



**REGULAR MEETING OF FLORENCE PARKS AND BEAUTIFICATION
COMMISSION
THURSDAY, AUGUST 6, 2026 - 8:30 AM
BARNES STREET ACTIVITY CENTER - MULTI-PURPOSE ROOM
513 BARNES ST
FLORENCE, SC**

I. Call to Order

II. Approval of Minutes

June Minutes

III. Appearances and Requests

a. Harvest In the Park - Denise Flippen-Stewart (C.A.V.E.)

b. Cartoon in the Park(Timrod)- Jody Ramson

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. Iola Jones Park	George
Jeffries Creek Park	Ross
Levy Park	Josielle
Lucas	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
Rail Trail (Near Soccer)	Terrance
High Hill Creek	Scott
Lester Park	Jarvis

X. New Business

XI. Adjournment Next Regular Meeting is scheduled for



CITY OF FLORENCE

PARKS AND BEAUTIFICATION COMMISSION MEETING

June 4, 2026

PRESENT:

Darryl Mitchell, Carlos Washington, Jarvis Eaddy, Wesly Snow, Josiella McWhite-Williams, Terrance Legette, Walter Sallenger, Scott Murphy, Itisa Harley-Williams

OTHERS: April Frederick, Victoria Nash,

ABSENT:

Sanovia Arcenaux, George Scipio, Michael Montrose, Ross McMillian, Andre Chaplin III, Curtis Reid Sturgeon, Pastor Martin Quick, Kiana Brown, Bruce Malick,

CALL MEETING TO ORDER:

Motion to call the meeting to order:

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

Motion to move appearance and request up before the approval of minutes due to not having a quorum:

Motion second

Motion approved

APPEARANCES/REQUESTS BEFORE COMMISSION:

- Ann Howard – SC Forestry for the Upstate
 - Tree City Award – 46 years receiving this award
 - Removed 144 hazardous trees
 - Pruned 2,085
 - Planted 297
 - 288 Volunteer hours
 - Celebrated Arbor Day – December 4
 - We added FMU to assist with them becoming a Tree Campus Higher Education.
 - Tree Growth Award – 19 years receiving this award
 - We planted 287 trees.
 - We removed 144 trees.
 - We chipped all your vegetative debris and used it for landscaping.
 - We hosted 3 Tree Care Workshops with tree giveaway.

- We have been growing 3.1% since 2020.
- Year 2029 – We will have a half century of being a Tree City.
- Adam: we have applied for grant for a Tree Canopy Mapping.
 - It will help located hot spots – areas where trees are needed.
 - It tells where trees are needed.
 - It gives an overview of our trees planting.
 - It will tell us where to put the right trees in the right area.
 - It will also help with the trees in our parks as well.
 - Adam will send the plan for the parks to the commission once the plan is finished.
 - With this tree canopy map, you will be able to map where trees are in the next 15 – 20 years.
 - We have been partnering with Naturally Outdoor to help assist with the tree giveaways.
- Carolyn Mitchell – CMMS Foundation
 - Location – Dr. Iola Jones Park
 - Date: TBA
 - The Cory Mitchell Foundation
 - Fun Day to raise money and talk to people able MS.
- Ervin Brown – No Show
- Shalonda Stanley – GTG Gives
 - Location – Dr. Iola Jone Park
 - Date: July 18
 - Time: 9:00am – 2:00pm
 - During this event, GTG will be giving out school supplies, gently used clothes and providing other free services. This is their first year in this community but 3rd this type of event.
 - **Motion to approve – Approved Unanimously.**
- Lorenzo Owens – PEACE Youth and Community Outreach
 - Location: Timrod Park
 - Date: July 26
 - Time: 1:00pm – 7:00pm
 - 1st annual youth and community Cookout-We will be giving out food and provide youth with school supplies. We will also have guest speakers and let the children know we have resources that can help them.
 - **Motion to approve – Approved Unanimously.**
- Brandi Johnson – No Show

APPROVAL OF THE MINUTES:

The minutes for April 2026 meeting.

- Motioned to approve minutes.

- Minutes approved

MEMBERSHIP STATUS

- We are full.
- Darryl mentioned attendance at the Parks Commission meeting.
- Victoria mentioned putting a poll together with other days/times. April will send emails out for a vote.

STAFF REPORTS:

- Victoria
 - Upcoming Event: July 4th Event
 - Projects:
 - Freedom Florence – Earth work has started.
 - Timrod – Amphitheater started on Monday may last for 2 weeks. Once it's completed, we will have a soft opening with some music and a food truck.
 - Pearl Moore – Met with McGillian company, the contractors, we have received a pre-design.
 - Tennis – met with contractors last week.
 - We will purchase a Jumbotron.
 - We have purchased the playground for Jeffries Creek.
 - Updates for department
 - Beginning of Summer camps
 - All our summer camps sites are full.
 - Basketball registration has started.
 - We have a basketball camp at Pearl.
 - We won a few baseball games in the district.
 - June 12 – Peace Up Guns Down Event – Dr. Iola Jones Park – 10:30am – 2:30pm.

