



**REGULAR MEETING OF FLORENCE PARKS AND BEAUTIFICATION  
COMMISSION  
THURSDAY, APRIL 2, 2026 - 8:30 AM  
BARNES STREET ACTIVITY CENTER - MULTI-PURPOSE ROOM  
513 BARNES ST  
FLORENCE, SC**

**I. Call to Order**

**II. Approval of Minutes**

March 5 Minutes

**III. Appearances and Requests**

- a. Mordecai C. Johnson Community Event (Adonikam Hudson)
- b. Mordecai C. Johnson Community Event (Michael Zimmerman)
- c. Carolina Bank Stadium (Shanequa Joe)

**IV. Membership Status(Quorum of 15 members is 8)**

**V. Staff Reports**

**VI. Old Business**

**VII. Committee Reports**

Tree Removal Request	George
Program Development	George and Carlos
Annual Plan	Walter, Darryl, and Bruce
By-Laws	Walter, Darryl, and Bruce
Arbor Day	Carlos and Sanovia
Florence Trails	Bruce and Scott

**VIII. Veterans Park**

**IX. Park Oversight**

Freedom Florence	Carlos
Dr. Iola Jones Park	George
Jeffries Creek Park	Ross
Levy Park	Josielle
Lucas	Wesley
Maple Park	Andrew
McLeod Park	Michael
Northside Park	Jarvis
Mordecai C. Johnson Park	Darryl
Rail Trail	Walter
Soccer Complex	Bruce
Jebaily Park	Itisa
Timrod Park	Darryl & Itisa
Tennis Complex	Sanovia
Sports Complex	Sanovia
Veterens Park	Micheal
Rail Trail(Near Soccer)	Terrance
High Hill Creek	Scott
Lester Park	

**X. New Business**

**XI. Executive Session**

**a. Discussions regarding proposed contractual arrangements involving appearances and requests [30-4-70(a)2]**

**XII. Adjournment**                      Next Regular Meeting is scheduled for May 2026.



## CITY OF FLORENCE

### PARKS AND BEAUTIFICATION COMMISSION MEETING

March 5, 2026

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**PRESENT:**

Darryl Mitchell, Walter Sallenger, Josiella McWhite-Williams, Carlos Washington, Ross McMillian, Itisa Harley-Williams, Bruce Malick, Scott Murphy, Andre Chaplin III, Kiana Brown

**OTHERS:** April Frederick, Victoria Nash, Casey Moore

**ABSENT:**

Curtis Reid Sturgeon, Sanovia Arcenaux, George Scipio, Michael Montrose, Jarvis Eaddy, Wesly Snow, Terrance Legette

**CALL MEETING TO ORDER:**

Darryl Mitchell called the meeting to order at 8:35AM.

**APPROVAL OF THE MINUTES:**

The minutes for February 2026 meeting.

- Motioned to accept minutes.
- Minutes accepted

**APPEARANCES/REQUESTS BEFORE COMMISSION:**

- Denise Flippen-Stewart – C.A.V.E.-Community Action Volunteer Experience
  - Launch of “Plate and Play” teaching children and recruiting children through volunteering in their community. This program will have games, food, and activities.
  - Date: May 29
  - Location: Dr. Iola Jones Park Community Center
  - Times: 9:00am – 6:00pm
- Andrew Boatwright/Nigel Thomas– Snow Hill Lodge #387
  - Feed the Homeless and give help with different services the homeless may need.
  - Date: April 15
  - Location: Timrod Park
  - Times: 11:00am – 4:00pm

- It was mentioned that they reach out to My Brothers Keeper to make sure they will not be delivering food at the same time, or they can collaborate with them.

**MOTION TO MOVE TO EXECUTIVE SESSION: 9:08AM**

- Discussion regarding proposed contractual arrangements involving appearance and requests.

**RESUME OPEN SESSIONS: 9:17AM**

- Motion to approve Denise Flippen-Stewart – C.A.V.E.
  - Approve unanimously.
- Motion to approve Andrew Boatwright/Nigel Thomas -Snow Hill Lodge #387
  - Approve unanimously.

**MEMBERSHIP STATUS**

- Missing 1 member from the Veterans Committee.

