



**REGULAR MEETING OF FLORENCE PARKS AND BEAUTIFICATION
COMMISSION
THURSDAY, JUNE 4, 2026 - 8:30 AM
BARNES STREET ACTIVITY CENTER - MULTI-PURPOSE ROOM
513 BARNES STREET
FLORENCE, SOUTH CAROLINA**

- I. Call to Order**
- II. Approval of Minutes**
May Minutes
- III. Appearances and Requests**
 - a. Tree City Growth Award (Frank Waite - SC Forestry Commission Urban Forester)
 - b. Dr. Iola Jones Park Event (Carolyn Mitchell)
 - c. Levy Park Event (Ervin Brown)
 - d. Dr. Iola Jones Park (Shalonda Stanley)
 - e. Timrod Park Picnic Shelter (Lorenzo Owens)
 - f. Veteran's Park (Brandi Johnson)
- 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, Daryl, and Bruce
By-Laws	Walter, Daryl, and Bruce
Arbor Day	Carlos and Sanovia
Florence Trails	Bruce and Scott

VIII. Veterans Park

IX. Park Oversight

Freedom Florence	Carlos
Dr. Iolsa Jones Park	George
Jeffries Creek Park	Ross
Levy Park	Josielle
Lucas Park	Wesley
Maple Park	Andrew
McLeod Park	
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	Bruce & Donnie
Rail Trail (Near Soccer)	Terrance
High Hill Creek	Scott
Lester Park	Jarvis

X. New Business

XI. Executive Session

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

XII. Adjournment



CITY OF FLORENCE

PARKS AND BEAUTIFICATION COMMISSION MEETING

May 7, 2026

PRESENT:

Darryl Mitchell, Carlos Washington, Kiana Brown, , Jarvis Eaddy, Wesly Snow, Josiella McWhite-Williams, Bruce Malick,

OTHERS: April Frederick, Victoria Nash,

ABSENT:

Sanovia Arcenaux, George Scipio, Michael Montrose, Terrance Legette, Walter Sallenger, Ross McMillian, Scott Murphy, Itisa Harley-Williams, Andre Chaplin III, Curtis Reid Sturgeon, Pastor Martin Quick

CALL MEETING TO ORDER:

Motion to call the meeting to order:
Darryl Mitchell called the meeting to order at 8:37AM.

Motion to move appearance and request:

Motion second

APPEARANCES/REQUESTS BEFORE COMMISSION:

- Titorell Townsend – Crescent Temple 148
 - Location: Dr. Iola Jones Park near amphitheater
 - Date: June 19
 - Time: 2pm – 6pm with time for set up and break down.
 - This event is Juneteenth, Celebration and community day. This is an annual event but at other locations. We will serve food, drinks and information about the reason for Juneteenth.
 - Electricity will be needed near the back of the building.

APPROVAL OF THE MINUTES:

- The minutes for April 2026 meeting.
- Motioned to approve minutes.
 - Minutes accepts

MEMBERSHIP STATUS

- Membership is full.

STAFF REPORTS:

Victoria:

- Updates from last month
 - Hoppin around Flotown – 100 entries
 - Family BINGO – 130 attendees
 - New YOGA 12 wk. beginner sessions
 - Tai Chi – beginners' classes
 - Hosted World Tai Chi Day
 - Trip to Artfield and Moore Botanical Garden
 - Place a close sign at the playground at Jefferies Creek
 - Repair bridges at Naturally Outdoors, Woody Jones, and Lucas Park.
 - Repair the dugouts at McLeod Park
 - Repair fencing at the Rail Trail Extension and McLeod Park.
- Community Events
 - Youth Violence Event at Dr. Iola Jones Park
 - Lucas Park Mastering Garden Class
 - Community Baby Shower at the Sports Complex
- Events at Sports Complex
 - Relay for Life
 - College Baseball Games
 - Hosted FMU Track Meet – 12 teams
 - Hosted Middle School baseball playoff
- Soccer Complex
 - Concluded the Select Season
 - Recreation Soccer Championship
 - Florence Soccer Association hosted an All girls soccer clinic
- Freedom Florence
 - FMS had a sorority held a 5K to raise money for breast cancer awareness.
 - Top Gun Softball Tournament – 37 teams
 - Adult Softball
 - Vitrus Academy used the field for their games.
- Programs
 - Spring Break Camps
 - Cooking camp at Freedom Youth Center – partnering with SC State 4-H program
 - Tween Camp – 20 registered – the teens different business
 - Some staff members did ceramics training
 - Dr. Iola had 30 participants who did YOGA in the evening
 - Dr. Iola had their Quarterly Birthday Party – 60 participants attended.