OLD BUSINESS

COMMITTEE REPORT

- **Tree Removal Request -**
- **Program Development**
- **Annual Plan –**
- **By-Laws**
- **Arbor Day** – Tree planting location – Francis Marion maybe. Virtus Academy is another maybe.
- **Florence Trails –**

VETERANS PARK

- May have a suggestion for a speaker.

PARK OVERSIGHT

- A complaint on Facebook asked about bathrooms at Timrod being closed. Bathrooms are open now Monday – Friday 7:40 – 7pm and weekends 7am – 7pm.
- Suggestion was asked about putting a speed bump on Clement street in front of Mordecai C. Johnson, when they have events, people are speeding,
- Lucas Park – some residents did repairs to the bridge. There is a dead pine tree on Lucas near the tennis courts.
- McLeod Park – Scott will oversee. He asked about some talk about some money for this park. A Question was asked “Will the Parks Commission have some say so in how the money will be spent” and yes, they will. We need a master plan for McLeod, we do have a Charles from Landplan is working.
- A Question was asked “ Do any of our parks has pools?” No

NEW BUSINESS/REQUEST

MOTION TO MOVE TO EXECUTIVE TIME: 9:39am

Motion second.

Moved to Executive Time

RESUME OPEN SESSIONS:9:42am

MOTION TO ADJOURN: 9:50am

NEXT MEETING DATE:

August 6

Park Use Agreement

Please Print

Name of Applicant Denise Flippen-Stewart
Organization C.A.V.E- Community Action Volunteer Experience
Address 1007 W. Evans St
City Florence **State** SC **Zip Code** 29501
Telephone Number 843-713-2500 **Alt Telephone Number** 803-871-0333
Email Address D.Flippen@enterthecave.org

Park/Facility to be used: Dr. Joes Park 608 E. Maxwell St.

Specific area to be reserved Outdoor Park, and Amptheater

Date of the Event: Friday October 30th, 2026 **Expected Attendance:** 150-200

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

Set Up Time: 11am **Event Starting Time:** 4pm

Event Ending Time: 8pm **End Cleanup Time:** 9pm

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

Harvest Festival to build community and excite in N. Florence. Free food, games, activities, concessions,

petting zoo, and DJ

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? 120v Outlets

Will the event have security? No

Will food and/or drinks be served? Yes

Park Use Agreement

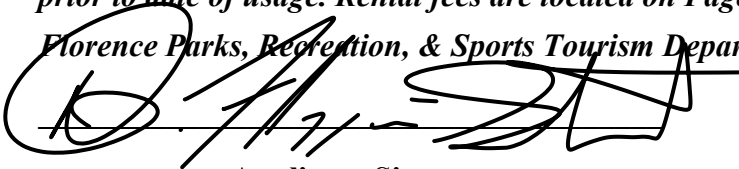
Are you proposing to serve any alcoholic beverages? No

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: DSF
 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

7/27/26

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)

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:

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.

Park Use Agreement

Please Print

Name of Applicant Jody Ransom
Organization One Table Florence ~~Helping Florence Flourish~~
Address 1412 Wisteria Dr.
City Florence State SC Zip Code 29501
Telephone Number 843-240-4665 Alt Telephone Number 843-240-6301
Email Address jody@onetableflorence.com

Park/Facility to be used: Timrod Park
Specific area to be reserved Grass area next to Playground
Date of the Event: 9/5/26 Expected Attendance: 100

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

Set Up Time: 8 am Event Starting Time: 9 am
Event Ending Time: 12 pm End Cleanup Time: 12:30 pm

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

Community Saturday Morning Cartoons in the Park
with Pancake breakfast. Free event for 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? yes

Will electricity be needed? no - will bring generator
If yes, what are the power requirements? _____

Will the event have security? yes - 1 officer in Blue

Will food and/or drinks be served? yes - request for 2 city trash cans for trash

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: JA
 See "Proof of Insurance" on the following pages for more information.

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Jody R. [Signature]
 Applicant Signature

7/30/26
 Date

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TOTAL = _____

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Signed: _____ Date: _____

For COF staff use only

Amount to be charged: _____

Description of Charges: _____

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Lessee:

Printed Name: Jody Ransom for Helping Florence Flourish
Signature: Jody R. Ransom
Address: 1412 Wisteria Dr.
City: Florence State SC Zip 29501
Phone: 843-240-4665
Email: jody@onetableflorence.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.