**STAFF REPORTS:**

- Past weekend – Bo-Time dash at the Sports Complex – 20 children
- Tennis – High School Tournament
  - Economic Impact – over \$380,000
  - 1 local high school -South Florence
- Adult Basketball
- SCAP Tournament – Pearl Moore Gym – beginning at 9am.
- 10u, 12u, 14u, and 17u won District Tournament
- Spring Break Camp – Lawton Chase House - \$26 – includes lunch
- Teen Camp- This year there will be a Career Camp. They will be taking tours of and learning about companies and what they specialize in - \$26
- 11<sup>th</sup> Annual Flo-Town 5K – April 25
- Planning 4<sup>th</sup> of July event – starts at 5 doors open at 4
  - 2 Bands – Analog Sanits and Press Play
  - Firework and Drone Show
  - Captain America
  - Touch-A-Truck
  - Food Trucks and Kids Zone

**OLD BUSINESS**

**COMMITTEE REPORT**

- **Tree Removal Request** - None
- **Program Development**

- **Annual Plan** – Present on Monday to City Council – Just highlight what we got going one. Time @ 1pm.
- **By-Laws**
- **Arbor Day**
- **Florence Trails** –
  - Soccer Complex – there are golf carts on the trails and the boardwalk and near neighborhood. Victoria will reach out to the park supervisor to figure out what they can do.
    - We will have funds set aside for signage.
  - He also mentioned we should not outlaw E-bikes but motorized bikes. Itisia mentioned making tags to distinguish the difference between the E-Bike and motorized bikes. Victoria mentioned partnering with Naturally Outdoors.

## **VETERANS PARK**

### **PARK OVERSIGHT**

- A question: Will there be New trees put out at Timrod?
- Questions: Are they digging between Spruce street and nursing home? Yes
- Questions: Are the pickleball courts at Timrod have been dug up? They are assessing the courts. They are resurfacing the courts because of cracks.
- Questions: What is going on with Lester Park? We have not decided what we are doing with this park. In the annual plan, we have discussed it, and it was discussed at the budget retreat. When Mordecai C. Johnson was created, Lester Park went downhill.
- Question: What is the update of Levy? Staff have received the over-all cost of the park. We are seeing what is staying and what's going. Survey has been done.

## **NEW BUSINESS/REQUEST**

**MOTION TO ADJOURN: 9:20am**

**NEXT MEETING DATE:**

April 2

# April's Agenda



City of Florence  
Parks, Recreation, & Sports Tourism  
513 Barnes Street, Florence, SC 29501

## Park Use Agreement

Please Print

Name of Applicant Adonikam J. Hudson  
Organization Embassy Apostolic Church  
Address PO Box 192  
City Timmonsville State SC Zip Code 29161  
Telephone Number 843-702-8675 Alt Telephone Number \_\_\_\_\_  
Email Address embassyapostolicchurch@gmail.com

Park/Facility to be used: Mordecai C Johnson  
Specific area to be reserved Near Picnic shelter  
Date of the Event: May 2, 2026 Expected Attendance: \_\_\_\_\_

\*\*\*\*See page 3 for rental prices\*\*\*\*

Set Up Time: 9am Event Starting Time: 11am  
Event Ending Time: 4pm End Cleanup Time: 6pm

Describe in detail the type of event/activity: (Ex: Wedding, Birthday Party, Dinners, Reception, Etc.)

Community gospel singing and outreach event.  
We will be giving out food to the community

Note: Bathrooms may or may not be available for rentals. Bathrooms are only available at Timrod Park, Northwest Park, Dr. Iola Jones Park and Levy Park.

Note: The main area, kitchen, and bathrooms of the community center are the only spaces available for rent.

Will you need access to park area for loading/unloading? \_\_\_\_\_

Will electricity be needed? \_\_\_\_\_  
If yes, what are the power requirements? \_\_\_\_\_

Will the event have security? yes

Will food and/or drinks be served? yes

**Park Use Agreement**

Are you proposing to serve any alcoholic beverages? NO

*Note:* To serve alcoholic beverages a SC Dept. of Revenue license is required, and special permission must be obtained by the City of Florence and the Florence Police Chief. In addition, if approved, the lessee must provide proof of liquor liability insurance and name the City of Florence as an additional insured.

*Note:* The only Parks, Recreation, & Sports Tourism facilities which allow alcoholic beverages at this time are the Dr. Eddie Floyd Tennis Center, Florence Soccer Complex, Sports Complex Stadium and the Lawton-Chase House.

You will need to show proof of insurance 10 days prior to your event. Initial here: Att  
 See "Proof of Insurance" on the following pages for more information.

