



AGENDA

**MEETING OF MAYOR AND CITY COUNCIL
CITY OF CLINTON
MONDAY, JANUARY 6, 2014
P.S. BAILEY CITY COUNCIL CHAMBERS
M. S. BAILEY MUNICIPAL CENTER
211 NORTH BROAD STREET
6:00 P.M.**

- A. Meeting called to order by Mayor McLean
- B. Invocation
- C. Approval of Minutes - December 2, 2013 (Page C-1)
- D. Mayor McLean to Recognize Citizens Registered to Address City Council
- E. City Manager's Reports and Recommendations:
 - 1. City Council to **PRESENT** the following **AWARDS AND RECOGNITION:** (Page E-1)
 - (a) 2013 Christmas Parade Winners
 - (b) 2013 Spirit of Christmas Decorating Award Winners
 - 2. City Council to consider the following **RESOLUTIONS:** (Page E-4)
 - (a) January as **BIRTH DEFECTS PREVENTION MONTH** in the City of Clinton (Page E-6)
 - (b) January as **BLOOD DONOR MONTH** in the City of Clinton (Page E-7)
 - 3. City Council to consider a **RESOLUTION** endorsing the **MUNICIPAL ASSOCIATION OF SOUTH CAROLINA 2014 AGENDA** (Page E-8)
 - 4. City Council to consider a **RESOLUTION ADOPTING THE 2014 CITY COUNCIL SAFETY POLICY STATEMENT FOR THE CITY OF CLINTON** (Page E-12)
 - 5. City Council to consider **APPROVAL** of the **ANNUAL MEETING CALENDAR** (Page E-15)



6. City Council to consider **APPROVAL** of the **BUDGET CALENDAR** (Page E -19)

F. **EXECUTIVE SESSION**

1. Economic Development Matters related to:

(a) Project Opportunity

(b) Project Felt

G. City Attorney's Reports and Recommendations

H. Mayor's Reports and Recommendations

I. Council Members Reports and Recommendations

J. Adjournment

THIS AGENDA IS SUBJECT TO CHANGE AT ANY TIME PRIOR TO 24 HOURS BEFORE THE MEETING. A FINAL AGENDA WILL BE AVAILABLE 24 HOURS BEFORE THE MEETING DATE.

AGENDA

MEETING OF CLINTON CITY COUNCIL

HAPPY NEW YEAR

The text "HAPPY NEW YEAR" is written in a bold, red, sans-serif font with a black outline and a slight 3D effect. The words are arranged in a slightly curved path. Two bright yellow, multi-pointed starburst graphics are positioned around the text: one above the word "NEW" and one below the word "HAPPY".

**MONDAY, JANUARY 6, 2014
6:00 P.M.**

**P. S. BAILEY CITY COUNCIL CHAMBERS
M. S. BAILEY MUNICIPAL CENTER**



CLINTON
South Carolina

MINUTES

DECEMBER 2, 2013

The regular Council meeting was held at the M.S. Bailey Municipal Center at 6:00 PM with Mayor Bob McLean presiding with Councilmembers Cook, Dowdle, Byrd, McGee, and Jenkins. News media present were Larry Franklin from the Clinton Chronicle, Randy Stephens from WLBG, Daniel Lauer from the Laurens Advertiser, and John Wages from GoClinton.com. The news media was notified by email and mail on November 27, 2013.

- INVOCATION** The invocation was given by Reverend Kenny Moore from Davidson Street Baptist Church.
- MINUTES** Mayor McLean asked Council to approve the minutes from November 4 and 19. Motion was made by Councilmember Cook to approve the November 4, 2013 minutes and the November 19, 2013 minutes and seconded by Councilmember McGee. The vote was unanimous.
- CITY MANAGER'S REPORT**
PROCLAMATIONS
ARBOR DAY
DRUNK & DRIVING PREVENTION Mayor McLean recognized Mr. Stovall, City Manager. Mr. Stovall stated that the first item on the agenda is the approval of the Proclamations proclaiming December 6, 2013 as Arbor Day and December as Drunk and Drugged Driving Prevention Month. Motion was made by Councilmember Dowdle to approve the Proclamations and seconded by Councilmember Byrd. The vote was unanimous.
- AUDIT**
FY 2012-13 Mr. Stovall stated that the next item on the agenda is the presentation by McKinley Cooper & Company LLC regarding the fiscal year 2012-13 comprehensive annual financial report. Mr. Stovall recognized Ms. Toni McKinley. Mr. Stovall stated that Council and City staff should be proud of the audit Ms. McKinley is presenting to Council. Mr. Stovall stated that City staff still needs to work on increasing the Reserve Accounts as well as the Capital Replacement funds. Ms. McKinley stated that McKinley Cooper & Company met with the Finance Committee and went over the audit in detail. Ms. McKinley stated that the Financial Statements include an Auditor's report which includes the auditor's responsibility and opinion of the audit. Ms. McKinley stated that Council should be proud of receiving the CAFR Award for twenty-four consecutive years. Ms. McKinley stated that the Statement of Net Position contains information for the General Fund, Utility System Fund and the Economic Development Fund. Ms. McKinley stated that the unrestricted net position for the General Fund is \$445,248 and the unrestricted balance for the Utility System is \$2.8 million. Ms. McKinley stated that the Statement of Activities includes the total expenses, charges for services which are match to the activity, and revenues. Ms. McKinley stated that the change in the net position for General Fund was \$1.2 million and \$2.4 million for the Utility System. Ms. McKinley stated that these were positive changes.

