



**AGENDA  
GREER CITY COUNCIL**

**January 10, 2017**

**MEETING LOCATION: Greer City Hall, 301 East Poinsett Street, Greer, SC 29651**

**6:30 PM**

**COUNCIL REGULAR MEETING**

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**I. CALL TO ORDER OF REGULAR MEETING**

**II. PLEDGE OF ALLEGIANCE**

**III. INVOCATION**

**A. Mayor Rick Danner**

**IV. PUBLIC FORUM**

**V. MINUTES OF COUNCIL MEETING**

**A. December 13, 2016  
(Action Required)**

**VI. DEPARTMENTAL REPORTS**

**A. Building & Development Standards Activity Report - November 2016**

**B. Financial Activity Report - November 2016  
Link to Detail Financial Report**

**C. Fire Department Activity Report - November 2016**

**D. Municipal Court Activity Report - November 2016**

**E. Parks & Recreation Department Activity Report - November 2016**

**F. Police Department Activity Report - November 2016**

**G. Public Services Activity Report - November 2016**

**H. Website Activity Report - November 2016**

**VII. PRESENTATION**

- A. City of Greer Audit Year Ending June 30, 2016**  
**Presented by Lee Grissom of S. Preston Douglas & Associates**
- B. Ann Cunningham, Director of Parks and Recreation will present her annual report**

#### **VIII. ADMINISTRATOR'S REPORT**

- A. Ed Driggers, City Administrator**

#### **IX. APPOINTMENTS TO BOARDS AND COMMISSIONS**

- A. Board of Zoning Appeals**  
**District 6 Dewey Tarwater has resigned effective immediately his term expires 12/31/2017 (Action Required)**
- B. Elections Commission**  
**Alvetia Williams term expired 12/31/2016 (Action Required)**
- C. Greer Development Corporation Board of Directors**  
**Larry Wilson's term expired 12/31/2016 (Action Required)**  
**Note from Ed Driggers, City Administrator: Mr. Larry Wilson has advised us that he is not seeking reappointment to the GDC Board of Directors. The City of Greer has three seats on the GDC Board – the City Administrator (by position), and two additional appointments. Currently, Councilman Wryley Bettis is appointed to one of those two positions. This is an at-large appointment by the entire Council.**

#### **X. OLD BUSINESS**

- A. Request to recall Ordinance Number 34-2016**  
**Staff is seeking a motion to recall Ordinance Number 34-2016 from the table and place it on the January 24, 2017 Agenda. (Action Required)**

#### **XI. NEW BUSINESS**

- A. First and Final Reading of Resolution Number 1-2017**  
**A RESOLUTION TO ACCEPT O'NEAL VILLAGE SUBDIVISION STREETS, NAMELY NOBLE STREET AND NOVELTY STREET INTO THE CITY OF GREER STREET SYSTEM (Action Required)**
- B. First Reading of Ordinance Number 1-2017**  
**AN ORDINANCE AMENDING THE CITY OF GREER CODE OF ORDINANCE CHAPTER 2 ADMINISTRATION, ARTICLE V PURCHASING RULES AND PROCEDURES, SECTION 2-293 SMALL PURCHASES, SECTION 2-294 REGULAR PURCHASES, SECTION 2-295**

**EMERGENCY PURCHASES, SECTION 2-296 CENTRAL STOREHOUSE  
AND SECTION 2-297 OTHER GENERAL RULES (Action Required)**

**Staff has reviewed the City's procurement ordinance and request your consideration for the amendments presented. These amendments will help streamline our processes, create better efficiencies shortening our procurement window, and adjusts the approval thresholds to better accommodate inflation and rising prices for smaller parts and supplies. These amendments will also create more consistencies and similarities between our ordinance and surrounding jurisdictions' procurement ordinances. David Seifert, CFO**

**XII. EXECUTIVE SESSION - For consideration of a contractual matter pertaining to the sale of the Allen Bennett property located at the corner of Wade Hampton Blvd. and Memorial Drive and to receive legal advice concerning a potential lawsuit involving the sale of the Allen Bennett Hospital Property**

**Council may take action on matters discussed in executive session.**

**XIII.ADJOURNMENT**

**Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a program, service, activity or public meeting of the City of Greer should contact Ruthie Helms, ADA Coordinator at (864) 848-5397 as soon as possible, but no later than 48 hours prior to the scheduled event.**

**Category Number: III.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Mayor Rick Danner**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ 2017 Invocation Schedule	12/12/2016	Backup Material





**Greer City Council  
2017 Invocation Schedule**

January 10, 2017	Mayor Rick Danner
January 24, 2017	Councilman Jay Arrowood
February 14, 2017	Councilman Wayne Griffin
February 28, 2017	Councilwoman Kimberly Bookert
March 14, 2017	Councilman Lee Dumas
March 28, 2017	Councilman Wryley Bettis
April 11, 2017	Councilwoman Judy Albert
April 25, 2017	Mayor Rick Danner
May 9, 2017	Councilman Jay Arrowood
May 23, 2017	Councilman Wayne Griffin
June 13, 2017	Councilwoman Kimberly Bookert
June 27, 2017	Councilman Lee Dumas
July 11, 2017	Councilman Wryley Bettis
July 25, 2017	Councilwoman Judy Albert
August 8, 2017	Mayor Rick Danner
August 22, 2017	Councilman Jay Arrowood
September 12, 2017	Councilman Wayne Griffin
September 26, 2017	Councilwoman Kimberly Bookert
October 10, 2017	Councilman Lee Dumas
October 24, 2017	Councilman Wryley Bettis
November 14, 2017	Councilwoman Judy Albert
November 28, 2017	Mayor Rick Danner
December 12, 2017	Councilman Jay Arrowood

**Category Number: V.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**December 13, 2016**

**Summary:**

(Action Required)

**ATTACHMENTS:**

Description	Upload Date	Type
☐ December 13, 2016 Council Meeting Minutes	1/4/2017	Exhibit

# **CITY OF GREER, SOUTH CAROLINA**

## **MINUTES of the FORMAL MEETING of GREER CITY COUNCIL December 13, 2016**

**MEETING LOCATION:** Greer City Hall, 301 East Poinsett Street, Greer, SC 29651

### **I. CALL TO ORDER OF REGULAR MEETING**

Mayor Rick Danner - 5:05 P.M.

The following members of Council were in attendance:  
Jay Arrowood, Wayne Griffin, Kimberly Bookert, Lee Dumas, Wryley Bettis and Judy Albert.

Others present: Ed Driggers, City Administrator, Mike Sell, Assistant City Administrator, Tammela Duncan, Municipal Clerk, Steve Owens, Communications Manager and various other staff and media.

### **II. PLEDGE OF ALLEGIANCE**

Councilwoman Judy Albert

### **III. INVOCATION**

Councilwoman Judy Albert

### **IV. MINUTES OF THE COUNCIL MEETING**

November 22, 2016

**ACTION** - Councilman Wryley Bettis made a motion that the minutes of November 22, 2016 be received as written. Councilwoman Judy Albert seconded the motion.

**VOTE** - Motion carried unanimously.

### **V. PUBLIC FORUM**

Tonya Crist, 117 S. Main Street spoke in favor of Ordinance Number 34-2016.  
Brian Martin, 3 Meadow Breeze Ct. spoke in favor of Ordinance Number 34-2016.  
Kris Cato, 700 Huger Street, Columbia Attorney for JBM Leasing LLC spoke in opposition to Ordinance Number 34-2016. Ms. Cato also presented Council with an offer in the amount of \$3,005,000.00 from JBM Leasing, LLC for the property located at 313 Memorial Drive.

### **VI. EXECUTIVE SESSION**

Mayor Rick Danner stated an Executive Session was needed to receive information on one (1) **Contractual** matter pertaining to the sale of the Allen Bennett property located at the corner of Wade Hampton Blvd. and Memorial Drive and to receive legal advice concerning a lawsuit involving the sale of the Allen Bennett Hospital Property.

**ACTION** - In (5:23 p.m.) - Councilman Wayne Griffin made a motion to go into Executive Session to receive information as stated by the Mayor. Councilman Jay Arrowood seconded the motion. Motion carried unanimously.

Mayor Danner stated during Executive Session they received the information as stated above.

**ACTION** - Out (7:19 p.m.) – Councilwoman Judy Albert made a motion to come out of Executive Session. Councilman Wryley Bettis seconded the motion. Motion carried unanimously.

## **VII. SPECIAL RECOGNITION**

- A.** The following 2016 Giving Thanks Student Art Show Winners were presented with a certificate and gift card:

Zane George, Homeschool, Grade 4, The Price of Freedom, 1st Place Elementary School  
Trace King, Shannon Forest Christian School, Grade 3, Thank You For Your Service  
2nd Place Elementary School  
Lily Martin, Grade 5, A Home for Willow, 3rd Place Elementary School  
Dawson Mackey, Homeschool, Grade 5, Giving Lots of Time, 4th Place Elementary School  
Tori Griffith, Grade 3, Giving Thanks, Special Appreciation  
Sophia Gray, Bob Jones Academy, Grade 7, Giving A Smile, 1st Place Grades 6-8  
Mary Valentine, Bob Jones Academy, Grade 7, A Friendship Giver, 2nd Place Grades 6-8  
Maegan Mackey, Homeschool, Grade 6, Giving Confidence, 3rd Place Grades 6-8  
Ben Brodsky, Bob Jones Academy, Grade 7, Untitled, 4th Place Grades 6-8  
Josiah Pait, Bob Jones Academy, Grade 7, A Friend Who Knows Your Tears,  
Special Appreciation  
Alexis Anderson, Greer High School, Grade 11, I can give to others what others have  
given to me...1st Place Grades 9-12  
Ruth Kisby, Greer High School, Grade 12, I can give love and kindness to all God's  
creatures, 2nd Place Grades 9-12  
Chelsey Bayne, Greer High School, Grade 11, I want to give others my love of Nature  
3rd Place Grades 9-12  
Maria Tucker, Greer High School, Grade 11, I can give others...my time, 4th Place Grades  
9-12  
Imani Anasice King, Southside Christian School, Grade 9, Psalm100:4, Special  
Appreciation  
Caszidy Wimpey, Greer High School, Grade 11, I can give others an appreciation  
for...letting go of the past, Special Appreciation

- B.** Mayor Danner presented Greenville County Councilman Joe Baldwin with a Key to the City in recognition of his dedicated and selfless service as a fifteen-year member of the Greer City Council and an eight-year member of Greenville County Council providing unapparelled leadership and support as a champion for the City of Greer and it's residents City Council proudly honors Joe Baldwin.

## **VIII. ADMINISTRATOR'S REPORT**

Ed Driggers, City Administrator stated he had no report.

## **IX. APPOINTMENTS TO BOARDS AND COMMISSIONS**

### **A. Board of Zoning Appeals**

District 6 Dewey Tarwater resigned effective 9/27/2016 his term expires 12/31/2017  
No Nominations were made.

### **B. Elections Commission**

Alvetia Williams term expires 12/31/2016  
No nominations were made.

### **C. Greer Development Corporation Board of Directors**

Larry Wilson's term expires 12/31/2016  
No Nominations were made.

## **X. OLD BUSINESS**

### **A. Second and Final Reading of Ordinance Number 33-2016**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTIES OWNED BY LE JARDIN, LLC LOCATED AT 910 AND 940 BROCKMAN MCCLIMON ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF R-15 (RESIDENTIAL – SINGLE FAMILY) FOR SAID PROPERTY**

Glenn Pace, Planning and Zoning Coordinator presented the ordinance. He stated the Planning Commission held a Public Hearing November 21, 2016 on this request and few citizens spoke regarding the request and their questions were satisfactorily answered. The Planning Commission voted unanimously to recommend approval of the request.

**ACTION** - Councilman Wryley Bettis made a motion to approve Second and Final Reading of Ordinance Number 33-2016. Councilman Jay Arrowood seconded the motion.

**VOTE** – Motion carried unanimously.

### **B. Second and Final Reading of Ordinance Number 34-2016**

**AN ORDINANCE AUTHORIZING THE CONVEYANCE OF ANY AND ALL INTEREST IN CERTAIN REAL PROPERTY IN THE CITY OF GREER (ten (10) acres located at the intersections of Wade Hampton Boulevard, Memorial**

**Drive, Spring Street, and Forest Street and identified as Tax Map No. G014000300400, G014000300101, G014000300100, and, G014000305608)**

No new information was provided.

**ACTION** - Councilman Wryley Bettis made a motion to table Second and Final Reading of Ordinance Number 34-2016. Councilwoman Judy Albert seconded the motion.

**VOTE** – Motion carried 5-2 with Councilmembers Arrowood and Griffin voting in opposition.

## **XI. NEW BUSINESS**

### **A. Mitsubishi Auto Dealership Development Agreement**

Reno Deaton, Executive Director of Greer Development Corporation presented the agreement.

**ACTION** - Councilman Wryley Bettis made a motion to approve the Mitsubishi Auto Dealership Development Agreement as presented. Councilman Jay Arrowood seconded the motion.

**VOTE** – Motion carried unanimously.

## **XII. ADJOURNMENT**

7:35 P.M.

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Richard W. Danner, Mayor

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Tammela Duncan, Municipal Clerk

### Notifications:

Agenda posted in City Hall and email notifications sent to The Greenville News, The Greer Citizen, GreerToday.com and the Spartanburg Herald Journal Friday, December 9, 2016.

**Category Number: VI.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Building & Development Standards Activity Report - November 2016**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ BDS November 2016 Activity Report	1/6/2017	Exhibit

[illegible]





**November 2016**  
**Monthly Activity Report**  
**Building Inspections & Code Enforcement**


**Commercial Permits** -Total Cost of Construction: \$30,152,027.70

**Mechanical Permits** - Total Cost of Construction: \$1,293,305.00

**Total New Housing Starts – 28**

**Total New Housing Starts Attached - 11**

**Total Cost of all Residential Permits** (Including Renovations & Remodels) - \$10,364,151.91

**Total Misc. Permits** - \$1,293,305.00

**Total Valuation of all Permits** - \$42,939,547.03

**Total Inspections** - 1564

**Total Code Enforcement Inspections – 328**

# *City of Greer*

## *Engineering and Stormwater Division*

TO: ED DRIGGERS, CITY ADMINISTRATOR  
TAMMY DUNCAN, CITY CLERK

FROM: ENGINEERING/STORMWATER DIVISION

SUBJECT: ACTIVITY REPORT for November 2016

DATE: January 5, 2017



*Residential Home Lots at Hartwood Lake Subdivision – photo by Lillian Hanley*

### **CITY ENGINEER – Steve Grant**

**Storm water Issues** – Wildwood Drive - Ready to bid out.

Chick Springs Road – Ready to bid out.

Memorial Drive – Design underway. Will add to Wildwood and Chick Springs

**Subdivision/Development Issues** – Continue to meet regularly with engineers and developer representatives in pre-submittal and pre-construction meetings to work out details with new subdivisions or commercial sites that are in the early stages of planning. Working through field issues discovered once construction has started. **Active sites:**

- Hammett Bridge Road Subdivision
- Blue Ridge Plantation
- Peachtree Drive

- O'Neal Village Phase 2
- Highland Parc

### **Ongoing Engineering Projects:**

- Century Park pedestrian bridge – soil borings taken
- Wildwood Drive/Chick Springs Road drainage – ready to bid out
- Memorial Drive – Survey and design underway
- Recycle Center Upgrade Phase 2 – Evaluating scope
- Brushy Creek road sidewalk project – DOT permit issues
- Compiling Street Paving for 2017
- Depot St Parking Lot - design
- Spring Street Improvement GLDTC
- Downtown Streetscape project

### **Misc:**

- PAVER Training
- New Planner position coordination

## **STORMWATER ENGINEER – Lillian Hanley**

**Construction/ Post-construction Program - Plan Reviews, Pre-construction meetings, As-built Reviews and Project Meetings** *(Construction and Post-construction Minimum Control Measures) - Stormwater site plan reviews that incorporate consideration for water quality impacts and attempt to maintain pre-development runoff conditions are required by our SMS4 permit.*

Pre-design meetings were held for Peachtree Subdivision and Greer CPW Vehicle, Facility Maintenance and Warehouse projects.

Plan reviews were conducted for: GSP Logistics Road A redesign (consultant), Greer CPW Waterline Extension within Velocity Park, Belshire Subdivision Phase II, Brushy Creek Townes (consultant), Bojangles, and GSP Logistics Flexhub Warehouse redesign.

Review Complete Letters were sent to DHEC for the Pelham Medical Center Additions, Greer CPW Waterline Extensions within Velocity Park, Hammett Bridge Road Subdivision, and Hammett Bridge Road Townhomes.

Pre-construction Meetings were held for: Suber Road Self Storage, Hammett Bridge Subdivision and Hammett Bridge Townhomes.

As-built Reviews were held for: Benson Memorial Drive Extension Project, Brusters, Swafford Transport, Culvers, and Highland Parc.

Project Close-out Inspections were conducted for Greystone Phase III and Century Park Renovations.

Notice of Terminations were sent to DHEC or Project Closeouts completed for: Greystone Phase II Subdivision, Highland Parc Subdivision, H&E Equipment, Maple Creek Sludge Dewatering Improvements, and Greer CPW Old Hwy 14 Waterline.

## **Bonds**

Bonds were released for Aldi, Avalon Chase, D&D Ford, H&E Equipment, Greystone Cottages Phase III and Highland Parc. Bonds were reduced for Swafford Transport.

## **Water Quality Monitoring**

Received the second analytical results from Source Molecular the laboratory that conducts genetic testing on the stream samples collected to meet our SMS4 permit water quality monitoring requirement. Each quarter we collect samples during both dry weather and storm events as required by our SMS4 permit. The samples have been reporting the presence of E. coli. Since E. coli comes from the intestines of warm blooded animals, its mere presence did not tell us the source of the bacteria; hence the need for genetic testing. The results of the wet weather samples taken on November 29th are depicted in the table below:

<b>Animal Source</b>	<b>Location</b>	<b>Levels Detected</b>
Dog	Glenn Creek (left and right forks)	Low levels detected.
Dog	Kings Creek	Moderate levels detected.
Goose	Glenn Creek (left fork only)	Low levels detected.
Goose	Kings Creek	None detected.
Human	Glenn Creek – left fork	Low levels but below quantification levels.
Human	Glenn Creek – right fork	Not detected.
Human	Kings Creek	Low levels but below quantification levels.

We still need more data to be conclusive and are currently waiting on the next rain event to continue sampling. At this stage it appears that the source is primarily dog.

## **Miscellaneous**

- 1) Attended the 4<sup>th</sup> quarter SC Association of Stormwater Managers meeting in Columbia, SC.
- 2) Agreed to participate in a Watershed Based Plan for the South, Middle and North Tyger Rivers with Upstate Forever, Spartanburg County, Greer CPW, and SJWD.
- 3) Took 2.5 days vacation.

## **STORMWATER INSPECTOR: Anthony Copeland**

**Stormwater Inspections** - *Stormwater Construction Inspections – Per the 2014 Small Municipal Storm Sewer System Permit, (SMS4), all newly permitted sites must be inspected within the first two weeks*

*of beginning land disturbing activity and at least monthly during construction. All inactive sites must be inspected at least bi-monthly.*

<b>SUBDIVISION NAME</b>	<b>INSPECTION DATE</b>	<b>OPERATION</b>	<b>Frequency</b>
The Ledges	11-9-2016	Storm Water/Site Inspection	Monthly
Thrive Greer	11-9-2016	Storm Water/Site Inspection	Monthly
Wade Hampton Mini Storage	11-9-2016	Storm Water/Site Inspection	Monthly
Peterbilt Store	11-10-2016	Storm Water/Site Inspection	Monthly
Franklin Point Subd.	11-10-2016	Storm Water/Site Inspection	Monthly
Heatherfield Subd.	11-10-2016	Storm Water/Site Inspection	Monthly
Caliber Ridge North	11-10-2016	Storm Water/Site Inspection	Monthly
Green Road Industrial Site	11-10-2016	Storm Water/Site Inspection	Monthly
Old Hwy 14 Master Plan	11-10-2016	Storm Water/Site Inspection	Monthly
Dalton Stock Pile	11-10-2016	Storm Water/Site Inspection	Monthly
Minquah	11-10-2016	Storm Water/Site Inspection	Monthly
GSP Logistics	11-12-2016	Storm Water/Site Inspection	Monthly
BMW Parking Expansion	11-12-2016	Storm Water/Site Inspection	Monthly
Plastic Omnium	11-12-2016	Storm Water/Site Inspection	Monthly
Redcroft Subd. Ph-1	11-14-2016	Storm Water/Site Inspection	Monthly
Redcroft Subd. Ph-2	11-14-2016	Storm Water/Site Inspection	Monthly
Hood Rd. Auto	11-14-2016	Storm Water/Site Inspection	Monthly
Cranky Yankee	11-18-2016	Storm Water/Site Inspection	Monthly
MGA.	11-18-2016	Storm Water/Site Inspection	Monthly
Hartwood Lake Subd.	11-18-2016	Storm Water/Site Inspection	Monthly
RV Boat & Storage	11-18-2016	Storm Water/Site Inspection	Monthly
Brusters Ice Cream	11-18-2016	Storm Water/Site Inspection	Monthly
Swafford Trucking Expans.	11-21-2016	Storm Water/Site Inspection	Monthly
POD Storage	11-21-2016	Storm Water/Site Inspection	Monthly
Pleasant Dr. Subd.	11-21-2016	Storm Water/Site Inspection	Monthly
Enclave At Lismore	11-21-2016	Storm Water/Site Inspection	Monthly

Riverside Commons	11-21-2016	Storm Water/Site Inspection	Monthly
Darrien Properties	11-21-2016	Storm Water/Site Inspection	Monthly
Richglen Subd.	11-21-2016	Storm Water/Site Inspection	Monthly
Manor At Abner Creek Subd.	11-29-2016	Storm Water/Site Inspection	Monthly
Franklin Point Subd.	11-29-2016	Storm Water/Site Inspection	Monthly
Belshires At Riverside Subd.	11-29-2016	Storm Water/Site Inspection	Monthly
Jones Ave. Site Prep	11-29-2016	Storm Water/Site Inspection	Monthly
Orchard Crest Subd.	11-29-2016	Storm Water/Site Inspection	Monthly
O'Neal Village Subd. Ph-3	11-30-2016	Storm Water/Site Inspection	Monthly
O'Neal Village Subd. Ph-2	11-30-2016	Storm Water/Site Inspection	Monthly
O'Neal Village Subd. Ph-1	11-30-2016	Storm Water/Site Inspection	Monthly
Cypress Landing Subd.	11-30-2016	Storm Water/Site Inspection	Monthly
Benson Ext.	11-30-2016	Storm Water/Site Inspection	Monthly
Dick Brooks Honda	11-30-2016	Storm Water/Site Inspection	Monthly
Velocity Park	11-30-2016	Storm Water/Site Inspection	Monthly
<b>41 Total Stormwater Inspections</b>			

## Pre-Construction Meeting

Subdivision Name	Date
Suber Rd. Self- Storage	11/2/2016
Hammett Bridge Subd.	11/21/2016
Hammett Bridge Townhouse	11/21/2016
<b>3 Pre-Construction Meeting (Site Visit)</b>	

## Addressed Citizen Complaints

<b>Issue</b>	<b>Complaint Date</b>	<b>Address</b>	<b>Resolution</b>	<b>Completed</b>
Water Ponding at back of yard.	11-2-2016	206 Moore Street	Ditch swale require redefining.	N/A

## Lot Drainage Review

<b>Development</b>	<b>Date</b>	<b>Address</b>	<b>Lot #</b>
Manor At Abner Crk	11-1-2016	705 Roseclift	84
Manor At Abner Crk	11-1-2016	542 Grandon Rd.	93
Enclave At Lismore	11-2-2016	113 Vauburen Ct.	13
Enclave At Lismore	11-2-2016	100 Vauburen Ct.	1
Fox Run Subd.	11-2-2016	150 Fox Run Cir.	N/A
Fox Run Subd.	11-9-2016	156 Fox Run Cir.	N/A
Private Residence	11-9-2016	206 Center St.	N/A
Belshires Subd.	11-9-2016	104 Dauphine Wy.	23
Riverside Commons	11-11-2016	123 Middleby Wy.	12
Riverside Commons	11-11-2016	125 Middleby Wy	13
Riverside Commons	11-11-2016	131 Middleby Wy	15
Riverside Commons	11-11-2016	129 Middleby Wy	16
Franklin Point Subd.	11-11-2016	737 Tucksborough St.	132
Greystone Cottages	11-11-2016	525 Ashler Dr.	120
(BRP) Seven Oaks	11-14-2016	101 Cherry bark Ln.	149
(BRP) Seven Oaks	11-14-2016	196 Bur Oak Dr.	92
(BRP) Seven Oaks	11-14-2016	195 Bur Oak Dr.	143
(BRP) Hidden Spring	11-14-2016	3 Fernwalk Pl	71
Foxfield Subd.	11-16-2016	91 Huntress Dr.	N/A
Foxfield Subd.	11-16-2016	93 Huntress Dr.	N/A
Foxfield Subd.	11-16-2016	95 Huntress Dr.	N/A
Foxfield Subd.	11-16-2016	97 Huntress Dr.	N/A
Riverside Commons	11-17-2016	6 Irvington Dr.	58
Riverside Commons	11-17-2016	4 Irvington Dr.	59
Riverside Commons	11-17-2016	2 Irvington Dr.	60
(BRP) Hidden Spring	11-21-2016	202 Hidden Spring Ln.	32
(BRP) Hidden Spring	11-21-2016	116 Hidden Spring Ln.	21
Greystone Cottages	11-21-2016	517 Ashler Dr.	117
Lismor Park	11-21-2016	34 Killarney Ln.	70

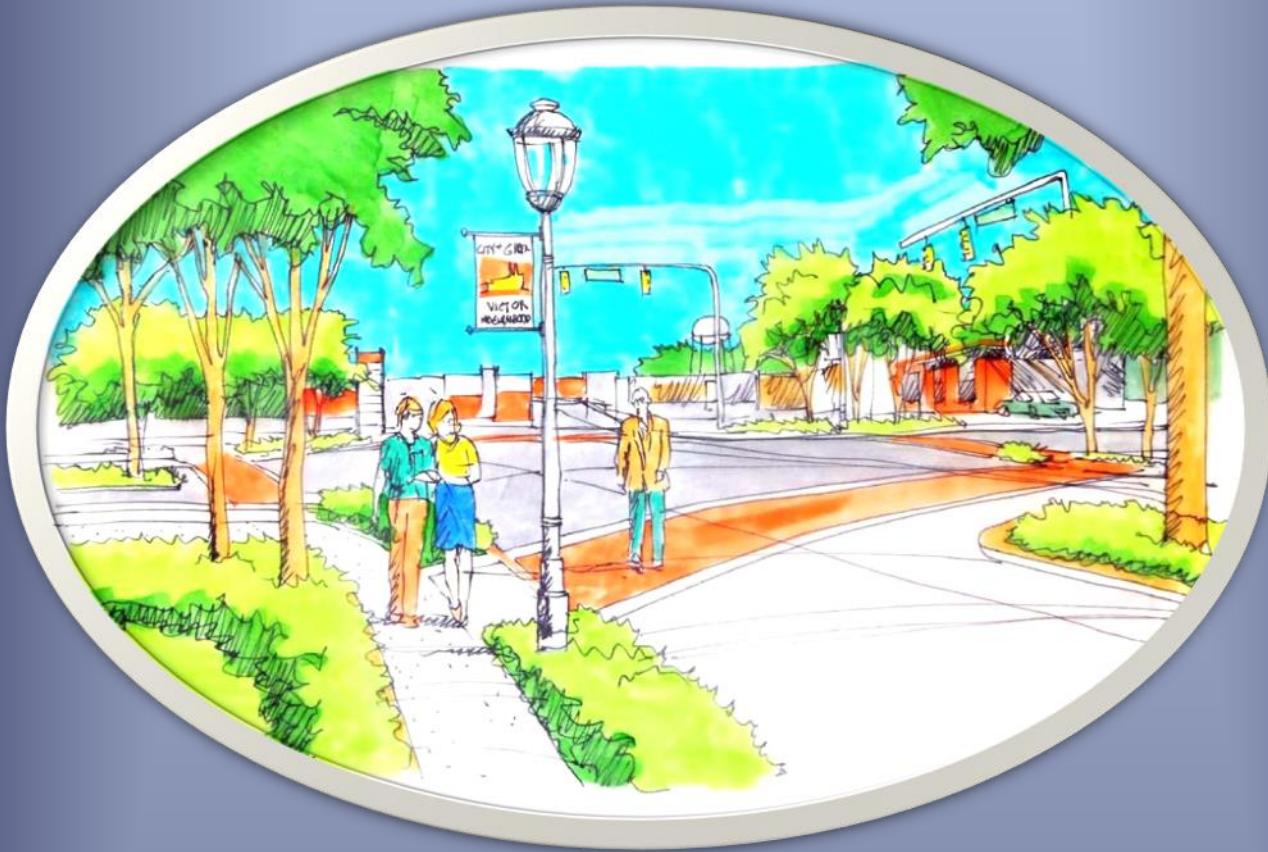
Pleasant Meadows	11-21-2016	124 Pleasant Meadow Ct.	8
Riverside Commons	11-21-2016	8 Irvington Pl.	57
Chartwell Estates	11-21-2016	201 Chartwell Estates	49
Heatherfield Subd.	11-21-2016	175 Heatherwood Ln.	17
Heatherfield Subd.	11-21-2016	127 Heatherwood Ln.	4
(BRP) Seven Oaks	11-21-2016	185 Bur Oak Dr.	97
Enclave At Lismore	11-29-2016	121 Vauburen Ct.	11
Oneal Village Ph-2	11-29-2016	126 Noble St.	6
Oneal Village Ph-2	11-29-2016	128 Noble St.	5
Oneal Village Ph-2	11-29-2016	200 Noble St.	4
<b>39 LOT Drainage Review</b>			

## Final Engineering Visit

Name	Address	Date
Redcroft Subd. Ph-1	148 Redcroft Dr.	11-1-2016
Redcroft Subd. Ph-1	112 Sunset	11-1-2016
Private Residence	413 Sunnyside Dr.	11-3-2016
Enclave At Lismore	125 Vauburen Ct.	11-4-2016
Oneal Village Ph-1	114 Meritage St.	11-7-2016
Oneal Village Ph-1	100 Lawndale	11-7-2016
Riverside Commons	210 Alderside Pl.	11-9-2016
Riverside Commons	208 Alderside Pl.	11-9-2016
Riverside Commons	212 Alderside Pl.	11-11-2016
Greystone Cottages	553 Ashler	11-15-2016
Chartwell Estates	6 Seaward Ct	11-15-2016
Riverside Commons	214 Alderside Pl.	11-21-2016
Riverside Commons	23 Wingbrook	11-21-2016



Westhaven Subd.	342 Mansfield	11-22-2016
Westhaven Subd.	325 Mansfield	11-22-2016
Riverside Commons	111 Middleby Wy.	11-30-2016
Riverside Commons	109 Middleby Wy.	11-30-2016
Riverside Commons	107 Middleby Wy.	11-30-2016
Belshires Subd.	225 Carrollton Ct.	11-30-2016
<b>19 Final Engineering Inspection</b>		



# Planning & Zoning Division

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*November 2016*

These reports comprehend monthly and year to date information as it relates to Boards and Commissions of the City of Greer. It further contains activity of Planning and GIS staff with fees collected.



