of the area within its authority. The minimum nine elements of the comprehensive plan and any other elements prepared for the particular jurisdiction must be designed to promote public health, safety, morals, convenience, prosperity or the general welfare as well as the efficiency and economy of its area of concern. Each element must be based on careful and comprehensive surveys and studies of existing conditions and probable future development and include recommendations for implementing the plans. S.C. Code § 6-29-340.

Specific Planning Activities

In carrying out its responsibilities, the local planning commission has authority to do all of the following things. The local governing body or the planning commission may add activities. S.C. Code § 6-29-340.

1. **Comprehensive plan.** Prepare and periodically revise plans and programs for development and redevelopment of its area.
2. **Implementation.** Prepare and recommend measures for implementing the plan by the appropriate governing bodies, including the following measures.
 - a. **Zoning ordinances,** including zoning district maps and necessary revisions.
 - b. **Regulations for the subdivision or development of land.** The planning commission is responsible for overseeing the administration of land development regulations adopted by the local governing body. See Chapter 5.
 - c. **An official map** and appropriate revisions showing the exact location of existing or proposed public streets, highways, utility rights-of-way and public building sites, with regulations and procedures for administering the official map ordinance. See Chapter 6.
 - d. **A landscaping ordinance** providing required planting, tree preservation and other aesthetic considerations.
 - e. **A capital improvements program** listing projects required to implement adopted plans. The planning commission must submit an annual list of priority projects to the appropriate governmental bodies for consideration when they prepare annual capital budgets.
 - f. **Policies and procedures** to implement adopted comprehensive plan elements. These policies and procedures could cover such things as expanding corporate limits, extending public water and sewer systems, dedicating streets and drainage easements, and offering economic development incentive packages.

Zoning Functions

In the past, some local governments allowed their planning commission to perform zoning functions delegated by law to the board of zoning appeals. The 1994 Act makes it clear the planning commission does not have authority to administer the zoning ordinance. It cannot grant variances, use variances or special exceptions. The Act does not allow the planning commission or the governing body to grant "special uses," "conditional uses" or "uses upon review." Appeals, variances and special exceptions all come within the exclusive jurisdiction of the board of zoning appeals. Conditional uses require no review because they must be described in the text of the zoning ordinance.

Planning commission functions related to zoning

- 1. Comprehensive plan.** Adopt, recommend, review and update at least the land use element of the comprehensive plan. S.C. Code §§ 6-29-510 -- 530, § 6-29-720. All zoning ordinances and amendments must conform to the comprehensive plan.
- 2. Zoning ordinance.** After adopting the land use element of the comprehensive plan, prepare and recommend to the governing body a zoning ordinance text and maps. S.C. Code § 6-29-340, § 6-29-720. Review and make recommendations concerning amendments. Hold public hearings on amendments when authorized by the governing body. S.C. Code § 6-29-760. See Chapter 2.

There are no provisions for zoning appeals to or from the planning commission. The commission makes no final decisions regarding zoning.

Land Development Functions

The planning commission administers land development regulations. See Chapter 5. The board of zoning appeals is not involved. In some jurisdictions, the zoning administrator serves as planning commission secretary and provides staff support for administering land development regulations.

Landscaping and Aesthetics

Landscaping regulations, which can be included in the zoning ordinance, are important in protecting aesthetics of the community. Landscaping regulations can apply to particular sections, zoning districts or entrance corridors instead of the entire planning jurisdiction. Regulations might limit curb cuts, require parallel frontage drives, require landscaping plans for strips of property adjacent to street rights-of-way, and requirements for landscaping areas within off-street parking slots.

In addition, the landscaping ordinance can be used to prevent the cutting of specimen trees on private property within a specified distance of the street rights-of-way. A landscaping ordinance imposing requirements on private developments is much easier to promote in communities that have made tangible commitments to landscaping of public sites and street rights-of-way. S.C. Code § 6-29-340(B)(2)(d).

Capital Improvements Program

Capital improvements programming has virtually become a lost art. During this period, public capital improvements priorities were often determined by available federal grants rather than a systematic evaluation of community needs. The comprehensive plan elements will identify and propose many projects and programs requiring public funds. The commission must catalog and rank the projects. Only those proposals which are feasible should be included. S.C. Code § 6-29-340(B)(2)(e).

The planning commission may appoint an advisory committee with representatives from all the affected agencies to assist in developing the capital improvements program and the annual list of priority projects recommended to the governmental bodies. Limited resources will always be an issue; however, involvement of the competing agencies in developing the annual list should help hold down competition for the limited dollars. It is also an excellent vehicle for coordinating bond issues proposed by various public entities such as the school board, library board and other autonomous or semi-autonomous groups. This coordination should help eliminate public confusion when several groups propose bond issues at the same time.