Ms. McKinley stated that the General Fund Balance Statement shows the current assets and liabilities. Ms. McKinley stated that under the Fund Balance the non-spendable balance is \$97,467, the restrictive balance is \$2.6 million, and the unassigned balance is \$618,048. Ms. McKinley stated that the unassigned balance is 11^{1/2}% of the annual budget, which is on the low side. Ms. McKinley stated that the City should have anywhere from a 20% to a 40% unassigned Fund Balance. Ms. McKinley stated that the unassigned balance is the amount the City has available to budget in the upcoming year. Ms. McKinley stated that the Reconciliation Statement for the General Fund budgets the City's capital outlay and debt service expenditures. Ms. McKinley stated that the General Fund's Income Statement also shows a positive Net Position of \$1.1 million.

Ms. McKinley stated that the Utility System's Balance Statement shows \$5.6 million invested in assets. \$4 million restricted for capital projects, and \$79,000 invested in debt service. Ms. McKinley stated that the unrestricted balance is \$2.8 million. Ms. McKinley stated that the Utility System's Income Statement shows an Operating Income of \$3.49 million, which shows the rate the City is charging customers is sufficient to cover the operating expenses. Ms. McKinley stated the net income is \$2.4 million, which is a positive number. Ms. McKinley stated that the Utility System's Cash Flow Statement shows the cash received from customers is \$19.4 million and the City paid \$14 million for goods and services and \$1.5 million to employees, which leaves a net of \$3.7 million in cash provided. Ms. McKinley stated that the overall increase in cash is \$297,000. Ms. McKinley stated that the Debt Summary shows the City's debt position in regards to how much debt has been added and how much the City paid down on the current debt. Ms. McKinley stated that the City has stayed within the budget and the City has performed well during the year. Ms. McKinley stated that the City still needs to work on increasing the Fund Balance. Mr. Stovall stated that the audit is available on the City's website. Mr. Stovall stated that the City does have a net position in excess of \$21 million but that does not mean the City has these assets in cash.

**RESOLUTION
AUDIT FY 2012-13**

Councilmember Dowdle made a motion to approve the Resolution accepting the fiscal year 2012-13 Comprehensive Annual Financial Report and seconded by Councilmember Cook. The vote was unanimous.

**FIRST READING
ORDINANCE
TIMBER SALE**

Mr. Stovall stated that the next item on the agenda is the first reading of an Ordinance for the sale of timber located at 550 Asten Road, 735 Asten Road and 2173 Highway 308 North in Laurens County. Mr. Stovall stated that City staff identified property to harvest timber. Mr. Stovall stated that the purpose of the project is to generate revenue using existing

natural resources and to clear targeted areas for economic growth. Mr. Stovall stated that some of the property is owned by the City of Clinton and other targeted tracts are owned by the Economic Development Corporation. Mr. Stovall stated that the Ordinance pertains to the parcels in the City's name, which are eight acres in parcel 1 (550 Asten Road, 735 Asten Road) and fifteen acres in parcel 2(2173 Hwy 308 North). Mr. Stovall stated that the City does not currently have a buyer but would have the details by the second reading. Councilmember Jenkins made a motion to approve the first reading of an Ordinance for the sale of timber on 550 Asten Road, 735 Asten road and 2173 Highway 308 North and seconded by Councilmember Byrd. The vote was unanimous.

**GAS AUTHORITY
ECONOMIC
DEVELOPMENT**

Mr. Stovall stated that the next item on the agenda is authorizing the City Manager to request funds from Clinton-Newberry Natural Gas Authority for economic development purposes. Mr. Stovall stated that each year the Gas Authority releases funds to the City of Clinton and the City of Newberry for economic development. Mr. Stovall stated that the City must submit a project request to the Gas Authority. Mr. Stovall stated that this year the City is requesting \$198,447.38. Mr. Stovall stated that \$110,000 would be used for economic development land acquisition. Mr. Stovall stated that these funds would be used to purchase property in the proposed Pacolet Milliken Industrial Park. Mr. Stovall stated that \$70,900 would be used for Streetscape Phase 4.

Mr. Stovall stated that these funds would be used to repair, replace, and perform streetscape enhancements on Broad Street from the intersection of Broad Street and Florida Street to the intersection of Broad Street and Pitts Street. Mr. Stovall stated that \$17,547.38 would be used to enhance the Highway 308 corridor. Mr. Stovall stated that these funds would be used to match a Palmetto Grant for new entrance signage and landscaping along the Highway 308 corridor. Motion was made by Councilmember McGee to authorize the City Manager to request \$198,447.38 in economic development funds from the Gas Authority to be used on three projects and seconded by Councilmember Byrd. The vote was unanimous.