## November 2016

The Planning Commission (GPC), reviewed one rezoning request for property located at 813 N. Main Street, from R-12, Residential Single Family to C-2, Commercial; Approved by Planning Commission, withdrawn by owner prior to City Council meeting. We also reviewed an annexation and zoning request for 910 and 940 Brockman McClimon Road; Approved

Board of Zoning Appeals (BZA) and Annexation Planning Committee (APC) had no docket items submitted for their regularly scheduled meetings for the month of November.

The Board of Architectural Review (BAR) had no regular scheduled meeting for November. Two members and an alternate, along with two member of city staff and representative of Greer Development Corporation (GDC) met twice in November to review Request for Proposals (RFP) responses for the Greer Historic Resources Survey Grant. A respondent Brockington Cultural Resources Consulting was selected by the ad hoc committee and City Council did approve the contract.

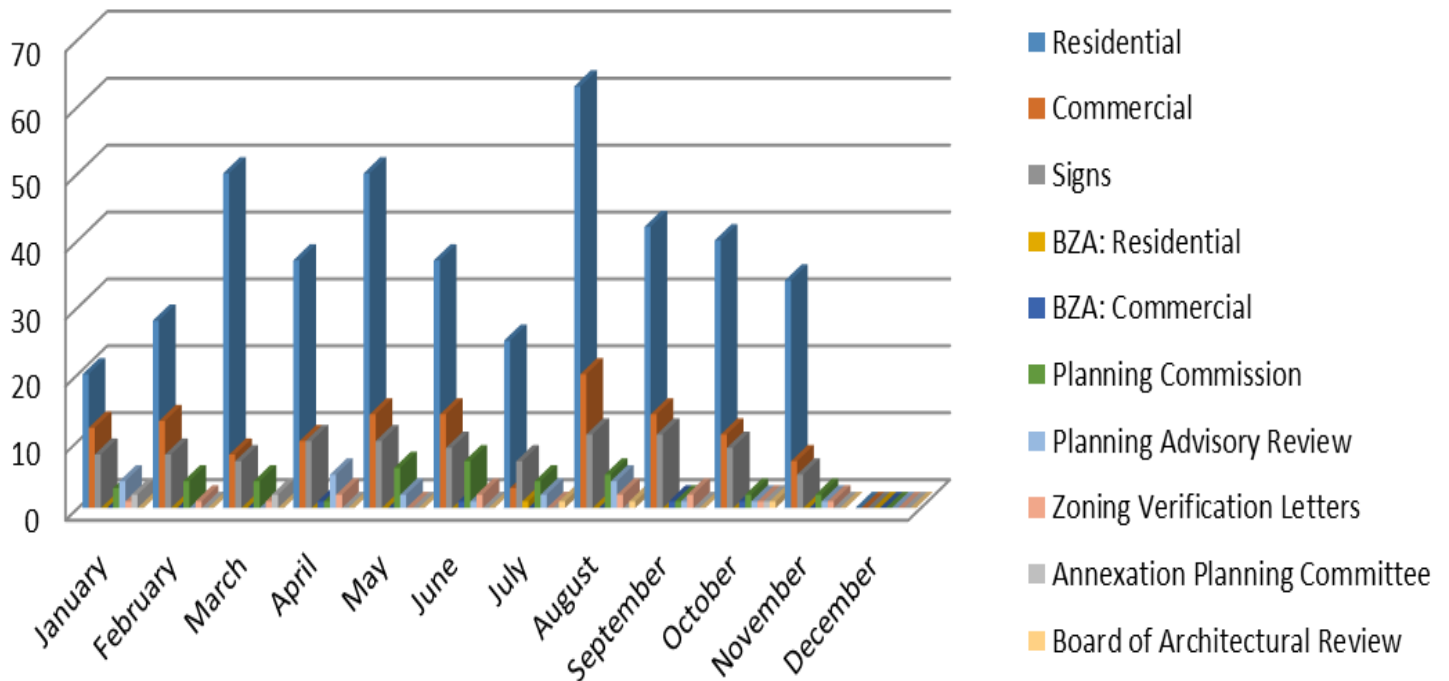
The Planning Advisory Committee (PAC) met to review the development of the property located at the corner of Wade Hampton Blvd. and Wedgewood Drive for proposed construction of a restaurant.

We issued 50 residential and commercial zoning permits for construction and new business start-ups, along with sign permits, collecting \$1,844.80 in fees.

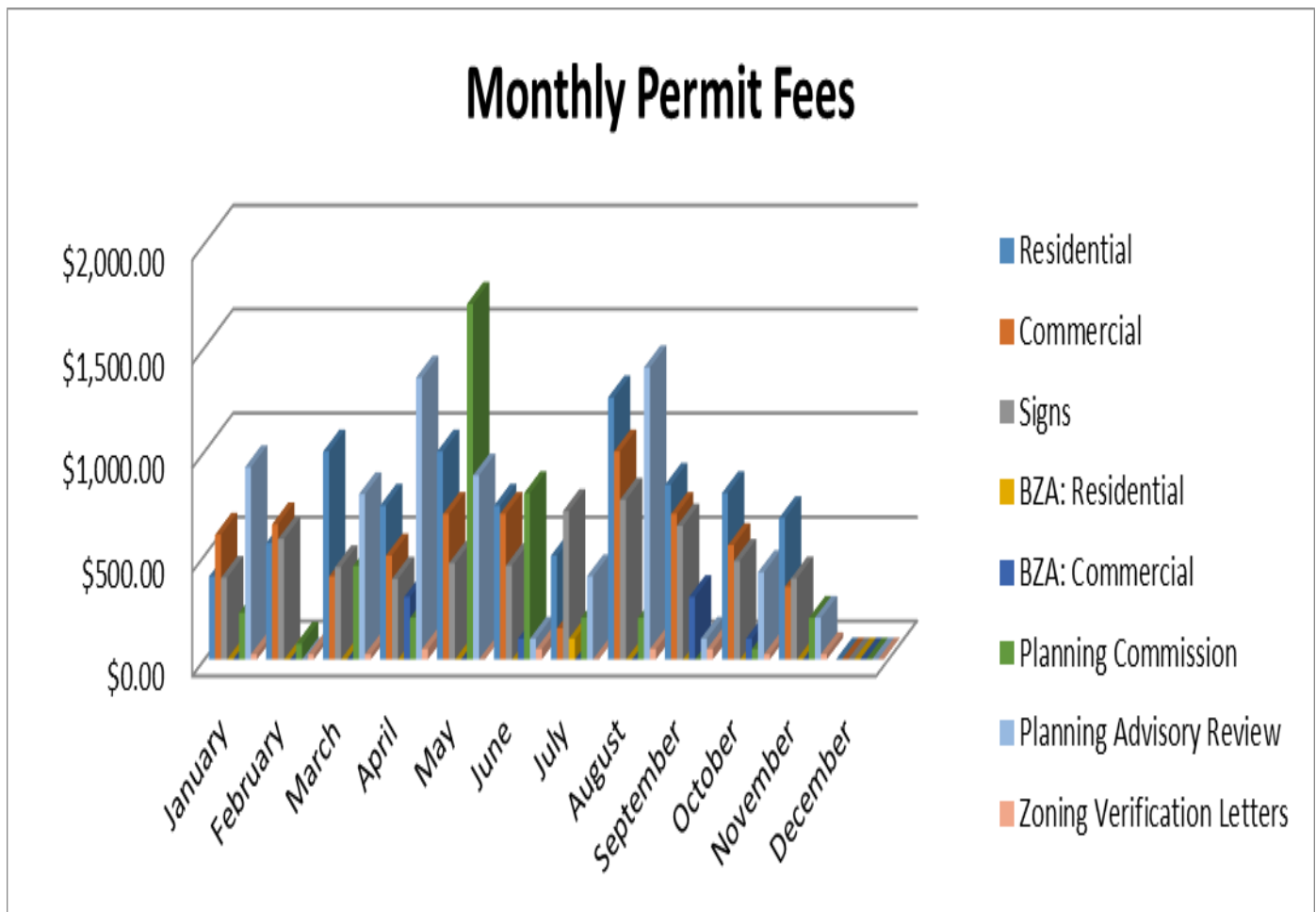
## Public Hearings and Business Meetings

Commission, Boards and Committees	Cases Reviewed November	Cases Approved/Recommendation	Cases Pending	Pending Review/Approval
Annexation Planning Committee (APC)				
Board of Architectural Review (BAR)	0	No cases- RFP Committee Met with Brockington on 11/29		
Board of Zoning Appeals (BZA)	0			
Planning Commission (GPC)	2	<b>RZ 2016-33</b> 813 N. Main Street <b>AN 2016-34</b> 910 and 940 Brockman McClimon Rd		Approved Approved
Planning Advisory Committee (PAC)	1	<b>PAC 2016-24</b> Wade Hampton at Wedgewood Drive		

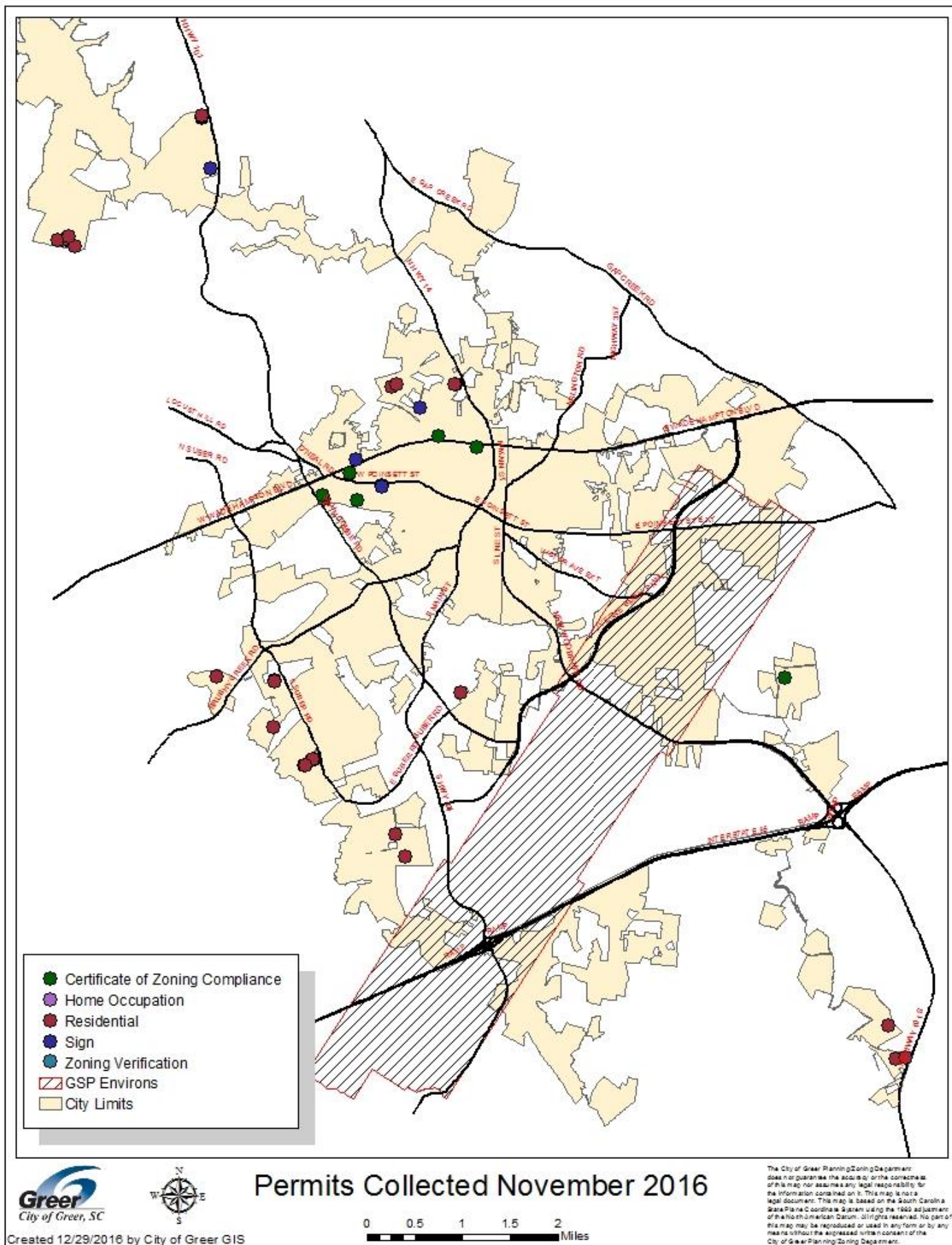
## Monthly Permits

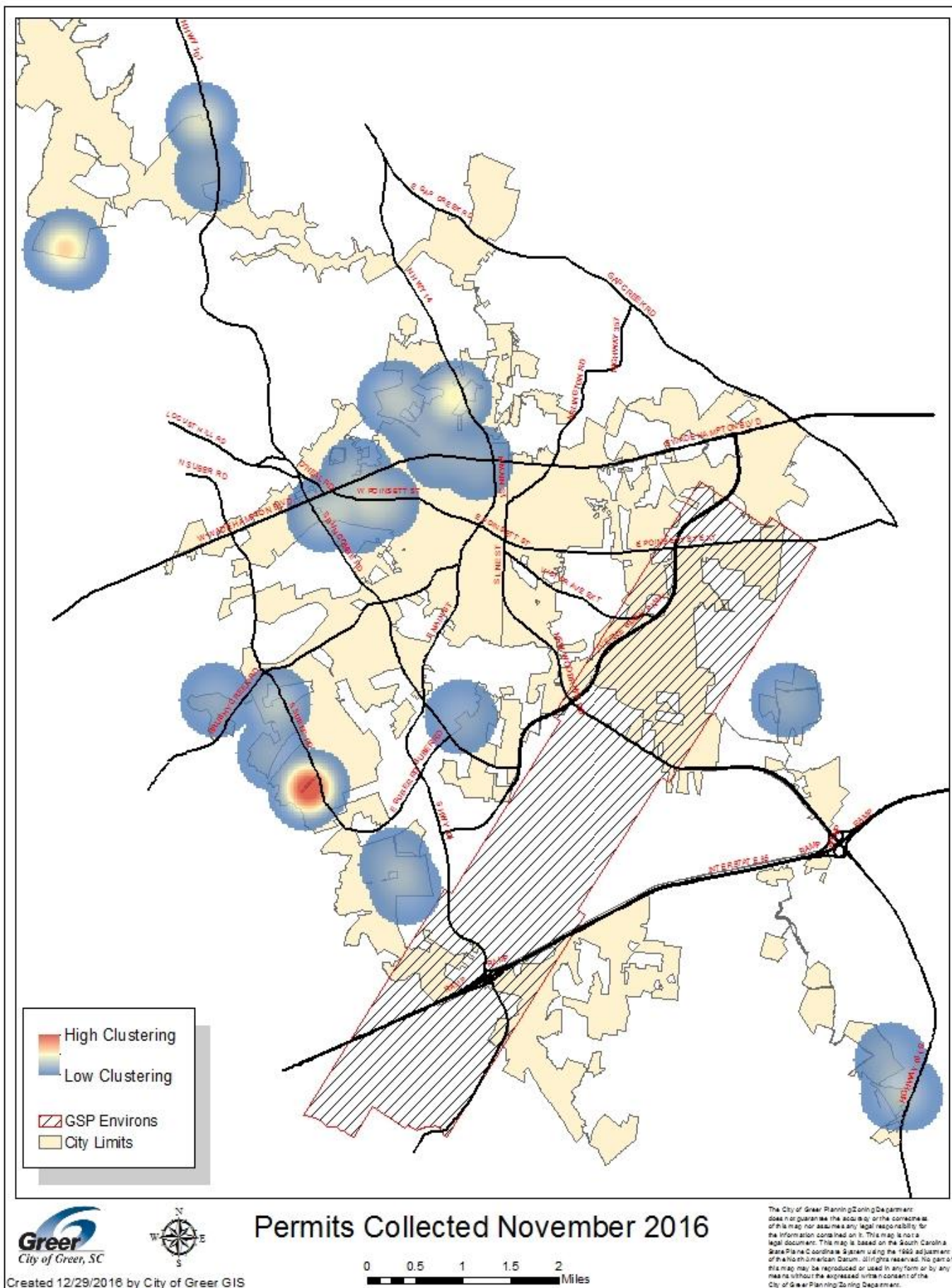


PERMIT TYPE	TOTAL PERMITS YTD	TOTAL PERMITS November	TOTAL PERMIT FEES	TOTAL FEES YTD
Residential	392	34	\$680.00	\$8,520.00
Commercial	119	7	\$350.00	\$6,300.00
Signs	90	5	\$389.80	\$5,707.69
<b>Board of Zoning Appeals Filing Fees</b>				
BZA: Residential	1	0	\$0.00	\$100.00
BZA: Commercial	4	0	\$0.00	\$800.00
Planning Commission Filing Fees	37	2	\$200.00	\$4,110.00
Planning Advisory Review Filing Fees	20	1	\$200.00	\$6,585.00
Zoning Verification Letters	12	1	\$25.00	\$325.00
Annexation Planning Committee	5	0		
Board of Architectural Review	3	0		
<b>TOTAL</b>	<b>683</b>	<b>50</b>	<b>\$1,844.80</b>	<b>\$32,447.69</b>

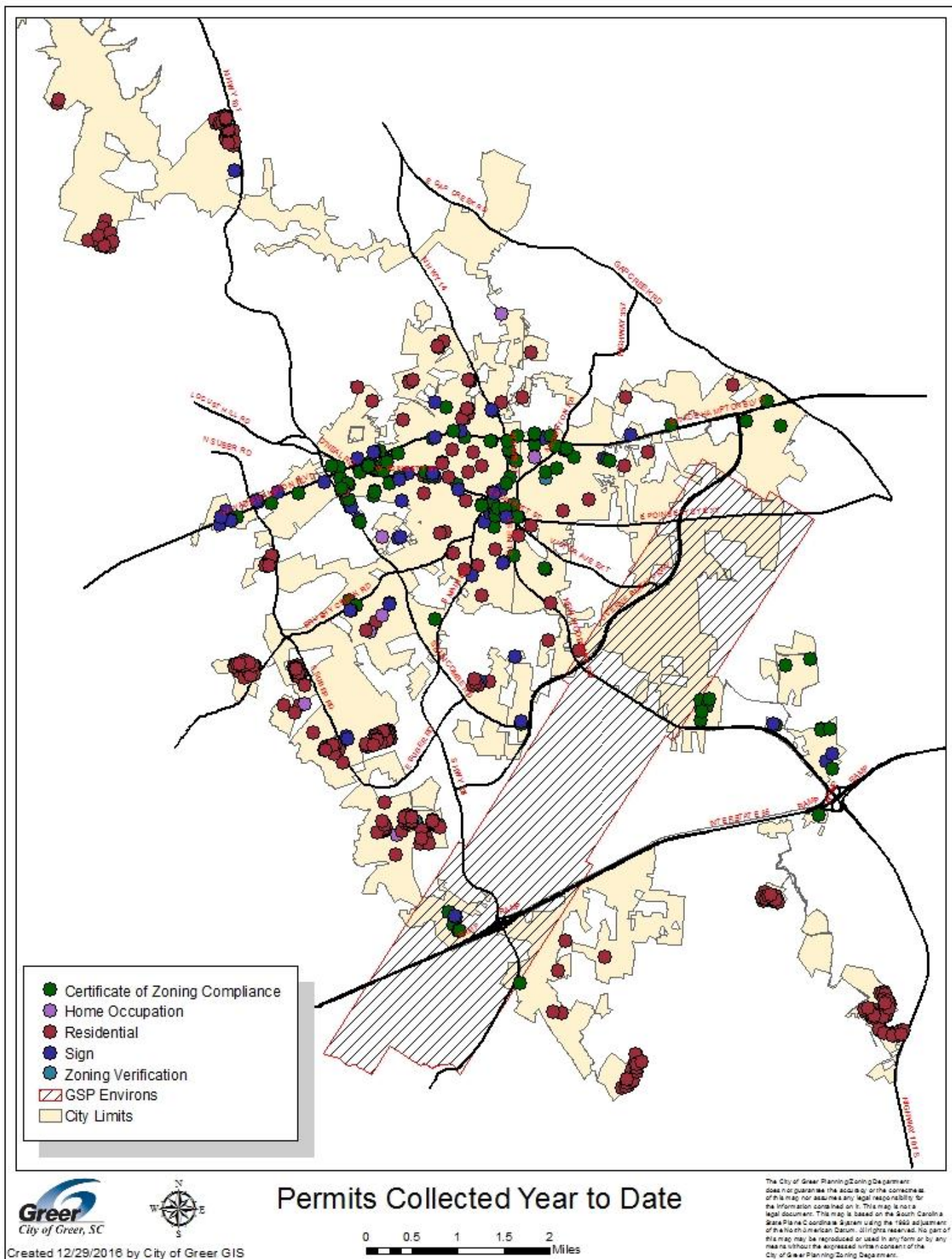




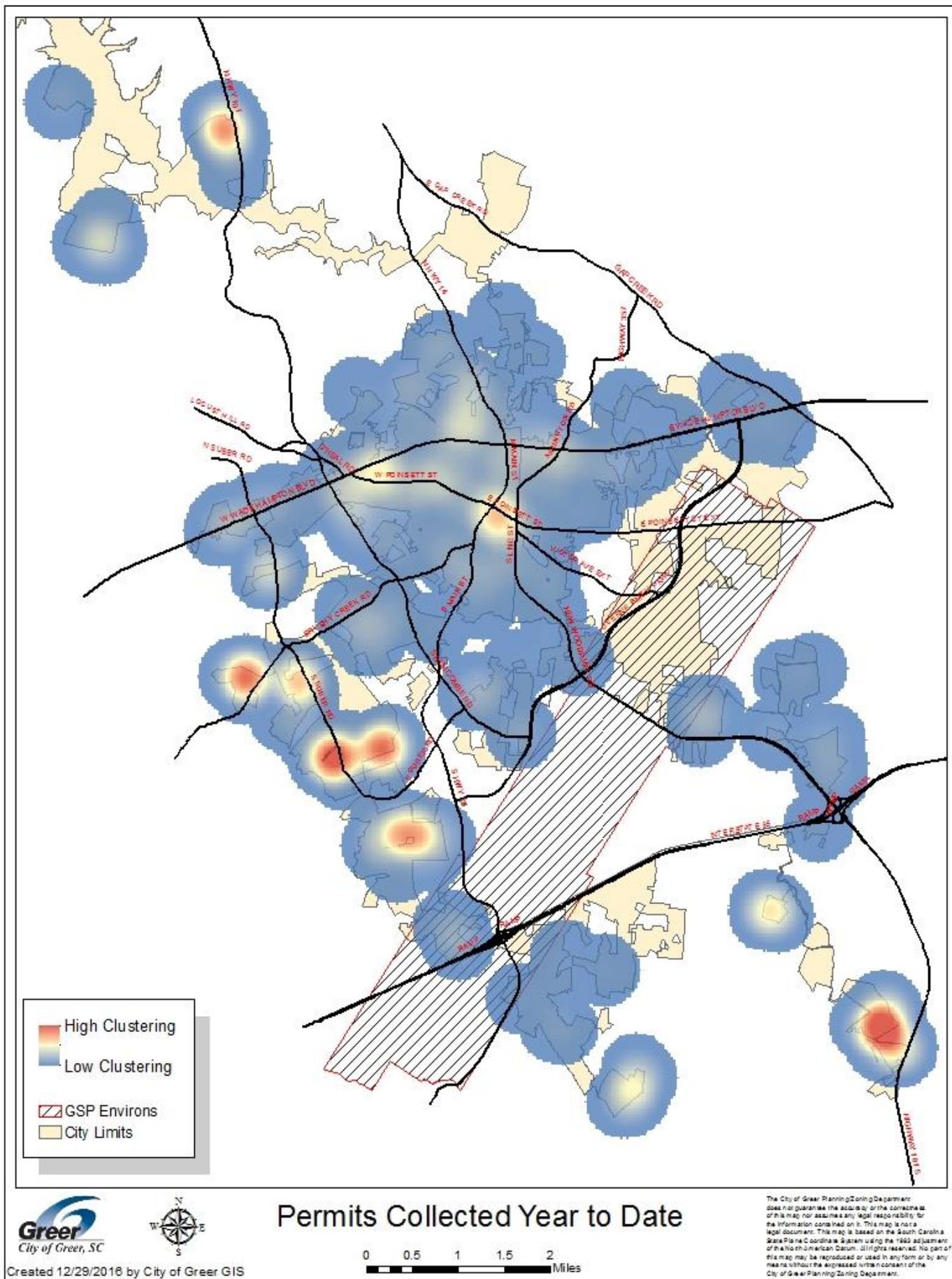












**Category Number: VI.**  
**Item Number: B.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Financial Activity Report - November 2016**

**Summary:**

[Link to Detail Financial Report](#)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
<input type="checkbox"/> Monthly Financial Report	1/4/2017	Backup Material