Development Impact Fees

The South Carolina Development Impact Fee Act (S.C. Code § 6-1-910, et seq.), enacted in 1999, assigns a significant role to the local planning commission in recommending to the governing body an impact fee ordinance. This Act, broadly stated, allows counties and municipalities to impose by ordinance a requirement for payment of "development impact fees" (as defined) by a land developer as a condition of development approval.

The Act defines "development impact fees" as payment for "a proportionate share of the cost of system improvements needed to serve the people utilizing the improvements." S.C. Code § 6-1-920(8). "System improvements" are defined as "capital improvements to public facilities which are designed to provide service to a service area." S.C. Code § 6-1-920(21). "Public facilities" are defined to include such things as water, wastewater, solid waste and stormwater services, roads, public safety, street lighting, capital equipment, and parks and recreation. S.C. Code § 6-1-920(18). The amount of impact fees must be based on actual improvement costs or reasonable estimates of the costs, supported by sound engineering studies and generally accepted accounting principles. S.C. Code § 6-1-930, § 6-1-940, § 6-1-980.

The Impact Fee Act requires that the process for adopting an impact fee ordinance begin with a resolution of the council directing the local planning commission to conduct the necessary studies and recommend an impact fee ordinance developed in accordance with the Act. S.C. Code § 6-1-950(A). Upon receipt of the resolution, the local planning commission must develop and make recommendations for a capital improvements plan (or its update) and for impact fees by the "service unit" (a defined term). In preparing and making its recommendations, the planning commission is to use the same procedures as those used in developing the comprehensive plan, unless other procedures are specified in the Impact Fee Act. S.C. Code § 6-1-950. The Impact Fee Act sets out detailed descriptions of the capital

improvements plan (S.C. Code § 6-1-960), as well as detailed descriptions of the calculation of impact fees based on service units and the calculations for maximum impact fees and the developer's proportionate share. See S.C. Code § 6-1-980, § 6-1-990. See *Charleston Trident Home Builders, Inc. v. Town Council of Town of Summerville*, 369 S.C. 498, 632 S.E.2d 864 (2006), for the first appellate court review of a development impact fee ordinance under this Act. The court upheld the ordinance and found "substantial compliance" with the Act's requirements for a capital improvement plan and for the calculation of impact fees.

Planning Commission Membership, Organization and Operation

The 1994 Act has specific requirements for creating a planning commission.

Membership

Types and sizes of planning commissions were covered earlier in this publication. The 1994 Act provides the following additional specific provisions. S.C. Code § 6-29-350.

1. **Other office.** A planning commission member cannot hold an elected public office in the municipality or county making the appointment.
2. **Terms.** The governing body must appoint members for staggered terms. Members serve until their successors are appointed and qualified.
3. **Compensation.** Compensation of planning commission members, if any, is determined by the local government creating the commission. Usually, members serve without pay. However, they may be reimbursed for authorized expenses incurred in the performance of their duties.
4. **Vacancy.** The local government making the original appointment must fill any vacancy for the unexpired term.
5. **Removal.** The local government governing body may remove for cause any member it appoints.
6. **Appointments.** When making appointments, the local governing body must consider professional expertise, knowledge about the community and concern for the future welfare of the total community and its citizens.
7. **Community interest.** Commission members must represent a broad cross section of the interests and concerns within the jurisdiction.

Officers

The local planning commission must elect one of its members as chairperson and one as vice-chairperson for one-year terms. It must also appoint a secretary. The secretary is usually the planning director, if the planning commission has a staff, or some other employee of the

local government. The secretary prepares and maintains meeting minutes and other records. S.C. Code § 6-29-360.

Rules of Procedure

A planning commission must adopt rules of procedure. S.C. Code § 6-29-360. As a minimum, the rules should cover the following:

1. Election of a chairperson and vice-chairperson and duties
2. Appointment of a secretary and duties
3. Procedures for calling meetings
4. Place and time for meetings
5. Posting notice of meetings to comply with Freedom of Information Act
6. Setting agenda
7. Quorum and attendance requirements
8. Rules and procedure for conducting meetings
9. Public hearing procedure
10. Procedure for making and keeping records of actions
11. Procedure for plan and plat review
12. Delegation of authority to staff
13. Procedure for purchase of equipment and supplies
14. Procedure for employment of staff and/or consultants
15. Preparation and presentation of annual budget
16. Procedure for authorizing members or staff to incur expenses and secure reimbursement

It is essential for the commission to adopt and follow clear, adequate rules of procedure. Sample rules of procedure are provided in Appendix C.

Freedom of Information Act

The Freedom of Information Act (S.C. Code § 30-4-10, et seq.) requires all public bodies to conduct their meetings in public. Public bodies may go into executive session only for matters specified by the FOI Act, such as receipt of legal advice, employment matters and contract negotiations. S.C. Code § 30-4-70. The commission must give written public notice of regular meetings at the beginning of each calendar year. An agenda for regular meetings must be posted at the meeting place 24 hours prior to a meeting. Notice of a called, special or rescheduled meeting must be posted with an agenda at least 24 hours prior to the meeting. Notice also must be given to persons, organizations and news media requesting meeting notification. S.C. Code § 30-4-80.

