

Telephone: 843-549-2545

Fax: 843-549-9795

TTY Relay: 1-800-735-2905

City of Walterboro

242 Hampton Street

Walterboro, South Carolina 29488

Mailing Address:

Post Office Box 709

Walterboro, South Carolina 29488-0008

Walterboro City Council

Regular Meeting

June 23, 2015

City Hall

6:15 P.M.

A G E N D A

I. Call to Order:

1. Invocation.
2. Pledge of Allegiance.

II. Public Input on Agenda Items:

III. Proclamations and Resolutions:

1. Resolution No. 2015-R-06, A Resolution to Formally Recognize and Offer Commendation to Bill Floyd, Finance Director.

IV. Approval of Minutes:

1. Minutes of the May 12, 2015 Work Session for Budget Committee (Minutes attached).
2. Minutes of the May 12, 2015 Regular Meeting (Minutes attached).

V. Old Business:

VI. New Business:

1. Consideration of Funding Recommendations from the Accommodations Tax Advisory Board (Memorandum attached).
2. Council Internal/External Committee Appointments- Mayoral Appointments.
3. Consideration of Recommendation to Purchase Three (3) Vehicles for Police Department (Memorandum and bid information attached).
4. Consideration of Bids Received for Construction Contract for I-95 Business Loop Project, Phases 1C and 1D (Memorandum and summary sheet attached).
5. Consideration of Bids Received for the Hampton Street Waterline Project (Memorandum and summary sheet attached).

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City Council Meeting
Agenda
June 23, 2015

VII. Committee Reports:

VIII. City Manager's Report:

IX. Executive Session:

1. Receipt of Legal Advice - "Project C".
2. Discussion of Potential Purchase of Property.

X. ADJOURNMENT.

RESOLUTION NO. 2015-R-06

A RESOLUTION

TO FORMALLY RECOGNIZE AND OFFER COMMENDATION TO BILL FLOYD, FINANCE DIRECTOR, FOR 6 YEARS OF DISTINGUISHED SERVICE TO THE CITY OF WALTERBORO, SOUTH CAROLINA.

Whereas, Bill Floyd has announced his retirement after 6 years of service to the City of Walterboro, serving as Finance Director from 2008 to 2011 and from 2012 to 2015, after a long and distinguished accounting career working in both the public and private sector; and

Whereas, Mr. Floyd holds a Bachelor of Science degree in Accounting from Virginia Tech; and

Whereas, Mr. Floyd was employed with the South Carolina Department of Commerce from 1990 to 2006, where he held two positions – as Director of Administration and Chief Financial Officer and then as Project Manager; and

Whereas, as Finance Director for the City of Walterboro, Mr. Floyd has led the City to three (3) consecutive Certificates of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association; and

Whereas, Mr. Floyd demonstrated great passion and dedication to the Walterboro Wildlife Sanctuary, contributing countless hours to the project as the City liaison to the Friends of the Great Swamp Sanctuary Committee; and

Whereas, Mr. Floyd has carried out his duties with great skill, dependability and professionalism; and

Now, Therefore, Be it Resolved, by the Mayor and the City Council of the City of Walterboro, in Council Assembled that the City of Walterboro formally offers its appreciation and commendation to retiring Finance Director Bill Floyd for 6 years of distinguished public service and for his lasting contributions to the City of Walterboro, South Carolina.

Be it further resolved that we extend our best wishes to Mr. Floyd for a well-deserved, relaxing and happy retirement.

Done, this 23rd day of June, 2015.

William T. Young, Jr.
Mayor

Attest:

Betty J. Hudson
City Clerk

**Walterboro City Council
Work Session
Budget Committee Meeting
May 12, 2015
5:45 P.M.**

Present were:

Budget Committee Members: Tom Lohr - Chairman, James Broderick and Jimmy Syfrett.

Also Present were:

Mayor Bill Young, Council Member Paul Siegel, Council Member Judy Bridge, City Manager Jeff Molinari, City Clerk Betty Hudson, Finance Office Manager Amy Risher. Council Member Bobby Bonds was absent.

The purpose of the meeting was to discuss the proposed Fiscal Year 2015-2016 Budget.

Chairman Tom Lohr called the meeting to order and stated that at a previous meeting, City Manager Molinari met with the Budget Committee Members, Council Member Broderick, Syfrett and Lohr and gave an update on what he had done in meeting with each individual department head. When Mr. Molinari finished the initial meetings with the department head, he indicated that he would like to go back and check with the department heads one more time, primarily just to give him extra information if needed. Mr. Lohr further stated, we came back the last time and the budget committee met with other Council Members including Mayor Young and Council Members Bond and Siegel. Ms. Bridge would have been there, but was under the weather.