**REVISION
PERSONNEL
MANUAL**

Mr. Stovall stated that the next item on the agenda is the revision of the City of Clinton's Personnel Manual. Mr. Stovall stated that the City currently has a residency requirement of a Department Director hired by the City of Clinton after January 1, 2013. Mr. Stovall stated that the current policy requires personnel at this performance level to establish a residency in the City of Clinton within 24 months of hire. Mr. Stovall stated that City staff is requesting an adjustment to enable the establishment of residency within the utility service district. Mr. Stovall

stated that the City surveyed other cities and found that most cities did not require department heads to live within city limits. Mr. Stovall stated that this policy would not affect the City Manager since State law requires a City Manager to live within city limits unless Council exempts a City Manager from the requirement. Mr. Stovall stated that part of the reason department heads are required to live within city limits is to encourage department heads to be active in the community. Motion was made by Councilmember Dowdle to approve the revision to the Personnel Manual and seconded by Councilmember Cook. The vote was unanimous.

**RESOLUTION
CAFETERIA PLAN**

Mr. Stovall stated that the next item on the agenda is a Resolution adopting a cafeteria plan in regards to employee benefits. Mr. Stovall stated that the City of Clinton offers a payroll deduction for supplemental insurance for employees and is treated as a pre-tax supplement. Mr. Stovall stated that currently the City offers several Cafeteria Plans from several insurance companies for employees. Mr. Stovall stated that this is extra work on city staff as well as the City must pay a small fee to a Benefits Coordinator. Mr. Stovall stated that the City recommends using Colonial Insurance Company as the Benefits Administrator. Mr. Stovall stated that the majority of City employees use Colonial Insurance and Colonial Insurance is competitive with other benefit providers. Mr. Stovall stated that by using Colonial the City would also eliminate the benefit coordinator fee of \$120 per year. Councilmember Jenkins made a motion to approve the Resolution adopting the Cafeteria Plan naming Colonial Insurance Company as the Benefit Administrator and seconded by Councilmember Byrd. The vote was unanimous.

EXECUTIVE SESSION

Motion was made by Councilmember Byrd to go into executive session to discuss one personnel matter regarding the Department of Public Works, two personnel matters regarding the Office of the City Manager, one contractual matter regarding Project Opportunity, one contractual matter regarding Development Project along I-26, and one contractual matter regarding property in the Lydia Mill subdivision and return to open session on the call of the chair and seconded by Councilmember Jenkins. The vote was unanimous.

OPEN SESSION

Mayor McLean declared Council back in open session. Mayor McLean stated that three personnel matters and three contractual matters were discussed and no action was taken.

MAYOR'S REPORT

Mayor McLean stated that Tuesday, December 3, 2013 Bailey Manor would host the Festival of Trees. Mayor McLean stated that Thursday, December 5, 2013 is the Christmas Tree Lighting Ceremony and the

Museum would offer carriage rides from 6:00 PM to 9:00 PM. Mayor McLean stated that on Saturday, December 7, 2013 at 10:00 AM is the Christmas Parade and the Whitten Center parade would be at 1:00 PM. Mayor McLean stated that Presbyterian Home would host a drop in on Tuesday, December 10, 2013 from 4:00 PM to 6:00 PM. Mayor McLean stated that Tuesday, December 10, 2013 is the City of Clinton's Christmas dinner at 6:00 PM at the Broad Street Methodist Church. Mayor McLean stated that the next Council meeting would be Monday, January 6, 2014. Mayor McLean wished everyone a Merry Christmas.

ADJOURN

With there being no further business before Council, motion was made by Councilmember Dowdle to adjourn and seconded by Councilmember McGee.

CITY CLERK

MAYOR



CLINTON
South Carolina

BACKGROUND INFORMATION



City of Clinton, South Carolina
City Council Staff Report

Report Type: Action Item - Regular Council Meeting,
January 6, 2014

Title: 2013 Christmas Awards

From: Dianne Wyatt, Administrative Assistant

Department: Administration

Division: Administration

Recommendation:

Staff recommends that City Council:

1. City Council recognize the following Christmas Award Winners:
 - a. 2013 Christmas Parade Winners
 - b. 2013 Spirit of Christmas Decorating Award Winners

Executive Summary:

2013 Christmas Parade Winners

The City sponsors the annual City of Clinton Christmas Parade the first Saturday in December. All entries are judged and overall winners are chosen. First, second and third place overall entries are recognized at the January City Council meeting.

2013 Spirit of Christmas Decorating Award Winners

The City recognizes the Spirit of Christmas Decorating Award winners. During the third week in December, judges travel the City and select Christmas decorating award winners. This year the City will recognize six residential award winners and one business award winner. Residential winners receive a \$25.00 credit on their utility bill and the business winner will receive a \$50.00 credit on their utility bill.