Records

The local planning commission must keep a public record of its resolutions, findings and determinations. S.C. Code § 6-29-360(B). Public records must be made available for inspection and copying within 15 days (excluding Saturdays, Sundays and legal public holidays) after receiving a written Freedom of Information Act request. S.C. Code § 30-4-30.

Financing

Usually, the local planning commission will request annual appropriations from the local government creating it. The commission may cooperate with, contract with or accept funds from federal government agencies; state government agencies; local general purpose governments; school districts; special purpose districts, including those of other states; public or eleemosynary agencies; or private individuals or corporations. The planning commission can spend the funds and carry out cooperative undertakings and contracts it considers necessary and consistent with appropriated funds. S.C. Code § 6-29-360(B), § 6-29-380.

Educational Requirements for Planning Commission

Amendments in 2003 to the Comprehensive Planning Act added mandatory orientation and continuing educational requirements for local planning commission members, as well as for other appointed officials and professional employees involved with local zoning and planning entities. These requirements are set out in Article 9 of the Act (S.C. Code § 6-29-1310, et seq.).

The educational requirements apply to “appointed officials” (defined as planning commissioners, board of zoning appeals members, and board of architectural review members) and “professional employees” (defined as a planning professional, zoning administrator, zoning official, or a deputy or assistant of a planning professional, zoning administrator or zoning official). S.C. Code § 6-29-1310. Exemptions from the educational requirements are allowed for individuals who have (1) a certification by the American Institute of Certified Planners; (2) a master’s or doctorate degree in planning from an accredited college or university; (3) a master’s or doctorate degree or specialized training or experience in a field related to planning (as determined by the State Advisory Committee on Educational Requirements for Local Government Planning or Zoning Officials and Employees); or (4) a license to practice law in the state. S.C. Code § 6-29-1350. Exempted individuals are required to file a certification form and documentation of the exemption as required by Section 6-29-1360.

The 2003 amendments created a State Advisory Committee on Educational Requirements for Local Government Planning or Zoning Officials and Employees. The Committee consists of five members appointed by the governor with the advice and consent of the Senate. The Committee approves the education programs then compiles and distributes a list of approved education programs. S.C. Code § 6-29-1330.

The educational requirements consist of (1) a minimum of six hours of orientation training, and (2) a minimum of three hours of annual training after the first year of service or employment. Individuals must complete the orientation training six months prior to or one year after the initial date of appointment or employment. A person who attended six hours of orientation training for a prior appointment or employment is not required to re-take the orientation training for a subsequent appointment or employment after a break in service but is required to comply with the annual requirement. The training program must be approved by the Advisory Committee.

The training program may include such subjects as land use planning, zoning, floodplains, transportation, community facilities, ethics, public utilities, wireless telecommunication facilities, parliamentary procedure, public hearing procedure, administrative law, economic development, housing, public buildings, building construction, land subdivision, and powers and duties of the planning commission, board of zoning appeals or board of architectural review. S.C. Code § 6-29-1340.

By December 31 of each year, the local governing body must provide its clerk with a list of appointed officials and professional employees involved with a planning or zoning entity. The local governing body also must annually inform each planning or zoning entity in its jurisdiction of the requirements of Article 9. S.C. Code § 6-29-1320. The local governing body is responsible for providing approved education programs or funding approved education courses provided by others. S.C. Code § 6-29-1370.

Annual certification of compliance with the educational requirements must be filed with the clerk of the local governing body on a form prescribed by S.C. Code § 6-29-1360. Filing the certification is the responsibility of the appointed official or professional employee. The yearly filing is due no later than the anniversary date of appointment or employment. The form is a public record.

Failure to complete the requisite education requirements or to file the certification form and documentation may result in removal of an appointed official from office for cause. Failure of a professional employee to complete the requirements or file the certification may result in suspension or removal from employment relating to planning or zoning. Falsification of the certification or documentation bars subsequent appointment as an appointed official or employment as a professional employee. S.C. Code § 6-29-1380.

The Comprehensive Planning Process

This section deals with the work of the local planning commission as it develops a planning process to prepare and periodically revise the comprehensive plan. The 1994 Act retained the comprehensive plan as the essential first step in the planning process. The scope and substance of the comprehensive plan were expanded.

Planning Process

The planning commission must establish and maintain a planning process which will result in the systematic preparation and continual evaluation and updating of the elements of the comprehensive plan. S.C. Code § 6-29-510(A). Surveys and studies on which the planning elements are based must consider potential conflicts with other jurisdictions and the effect of any regional plans or issues. S.C. Code § 6-29-510(B).