Mr. Lohr reported that as a result of that meeting, he felt that any questions Council had were answered by the City Manager. In conclusion, Mr. Lohr stated that his plans for tonight were to make a motion that the Committee recommends First Reading Approval to City Council. The Second Reading Approval would be held at the May 26 Meeting. City Manager Molinari corrected that the First Reading of the budget would be held May 26 and Second and Final Reading would be June 9, 2015 with a Public Hearing on June 9th.

A motion was then made by Council Member Syfrett to make a recommendation to City Council to have First Reading of the Fiscal Year 2015-2016 Budget as submitted by staff on May 26, 2015. Council Member Broderick seconded the motion. The motion passed with all committee members (Lohr, Broderick and Syfrett) voting in favor.

There being no further business, a motion to adjourn the meeting was made by Council Member Broderick, seconded by Council Member Lohr and passed with all members voting in favor. The meeting concluded at approximately 5:48 P.M. Notice of this meeting was distributed to all local media, including the City's website and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Submitted by,

Betty J. Hudson
City Clerk

Walterboro City Council
Regular Meeting
May 12, 2015

MINUTES

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, May 12, 2015 at 6:15 P.M., with Mayor Bill Young presiding.

PRESENT WERE: Mayor Bill Young, Council Members: Jimmy Syfrett, Paul Siegel, Tom Lohr, Bobby Bonds, James Broderick and Judy Bridge. City Manager Jeff Molinari, City Clerk Betty Hudson and City Attorney George Cone were also present. There were approximately 20 persons present in the audience. Mr. Philip Slayter, Colleton County Planning office, was also present.

There being a quorum present, Mayor Young called the meeting to order and welcomed everyone to the meeting. Council Member Syfrett gave the invocation and Council Member Lohr led the pledge of allegiance to our flag.

With no objection from Council, Mayor Young amended the agenda by adding a third item under New Business, entitled "Approving the Use of the Downtown Plaza for the Memorial Day Celebration by the Colleton County Veterans Council."

PUBLIC INPUT ON AGENDA ITEMS:

Dr. Gail Rearden, a citizen, raised a question regarding Resolution No. 2015-R-04, Adopting the Colleton County Bicycle and Pedestrian Master Plan. She asked what parts of the city and county would this plan entail? She said she owned a piece of property that she wanted to redo the driveway, and was told that there were plans for changes to what would be in the City. She asked if she could see that plan to see if the plan had any affect on her property.

The Mayor responded that he has a copy of this plan and so does the City Manager. He invited her to come to City Hall and take a look at it. Also, Mr. Slayter is present at the meeting tonight, and she could also ask him those questions. Dr. Rearden added, I just wanted to make certain that the plan does not affect what I need to do. Mayor Young replied, I don't know what you are doing, but I doubt that it would have any affect on individual property owners to any degree.

There were no further questions or comments.

APPROVAL OF THE MINUTES:

The Minutes of the April 14, 2015 Regular City Council Meeting were approved as submitted on the motion of Council Member Bridge, seconded by Council Member Broderick, with all members voting in favor.

RESOLUTIONS AND PROCLAMATIONS:

1. **Resolution No. 2015-R-04, A Resolution Adopting the Colleton County Bicycle and Pedestrian Master Plan**

Council Member Siegel stated that he and other members of Council have some questions, practical and legal, regarding the adoption of this plan. He said, I think we need a little bit of time, and I would like to make a motion that we table Resolution No. 2015-R-04 until a future meeting, so that we can get legal advice and have further discussion in Executive Session. Council Member Lohr seconded the motion that passed unanimously.

MINUTES/Page II

2. **Proclamation No. 2015-05, A Proclamation to Recognize Teen Pregnancy Prevention Month**

Mayor Young recognized that Mr. Aaron Bryant, representing the SC Campaign to Prevent Teen Pregnancy organization, was present at the meeting.

Mr. Bryant then addressed Council. He said, on behalf of the SC Campaign to Prevent Teen Pregnancy, we would like to thank you for recognizing May as Teen Pregnancy Prevention Month. Currently, Colleton County, out of 46 counties, ranks no. 7 for teen pregnancy. So, we really want to continue our efforts in the City of Walterboro and Colleton County in general. So, again, thank you to the Mayor and Council Members for your recognition.

