

***SUPPORTING MATERIALS TO
CITY COUNCIL MEETING
November 10, 2020***

APPROVAL OF PREVIOUS MINUTES

PRESENTATIONS & PROCLAMATIONS

NEW BUSINESS & PUBLIC HEARINGS

AN ORDINANCE TO REQUIRE FACE COVERINGS IN CERTAIN CIRCUMSTANCES; TO REAUTHORIZE AND AMEND THE AUTHORIZATION FOR ELECTRONIC MEETINGS; AND OTHER MATTERS RELATED THERETO

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

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

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

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

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

WHEREAS, the Governor of the State has subsequently declared a continued State of Emergency in Executive Orders 2020-15 (March 28), 2020-23 (April 12), 2020-29 (April 27), 2020-35 (May 12), 2020-38 (May 27), 2020-40 (June 11); 2020-42 (June 26); 2020-44 (July 11); 2020-48 (July 26); 2020-50 (August 2); 2020-53 (August 10); 2020-56 (August 25); 2020-59 (September 9); 2020-62 (September 24); 2020-63 (October 2); 2020-65 (October 9); and, 2020-67 (October 24);

WHEREAS, Goose Creek is experiencing a moderate increase in the number of identified new COVID-19 cases, and as of November 3, 2020, the South Carolina Department of Health and Environmental Control ("DHEC") is reporting that there have been 180,870 confirmed COVID-19 cases, 10,656 confirmed hospitalizations and 3,985 confirmed COVID-19 deaths in the State;

WHEREAS, Berkeley County is experiencing a moderate increase in the number of identified new COVID-19 cases, and as of November 3, 2020, the South Carolina Department of Health and Environmental Control ("DHEC") is reporting that there have been 6,327 confirmed COVID-19 cases in Berkeley County;

WHEREAS, the State of South Carolina is experiencing a drastic increase in the number of hospitalized individuals with COVID-19, and as of November 4, 2020, the South Carolina Department of Health and Environmental Control ("DHEC") is reporting COVID-19 patients hospitalized: 8,395; 1,174 in ICU; 533 ventilated in the State;

WHEREAS, the City Council finds it vitally important that individuals work together to decrease the widespread proliferation of COVID-19 among citizens of the City; and

WHEREAS, a South Carolina DHEC analysis of the local mask ordinance shows that as of this week, about two million South Carolinians live in cities or counties that have local mask mandates in place;

WHEREAS, when analysts compared areas with mask requirements with those that don't have an ordinance in the place, the jurisdictions with mask mandates have shown a 46.3% greater decrease in the total number of cases during the four weeks after the requirements were implemented;

WHEREAS, the data also shows that counties and cities with mask requirements saw a 15.1% decrease in cases four weeks after the requirements after mask mandates were in place. It is an overall decrease of 34.6 cases per 100,000 people;

WHEREAS, public health experts and officials have expressed concerns that the arrival of cooler weather will lead to more people staying indoors, where COVID-19 can spread more easily, and may increase community transmission of COVID-19; and

WHEREAS, particularly as public and private K-12 schools and higher education institutions in the tri-county and throughout the State of South Carolina continue to reopen, in whole or in part, for in-person instruction, it is critically important that the City remain vigilant in addressing COVID-19 by maximizing interagency coordination to facilitate the safe resumption or continuation of classroom instruction while simultaneously implementing measures to minimize the risk of community spread and transmission of COVID-19 in schools and other settings; and

WHEREAS, in light of the foregoing, and due to the continued spread of COVID-19, the significant number of individuals hospitalized in connection with the same, and the anticipated increase in hospitalizations in connection with influenza, the State of South Carolina must promptly take any and all necessary and appropriate steps to implement and expand certain mitigation efforts designed to reduce community transmission and to minimize the resulting strain on healthcare facilities and resources; and

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

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

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

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

WHEREAS, on August 11, 2020, the City Council of the City of Goose Creek (the "**City Council**"), as the governing body of the City of Goose Creek, South Carolina (the "**City**") enacted Emergency Ordinance No. 2020-016 (the "**Prior Emergency Ordinance**") to temporarily authorize electronic meetings and to suspend other local procedural rules; and

WHEREAS, as the number of COVID-19 cases continues to grow in the State, the South Carolina Department of Health and Environmental Control ("**DHEC**") continues to warn of the risk of localized person-to-person spread of COVID-19, creating an extreme public health risk; and

WHEREAS, if COVID-19 continues to spread in the City and surrounding areas at its current rate, the number of persons relying on medical, pharmaceutical, and general cleaning supplies will increase, absenteeism will negatively impact the private and public sector work force, and the demand for medical facilities may exceed locally available resources; and

WHEREAS, the Centers for Disease Control and Prevention and DHEC advise the use of face coverings to slow the spread of COVID-19; and

WHEREAS, the Constitution of the State of South Carolina 1895, as amended (the "**Constitution**"), provides that "all laws concerning local government shall be liberally construed in their favor [and] [p]owers, duties and responsibilities granted local government subdivisions by this Constitution and by law shall include those fairly implied and not prohibited by this Constitution." See S.C. Const. Art. VIII, Sect. 17; and

WHEREAS, the City is expressly empowered pursuant to Section 5-7-30 of the South Carolina Code of Laws 1976, as amended, to "enact regulations, resolutions, and ordinances, not inconsistent with the Constitution and general law of this State, including the exercise of powers in relation to roads, streets, markets, law enforcement, health, and order in the municipality or respecting any subject which appears to it necessary and proper for the security, general welfare, and convenience of the municipality or for preserving health, peace, order, and good government in it ... "; and

WHEREAS, in construing Section 5-7-30, the South Carolina Supreme Court has previously held that "[m]unicipalities are granted broad police powers to enact ordinances with respect to any subject which appears necessary and proper for the security, general welfare and convenience of the municipality." *Peterson Outdoor Advert. v. City of Myrtle Beach*, 327 S.C. 230, 234, 489 S.E.2d 630, 632 (1997); see also *Town of Hilton Head Island v. Fine Liquors, Ltd.*, 302 S.C. 550, 553, 397 S.E.2d 662, 664 (1990); and

WHEREAS, in the absence of express preemption, "[w]here the General Assembly specifically recognizes a local government's authority to enact local laws in the same field, the statutory scheme does not evidence legislative intent to occupy the entire field of regulation." *Sandlands*, 394 S.C. at 466, 716 S.E.2d at 288 (2011); and

WHEREAS, in recent cases construing preemption in the State, the South Carolina Supreme Court has stated:

- (1) "An ordinance is preempted under implied field preemption when the state statutory scheme so thoroughly and pervasively covers the subject as to occupy the field or when the subject mandates statewide uniformity." *Aakjer v. City of Myrtle Beach*, 388 S.C. 129, 133, 694 S.E.2d 213, 215 (2010);
- (2) "To preempt an entire field, an act must make manifest a legislative intent that no other enactment may touch upon the subject in any way." *S.C. State Ports Auth. v. Jasper Cty.*, 368 S.C. 388, 395, 629 S.E.2d 624, 627 (2006);
- (3) When "the General Assembly specifically recognizes a local government's authority to enact local laws in the same field, the statutory scheme does not evidence legislative intent to occupy the entire field of regulation." *Sandlands C & D, LLC v. Cty. of Horry*, 394 S.C. 451, 466, 716 S.E.2d 280, 288 (2011); and

WHEREAS, in consideration of City's Home Rule powers, and the preemption cases recited above (which included a consideration of the provisions of Section 16-7-110 of the Code of Laws of South Carolina 1976, as amended), the South Carolina Attorney General, Alan Wilson, released a public statement on June 24, 2020 regarding the legality and validity of municipal ordinances requiring the wearing of masks wherein he publicly stated that "yes, a city can pass this type of ordinance"; and

WHEREAS, in light of the foregoing, to include the broad police powers of the City and the absence of State laws preempting the subject of this Ordinance, City Council finds it proper, necessary, and essential to enact this ordinance to require face coverings be worn by persons when interacting in public spaces in the City in order to meet the public health crisis facing the City; and

WHEREAS, it is hereby determined that the continuation and spread of COVID-19 represents a public emergency affecting life, health, and safety, and therefore, it is proper, necessary, and essential to enact this Ordinance.

NOW THEREFORE, be it hereby ordained in this meeting of the City Council, as follows:

Section 1. Recitals.

Each finding or statement of fact set forth in the recitals hereinabove has been carefully examined and has been found to be in all respects true and correct.

Section 2. Requirement of Face Coverings.

- (a) Terms using initial capitals in this Section 2 shall have the following definitions:
 1. "City" means the City of Goose Creek, South Carolina.
 2. "Face Covering" shall mean a cloth, fabric, textile, or impervious material without holes, that covers both the mouth and nose, including but not limited to surgical masks, respirators, face shields, handmade masks, bandanas, neck gaiters, scarves or wraps.
 3. "Household" means Persons living in the same dwelling unit. Household does not include residents of separate dwelling units at the same location, such as may be the case at a dormitory, apartment complex or other multi-family housing complex.

4. "Person" means any human being in the City. For purposes of this Section 2, Person does not include: (i) children younger than 3 years old; (ii) individuals with medical conditions, mental health conditions, or disabilities which prevent the wearing of a Face Covering; (iii) individuals who are hearing impaired, or who are communicating with an individual who is hearing impaired, where the ability to see mouth function is essential to communication; (iv) individuals, while working, for whom wearing a Face Covering would create a risk to such individual related to their work, as dictated by local, state or federal regulations or applicable workforce guidelines; and (v) individuals receiving or obtaining medical service or treatment involving the mouth or nose wherein temporary removal of a Face Covering is necessary to perform the service or treatment.

(b) The use of a Face Covering is required by every Person within the boundaries of the City as detailed below. Every Person must wear Face Covering at all times when: (1) inside any building which is open to the public; (2) waiting to enter any building which open to the public; (3) engaging in business activities in public, commercial, or industrial spaces; (4) utilizing public or commercial transportation services.

(c) Face Coverings are not required when a Person is: (1) traveling in a private vehicle; alone in an enclosed space or able maintain a minimum distance of six feet from other Persons at all times; (2) outdoors and able maintain a minimum distance of six feet from other Persons at all times; (3) alone or only with other Household members; (4) drinking, eating or smoking (where smoking is permitted); (5) inside a private residence, including curtilage thereof; or (6) complying with a request of law enforcement.

Section 3. Reauthorization and Amendment of the Prior Emergency Ordinance. The prior Emergency Ordinance expired by its terms on October 11, which was the sixty-first day after its enactment. The City Council hereby reauthorizes the provisions of the Prior Emergency Ordinance related to electronic meetings, hearings and other procedures until this Ordinance expires pursuant to Section 5 hereof. However, Section 3 of the Prior Emergency Ordinance is amended and restated in its entirety, as follows:

"Section 3.

A. *Public Comment.* With respect to any electronic meeting, any public comment periods provided for by local ordinance, resolution, policy, or bylaws are hereby suspended. However, members of the public may submit written public comments to the City Clerk no later than one hour prior to any regular meeting, which shall be distributed to the members of the Governing Body at such meeting, and the Mayor shall read such comments aloud during the public comment period. Members of the public wishing to speak during the meeting shall sign up with the City Clerk no later than one hour prior to the scheduled time of the meeting. The City Clerk shall contact those who wish to speak at during the meeting by phone, in the order the requests were received, to permit them to address the Governing Body at the appropriate time during the meeting. All public input shall otherwise be conducted in accordance with all other Rules and Procedures of the Governing Body.