The planning process for each comprehensive plan element must include but is not limited to the following items:

1. **Inventory of existing conditions.** The inventory could include a description of existing conditions as they relate to the particular planning element under consideration.
2. **A statement of needs and goals.** A vision statement establishes where the community wants to go. It should include long- and short-range goals for achieving the vision. It is important to involve the community in identifying needs and goals to create community support for the plan and minimize future objections to specific programs. When preparing or updating plan elements, the planning commission may appoint advisory committees with membership from the planning commission, neighborhoods or other groups, and individuals in the community. If the local government maintains a list of groups that have registered an interest in being informed of proceedings, it must mail meeting notices relating to the planning process to them.
3. **Implementation strategies with time frames.** Implementation strategies for each element should include specific objectives, steps and strategies for accomplishing the objectives. The strategies should specify time frames for actions and persons or organizations who will take the actions.

Comprehensive Plan Elements

There should be broad-based citizen participation for developing of comprehensive plan elements. An element must address all relevant factors listed in the 1994 Act; however, the Act does not dictate how extensively they must be covered. The extent should be based on community needs. The plan must include at least the following elements. S.C. Code § 6-29-510(D).

1. **Population element.** The population element includes information related to historic trends and projections; the number, size and characteristics of households; educational levels and trends; income characteristics and trends; race; sex; age and other information relevant to a clear understanding of how the population affects the existing situation and future potential of the area.
2. **Economic development element.** The economic element includes historic trends and projections on the numbers and characteristics of the labor force, where the people who live in the community work, where people who work in the community reside, available employment characteristics and trends, an economic base analysis and any other matters affecting the local economy. Tourism, manufacturing and revitalization efforts may be appropriate factors to consider.
3. **Natural resources element.** This element could include information on coastal resources, slope characteristics, prime agricultural and forest land, plant and animal habitats, unique park and recreation areas, unique scenic views and sites, wetlands and soil types. This element could also include information on flood plain and flood way areas, mineral deposits, air quality and any other matter related to the natural environment of the area.

If there is a separate community board addressing any aspects of this element, that board may be made responsible for preparing this element. The planning commission could incorporate the element into the local comprehensive plan by reference. S.C. Code § 6-29-510 (D)(3).

4. **Cultural resources element.** This element could include historic buildings and structures, unique commercial or residential areas, unique natural or scenic resources, archeological sites, educational, religious or entertainment areas or institutions, and any other feature or facility relating to the cultural aspects of the community. As with the natural resources element, a separate board may prepare this element. The planning commission can incorporate the work of a separate board into the comprehensive plan by reference.
5. **Community facilities element.** This element includes many activities essential to the growth, development or redevelopment of the community. The commission should give separate consideration to the following plans.
 - a. water supply, treatment and distribution plan
 - b. sewage system and wastewater treatment plan
 - c. solid waste collection and disposal plan
 - d. fire protection plan
 - e. emergency medical services plan
 - f. plan for any necessary expansion of general government facilities (e.g., administrative, court or other facilities)
 - g. plan for educational facilities
 - h. plan for libraries and other cultural facilities

Preparing of the community facilities element may require involving special purpose district boards and other governmental and quasi-governmental entities such as the library board, historic preservation society and public utilities board.

Note: *The local government must adopt the community facilities element before adopting subdivision or other land development regulations. S.C. Code § 6-29-1130(A).*

6. **Housing element.** This element includes an analysis of existing housing by location, type, age, condition, owner and renter occupancy, affordability, and projections of housing needs to accommodate existing and future population as identified in the population and economic elements. The housing element requires an analysis of local regulations to determine if there are regulations that may hinder development of affordable housing. It includes an analysis of market-based incentives that may be made available to encourage the development of affordable housing. Incentives may include density bonuses, design flexibility and a streamlined permitting process.

Note: *A 2007 amendment to the Comprehensive Planning Act entitled the "South Carolina Priority Investment Act" amended the housing element. S.C. Code § 6-29-510(D)*

7. **Land use element.** This element deals with the development characteristics of the land. It considers existing and future land use by categories including residential, commercial, industrial, agricultural, forestry, mining, public and quasi-public, recreation, parks, open space, and vacant or undeveloped land. This element is influenced by all previously described plan elements. The findings, projections and conclusions from each of the previous six elements will influence the amount of land needed for various uses.

Note: *The local government must adopt the land use element before adopting a zoning ordinance. S.C. Code § 6-29-720 (A).*

Note: *A 2007 amendment to the Comprehensive Planning Act entitled the "South Carolina Priority Investment Act" added two new elements – transportation and priority investment. S.C. Code § 6-29-510(D); 6-29-720(C); 6-29-1110; 6-29-1130(A)*

8. **Transportation element.** This element was originally included in the community facilities element. The transportation element considers transportation facilities including major road improvements, new road construction, and pedestrian and bicycle projects. This element must be developed in coordination with the land use element to ensure transportation efficiency for existing and planned development.
9. **Priority investment element.** This element requires an analysis of projected federal, state and local funds available for public infrastructure and facilities during the next 10 years and recommends the projects for those funds. These recommendations must be coordinated with adjacent and relevant jurisdictions and agencies (counties, other municipalities, school districts, public and private utilities, transportation agencies, and any other public group that may be affected by the projects). Coordination simply means written notification by the local planning commission or its staff to those groups.