November 2016 Summary Financial Report

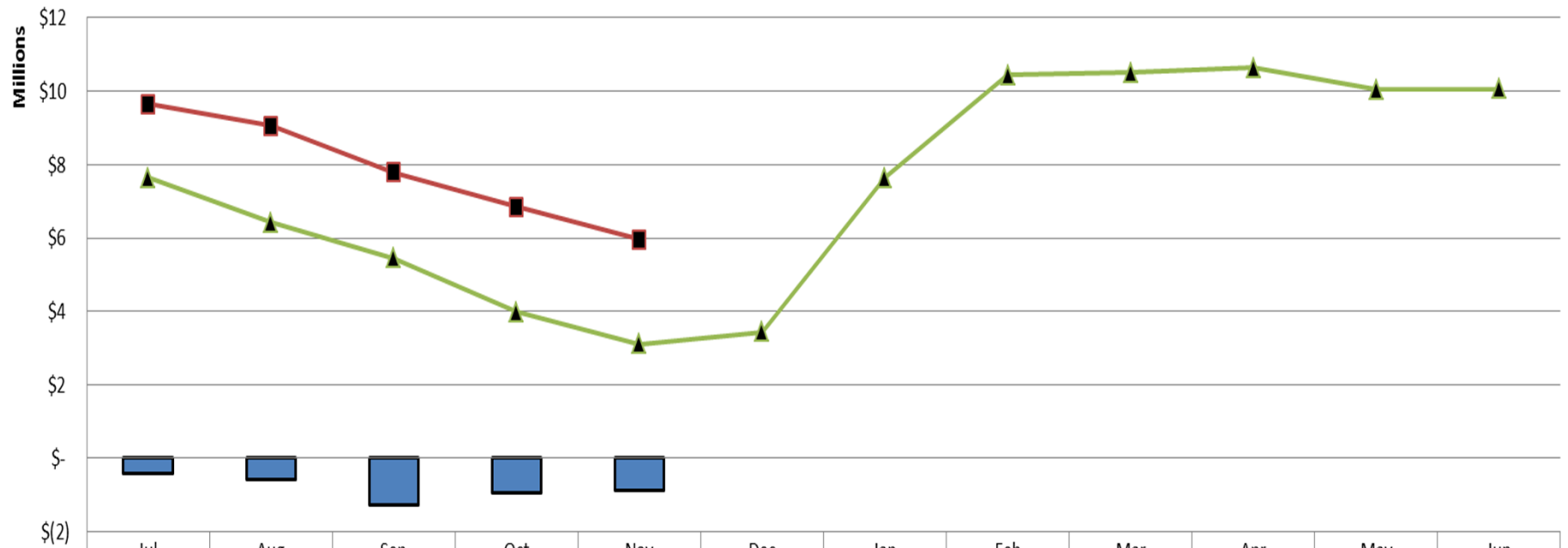


# Financial Performance Summary

As of Month End November, 2016

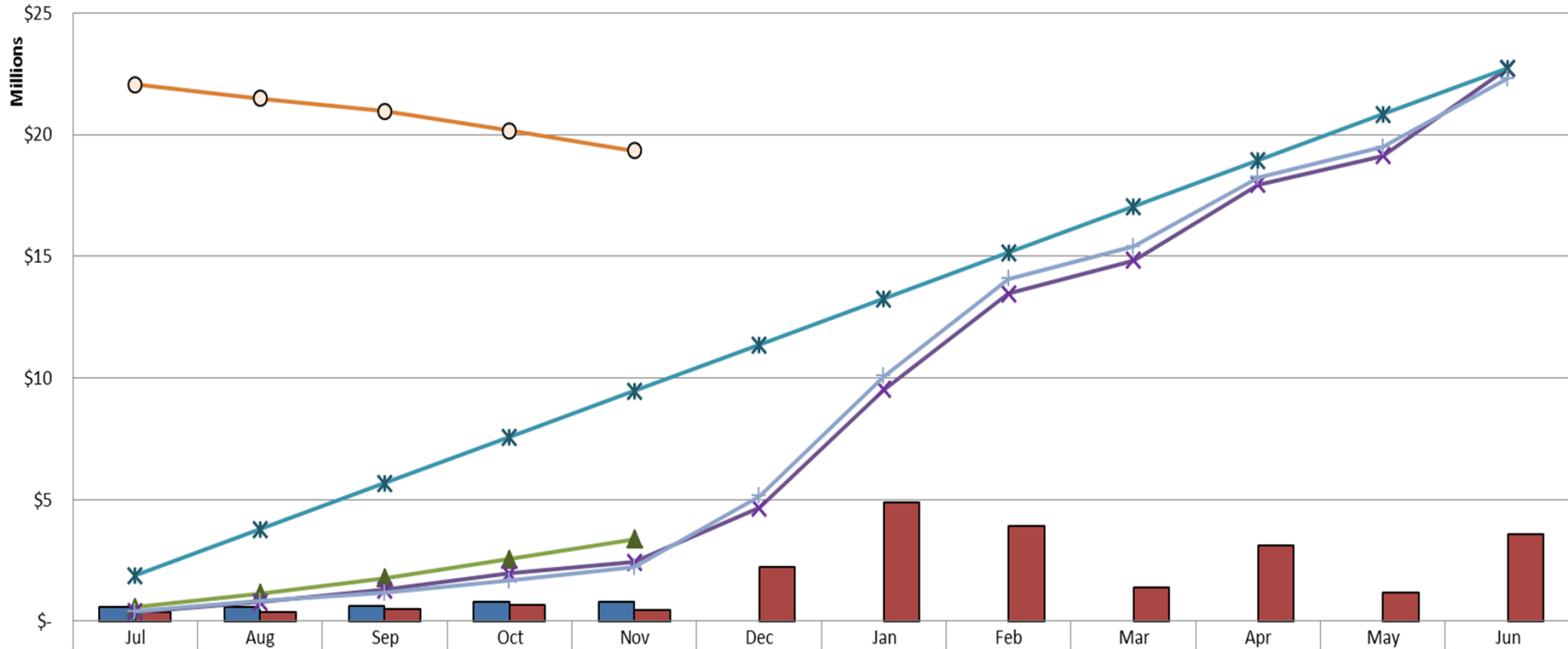
<b>Quick Look Indicators</b>	<b>This Month</b>	<b>This Year</b>	<b>Balance</b>
General Fund Cash Balance	↓	↑	\$ 5,957,067
General Fund Revenue	↑	↑	\$ 3,377,213
General Fund Expenditures	↑	↓	\$ 7,198,639
Budget Percentage (Over) / Under	↑	↑	10%
Revenue Benchmark Variance	↑	↑	\$ 945,174
Expenditure Benchmark Variance	↑	↑	\$ 894,981
Overall Benchmark Variance	↑	↑	\$ 1,840,155
Hospitality Fund Cash Balance	↑	↑	\$ 1,600,855
Hospitality Fund Revenue	↑	↑	\$ 850,657
Hospitality Fund Expenditures	↑	↑	\$ 247,721
Storm Water Fund Cash Balance	↓	↑	\$ 940,475
Storm Water Fund Revenue	↑	↓	\$ 13,629
Storm Water Fund Expenditures	↓	↑	\$ 104,341

## Cash Balance - General Fund Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Net Monthly Cash	(417,239)	(577,296)	(1,267,911)	(947,186)	(882,644)	-	-	-	-	-	-	-
Current Fiscal YTD Balance	9,632,104	9,054,808	7,786,897	6,839,711	5,957,067							
Prior Fiscal YTD Balance	7,642,552	6,415,438	5,451,158	3,983,437	3,123,237	3,447,626	7,643,952	10,423,777	10,489,153	10,617,767	10,031,136	10,049,343

## Revenue - General Fund Fiscal Year 2016/17

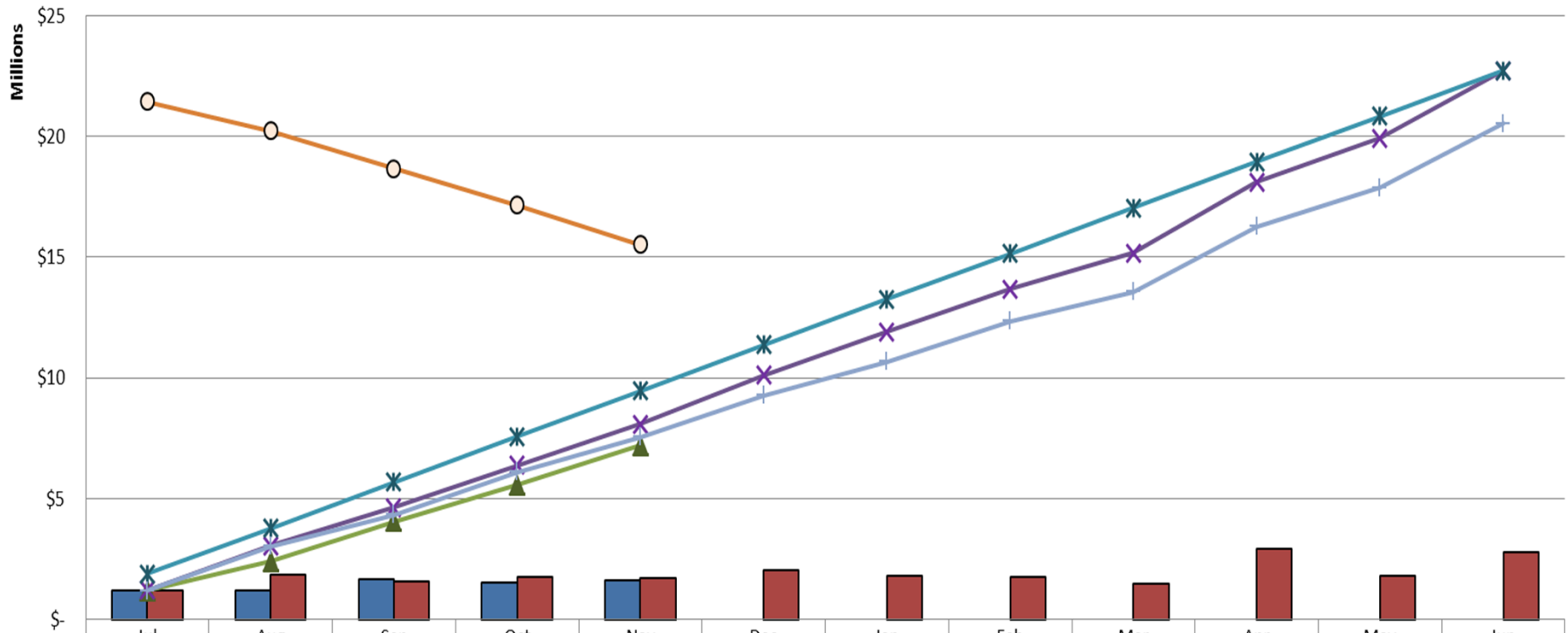


	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Actual	575,713	565,799	629,052	793,446	813,202							
Monthly Benchmark	381,400	396,839	506,408	682,338	465,054	2,222,180	4,868,277	3,931,645	1,379,106	3,111,307	1,179,951	3,597,704
YTD Actual	575,713	1,141,512	1,770,564	2,564,010	3,377,213							
YTD Benchmark	381,400	778,239	1,284,647	1,966,985	2,432,039	4,654,219	9,522,496	13,454,141	14,833,247	17,944,554	19,124,505	22,722,209
YTD Prorated Budget	1,885,495	3,770,990	5,680,552	7,574,070	9,467,587	11,361,105	13,254,622	15,148,139	17,041,657	18,935,174	20,828,692	22,722,209
Prior YTD Actual	399,989	826,914	1,165,767	1,673,577	2,214,478	5,136,133	10,066,064	14,080,368	15,404,784	18,243,812	19,481,174	22,301,763
Balance to Collect	22,050,227	21,484,428	20,951,645	20,158,199	19,344,996							



## Expenditures - General Fund

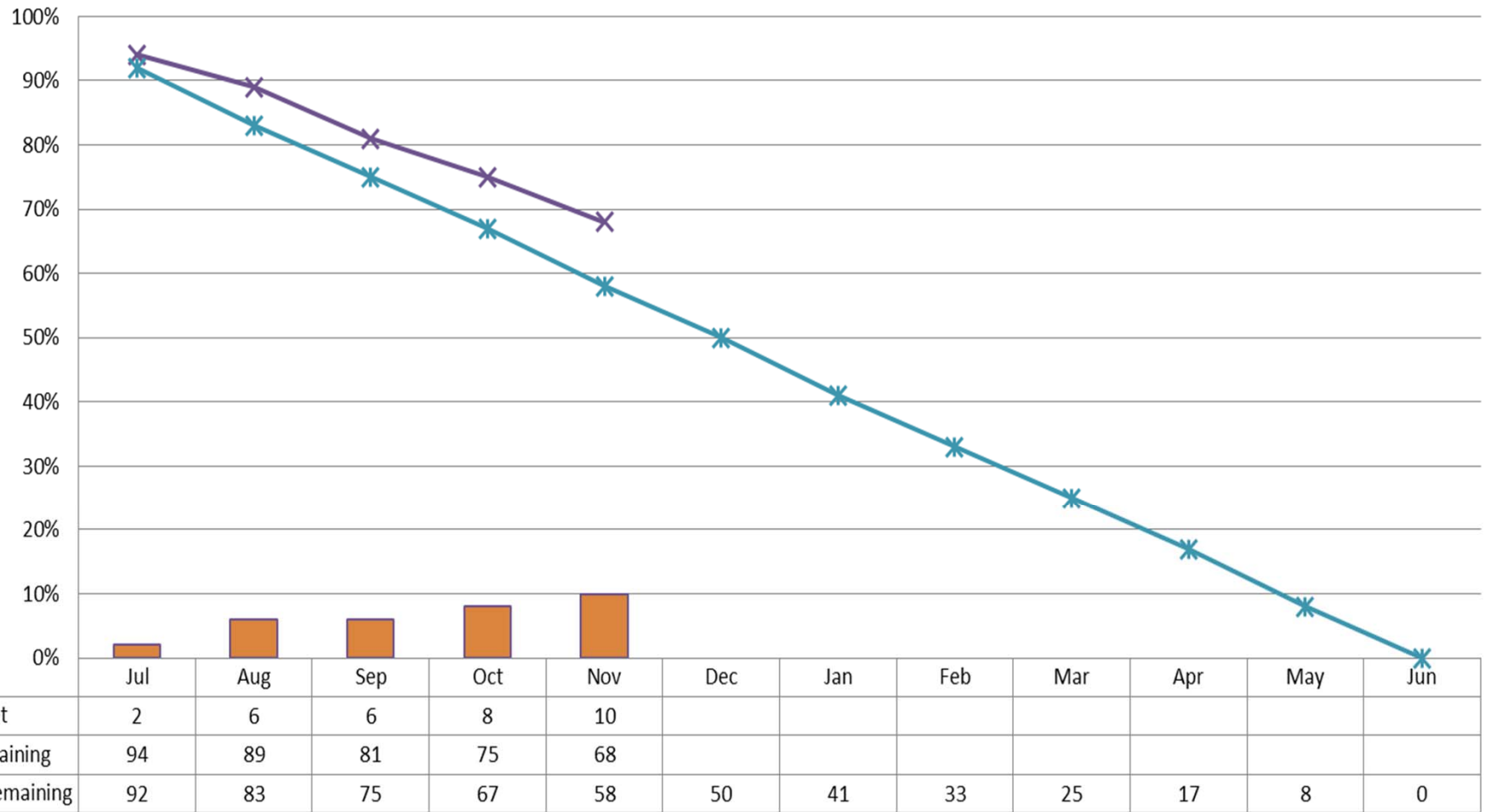
### Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Actual	1,180,597	1,216,850	1,648,607	1,533,771	1,618,813							
Monthly Benchmark	1,204,121	1,858,107	1,569,788	1,758,648	1,702,956	2,018,451	1,784,304	1,779,927	1,496,820	2,942,964	1,811,192	2,794,931
YTD Actual	1,180,597	2,397,447	4,046,054	5,579,825	7,198,639							
YTD Benchmark	1,204,121	3,062,228	4,632,016	6,390,664	8,093,620	10,112,071	11,896,375	13,676,302	15,173,122	18,116,086	19,927,278	22,722,209
YTD Prorated Budget	1,885,495	3,770,990	5,680,552	7,574,070	9,467,587	11,361,105	13,254,622	15,148,139	17,041,657	18,935,174	20,828,692	22,722,209
Prior YTD Actual	1,186,602	3,026,273	4,326,601	6,102,644	7,544,912	9,283,177	10,674,028	12,341,742	13,568,744	16,259,615	17,884,490	20,540,390
Balance to Expend	21,445,343	20,228,493	18,676,155	17,142,384	15,523,570							

## Budget Percent Remaining - General Fund

### Fiscal Year 2016/17





## Revenues

### Revenue

- Total Revenue
- Taxes
- Franchises & Licenses
- Misc. Revenues
- Permits and Fees
- Intergovernmental Revenue
- Fire Fees
- Fines and Forfeitures
- Grants
- Fund Balance
- Refunds
- Operating Transfers

## 2016-17 Financials

☒ Revenues ☐ Expenditures



### YTD Actual

**\$3,377,213**

### YTD Budget

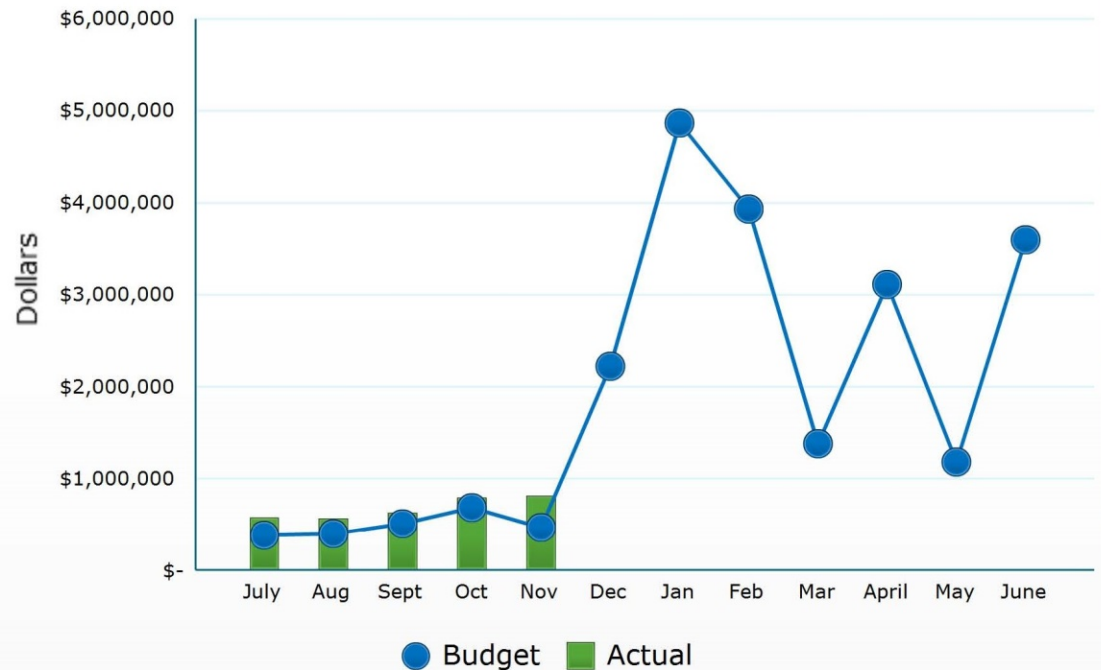
**\$2,432,039**

### Difference

**\$945,174**

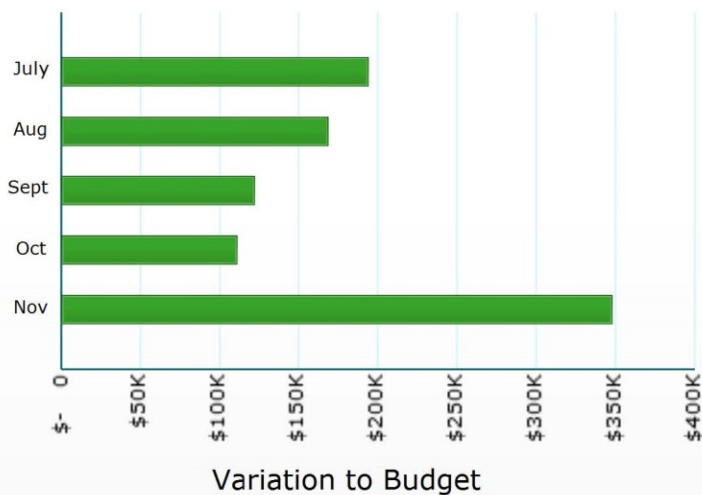
## City of Greer Revenues

Fiscal Year 2016-17



## Actual vs Budget

Fiscal Year 2016-17



## Expenditures

Total Expenditures

Total City Expenditures

YTD Personnel

YTD Operations

YTD Debt Service

Mayor & Council

Administration

Municipal Court

General Government

Fire

Police

Public Services

Recreation

Building Standards

## 2016-17 Financials

☐ Revenues ☒ Expenditures



YTD Actual

**\$7,198,639**

YTD Budget

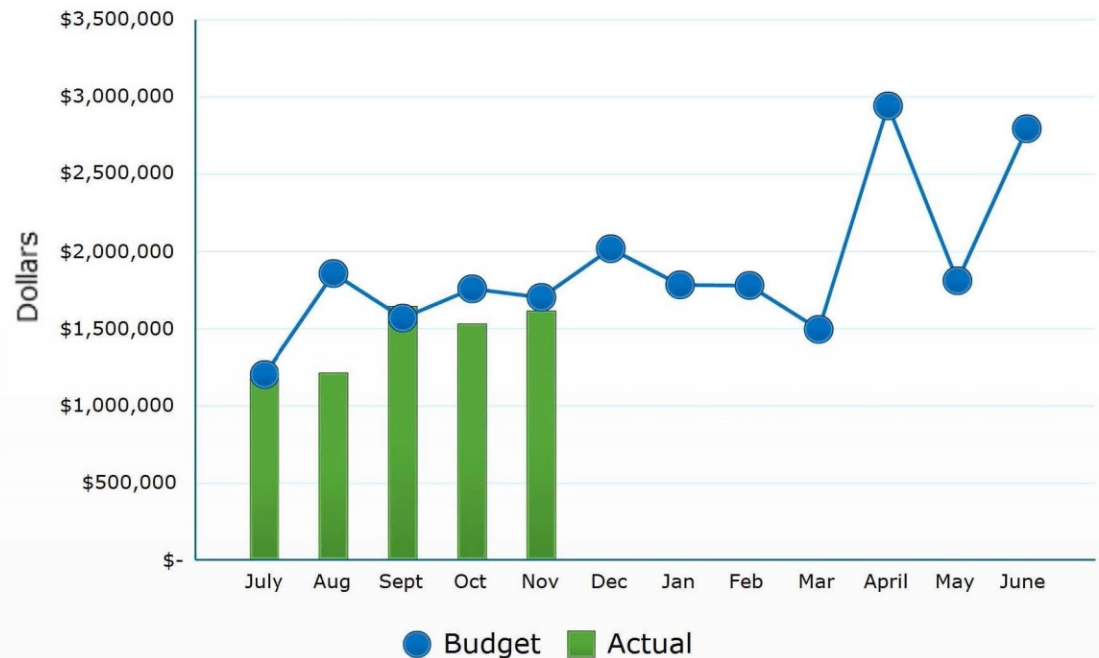
**\$8,093,620**

Difference

**\$894,981**

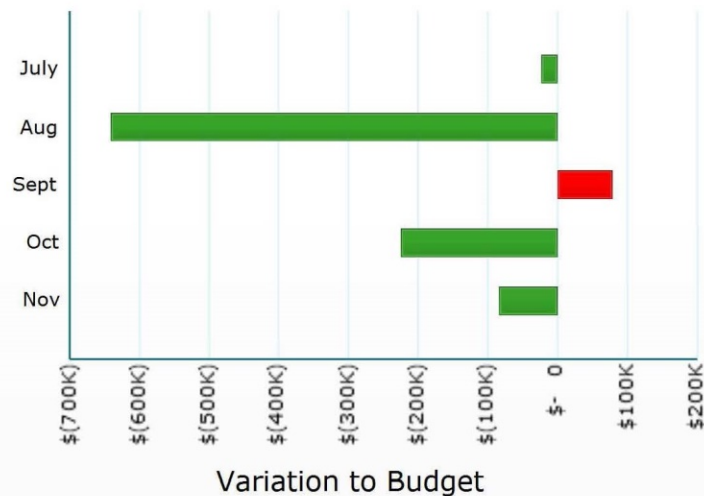
## City of Greer Expenditures

Fiscal Year 2016-17



## Actual vs Budget

Fiscal Year 2016-17

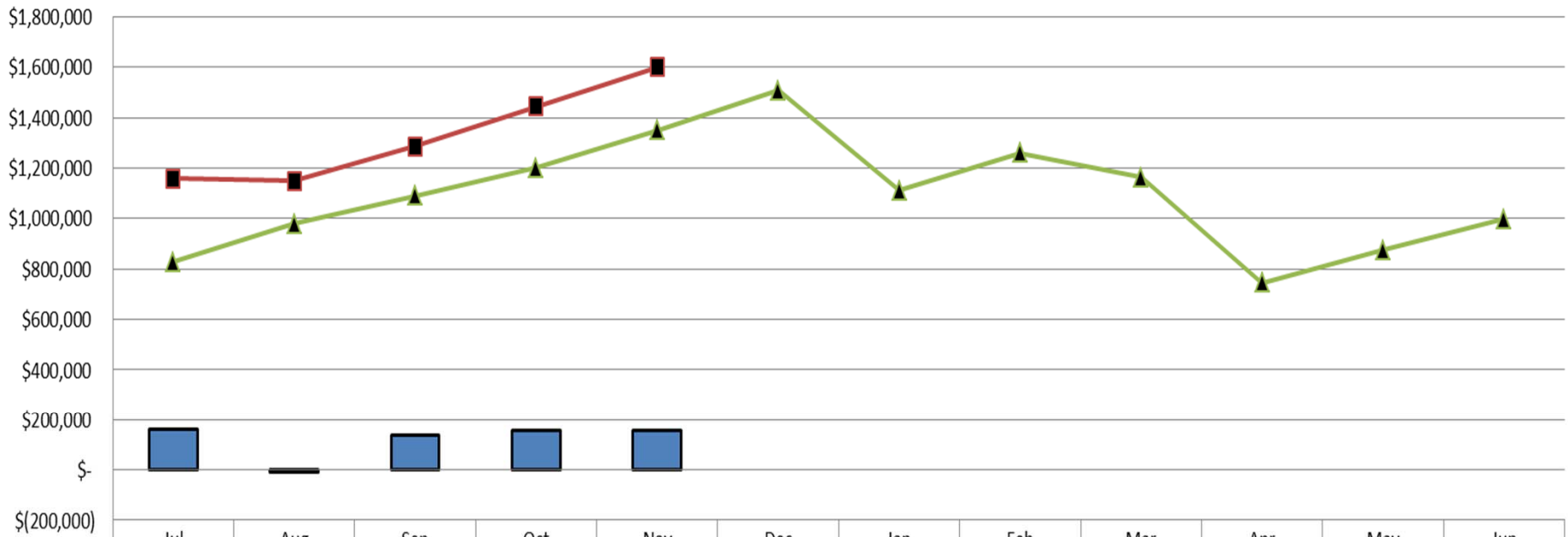




Hospitality Taxes Fund

## Cash Balance - Hospitality Taxes Fund

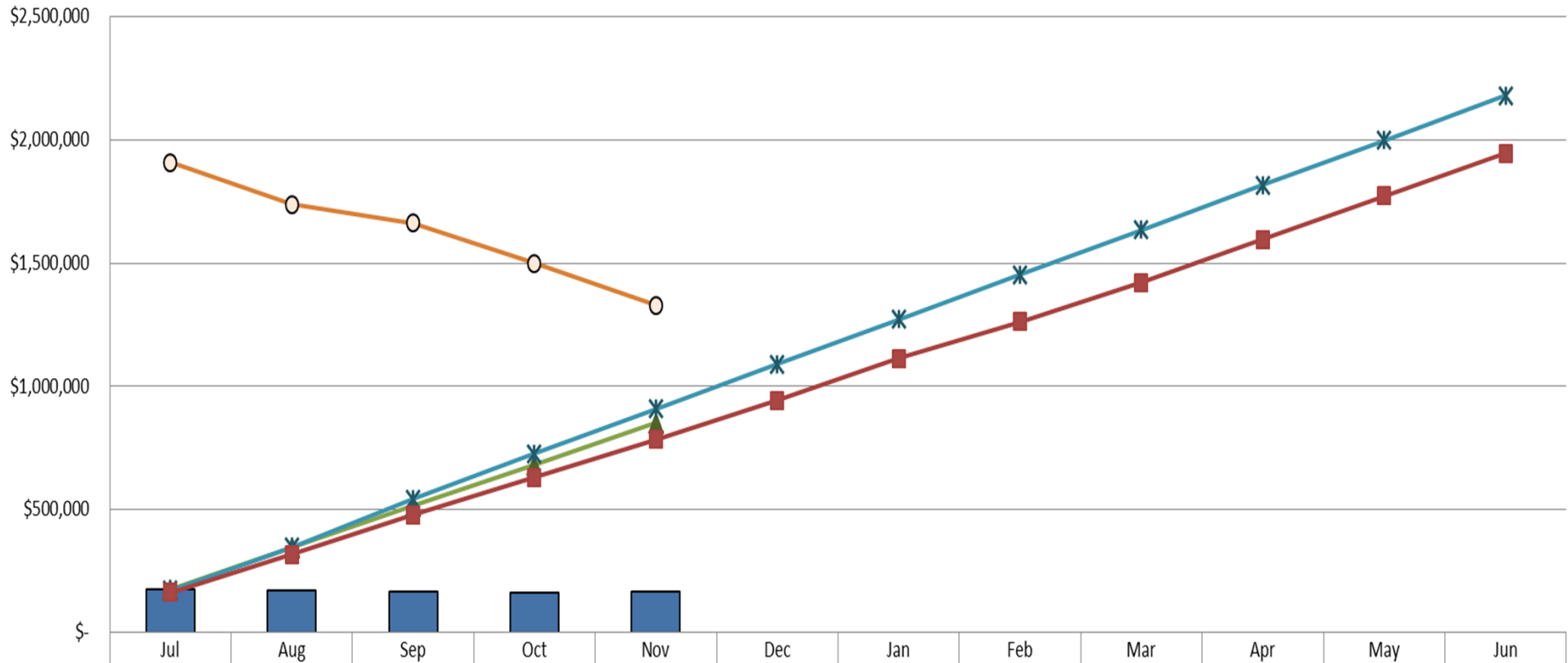
### Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Net Monthly Cash	161,269	(9,434)	137,138	157,472	156,424	-	-	-	-	-	-	-
Current Fiscal YTD Balance	1,159,255	1,149,821	1,286,959	1,444,431	1,600,855							
Prior Fiscal YTD Balance	828,705	979,816	1,090,730	1,200,692	1,348,821	1,506,880	1,110,798	1,259,922	1,164,111	745,785	874,771	997,986