City of Clinton, South Carolina

City Council Staff Report

Background:

2013 Christmas Parade Winners

Each year overall parade entry winners are selected and recognized by City Council at the January City Council Meeting. The following winners will be recognized this year:

- 1st Place: Laurens County Gymnastics and Learning Center – “Hawaiian Christmas”
- 2nd Place: Thornwell Home for Children – “Santa’s Workshop”
- 3rd Place: Beaverdam Baptist Church – “All I Want for Christmas”
- City of Clinton Entry - Department of Public Works

2013 Spirit of Christmas Decorating Award Winners

Since 1998, the City of Clinton has recognized citizens in Clinton that have decorated their homes and shared their “Spirit of Christmas “with the community. Each year City Council recognized four residential winners and a business winner at the January Council meeting and gave a credit on their utility bills. Due to the increased decorating efforts in the Clinton community, City Council agreed to increase the number of residential winners to six (one from each City Council District) and one business winner. Judging was done on December 18 and 19 and there were many beautiful decorations this year, making the decision hard for the judges. The following winners were selected:

RESIDENTIAL WINNERS

<i>Ward I</i>	Wayne Merchant Family	506 North Sloan Street
<i>Ward II</i>	Rosie Sturkey	1234 South Bell Street
<i>Ward III</i>	Linda Williamson	306 Davis Street
<i>Ward IV</i>	Elizabeth Bates	206 South Adair Street
<i>Ward V</i>	Callie Gault Family	101 Horseshoe Lane
<i>Ward VI</i>	Michael Young	610 South Broad Street

Each winner will receive a \$25.00 credit on their utility bill.



City of Clinton, South Carolina City Council Staff Report

BUSINESS WINNER

Holdway Photography 131 East Main Street

The business winner will receive a \$50.00 credit on their utility bill.

Discussion:

No Report.

Financial Impact:

There is no fiscal impact on the city regarding this issue. Funding for these awards was included in the 2013-2014 city budget.

Policy Impact:

No policy impact or precedent is set by this action.

Timeline:

Not Applicable

Attachments:

None

Prepared By: Dianne Wyatt, Administrative Assistant

Approved By: Frank Stovall, City Manager

City Manager Approval:

A handwritten signature in blue ink that reads "Frank N. Stovall". The signature is written in a cursive style and is positioned above a horizontal blue line.

Frank N. Stovall, City Manager



City of Clinton, South Carolina City Council Staff Report

Report Type: Action Item - City Council Meeting,
January 6, 2014

Title: Proclamations for January 6, 2014

From: Dianne Wyatt, Administrative Assistant

Department: Administration

Division: Administration

Recommendation:

Staff recommends that City Council:

1. Review and approve a resolution proclaiming:
 - a. January as Birth Defects Prevention Month in the City of Clinton
 - b. January as Blood Donor Month in the City of Clinton

Executive Summary:

The City endorses January as Birth Defects Prevention Month as a time to raise awareness on the prevention of birth defects and promote healthy pregnancies. This annual campaign is promoted by the March of Dimes and the National Birth Defects Prevention Network (NBDPN) at the Centers for Disease Control and Prevention (CDC). The NBDPN is a network of birth defects programs and individuals working at the local, state, and national levels in birth defects surveillance, research, and prevention.

The City endorses January as Blood Donor Month to pay tribute to the nearly 11 million people who give blood each year and encourage others to start the New Year off by giving the gift of life.

Background:

Birth Defects Prevention Month

The National Birth Defects Prevention Network (NBDPN) was founded in 1997. It is a Volunteer organization whose members are involved in birth defects surveillance, prevention and research. It was created with help from the Centers for Disease Control and Prevention to establish and maintain a national network of state and population-based programs for birth defects surveillance and research.



City of Clinton, South Carolina City Council Staff Report

Blood Donor Month

The American Association of Blood Banks (Now AABB) was organized in 1947 to support and encourage continued blood research, promote exchange of scientific information and develop standards of practice for blood banks. By 1948, the American National Red Cross began operating a full-scale blood program to collect and distribute blood to patients in need.

Since 1970 January has been declared National Blood Donor Month, and with good reason. Above all other times of the year, it's the month that presents the most challenges in recruiting people to give blood. This January is no exception with the local Red Cross in urgent need for more donors.

Discussion:

No Report.

Financial Impact:

There is no fiscal impact on the city regarding this issue.

Policy Impact:

No policy impact or precedent is set by this action.

Timeline:

Not Applicable

Attachments:

The following resolution is attached for your consideration:

- A Resolution to Proclaim January as Birth Defects Prevention Month in the City of Clinton.
- A Resolution to Proclaim January as Blood Donor Month in the City of Clinton.

Prepared By: Dianne Wyatt, Administrative Assistant

Approved By: Frank Stovall, City Manager

City Manager Approval:

A handwritten signature in blue ink that reads "Frank N. Stovall". The signature is written in a cursive style and is positioned above a horizontal blue line.