Comprehensive Plan

The required nine planning elements plus any other element determined to be needed in the local community, whether done as a package or in separate increments, together comprise the comprehensive plan. All planning elements represent the planning commission's recommendations to the local governing body regarding wise and efficient use of public funds, future growth, development, redevelopment and the fiscal impact of the planning elements on property owners. S.C. Code § 6-29-510(E).

The planning commission must review and consider, and may recommend by reference, plans prepared by other agencies which in the opinion of the planning commission meet requirements of the 1994 Act.

Periodic Revision Required

The planning commission must review the comprehensive plan or particular elements of the comprehensive plan as often as necessary. Changes in the growth or direction of

development taking place in the community dictate when a review is necessary. Economic setbacks resulting in an unanticipated loss of jobs could also trigger a need to re-evaluate the comprehensive plan. As the plan or elements are revised, it is important to amend the capital improvements program and any ordinances based on the plan to conform to the most current comprehensive plan. S.C. Code § 6-29-510(E) requires the following plan updates:

1. The planning commission must re-evaluate the comprehensive plan elements at least every five years. There is no requirement to rezone the entire city or county at one time. The land use element could be reviewed and updated in stages or by neighborhoods. See *Momeier v. John McAlister, Inc.*, 231 S.C. 526, 99 S.E.2d 177 (1957).
2. The comprehensive plan, including all the elements of the plan, must be updated at least every 10 years. The planning commission must prepare and recommend a new plan and the governing body must adopt a new comprehensive plan every 10 years.

Procedure for Adopting Plan or Amendments

When the plan, any element, amendment, extension or addition is completed, the following steps must be taken in accord with S.C. Code § 6-29-520 and § 6-29-530.

1. **Resolution.** By majority vote, the planning commission must adopt a resolution recommending the plan or element to the governing body for adoption. The resolution must refer explicitly to maps and other descriptive material intended by the commission to form the recommended plan.
2. **Minutes.** The resolution must be recorded in the planning commission's official minutes.
3. **Recommendation.** A copy of the recommended comprehensive plan or element must be sent to the local governing body being requested to adopt the plan. In addition, a copy must be sent to all other legislative or administrative agencies affected by the plan.
4. **Hearing.** Before adopting the recommended plan, the governing body must hold a public hearing after publishing at least 30 days notice of the time and place of the hearing in a general circulation newspaper in the community. See Notice Form in Appendix G.
5. **Ordinance.** The governing body must adopt the comprehensive plan or element by ordinance. S.C. Code § 6-29-530. The governing body cannot approve the plan on final reading of the ordinance until the planning commission has recommended the plan. *McClanahan v. Richland County Council*, 350 S.C. 433, 567 S.E.2d 240(2002).

Review of Public Project

After the comprehensive plan or an element relating to proposed development is adopted, a public agency or any entity proposing a public project must submit its

development to the planning commission. The planning commission must review and comment on the compatibility of the proposed development with the comprehensive plan.

No new street, structure, utility, square, park or other public way, grounds, open space or public buildings for any use, whether publicly or privately owned, may be constructed or authorized in the geographic area within the jurisdiction of the planning commission until the location, character and extent of such activities have been submitted to the local planning commission. S.C. Code § 6-29-540.

If the planning commission finds the proposal to be in conflict with the comprehensive plan, it sends its findings and the particulars of the nonconformity to the entity proposing the facility. The governing or policymaking body of the entity proposing the project must consider the planning commission's findings and decide whether to bring the project into conformity with the comprehensive plan or proceed in conflict with the plan. If the decision is made to proceed in conflict with the plan, the entity must publicly state its intention to proceed and the reasons for the action. A copy of these findings must be sent to the local governing body and the local planning commission. In addition, it must be published as a public notice in a general circulation newspaper in the community at least 30 days before awarding a contract or beginning construction.

Note: Telephone, sewer and gas utilities, or electric suppliers, utilities and providers, whether publicly or privately owned, are exempt from this provision if plans have been approved by the local governing body or a state or federal regulatory agency. Electric suppliers, utilities and providers who are acting in accordance with a legislatively delegated right pursuant to Chapter 27 or 31 of Title 58 or Chapter 49 of Title 33 are also exempt. These utilities must submit construction information to the appropriate local planning commission.

S.C. Code § 6-29-540 requires everyone involved in creating the built environment pay attention to the adopted comprehensive planning elements. The process for commission review is a major tool to help ensure investments move the community toward implementing the comprehensive plan.

To minimize potential conflicts, the planning commission should involve individuals and representatives of agencies and groups in the community on advisory committees as the various comprehensive planning elements are being developed.