B. *Public Hearings.* With respect to any public hearing that is required by law to be held in connection with any proposed action of the Governing Body, electronic public hearings shall be permitted. Members of the public wishing to provide written comments for any such public hearing may email comments to the City Clerk no later than one hour prior to the scheduled time for such public hearing, and the Mayor shall read such comments aloud during the public hearing. Members of the public wishing to speak at the public hearing shall sign up with the City Clerk no later than one hour prior to the scheduled time for the public hearing. The City Clerk shall contact those who wish to speak at the public hearing by phone, in the order the requests were received, to admit them to the public hearing. Public hearings shall otherwise be conducted in accordance with all other Rules and Procedures of the Governing Body. Notices of public hearings shall include detailed instructions regarding the manner in which the public hearing shall be held.

C. *Suspension of Local Provisions.* During the period of effectiveness of this Ordinance, any ordinance, resolution, policy, or bylaw of the Governing Body that conflicts with the provisions hereof is suspended and shall be superseded hereby."

Section 4. Effective Date; Expiration. The provisions hereof shall be effective upon two (2) readings majority vote of the City Council and shall expire on the sixty-first day following the effective date hereof.

All ordinances in conflict with this ordinance are hereby repealed.

This ordinance shall be effective on the date of final reading.

INTRODUCED the 10 day of November 2020.

DONE the ____ day of November 2020.

CITY OF GOOSE CREEK, SOUTH CAROLINA

Mayor Gregory S. Habib

Attest: _____
Kelly J. Lovette, MMC, City Clerk

Mayor Pro Tem Kevin M. Condon

Councilmember Debra Green-Fletcher

Councilmember Corey McClary

Councilmember Jerry Tekac

Councilmember Gayla S.L. McSwain

Councilmember Christopher Harmon

OLD BUSINESS & PUBLIC HEARINGS



THE CITY OF
GOOSE CREEK
BERKELEY CO. EST. 1961 SO. CAROLINA

Request for City Council Agenda Item

To: City Administrator, Mayor and City Council

From: M. Brodeur, Director, Planning

Please check one box

Regular Meeting

Special Meeting

Work Session

Proclamation

Please check one box, if applicable

Ordinance

Resolution

Ordinance/Resolution Title

Amend Business Park Office zoning district language

Background Summary

This is a cleanup of an ordinance passed a few years back but neglected to change a part of the Zoning Code

Financial Impact

None.

Impact if denied

Lack of clarity for planning department

Impact if approved

Zoning Code amendment is completed correctly

Department Head:

Mark Brodeur

Signature & Date

Digitally signed by Mark Brodeur
 DN: cn=local, o=goosecreek, ou=GCCITY
 Users, ou=City Hall - Administration,
 ou=Planning, cn=Mark Brodeur
 Date: 2020.10.07 12:29:24 -04'00'

City Administrator:

Natalie M. Zeigler

Signature & Date

AN ORDINANCE TO AMEND THE “CODE OF ORDINANCES OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA”, BY AMENDING TITLE XV–LAND USAGE, CHAPTER 151. ZONING, SECTION 151.105 ESTABLISHMENT OF DISTRICTS AND MAPS; AND INSERT SECTION 151.138 BUSINESS PROFESSIONAL OFFICE DISTRICT (BPO) TO PROVIDE ADDITIONS OF ZONING DISTRICTS OF THE CITY OF GOOSE CREEK

WHEREAS, the Planning Commission of the City of Goose Creek held a public hearing on June 2, 2020, to receive public comment and to consider adding language to Section 151.105 ESTABLISHMENT OF DISTRICTS AND MAPS; and adding language to initiate Section 151.138 BUSINESS PROFESSIONAL OFFICE DISTRICT (BPO); and

WHEREAS, pursuant to said public hearing, the Planning Commission has voted (6-0) to recommend approval of the amendment of Section 151.105 and the addition of Section 151.138 with the proposed attached language.

NOW, THEREFORE, BE IT ORDAINED and ordered by the Mayor and City Council of the City of Goose Creek, South Carolina, that the Zoning Ordinance of the City of Goose Creek, South Carolina, is hereby amended as noted above.

All ordinances and provisions in conflict herewith are repealed, and if any sentence, clause, phrase, or word contained herein shall be held invalid, such invalidity shall not affect the validity of the remainder of this ordinance.

This ordinance shall become effective immediately upon adoption.

INTRODUCED the 13th day of October 2020.

DONE the ___ day of November 2020.

Mayor Gregory S. Habib

Attest: _____
Kelly J. Lovette, MMC, City Clerk

Mayor Pro Tem Kevin M. Condon

Councilmember Debra Green-Fletcher

Councilmember Corey McClary

Councilmember Jerry Tekac

Councilmember Gayla S.L. McSwain

Councilmember Christopher Harmon



THE CITY OF
GOOSE CREEK

BERKELEY CO. EST. 1961 SO. CAROLINA

**Department of
Planning and Zoning**

519 N. GOOSE CREEK BLVD.
P.O. DRAWER 1768
GOOSE CREEK, SC 29445-1768

TEL (843) 797-6220
FAX (843) 863-5208

Brenda Moneer
Planning and Zoning Technician
Ext. 1116
bmoneer@cityofgoosecreek.com

Zoning ordinance available online at:

[www.cityofgoosecreek.com/
government/code-ordinances](http://www.cityofgoosecreek.com/government/code-ordinances)

- TITLE XV: LAND USAGE Section
151.0 – ZONING

MEMORANDUM

TO: THE HONORABLE MAYOR AND CITY COUNCIL

FROM: BRENDA M. MONEER *Brenda M. Moneer*
PLANNING AND ZONING TECHNICIAN

DATE: SEPTEMBER 30, 2020

SUBJECT: ORDINANCE AMENDMENT RECOMMENDATION:
§151.105 ESTABLISHMENT OF DISTRICTS AND MAPS, AND
§151.125 ZONING DISTRICT REGULATIONS

In 2016/2017 the Planning Commission created zoning classifications consisting of **GI-General Industrial** (2016), **CI-Commercial Industrial** (2016), and **BPO-Business Professional Office** (2017) Districts. Recently, it came to Staff's attention that these items needed to be incorporated into the Zoning Ordinance as originally intended.

Staff requested the Planning Commission consider amending the sections reflecting these districts to add **GI-General Industrial**, **CI-Commercial Industrial**, and **BPO-Business Professional Office** to the listing of districts under section 151.105, consideration to add language outlining regulations back to section 151.125. Additionally, Staff also requested that all language outlining regulations for **Business Professional Office District** be added as intended within the zoning ordinance, thus creating a new section. On Tuesday, June 2, 2020 the Planning Commission held a Public Hearing.

**Ordinance
Amendment
Recommendation**



PLANNING COMMISSION

June 17, 2020

The Honorable Mayor and City Council
The City of Goose Creek
Marguerite H. Brown Municipal Center
519 N. Goose Creek Blvd.
Goose Creek, SC 29445

RE: Zoning Ordinance §151.105 Establishment of Districts and Maps; and insert §151.138 Business Professional Office District (BPO).

Dear Mayor Habib and City Council Members:

Please be advised that on Tuesday, June 2, 2020, the Planning Commission held a public hearing to discuss amending the above referenced sections of the City's Zoning Ordinance and voted unanimously (6-0) to approve and recommend for adoption the proposed amendment to §151.105 establishment of districts and Maps; and insert language under §151.183 Business Professional Office District (BPO).

Please find attached a copy of the proposed amendment to said ordinance for your consideration.

Should you have any questions or need additional information, please do not hesitate to contact Mark Brodeur, Planning and zoning Director at 797-6220, ext. 1118.

Sincerely,

Johnson, Joshua A.
Jun 18 2020 1:10 PM
cosign

Joshua Johnson
Chairman - Planning Commission

ZONING DISTRICTS AND BOUNDARIES

§ 151.105 ESTABLISHMENT OF DISTRICTS AND MAPS.

Updated Zoning, Flood Plain and City Boundary Maps can be found in the office of the Planning Director.

(A) To accomplish the purposes set forth in § 151.027, the City of Goose Creek is hereby divided into the zoning districts described below and illustrated on the zoning map approved by City Council and on file with the Planning Director and City Clerk. Regardless of the existence of copies of the zoning map, the Official Zoning map, signed by the Mayor, and located in the city offices, shall be the final authority on the zoning status of buildings and land and water areas of Goose Creek.

(B) For the purposes of these regulations, the City of Goose Creek is hereby classified according to these ten districts:

- (1) R-1 Low-Density Residential District;
- (2) R-2 Medium-Density Residential District;
- (3) R-3 High-Density Residential District;
- ~~(4)~~ (4) RC Restricted Commercial District;
- (5) NC Neighborhood Commercial District;
- (6) GC General Commercial;

(7) CI Commercial Industrial District;

- ~~(7)~~ (8) L-1 Light Industrial District;

(9) GI General Industrial District;

- ~~(8)~~ (10) CO Conservation and Open Space;

- ~~(9)~~ (11) PD Planned Development; and

- ~~(10)~~ (12) PD/MH Planned Development-Mobile Home;

(13) BPO Business Professional Office District.

(1985 Code, Art. VI, § 601)

Black Text Represents ordinance language to **REMAIN**.

Red Text underlined represents ordinance language to be ADDED.

~~Blue strikethrough represents ordinance language to be OMITTED.~~

§ 151.125 REGULATIONS.

~~(A) Purpose.~~

~~—(1) To encourage low intensity business and professional office development in a quiet, uncongested environment which will not adversely affect adjacent residential areas;~~

~~—(2) To provide for low intensity business and professional office development that is environmentally and aesthetically compatible with surrounding residential areas;~~

~~—(3) To provide for new development or redevelopment that is limited to those hours which are typically associated with daylight business hours or 7:00 am through 7:00 pm;~~

~~—(4) To discourage new development or redevelopment that would generate excessive traffic to the site;~~

~~—(B) Permitted uses. A building or premise may be used for the purposes illustrated in Appendix B.~~

~~—(C) Lot, yard, height and coverage. These requirements are illustrated in Appendix D.~~

~~—(D) Accessory uses. Accessory uses, as defined in § 151.028 are permitted as illustrated in Appendix C, Appendix B—Table of Land Uses; and Appendix D—Zoning Districts, as attached.~~

~~(1985 Code, Art. VII) (Ord. 17-017, passed 8-8-2017)~~

(A) The zoning district use regulations are established to group together those uses which are reasonably compatible with one another, according to their normal characteristics of operation, and in connection with their uses, to permit the other uses as are customarily incidental to the principal use. (See § 151.108.)

(B) Construction, maintenance, remodeling, room additions and repairs shall be permitted and performed as described herein.

(C) These regulations shall apply uniformly throughout each zoning district, as described below.

(1985 Code, Art. VII)

§151.138 BUSINESS PROFESSIONAL OFFICE DISTRICT

(A) Purpose.

(1) To encourage low intensity business and professional office development in a quiet, uncongested environment which will not adversely affect adjacent residential areas;

(2) To provide for low intensity business and professional office development that is environmentally and aesthetically compatible with surrounding residential areas;

(3) To provide for new development or redevelopment that is limited to those hours which are typically associated with daylight business hours or 7:00 am through 7:00 pm;

(4) To discourage new development or redevelopment that would generate excessive traffic to the site;

(B) Permitted uses. A building or premise may be used for the purposes illustrated in Appendix B.

(C) Lot, yard, height and coverage. These requirements are illustrated in Appendix D.

(D) Accessory uses. Accessory uses, as defined in § 151.028 are permitted as illustrated in Appendix C, Appendix B - Table of Land Uses; and Appendix D - Zoning Districts, as attached.