Frank N. Stovall, City Manager



**CITY OF CLINTON
STATE OF SOUTH CAROLINA
RESOLUTION**

**A RESOLUTION DECLARING JANUARY AS BIRTH DEFECTS PREVENTION MONTH IN THE
CITY OF CLINTON**

- WHEREAS,** Birth defects can occur in any family, regardless of race, health history, economic status or education; and
- WHEREAS,** Every 4 ½ minutes a baby is born in the United States with a birth defect. Birth defects cause one in every five infant deaths and lead to \$2.6 billion per year in hospital costs alone in the United States; and
- WHEREAS,** About half of all pregnancies are unplanned, contributing to late entry into prenatal care and presenting a barrier to optimal pregnancy management, particularly during the crucial early weeks of embryonic development; and
- WHEREAS,** Early identification of a child with a birth defect coupled with early intervention services typically improves the child’s quality of life and may even save his or her life; and
- WHEREAS,** The prevalence of diabetes in women of childbearing age has doubled in the last decade, affecting 1.3 million nationwide and babies born to women with diabetes, especially women with poor diabetes control, are at greater risk of having a birth defect; and
- WHEREAS,** The good health and well-being of the people of the City of Clinton are enhanced by the support of a national effort to educate about and prevent birth defects; and
- WHEREAS,** To decrease the number of babies born with birth defects in South Carolina and across the country, the month of January is dedicated each year to raising awareness about birth defects and strategies for their prevention. Preventive strategies include taking a multivitamin with folic acid to prevent serious defects of the brain and spinal cord, maintaining optimal glucose levels prior to pregnancy and reaching a healthy weight to improve health outcomes; and
- WHEREAS,** The City of Clinton joins with the March of Dimes and the National Birth Defects Prevention Network, as well as many dedicated volunteers, health care professionals, and parent groups by participating in this promotion.

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CLINTON ASSEMBLED does hereby declare the month of January as Birth Defects Prevention Month and urges that all women of reproductive age take a multivitamin with 400 micrograms of folic acid every day, be physically active, eat a healthy diet, maintain healthy blood glucose levels, pursue effective methods to attain an ideal weight, and seek appropriate medical care to ensure a healthy pregnancy.

RESOLVED this _____ 6th day of _____ January _____, 2014.

Robert T. McLean, Mayor

ATTEST:

Tammy Templeton, City Clerk



**CITY OF CLINTON
STATE OF SOUTH CAROLINA
RESOLUTION**

**A RESOLUTION PROCLAIMING THE MONTH OF JANUARY 2014
AS
BLOOD DONOR MONTH IN THE CITY OF CLINTON**

- WHEREAS,** Since 1970, January has been known as National Blood Donor Month, a time when blood organizations like the American Red Cross pay tribute to the nearly 11 million people who give blood each year, and encourage others to start the New Year off right by coming to give the gift of life; and
- WHEREAS,** Hospital patients nationwide need approximately 44,000 blood donations daily for cancer care, surgeries, and the treatment of serious diseases and trauma; and
- WHEREAS,** Blood Donors are the foundation for providing safe blood products and meeting the medical needs of patients nationwide, and their donation is the difference between life and death in most instances; and
- WHEREAS,** Donating blood only takes one hour. The process is safe, simple and gives volunteers an opportunity to become quiet heroes in their community and across the country by saving lives with each donation; and
- WHEREAS,** Donating blood is a selfless act of saving lives and the ultimate random act of kindness. All citizens should recognize the gift of life that is shared through blood donations and strive to donate as often as possible and encourage others to do likewise;

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CLINTON ASSEMBLED does hereby proclaim the month of January 2014 as Blood Donor Month in the City of Clinton, and that by issuing this proclamation the City Council of the City of Clinton encourages residents to consider donating blood to give the gift of life to those in need.

RESOLVED this 6th day of January, 2014.

Robert T. McLean, Mayor

ATTEST:

Tammy Templeton, City Clerk



City of Clinton, South Carolina City Council Staff Report

Report Type: Action Item – Council Meeting
Title: 2014 MASC Legislative Agenda
From: Frank Stovall, City Manager
Department: Office of the City Manager
Division: Administration

Recommendation:

Staff recommends that City Council:

- Approve a resolution endorsing the 2014 MASC Legislative Agenda

Executive Summary:

Formed in 1939, the Municipal Association of South Carolina represents and serves the State's 270 incorporated municipalities. The Association is dedicated to the principle of its founding members: to offer the services, programs and tools that will give municipal officials the knowledge, experience and tools for enabling the most efficient and effective operation of their municipalities in the complex world of municipal government.¹ Each year, the Association sets a list of legislative priorities that are critical issues which impact the operation of local governments, like Clinton, and their ability to provide quality services to their citizens.

Background:

Cities and towns are focused on creating places and delivering services that support a healthy local economy and offer a positive quality of life.

The 2014 legislative priorities identify four major challenges cities and towns of all sizes face and offer immediate legislative solutions to meet these challenges.