## Revenue - Hospitality Taxes Fund

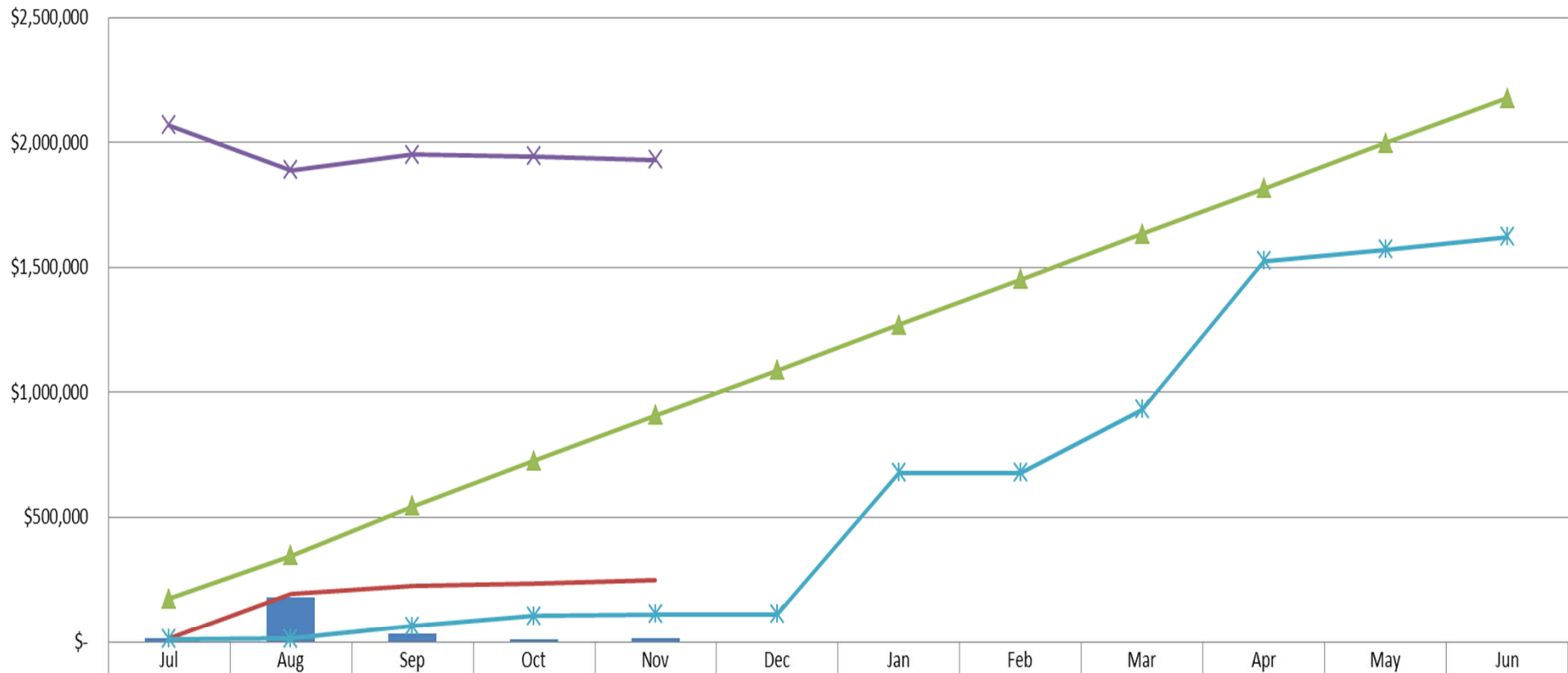
### Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Actual	176,060	171,044	168,659	164,920	169,973							
YTD Actual	176,060	347,104	515,764	680,684	850,657							
YTD Prorated Budget	173,711	347,422	544,748	726,330	907,913	1,089,496	1,271,078	1,452,661	1,634,243	1,815,826	1,997,408	2,178,991
Prior YTD Actual	164,244	317,711	479,120	631,069	784,527	943,494	1,113,177	1,262,601	1,420,737	1,596,364	1,771,638	1,944,727
Balance to Collect	1,908,470	1,737,426	1,663,227	1,498,307	1,328,334							

## Expenditures - Hospitality Taxes Fund

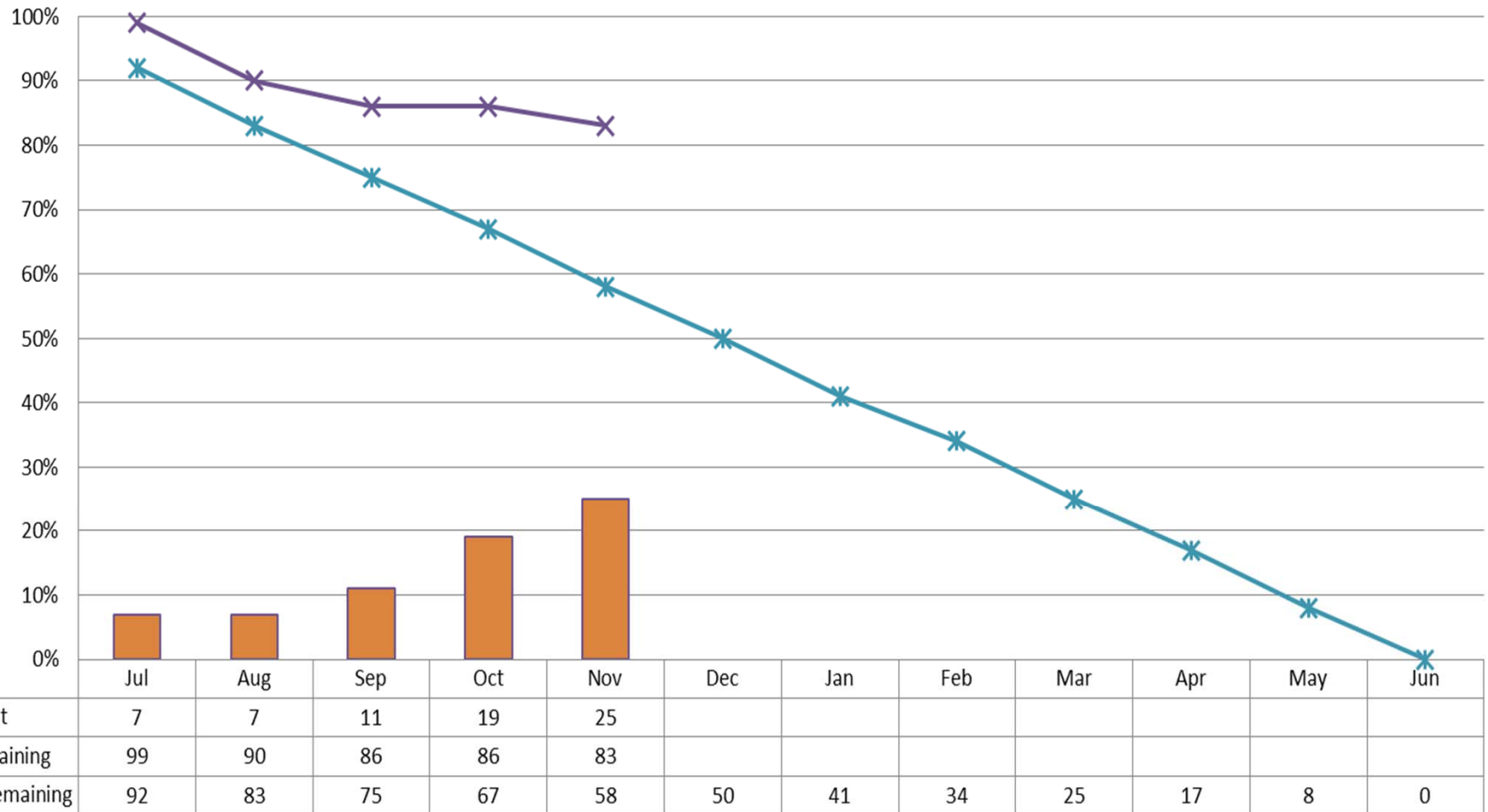
### Fiscal Year 2016/17



Monthly Actual	14,791	180,483	31,521	7,448	13,477							
YTD Actual	14,791	195,274	226,795	234,243	247,721							
YTD Prorated Budget	173,711	347,422	544,748	726,330	907,913	1,089,496	1,271,078	1,452,661	1,634,243	1,815,826	1,997,408	2,178,991
Prior YTD Actual	11,244	13,600	64,110	106,098	111,427	112,335	678,099	678,399	932,346	1,526,299	1,572,587	1,622,462
Balance to Expend	2,069,739	1,889,256	1,952,196	1,944,748	1,931,270							

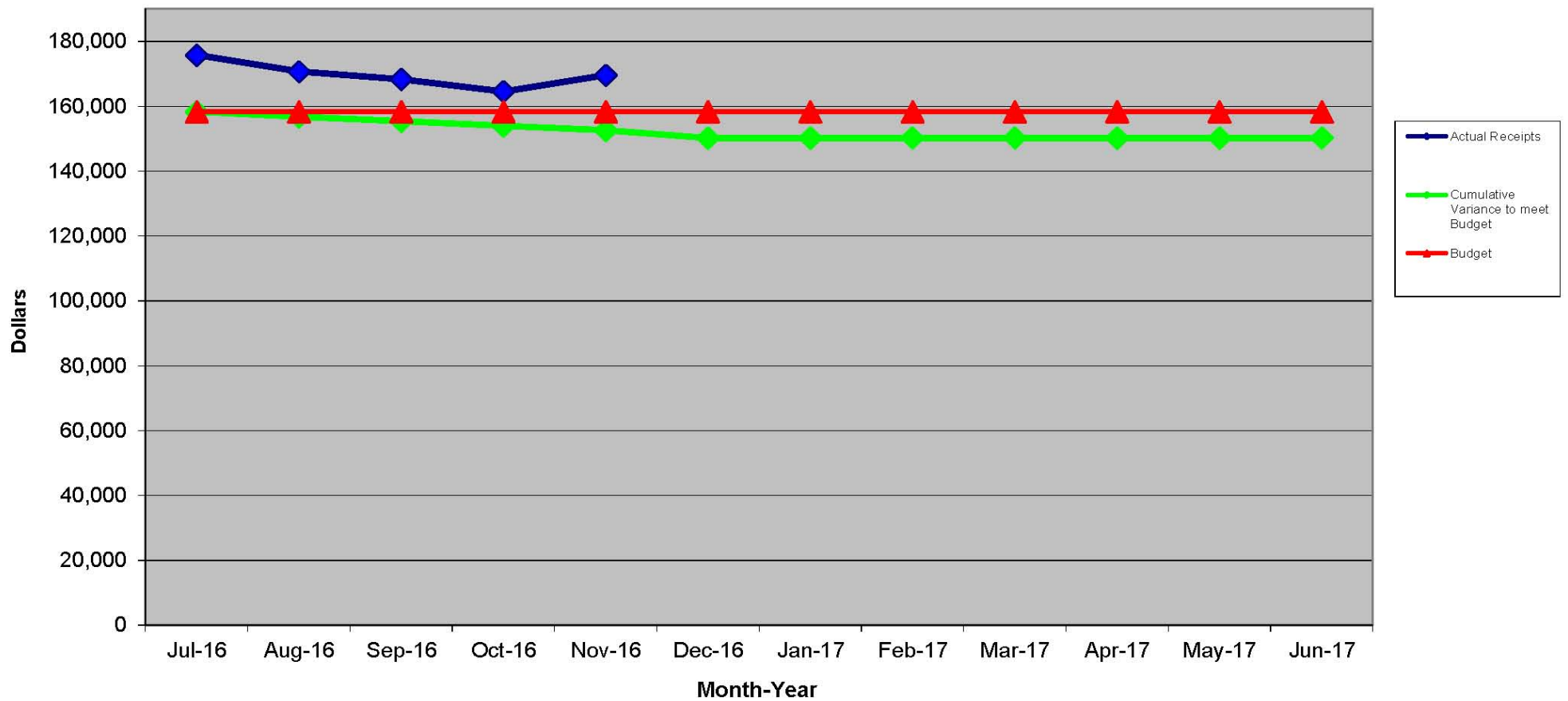


## Budget Percent Remaining - Hospitality Taxes Fund Fiscal Year 2016/17



# HOSPITALITY TAX

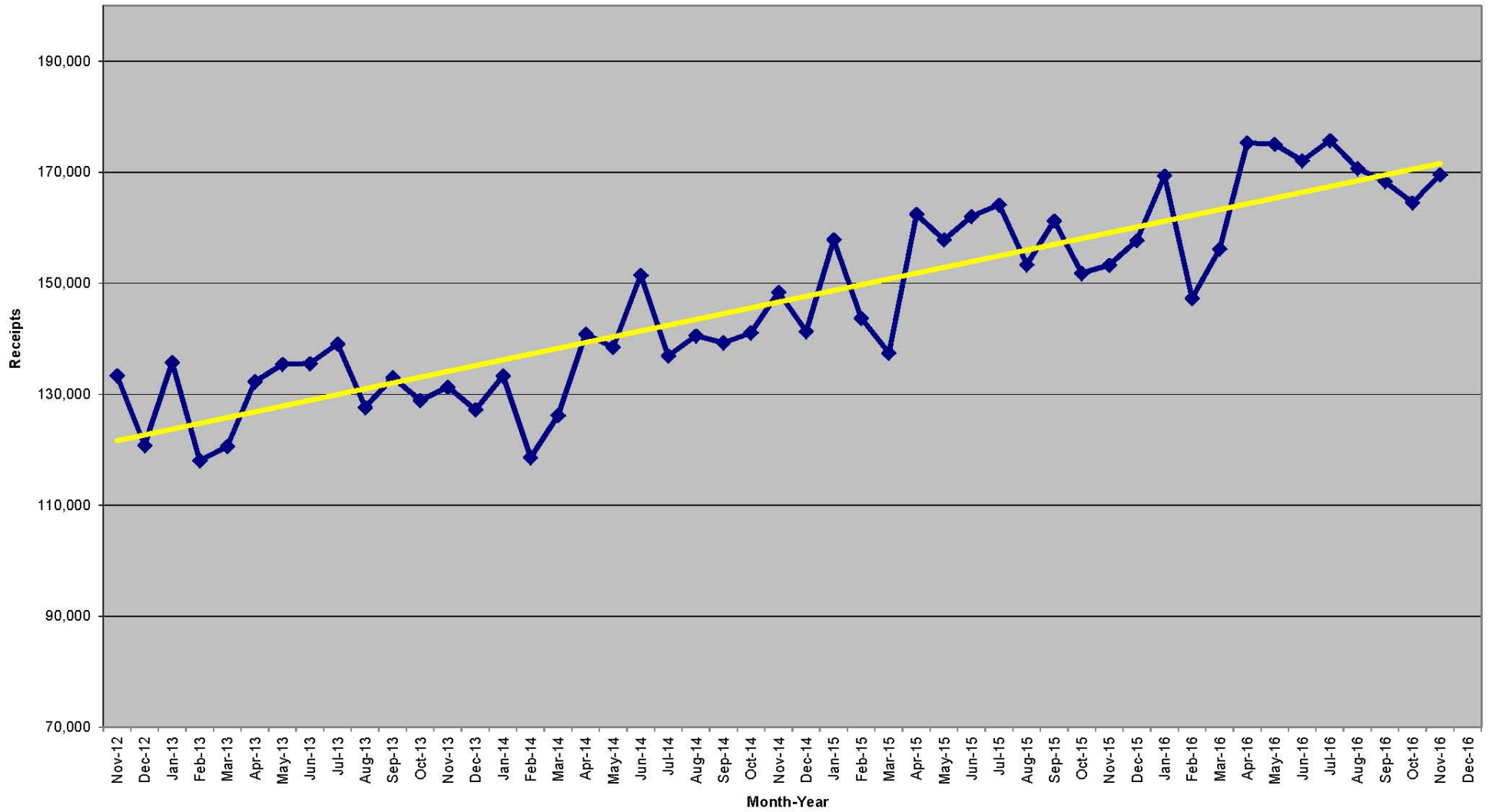
FY 2016-2017





# Hospitality Tax

## 4 - Year Trending

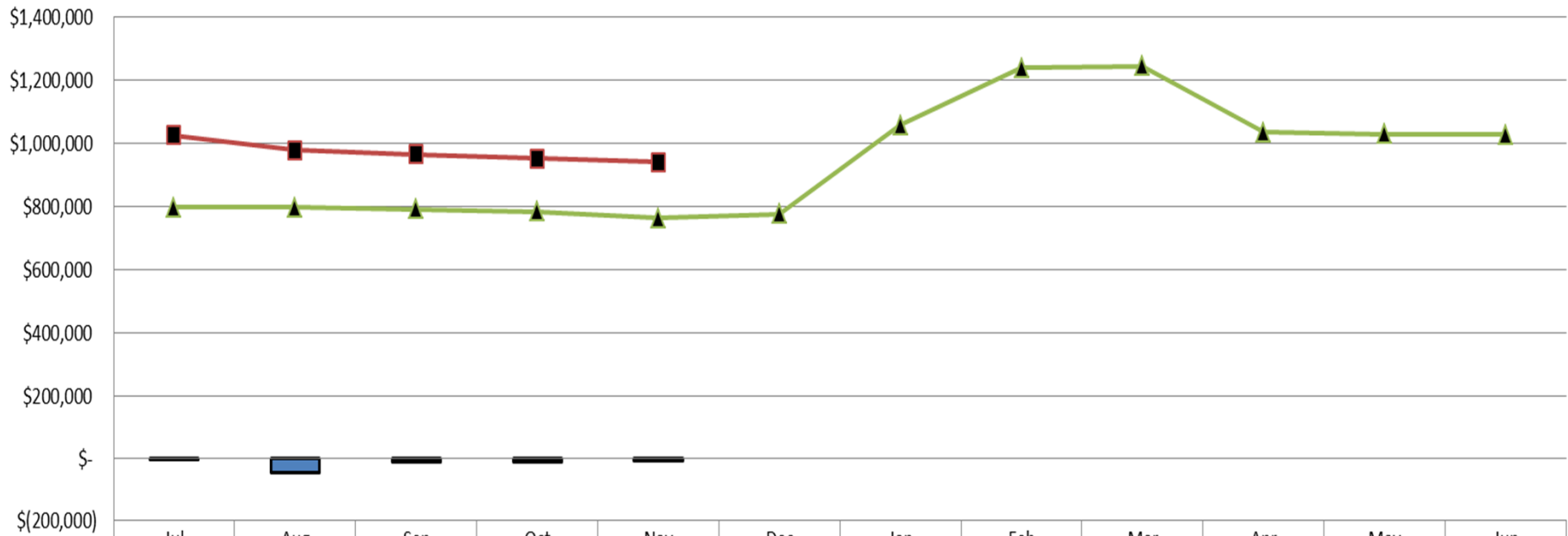




Storm Water Fund

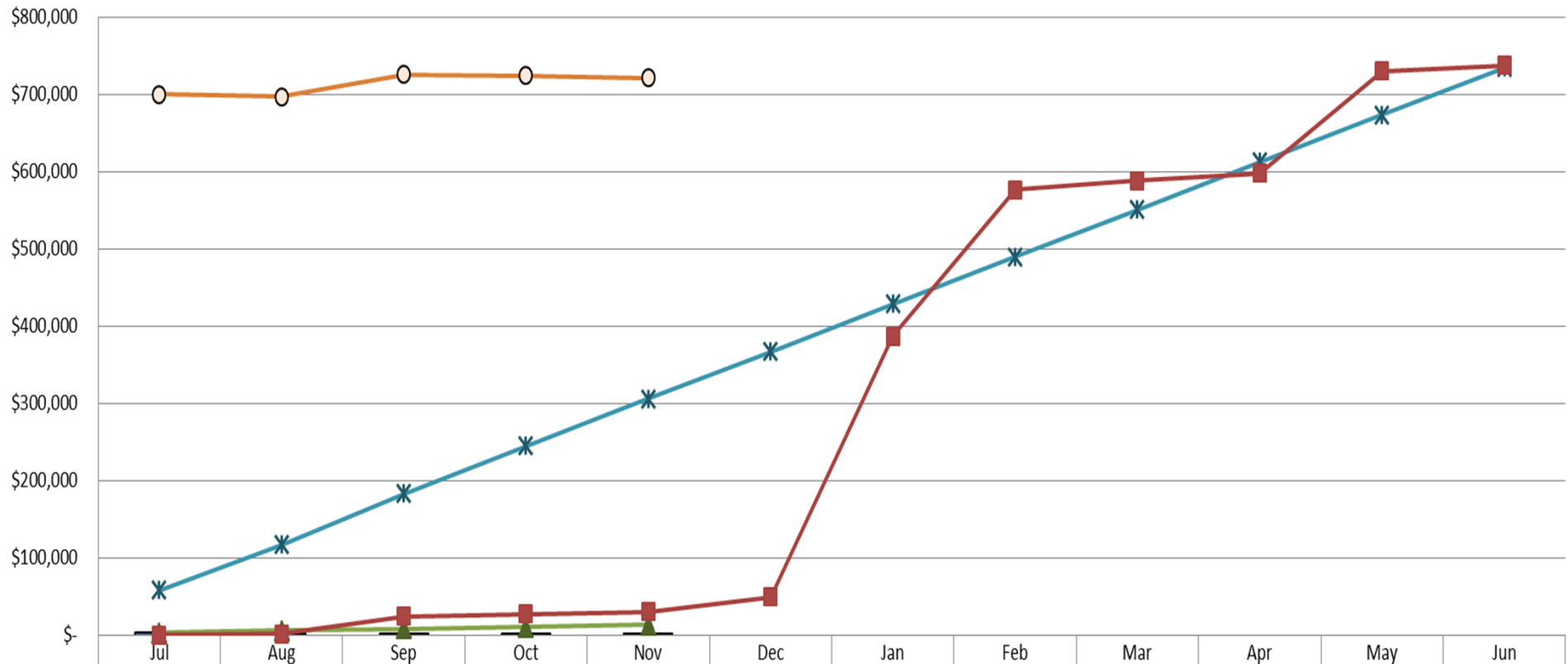
## Cash Balance - Storm Water Fund

### Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Net Monthly Cash	(6,193)	(47,094)	(12,589)	(13,776)	(9,871)	-	-	-	-	-	-	-
Current Fiscal YTD Balance	1,023,805	976,711	964,122	950,346	940,475							
Prior Fiscal YTD Balance	795,532	795,695	790,327	782,658	762,080	776,224	1,055,987	1,237,657	1,243,983	1,034,424	1,027,402	1,026,017

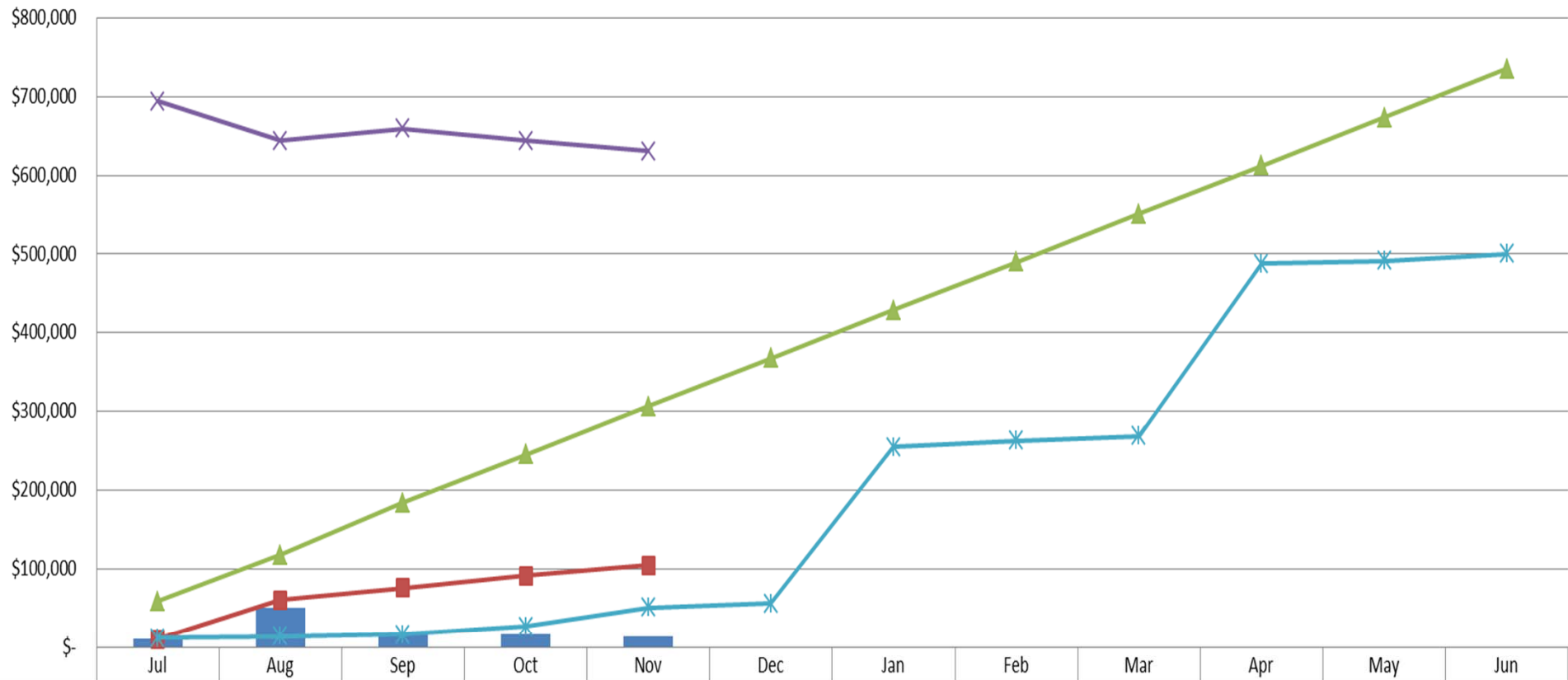
## Revenue - Storm Water Taxes Fund Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Actual	3,417	2,646	2,785	1,859	2,923							
YTD Actual	3,417	6,063	8,848	10,707	13,629							
YTD Prorated Budget	58,625	117,250	183,742	244,989	306,237	367,484	428,731	489,979	551,226	612,473	673,721	734,968
Prior YTD Actual	261	2,243	24,849	27,395	30,649	49,820	387,204	577,074	588,785	598,073	730,085	737,563
Balance to Collect	700,083	697,437	726,120	724,261	721,339							