(1985 Code, Art. VII) (Ord. 17-017, passed 8-8-2017)



THE CITY OF
GOOSE CREEK
BERKELEY CO. EST. 1961 S.C. CAROLINA

Request for City Council Agenda Item

To: City Administrator, Mayor and City Council

From: Tyler Howanyk, Finance Director

Please check one box

Regular Meeting

Special Meeting

Work Session

Proclamation

Please check one box, if applicable

Ordinance

Resolution

Ordinance/Resolution Title

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF GOOSE CREEK, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021

Background Summary

In accordance with SC Code of Laws 5-7-620, a municipal council shall act by ordinance to levy taxes and adopt a budget.

Financial Impact

The City has prepared a balanced budget with conservative revenue estimates. This budget has been discussed in previous City Council workshops.

Impact if denied

The City will be in violation of State law.

Impact if approved

The City will have a balanced budget for 2021.

Department Head:

Tyler
Howanyk

Signature & Date

Digitally signed by Tyler
Howanyk
Date: 2020.10.06
13:15:32 -04'00'

City Administrator:

Natalie
Zeigler

Signature & Date

Digitally signed by Natalie
Zeigler
Date: 2020.10.07
08:22:00 -04'00'

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF GOOSE CREEK, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021

WHEREAS, Subsection 3 of Section 5-7-260 of the Code of Laws of South Carolina 1976, as amended, requires that a municipal council shall act by ordinance to levy taxes and adopt a budget pursuant to public notice.

NOW, THEREFORE, BE IT ORDAINED AND ORDERED by the Mayor and City Council of the City of Goose Creek, South Carolina, in Council duly assembled, that the following provisions are hereby adopted and enacted:

SECTION 1. A tax to cover the period from January 1, 2021 to December 31, 2021, both inclusive for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the City of Goose Creek for the use and service thereof; i.e., a tax of \$4.75 on every hundred (\$100.00) dollars in assessed value of real estate and personal property of every description owned and used in the City of Goose Creek, South Carolina, except such as is exempt from taxation under the Constitution and laws of the State of South Carolina, is and shall be levied and paid into the City treasury for the credit to the City of Goose Creek for the corporate purposes, permanent improvements, current expenses and the payment of interest and retirement of outstanding bonds and debts of the City of Goose Creek, making a total levy of fifty and one-half (47.5) mills for tax purposes. The total tax levy of fifty and one-half (47.5) mills is apportioned as follows: forty (37) mills for the general operation of the City, and, ten and one-half (10.5) mills to fund the Recreation Enterprise Fund. Such tax is levied on such property as is assessed by the Berkeley County Tax Assessor for County and State purposes.

SECTION 2. A sanitation tax to cover the period from January 1, 2021 to December 31, 2021, both inclusive for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the City of Goose Creek for the use and service thereof, i.e., a tax of one hundred sixty-five (\$165.00) dollars is assessed on every single-family occupied residential lot within the corporate limits of the City of Goose Creek, to be paid into the City treasury for the credit to the City of Goose Creek for the corporate purposes, permanent improvements and for the purpose of paying current expenses of said municipality.

SECTION 3. The water rates, service fees, origination fees and other miscellaneous revenues of the Water Fund of the City are those as established in the proposed budget for the same, which is attached hereto and made party hereof by reference; a copy of such rates, fees, etc. shall be maintained on file in the office of the City Clerk and the office of the Finance Director.

The prepared budget and estimated revenue for the payment of the same for business licenses are in accordance with the classifications established in the latest edition of the *United States North American Industry Classification System Manual* (NAICS codes). The rate schedules established and approved through the budget are on file in the offices of the Finance Director and City Clerk.

SECTION 4. The prepared budget and estimated revenue for the payment of the same is hereby adopted and made a part hereof as if fully incorporated herein and a copy Budget Summary thereof is attached hereto in Exhibit A. A copy of the full budget is on file in the Office of the City Clerk.

SECTION 5. By mutual agreement between the City of Goose Creek and Berkeley County, Berkeley County will bill and collect the taxes enumerated herein, and pay the same over to the treasury of the City of Goose Creek in the manner as agreed by both parties.

SECTION 6. The billing dates, the penalty dates and the amount of the penalty which shall be levied for delinquent taxes shall be the same as those adopted by Berkeley County Council.

SECTION 7. The Finance Director shall be responsible for the collection of delinquent taxes in accordance with the provisions established for the collection of the same with Berkeley County.

SECTION 8. The City Administrator shall administer the budget and may authorize the transfer of appropriated funds within and between departments as necessary to achieve the goals of the budget as established by City Council.

SECTION 9. If for any reason any sentence, clause or provision of this Ordinance shall be declared invalid, such shall not affect the remaining provisions thereof.

This ordinance shall become effective January 1, 2021.

INTRODUCED the 13th day of October 2020.

DONE the _____ day of November 2020.

Mayor Gregory S. Habib

Attest: _____
Kelly J. Lovette, MMC, City Clerk

Mayor Pro Tem Kevin M. Condon

Councilmember Debra Green-Fletcher

Councilmember Corey McClary

Councilmember Jerry Tekac

Councilmember Gayla S.L. McSwain

Councilmember Christopher Harmon

**CITY OF GOOSE CREEK
BUDGET SUMMARY
FISCAL YEAR 2021 BUDGET**

General Fund

| | | |
|---------------------------|----|------------|
| General Fund Revenues | \$ | 26,655,681 |
| General Fund Expenditures | \$ | 26,613,101 |

| | FY 2020 | FY 2021 |
|-------------------------------|--------------|---------------|
| Legislative | \$ 272,922 | \$ 340,128 |
| Economic Development | \$ 192,542 | \$ 250,432 |
| Human Resources | \$ 197,094 | \$ 209,824 |
| Administration | \$ 1,658,154 | \$ 1,897,167 |
| Planning | \$ 370,985 | \$ 266,148 |
| Information Technology | \$ 924,759 | \$ 997,895 |
| Police | \$ 8,769,736 | \$ 9,084,884 |
| Fire | \$ 6,550,988 | \$ 7,106,531 |
| Sanitation | \$ 1,936,495 | \$ 2,006,934 |
| Maintenance | \$ 1,065,171 | \$ 1,069,415 |
| Garage | \$ 454,995 | \$ 432,356 |
| Court | \$ 434,159 | \$ 436,928 |
| Parks & Recreation | \$ 1,728,646 | \$ 1,888,078 |
| Non-Departmental | \$ 668,353 | \$ 626,381 |
| General Fund Reserve | | \$ 42,580 |
| Total Expenditure and Reserve | | \$ 26,655,681 |

Water Utility Enterprise Fund

| | | |
|--------------------------------|----|-----------|
| Water Enterprise Fund Revenues | \$ | 4,267,707 |
| Water Enterprise Fund Expense | \$ | 4,261,537 |
| Water Enterprise Fund Reserve | \$ | 6,170 |
| Total Expenditures and Reserve | \$ | 4,267,707 |

Golf Enterprise Fund

| | | |
|--------------------------------|----|-----------|
| Golf Enterprise Fund Revenues | \$ | 1,861,571 |
| Golf Enterprise Fund Expense | \$ | 1,882,222 |
| Golf Enterprise Fund Reserve | \$ | (20,651) |
| Total Expenditures and Reserve | \$ | 1,861,571 |

Recreation Enterprise Fund

| | | |
|-------------------------------------|----|-----------|
| Recreation Enterprise Fund Revenues | \$ | 3,765,386 |
| Recreation Enterprise Fund Expense | \$ | 3,765,386 |
| Recreation Enterprise Fund Reserve | \$ | - |
| Total Expenditures and Reserve | \$ | 3,765,386 |

Electric Utility Enterprise Fund

| | | |
|--|----|------------|
| Capital Projects Fund Balance/Revenues | \$ | 64,453,842 |
| Capital Projects Fund Expenditures | \$ | 63,431,538 |
| Capital Projects Fund Reserve | \$ | 1,022,304 |
| Total Expenditures and Reserve | \$ | 64,453,842 |

Capital Projects Fund

| | | |
|--|----|---------|
| Capital Projects Fund Balance/Revenues | \$ | 120,277 |
| Capital Projects Fund Expenditures | \$ | 103,148 |
| Capital Projects Fund Reserve | \$ | 17,129 |
| Total Expenditures and Reserve | \$ | 120,277 |

Impact Fee Fund

| | | |
|----------------------------------|----|-----------|
| Impact Fee Fund Balance/Revenues | \$ | 2,494,934 |
| Impact Fee Fund Expenditures | \$ | 320,000 |
| Impact Fee Fund Reserve | \$ | 2,174,934 |
| Total Expenditures and Reserve | \$ | 2,494,934 |

Hospitality Fund

| | | |
|-----------------------------------|----|-----------|
| Hospitality Fund Balance/Revenues | \$ | 3,655,109 |
| Hospitality Fund Expenditures | \$ | 1,579,815 |
| Hospitality Fund Reserve | \$ | 2,075,294 |
| Total Expenditures and Reserve | \$ | 3,655,109 |

Goose Creek Municipal Finance Corporation Fund

| | | |
|---|----|---------|
| Goose Creek Municipal Finance Corporation Fund Balance/Revenues | \$ | 624,881 |
| Goose Creek Municipal Finance Corporation Fund Expenditures | \$ | 624,881 |
| Goose Creek Municipal Finance Corporation Fund Reserve | \$ | - |
| Total Expenditures and Reserve | \$ | 624,881 |

Fireman's 1% Fund

| | | |
|------------------------------------|----|---------|
| Fireman's 1% Fund Balance/Revenues | \$ | 141,448 |
| Fireman's 1% Fund Expenditures | \$ | 71,160 |
| Fireman's 1% Fund Reserve | \$ | 70,288 |
| Total Expenditures and Reserve | \$ | 141,448 |

Confiscated/Forfeiture Drug Money Fund

| | | |
|---|----|--------|
| Confiscated/Forfeiture Drug Fund Balance/Revenues | \$ | 61,909 |
| Confiscated/Forfeiture Drug Fund Expenditures | \$ | 10,700 |
| Confiscated/Forfeiture Drug Fund Reserve | \$ | 51,209 |
| Total Expenditures and Reserve | \$ | 61,909 |

Tree Trust Fund

| | | |
|----------------------------------|----|--------|
| Tree Trust Fund Balance/Reserves | \$ | 19,355 |
| Tree Trust Fund Expenditures | \$ | - |
| Tree Trust Fund Reserve | \$ | 19,355 |
| Total Expenditures and Reserve | \$ | 19,355 |

Emergency 911 Fund

| | | |
|-------------------------------------|----|---------|
| Emergency 911 Fund Balance/Revenues | \$ | 817,309 |
| Emergency 911 Fund Expenditures | \$ | 143,488 |
| Emergency 911 Fund Reserve | \$ | 673,821 |
| Total Expenditures and Reserve | \$ | 817,309 |

Victim's Assistance Fund

| | | |
|---|----|----------|
| Victim's Assistance Fund Balance/Revenues | \$ | 61,463 |
| Victim's Assistance Fund Expenditures | \$ | 80,667 |
| Victim's Assistance Fund Reserve | \$ | (19,204) |
| Total Expenditures and Reserve | \$ | 61,463 |

Tourism Fund

| | | |
|---------------------------------------|----|---------|
| Tourism Revenue Fund Balance/Revenues | \$ | 153,022 |
| Tourism Revenue Expenditures | \$ | 21,400 |
| Tourism Revenue Reserves | \$ | 131,622 |
| Total Expenditures and Reserve | \$ | 153,022 |

Total All Funds

| | | |
|---|-----------|--------------------|
| Total Revenue (All Funds) | \$ | 109,153,894 |
| Total Expenditures (All Funds) | \$ | 102,909,043 |
| Reserve For Contingencies (All Funds) | \$ | 6,244,851 |
| Total City of Goose Creek Budget | \$ | 109,153,894 |



THE CITY OF
GOOSE CREEK
BERKELEY CO. EST. 1961 SO. CAROLINA

Request for City Council Agenda Item

To: City Administrator, Mayor and City Council

From: Tyler Howanyk, Finance Director

Please check one box

Regular Meeting

Special Meeting

Work Session

Proclamation

Please check one box, if applicable

Ordinance

Resolution

Ordinance/Resolution Title

AN ORDINANCE PROVIDING FOR A LOCAL ACCOMMODATIONS TAX

Background Summary

Per State Law the City is able to impose a local accommodations tax not to exceed 3%. The County has a grandfathered local accommodations tax within the municipal boundaries, so therefor the City can impose a 1% local accommodations tax.