Dilapidated structures

Challenge: Dilapidated structures are unsafe and create a dangerous environment often thwarting economic development opportunities for surrounding areas. These properties also diminish surrounding property values and create a financial and economic drain on community resources.

¹ "Municipal Association of SC". <http://www.masc.sc/about/Pages/default.aspx>. Accessed on December 26, 2013.



City of Clinton, South Carolina City Council Staff Report

Solution: The Dilapidated Buildings Act provides an opportunity for private and nonprofit businesses to invest in the local economy and create jobs by returning derelict properties to productive use. The Dilapidated Buildings Act protects property rights and saves taxpayer money because the marketplace gets a chance to work in areas of cities that have been neglected.

Dependable revenue sources

Challenge: Residents and business owners in cities and towns expect services and infrastructure that support a healthy local economy, provide safe neighborhoods and business districts, and offer a positive quality of life. To meet these expectations, local leaders need dependable revenue sources to invest in police and fire protection, utility infrastructure, downtown and neighborhood revitalization, public spaces and recreation.

Solution: Ensure all revenue collected by the State on behalf of local governments is returned to cities and towns through the statutorily funded Local Government Fund. Cities and towns depend on the Local Government Fund as a stable revenue source to provide services, infrastructure, and programs that residents and business owners demand.

Quality Transportation and Infrastructure Maintenance

Challenge: Residents and business owners expect cities and towns to provide transportation systems that meet the demands of the community and ensure roads are safe and well maintained.

Solution: Bring together local and state elected leaders and experts to develop long-term and stable funding sources for roads, bridges and infrastructure maintenance, improvements and expansion.

Public Safety and Crime Prevention

Challenge: Residents and visitors expect cities and towns to provide safe places to live, work, shop and visit.

Solution: Support legislation that enhances public safety and judicial efforts to prevent violent crime including gang activity.



City of Clinton, South Carolina City Council Staff Report

Discussion:

No Discussion.

Financial Impact:

There is no financial impact associated with this ordinance

Policy Impact:

There is no policy impact.

Timeline:

Enacted upon approval

Attachments:

- Resolution Adopting the Municipal Association Legislative Agenda for 2014

Prepared By: Frank Stovall, City Manager

Approved By: Frank Stovall, City Manager

City Manager Approval:

A handwritten signature in blue ink that reads "Frank N. Stovall". The signature is written in a cursive style and is positioned above a horizontal blue line.

Frank N. Stovall, City Manager



**CITY OF CLINTON
STATE OF SOUTH CAROLINA
PROCLAMATION**

**A PROCLAMATION BY THE CITY COUNCIL OF THE CITY OF CLINTON, SOUTH CAROLINA, ADOPTING THE
MUNICIPAL ASSOCIATION LEGISLATIVE AGENDA FOR 2014**

- WHEREAS,** cities and towns in South Carolina are the government closest to the people providing the core services residents and businesses demand for a high quality of life; and
- WHEREAS,** residents and businesses want their local city and town councils to have the flexibility to make decisions that are best for their communities while also being held accountable by their residents to spend wisely and govern locally; and
- WHEREAS,** cities and towns support increasing the economic strength of the state to enable job creation for residents and encourage business development and success; and
- WHEREAS,** the Municipal Association Board of Directors approved the 2014 legislative priorities that supports local elected leaders making decisions based on local needs and priorities; and
- WHEREAS,** the four legislative priorities are based around creating places and delivering services that support a healthy local economy and offer a positive quality of life; and
- WHEREAS,** finding solutions to dilapidated structures, securing a dependable revenue source, providing quality transportation and infrastructure maintenance and public safety and crime prevention are the four major legislative issues that local elected leaders determined can have the greatest impact on their hometowns; and
- WHEREAS,** the priorities focus on fiscal stability, economic development and infrastructure and public safety that are important to cities and towns of all sizes and in all parts of the state; and
- WHEREAS,** the City of Clinton fully supports the legislative priorities set forth by cities and towns to govern locally for residents;

BE IT THEREFORE RESOLVED that the City Council of the City of Clinton affirms on this day, **January 6, 2014**, its support for the Municipal Association's 2014 legislative priorities to encourage local decision making by the local elected officials that govern the State's 270 cities and towns.

Done and ratified this 6th day of January, 2014.

Robert T. McLean, Mayor

ATTEST:

Tammy Templeton, City Clerk



City of Clinton, South Carolina City Council Staff Report

Report Type: Action Item – Council Meeting

Title: 2014 City Council Safety Policy Statement

From: Frank Stovall, City Manager

Department: Office of the City Manager

Division: Risk Management and Human Resources

Recommendation:

Staff recommends that City Council:

- Approve a resolution creating a policy statement regarding safety for the 2014 calendar year.

Executive Summary:

Workplace safety and the safety of city employees is a critical component of city operations. Each year, the City Council affirms their commitment to workplace safety through the approval of a policy statement related to workplace safety.