A motion to adopt the proclamation recognizing May 2015 as Teen Pregnancy Prevention Month was made by Council Member Broderick, seconded by Council Member Lohr and passed unanimously. Mayor Young then read the proclamation in its entirety into the record. A copy of this proclamation is attached as part of these minutes.

3. **Proclamation No. 2015-06, A Proclamation to Recognize Mental Health Month**

A motion to adopt Proclamation No. 2015-06, to recognize May 2015 as Mental Health Month, was made by Council Member Bridge, seconded by Council Member Siegel and passed unanimously. The Mayor read the proclamation in its entirety into the record. A copy of the proclamation is attached as part of these minutes.

OLD BUSINESS:

There was no Old Business before Council.

NEW BUSINESS:

1. **Consideration of Funding Request in the Amount of \$3,200 to Identify Funding Sources and to Assist with Securing Grants for the Colleton County Bikeway and Pedestrian Plan**

Due to lack of a motion, this funding request was not granted by Council.

2. **Request to Use the Walterboro Wildlife Sanctuary for the "Walterboro Walk & Wag" Fundraiser, September 19, 2015 from 10:00 A.M. to 1:00 P.M. by the Friends of the Colleton County Animal Shelter**

A motion approving this request as submitted was made by Council Member Broderick, seconded by Council Member Lohr, with all members voting in favor.

The Mayor stated that this event was very successful last year, and was enjoyed by everyone who took part and raised a lot of money for the FoCCAS group that supports the animal shelter.

3. **Request to Use the Downtown Plaza for the Memorial Day Ceremony by the Colleton County Veterans Council.**

A motion to approve the request by the Colleton County Veterans Council to use the Downtown Plaza on Monday, May 25, 2015, was made by Council Member Bonds, seconded by Council Member Broderick and passed unanimously.

MINUTES/Page III

COMMITTEE REPORTS:

Council Member Lohr, Chairman of the Budget Committee, then reported to Council on the 2015-2016 budget. He stated that the Budget Committee met right before this meeting this evening to have a final check with each other. He stated that the Budget Committee (Mr. Syfrett, Broderick and Lohr) unanimously recommends to the full Council that we present the FY 2015-2016 Budget at the May 26 meeting for First Reading Approval. We would like that motion tonight to be approved by the whole Council.

A motion to present First Reading of the Fiscal Year 2015-2016 Budget at the May 26 meeting, was made by Council Member Broderick, seconded by Council Member Syfrett, and passed with all members voting in favor.

CITY MANAGER'S REPORT:

There was no City Manager's Report given.

EXECUTIVE SESSION:

The Mayor then entertained a motion to enter into an Executive Session. Council Member Bonds So Moved and Council Member Siegel seconded the motion. All in favor. None opposed. Motion carried. The Mayor announced that the meeting will convene into an Executive Session for:

- 1) A discussion of negotiations incident to proposed contractual arrangements - Engineering Services.
- 2) A discussion of Proposed Sale of Property.
- 3) A personnel matter - on the Public Works Director Search Update.

At approximately 7:28 p.m., a motion was made by Council Member Lohr to exit Executive Session and return to Open Session. Council Member Bridge seconded the motion. All in favor. None opposed. Motion carried.

There being no further business to consider, a motion to adjourn the meeting was made by Council Member Bridge, seconded by Council Member Broderick and passed unanimously. The meeting adjourned at 7:31 P.M. Notice of this meeting was distributed to all local media and posted on the City's website and the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson
City Clerk



Accommodations Tax Advisory Committee

To: Walterboro City Council
Cc: Jeffrey P. Molinari, City Manager
From: Accommodations Tax Advisory Committee
Date: June 18, 2015
Re: Approvals at June 18th, 2015 meeting

At its regularly scheduled meeting held on June 18, 2015, the Accommodations Tax Advisory Committee approved the following requests for funding.

<u>Request for 30% Designated Marketing Org</u>	<u>Requested</u>	<u>Approved</u>
Walterboro Tourism Commission	\$53,000	\$53,000

Should this recommendation be adopted by Council, Walterboro Tourism Commission will remain the Designated Marketing Organization for the City of Walterboro for fiscal year 2015-2016.