Financial Impact

The City anticipates an additional \$25,000 in revenues that can be spent in the same manner hospitality taxes can.

Impact if denied

The City will continue to not have a local accommodations tax.

Impact if approved

The City will raise an additional \$25,000 in revenues that can be spent in the same manner hospitality taxes can/

Department Head:

Tyler
Howanyk

Digitally signed by Tyler
Howanyk
Date: 2020.10.06
13:10:03 -04'00'

Signature & Date

City Administrator:

Natalie
Zeigler

Digitally signed by Natalie
Zeigler
Date: 2020.10.07
08:21:10 -04'00'

Signature & Date

AN ORDINANCE PROVIDING FOR A LOCAL ACCOMMODATIONS TAX

WHEREAS, the General Assembly of the State of South Carolina amended Title 6, Chapter 1, of the 1976 Code to provide for a Local Accommodations Tax, effective July 1, 1997:

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the City of Goose Creek, Council duly assembled, pursuant to Section 6-1-500, et. seq. of the Code, as follows:

SECTION 1. There is hereby imposed a Local Accommodations Tax of 1% on the gross proceeds derived from rental or charges for accommodations furnished to transients for consideration, as described in Section 12-36-920(A) of the 1976 Code, by any person within the City of Goose Creek (hereinafter "vendor").

SECTION 2. Payment of the accommodations tax established herein shall be remitted by the vendor to the City of Goose Creek on a monthly basis, along with such return or form as may be established by the City for such purposes, not later than the twentieth day of the month and shall cover the tax due for the previous month. Any tax not timely remitted shall be subject to a penalty of five (5%) percent of the sum owed for each month or portion thereof until paid.

SECTION 3. The failure of any vendor subject to this ordinance to remit to the City the tax imposed by the provisions of this ordinance shall constitute a misdemeanor punishable by a fine of not more than \$500.00 or imprisonment for up to thirty (30) days, or both.

SECTION 4. There is hereby established a special account to be known as the Local Accommodations Tax Account into which the taxes remitted shall be deposited by the City and used solely for the purposes provided by law.

SECTION 5. This ordinance is subject to the constitution and laws of the State of South Carolina. If any section, phrase, sentence or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

SECTION 6. This ordinance shall become effective on the date of the final reading.

INTRODUCED the 13th day of October 2020.

DONE the _____ day of November 2020.

Mayor Gregory S. Habib

Attest: _____
Kelly J. Lovette, MMC, City Clerk

Mayor Pro Tem Kevin M. Condon

Councilmember Debra Green-Fletcher

Councilmember Corey McClary

Councilmember Jerry Tekac

Councilmember Gayla S.L. McSwain

Councilmember Christopher Harmon



Request for City Council Agenda Item

To: City Administrator, Mayor and City Council

From: Frank Johnson, Public Information Officer

Please check one box

Regular Meeting

Special Meeting

Work Session

Proclamation

Please check one box, if applicable

Ordinance

Resolution

Ordinance/Resolution Title

An Ordinance for Annexation: 114 Chownings Lane, Crowfield

Background Summary

Residence in Crowfield that is a donut hole. Currently R-1, and will remain the same.

Financial Impact

None

Impact if denied

None

Impact if approved

Sanitation, Police, Fire services to the residence

Department Head:

Franklin
Johnson

Signature & Date

Digitally signed by Franklin Johnson
DN: dc=local, dc=gcrcity, ou=GCCITY
Users, ou=City Hall - Administration,
ou=PIO, cn=Franklin Johnson
Date: 2020.10.05 17:12:18 -04'00'

City Administrator:

Natalie
Zeigler

Signature & Date

Digitally signed by Natalie
Zeigler
Date: 2020.10.06
15:48:53 -04'00'

AN ORDINANCE PURSUANT TO TITLE 5, CHAPTER 3, SECTION 5-3-150, SUBSECTION 3, OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976, AS AMENDED, TO ANNEX AN AREA IDENTIFIED AS TMS 243-03-06-031 (114 CHOWNINGS LANE) INTO THE CITY OF GOOSE CREEK, A SOUTH CAROLINA MUNICIPAL CORPORATION

WHEREAS, Title 5, Chapter 3, Section 5-3-150(3) of the Code of Laws of South Carolina, 1976, as amended, provides for the annexation of any area or property which is contiguous to a city or town by filing a petition with the municipal governing body which is signed by one-hundred percent (100%) or more of the owners owning at least one-hundred percent (100%) of the assessed valuation of the real property in the area requesting annexation; and

WHEREAS, one-hundred percent (100%) of the freeholders owning one-hundred percent (100%) of the assessed valuation of the real property in the area hereafter delineated and described, have filed a petition with the City Council of Goose Creek, South Carolina, requesting that such property be annexed into the City of Goose Creek, South Carolina. Such property is contiguous to the current City limits of the City of Goose Creek, and is described as follows:

TMS #243-03-06-031 (114 Chownings Lane)

To include any road, waterway, easement, railroad track, marshland or utility line that intervenes between these properties and the municipal limits of the City of Goose Creek.

The owner of said property has requested that the property be annexed into the City of Goose Creek. All applicable City services will be provided immediately upon annexation.

WHEREAS, the property is a closed parcel of land in Berkeley County, South Carolina, consisting of 1 lot of approximately 1 acre for the purpose of annexation into the City of Goose Creek. The area is more fully shown on a plat entitled "Annexation Request Property Identified as TMS #243-03-06-031" (114 Chownings Lane), as prepared by the City.

NOW, THEREFORE, BE IT ORDAINED and ordered by the Mayor and City Council of the City of Goose Creek, South Carolina, in Council duly assembled, that all real properties as hereinafter delineated and described are hereby annexed into the City of Goose Creek, South Carolina, a South Carolina municipal corporation, pursuant to Title 5, Chapter 3, Section 5-3-150(3) of the Code of Laws of South Carolina, 1976, as amended, and a zoning district classification of R1 will apply.

INTRODUCED the 13th day of October 2020.

DONE the ___ day of November 2020.

Mayor Gregory S. Habib

Attest: _____
Kelly J. Lovette, City Clerk

Mayor Pro Tem Kevin M. Condon

Councilmember Debra Green-Fletcher

Councilmember Corey McClary

Councilmember Jerry Tekac

Councilmember Gayla McSwain

Councilmember Christopher Harmon



CITY OF GOOSE CREEK

Legend

- PROPOSED ANNEXATION
- STREETS
- Parcel lines
- GOOSE CREEK**
- Zoning Classifications**
- CO
- GC
- GI
- LI
- NC
- PD
- PD-MH
- R-1
- R-2
- R-3
- RC
- Naval Weapons Station
- BERKELEY COUNTY**
- Berkeley

PROPOSED ANNEXATION
114 CHOWNINGS LN
TMS # 243-03-06-031



CROWFIELD BAPTIST CHURCH



CROWFIELD PLANTATION HOA & MIDDLETON PARK



PROPOSED ANNEXATION MAP
TMS#223-13-04-004
915 ST JAMES AV
GOOSE CREEK, SC

Produced by the City of Goose Creek
 Planning and Zoning Department
 Information Provided to Berkeley County GIS
 Published 08-02-2023
 www.cityofgoosecreek.com



CITY OF GOOSE CREEK
ANNEXATION APPLICATION



Date: *Oct. 5, 2020*

REQUESTED ANNEXATION METHOD (CIRCLE ONE): 100% 75% 25%

TMS#: *243-03-06-031*

ADDRESS: *114 Chowning Lane*

PROPERTY OWNER(S): *Mark F.X. Smith*

CURRENT COUNTY ZONING DISTRICT: *R1* REQUESTED CITY ZONING DISTRICT: *R1*

TOTAL ACREAGE TO BE ANNEXED: *Approx. 1 acre*

IS THIS PROPERTY VACANT? (CIRCLE ONE) YES NO

IF NOT VACANT, PLEASE DESCRIBE ANY EXISTING BUILDINGS ON THE PROPERTY:

1 residence

ANNEXATION REQUIREMENTS

1. A letter of intent.
2. A summary of future plans for the property.
3. A copy of the property's deed.
4. Signature authority documentation, if the applicant is not the property owner.
5. An original copy of the Annexation Application.

Contact Information*

Name (Printed): *MARK SMITH*

Telephone: *843-814-6961*

Address: *27 HAWKEY LANE
 ELLERSLIE GA 31807*

Signature of Owner/Applicant* *[Signature]*

*Proper documentation of the identity of an applicant who is not the owner of the property must be provided. If the property is owned by a company, please provide documentation of the applicant's position within the company represented. If the annexation is being proposed on behalf of a property owner, complete documentation of both the applicant's identity, and a certified, filed copy of a Power of Attorney granting permission to apply, must be provided. Proper documentation is subject to the approval of the City Clerk.

Please return this form and supporting documents to:
 Frank Johnson, Annexation Coordinator
 City of Goose Creek
 PO Drawer 1768
 Goose Creek, SC 29445

For more information please call (843) 797-6220 Ext. 1117

Oct. 5, 2020

To whom it may concern:

I am requesting that my property at 114 Chowning Lane be annexed into the City of Goose Creek, retaining the current R1 zoning it has in the county. This property is a residence, and my plan is for that to continue.

Thank you,


Mark F.X. Smith

CITY ADMINISTRATOR'S REPORT



Natalie Zeigler
CITY ADMINISTRATOR

519 N. GOOSE CREEK BOULEVARD
P.O. DRAWER 1768
GOOSE CREEK, SC 29445-1768
TFL (843) 797-6220
FAX (843) 863-5208

November 4, 2020

TO: Mayor and City Council

SUBJECT: Appointments/Reappointments to the Planning Commission

Pursuant to a City Council Workshop held on Tuesday, October 27, 2020, wherein City Council interviewed candidates for the Planning Commission (PC), please consider the following appointments:

PLANNING COMMISSION - Three Year Terms to Expire December 31, 2023

Ms. Gena Glaze
Mr. Rob Wiggins

Ms. Glaze is filling the unexpired term of Mr. Jeffrey Smith and Mr. Wiggins is filling the unexpired term of Mr. John Starzyk, both of which served on the PC and who recently resigned. Mr. Smith's and Mr. Starzyk's departure from the City left two (2) vacancies on the PC. Both Mr. Smith's and Mr. Starzyk three (3) year terms were to expire December 31, 2020. The appointments will be for the unexpired terms of those who have resigned. Due to it being so close to the end of the year, City staff is requesting Ms. Glaze and Mr. Wiggins be allowed to continue to serve through December 31, 2023 wherein at that time their terms will expire. City Council's favorable consideration of these requests will be greatly appreciated.