Background:

The City of Clinton is committed to furnishing each of its employees a place of employment that is free from recognized hazards that may be causing or are likely to cause death, serious physical harm, or a health-related illness to its employees. The City of Clinton promotes and is firmly committed to the safety and good health of all employees and to minimize the risk of injury, death, and exposure to health-related illnesses by taking a proactive role in safety awareness, accident prevention, and preservation of all the environmental elements through a comprehensive risk and safety management program.

Each employee will be held accountable for his/her own actions and conduct concerning the occupational safety and health standards, regulations, and policies established and issued by all applicable agencies and the City of Clinton which apply to that individual employee and his/her assigned position.

Employee knowledge of and compliance with the risk and safety program and policies of the City of Clinton and all regulating agencies is not optional. It is a requirement and condition of employment.



City of Clinton, South Carolina

City Council Staff Report

Discussion:

No Discussion.

Financial Impact:

There is no financial impact associated with this resolution.

Policy Impact:

There is no policy impact.

Timeline:

Enacted upon approval

Attachments:

- Resolution Adopting the 2014 City Council Safety Policy Statement for the City of Clinton

Prepared By: Frank Stovall, City Manager

Approved By: Frank Stovall, City Manager

City Manager Approval:

A handwritten signature in blue ink that reads "Frank N. Stovall". The signature is written in a cursive style and is positioned above a horizontal blue line.

Frank N. Stovall, City Manager



**CITY OF CLINTON
STATE OF SOUTH CAROLINA
RESOLUTION**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF CLINTON, SOUTH CAROLINA, ADOPTING THE 2014
CITY COUNCIL SAFETY POLICY STATEMENT FOR THE CITY OF CLINTON**

WHEREAS, The City of Clinton is committed to furnishing each of its employees a place of employment that is free from recognized hazards that may be causing or are likely to cause death, serious physical harm, or a health-related illness to its employees; and

WHEREAS, The City of Clinton promotes and is firmly committed to the safety and good health of all employees and to minimize the risk of injury, death, and exposure to health-related illnesses by taking a proactive role in safety awareness, accident prevention, and preservation of all the environmental elements through a comprehensive risk and safety management program; and

WHEREAS, it is the desire of the City of Clinton to annually affirm its policy regarding safety.

BE IT THEREFORE RESOLVED that the City Council of the City of Clinton affirms on this day, **January 6, 2014**, the following statement as the City of Clinton's official policy statement regarding safety in the workplace:

The City of Clinton is committed to furnishing each of its employees a place of employment that is free from recognized hazards that may be causing or are likely to cause death, serious physical harm, or a health-related illness to its employees. The City of Clinton promotes and is firmly committed to the safety and good health of all employees and to minimize the risk of injury, death, and exposure to health-related illnesses by taking a proactive role in safety awareness, accident prevention, and preservation of all the environmental elements through a comprehensive risk and safety management program.

Each employee will be held accountable for his/her own actions and conduct concerning the occupational safety and health standards, regulations, and policies established and issued by all applicable agencies and the City of Clinton which apply to that individual employee and his/her assigned position.

Employee knowledge of and compliance with the risk and safety program and policies of the City of Clinton and all regulating agencies is not optional. It is a requirement and condition of employment.

Done and ratified this 6th day of January, 2014.

Robert T. McLean, Mayor

ATTEST:

Tammy Templeton, City Clerk



City of Clinton, South Carolina City Council Staff Report

Report Type: Action Item – Council Meeting

Title: 2014 Council Calendar & 2014 Budget Calendar

From: Frank Stovall, City Manager

Department: Office of the City Manager

Division: Administration

Recommendation:

Staff recommends that City Council:

- Approve the attached schedule as the tentative meeting calendar for city council for 2014.

Executive Summary:

City personnel are suggesting a proposed calendar for City Council to review and approve for 2014, should they choose to do so.

Background:

City Council is required to post an annual calendar of regular meeting dates, and in order to better facilitate this process staff has developed a tentative calendar for you review and adjustment. In addition, a proposed budget calendar is included for your consideration and approval as the first step in the budget process.

Council Calendar

The council calendar includes meetings scheduled for the first Monday of the month at 6 PM, with some minor exceptions as outlined below. *This schedule is submitted solely as a suggestion for the year and scheduling of meetings is entirely up to City Council.*

- *MAY:* The regular meeting date conflicts with the American Public Power Manger Certified Public Power Manager Training Course offered in Myrtle Beach and key staff would like to attend. We are proposing to move the meeting to May 12, 2014.
- *JULY:* The regular meeting date conflicts with the annual Piedmont Municipal Power Agency Annual Meeting. Staff suggest moving the meeting to Monday, July 14, 2014.
- *SEPTEMBER:* The regular meeting date falls on a city holiday, Labor Day. Staff propose changing the meeting to Tuesday, September 2, 2014.