<u>Requests for 65% Tourism Fund</u>	<u>Requested</u>	<u>Approved</u>
Tuskegee Airmen – memorial brochure	\$ 1,029	\$ 1,029
Colleton Museum & Farmers Market – Lowcountry Fiber Fair	\$ 1,063	\$ 1,063
Walterboro Tourism – signage for Sanctuary	\$ 3,000	\$ 3,000
Colleton County Rice Festival	\$20,000	\$15,500
Downtown Walterboro Criterium	\$21,000	\$17,000
City of Walterboro – billboard program	\$21,000	\$21,000
Walterboro Tourism Comm – Walterboro Rocks	\$46,000	\$42,000

Should these requests be approved as submitted, the projected remaining balance for 2015-2016 will be approximately **\$40,921**. The remaining funds will be for consideration at the next scheduled meeting. Therefore, the Atax Advisory Committee respectfully requests City Council approve these items.

City of Walterboro DMO 30% Accommodations Tax Funding Request 2015-2016

Project Name: Walterboro "The Front Porch of the Lowcountry" DMO

Amount requested from A-tax: Approx. \$53,000 (30% tourism funding estimate for DMO)

Organization Name: Walterboro Tourism Commission (DMO)

Tax ID Number: 27-0473097

Contact Name: Michelle Strickland
Tourism Director
Secretary/Treasurer Walterboro Tourism Commission

Address: 1273 Sniders Highway
Walterboro, SC 29488

Phone & fax: 843-538-4353 office
843-909-4325 cell
843-538-4356 (fax)

Email: mstrickland@walterborosc.org

Project/Event Description (narrative)

The Walterboro Tourism Commission, an I.R.S. designated 501 c (6) nonprofit organization, is a central tourism resource dedicated to increasing visibility of the tourism industry within the Walterboro area in an effort to attract crucial tourism related dollars and economic growth, as well as the development and promotion of Walterboro as a tourist destination. The Executive Committee consists of the Mayor of the City of Walterboro/appointee, the City Manager of the City of Walterboro, an appointee of Walterboro City Council (Jean Harrigal) and Tourism Director as Secretary/Treasurer. As Designated Marketing Organization (DMO) for Walterboro, WTC manages the 30% tourism marketing funding. In a collaborative effort, a marketing plan is being implemented to continue the momentum and direction Walterboro has already developed as "the Front Porch of the Lowcountry"; building upon Walterboro's success in branding our city with the red rocking chair logo. City Council recently trademarked our logos.

(Please see the attached summary.)

The 30% tourism funding is estimated at approximately \$53,000. This accommodation tax funding provides for a comprehensive advertising campaign to improve consolidated billboard advertising, cooperative print and multimedia advertising, as well as brochure distribution and visibility.

The duration of this project is fiscal year **July 1, 2015 thru June 30, 2016.**

Benefit to Tourism and/or the Community

Joint efforts to successfully promote Walterboro's cultural, historical and recreational opportunities insure the long term sustainability and economic development through the growth of the tourism industry. By increasing the profile of Walterboro through this advertising campaign and fostering a better understanding of tourism's role in economic, cultural and social development of our area, these promotional dollars result in increased overall prosperity consistent with the economic development plan and increased overnight stays.

To track effectiveness of this project, we will utilize a number of tools, including visitor information logs at the Welcome Center (*please see attached Welcome Center tracking graph*), as well leads generated by online advertising. The total number of leads generated by cooperative advertising with SCPRT in 2014 was 2,066, showing a growth of 1.15% over 2013.

Tourism is a \$15 billion industry in the state of South Carolina. This year numbers of visitors to the Walterboro Welcome Center increased, which can be attributed to continued advertising, red rocker branding, increase in brochure materials, increased visibility through PR and events. The SCPRT TAG grant gave us extra coverage and great cooperative advertising opportunities.

30% Accommodations Tax Tourism Marketing Funding Proposal Request – 2015-2016

Funding:

Accommodations Tax allocation 30% tourism funding: \$53,500

Total Funding \$53,000

Expenses:

Advertising

Broadcast Media: \$8,000

Print Media:

(such as AAA, Lowcountry Weekly, Southern Living, Skirt Mag.,

Antiques Newspaper, Traveler of Charleston)	\$9,000
Cooperative advertising:	\$1,000
Billboards:	\$26,000
Marketing and Promotion	
Promotional items and press kits:	\$1,000
Flyers, brochures, programs, banners, signs, posters, internet:	\$7,000
Facilities & Services:	
Directional Signage and events:	\$1,000
Project Total	<u>\$53,000</u>

City of Walterboro Accommodations Tax Funding Application

I. Basic Information

A. Project Name: The Face of Courage – reprint of Tuskegee Memorial brochure project

B. Requested Amount: \$1,028.20

C. Total Project Cost: \$1,028.20

D. Application Information:

1. Hiram E. Mann Chapter, Tuskegee Airmen, Inc. – Federal ID: 27-310833
2. Johnnie Thompson - Contact person
3. PO Box 1091 Walterboro, SC 29488
4. 843-908-4094