Pursuant to the same City Council Workshop, as previously stated, please consider the following reappointments to the Planning Commission. As you are aware, the term for the commission members listed below will expire on December 31, 2020, and their desire and willingness to serve an additional term is as follows:

PLANNING COMMISSION - Three Year Terms to Expire December 31, 2023

Mr. Joshua Johnson
Mrs. Heather Byrd

City Council's favorable consideration of approval for these two (2) requests will be greatly appreciated.

If you have any questions or need additional information, please call, or stop by City Hall at your convenience.

Respectfully submitted,

Natalie Zeigler
City Administrator



THE CITY OF
GOOSE CREEK
BERKELEY CO. EST. 1961 SO. CAROLINA

Request for City Council Agenda Item

To: City Administrator, Mayor and City Council

From:

Please check one box

Regular Meeting

Special Meeting

Work Session

Proclamation

Please check one box, if applicable

Ordinance

Resolution

Ordinance/Resolution Title

N/A

Background Summary

Prior to 2013, the City retained building inspection packages for three (3) years before they were destroyed; that same year, City staff requested retention requirements be changed to eleven (11) years. With more and more development underway throughout the City, as well as the number of permits being issued and inspections, we are running out of space to continue to store hard copies of records for longer than what is required under the State's General Retention Guidelines. Therefore, City staff is requesting the retention be changed back to three (3) years.

Financial Impact

We would have to purchase more shelving for storage to accommodate the number of new building inspection packages we are currently required to keep on record and that we accumulate on a daily basis.

Impact if denied

We would continue to retain records that would take up space that we don't really have.

Impact if approved

We would be able to free up a large amount of space

Department Head:

Kelly Lovette

Signature & Date

Digitally signed by Kelly
 Lovette
 Date: 2020.11.05
 16:58:43 -05'00'

City Administrator:

Natalie M. Zeigler
 11/16/2020

Signature & Date



September 2, 2020

Ms. Kelly Lovette, City Clerk
City of Goose Creek
519 N. Goose Creek Boulevard
Post Office Drawer 1768
Goose Creek, SC 29445

Dear Kelly,

Please find enclosed two copies of retention schedule number 13855 which has been revised for the Fire Department. Attached to each copy of the schedule is an "Approval of Records Retention Schedule" form for the approval signatures of the department head in Part I and the Mayor in Part II.

After the department head and Mayor have approved the schedule, please return both copies to me. When our Director has signed under Part III, I will send you a fully approved copy for your files.

If you have any questions, please do not hesitate to contact me at (803) 896-6125 or email csmith@scdah.sc.gov.

Sincerely,

A handwritten signature in blue ink that reads "Carolyn". The signature is written in a cursive, flowing style.

Carolyn Smith
Records & Information Management Analyst
Local Records Services

Enclosures: 2



South Carolina Department of Archives & History
Division of Archives and Records Management

APPROVAL OF RECORDS RETENTION SCHEDULE

In accordance with provisions of Title 30, *Code of Laws of South Carolina, 1976*, Sections 30-1-10 through 30-1-140, as amended, the attached Records Retention Schedule is submitted for approval. This schedule supersedes any previously approved schedule for these same records series.

PART I — Office or Department

CITY OF GOOSE CREEK

Local Government Subdivision

FIRE DEPARTMENT

Office or Department

1036

Record Group Number

I certify that I am authorized to act for this agency in the disposition of its public records and hereby approve the attached Records Retention Schedule. The schedule meets all legal and audit requirements and the records have no further administrative, fiscal, or legal value to this agency after the expiration of the prescribed retention periods.

Records series included in this approval are numbered:

13855 (REVISED-2)

Date

Signature of Approving Authority

Title

PART II — Governing Body

I am authorized to act for the governing body of this local government subdivision and certify that the governing body has approved the Records Retention Schedule as described in Part I, above.

Date

Signature of Approving Authority

Title

PART III — Department of Archives and History

The records listed in the attached Records Retention Schedule have been evaluated by this department for their management, research, and permanent value and are approved for retention or disposal as described in the schedule.

Date

Director, Department of Archives and History

**South Carolina Department of Archives and History
Records Management Division**

**Guidelines For Understanding And Implementing
Records Retention Schedules**

The following guidelines describe basic terms related to records retention schedules and define the responsibilities associated with schedule approval and implementation.

Records Retention Schedule – A records retention schedule describes one or several records series and indicates the length of time records should be retained prior to final disposition. Schedules are issued to state agencies or local government subdivisions and must be approved in accordance with provisions of the Public Records Act, as amended. Upon approval, the latest retention schedule supersedes any schedule previously approved for the same records series or group of records series.

Copies – All official copies of state agency and local government subdivision records must be inventoried, appraised, and scheduled. Convenience and other extra copies do not need a records retention schedule and may be disposed of when no longer needed for reference.

Legal Retention Requirements – The approval of schedules by state agencies or local government subdivisions should include a legal review to ensure that retention periods are in compliance with all applicable laws and regulations. In addition, state agencies and local government subdivisions are responsible for ensuring that records are retained for any additional time necessary to fulfill special legal considerations or requirements, such as those related to pending litigation, government investigations, or court orders.

Confidentiality and Restrictions – State agencies and local government subdivisions should ensure that confidential records are properly filed, accessed, and disposed of in accordance with federal, state, and local legal requirements.

Audit Requirements – State agencies and local government subdivisions are responsible for ensuring that records are retained to comply with all audit requirements.

Destruction of Records – Non-microfilmed records destroyed in accordance with approved schedules should be reported to the Department of Archives and History by submitting a copy of the State and Local Government Report of Records Destroyed. A copy of each destruction report should be retained by the state or local office as documentation of records destroyed in accordance with the approved retention schedules.

Records Storage – Permanent records must be maintained, protected, and preserved in an appropriate environment as required by section 30-1-70 of the Public Records Act, as amended. The State Records Center will accept scheduled semi-active state agency records for temporary storage on a space available basis. It will also receive permanent records scheduled for transfer to the Department of Archives and History.

For further information on state or local records retention schedules, please contact the Records Services staff at (803) 896-6100.

March 2010



CITY OF GOOSE CREEK

RECORD GROUP NUMBER: 1036

FIRE DEPARTMENT – BUILDING INSPECTIONS

13855 BUILDING INSPECTIONS

Description:

Record of inspections completed by the Fire Department. Information includes building permits/application, construction documents, inspection reports and correspondence, copy of Certificate of Occupancy or Certificate of Completion.

Retention:

3 years, then destroy.

REVISED (2)

MAYOR'S REPORT

MONTHLY DEPARTMENT REPORT

City of Goose Creek Administration Department
Monthly Report
October 2020

Business Licenses Issued

| License Type | Issued | Fee | Gross Sales Reported | YTD Issued | YTD Fees | YTD Gross Sales Reported |
|--------------------|------------|------------------|----------------------|--------------|---------------------|--------------------------|
| Inside City | 70 | \$ 21,027 | \$ 7,165,909 | 1,207 | \$ 1,849,967 | \$ 1,329,314,296 |
| Outside City | 96 | 65,263 | 10,999,087 | 1,676 | 1,716,029 | 333,588,267 |
| NWS Contracts | - | - | - | 21 | 92,066 | 46,997,722 |
| MASC Ins & Telecom | - | - | - | 1,111 | 4,036,794 | 205,312,088 |
| Prior Yrs. | 4 | 390 | 10,079 | 151 | 47,798 | 20,875,377 |
| Totals | 170 | \$ 86,680 | \$ 18,175,075 | 4,166 | \$ 7,742,654 | \$ 1,936,087,750 |

Licenses Issued to New Commercial Businesses Inside the City

| Name | Address | Type |
|----------------------------------|----------------------------------|---------------------------------|
| SmileCare360 | 129 Plantation North Blvd Unit D | 5(dental clinic) |
| Las Americas Supermarket LLC | 301 Red Bank Road Unit A | 1(grocery store) |
| The Hair Loft Boutique LLC | 105 Thomason Blvd Unit I | 2(beauty supply store) |
| Wilson Skip Tracing & Monitoring | 100 A Central Avenue Unit 101 | 3(ankle monitoring and tracing) |
| Ocean Realms LLC | 142 St. James Avenue Unit M | 2(aquatic pet store) |

Building Permits Issued

| | Issued | Fees | Construction Costs | YTD Issued | YTD Fees | YTD Construction Costs |
|---------------|------------|------------------|---------------------|--------------|-------------------|------------------------|
| Express | 13 | \$ 18,955 | \$ 3,307,970 | 273 | \$ 341,191 | \$ 50,593,190 |
| Building | 80 | 14,867 | 1,523,354 | 686 | 149,579 | 19,827,713 |
| Misc Permits | 46 | 2,335 | 240,200 | 439 | 30,158 | 6,256,427 |
| Plan Review | 47 | 10,448 | - | 637 | 172,502 | - |
| Totals | 186 | \$ 46,605 | \$ 5,071,524 | 2,035 | \$ 693,430 | \$ 76,677,330 |

Commercial Construction in Progress

| Contractor Name | Address | Project |
|---|---------------------------|---------------------------|
| Linden Construction | 2006 N Main Street | Shopping Plaza |
| O'Brien & Gere Inc. of North America | 1141 Thurgood Road | Manufacturing Plant |
| Carolina Multifamily Construction Inc | 1000 Conway Circle | Apartment Complex |
| Paric Corporation | 2 Spring Hall Drive | Business Office Addition |
| Hawk Construction of Charleston | 111 Spring Hall Drive | Business Office Addition |
| Schaffer Group Inc. | 105 Commerce Place | Office Building w/Storage |
| Cowarrd-Hund Construction | 121 Carolina Avenue | Commercial Building |
| Trident Construction | 300 Callen Blvd | Oncology Addition |
| Hill Construction Services of Chasn Inc | 2507 & 2509 N Main Street | Shopping Plaza |

**City of Goose Creek Administration Department
Monthly Report
October 2020**

Single Family Housing Starts (By Sub-Division)

| | <u>Current</u> | <u>YTD</u> |
|---------------------------------|----------------|------------|
| Montague Point | 0 | 0 |
| Lakeview Commons | 0 | 0 |
| Liberty Village (Brickhope) | 0 | 62 |
| Mackey Farms | 3 | 41 |
| Marrington Villas (Cobblestone) | 0 | 0 |
| Medway Landing | 2 | 38 |
| Miscellaneous | 0 | 28 |
| Sophia Landing | 0 | 33 |
| Carnes Crossroads | 8 | 71 |
| TOTALS | <u>13</u> | <u>273</u> |

Hospitality Fees Collected

| | <u>Current Month</u> | <u>YTD</u> | <u>Fund Balance</u> |
|----------------------|----------------------|--------------|---------------------|
| Total Fees Collected | \$ 157,792 | \$ 1,449,142 | \$ 590,722 |

Berkeley County Water & Sanitation Payments Collected at City Hall

| | <u>Current Month</u> | <u>YTD</u> |
|------------------------------|----------------------|------------|
| Number of Payments Collected | 1,678 | 17,049 |
| Total Receipts Collected | \$ 100,295 | \$ 978,948 |

MUNICIPAL COURT MONTHLY REPORT
Report For October 1st, 2020 to October 31st, 2020

Cases Filed

| | | |
|-------------------------------|------------|--|
| Criminal | 120 | |
| Traffic | 549 | |
| City Ordinance | 5 | |
| Parking | 7 | |
| Total Filed Violations | 681 | |

Bench Trials Scheduled

| | | |
|------------------------|-------------|--|
| Criminal | 157 | |
| Traffic | 1029 | |
| City Ordinance | 15 | |
| Parking | 5 | |
| Total Scheduled | 1206 | |