City of Clinton, South Carolina City Council Staff Report

In addition, city staff would like to conduct four workshops with council to allow for in depth review of certain topics. We have tentatively scheduled workshops for the following dates, at the pleasure of the council:

January 27, 2014: Strategic Planning for FY 2014-2015

February 27, 2014: Utility Rates

September 22, 2014: Economic Development

November 24, 2014: Strategic Planning for FY 2015-2016

Budget Calendar

In addition to the standard meeting calendar and the proposed workshop calendar, the City Council will also need to schedule certain meetings to address the budget planning for FY 14-15. While the majority of the attached budget calendar impacts staff, several dates might impact council. Dates are subject to change and are proposed as a suggested plan to City Council, and City Council may adjust these dates as they see fit, or cancel and combine meetings as needed.

January 6, 2014 City Council Meeting / Regular Meeting

January 27, 2014 City Council Meeting / Strategic Planning Workshop

February 3, 2014 City Council Meeting / Regular Meeting

February 24, 2014 City Council Meeting / Strategic Planning Workshop

March 3, 2014 City Council Meeting / Regular Meeting

Final Draft of Budget Produced

March 24, 2014 City Council Budget Workshop / First Budget Session

April 7, 2014 City Council Meeting / Regular Meeting

City Council Budget Workshop / Second Budget Session

April 28, 2014 City Council Budget Workshop / Third Budget Session

May 12, 2014 City Council Meeting / Regular Meeting

First Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2014-2015 Annual Operating Budget



City of Clinton, South Carolina

City Council Staff Report

June 2, 2014

City Council Meeting / Regular Meeting

Second Reading of An Ordinance to Approve the City of Clinton
Fiscal Year 2014-2015 Annual Operating Budget

Discussion:

No Discussion.

Financial Impact:

There is no financial impact associated with this ordinance

Policy Impact:

There is no policy impact.

Timeline:

Not Applicable – Subject to change.

Attachments:

- Calendars

Prepared By: Frank Stovall, City Manager

Approved By: Frank Stovall, City Manager

City Manager Approval:

A handwritten signature in blue ink that reads "Frank N. Stovall". The signature is written in a cursive style and is positioned above a horizontal blue line.

Frank N. Stovall, City Manager

2014

<i>Month</i>	<i>Date</i>	<i>Time</i>	<i>Type</i>	<i>Notes</i>
January	1/6/2014	6:00 PM	Regular	
January	1/27/2014		TBD Workshop	Topic: Strategic Planning
February	2/3/2014	6:00 PM	Regular	
February	2/24/2014		TBD Workshop	Topic: Utility Rates
March	3/3/2014	6:00 PM	Regular	
March	3/24/2014		TBD Workshop	Topic: Budget
April	4/7/2014	6:00 PM	Regular	
April	4/28/2014		TBD Workshop	Topic: Budget
May*	5/12/2014		TBD Regular	
June	6/2/2014	6:00 PM	Regular	
July*	7/14/2014		TBD Regular	
August	8/4/2014	6:00 PM	Regular	
September*	9/2/2014	6:00 PM	Regular	
September	9/22/2014		TBD Workshop	Topic: Economic Development
October	10/6/2014	6:00 PM	Regular	
November	11/3/2014	6:00 PM	Regular	
November	11/24/2014		TBD Workshop	Topic: Strategic Planning
December	12/1/2014	6:00 PM	Regular	

Proposed Changes

May	Regular meeting date falls during APPA Certification Course. Proposed change to Mon., 5/12/14
July	Regular meeting date falls during PMPA Conference. Proposed change to Mon., 7/14/14.
September	Regular meeting date falls on Labor Day. Proposed change to Tues., 9/2/14



2014-2015 Budget Calendar
City of Clinton — Budget Schedule

January 2, 2014	Departments receive capital budget forms
January 6, 2014	City Council Meeting / Regular Meeting
January 14, 2014	City Departments Strategic Planning Retreat
January 15, 2014	Departments receive non-capital FY 15 Budget Forms
January 22, 2014	Office of Finance and Budget Releases FY 15 Revenue Projections Capital Budget Requests turned in by Departments to Finance
January 27, 2014	City Council Meeting / Strategic Planning Workshop
February 3, 2014	City Council Meeting / Regular Meeting
February 5, 2014	All budget requests due from Departments Five Year Capital Prioritization and Projections Completed
February 10 – 14, 2014	Office of the City Manager Budget Review Meetings
February 24, 2014	City Council Meeting / Strategic Planning Workshop
February 28, 2014	Final Draft of Budget Produced
March 3, 2014	City Council Meeting / Regular Meeting Final Draft of Budget Produced
March 10, 2014	Proposed Budget Issued to City Council
March 24, 2014	City Council Budget Workshop / First Budget Session
April 7, 2014	City Council Meeting / Regular Meeting City Council Budget Workshop / Second Budget Session
April 28, 2014	City Council Budget Workshop / Third Budget Session
May 12, 2014	City Council Meeting / Regular Meeting First Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2014-2015 Annual Operating Budget
June 2, 2014	City Council Meeting / Regular Meeting Second Reading of An Ordinance to Approve the City of Clinton Fiscal Year 2014-2015 Annual Operating Budget