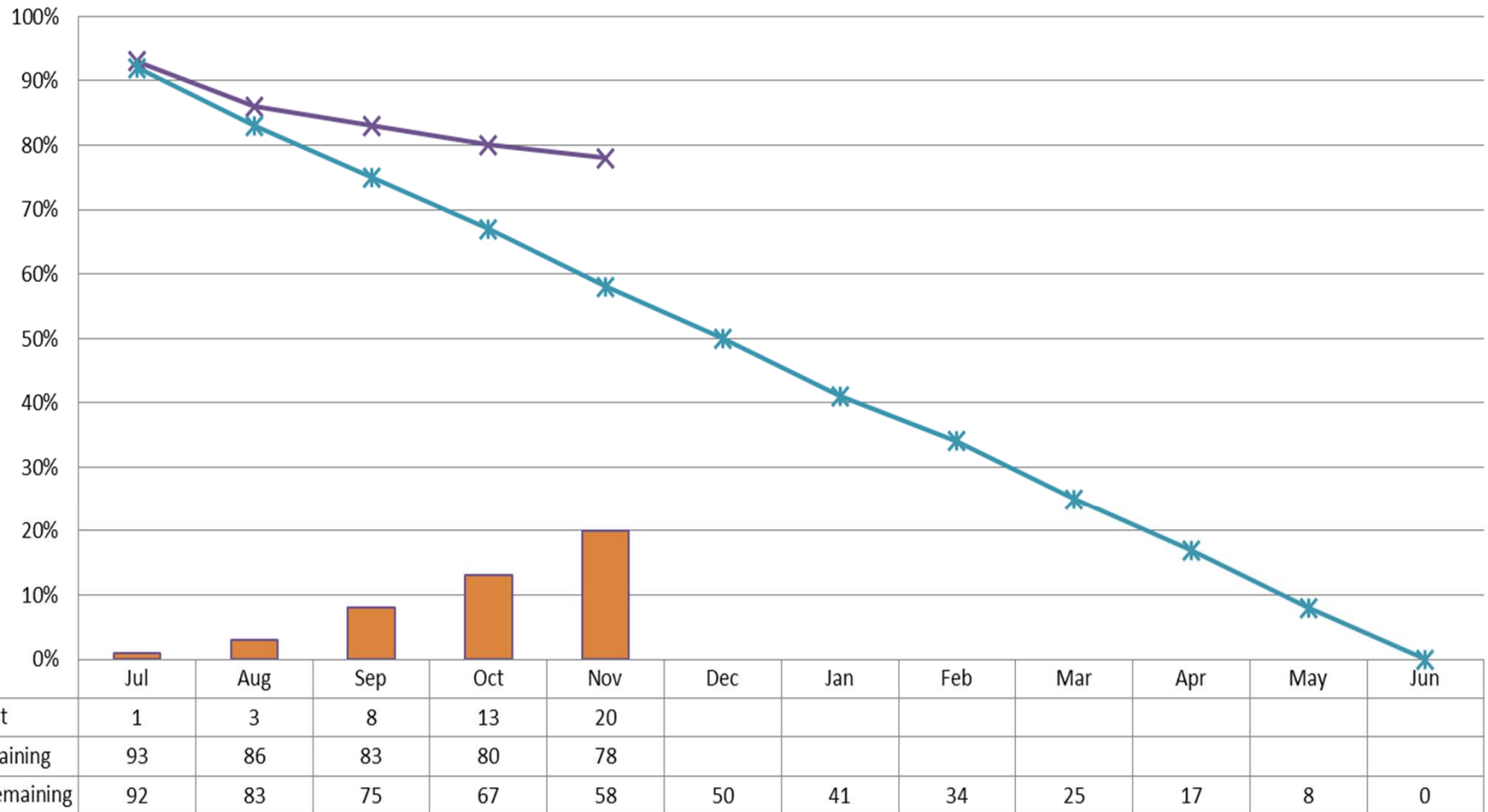
## Expenditures - Storm Water Fund

### Fiscal Year 2016/17



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Monthly Actual	9,833	50,100	15,678	15,730	13,000							
YTD Actual	9,833	59,933	75,611	91,341	104,341							
YTD Prorated Budget	58,625	117,250	183,742	244,989	306,237	367,484	428,731	489,979	551,226	612,473	673,721	734,968
Prior YTD Actual	11,414	13,760	16,179	26,489	50,367	55,562	254,633	262,833	268,550	487,557	491,235	500,098
Balance to Expend	693,667	643,567	659,357	643,627	630,627							

## Budget Percent Remaining - Storm Water Fund Fiscal Year 2016/17



**Category Number: VI.**  
**Item Number: C.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

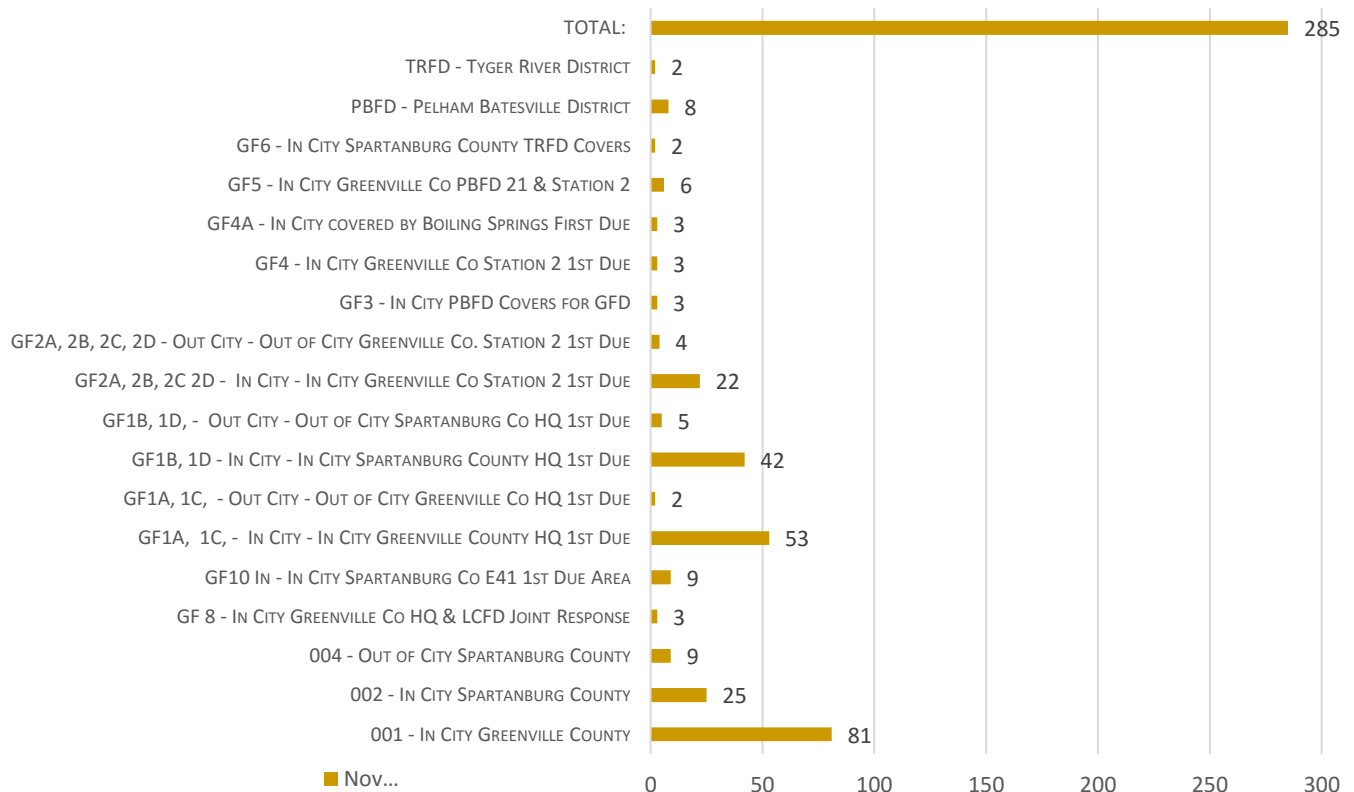
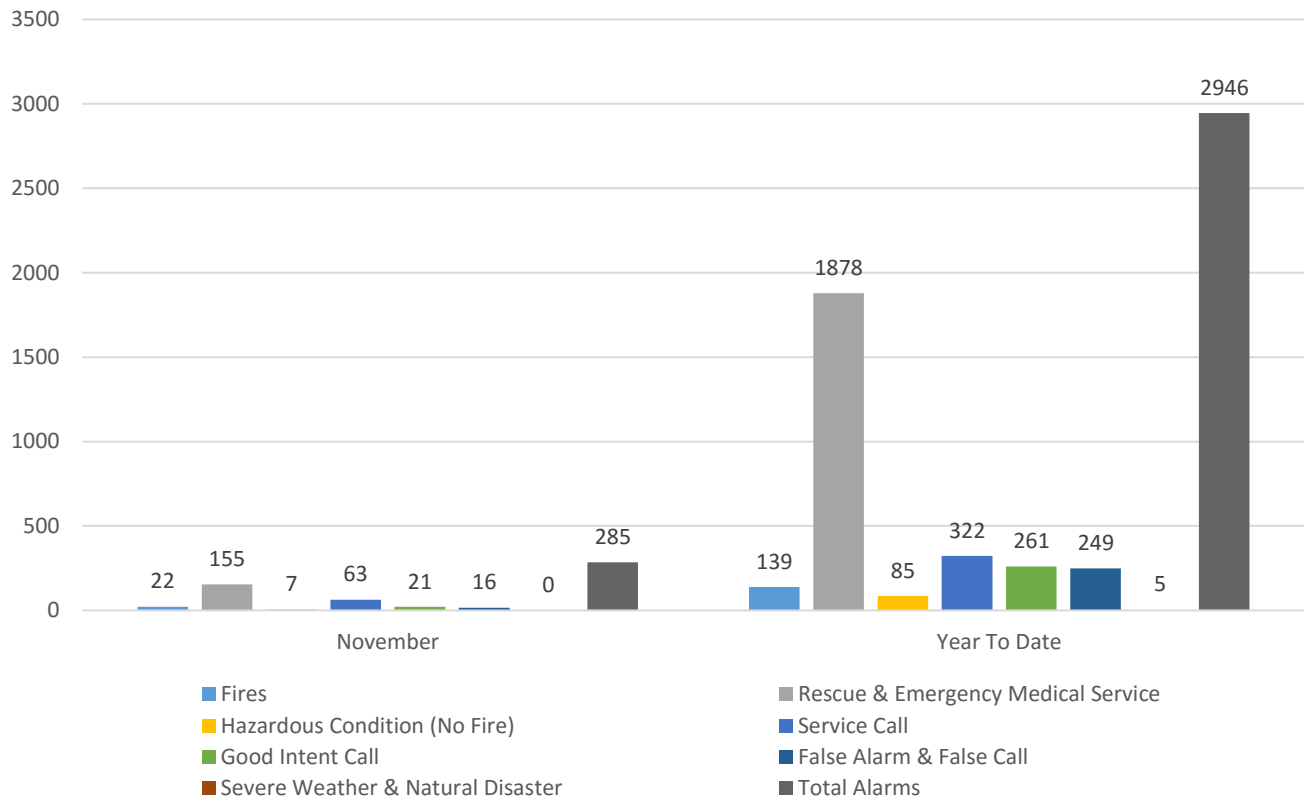
**Fire Department Activity Report - November 2016**

**ATTACHMENTS:**

Description	Upload Date	Type
□ Fire Department Activity Report November 2017	1/3/2017	Backup Material



# City of Greer Fire Department Year-To-Date Statistics November 2016







# City of Greer Fire Department

## Year-To-Date Statistics

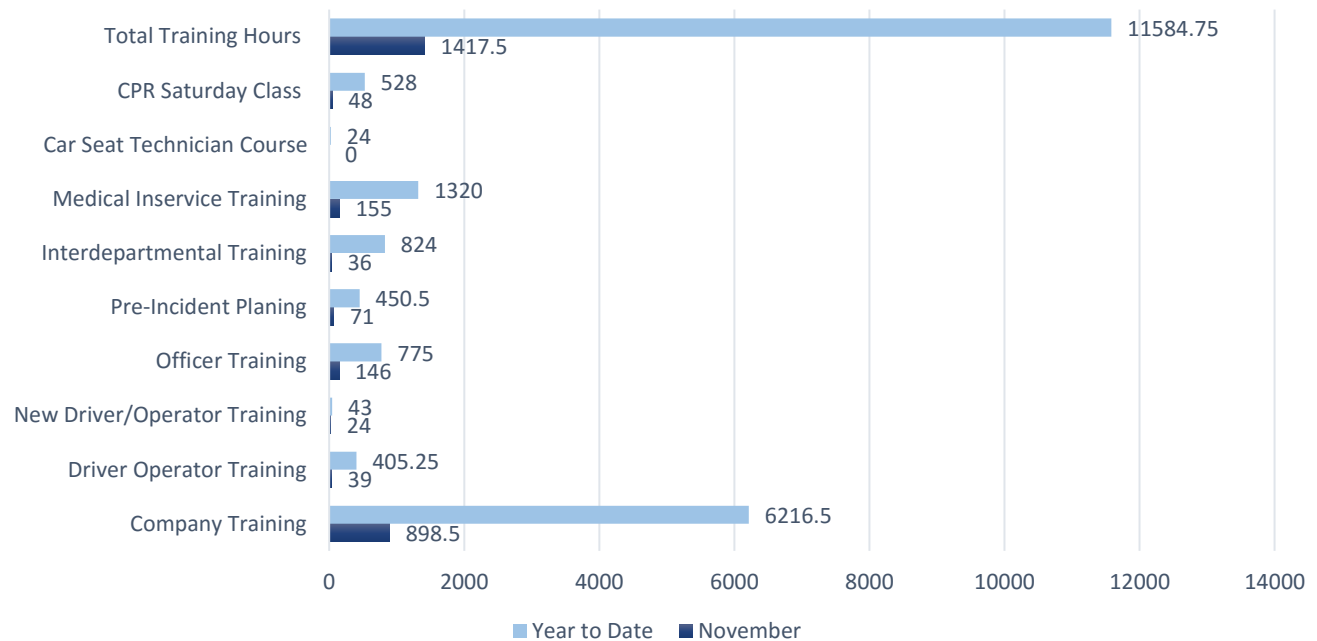
### November 2016



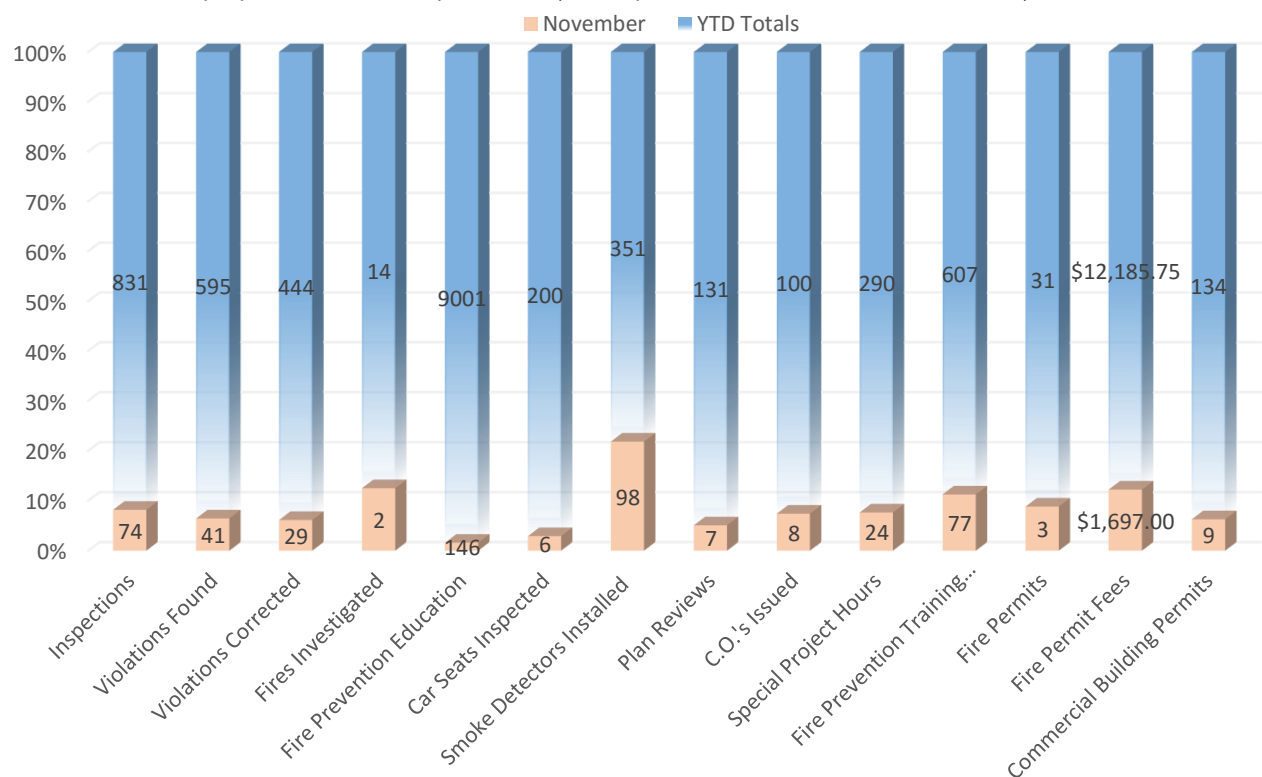
<b>NFPA REPORT</b> FIRES IN STRUCTURES BY FIXED PROPERTY USE (OCCUPANCY)		NUMBER OF INCIDENTS	DEATHS	INJURIES	EST. PROP. DAMAGE
1	Private Dwellings (1 or 2 family), including mobile homes (FPU 419)	36	1	0	\$191,325.00
2	Apartments (3 or more families) (FPU 429)	6	0	0	\$12,200.00
3	Hotels and Motels (FPU 449)	0	0	0	\$0.00
4	All Other Residential (dormitories, boarding houses, tents, etc.) (FPU 400, 439, 459-499)	0	0	0	\$0.00
5	<b>TOTAL RESIDENTIAL FIRES (Sum of lines 1 through 4)</b>	<b>42</b>	<b>1</b>	<b>0</b>	<b>\$203,525.00</b>
6	Public Assembly (church, restaurant, clubs, etc.) (FPU 100-199)	3	0	0	\$2,500.00
7	Schools and Colleges (FPU 200-299)	0	0	0	\$0.00
8	Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.) (FPU 300-399)	2	0	0	\$300.00
9	Stores and Offices (FPU 500-599)	1	0	0	\$0.00
10	Industry, Utility, Defense, Laboratories, Manufacturing (FPU 600-799)	4	0	0	\$0.00
11	Storage in Structures (barns, vehicle storage garages, general storage, etc.) (FPU 800-899)	2	0	0	\$4,500.00
12	Other Structures (outbuildings, bridges, etc.) (FPU 900-999)	7	0	0	\$2,000.00
13	<b>TOTAL FOR STRUCTURE FIRES (Sum of lines 5 through 12)</b>	<b>61</b>	<b>1</b>	<b>0</b>	<b>\$212,825.00</b>
14a	Fires in Highway Vehicles (autos, trucks, buses, etc.) (IT 131-132, 136-137)	31	0	0	\$68,850.00
14b	Fires in Other Vehicles (planes, trains, ships, construction or farm vehicles, etc.) (IT 130, 133-135, 138)	1	0	0	\$50,000.00
15	Fires outside of Structures with Value Involved, but Not Vehicles (outside storage, crops, timber, etc.) (IT 140, 141, 161, 162, 164, 170-173)	8	0	0	\$0.00
16	Fires in Brush, Grass, Wildland (excluding crops and timber), with no value involved (IT 142-143)	21	0	0	\$400.00
17	Fires in Rubbish, Including Dumpsters (outside of structures), with no value involved (IT 150-155)	16	0	0	\$0.00
18	All Other Fires (IT 100, 160, 163)	4	0	0	\$500.00
19	<b>TOTAL FOR FIRES (Sum of lines 13 through 18)</b>	<b>142</b>	<b>1</b>	<b>0</b>	<b>\$332,575.00</b>
20	Rescue, Emergency Medical Responses (ambulances, EMS, rescue) (IT 300-381)	1887	0	0	\$368,300.00
21	False Alarm Responses (malicious or unintentional false calls, malfunctions, bomb scares) (IT 700-746)	250	0	0	\$250.00
22	Mutual Aid Responses Given	14	0	0	\$0.00
23a	Hazards Materials Responses (spills, leaks, etc.) (IT 410-431)	40	0	0	\$0.00
23b	Other Hazardous Responses (arcing wires, bomb removal, power line down, etc.) (IT 440-482, 400)	45	0	0	\$0.00
24	All Other Responses (smoke scares, lock-outs, animal rescues, etc.) (IT 200-251, 500-699, 800-911)	596	0	0	\$12,500.00
25	<b>TOTAL FOR ALL INCIDENTS (Sum of lines 19 through 24)</b>	<b>2974</b>	<b>1</b>	<b>0</b>	<b>\$713,625.00</b>



# City of Greer Fire Department Year-To-Date Statistics November 2016



## OFFICE OF THE FIRE MARSHAL



**Category Number: VI.**  
**Item Number: D.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Municipal Court Activity Report - November 2016**

**ATTACHMENTS:**

Description	Upload Date	Type
□ Municipal Court Monthly Report November 2016	1/5/2017	Backup Material



# GREER MUNICIPAL COURT

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MONTHLY REPORT NOVEMBER 2016

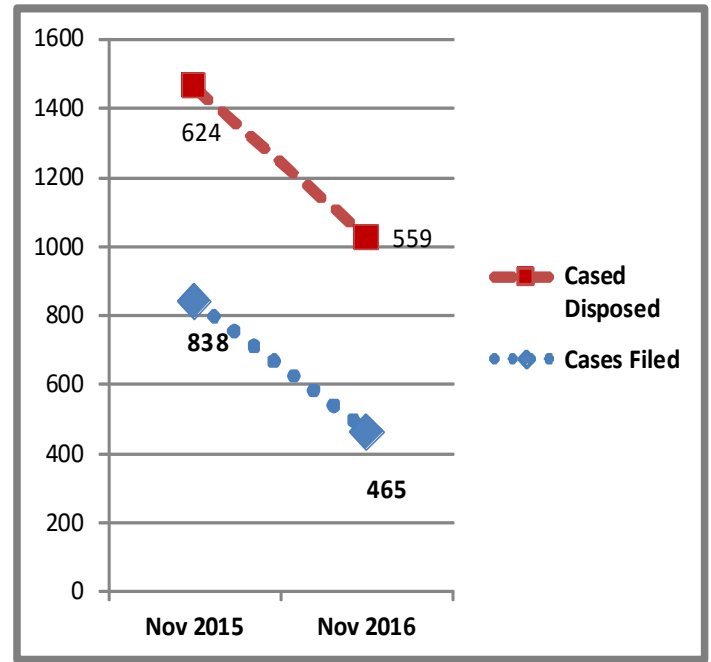
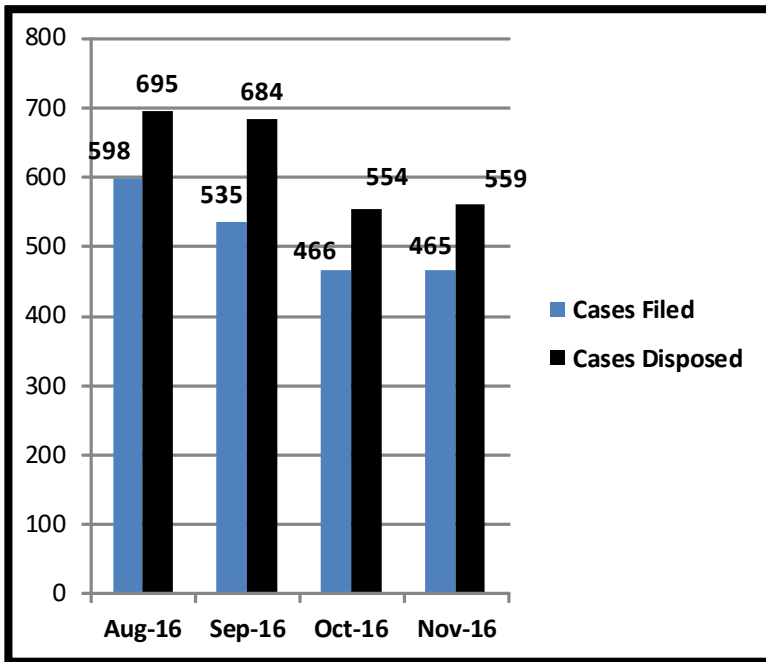


# CASE LOAD

## *Traffic, Criminal and City Ordinances*

*Total Cases disposed/processed: 559*

*Total cases filed by officers: 465*



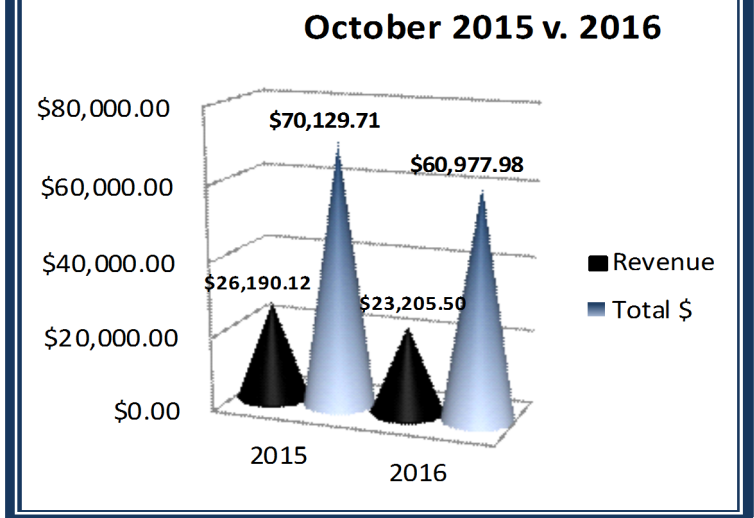
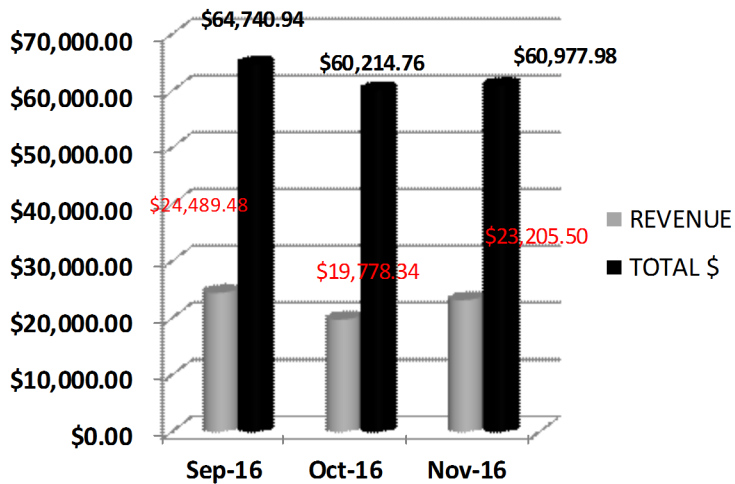
## *Arrest Warrants, Bench Warrants & Search Warrants*

Arrest Warrants issued	122
Arraignments — # of defendants	117
Arraignments — # of charges	207
Bench Warrants issued	63
Bench Warrants served/processed	35
Search Warrants issued	6

# FINANCIALS

## Revenue

Total Revenue	\$23,205.50
Sent to State Treasurer	\$26,986.09
Victim Assistance Funds	\$3,299.63
Total \$ Collected	\$60,977.98



# ACTIVITY

- ♦ Traffic Court was held on November 2, 9, 16 and 23.
- ♦ Domestic Violence Court was held November 10th.
- ♦ General Sessions Preliminary Hearings were held on November 4th.
- ♦ Jury Trials were held the week of November 14th.
- ♦ Presentation was made to Leadership Greer on November 1st.
- ♦ Erin Trembley started working as Court Clerk on November 7th.