*I have read the City of Florence Parks, Recreation, & Sports Tourism Facilities Use and Rental Guidelines and agree to abide by the conditions stated therein. I also understand that we may have to appear before the Parks & Beautification Commission for approval of event. I also agree to provide the City of Florence, if required, a Certificate of Insurance naming the City as Additional Insured. I also understand that full payment be made to a Parks, Recreation, & Sports Tourism staff at least 10 days prior to date of usage. Rental fees are located on Page 3 and can also be obtained by visiting the City of Florence Parks, Recreation, & Sports Tourism Department.*

*[Signature]*

Applicant Signature

3/3/26

Date

This portion needs to be filled out by a City of Florence Parks, Recreation, & Sports Tourism Staff.

USAGE FEE \$ \_\_\_\_\_ DEPOSIT FEES \_\_\_\_\_

TOTAL = \_\_\_\_\_

Approved By: _____ (Parks, Recreation, & Sports Tourism Staff)	_____
Office Phone: 843-665-3253	Date & Time Received
	Police Phone: 843-665-3191

**Park Use Agreement**

*Please Print*

Name of Applicant Michael Zimmerman  
 Organization Each one teach one Build All  
 Address 1619 gerss Ave APT B  
 City Florence State SC Zip Code 29501  
 Telephone Number 980-335-7497 Alt Telephone Number 980-335-7497  
 Email Address MikeMike.Zimmerman98@gmail.com

Park/Facility to be used: Mordecai C. Johnson Park Community

Specific area to be reserved ~~June 7~~

Date of the Event: June 7 Expected Attendance: 50-120

\*\*\*\*See page 3 for rental prices\*\*\*\*

Set Up Time: 8:30-10:00 AM Event Starting Time: 10:00 AM

Event Ending Time: 5:00 End Cleanup Time: 6:00

Describe in detail the type of event/activity: (Ex: Wedding, Birthday Party, Dinners, Reception, Etc.)

Designed for youth, families, and local businesses to  
come out and basketball games, local vendors, food, music  
and opportunities to sign up for youth programs and mentorship

Note: Bathrooms may or may not be available for rentals. Bathrooms are only available at Timrod Park, Northwest Park, Dr. Iola Jones Park and Levy Park.

Note: The main area, kitchen, and bathrooms of the community center are the only spaces available for rent.

Will you need access to park area for loading/unloading? Yes

Will electricity be needed? Yes  
 If yes, what are the power requirements? \_\_\_\_\_

Will the event have security? Yes

Will food and/or drinks be served? Yes

**Park Use Agreement**

Are you proposing to serve any alcoholic beverages? NO

*Note:* To serve alcoholic beverages a SC Dept. of Revenue license is required, and special permission must be obtained by the City of Florence and the Florence Police Chief. In addition, if approved, the lessee must provide proof of liquor liability insurance and name the City of Florence as an additional insured.

*Note:* The only Parks, Recreation, & Sports Tourism facilities which allow alcoholic beverages at this time are the Dr. Eddie Floyd Tennis Center, Florence Soccer Complex, Sports Complex Stadium and the Lawton-Chase House.

You will need to show proof of insurance 10 days prior to your event. Initial here: MTL  
 See "Proof of Insurance" on the following pages for more information.

*I have read the City of Florence Parks, Recreation, & Sports Tourism Facilities Use and Rental Guidelines and agree to abide by the conditions stated therein. I also understand that we may have to appear before the Parks & Beautification Commission for approval of event. I also agree to provide the City of Florence, if required, a Certificate of Insurance naming the City as Additional Insured. I also understand that full payment be made to a Parks, Recreation, & Sports Tourism staff at least 10 days prior to date of usage. Rental fees are located on Page 3 and can also be obtained by visiting the City of Florence Parks, Recreation, & Sports Tourism Department.*

*[Signature]*

Mar. 23. 26

Applicant Signature

Date

This portion needs to be filled out by a City of Florence Parks, Recreation, & Sports Tourism Staff.

USAGE FEE \$ \_\_\_\_\_ DEPOSIT FEES \_\_\_\_\_  
 TOTAL = \_\_\_\_\_

Approved By: _____ (Parks, Recreation, & Sports Tourism Staff)	_____ Date & Time Received
Office Phone: 843-665-3253	Police Phone: 843-665-3191

## Park Use Agreement

*Please Print*

**Name of Applicant** Shanequa Joe

**Organization** Tiny Steps Foundation

**Address** 1947 Pisgah Road #132

**City** Florence **State** SC **Zip Code** 29501

**Telephone Number** (843) 230-4622 **Alt Telephone Number** \_\_\_\_\_

**Email Address** hello@tinystepsfoundation.org

**Park/Facility to be used:** Carolina Bank Stadium

**Specific area to be reserved** Field / Behind Home Plate

**Date of the Event:** 04-24-2026 **Expected Attendance:** 50

\*\*\*\*See page 3 for rental prices\*\*\*\*

**Set Up Time:** \_\_\_\_\_ **Event Starting Time:** 6:00 pm

**Event Ending Time:** 8:00 pm **End Cleanup Time:** 8:30pm

**Describe in detail the type of event/activity: (Ex: Wedding, Birthday Party, Dinners, Reception, Etc.)**

Community Baby Shower and Resource Fair for pregnant / parenting mommies.