- Upcoming Events
 - July 4 – We have released the Press Release
 - 4:00pm – Parking starts
 - 5:00pm – Gates will open
 - 5:00pm – 6:30pm - Analog Saints will perform
 - 6:30pm – 7:00pm Band transition
 - 7:00pm – 8:00pm – Tru Sol will perform
 - 8:00pm – 8:30pm – 250th Tribute
 - 8:30pm – 9:30pm – Tru Sol will perform
 - 9:30pm – 9:45pm - Drone Show
 - 9:45pm – 10:10pm – Fireworks Show
 - Food and Drink Vendor
 - Lincoln Brews
 - Trishia Kitchen
 - Chicos Tacos
 - Main Squeeze
 - Joyful Squeeze
 - Kids Zone Free
 - Face painting
 - Ballon Art
 - Safe Kids – giving away Bike Helmets
 - Foam Pit
 - Bubble Guy
 - Tennis
 - Disc Golf
 - Yard Games
 - 4 – H
 - Mr. Fred Wilson – Stem activities
 - Touch-A-Truck
 - Military vehicles
 - Public Works vehicles
 - Some of our vehicles
 - Basketball Registration
 - Summer Camp Registration is Full
 - 5 Sites with 45 kids
 - Tween Camp
 - Teen Open Gym – 2pm – 6pm
 - Volleyball Camp
 - Mother's Day Event – Photo's in the Park
 - Upcoming-Daddy and Me Kickball game.
- Project Updates
 - Tennis – we have sent out the Awards Letter.
 - Pearl Moore – we have sent out the award Letter.
 - Football – They are working on getting their permit.

- We are purchasing a Jumbotron to use at the Flamingo Games and other events like movies in the parks. It has been put out to bid.
- Timrod Park Amphitheater – was on hold because of the flood plan but we are moving forward with the plan.
- Jeffries Creek playground – we just submitted purchase approval for a new playground.
- Levy Park – We should be putting the project out to bid by September and completely fall of 2027.

OLD BUSINESS

- We talked about people not showing up to present their events for park rentals or community events.
- Adam Swindler is Public Works Director; he was going to present the Tree City Award in the place of another person in those organizations.

COMMITTEE REPORT

- **Tree Removal Request -**
- **Program Development**
- **Annual Plan –**
- **By-Laws**
- **Arbor Day**
- **Florence Trails –**

VETERANS PARK

- We are working on Veteran's Day Ceremony.

PARK OVERSIGHT

NEW BUSINESS/REQUEST

- A question was asked about changing the time, because attendance for parks commission meetings has been low. They decided to continue at 8:30am on the first Thursday of each month.
- A question was asked about Zoom/TEAMS meeting. Victoria stated that we did virtual during COVID and The City Clerk stated we should state away from it.
- A question was asked that did the customers know they will have to go in front of the Commission for approval. Another question asked what the process is if they go and have the event happen anyway. Victoria states, we inform the police and have them shut the event down.
- A question was asked, can people just go and grill on the park. Yes, if it is just the individual and not a group or public event then no.

- A statement was made about the Select teams playing the Rec Team, it was not fair.

MOTION TO MOVE TO EXECUTIVE TIME: 9:06AM

RESUME OPEN SESSIONS: 9:18AM

- April will send out email to other members for approval for park permits. If you do not respond within a timely matter , we will assume you approve the permit.

MOTION TO ADJOURN: 9:20

NEXT MEETING DATE:

June 4

Park Use Agreement

Please Print

Name of Applicant Carolyn Mitchell
 Organization CMMS Foundation
 Address 2526 Whippoorwill Rd.
 City Effingham State SC Zip Code 29541
 Telephone Number 843-956-3416 Alt Telephone Number _____
 Email Address cmitchm27@yahoo.com

Park/Facility to be used: ~~Levy Park~~ Dr. Iola Jones Park
 Specific area to be reserved PARK AREA
 Date of the Event: June 6, 2026 Expected Attendance: 100

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

Set Up Time: 9:00 AM Event Starting Time: 1:00 PM
 Event Ending Time: 5:00 pm End Cleanup Time: 6:30 pm

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

FUN DAY FAMILY FUN DAY IN THE PARK w/ Elected Officials. Bringing the communities together for a day of fun and laughter with food vendors and others including a D.J. and Elected Officials.

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? 3 speakers

Will the event have security? hopeful the police department

Will food and/or drinks be served? Dilly food and perhaps lemon-aid/tea and soda's, water.

Park Use Agreement

Are you proposing to serve any alcoholic beverages? Absolutely Not.

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: *AM*
 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.

Ashlyn Mitchell

Applicant Signature

4/29/2026

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

**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.

Cancelation Policy:

To receive full refund for cancelation, 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.



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

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:

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: Carolyn M. Fchell
Signature: Carolyn Mitchell
Address: 2526 Whipperwill Rd.
City: Efingham State SC Zip 29541
Phone: 843-956-3416
Email: cm.fchm27@yahoo.com

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.

May meeting



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

Park Use Agreement

Please Print

Name of Applicant ERVIN BROWN
 Organization THE HOUSE OF UNITY
 Address 1816 LAKE BLACKOCK DRIVE
 City FLORENCE State SC Zip Code 29501
 Telephone Number (609) 251-1402 Alt Telephone Number (609) 251-1402
 Email Address eloren708430@gmail.com

Park/Facility to be used: LEVY PARK

Specific area to be reserved PIKNIC BLETTER

Date of the Event: 06/06/26 Expected Attendance: 50-75

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

Set Up Time: 10am Event Starting Time: 12NOON

Event Ending Time: 4pm End Cleanup Time: 4-5pm

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

FOOD AND CLOTHING give away AND
PASSING OUT TRACTS ALSO DRINKS

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? No

Will electricity be needed? YES
If yes, what are the power requirements? Not ~~to~~ NONE at this time

Will the event have security? No

Will food and/or drinks be served? yes

Park Use Agreement

Are you proposing to serve any alcoholic beverages? N/O

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: _____

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.