Category Number: VI.  
Item Number: E.



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Parks & Recreation Department Activity Report - November 2016**

**ATTACHMENTS:**

Description	Upload Date	Type
□ Parks and Recreation Activity Report November 2016	1/4/2017	Cover Memo

# City of Greer Parks & Recreation Department

## *Monthly Report for*

***November 2016***



*Dancing Through the Decades- Needmore Afterschool Students*

*The City of Greer Parks and Recreation Department is committed to fulfilling our mission of providing quality recreational experiences while administering the values of community image, human development, preservation of environmental resources, health and wellness, economic development and cultural unity.*

## Department Projects

- ◆ Finish work for HVAC, electrical and painting was performed at Century Park. The Certificate of Occupancy is scheduled to be issued in December, followed by a final walkthrough with the general contractor and the City of Greer.
- ◆ Purchase orders were issued to Game Time/Cunningham Recreation for shade structures and bleachers; and to Mayfield Signs for signage at Century Park.
- ◆ Red Watson and Robin Byouk met with Leigh Padgett of Alfred Williams & Company, on November 7, to design a layout for office furniture at the Center for the Arts.
- ◆ On November 15, Ann Cunningham, Bruce Viehman, Red Watson and Steve Grant met with Ryan Summey of Palmetto Structural Engineering, LLC to discuss plans moving forward for the pedestrian bridge at Century Park.

## Department Trainings

- ◆ On November 1 -4, Bruce Viehman completed recertification through the NRPA for Playground Safety Inspector in Lexington, SC.
- ◆ Ann Cunningham and Red Watson attended the Wellness Event, Car Basics Training at the Operations Center on November 10.
- ◆ Four Grounds Division staff attended the NC/SC Sports Turf Managers Association Conference in Myrtle Beach on November 14 – 16.
- ◆ Members of the Parks and Recreation Department staff attended Customer Service Training presented by the South Carolina Appalachian Council of Governments at Greer City Hall on November 18.
- ◆ Members of the Parks and Recreation Department staff completed MASC online training.



## Department Participation

- ◆ The third quarter Greer Recreation Association Board meeting was held on November 1 at Greer City Hall.
- ◆ Parks and Recreation Department staff attended the Opening Celebration at the Center for the Arts on November 3. The opening provided an introduction to our artists in residence, their artwork and tours of the facility. Jim Quick and the Coastline Band provided entertainment in the park on the mobile stage, Greer Relief sold beverages, Greer Cultural Arts Council sold snacks and two food vendors were on site as well. The Needmore After School program participants performed on the auditorium stage at intermission. Three Artists in Residence and three guest artists were present. The art gallery displayed photographs from Artist in Residence, Blaine Owens. The evening was enjoyed by over 300 members of the Greer community.
- ◆ Ann Cunningham and Tom Petty attended the City of Greer's Veteran's Day Luncheon at the Blue Ridge Brewing Company on November 11.
- ◆ Ann Cunningham and Justin Miller attended the LiveWell Greenville At Play Workgroup meeting on November 16 with discussions regarding the group's direction and the Park Hop program.
- ◆ On November 16, Ann Cunningham met with Tom McAbee, Emily Sims and Rose Marie Jordan to discuss the location for the Bankhead Highway Historical Marker.
- ◆ On November 18, members of the Parks and Recreation Department staff attended the City of Greer Safety Committee's luncheon celebrating 400 days without a lost time accident.
- ◆ Ann Cunningham participated in the South Carolina Recreation and Parks Past President's Conference call on November 29.

## Department Highlights

- ◆ The Grounds Division:
  - Mulch mowing of all facilities continued on a rotational schedule.
  - Athletic fields were prepared for practices and fall season games.
  - Winter pruning of trees and shrubs continued at several facilities.
  - Installed Christmas decorations throughout the city and in Greer City Park.
  - Repaired fence on Brushy Creek Road and the roll cart containment structure at Century Park.
  - Cleaned retention pond at South Suber Road Park.
  - Masonry point up work on the upper fountain at Greer City Park was completed.
  - Swing arbors woodwork was completed at Greer City Park; staining of the wood has not been completed.
  - Replaced damaged speaker for the fountain at Greer City Park.
  - New partitions were installed in the restrooms at Greer City Park.
- ◆ The Parks and Recreation and Public Services Departments held their annual Thanksgiving Luncheon for staff members on November 17 in the Operations Center warehouse. Mr. Driggers, Elizabeth Adams and members of the Greer Police Department were guests.
- ◆ On November 23 the Rooftop Lights in the downtown Greer area were turned on for the Christmas season.
- ◆ All 2016 fall recreational sports programming was concluded during November.
- ◆ Academy soccer practices and games was facilitated at South Suber Road Park. Two teams will participate in South Carolina Youth Soccer Association State Cup tournaments in December.
- ◆ The youth wrestling program registration was completed with a maximum capacity of 50 participants. This is a record number of participants in the short history of the program. The schedule for duals and tournaments was released the first week in November. Practices are held every Tuesday and Thursday and tournaments are scheduled for Saturdays all over the upstate. Duals are scheduled weekdays in coordination with the Riverside High School matches.

- ◆ Youth basketball registrations were completed with practices every Tuesday and Thursday at the Victor Gym. This is the first year of our youth basketball program. Participants ranging from age 6 – 12 will compete with other municipalities from the area in competitive league play.
- ◆ Robin Byouk, Cory Holtzclaw and Olivia Swalm, Greer Middle College Charter High School intern, attended the Crestview Elementary Family Night on November 14. The City of Greer Parks and Recreation Department's information table was host to several hundred students and their families.
- ◆ The Giving Thanks Student Art Show entries were judged and hung in the art gallery at Greer City Hall. The reception was held at Greer City Hall on November 15 from 5pm-8pm. There were more than 100 students, friends and community members in attendance.
- ◆ The Recreation Division:
  - Continued to facilitate Senior Action (50 participants daily) at the Needmore Recreation Center every Monday – Friday.
  - Piano Performers (36 participants weekly) utilized the Cannon Centre every Monday.
  - Never Alone (20 participants weekly) met every Tuesday evening at the Tryon Recreation Center.
  - The Cutlery Club (20 participants monthly) met on November 1 and the Artifacts Club (15 participants monthly) met on November 28 at the Tryon Recreation Center.
  - The Pickleball Program (30 participants each session) continued on Mondays at the Tryon Recreation Center and Tuesdays and Thursdays at the Victor Gym.
  - The Needmore Recreation Center and the Creative Advancement Afterschool programs continued to meet at the Needmore Recreation Center and the Victor Gym respectively Mondays – Fridays.
  - The Ham Radio Beginner Class (20 participants) concluded at the Victor Gym and plans are underway to start a new beginner and amateur classes in January 2017.
  - The newest program, Whole Fitness, a free community workout continued every Saturday morning at the Victor Gym with an average of 7 participants.
- ◆ The Recreation and Cultural Arts Divisions partnered to provide the opportunity for the Needmore Afterschool students to participate in "Dancing Through the Decades". The event was held at the Center for the Arts on November 17. Erica Trykowski, for her senior project at Greer Middle College Charter High School, worked with the Needmore students twice per week for 2.5 months in preparation for the dance recital. The group danced to songs from each decade beginning in 1900 to present day. This great performance was attended by approximately 50 people from the community.
- ◆ S.O.A.R. (Seniors Out and ARound):
  - Bingo was held on November 3 and 17 at the Victor Gym with 18 seniors in attendance.
  - Attended Music Sandwiched-In at the Spartanburg County Library on November 2 with 12 seniors in attendance. The group enjoyed the performance of Celloasis and a catered lunch.
  - The Thanksgiving Potluck was held on November 15 celebrating the traditional dinner with 27 members attending.
  - Two line dancing classes were held on November 9 and 30 at the Tryon Recreation Center with 8 seniors in attendance at each session.
  - Movie Day was held on November 21 with the showing of "Who Gets the Dog?".
  - The SOAR Lunch Bunch visited Still Water Grill in Greer on November 29.
  - The average attendance for the month was 15.
- ◆ The Events Division hosted 50 events at which over 4,765 guests visited the City of Greer Events Center.
- ◆ Breakfast with Santa tickets went on sale November 7 at Greer City Hall. For the first time ever, all sessions were sold out within the first hour of ticket sales. Just under 500 people will enjoy a hot breakfast and time with Santa on December 3 at the Cannon Centre.

## Upcoming Events

- ♦ Annual Tree Lighting & Supper with Santa, December 2
- ♦ Breakfast with Santa, December 3 (SOLD OUT)
- ♦ Annual Greer Christmas Parade, December 4
- ♦ Auditions for Madagascar, December 5, 7, 12 and 14
- ♦ Spring Sports Registrations (Residents, January 2; Non-Residents, January 9)
- ♦ Martin Luther King Day, January 16
- ♦ Madagascar Performances, February 24-26 and March 3-5
- ♦ Summer Camp Registrations (Residents, March 13; Non-Residents, March 20)
- ♦ 2017 Juried Art Show Reception, March 24
- ♦ Baseball Opening Day, April 1
- ♦ Eggstastic Easter, April 8
- ♦ International Festival, April 22
- ♦ Vintage Market in the Park, April 29
- ♦ Moonlight Movies, Thursdays June 1 – July 27
- ♦ Summer Camps, June 5 – August 4
- ♦ Freedom Blast, June 24

## Highlighted Projects

- ♦ Century Park Construction (LWCF) – Concession, Pressbox and Restrooms – Waiting Final Walkthrough
- ♦ Victor Park Batting Cage Installation – Concrete Pad Completed
- ♦ South Suber Road Park Master Plan – Final Meeting Scheduled 12/15/16
- ♦ Bicycle Racks for the Downtown Area of Greer – 5 Installed; 12 Racks and 1 Fix-It Station Remaining
- ♦ Top Dressing Sand – City Park & Suber FY 16/17; Infield Clays at Century Completed
- ♦ Playground Equipment (Neighborhood Parks)
- ♦ Trash Containment Area (City Park)
- ♦ Scoreboard Installation – (Century Park) Removed Old Scoreboard Installation of New 3/17
- ♦ Kids Planet Renovations & Woodworking
- ♦ Country Club Maintenance Area Windscreen
- ♦ Batting Cage Nets and Portable Mounds – To Be Ordered By 3/17
- ♦ Removable Bollards Victor Park
- ♦ Pedestrian Bridge
- ♦ Hard Surface Dugout Covers
- ♦ Shade Covers – Ordered To Be Installed 2/17
- ♦ BP Edwards Park Basketball Goals – Old Goals Removed
- ♦ Cannon Centre Bathroom Renovations – Start Up 2/17
- ♦ City Hall Event Hall Chairs
- ♦ Century Park Public Address System – Advertised For Bid 1/17
- ♦ South Suber Road Park Drainage
- ♦ Century Park Gate Painted

***"Creating Community through People, Parks and Programs"***

**Category Number: VI.**  
**Item Number: F.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Police Department Activity Report - November 2016**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ November 2016 Monthly Report	12/27/2016	Cover Memo



# Police Department

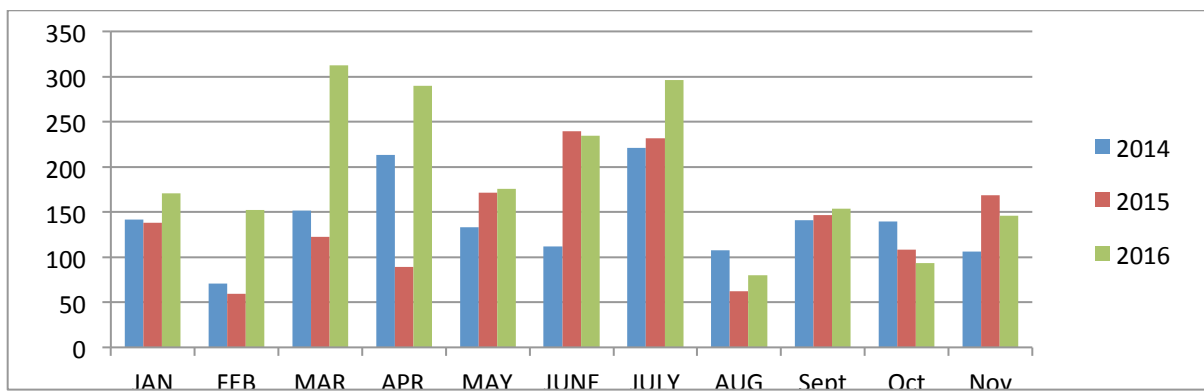


November 2016 Monthly Report

## Administrative Division – Lt. Jimmy Holcombe

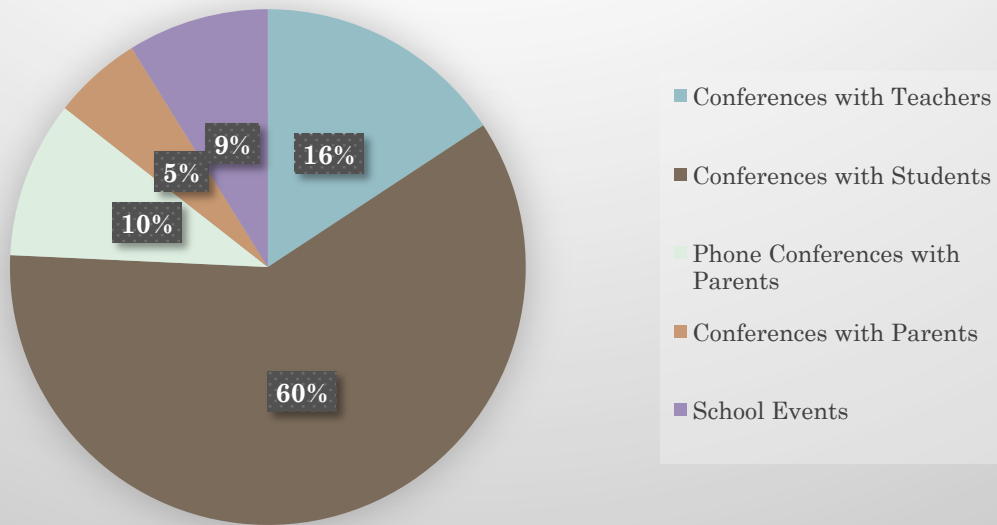
	Positions	Filled	Light Duty/FMLA/Military	Total
Sworn Officers	58	54	4	50
Dispatch	12	9	0	9
Detention	5	4	0	4
Admin	6/1pt	6/1pt	0	6/1
Animal Control	1	1	0	1
Total	82/1pt	74/1pt	4	69/1pt

### Volunteer Hours

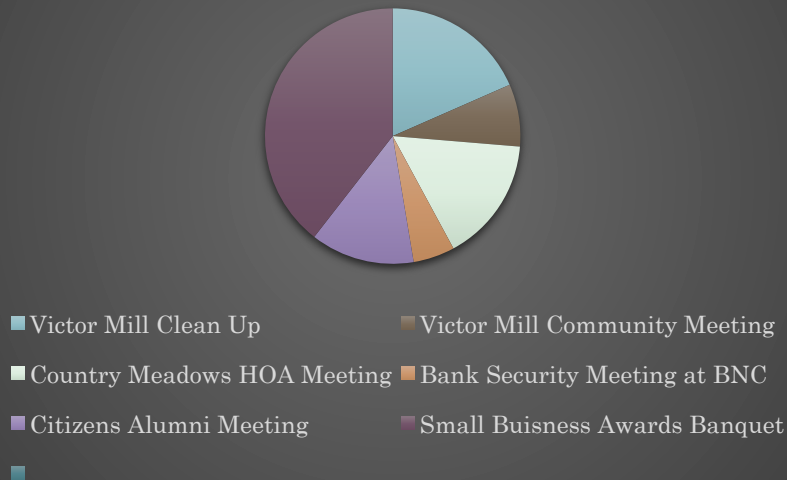


Month	Classes	# Of Students	# Of Class Hours	Total Training Time
Jan. 2016	5	112	18	381
Feb. 2016	9	184	30	520
March 2016	9	312	33	1346
April 2016	7	166	60	1074
May 2016	7	218	32	1373
June 2016	7	76	98	1176
July 2016	4	59	126	1850
August 2016	9	234	67	1782
September 2016	6	147	23	519
October 2016	11	254	23	2228
November 2016	6	164	20	576
<b>Total</b>	<b>80</b>	<b>1926</b>	<b>530</b>	<b>12825</b>

## Monthly SRO Contacts



## Community Contacts During November



## Operational Support Division – Lt. Marcus Kelley

<b>Dispatch and Call Frequency</b>	<b>Oct-16</b>	<b>Nov-16</b>	<b>% Change From Previous Month</b>	<b>Year to Date 2015</b>	<b>Year to Date 2016</b>	<b>% Change from previous year</b>
<b>Number of 911 Calls</b>	1,488	1,343	-9.7%	15,289	16,435	7.5%
<b>Incoming 7-Digit Line Calls</b>	4,884	4,871	-0.3%	46,580	50,378	8.2%
<b>Police Calls for Service</b>	2,053	1,661	-19.1%	24,340	24,497	0.6%
<b>Fire Calls for Service</b>	284	285	0.4%	3,233	2,976	-7.9%
<b>Total Dispatched Calls</b>	2,337	1,946	-16.7%	27,543	27,201	-1.2%

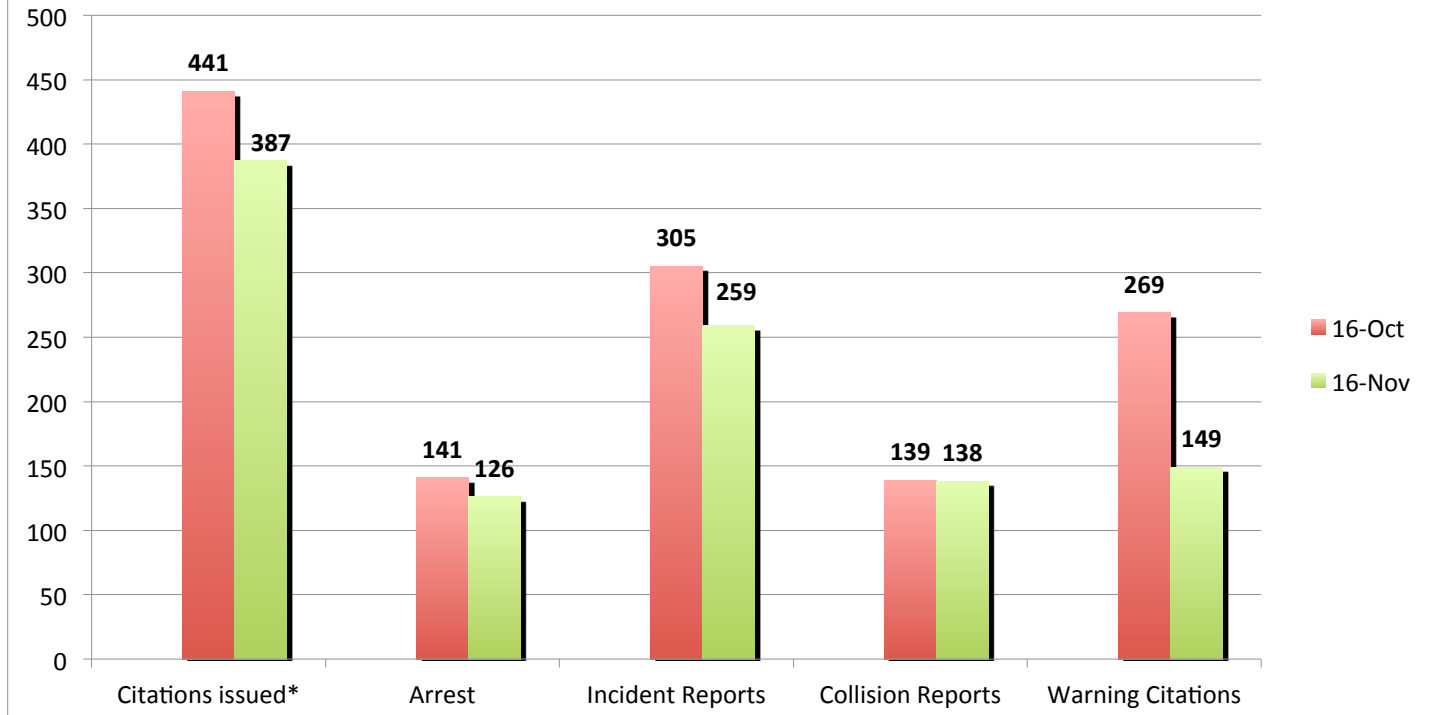
<b>Inmate and Process Total</b>	<b>Oct-16</b>	<b>Nov-16</b>	<b>% Change From Previous Month</b>	<b>Year to Date 2015</b>	<b>Year to Date 2016</b>	<b>% Change from previous year</b>
<b>Number of Adults Processed</b>	133	119	-10.5%	1,504	1,596	6.1%
<b>Transported to Greenville</b>	32	31	-3.1%	323	390	20.7%
<b>Transported to Spartanburg</b>	20	30	50.0%	139	219	57.6%
<b>Juveniles Processed</b>	3	4	33.3%	36	34	-5.6%
<b>Hours Covered by Patrol</b>	36	72	100.0%	411	262	-36.3%



<b>Animal Control Activity</b>	<b>October 2016</b>	<b>November 2016</b>	<b>% Change From Previous Month</b>	<b>Year to Date 2015</b>	<b>Year to Date 2016</b>	<b>% Change from previous year</b>
Calls for Service	186	158	-15.1%	1,668	1,784	7.0%
Live Dogs Picked Up	4	3	-25.0%	122	87	-28.7%
Live Cats Picked Up	17	7	-58.8%	89	105	18.0%
Dead Dogs Picked Up	4	1	-75.0%	6	11	83.3%
Dead Cats Picked Up	2	3	50.0%	36	27	-25.0%
Live Wildlife Picked Up	3	1	-66.7%	17	21	23.5%
Dead Wildlife Picked Up	5	4	-20.0%	59	52	-11.9%
Traps Delivered	8	6	-25.0%	76	68	-10.5%
Follow Up Calls	16	16	0.0%	148	153	3.4%
Citations Issued	0	0	0.0%	12	5	-58.3%
Warrants Obtained	0	0	0.0%	0	0	0.0%
Warnings Issued	16	16	0.0%	149	137	-8.1%
Court Cases	0	0	0.0%	1	10	900.0%
Dogs Tx to County Shelter	2	0	-100.0%	115	58	-49.6%
Cats Tx to County Shelter	17	7	-58.8%	93	92	-1.1%
Treated by Vet	0	0	0.0%	9	1	-88.9%
Hours Training	0	0	0.0%	50	8	-84.0%

## Patrol Division – Lt. Varner

### Comparison Oct 2016 to Nov 2016



### Financial Crimes and Drug arrest



Real Men Read Chandler Creek



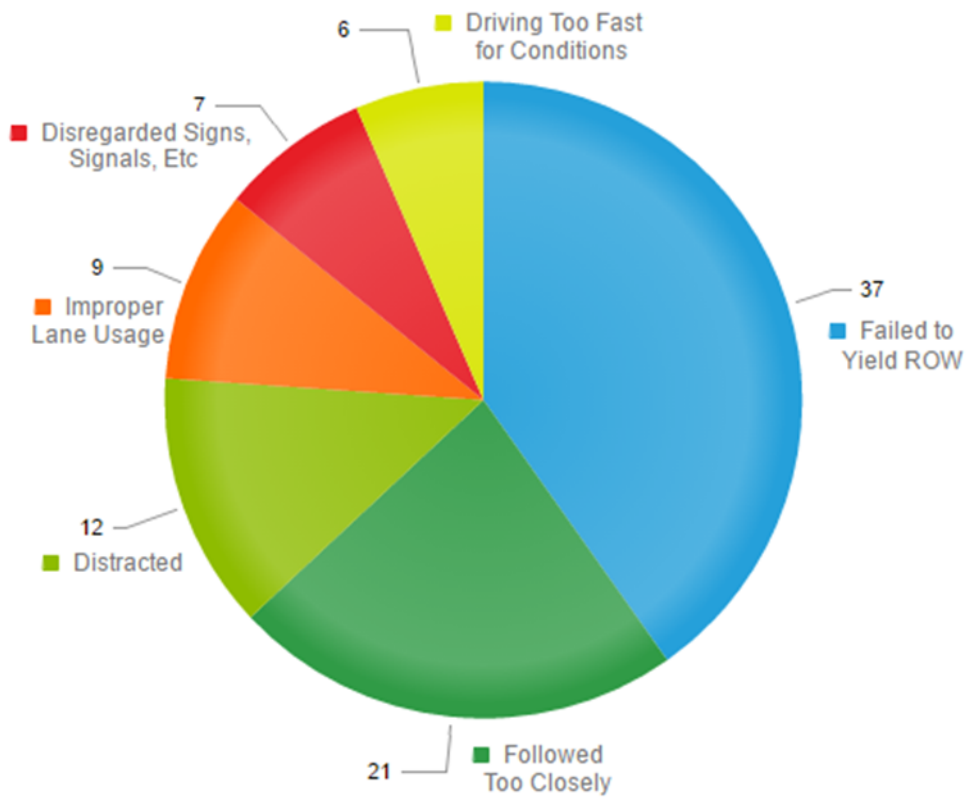
Calvary School



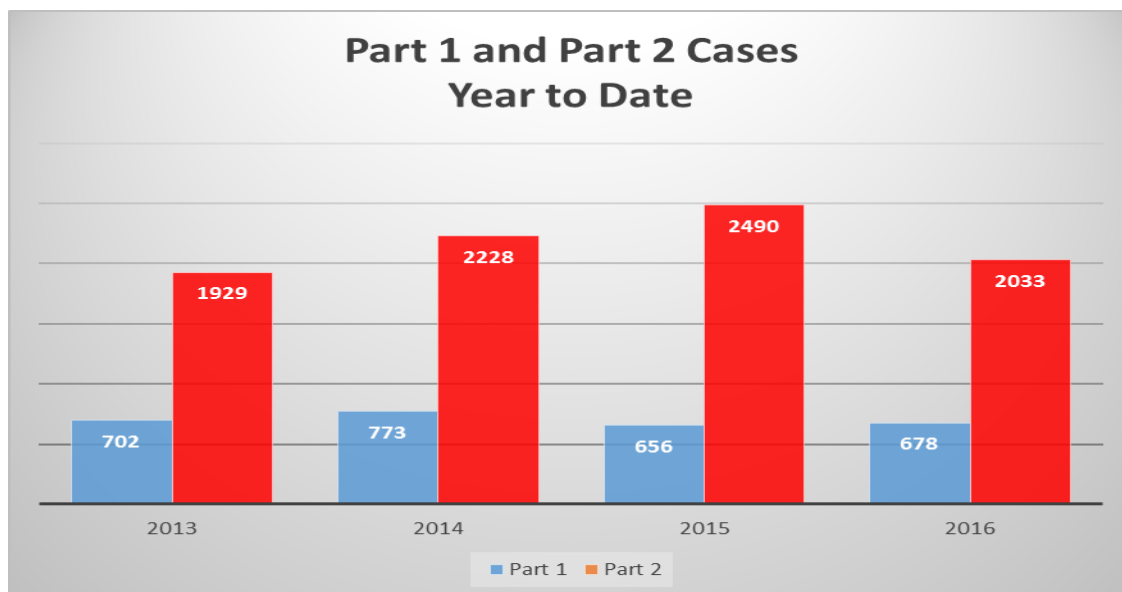
New sign on E. Poinsett at Line St



November Top Collision Factors

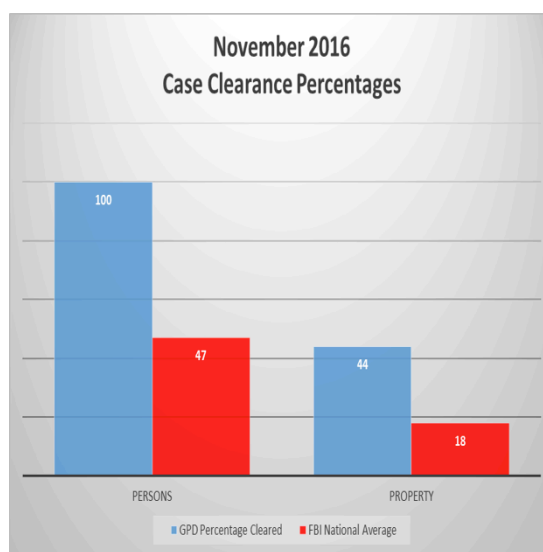
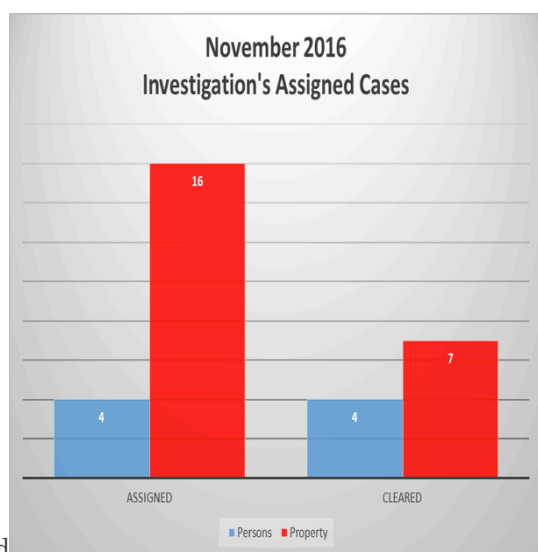