REQUEST FOR CITY COUNCIL CONSIDERATION

Agenda Item: 4-D	Meeting Date: February 21, 2012
Agenda Section : Business	Prepared By: Connie Burgess
Subject: Annexation Ordinance	Date: February 14, 2012
	Department: Building/Zoning

BACKGROUND:

The City has requested that the owner of the property located at 441 South Duncan Bypass submit a petition for annexation to bring his property into the Corporate Limits of the City of Union.

The annexation ordinance states that the property be annexed into the corporate limits with an A-2 Highway Commercial zoning classification. The property is adjacent to properties which are already zoned A-2 Highway Commercial and it does comply with the regulation requirements for this zone.

A copy of the Annexation Ordinance, Petition for Annexation, Annexation Map and Legal Description are attached.

RECOMMENDATION:

Pass First Reading of the attached Annexation Ordinance.

Reviewed by Dept. Head:	Reviewed by Mayor:
Council Action: Motion by	
2nd by	
Page	of

STATE OF SOUTH CAROLINA)
COUNTY OF UNION) **ORDINANCE**
CITY OF UNION)

AN ORDINANCE ACCEPTING THE PROPERTY LOCATED AT 1027 SOUTH DUNCAN BYPASS AS A PART OF THE CITY OF UNION AND DECLARING SAID PROPERTY ANNEXED TO AND A PART AND PARCEL OF THE CITY OF UNION WITH AN A-2 HIGHWAY COMMERCIAL ZONE CLASSIFICATION.

WHEREAS, a proper petition has been filed with the City Council of the City of Union by 100 percent of the freeholders owning 100 percent of the assessed value of the contiguous property hereinafter described petitioning for annexation of the property to the City of Union under provisions of S.C. Code Section 5-3-150(3); and

WHEREAS, it appears to the City Council of Union that annexation would be in the best interest of the property owners and the City of Union;

NOW, THEREFORE,

BE IT ORDAINED by the Mayor and Members of Council of the City of Union, South Carolina in council assembled;

Section 1: That the Petition dated February 9, 2012 for the annexation of the property hereinafter described to the City of Union be accepted.

Section 2: That the property hereinafter described is hereby declared annexed to the City of Union with an A-2 Zone Classification and a part or parcel of said City with full privileges accorded to and responsibilities required of said residents and said area.

Section 3: That said property is described as follows:

Parcel 1

All that certain piece, parcel, or lot of land with any improvements thereon, lying, being and situate in Union County, South Carolina, labeled as Lot "A" as shown on a plat prepared for C & C Enterprises by Thomas D. Sherbert, Jr. dated November 8, 1999 and recorded in the Union county Clerk of Court's Office in Plat Cabinet A, slide 300, Page 15. Said plat is incorporated herein by reference for a more detailed description of said tract of land.

Being the identical property conveyed to Ray Treadway by deed of Beverly C. Russell, Jr. recorded on November 14, 2006 in the Office of the Clerk of Court for Union County, South Carolina in Deed Book 233 at page 349.

Parcel 2

All that certain piece, parcel, or lot of land with any improvements thereon, lying, being and situate on the western side of Poppy Lane in Union county, South Carolina, containing 0.136 acres, more or less, as shown on a plat prepared for C & C Enterprises by Thomas d. Sherbert, Jr. dated November 8, 1999 and recorded in the Union county Clerk of Court's Office in Plat cabinet A, Slide 300, Page 15. Said plat is incorporated herein by reference for a more detailed description of said tract of land.

Parcel 3

All that certain piece, parcel, or lot of land with any improvements thereon, lying, being and situate on the northern side of US Highway 176 in Union County, South Carolina, containing 0.114 acres, more or less, as shown on a plat prepared for C & C Enterprises by Thomas D. Sherbert, Jr. dated November 8, 1999 and recorded in the Union County Clerk of Court's Office in Plat Cabinet A, Slide 300, Page 15. Said plat is incorporated herein by reference for a more detailed description of said tract of land.

Parcels 2 and 3 were conveyed to Ray Treadway by deed of Charles J. Malone and Curtis L. Gregory filed April 30, 2007 in Deed Book 234 at page 176.

To include any and all right-of-ways of U.S. Highway 176 South Duncan Bypass.

DONE AND RATIFIED this _____ day of _____, 2012.

Harold E. Thompson - Mayor

ATTEST:

Gloria G. Rogers
Municipal Clerk

1st Reading _____

2nd Reading _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF UNION)

BEFORE THE CITY COUNCIL
OF
UNION, SOUTH CAROLINA

PETITION FOR ANNEXATION

The undersigned respectfully allege:

1. That they constitute 100 % of the freeholders owning 100% of the assessed valuation of the hereinafter described property and desire that the property hereinafter described be annexed to the City of Union.
2. That this Petition is filed pursuant to and in accordance with 5-3-100 of the Code of Laws of South Carolina for the purpose of asking the City Council of Union to enact an ordinance declaring the property hereinafter described annexed to the City of Union.
3. That the undersigned request that upon annexation of the property hereinafter described that said property become entitled to all protection and privileges furnished by the City of Union.
4. That the property sought to be annexed is described as follows:

SEE EXHIBITS A & B ATTACHED HERETO

WHEREFORE, the undersigned requests that the City Council of the City of Union accept this Petition for Annexation and enact an Ordinance declaring that the above described property be annexed to the City of Union and made a part and parcel of the City of Union.