Case Disposition

| | | |
|--|-------------|--|
| Guilty | 749 | |
| Not Guilty | 0 | |
| Continued | 515 | |
| Dismissed for Plea Agreement (Ticket Re-Write) | 59 | |
| Dismissed by Judge | 1 | |
| Dismissed for Deceased | 0 | |
| Dismissed for Compliance | 322 | |
| Dismissed by Officer | 94 | |
| Dismissed - Lack of Prosecution | 40 | |
| Entered into the PTI Program | 14 | |
| Voided | 13 | |
| Nolle Pros | 0 | |
| Transferred to Youth Court | 0 | |
| Transferred to Magistrate | 0 | |
| Transferred to General Sessions | 49 | |
| Disposition Totals | 1856 | |

Fines, Fees and Assessments Collected

| | | |
|--|--------------------|--|
| Fines Retained by the City | \$30,121.26 | |
| Fees and Assessments Forwarded to the State | \$44,497.83 | |
| Victim's Assistance Fund | \$4,871.38 | |
| Total Fines, Fees, and Assessments Paid | \$79,490.47 | |

Bench Warrants

| | | |
|---------------------------------|-----------|--|
| Issued | 3 | |
| Cleared | 5 | |
| Change in Total Warrants | -2 | |

Jury Trials

| <u>September</u> | <u>Up / (Down)</u> | <u>(Previous Month)</u> | |
|------------------|--------------------|-------------------------|----|
| Requested | 2 | Requested | 5 |
| Scheduled | 0 | Scheduled | 0 |
| Continued | 0 | Continued | 0 |
| Disposed | 4 | Disposed | 2 |
| Pending Total | 40 | Previous Pending Total | 42 |

City of Goose Creek
Maintenance Division Monthly Report
October 2020

| DESCRIPTION | OCT. | Y.T.D |
|--|-------|--------|
| Vehicle Usage | | |
| Vehicle Mileage..... | 2,067 | 29,101 |
| Fuel Consumption (Diesel)..... | 0 | 0 |
| Fuel Consumption (Unleaded)..... | 158 | 2,858 |
| Ground Maintenance | | |
| Drainage/Maintenance Activities (Approximate Hours)..... | 600 | 6,344 |
| Solid Waste Collection (Hours)..... | 24 | 352 |
| Drainage Maintenance (Hours)..... | 0 | 280 |
| Building, Grounds, Special Projects (Hours)..... | 576 | 5,712 |
| Road and Bike Trail Maintenance (Hours)..... | 0 | 0 |
| Road Maintenance | | |
| Road Maintenance Request (Total)..... | 13 | 86 |
| SCDOT (new request)..... | 10 | 48 |
| County (new request)..... | 3 | 38 |
| Road Maintenance Requests Corrected..... | 2 | 89 |
| Street Signs Replaced/Erected/Repaired..... | 8 | 59 |
| Ditch Maintenance | | |
| Ditch Maintenance Request..... | 2 | 21 |
| SCDOT..... | 2 | 10 |
| County..... | 0 | 11 |
| Ditch Maintenance Corrected..... | 0 | 22 |

City of Goose Creek
Sanitation and Code Enforcement Divisions Monthly Report
October 2020

| DESCRIPTION | OCT. | Y.T.D |
|---|-------|--------|
| Sanitation: | | |
| Vehicle Usage: | | |
| Vehicle Mileage..... | 9,746 | 91,372 |
| Fuel Consumption (Diesel)..... | 3,420 | 28,867 |
| Garbage Removal: | | |
| Household Garbage (Tons)..... | 1,121 | 11,780 |
| Yard Debris (Tons)..... | 282 | 3,349 |
| Construction Debris (Tons)..... | 117 | 1,404 |
| Side Door Collections..... | 2 | 44 |
| Dead Animal Removed From Streets..... | 14 | 91 |
| Code Enforcement: | | |
| Vehicle Usage: | | |
| Vehicle Mileage..... | 2,067 | 13,760 |
| Fuel Consumption (Unleaded)..... | 158 | 1,100 |
| Inspection/Violations: | | |
| Code Inspections (Complaints) | 6 | 38 |
| Code Inspections..... | 515 | 5,266 |
| Code Violations Corrected | 240 | 1,742 |
| Code Violations Pending..... | 58 | N/A |
| Inoperable/Unlicensed Vehicles Cited..... | 45 | 375 |
| Inoperable/Unlicensed Vehicles Cleared..... | 32 | 339 |
| Summons Issued..... | 6 | 58 |

City of Goose Creek
Water Division Monthly Report
October 2020

| DESCRIPTION | OCT. | Y.T.D |
|---|-------|--------|
| Water Usage: | | |
| Total Consumption (M.G.)..... | 78.63 | 802.35 |
| Max Daily Flow (M.G.D.)..... | 3.04 | 3.85 |
| Min Daily Flow (M.G.D.)..... | 2.16 | 1.69 |
| Daily Average (M.G.D.)..... | 2.54 | 2.64 |
| Account Services: | | |
| New Customers..... | 57 | 646 |
| Close Outs..... | 58 | 610 |
| Adjustments:..... | 25 | 86 |
| Account Arrangements..... | 52 | 368 |
| Clerical Errors..... | 15 | 93 |
| Temporary Services..... | 10 | 114 |
| Turn-Offs...(Sewer)..... | 123 | 448 |
| Turn-Offs... (Non-Payment, Bad Checks, No Deposit)..... | 323 | 2277 |
| Maintenance Services: | | |
| Repair Broken Water Mains..... | 0 | 8 |
| Investigate Service Leaks..... | 33 | 383 |
| Repair Service Leaks..... | 11 | 83 |
| Locate Lines | 181 | 2053 |
| Change Meters..... | 52 | 514 |
| Service Line Replacement | 1 | 2 |
| Meter Box Maintenance and Repair..... | 5 | 58 |
| Valve Replacement | 0 | 0 |
| Fire Hydrant Replacement/Installs/Repairs..... | 0 | 11 |
| Install Taps..... | 10 | 275 |
| Site Restorations | 2 | 15 |
| Vehicle Usage: | | |
| Vehicle Mileage..... | 8,621 | 71,556 |
| Fuel Consumption (Gallons)..... | 883 | 6,227 |

**City of Goose Creek Fire Department
Monthly Report
October
2020**

| | TOTAL | YTD |
|---|--------------|-------------|
| Fire | | |
| FIRST RESPONDER | 217 | 1782 |
| HAZMAT | 7 | 43 |
| CANCELLED ENROUTE | 33 | 338 |
| FALSE ALARM | 18 | 165 |
| SERVICE CALL | 29 | 209 |
| FIRE | 14 | 97 |
| SPECIAL INCIDENT | 0 | 8 |
| NATURAL DISASTER | 0 | 7 |
| Total Fire Calls | 318 | 2649 |
| EMS | | |
| Patients Seen | 213 | 1652 |
| Patients Transported | 177 | 1405 |
| No Transports | 36 | 247 |
| Cancel/False | 28 | 240 |
| Assist | 0 | 5 |
| Standby | 1 | 9 |
| TOTAL EMS CALLS | 242 | 3137 |
| Average Response Time | 7:49 | |
| Man Hours | 504 | |
| TRAINING HOURS - Daily and Specialized | 60 | 2487 |
| PUBLIC EDUCATION | 1 | 10 |
| SMOKE DETECTOR DISTRIBUTION/INSTALLATION | 0 | 4 |
| BUILDING INSPECTIONS | | |
| Slab Plumbing | 26 | 235 |
| Slab/Mono Slab/Footings | 37 | 276 |
| Sheathing | 31 | 287 |
| Mech/Elect/Plumb/Gas Roughs/Finals | 119 | 1552 |
| Framing | 38 | 455 |
| Insulation | 16 | 264 |
| Electrical Final/Release | 27 | 363 |
| Gas Final/Release | 19 | 236 |
| Building Final/CO | 46 | 392 |
| Courtesy/Misc (Sunroom, Windows, Roofs) | 23 | 221 |
| Building Safety | 2 | 44 |
| TOTAL | 384 | 4325 |

Goose Creek Police Department
 Monthly Report
 October 2020

| |
|--|
| Offenses / Incidents Investigated |
|--|

| Crimes Against Persons | Inc. Month | Inc. YTD | Vs. Last Y.T.D. | Change % |
|-----------------------------------|-------------------|-----------------|----------------------------|-----------------|
| Homicide / Manslaughter | 0 | 4 | 1 | 400.0% |
| Aggravated Assault | 10 | 49 | 41 | 19.5% |
| Simple Assault | 20 | 238 | 268 | -11.2% |
| Intimidation | 4 | 43 | 66 | -34.8% |
| Criminal Domestic Violence | 21 | 234 | 182 | 28.6% |
| Criminal Sexual Conduct | 2 | 37 | 43 | -14.0% |
| Armed Robbery | 1 | 13 | 10 | 30.0% |
| Strong Arm Robbery | 0 | 5 | 2 | 150.0% |
| Fraud / Forgery-Financial | 23 | 240 | 259 | -7.3% |
| Kidnapping / Abduction | 0 | 5 | 5 | 0.0% |
| Drug Related Violations | 29 | 446 | 407 | 9.6% |
| Disorderly / Disturbing School | 2 | 7 | 34 | -79.4% |
| Unlawful Use of Telephone | 13 | 42 | 27 | 55.6% |
| Resisting Arrest | 2 | 28 | 16 | 75.0% |
| Indecent Exposure | 2 | 5 | 6 | -16.7% |
| | | | | |
| Crimes Against Property | | Inc. YTD | Vs. Last Y.T.D. | Change % |
| Burglary / B & E | 7 | 91 | 112 | -18.8% |
| Grand Larceny (Vehicles) | 4 | 67 | 57 | 17.5% |
| Petit / Grand Larceny | 29 | 337 | 311 | 8.4% |
| Theft from Motor Vehicles | 17 | 243 | 197 | 23.4% |
| Shoplifting | 20 | 340 | 192 | 77.1% |
| Vandalism | 31 | 229 | 205 | 11.7% |
| Trespassing | 6 | 55 | 51 | 7.8% |
| Receiving Stolen Goods | 2 | 14 | 24 | -41.7% |
| Possession of Stolen Auto | 0 | 6 | 12 | -50.0% |
| Arson | 1 | 6 | 2 | 200.0% |
| | | | | |
| Traffic | | Inc. YTD | Vs. Last Y.T.D. | Change % |
| Driving Under the Influence (DUI) | 12 | 131 | 129 | 1.6% |
| Failure to Stop for Blue Lights | 0 | 7 | 15 | -53.3% |
| | | | | |
| Other | | Inc. YTD | Vs. Last Y.T.D. | Change % |
| Bench Warrant Cases | 0 | 7 | 12 | -41.7% |
| Alcohol Violations | 7 | 62 | 69 | -10.1% |
| Weapons Violations | 15 | 96 | 49 | 95.9% |
| | | | | |
| Totals | | 3,087 | 2,804 | 10.1% |

| |
|---------------------------------|
| General Service Delivery |
|---------------------------------|