# Criminal Investigations Division – Lt. Eric Pressley



## Parts 1 and 2 crimes

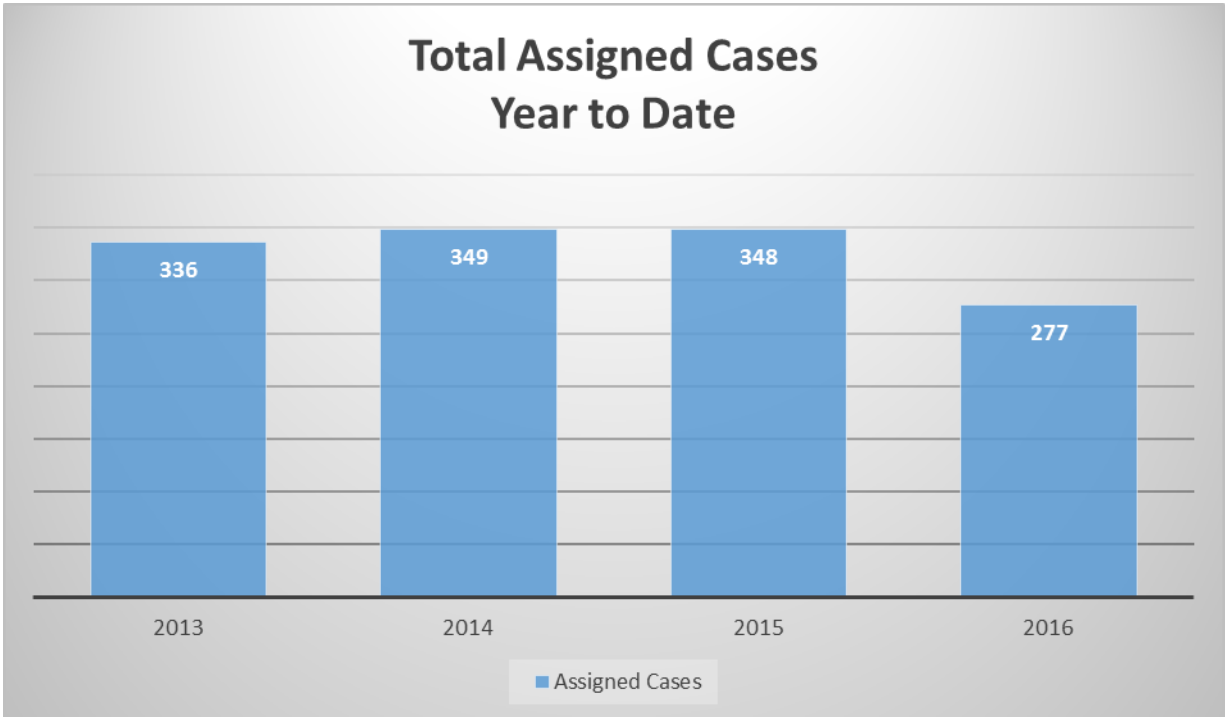
Note the significant drop in Part 2 crimes



d

# Cases assigned and cleared

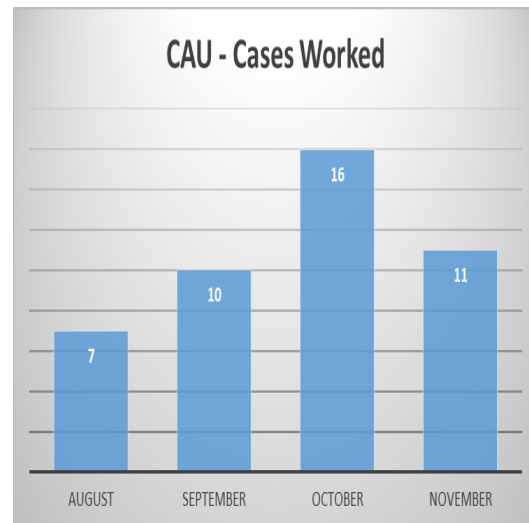
CID clearance rates remain above the National average



## Cases assigned year to date

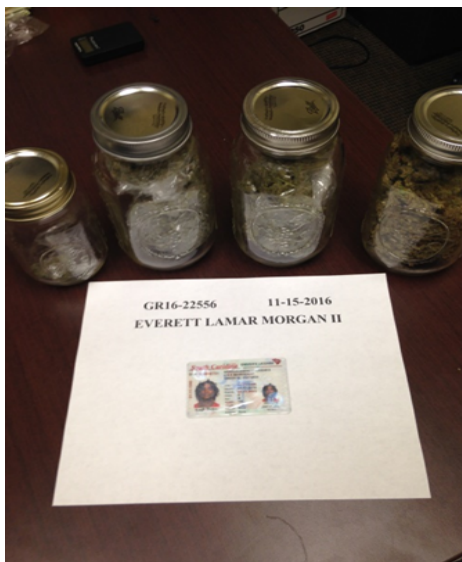


Victim Advocate case load



Crime Analyst assistance cases





**PWID Marijuana charges stemming from Gilliam Rd. search warrant**

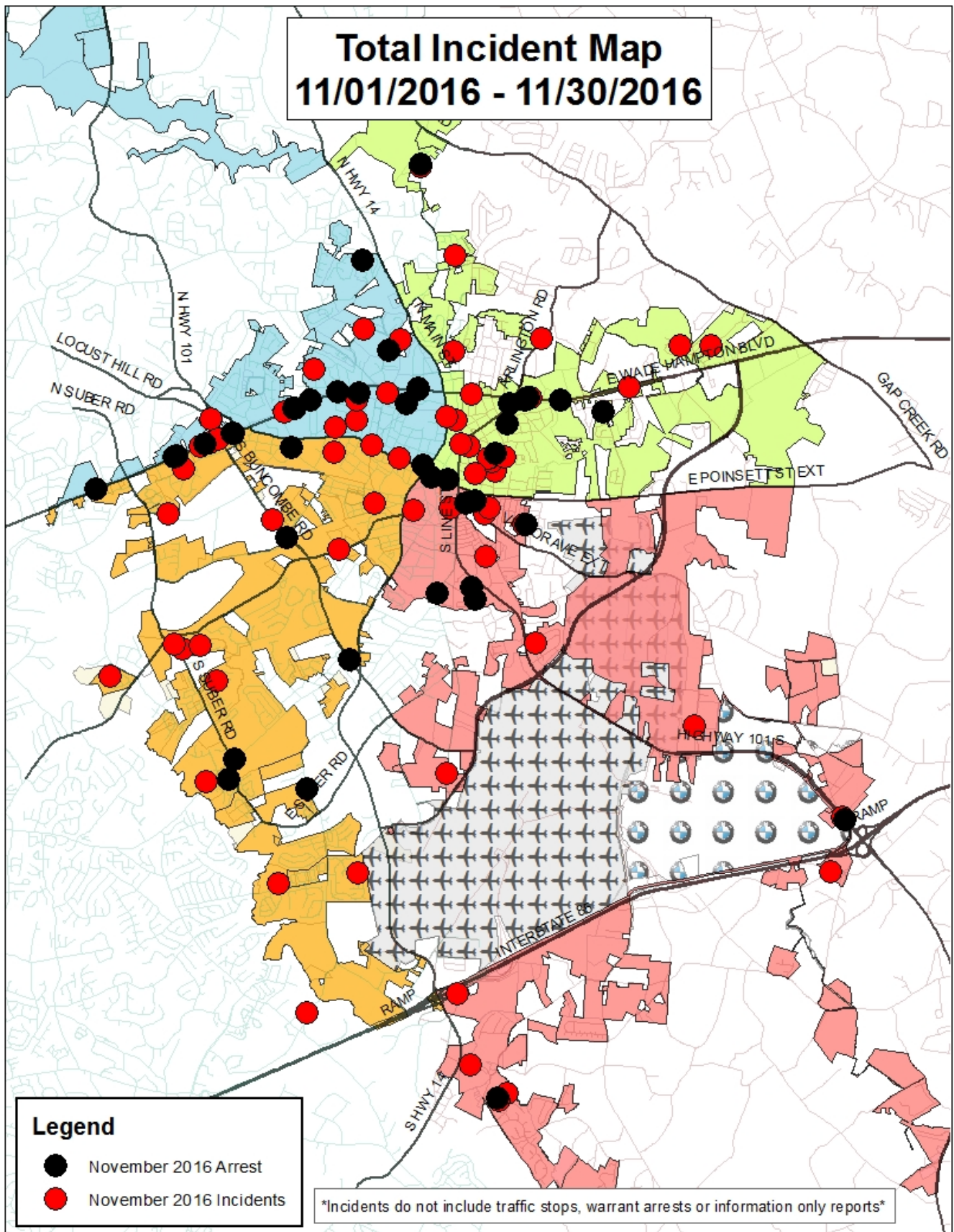


**Unlawful Possession of Firearm and PWID Controlled substance from Gilliam Rd. search warrant**



**Forrest St. search warrant resulting in seized pistol and crack  
Initial investigation stemmed from citizen complaint**

# Total Incident Map 11/01/2016 - 11/30/2016



**Category Number: VI.**  
**Item Number: G.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Public Services Activity Report - November 2016**

**ATTACHMENTS:**

Description	Upload Date	Type
□ Public Services Activity Report K Nov 2016	1/5/2017	Exhibit





**TO:** ED DRIGGERS, CITY ADMINISTRATOR  
TAMMY DUNCAN, CITY CLERK

**FROM:** PUBLIC SERVICES DEPARTMENT

**SUBJECT:** ACTIVITY REPORT FOR NOVEMBER 2016

**DATE:** DEC 16, 2016

The Public Services Department submits the following activity for November 2016.

**GARBAGE LANDFILLED**

**NOV**

(SPARTANBURG 448.23 Tons – GREENVILLE 509.65 Tons)

**GRAND TOTAL (Both City's) 957.88 Tons**

**Running Totals to date:**

Spartanburg 2,024.08Tons – Greenville 2,584.13 Tons

Total both City's **4,608.21 Tons**

**Carts Delivered**

**NEW HOME CARTS: 27    REPLACEMENT CARTS: 15**

**RECYCLE BINS: 53    CARTS REPAIRED: 20**



Recycle Center

Recycle Curbside

Paper Mixed	9.81 Tons	Tons Collected Center:	12.23
Plastic	2.42 Tons	Tons Collected Curbside:	47.05
Cardboard:	0.00 Tons	Total Tons:	59.28
E-Waste:	0.00 Tons	Both Center, and Curbside	
Metal/Alum	000 Tons		
Tires:	000 Tons		

VEHICLE MAINTENANCE SHOP

FULL SERVICE OIL/FILTER:	19	MISCELLANEOUS JOBS:	34
TIRES REPLACED:	11	TIRE ROTATIONS:	1
TIRES REPAIRED:	7	BRAKE JOBS:	2
MAJOR REPAIRS:	8	MINOR REPAIRS:	19
BATTERIES REPLACED:	6	ROTORS TURNED:	6
ROAD CALLS:	1		

**STREET REPAIR AND ROAD MAINTENANCE**

- Storm Drain & Catch basin: Worked on catch basins also repaired, and replaced storm drains in several locations: **11** days
  - Sign Work: **8** Days of repairing and, or replacing street signs.
  - Repair/Replace Green Carts: **9** Days repairing or replacing green carts.
  - Street Work: **15** Days of patching potholes, repairing sidewalks & curblines, in various locations.
  - Leaf Pickup: **20** Days of cutting grass and spraying weeds.
  - Vac Truck: **4** Days of jetting city storm drain lines.
  - Street Sweeper: **8** days of sweeping streets.
  - Camera Van: **1** days of running camera thru city storm drain lines.
1. Hauled 2 load of E-Waste to the landfill.
  2. Tore down the tool shed at Mt. View Cemetery, and hauled it away.
  3. Put up poles for both Christmas trees then put the trees, and decorated them.
  4. Fixed bollards downtown due them being hit by a vehicle.
  5. Poured another 100 foot of sidewalk on Moore St.
  6. Started the 2016/2017 leaf season using 2 leaf trucks, along with 2 employees, and 4 Labor Finders.

**CITY BUILDING MAINTENANCE**

**Maintenance Supervisor:** Overseeing building maintenance, janitorial work, etc. for all city buildings. **40** hours a week. Heating and cooling tracer summit. **5-14** hours a week.

**Janitorial Work:** **2** Employees full time, and **1** part time.

City Hall: **3** Hours a day **5** day's week. City Police & Courts: **3** Hours a day **5** days.  
Operation Center: **2** hours a day **2** days. City Hall/Cannon Centre: full time **8** hour shift.  
**5** days a week. City Hall, Hall A set up for council: **2** hrs City Hall, Hall A break down  
for council: **2** hrs. City Hall, Hall A set up for council: **2** hrs City Hall, Hall A break  
down for council: **2** hrs.

**Managing City Projects:** Safety Committee Meeting: **1** hr.

City Auditorium, renovations & budget cost, ongoing project.

Police & Courts: Installation of bullet proof walls, ongoing project.

Category Number: VI.  
Item Number: H.



**AGENDA**  
**GREER CITY COUNCIL**  
1/10/2017

**Website Activity Report - November 2016**

**ATTACHMENTS:**

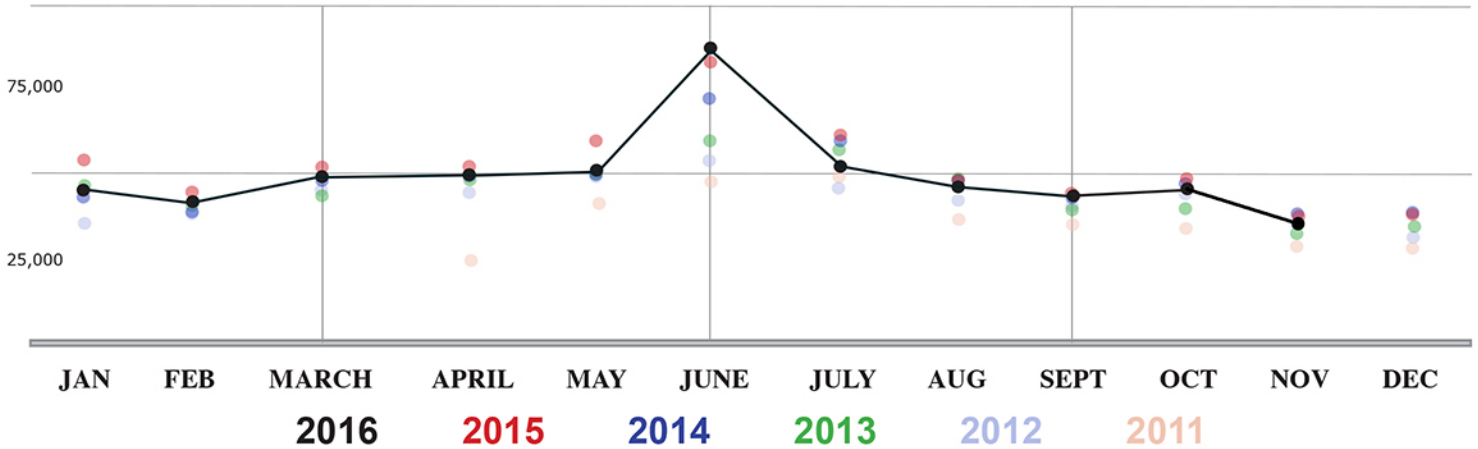
Description	Upload Date	Type
□ Website Activity Report - November 2016	1/4/2017	Exhibit



# City of Greer Website

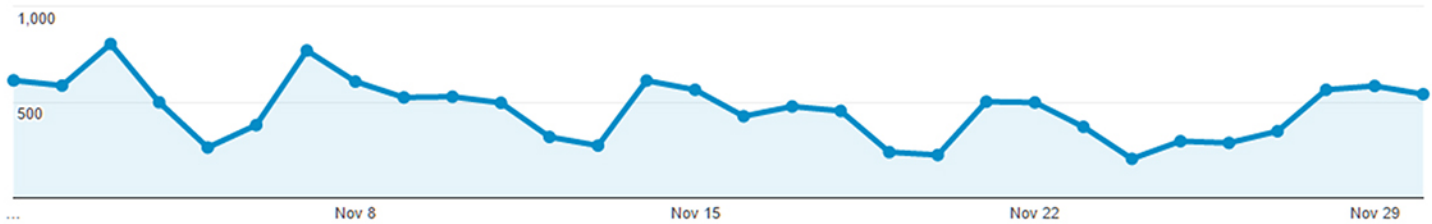
## November 2016 Monthly Report

### Total Page Views by Month



### Daily sessions at www.cityofgreer.org

November 1-30, 2016



### Visitors to www.cityofgreer.org

Total Sessions: 13,850 from 52 countries  
New Visitors: 8,733 (63.1%)  
Returning Visitors: 5,117 (36.9%)

### Traffic Sources

Search Engines 71.5 %  
Direct Traffic: 13.0 %  
Referral/Social: 15.5 %

### Retention

Monthly Page Views: 36,693  
Avg Pages per Session: 2.65  
Average Time per Session: 1 minute, 42 seconds

### Most Viewed Pages

1. Home
2. Job Openings
3. Upcoming Events
4. Events Center
5. Quick Links
6. Rental Facilities
7. Building & Development Standards
8. Fire Department
9. Parks & Recreation
10. Municipal Court

### Mobile Site Statistics

Total Sessions: 1,298 from 14 countries  
Monthly Page Views: 5,876  
Call Clicks: 29  
Map Clicks: 16

**Category Number: IX.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Board of Zoning Appeals**

**Summary:**

District 6 Dewey Tarwater has resigned effective immediately his term expires 12/31/2017 (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Board of Zoning Appeals	1/4/2017	Exhibit
▣ Mr. Tarwaters resignation	1/4/2017	Exhibit



## CITY OF GREER BOARD OF ZONING APPEALS

### Three Year Terms

			TERM EXPIRES	CERTIFICATION DATE
<b>DISTRICT 1</b>	<b>Allison Ringer</b> 105 Albert Street, 29651 Cell 864-640-0086 Email <a href="mailto:allisonringer@gmail.com">allisonringer@gmail.com</a>	7/8/14	<b>June 30, 2017</b>	
<b>DISTRICT 2</b>	<b>Glendora Massey</b> 206 Spring Street, 29650 Residence 848-1119 Business 877-7279 Email <a href="mailto:glendoramassey@charter.net">glendoramassey@charter.net</a>	6/9/15 6/26/12 6/9/09	<b>June 30, 2018</b> June 30, 2015 June 30, 2012 June 30, 2009	05/12/05 & 08/23/05 (6 Hours Completed) 10/8/07 (3 Hours)
<b>DISTRICT 3</b>	<b>Thomas McAbee</b> 310 Snow Street, 29650 Residence 877-0042 Business 864-585-3693 Email <a href="mailto:tmcabee@scvrd.state.sc.us">tmcabee@scvrd.state.sc.us</a>	11/25/2014 11/22/2011 1/13/2009 4/8/2008	<b>December 31, 2017</b> December 31, 2014 December 31, 2011 December 31, 2008	
<b>DISTRICT 4</b>	<b>Kevin Duncan</b> 402 Austin Woods Court, Greer, SC Residence 864-430-4082 Business 848-2567 Email <a href="mailto:kad1337@yahoo.com">kad1337@yahoo.com</a>	5/26/15 7/22/14	<b>June 30, 2018</b> June 30, 2015	
<b>DISTRICT 5</b>	<b>Lisa H. Lynn</b> 113 West Church Street, 29650 Cell 864-431-4425 Email <a href="mailto:lisahlynn@gmail.com">lisahlynn@gmail.com</a>	7/26/16	<b>June 30, 2018</b>	
<b>DISTRICT 6</b>	<b>Dewey Tarwater</b> 216 Big Fox Lane, 29650 Residence 801-9832 Cell Email <a href="mailto:deweycarol@charter.net">deweycarol@charter.net</a>	12/9/2014 8/26/2014	<b>December 31, 2017</b> December 31, 2014	
<b>AT LARGE</b>	<b>Monica Y. Ragin</b> 111 Meritage Street, 29651 Cell 864-907-8124 Email <a href="mailto:monicayragin@gmail.com">monicayragin@gmail.com</a>	7/14/15	<b>June 30, 2018</b>	

**Resent-From:** <[jalbert@cityofgreer.org](mailto:jalbert@cityofgreer.org)>  
**From:** Dewey Tarwater <[deweycarol@charter.net](mailto:deweycarol@charter.net)>  
**Date:** September 27, 2016 at 4:46:03 PM EDT  
**To:** Judy Albert <[jalbert@cityofgreer.org](mailto:jalbert@cityofgreer.org)>  
**Subject:** BZA Appeals Committee

Hi Judy-

I have had a number of health issues in the past two months, including a minor stroke, pneumonia, then seizures. I had hoped to be able to return to BZA Appeals Committee after this was all resolved but still have some health issues to be dealt with. I had hoped that these would be resolved by now but it looks like it will still be a while. It is with great regret that I have to offer my resignation, effective today. It has been a pleasure to serve on this committee. I have enjoyed the opportunity to be part of the growth of the City of Greer. If you are unable to find anyone else to serve, my wife Carol would be happy to do so. She had nine years of commercial real estate experience in Dallas, TX.

Best Regards,  
Dewey Tarwater



**Category Number: IX.**  
**Item Number: B.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Elections Commission**

**Summary:**

Alvetia Williams term expired 12/31/2016 (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
☐ Election Commissioners	1/4/2017	Exhibit



## CITY OF GREER ELECTIONS COMMISSION

### Six Year Terms

	Date of Appointment	Term Expiration
Alvetia Williams (Chairman) 11 Seventh Street Greer, SC 29651 Work 308-7429 Cell 434-6210 E-mail <a href="mailto:vitiawilliams@yahoo.com">vitiawilliams@yahoo.com</a> ***Mailing address: P. O. Box 1871, Greer, SC 29652	November 23, 2010 October 12, 2004	December 31, 2016 December 31, 2010
Mark Turnbull 258 Cornelson Drive Greer, SC 29651 Residence 864-469-6770 Cell 905-0807 E-Mail <a href="mailto:rhondabrian@yahoo.com">rhondabrian@yahoo.com</a>	November 13, 2012 November 28, 2006	December 31, 2018 December 31, 2012
Paul Lamb 119 Cotter Lane Greer, SC 29650 Cell 905-0882 E-mail <a href="mailto:paulhlamb@gmail.com">paulhlamb@gmail.com</a>	November 25, 2014 January 13, 2009	December 31, 2020 December 31, 2014

Sec. 2-188. The election commission is specifically exempted from the provisions of this article in view of the requirements as to membership and appointment established by state statutes. (Not subject to seven member appointment ordinance)



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Greer Development Corporation Board of Directors**

**Summary:**

Larry Wilson's term expired 12/31/2016 (Action Required)

**Executive Summary:**

Note from Ed Driggers, City Administrator: Mr. Larry Wilson has advised us that he is not seeking reappointment to the GDC Board of Directors. The City of Greer has three seats on the GDC Board – the City Administrator (by position), and two additional appointments. Currently, Councilman Wryley Bettis is appointed to one of those two positions. This is an at-large appointment by the entire Council.

**ATTACHMENTS:**

Description	Upload Date	Type
▢ Greer Development Corporation Board of Directors	1/4/2017	Exhibit



**GREER DEVELOPMENT CORPORATION  
BOARD OF DIRECTORS  
(Appointments for City of Greer)**

**Three Year Terms**

	<b>Date of Appointment</b>	<b>Term Expiration</b>
City Administrator 106 South Main Street Greer, SC 29650 Business 848-2150 E-mail edriggers@cityofgreer.org		Permanent
Larry Wilson 124 Rubiwood Circle Greer, SC 29651 Residence 877-9329 Business E-mail	Reappointed 11/26/13 Reappointed 12/14/10 Reappointed 1/08/08	December 31, 2016 December 31, 2013 December 31, 2010
Wryley Bettis 103 Jackson Street Greer, SC 29650 Residence 879-2371 Business 834-4856 E-Mail wryleybettis@bellsouth.net	Reappointment 11/25/14 Reappointment 11/22/11 Reappointment 12/9/08 Reappointment 10/25/05	December 31, 2017 December 31, 2014 December 31, 2011 December 31, 2008

**Category Number: X.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**Request to recall Ordinance Number 34-2016**

**Summary:**

Staff is seeking a motion to recall Ordinance Number 34-2016 from the table and place it on the January 24, 2017 Agenda. (Action Required)

**Category Number: XI.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**First and Final Reading of Resolution Number 1-2017**

**Summary:**

A RESOLUTION TO ACCEPT O'NEAL VILLAGE SUBDIVISION STREETS, NAMELY NOBLE STREET AND NOVELTY STREET INTO THE CITY OF GREER STREET SYSTEM (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
☐ Resolution Number 1-2017	1/3/2017	Resolution
☐ Res 1-2017 Exhibit A Plat	1/3/2017	Exhibit

**RESOLUTION NUMBER 1 – 2017**

**A RESOLUTION TO ACCEPT O’NEAL VILLAGE SUBDIVISION  
STREETS, NAMELY NOBLE STREET AND NOVELTY STREET INTO  
THE CITY OF GREER STREET SYSTEM**

**WHEREAS**, the streets within the subdivision have been constructed in accord with approved plans and maintained by the developer; and

**WHEREAS**, the lots within the subdivision shall be built upon to City standards;

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council duly assembled this 10th day of January, 2017 that the certain streets within **O’NEAL VILLAGE PHASE 2** subdivision, more specifically described as follows, be accepted into the City of Greer street system:

**NOBLE STREET** from its intersection with O’Neal Church Road to its tie-in to existing pavement in Phase 1, a length of approximately 623 feet with a right-of-way width of 44 feet.

**NOVELTY STREET** from station 5+23 to its end at the intersection with Noble Street, a length of approximately 987 feet with a right of way width of 44 feet.