*Note: Bathrooms may or may not be available for rentals. Bathrooms are only available at Timrod Park, Northwest Park, Dr. Iola Jones Park and Levy Park.*

*Note: The main area, kitchen, and bathrooms of the community center are the only spaces available for rent.*

**Will you need access to park area for loading/unloading?** Yes

**Will electricity be needed?** Yes  
 If yes, what are the power requirements? Lighting in the area being used

**Will the event have security?** No

**Will food and/or drinks be served?** No

**Park Use Agreement**

Are you proposing to serve any alcoholic beverages? No

*Note:* To serve alcoholic beverages a SC Dept. of Revenue license is required, and special permission must be obtained by the City of Florence and the Florence Police Chief. In addition, if approved, the lessee must provide proof of liquor liability insurance and name the City of Florence as an additional insured.

*Note:* The only Parks, Recreation, & Sports Tourism facilities which allow alcoholic beverages at this time are the Dr. Eddie Floyd Tennis Center, Florence Soccer Complex, Sports Complex Stadium and the Lawton-Chase House.

You will need to show proof of insurance 10 days prior to your event. Initial here: SJ  
 See "Proof of Insurance" on the following pages for more information.

*I have read the City of Florence Parks, Recreation, & Sports Tourism Facilities Use and Rental Guidelines and agree to abide by the conditions stated therein. I also understand that we may have to appear before the Parks & Beautification Commission for approval of event. I also agree to provide the City of Florence, if required, a Certificate of Insurance naming the City as Additional Insured. I also understand that full payment be made to a Parks, Recreation, & Sports Tourism staff at least 10 days prior to date of usage. Rental fees are located on Page 3 and can also be obtained by visiting the City of Florence Parks, Recreation, & Sports Tourism Department.*

Shanequa Joe 03-30-26  
 Applicant Signature Date

**This portion needs to be filled out by a City of Florence Parks, Recreation, & Sports Tourism Staff.**

USAGE FEE \$ \_\_\_\_\_ DEPOSIT FEES \_\_\_\_\_  
 TOTAL = \_\_\_\_\_

Approved By: _____ (Parks, Recreation, & Sports Tourism Staff)	_____ Date & Time Received
Office Phone: 843-665-3253	Police Phone: 843-665-3191

**Price List for Park Amenities and Facilities**

Park Amenities/Facilities	Cost
Picnic Shelter	\$80 for the day (9:00am—6:00pm) \$40 per time block (9:00am—1:00pm or 2:00pm—6:00pm) \$10 per hr. for additional hrs.
Gazebo	\$80 for the day (9:00am—6:00pm) \$40 per time block (9:00am—1:00pm or 2:00pm—6:00pm) \$10 per hr. for additional hrs.
Amphitheater	\$80 for the day (9:00am—6:00pm) \$40 per time block (9:00am—1:00pm or 2:00pm—6:00pm) \$10 per hr. for additional hrs.
Community Center	\$40 per hour \$125 Refundable Deposit 8:00am—8:00pm 6 hrs. max per event \$40 per hr. for Overtime hrs.
Baseball/Softball League Athletic Fields	2hrs. w/o lights \$30 2hrs. w/ lights \$50 Set time blocks below 9am-11am, 12pm-2pm, 3pm-5pm

**Credit Card Authorization Form**

Name on the card: \_\_\_\_\_

Type of card: Visa \_\_\_\_\_ MC \_\_\_\_\_ AmEx \_\_\_\_\_ Discover \_\_\_\_\_ Other \_\_\_\_\_

Card Number: \_\_\_\_\_

Security Code: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Event Date: \_\_\_\_\_ Event Location: \_\_\_\_\_

By signing this form, you authorize the City of Florence Parks, Recreation, and Sports tourism Department to charge your card for any additional charges incurred during your rental.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**For COF staff use only**

Amount to be charged: \_\_\_\_\_

Description of Charges: \_\_\_\_\_

Date Charged: \_\_\_\_\_

COF Staff Signature: \_\_\_\_\_

**Parks, Recreation, & Sports Tourism Facilities  
Use and Rental Guidelines**

**Proof of insurance:**

The Lessee shall provide to the City of Florence Parks, Recreation, & Sports Tourism at least 10 days prior to the scheduled date of usage, proof of liability insurance acceptable to the City of Florence in which the City, sponsor(s), vendor(s), and performer(s) are additional insureds. The Certificate of Insurance confirming coverage should indicate in the description of operations section the name of the event, date(s) of the event and activities encompassed in the event. The liability insurance should provide a minimum policy limit of \$1,000,000 per occurrence, \$2,000,000 for products/completed operations and general aggregate. The exact terms and conditions of such policy shall be specified by and meet the specifications of the City of Florence.