Goose Creek Police Department
 Monthly Report
 October 2020

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|--------------------------------------|--------|---------|-----------------|----------|
| Total Calls for Police Service | 3,575 | 42,946 | 52,093 | -17.6% |
| Miles Patrolled | 66,704 | 693,839 | 709,150 | -2.2% |
| Total Request for House Watch | 7 | 179 | 919 | -80.5% |
| Service Response Time Average | | | | |
| Emergency | 2:16 | 2:26 | 2:51 | -14.6% |
| Non-emergency | 5:25 | 6:21 | 7:03 | -9.9% |

| |
|---------------------------|
| Traffic Collisions |
|---------------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|--------------------|-------|--------|-----------------|----------|
| Traffic Collisions | 131 | 1,251 | 1,467 | -14.7% |
| Injured | 26 | 382 | 544 | -29.8% |
| Killed | 0 | 4 | 0 | 0.0% |

| |
|----------------------------|
| Traffic Enforcement |
|----------------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|-------------------------|-------|--------|-----------------|----------|
| Number of Traffic Stops | 433 | 7,467 | 10,564 | -29.3% |
| Citations | 590 | 8,081 | 10,912 | -25.9% |
| Warnings | 140 | 2,904 | 4,574 | -36.5% |

| |
|----------------------------|
| Parking Enforcement |
|----------------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|------------------|-------|--------|-----------------|----------|
| Violations Cited | 5 | 76 | 76 | 0.0% |

| |
|------------------------|
| Animal Services |
|------------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|-------------------------|-------|--------|-----------------|----------|
| Total Calls for Service | 127 | 1,251 | 1,411 | -11.3% |
| Total Animals Handled | 50 | 385 | 346 | 11.3% |

Goose Creek Police Department
 Monthly Report
 October 2020

Records Services

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|-------------------------|-------|--------|--------------------|----------|
| Walk-ins | 376 | 3,159 | 3,943 | -19.9% |
| External Calls | 472 | 3,926 | 4,243 | -7.5% |
| Internal Calls | 210 | 1,950 | 2,125 | -8.2% |
| FOIA Requests | 170 | 1,744 | 1,760 | -0.9% |
| Brady Motions | 14 | 148 | 216 | -31.5% |
| Vehicle Title Searches | 0 | 0 | 15 | -100.0% |
| General Sessions Cases | 8 | 298 | 282 | 5.7% |
| Family Court Cases | 3 | 100 | 86 | 16.3% |
| Records Checks | 12 | 332 | 338 | -1.8% |
| Reports Disseminated | 20 | 346 | 628 | -44.9% |
| Fingerprinting Services | 81 | 683 | 349 | 95.7% |

Criminal Investigations

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|-------------------------------|-------|--------|--------------------|----------|
| Cases Assigned | 31 | 356 | 305 | 16.7% |
| Cases Cleared by Arrest | 6 | 79 | 56 | 411 % |
| Cases Exceptionally Cleared | 4 | 67 | 68 | -1.5% |
| Cases Administratively Closed | 4 | 86 | 101 | -14.9% |
| Cases Unfounded | 3 | 49 | 62 | -21.0% |
| Evidence Items Received | 242 | 3,104 | 2927 | 6.0% |

Victim Services

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|----------------------------------|-------|--------|--------------------|----------|
| Crime Victims / Witnesses Served | 108 | 655 | 867 | -24.5% |

Training Activities

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|---------------------------------------|-------|--------|--------------------|----------|
| Formal Training Hours | 214 | 6,280 | 12,107 | -77.3% |
| In Service / Roll Call Training Hours | 1,374 | 14,702 | 15,590 | -5.7% |
| Total Monthly Training Hours | 2,051 | 20,801 | 27,697 | 0.0% |

Goose Creek Police Department
 Monthly Report
 October 2020

| |
|----------------------------------|
| Crime Prevention Services |
|----------------------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|-----------------------------------|-------|--------|--------------------|----------|
| Neighborhood Crime Watch Meetings | 1 | 2 | 3 | -33.3% |
| Business Contacts | 6 | 39 | 68 | -42.6% |
| Tours /Seminars | 6 | 14 | 27 | -48.1% |
| Telephone Contacts / Emails | 26 | 298 | 431 | -30.9% |
| E-mail Advisements | 2 | 22 | 25 | -12.0% |
| Car Seat Checks / Installations | 3 | 25 | 75 | -66.7% |
| Reading w/ BBE School Children | 0 | 9 | 26 | -65.4% |

There are four citywide crime prevention meetings scheduled for 2020 calendar year as well as four women's self-defense classes

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|---------------------------------|-------|--------|--------------------|----------|
| Alarm Activation Notices Issued | 13 | 1,385 | 1,849 | -25.1% |
| Bicycle Patrol Hours | 0 | 33 | 136 | -75.7% |

| |
|-----------------------|
| Communications |
|-----------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|--|-------|--------|--------------------|----------|
| 911 Calls Received | 1,509 | 13,859 | 13,544 | 2.3% |
| Walk-in Customers Served | 710 | 7,308 | 6,354 | 15.0% |
| Total Number of Calls Held | 231 | 1,774 | 1,622 | 9.4% |
| Administrative Calls Received Internal & External | 3,954 | 42,886 | 46,391 | -7.6% |

| |
|---------------------------------|
| School Resource Officers |
|---------------------------------|

During the Summer months, the SRO's cover Summer School, activities at the recreation center and bicycle patrol.

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|------------------|-------|--------|--------------------|----------|
| Incident Reports | 4 | 25 | 74 | -66.2% |
| Arrests | 0 | 10 | 34 | -70.6% |
| Juvenile | 0 | 10 | 27 | -63.0% |
| Adults | 0 | 0 | 7 | -100.0% |

Goose Creek Police Department
 Monthly Report
 October 2020

| |
|-------------------------------|
| Professional Standards |
|-------------------------------|

| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
|---|--------|--------|--------------------|----------|
| Use of Force Incidents | 0 | 18 | 63 | -71.4% |
| Vehicle Pursuits | 0 | 13 | 11 | 18.2% |
| IA Cases Initiated | 0 | 5 | 3 | 66.7% |
| SIs Cases Initiated | 0 | 7 | 23 | -69.6% |
| Polygraphs | 19 | 141 | 50 | 182.0% |
| This report does not include all of August's UOFs or Vehicle Pursuits due to pending review and process of paperwork through the chain-of-command | | | | |
| CALEA Compliance (Proofs collected for year) | 17.00% | 79.41% | 27.00% | 194.1% |
| Case File Workups | 38 | 231 | 310 | -25.5% |
| | Month | Y.T.D. | Vs. Last Y.T.D. | Change % |
| 10-50 (Collisions) | 2 | 17 | 18 | -5.6% |
| 10-54A (Disabled Vehicle) | 11 | 125 | 197 | -36.5% |
| CAD Entries | 0 | 0 | 7 | -100.0% |
| Council Packets Delivered | 0 | 4 | 14 | -71.4% |
| Fingerprints | 55 | 597 | 298 | 100.3% |
| Reports | 8 | 75 | 102 | -26.5% |
| Sig20 Letters Delivered | 0 | 0 | 230 | -100.0% |
| Sig20 Letters Completed | 170 | 1,190 | 1805 | -34.1% |
| Supplemental Reports | 1 | 10 | 6 | 66.7% |
| Telephone Calls | 1 | 13 | 14 | -7.1% |
| Walk-ins/ No Report | 6 | 58 | 60 | -3.3% |
| Hours Worked | 189 | 1,704 | 2506 | -32.0% |
| Training Hours | 0 | 0 | 0 | 0.0% |
| Field Duty Days | 22 | 208 | 276 | -24.6% |
| Station Days | 0 | 0 | 55 | -100.0% |

**Golf Department
Monthly Report
October 2020**

| MEMBERSHIP TOTALS | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | YTD |
|---------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|------------|-----------|-----------|-------|-------|--------------|
| GOLF Members | 129 | 131 | 139 | 136 | 138 | 145 | 146 | 141 | 144 | 145 | | | N/A |
| ROUNDS 2019 | 2,169 | 2,802 | 3,825 | 3,724 | 4,020 | 3,529 | 3,758 | 3,398 | 3,090 | 3,386 | 2,705 | 2,135 | 38,541 |
| ROUNDS 2020 | 2,401 | 2,482 | 4,037 | 1,778 | 3,730 | 4,485 | 4,846 | 4,426 | 4,001 | 4,536 | | | 36,722 |
| GOLF REVENUE | 72,037 | 73,380 | 111,397 | 37,947 | 87,225 | 140,809 | 125,644 | 117,840 | 106,767 | 120,980 | | | 994,025.04 |
| PRO SHOP REVENUE | 4,457 | 5,892 | 7,936 | 3,965 | 8,013 | 8,830 | 11,958 | 11,319 | 8,499 | 8,975 | | | 79,843.72 |
| BAR - GRILL REVENUE | 24,620 | 24,739 | 25,802 | 11,136 | 30,337 | 37,618 | 38,970 | 35,969 | 35,151 | 39,770 | | | 304,112.01 |
| TOTAL REVENUE | \$101,114 | \$104,010 | \$145,135 | \$ 53,048 | \$125,575 | \$187,257 | \$ 176,572 | \$ 165,128 | \$150,417 | \$169,725 | \$ - | \$0 | 1,377,980.77 |

**Crowfield Golf Club
News and Events**

Golf Recap: Crowfield had a busy October and hosted a little over 4500 rounds. We are receiving very positive feedback from our customers on course condition, quality of food, new golf carts with GPS and customer service.

Upcoming Events: Crowfield will be hosting a socially distanced concert on the 6th, the Masters Par 3 tournament on the 11th and the Members Turkey shoot on the 21st. Club management is following the proper re-opening procedures carefully and ensuring social distancing and current restrictions are being followed.

Golf Course Condition: The golf course is in great condition, the maintenance staff has overseeding and the planned cart path improvements are ongoing.

Crowfield Golf Club is open to the general public, regardless of where you live, for membership or daily play. For more information please go to: <http://www.crowfieldgolf.com> or you may call 843-764-4618.

Crowfield Metric Chart

| | Revenue | | Expense | | Rounds | | E.P.G. | | R.P.G. | |
|------|---------|-----------|---------|-----------|--------|----|--------|----|--------|--|
| 2016 | \$ | 1,174,759 | \$ | 1,226,173 | 34,505 | \$ | 35.54 | \$ | 34.05 | |
| 2017 | \$ | 1,197,591 | \$ | 1,238,459 | 33,751 | \$ | 36.69 | \$ | 35.48 | |
| 2018 | \$ | 1,316,535 | \$ | 1,376,041 | 35,352 | \$ | 38.92 | \$ | 37.24 | |
| 2019 | \$ | 1,507,839 | \$ | 1,527,663 | 38,541 | \$ | 39.64 | \$ | 39.12 | |
| 2020 | \$ | 1,377,981 | \$ | 1,376,292 | 36,722 | \$ | 37.48 | \$ | 37.52 | |

E.P.G. = Expense per golfer

R.P.G. = Revenue per golfer

2020

| | Revenue | | Expense | | Rounds | | E.P.G. | | R.P.G. | |
|--------------|-----------|---------------------|-----------|------------------|---------------|----|---------|----|---------|--|
| January | \$ | 101,114.40 | \$ | 140,663 | 2,401 | \$ | 58.59 | \$ | 42.11 | |
| February | \$ | 104,010.19 | \$ | 117,273 | 2,482 | \$ | 47.25 | \$ | 41.91 | |
| March | \$ | 145,134.81 | \$ | 126,012 | 4,037 | \$ | 31.21 | \$ | 35.95 | |
| April | \$ | 53,048.23 | \$ | 117,279 | 1,778 | \$ | 65.96 | \$ | 29.84 | |
| May | \$ | 125,574.52 | \$ | 118,732 | 3,730 | \$ | 31.83 | \$ | 33.67 | |
| June | \$ | 187,256.80 | \$ | 135,394 | 4,485 | \$ | 30.19 | \$ | 41.75 | |
| July | \$ | 176,571.93 | \$ | 184,848 | 4,846 | \$ | 38.14 | \$ | 36.44 | |
| August | \$ | 165,128.17 | \$ | 157,842 | 4,426 | \$ | 35.66 | \$ | 37.31 | |
| September | \$ | 150,416.81 | \$ | 151,842 | 4,001 | \$ | 37.95 | \$ | 37.59 | |
| October | \$ | 169,724.91 | \$ | 126,407 | 4,536 | \$ | 27.87 | \$ | 37.42 | |
| November | | | | | | | #DIV/0! | | #DIV/0! | |
| December | | | | | | | #DIV/0! | | #DIV/0! | |
| Total | \$ | 1,377,980.77 | \$ | 1,376,292 | 36,722 | | | | | |