**CITY OF GREER, SOUTH CAROLINA**

\_\_\_\_\_  
Richard W. Danner, Mayor

Attest:

\_\_\_\_\_  
Tammela Duncan, Municipal Clerk

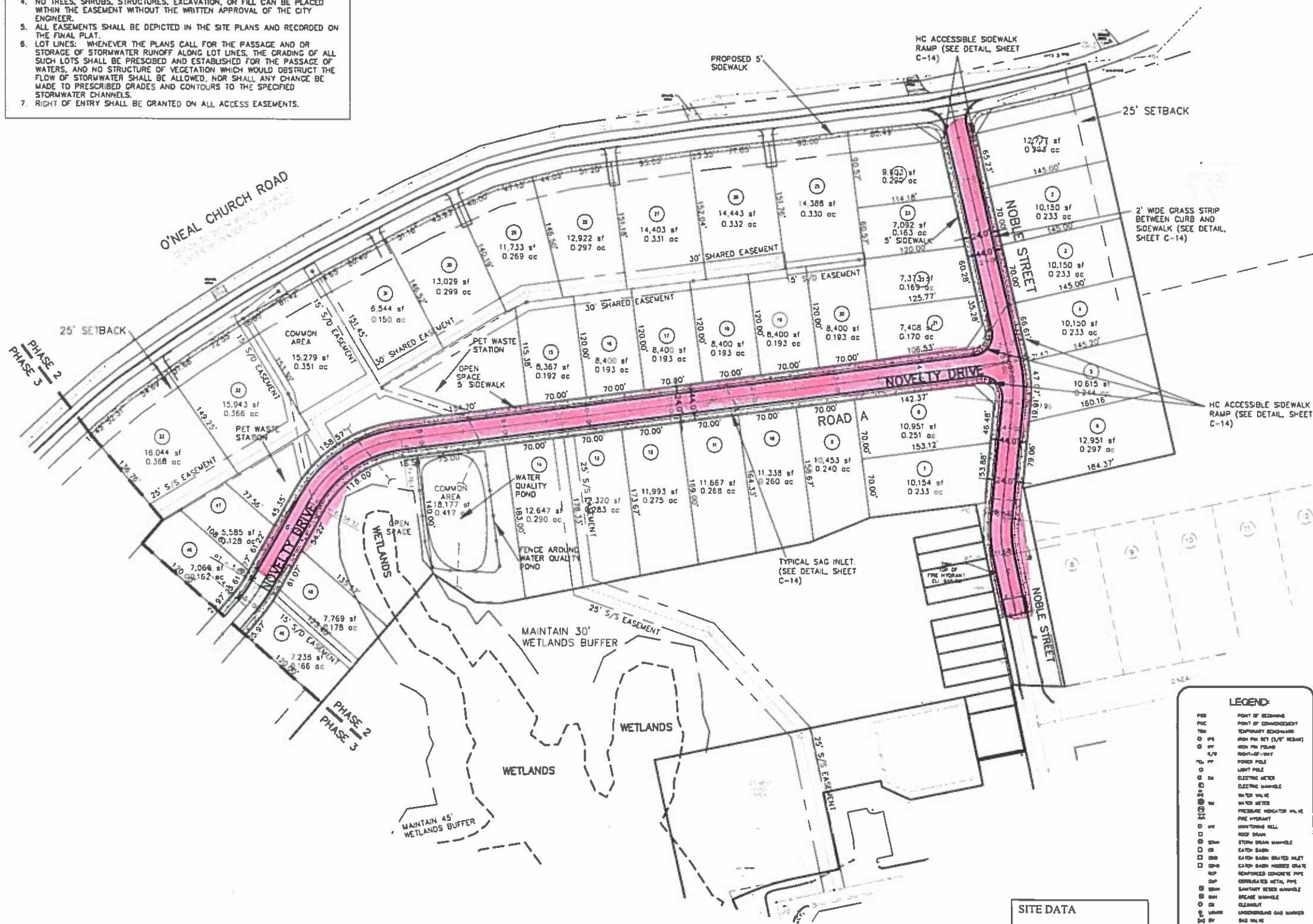
Approval Date: \_\_\_\_\_

**ALWAYS CALL BEFORE YOU DIG**

EVERY DIGGING JOB REQUIRES A CALL - EVEN SMALL PROJECTS LIKE PLANTING TREES OR SHRUBS. IF YOU HIT AN UNDERGROUND UTILITY LINE WHILE DIGGING, YOU CAN HARM YOURSELF OR THOSE AROUND YOU. DISRUPT SERVICE TO AN ENTIRE NEIGHBORHOOD AND POTENTIALLY BE RESPONSIBLE FOR FINES AND REPAIR COSTS.

SMART DIGGING MEANS CALLING 811 BEFORE EACH JOB. WHETHER YOU ARE A HOMEOWNER OR A PROFESSIONAL EXCAVATOR, ONE CALL TO 811 GETS YOUR UNDERGROUND UTILITY LINES MARKED FOR FREE.

- NOTES**
1. LOTS ARE DESIGNED FOR HOMES WITH CRAWL SPACES ONLY.
  2. PET WASTE STATIONS TO BE LOCATED IN COMMON AREAS.
  3. SWALES LOCATED ON LOT LINES SHALL BE PLACED ON A 10' DRAINAGE EASEMENT (5' ON EITHER SIDE OF THE LOT LINE).
  4. NO TREES, SHRUBS, STRUCTURES, EXCAVATION, OR FILL CAN BE PLACED WITHIN THE EASEMENT WITHOUT THE WRITTEN APPROVAL OF THE CITY ENGINEER.
  5. ALL EASEMENTS SHALL BE DEPICTED IN THE SITE PLANS AND RECORDED ON THE FINAL PLAT.
  6. LOT LINES: WHENEVER THE PLANS CALL FOR THE PASSAGE AND OR STORAGE OF STORMWATER RUNOFF ALONG LOT LINES, THE GRADING OF ALL SUCH LOTS SHALL BE PRESCRIBED AND ESTABLISHED FOR THE PASSAGE OF WATERS, AND NO STRUCTURE OF VEGETATION WHICH WOULD OBSTRUCT THE FLOW OF STORMWATER SHALL BE ALLOWED, NOR SHALL ANY CHANGE BE MADE TO PRESCRIBED GRADES AND CONTOURS TO THE SPECIFIED STORMWATER CHANNELS.
  7. RIGHT OF ENTRY SHALL BE GRANTED ON ALL ACCESS EASEMENTS.



**NOTE:**  
LOCATION OF EXISTING UTILITIES WAS OBTAINED FROM AVAILABLE RECORDS AND FIELD MARKINGS AND ARE APPROXIMATE. THE RELOCATION AND INSTALLATION OF UTILITY SERVICES (SEWER, WATER, POWER, GAS, TELEPHONE, ETC.) WILL BE COORDINATED BY THE APPLICABLE UTILITY AGENCIES.

**NOTE:**  
CONTRACTOR TO STRICTLY ADHERE TO THE MOST CURRENT EPA AND/OR SCDEC REGULATIONS REGARDING DEMOLITION OF HAZARDOUS MATERIALS. ANY SPECIAL PERMITS NEEDED FOR DEMOLITION ARE THE RESPONSIBILITY OF THE CONTRACTOR.

**NOTE:**  
DURING EXTREMELY DRY CONDITIONS, DROUGHT, AND/OR EXCESSIVE WINDS, THE CONSTRUCTION SITE SHOULD BE TREATED FOR DUST CONTROL TO PREVENT THE SUSPENSION OF FINE SEDIMENT PARTICLES INTO THE AIR, BEING CARRIED OFFSITE, AND DEPOSITED ON ADJACENT PROPERTIES OR SURFACE WATERS. A WATER TANKER USED TO SPRAY THE SOIL DOWN MAY BE AN EFFECTIVE WAY TO PREVENT EXCESSIVE DUST AT A CONSTRUCTION SITE.

**SITE INFORMATION**  
TOTAL AREA: 13.76 AC  
TOTAL DISTURBED AREA: 13.30 AC

**SOIL INFORMATION**  
Cecil Sandy Loam (CeC, CeD)  
Cecil Clay Loam (Cic2)

**UTILITIES**

SANITARY SEWER: GREER CPW, 848-5500  
POWER: GREER CPW, 848-5500  
GAS: GREER CPW, 848-5500  
WATER: BLUE RIDGE WATER, 895-1719  
PHONE: BELLSOUTH, 255-3853  
CABLE: CHARTER COMMUNICATIONS, 877-9683

**OWNER INFORMATION**  
THE RANDOLPH GROUP  
607 PENDLETON STREET SUITE 200  
GREENVILLE, SC 29601  
(864) 239-6683  
CONTACT: JEFF RANDOLPH

**SITE DATA**  
TOTAL AREA: 13.76 ACRES  
TOTAL NUMBER OF LOTS: 37  
DENSITY: 2.69 UNITS/ACRE  
LENGTH OF ROAD: 1,800 LF

**SITE DATA**

ADDRESS: O'Neal Church Road  
Greer, SC

TAX MAP: 0633020103003

TOTAL AREA: 13.76 Acres

ZONING: PD-R

USES:  
Proposed: Single-Family  
Adjacent: Single-Family

- LEGEND:**
- PCB POINT OF BEGINNING
  - PCB POINT OF COMMENCEMENT
  - TOPGRAPHY BENCHMARK
  - IRON PIN SET (4"/1" REBAR)
  - IRON PIN FOUND
  - RIGHT-OF-WAY
  - POWER POLE
  - LIGHT POLE
  - ELECTRIC METER
  - ELECTRIC METER
  - WATER VALVE
  - WATER METER
  - PRESSURE INDICATOR VALVE
  - FIRE HYDRANT
  - MONITORING WELL
  - ROOF DRAIN
  - STORM DRAIN MANHOLE
  - CATCH BASIN
  - CATCH BASIN GRATED INLET
  - CATCH BASIN HOODS GRATE
  - REINFORCED CONCRETE PIPE
  - CORRUGATED METAL PIPE
  - SANITARY SEWER MANHOLE
  - SEWAGE MANHOLE
  - CLEARWALL
  - UNDERGROUND GAS MAIN
  - GAS VALVE
  - GAS METER
  - TELEPHONE MANHOLE
  - TELEPHONE PEGS
  - FIXED OPTIC CABLE MANHOLE
  - BLIND POST
  - SPRINKLER
  - OVERHEAD ELECTRIC LINE
  - UNDERGROUND ELECTRIC LINE
  - SANITARY SEWER LINE
  - WATER LINE
  - GAS LINE
  - OVERHEAD TELEPHONE LINE
  - UNDERGROUND TELEPHONE LINE
  - STORM DRAIN PIPE
  - PIPE

**LOCATION MAP**

**FREELAND & ASSOCIATES, INC.**  
LAND SURVEYORS • ENGINEERS  
323 WEST STONE AVENUE  
GREENVILLE, SC 29609  
PHONE: (864) 271-4924  
FAX: (864) 672-4903

**STATE OF SOUTH CAROLINA**  
**COUNTY OF GREENVILLE**  
**CITY OF GREER**

**O'NEAL VILLAGE**  
**PHASE 2**  
**SITE PLAN**

**C-4**

NO	DATE	DESCRIPTION	BY
1	1-5-15	CITY OF GREER REVIEW	BY
2	3-3-15	CITY OF GREER REVIEW	BG
3	3-20-15	CITY OF GREER REVIEW	BG

REF PLAT: PLAT

TAX MAP: 0633020103003

DESIGN: DKT

DATE: 10-22-14

DWG. NO.: 63971-ADJUST





**AGENDA**  
**GREER CITY COUNCIL**  
**1/10/2017**

**First Reading of Ordinance Number 1-2017**

**Summary:**

AN ORDINANCE AMENDING THE CITY OF GREER CODE OF ORDINANCE CHAPTER 2 ADMINISTRATION, ARTICLE V PURCHASING RULES AND PROCEDURES, SECTION 2-293 SMALL PURCHASES, SECTION 2-294 REGULAR PURCHASES, SECTION 2-295 EMERGENCY PURCHASES, SECTION 2-296 CENTRAL STOREHOUSE AND SECTION 2-297 OTHER GENERAL RULES (Action Required)

**Executive Summary:**

Staff has reviewed the City's procurement ordinance and request your consideration for the amendments presented. These amendments will help streamline our processes, create better efficiencies shortening our procurement window, and adjusts the approval thresholds to better accommodate inflation and rising prices for smaller parts and supplies. These amendments will also create more consistencies and similarities between our ordinance and surrounding jurisdictions' procurement ordinances. David Seifert, CFO

**ATTACHMENTS:**

Description	Upload Date	Type
❏ Ordinance Number 1-2017	1/6/2017	Ordinance

## **ORDINANCE NUMBER 1-2017**

### **AN ORDINANCE AMENDING THE CITY OF GREER CODE OF ORDINANCE CHAPTER 2 ADMINISTRATION, ARTICLE V PURCHASING RULES AND PROCEDURES, SECTION 2-293 SMALL PURCHASES, SECTION 2-294 REGULAR PURCHASES, SECTION 2-295 EMERGENCY PURCHASES, SECTION 2-296 CENTRAL STOREHOUSE AND SECTION 2-297 OTHER GENERAL RULES**

**WHEREAS**, the City of Greer City Council at various times reviews the city ordinances to make necessary improvements and/or changes; and

**WHEREAS**, Greer City Council wishes to amend Chapter 2 Administration, Article V Purchasing Rules and Procedures Section 2-293 through Section 2-297 to streamline the processes, create better efficiencies by shortening the procurement window, and adjusting the approval thresholds to better accommodate inflation and rising prices for smaller parts and supplies;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Greer, South Carolina that the City of Greer Code of Ordinance be amended as follows:

#### **ARTICLE V. - PURCHASING RULES AND PROCEDURES**

**State Law reference—** Requirement that political subdivisions develop and adopt procurement laws, S.C. Code 1976, § 11-35-50.

##### **Sec. 2-291. - Purpose.**

- (a) The provisions of this article are adopted pursuant to S.C. Code 1976, § 11-35-50, and may be referred to as the city procurement code or purchasing rules and procedures.
- (b) The purpose of this system is to assure that the city receives the best possible prices from vendors for quality goods and services.

(Code 1982, § 2-171)

##### **Sec. 2-292. - Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Formal bid means a sealed, written quotation of price for such items conforming to city specifications. Such bids must be written and submitted after vendors have been properly notified that the city seeks such bids.

Informal bid means any oral or written quotation of price for materials or services conforming to specifications required by the city. State purchasing contracts or other such contracts may be considered an informal bid.

(Code 1982, § 2-172)

Sec. 2-293. - Small purchases.

A small purchase is one where the items or services required do not exceed ~~\$500.00~~ **\$1,000.00**. The items purchased must be within the budget appropriation (refer to monthly budgetary statement). The approval of the department head for the small purchase shall be ~~his~~ certification that funds are appropriated and available for purchased items or services.

- (1) Step one. The department head determines ~~that~~ the item needed is below ~~\$500.00~~ **\$1,000.00** and that funds are available in the budget for the item or service to be purchased.
- (2) Step two. The department head **authorizes the** orders from the vendor most advantageous to the city.
- (3) Step three. The department head delivers invoices/receipts to the finance ~~division~~ **office coded to the proper departmental line item with approval for payment.**
- (4) Step four. The ~~business~~ **finance** office checks the invoice for **pricing and** mathematical errors, ~~makes sure prices charged are correct,~~ and **ensures** ~~makes sure that the~~ payment is not a duplicate; then stamps and initials the invoice **signifying verification of the invoice details and accuracy of the departmental line item to which the invoice is coded.**
- ~~(5) Step five. The department head approves payment.~~
- ~~(6) Step six. (5) Step five.~~ The ~~business~~ **finance** office ~~makes out issues~~ a check and sends it **payment** to the vendor along with a **payment stub or** copy of the invoice, and files appropriately.

(Code 1982, § 2-173)

Sec. 2-294. - Regular purchases.

A regular purchase is any item that exceeds ~~\$500.00~~ **\$1,000.00** or any item for which quotes must be secured. The standard purchase order form shall be used for such purchases and the following procedure shall be used:

- (1) Step one. The department head prepares requisition forms completely, **ensuring the requisition form is properly filled out and the requisition does not exceed the budget, then** ~~and~~ submits the requisition to the ~~business~~ **finance** office-well in advance of the time goods and services are required.
- ~~(2) Step two. The department head checks to see that the requisition is properly filled out and sees that the requisition does not exceed the budget.~~
- ~~(3) Step three. (2) Step two.~~ The **department head, in cooperation with the** ~~business~~ **finance** office checks to see if the items requisitioned are covered by contract agreement (state purchasing, etc.). **If so, proceed to step seven (subsection (7) of this section). Otherwise, proceed to step three (subsection (3) of this section).**
- ~~(4) Step four. (3) Step three.~~ The ~~business~~ **finance** office determines if the expenditure is less than ~~\$5,000.00~~ **\$10,000.00**. If so, ~~he~~ **the finance office then** determines whether or not this is a situation where informal bid may be waived (see section 2-297(g)), **and if so, then proceeds to step seven (subsection (7) of this section);** otherwise ~~he~~ **the finance office, in cooperation with the department head,** seeks and obtains at least three informal bids if possible, selects the vendor most advantageous to the city

and proceeds to step ~~nine~~ **seven** (subsection (9) ~~(7)~~ of this section). **If the expenditure exceeds \$10,000.00, proceed to step four (subsection (4) of this section).**

- ~~(5) Step five.~~ **(4) Step four.** The business **finance** office, if the expenditure is over \$5,000.00, **having determined the expenditure exceeds \$10,000.00, then determines whether or not this is a situation where informal bid may be waived (see section 2-297(g)), and if so, then proceeds to step seven (subsection (7) of this section);** proceeds to step six (subsection (6) of this section) unless this particular situation permits this procedure to be waived (see section 2-297(g)). **Otherwise, the finance office, in cooperation with the department head, prepares a formal bid/proposal, drawing up detailed specifications and the bid/proposal notice, advertises the notice in a newspaper of general circulation at least ten days prior to receipt of bids/proposals, notifies suppliers that have indicated they wish to be notified, notifies applicable city business license holders, and secures a minimum of three bids/proposals where possible.**
- ~~(6) Step six.~~ The business office, in cooperation with the department head, draws up detailed specifications and the bid notice, advertises bids in a newspaper of general circulation at least ten days prior to receipt of bids, notifies suppliers that have indicated they wish to be notified and secure a minimum of three bids where possible. Notify applicable city business license holders.
- ~~(7) Step seven.~~ **(5) Step five.** The city administrator, if the cost of the item is estimated to be over \$5,000.00 **\$10,000.00** but less than \$25,000.00 **\$35,000.00**, opens the bids and awards the contract to the vendor most advantageous to the city.
- ~~(8) Step eight.~~ **(6) Step six.** The city council, if the cost is over \$25,000.00 **\$35,000.00**, shall make the final decision as to which vendor **will be awarded** the contract ~~shall be awarded to.~~
- ~~(9) Step nine.~~ **(7) Step seven.** The business **finance** office files the requisition and ~~makes out~~ **prepares** the purchase order when the vendor is selected by the city administrator or city council **selection process is complete.**
- ~~(10) Step ten.~~ **(8) Step eight.** The business **finance** office sends the original **signed** copy of the purchase order to the **department head to be forwarded to the** vendor **when the order is placed;** **and** keeps one copy on file at business **the finance** office.; returns two copies to the ordering department, one of which is to be kept on file for one year by the ordering department and the other signed and returned to the office as soon as the goods are received (see step 12 of this section).
- ~~(11) Step eleven.~~ **(9) Step nine.** The vendor fills the order and sends it to the ordering department with a copy of **and provides** the invoice and ~~sends the original copy of the invoice to the business finance office.~~
- ~~(12) Step twelve.~~ **(10) Step ten.** The department of origin examines **the received** goods immediately upon delivery. **The ordering department then provides notification to the finance office with the proper signatures** returns one copy of the purchase order to the business office with the signature certifying that the items were received in good condition. Payment for these goods will not be made until this certification is made.
- ~~(13) Step thirteen.~~ **(11) Step eleven.** The business **finance** office, after receiving the signed certification that the goods were received in good condition, matches the invoice and purchase order and checks **them** for errors in billing and mathematical mistakes ~~errors;~~ **makes sure and ensures** the payment is not a duplicate.; **then** stamps and initials in appropriate spaces **signifying verification of the order details and accuracy of the departmental line item to which the invoice is coded.**
- ~~(14) Step fourteen.~~ **(12) Step twelve.** The city administrator approves final payment.
- ~~(15) Step fifteen.~~ **(13) Step thirteen.** The business **finance** office ~~makes out~~ **issues** the check and sends payment to the vendor, along with a **payment stub or** copy of the invoice, collates and files a copy of the purchase order, payment check, invoice and requisition if available. **and files appropriately.**

Sec. 2-295. - Emergency purchases.

An emergency purchase is authorized when the interruption of a project due to need of an item or service will directly affect the efficient and orderly completion of the project, and when the use of normal purchasing procedures will cause an excessive delay in obtaining the needed item or service. In such cases the following procedure shall be used:

- (1) Step one. The department head verbally explains the emergency situation to the city administrator, or mayor ~~only~~ in the absence of the city administrator.
- (2) Step two. The city administrator or mayor, ~~only~~ in the absence of the city administrator, after determining that funds are available for the purchase either from the budgeted account or contingency fund and ~~that~~ the purchase is necessary to prevent interruption of a city project or service, gives verbal approval to the department head.
- (3) Step three. The department head, upon verbal approval, immediately obtains a purchase order number and refers this number to the vendor when placing the order.
- (4) Step four. The department head, by the end of the next working day, submits a requisition and one copy to the ~~business~~ **finance** office. This requisition should list the items.
- (5) Step five. The ~~business~~ **finance** office processes in the same manner as the normal purchasing procedure, but eliminates the pricing and vendor selection functions.
- (6) Step six. The ~~business~~ **finance** office marks "emergency purchase" on the assigned purchase order.
- (7) Step seven. The city administrator reports at the next council meeting emergency purchases made and funds utilized if the city administrator determines the purchase will cause a financial hardship on the city.

Sec. 2-296. - Central storehouse.

- (a) A new account, to be called central purchasing (~~account number 35~~), shall be set up for ordering merchandise in bulk for more than one city department. When the merchandise is purchased, the amount of the purchase shall be debited to the central purchasing account. For purposes of inventory control, the city administrator shall designate an officer to keep a log of merchandise received in the storehouse and also merchandise disbursed from the storehouse. Then, when a commodity arrives at the storehouse, the date received, the quantity, and new balance shall be entered on the log. Then, when the merchandise is disbursed to the various departments, the proper entries are made, and the individual taking the merchandise for a city department must sign the appropriate blank on the log. The following sample illustrates how the system may work:

CENTRAL STOREHOUSE DISBURSEMENT LOG

ITEM: (description of Mdse.)		UNIT COST: (XX per gal.)			Bal. 000
QTY Received	QTY Disbursed	Date	Dept.	Signature	Bal.
55 gal.	—	XX-XX-75	—	—	55 gal.
—	5 gal.	XX-XX-75	Fire	(signature)	50 gal.
—	10 gal.	XX-XX-75	Police	(signature)	40 gal.

- (b) This log shall be submitted to the ~~accounting~~ **finance** office monthly, where the dollar value of the merchandise taken out by each department shall be computed and charged to the appropriate department. Then, the total amount checked out by all

departments for that month shall then be credited back to the central purchasing account. In addition, the designated officer shall conduct an inventory check quarterly to verify all log figures.

(Code 1982, § 2-176)

Sec. 2-297. - Other general rules.

- (a) Inventory checks should be conducted quarterly, if not more often to prevent stockouts and emergency purchases. It shall be the responsibility of the various department heads to see that such an inventory check is carried out.
- (b) Before appointing anyone to act as his agent for inventory or requisitioning purposes, the department head shall clear such an appointment with the city administrator.
- (c) Quality checks may be made from time to time by the city administrator or someone designated by him to make sure all items used by the city departments are satisfactory and up to required standards.
- (d) The city administrator's office cannot accept requisitions nor issue purchase orders except within the amount adopted in the budget.
- (e) The various department heads should work with the city administrator's office in preparing specifications or standards expected of products to be purchased by the city. Further, it shall be the responsibility of the department heads to provide the city administrator with feedback as to quality of merchandise, dependability of the vendors, etc.
- (f) All invitations to bid shall include the provision that the city reserves the right to reject any and all bids.
- (g) Bidding procedures may be waived under the following circumstances:
  - (1) When there exists no possibility of a competitive bid, as in the case of only one source of supply.
  - (2) When it is to the city's advantage to acquire goods or services on the basis of a previously awarded bid or contract.
  - (3) In the case of emergency purchases or purchase of used equipment.
  - (4) When, in the opinion of the city administrator, it is to the advantage of the city to do so.
  - (5) For professional services where the person engaged is customarily employed on a fee basis rather than competitive bidding (including, but not limited to appraiser, architect, auditor, consultant, engineer, legal services, physician).
  - (6) Proposals invited on a competitive sealed basis.
  - (7) Negotiations after unsuccessful competitive sealed bidding.
  - (8) Small purchases under ~~\$500.00~~ **\$1,000.00.**
  - (9) Blanket purchase agreements for repetitive small purchases not requiring a purchase order for each purchase.
  - (10) Compatibility of equipment or parts is the paramount consideration.
  - (11) Procurement of information technology.
  - (12) Leasing or purchasing of real property.
  - (13) Purchasing on state and other governmental contracts.
  - (14) "Piggybacking" on another properly executed procurement within one year of the original purchase.
- (h) The functions to be performed by department heads may also be performed by an individual designated by the city administrator to act as purchasing assistant for the department head.

- (i) Any funds expended by the city must be spent in accordance with the procedures in this section, except that, the city administrator may, in his discretion, choose to waive formal bidding procedure and modify existing specifications when purchasing used equipment.

(Code 1982, § 2-177)

Sec. 2-298. - Award of contracts by city.

- (a) Contracts for goods or services shall be awarded to the lowest responsible bidder. In determining the lowest responsible bidder, in addition to price, the city council or city administrator shall consider:
  - (1) The ability, capacity and skill of the bidder to perform the contract or provide the service required;
  - (2) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
  - (3) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
  - (4) The quality of performance of previous contracts or services;
  - (5) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
  - (6) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the services;
  - (7) The quality, availability and adaptability of the supplies or contractual services to the particular use required;
  - (8) The ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and
  - (9) The number and scope of conditions attached to the bid;
  - (10) Tie bids:
    - a. If two or more bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to the local bidder (as defined in subsection 2-298(b)), if applicable.
    - b. If two or more of such bids are submitted by local bidders, the purchasing agent shall award the contract to one of the local tie bidders by drawing lots in public.
    - c. If local bidders are not involved in the tie bids, the purchasing agent shall award the contract to one outside tie bidder by drawing lots in public.
  - (11) For construction projects, bids may only be considered from bidders with the proper state licenses.
- (b) It is the policy of the city to support businesses located within the city. To that end, the city supports a local vendor preference applied to requested bids. To qualify for the local vendor preference, the vendor must meet all of the following requirements:
  - (1) The vendor must complete the application for local vendor preference certificate;
  - (2) The vendor must maintain an office within the legally defined boundaries of the city and have a majority of full-time employees, chief officers and managers regularly conducting work and business from this office;
  - (3) The vendor must have held a valid resident city business license for at least three consecutive years prior to the date of the application for certification; and
  - (4) The vendor must submit a copy of their local vendor preference certificate with their bid.
- (c) Use of the local vendor preference during the bid evaluation process:
  - (1) For comparing bids, any vendor who meets all the criteria in [subsections] (b)(1)—(b)(4) above will have their bid price reduced by five percent, not to exceed a maximum reduction of \$2,500.00. If after the application of the local vendor preference, the vendor

is determined to be the low responsive and responsible bidder, they will be awarded the contract; and

- (2) Final contract price will reflect the original bid amount before the local vendor preference was applied.

(d) Minority-owned and woman-owned businesses:

- (1) It is the policy of the City of Greer to provide minorities and women equal opportunity for participating in all aspects of the city's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina.
- (2) It is further the policy of the City of Greer to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status.
- (3) It is further the policy of the City of Greer to conduct its contracting and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.

(Code 1982, § 2-178; Ord. No. 7-2008, 4-8-2008)

Sec. 2-299. - Protests.

Invitations to bid shall include procedures for the filing of protests by an actual prospective bidder who is aggrieved in connection with the solicitation or award of a contract.

(Code 1982, § 2-179)

Sec. 2-300. - Debarment or suspension.

The purchasing agent may issue a notice of debarment or suspension to a person or firm upon a determination, after reasonable notice and an opportunity to be heard, that there is cause for doing so in the best interest of the city. The determination of the purchasing agent may be appealed to council by written notice filed with the city administrator within ten days after receipt of the determination. The causes for debarment or suspension shall include, but not be limited to:

- (1) Conviction of a criminal offense incident to obtaining or attempting to obtain a public or private contract, or in the performance of such contract;
- (2) Conviction for embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or professional honesty which currently, seriously, and directly affects responsibility as a city contractor;
- (3) Conviction under antitrust laws arising out of submission of bids or proposals;
- (4) A recent deliberate failure without good cause to perform in accordance with the terms of a contract;
- (5) Any other cause determined to be so serious and compelling as to affect responsibility as a city contractor, including debarment by another governmental entity.

(Code 1982, § 2-180)

Secs. 2-301—2-330. - Reserved.

This Ordinance shall become effective immediately upon second reading approval thereof.



**CITY OF GREER, SOUTH CAROLINA**

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Richard W. Danner, Mayor

**Attest:**

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Tammela Duncan, Municipal Clerk

Introduced By:

First Reading: January 10, 2017

Second and  
Final Reading: January 24, 2017

Approved as to Form:

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John B. Duggan, Esquire  
City Attorney