[Handwritten Signature]

04/10/26

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

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

Proof of insurance:

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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:

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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:

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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:

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: ERVIN BROWN
Signature: [Signature]
Address: 1816 LAKE BLAUCK DR.
City: FLORENCE State SC Zip 29501
Phone: (803) 251-1402
Email: elorenzo843@gmail.com

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.

Park Use Agreement

Please Print

Name of Applicant Shalonda Stanley

Organization GTG Gives

Address 3135 Tall Oaks Dr

City Florence **State** SC **Zip Code** 29506

Telephone Number (252) 495-1896 **Alt Telephone Number** _____

Email Address shalondastanley@outlook.com

Park/Facility to be used: Dr Iola Jones Park

Specific area to be reserved _____

Date of the Event: July 18 2026 **Expected Attendance:** 75

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

Set Up Time: 9am **Event Starting Time:** 10am

Event Ending Time: 1pm **End Cleanup Time:** 2pm

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

Back to school/clothing drive community event

Note: Bathrooms may or may not be available for rentals. Bathrooms are only available at Timrod Park, Mordecai C. Johnson 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? No
 If yes, what are the power requirements? _____

Will the event have security? No

Will food and/or drinks be served? _____

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.

Note: I understand that I must attend the Parks Commission Meeting for approval for community events, these meetings are held on the first Thursday of each month at 8:30am, except the month of July. Initial here: SS

You will need to show proof of insurance 10 days prior to your event. Initial here: SS
 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.

 Applicant Signature 06/01/26

 Date

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

USAGE FEE \$ _____ DEPOSIT FEES _____

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

Other Conditions:

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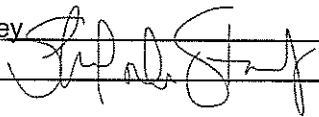
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Lessee:

Printed name: Shalonda Stanley
 Signature: 
 Address: 3135 Tall Oaks Dr
 City: Florence State SC Zip 29506
 Phone: 2524951896
 Email: shalondastanley@outlook.com

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.

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

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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.

Indemnification:

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.

Park Use Agreement

Please Print

Name of Applicant L Owens
 Organization P.E.A.C.E. Youth & Community Outreach INC.
 Address 2438 Willwood Dr Apt K
 City Florence State SC Zip Code _____
 Telephone Number 843-845-5661 Alt Telephone Number 803-566-3695
 Email Address LatoyaSmith0729@gmail.com

Park/Facility to be used: Timrod pk.
 Specific area to be reserved: Picnic Shelter
 Date of the Event: July 26, 2020 Expected Attendance: _____

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

Set Up Time: 1:30 pm Event Starting Time: 2 pm
 Event Ending Time: 6 pm End Cleanup Time: 6:30 pm

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

Note: Bathrooms may or may not be available for rentals. Bathrooms are only available at Timrod Park, Mordecai C. Johnson 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? Speaker

Will the event have security? _____

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.

Note: I understand that I must attend the Parks Commission Meeting for approval for community events, these meetings are held on the first Thursday of each month at 8:30am, except the month of July. Initial here: LO

You will need to show proof of insurance 10 days prior to your event. Initial here: L.O.
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.

Lorenzo Owens
Applicant Signature

5.27.2020
Date

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

USAGE FEE \$

DEPOSIT FEES

Approved By: _____
(Parks, Recreation, & Sports Tourism Staff)

Date & Time Received

Office Phone: 843-665-3253

Police Phone: 843-665-3191



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

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:

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: Lorenzo Owens
Signature: _____
Address: 2438 Willwood DR Apt K
City: Florence State SC Zip 29501
Phone: 843-845-5667
Email: LatoyaSmith0729@gmail.com

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.

June Agenda



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

Park Use Agreement

Please Print

Name of Applicant: Brandi Johnson

Organization: A MIND THAT MATTERS

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: 843-472-9880 Alt Telephone Number: _____

Email Address: hca@amindthatmatters.org; brandi+daniels11@comcast.com

Park/Facility to be used: Wheeler's Park 0 10000

Specific area to be reserved: _____ com

Date of the Event: 9/18/2020 Expected Attendance: 30 people

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

Set Up Time: 6pm Event Starting Time: 7pm

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

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

Service Deactivation @ candlelight vigil

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? NO

Will electricity be needed? NO
If yes, what are the power requirements? _____

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: RG
 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.

RG
 Applicant Signature

4/17/2020
 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

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:

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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:

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: _____
 Signature: _____
 Address: _____
 City: _____ State _____ Zip _____
 Phone: _____
 Email: _____

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.

**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, it's 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.