DATED, this 9 day of February, 2012

Owner's Signature: 

Owner's Name: DAVID Sinclair

Owner's Signature: _____

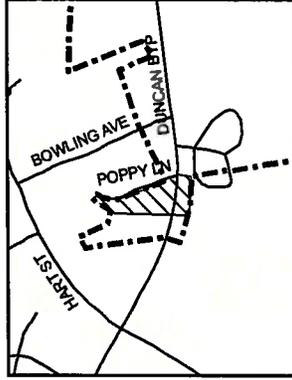
Owner's Name: _____



ANNEXATION MAP

**David Sinclair
Automotive, LLC**

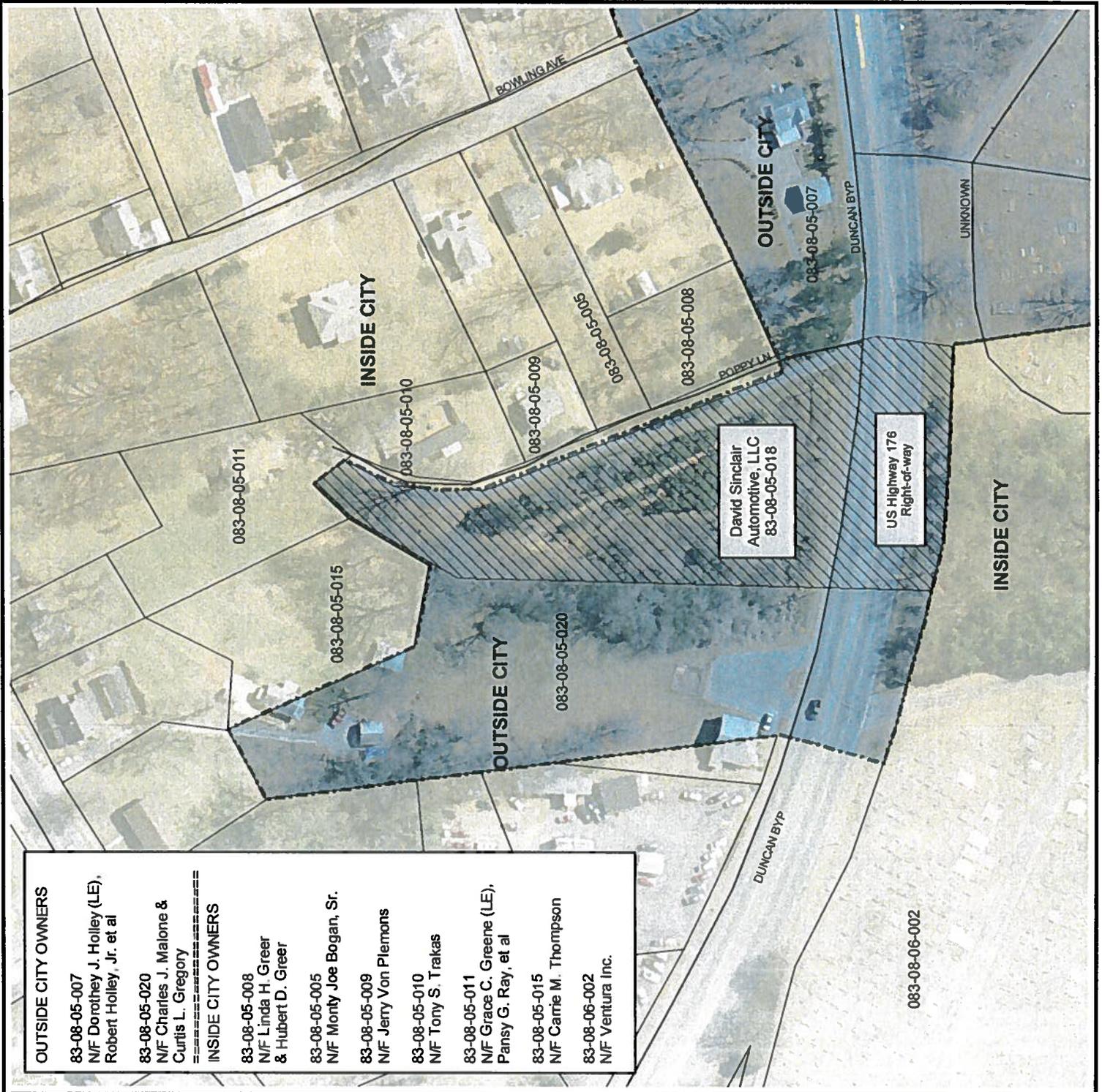
**ANNEXATION TO THE
CITY OF UNION**



**ZONING: A-2 Highway Commercial
DISTRICT: 3 (1998 Voting District Map)
ACREAGE: +/- 1.8**



THIS MAP WAS COMPILED FROM PLATS AND
OTHER AVAILABLE INFORMATION.
NO ACTUAL FIELD SURVEY WAS PERFORMED.