If Lessee does not have proper insurance coverage, it may be obtained through the Municipal Association of SC TULIP Program.

**Compliance:**

The Lessee shall comply with all laws, ordinances and regulations adopted or established by federal, state, county or city governmental agencies and the Lessee shall not suffer or permit to be done anything on said premises in violation of such laws, ordinances, or regulations.

**Payment of Fees:**

All applicable fees shall be paid at least ten (10) business days prior to the scheduled date of the event. Any applicable licenses or permits shall be obtained and proof of same be provided prior to the payment of fees and execution of this agreement. Failure to pay and/or obtain licenses, insurance and permits as noted will result in denial of use by the City of Florence. The City of Florence reserves the right to seek restitution for any loss of revenues resulting from Lessee's failure to pay.

**Cancellation Policy:**

To receive full refund for cancellation, notification and a request must be made 2 days prior to the event.

**Hold Harmless:**

The Lessee shall defend, indemnify and hold harmless the City of Florence, its officials, agents, servants and/or employees, each severally and jointly, from and against any and all liabilities, demands, claims, damages, losses, costs and expenses of every kind and description, including, but not by way of limitation, any and all direct and indirect costs of defense made against or incurred by such indemnities as a direct or indirect consequence of injury, sickness or disease, including death, to persons, injury or destructions of property, including without limitation the loss of use of such property, and any other cause of action whatsoever arising out of or resulting from or which would not have occurred or existed by for the existence of the Lease and Agreement. This indemnity shall include, but not by way of limitation, any and all liabilities, demands, claims, damages, losses, costs and expenses caused or alleged to have been caused by any negligent or other act of any such indemnities.

**Security:**

It is agreed that the City of Florence shall not be responsible for providing any security to the property or persons of the sponsor, performer, or the agents, servants, invitees and/or permittees of the Lessee. Any security provided by the City of Florence shall be for the sole benefit of the City of Florence only. If Lessee determines that additional security is needed, coordination should be made to employ off-duty City of Florence police officers at a cost to be incurred solely by the Lessee.

**Other Conditions:**

In permitting the use of the premises, the City of Florence retains the right, but not the duty, to enforce all necessary and proper rules for the management and operation of the premises. City of Florence employees and their designated agents shall be granted full access to the site without any restrictions whatsoever. It is understood that the Lessee shall not permit any event to be held upon the premises which would be offensive to public morals. Sound loudness levels of performances shall comply with all local ordinances. In the event that Lessee violates these regulations, the City of Florence reserves the right to immediately terminate the activity and/or performance and demand that Lessee immediately vacate the premises.

**Damages:**

The Lessee shall be liable to the City of Florence for all damages to the property or adjacent property. Lessee shall pay to the City of Florence the cost of repairs or replacement for any and all damage of whatever origin or nature which might have occurred during the term of the period of this lease.

**Cleanup:**

It is agreed that the City of Florence shall not be responsible for providing any event setup or cleanup unless otherwise stipulated in writing. Lessee shall be responsible for leaving event area in the same condition as they found it prior to the setup of the event. Trash shall be properly disposed of.

**Assignment:**

The Lessee shall not assign or sublet the premises and space covered by this agreement without the express written consent of the City of Florence.

**Other Conditions:**

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This instrument contains the entire agreement between the parties and shall not be modified except by written instrument. Any matters not expressly provided for herein shall be governed by the sole discretion and direction of the City of Florence.

Lessee:

Printed Name: Shanequa Joe  
 Signature: Shanequa Joe  
 Address: 1947 pishah rd #132  
 City: Florence State Sc Zip 29501  
 Phone: 843-230-4622  
 Email: hello@tinystepsfoundation.org

**IMPORTANT:  
 PERMISSION TO USE THE SPACE REQUESTED IS NOT CONSIDERED APPROVED UNTIL  
 YOU RECEIVE A COPY OF THE ENTIRE AGREEMENT APPROVED AND SIGNED BY THE  
 CITY OF FLORENCE DESIGNEE.**