* 2020 is un-audited

City of Goose Creek
Recreation Department
Monthly Report
October 2020

ACTIVITY CENTER PROGRAMS

- **Aerobics:** 12 classes offered per week, 7 Easy Does it classes offered per week, Zumba classes offered 3 times a week, Ball Fit is offered 2 times a week and Werq is also a good workout. Spin classes have been added to offer a variety to participants. A monthly schedule is out with specific dates and times.
- **Art Classes:** Art classes are offered for adults and kids. Each class has a different theme. Days and times of classes can be found on our website.
- **Dance:** Ages 3 & up learn tap, ballet and jazz and put on a recital in May. Hip Hop classes are also offered on Monday afternoons from 4:30 PM to 5:30 PM.
- **Gymnastics/Tumbling/Cheernastics:** Playnastics is a fun time for ages 6 months to 7 year olds. Classes are held Monday, Tuesday and /Wednesdays from 10:00am to 12:00pm. The cost is \$5 per child for residents and \$7 per child for nonresidents. There are several classes for all ages. See our website for all class times and dates.
- **Music:** Piano and Voice lessons are offered for all ages. We have all dates and times on our website.
- **Martial Arts:** Classes are held on Tuesdays, Thursdays and Saturdays for all levels starting at age 4. First class is a free trial class.
- **Preschool:** Preschool will consist of 3-5 year olds in our Half Pints class. This class will be Monday through Friday from 8:30am-11:00a. The school program runs from September to May and follows the Berkeley County School District holiday schedule.
- **Yoga:** Classes are offered on Monday through Thursday for all different levels. The website will show all the levels and times offered.

| | September | October | Totals |
|--------------------------|------------------|----------------|----------------|
| Total Participants | 560 | 633 | Average 472 |
| Resident Participants | 350 | 385 | Average 311 |
| Nonresident Participants | 210 | 248 | Average 161 |
| Resident Revenue | \$ 25,588.00 | \$ 35,384.50 | \$ 203,341.90 |
| Nonresident Revenue | \$ 15,817.75 | \$ 23,878.50 | \$ 120,712.55 |
| Instructors Pay | \$ (3,917.37) | \$ (3,717.35) | \$ (26,362.53) |
| Profit/Loss | \$ 37,488.38 | \$ 55,545.65 | \$ 297,691.92 |

COMMUNITY CENTER PROGRAMS

- **Fitness Memberships:** Adult and Youth Memberships are available. Residents are \$60 for an adult and \$25 for youth for a year. Nonresidents pay \$325 adult and \$175 for a youth membership per year.
- **Personal Training:** Orientation, Personal Training from 3 certified instructors, and Strength training for teens.
- **Senior Walking Club:** This club is for seniors 60 and older. They receive a colored membership card that does not need to be scanned in. This membership runs a calendar year. Residents pay \$25 for a year and nonresidents pay \$100 for a year. The days and hours that they can walk is Monday – Friday 12:30 PM to 2:30 PM.
- **Special Events:** These include any events or festivals that are scheduled during the month through the Community Center.

| | September | October | Totals |
|--------------------------|------------------|----------------|---------------|
| Total Participants | 3,166 | 3,027 | Average 3,280 |
| Resident Participants | 3,078 | 2,768 | Average 3,146 |
| Nonresident Participants | 88 | 259 | Average 134 |
| Resident Revenue | \$ 12,011.80 | \$ 10,808.50 | \$ 134,392.30 |
| Nonresident Revenue | \$ 1,130.00 | \$ 3,187.25 | \$ 24,012.25 |
| Instructors Pay | \$ 254.90 | \$ 262.60 | \$ (1,899.00) |
| Profit/Loss | \$ 12,886.90 | \$ 13,733.15 | \$ 149,915.78 |

SPORTS

| Baseball/Softball: Fall baseball and fall softball registration will end on August 6, 2020. | | |
|--|------------|-------------------|
| AGE GROUPS | # of TEAMS | # of PARTICIPANTS |
| T-Ball Ages 4-5 | 3 | 24 |
| Coach Pitch Ages 6-8 | 3 | 32 |
| Minors Ages 9-10 | 1 | 12 |
| Youth Ages 11-12 | 1 | 15 |
| Boys Ages 13-15 | 1 | 14 |
| Softball Coach Pitch Ages 6-8 | 0 | 0 |
| Softball Ages 9-10 | 1 | 13 |
| Softball Ages 11-12 | 1 | 14 |
| Softball Ages 13-16 | 1 | 11 |

| Soccer: Fall Soccer registration will end on August 6, 2020. | | |
|---|------------|-------------------|
| AGE GROUPS | # of TEAMS | # of PARTICIPANTS |
| Tiny Tot Ages 4-5 | 6 | 48 |
| Pee Wee Ages 6-7 | 8 | 62 |
| Small Fry Ages 8-9 | 5 | 60 |
| Mite Ages 10-12 | 5 | 60 |
| Midget Ages 13-15 | 1 | 15 |

Cheerleading: Registration ended and 35 girls have signed up to cheer for our football teams in September. Practices should be starting in August.

| Football: Registration ended and practices will be starting in August. Games will be held at Dogwood Park in September. | | |
|--|------------|-------------------|
| AGE GROUPS | # of TEAMS | # of PARTICIPANTS |
| Midget Ages 6-8 | 3 | 41 |
| Pee Wee Ages 9-10 | 1 | 30 |
| Small Fry Ages 11-12 | 1 | 30 |
| Bantam Ages 13-14 | 0 | 0 |

| Basketball: Summer basketball was cancelled due to COVID. | | |
|--|------------|-------------------|
| AGE GROUPS | # of TEAMS | # of PARTICIPANTS |
| Tiny Tot Ages 5-6 | | |
| Pee Wee Ages 7-8 | | |
| Small Fry Ages 9-10 | | |
| Small Fry Girls Ages 9-10 | | |
| Mite Ages 11-12 | | |
| Mite Girls Ages 11-12 | | |
| Midget Ages 13-14 | | |

SPORTS

- **Pickleball:** This sport is a mixture of ping pong, badminton and tennis. There is open play five days a week from 9:00am to 1:00pm. We also offer some select Sunday afternoon from 3pm-5pm for open pickleball play. Members can play for free and nonmembers only pay \$2 to play.
- **Volleyball:** We offer open play on Friday nights from 4:30 PM to 8:00 PM. Members can come in for free and nonresidents pay a \$5 fee. Middle school volleyball registration is also going on until August 6, 2020.

| | September | October | Totals |
|--------------------------|------------------|----------------|---------------|
| Total Participants | 127 | 360 | 3,102 |
| Resident Participants | 72 | 285 | 2,126 |
| Nonresident Participants | 55 | 75 | 976 |
| Resident Revenue | \$ 3,585.00 | \$ 9,875.00 | \$ 43,617.50 |
| Nonresident Revenue | \$ 465.00 | \$ 2,665.00 | \$ 14,430.00 |
| Instructors Pay | \$ (0.00) | \$ (0.00) | \$ (0.00) |
| Profit/Loss | \$ 4,050.00 | \$ 12,540.00 | \$ 58,047.50 |

SUMMARY

| Athletics | September | October | Totals |
|--------------------------------|------------------|----------------|--------------------|
| Total Resident Participants | 72 | 285 | 2,126 |
| Total Resident Revenue | \$3,585.00 | \$9,875.00 | \$43,617.50 |
| Total Nonresident Participants | 55 | 75 | 976 |
| Total Nonresident Revenue | \$465.00 | \$2,665.00 | \$14,430.00 |

| Activity Center | September | October | Totals |
|--------------------------------|------------------|----------------|---------------------|
| Total Resident Participants | 350 | 385 | 3,115 |
| Total Resident Revenue | \$25,588.00 | \$35,384.50 | \$203,341.90 |
| Total Nonresident Participants | 210 | 248 | 1,606 |
| Total Nonresident Revenue | \$15,817.75 | \$23,878.50 | \$120,712.55 |

| Community Center | September | October | Totals |
|--------------------------------|------------------|----------------|---------------------|
| Total Resident Participants | 3,078 | 2,768 | 25,681 |
| Total Resident Revenue | \$12,011.80 | \$10,808.50 | \$134,392.30 |
| Total Nonresident Participants | 88 | 259 | 1,334 |
| Total Nonresident Revenue | \$1,130.00 | \$3,187.25 | \$24,012.25 |

UPCOMING EVENTS

NOVEMBER

6th – Concert Series – This is a rescheduled event from the Spring. It will take place at the Crowfield Golf Course from 4pm-7pm. Bring a blanket and a friend to enjoy some great music.

14th – Therapeutic Fishing Rodeo – This is annual event for our therapeutic families. All ages are invited and it will take place at the lake behind the Municipal Center from 10am-2pm.

18th – Senior Thanksgiving Dinner – This is an annual event that the Recreation Department puts together for our seniors. It will be held at the Goose Creek Community Center at 12:30pm. This will be a fun event for anyone over 60 years old.

DECEMBER

1st-15th – Letters to Santa – Santa’s mailbox will be available for little ones to drop off their wish list and have them mailed. Santa will replied to each one personally so don’t forget to put in your Christmas list.

4th – Tree Lighting – This will be a wonderful event to brighten up the lake behind City Hall and start off the Christmas season. A tree will be lit in the fountain in front of City Hall and it will be fun for the whole family.

5th – Senior Christmas Dinner – This is annual event that that Recreation Department puts together with the help if Metro North Church. It will begin at 12:30pm and tickets will be available soon for anyone over 60 years of age.

12th – Christmas Parade – This is the highlight of the Christmas season for Goose Creek. There will be floats, marching bands, and performers for everyone to enjoy. It will begin on St. James Ave. at 9:30am. Bring a chair and the family. You don’t want to miss Santa!

Goose Creek Recreation Parks and Addresses

- Dennis Park – 300 Anita Dr. – baseball/softball diamond, picnic tables, playground
- Dogwood Park – 460 Liberty Hall Rd. – soccer field, football field, covered picnic area, grill, playground
- Etling Park – 100 Ellen Dr. - basketball court, covered picnic area, playground
- Eubanks Park – Old Moncks Corner Rd. – basketball courts, sand volleyball court, tennis courts, covered picnic area, grill, playground – available for rentals
- Fairfax Park – 100 Fairfax Blvd. – grill, picnic area, playground
- Felkel Field Complex – 100 Lucy Dr. – baseball/softball fields, concession stand, restrooms, playground
- Forest Lawn Park – 100 Giles Dr. – grill, picnic tables, playground
- Foster Creek Park – 100 Foster Creek Rd. – soccer fields, concession stand, restrooms, Playground
- Lake Greenview Park – 1 Pandora Dr. – trails, covered picnic area, picnic tables, grill, Playground
- Oak Creek Park – 100 Persimmon Circle – covered picnic area, grill, playground
- Ryan Creek Park – 229 Janice St. – benches, playground
- Shannon Park – Old Moncks Corner Road - picnic tables, playground
- St. James III Park – 1007 Willowood Ave. – covered picnic area, grill, playground
- St. James Park – 107 Westminster Blvd. – covered picnic area, playground, tennis court