OUTSIDE CITY OWNERS	
83-08-05-007	N/F Dorothy J. Holley (LE), Robert Holley, Jr. et al
83-08-05-020	N/F Charles J. Malone & Curtis L. Gregory
INSIDE CITY OWNERS	
83-08-05-008	N/F Linda H. Greer & Hubert D. Greer
83-08-05-005	N/F Monty Joe Bogan, Sr.
83-08-05-009	N/F Jerry Von Plemons
83-08-05-010	N/F Tony S. Trakas
83-08-05-011	N/F Grace C. Greene (LE), Pansy G. Ray, et al
83-08-05-015	N/F Carrie M. Thompson
83-08-06-002	N/F Ventura Inc.

Attachment A

Parcel 1

All that certain piece, parcel, or lot of land with any improvements thereon, lying, being and situate in Union County, South Carolina, labeled as Lot "A" as shown on a plat prepared for C & C Enterprises by Thomas D. Sherbert, Jr. dated November 8, 1999 and recorded in the Union county Clerk of Court's Office in Plat Cabinet A, slide 300, Page 15. Said plat is incorporated herein by reference for a more detailed description of said tract of land.

Being the identical property conveyed to Ray Treadway by deed of Beverly C. Russell, Jr. recorded on November 14, 2006 in the Office of the Clerk of Court for Union County, South Carolina in Deed Book 233 at page 349.

Parcel 2

All that certain piece, parcel, or lot of land with any improvements thereon, lying, being and situate on the western side of Poppy Lane in Union county, South Carolina, containing 0.136 acres, more or less, as shown on a plat prepared for C & C Enterprises by Thomas d. Sherbert, Jr. dated November 8, 1999 and recorded in the Union county Clerk of Court's Office in Plat cabinet A, Slide 300, Page 15. Said plat is incorporated herein by reference for a more detailed description of said tract of land.

Parcel 3

All that certain piece, parcel, or lot of land with any improvements thereon, lying, being and situate on the northern side of US Highway 176 in Union County, South Carolina, containing 0.114 acres, more or less, as shown on a plat prepared for C & C Enterprises by Thomas D. Sherbert, Jr. dated November 8, 1999 and recorded in the Union County Clerk of Court's Office in Plat Cabinet A, Slide 300, Page 15. Said plat is incorporated herein by reference for a more detailed description of said tract of land.

Parcels 2 and 3 were conveyed to Ray Treadway by deed of Charles J. Malone and Curtis L. Gregory filed April 30, 2007 in Deed Book 234 at page 176.

STATE OF SOUTH CAROLINA)
CITY OF UNION)
COUNTY OF UNION)

RESOLUTION

WHEREAS, the Union Mill Village area of the City of Union is a low income area that is adjacent to the City of Union's downtown area; and,

WHEREAS, the Union Mill Village has numerous problems, including dilapidated housing, inadequate water and sewer services, crime, and various other community problems; and,

WHEREAS, the City of Union completed the first phase of the Union Mill Village Revitalization Project that included activities to upgrade the Union Mill Village; and,

WHEREAS, the City of Union desires to undertake a second phase of the Union Mill Village Revitalization Project to continue the efforts to make it a safe and decent place to live; and,

WHEREAS, the City of Union intends to make an application for Community Development Block Grant funding through the Village Renaissance Program to undertake clearance, water and sewer line upgrades, sidewalk construction, and exterior façade improvements to improve the overall appearance of the area and address crime and safety issues; and,

WHEREAS, this program requires local matching funds; and,

NOW, THEREFORE BE IT RESOLVED, the Union City Council, in Council assembled, hereby agrees to provide a match of \$72,550 for this project, as well as any additional funds needed to complete the project.

ADOPTED THIS THE 21st DAY OF February 2012.

ATTEST: _____

BY: _____
Harold E. Thompson, Mayor
Union City Council

REQUEST FOR CITY COUNCIL CONSIDERATION

Agenda Item: 4-F	Meeting Date: FEBRUARY 21, 2012
Agenda Section: BUSINESS	Prepared By: HAROLD THOMPSON
Subject: DISCUSSION/MOTION-APPROVE BUDGET WORKSHOP DATES	Date: FEBRUARY 1, 2012
	Department: LEGISLATIVE

BACKGROUND:

The annual Budget Workshop dates have been set for Tuesday, April 17, Wednesday, April 18 and Thursday April 19.

RECOMMENDATION:

Recommendation is for council to approve April 17, 18, and 19, 2012 as dates for the 2012-2013 Budget Workshop sessions.

Reviewed by Dept. Head:	Reviewed by Mayor
Council Action: Motion by 2 nd by	
To	
Page 1 of 1	