II Narrative

In spite of adversity and limited opportunities, African Americans have played a significant role in U.S. military history over the past 300 years. They were denied military leadership roles and skilled training because many believed they lacked qualifications for combat duty. Before 1940, African Americans were barred from flying for the U.S. military. Civil rights organizations and the black press exerted pressure that resulted in the formation of an all African American pursuit squadron based in Tuskegee, Alabama, in 1941. They became known as the Tuskegee Airmen.

“Tuskegee Airmen” refers to all who were involved in the so-called “Tuskegee Experience,” the Army Air Corps program to train African Americans to fly and maintain combat aircraft. The Tuskegee Airmen included pilots, navigators, bombardiers, maintenance and support staff, instructors, and all the personnel who kept the planes in the air.

The military selected Tuskegee Institute to train pilots because of its commitment to aeronautical training. Tuskegee had the facilities, and engineering and technical instructors, as well as a climate for year round flying. The first Civilian Pilot Training Program students completed their instruction in May 1940. The Tuskegee program was then expanded and became the center for African American aviation during World War II. African American navigators, bombardiers, and gunnery crews received combat training at selected military bases elsewhere in the United States. Walterboro Army Airfield was one of those selected combat training facilities.

The Tuskegee Airmen overcame segregation and prejudice to become one of the most highly respected fighter groups of World War II. They proved conclusively that African Americans could fly and maintain sophisticated combat aircraft. The Tuskegee Airmen’s achievements, together with the men and women who supported them, paved the way for full integration of the U.S. military.

Through the efforts of the “Tuskegee Airmen” and the distribution of The Face of Courage brochure, we are honoring the accomplishments and perpetuating the history of African Americans who participated in air crews, ground crews and operations support training in the Army Air Corps during WWII while educating young people and adults on the history and significance of the Walterboro Army Airfield training site to their success. That alone is a tremendous benefit to the diversity of our community and its impact on tourism.

Tracking: There is a visitor sign-in sheet (see attachment) located at the Lowcountry Regional Airport for the Tuskegee Memorial. This gives us a snapshot of where our

visitors are located. They have traveled from all over the United States mostly the east coast and from several countries abroad. The comments expressed by our visitors are all very favorable and all enjoyed learning about the experiences of the Tuskegee Airmen and its relationship to Walterboro. This brochure will be placed at visitor/welcome centers, hotels and military bases. We are working with the SC Parks Recreation and Tourism Commission to have the brochure approved for placement in the state's welcome centers.

Duration of Project: The printing of the brochure would start in July 2015. There is no official end date.

No special permit will be needed for this grant request.

iii. Budget

Project funding:

A-tax funds (brochures) \$1,028.20

Expenses:

Printing \$1,028.20

Total Project: \$1,028.20

iv. Required Attachments

A. Letter from the Secretary of State (IRS letter recognized as a 501 (c) 3 entity)

B. Financial Statement – April 2015 YTD (see attachment)

C. List of Board Members (see attachment)

v. No request for billboard funding

I. **BASIC INFORMATION**

- A. Project Name: Lowcountry Fiber Fair
- B. Requested Amount: \$2,500
- C. Total Project Cost: \$4800 ¹¹⁰⁶³
- D. Applicant Information
 - 1. Committee Lead: Colleton Museum & farmers Market
 - 2. Federal Tax ID: 57-6000339
 - 3. Gary H. Brightwell, Director
 - 4. 506 E. Washington Street, Walterboro, SC 29488
 - 5. Phone: 843-549-2303
Fax: 843-549-7433
Email: gbrightwell@colletoncounty.org

ii. Narrative

The Colleton Museum and Farmers Market will be holding the 3rd annual Lowcountry Fiber Fair on its campus in conjunction with its Saturday Farmers Market on October 17, 2015. The Fiber Fair is a collection of farmers, artisans and hobbyists coming together to buy, exhibit, demonstrate and produce items from a long list of animal fiber from such animals as rabbits, sheep, goats, alpacas, llamas and fibers from plants such as cotton, linen and flax. In order to make these products certain tools are needed and in addition to the animal and plant fiber artists there will be vendors to exhibit and sell the needed tools such as spinning wheels, weaving looms, rug hooks, winders, carders etc. Last fall was our second Lowcountry Fiber Fair and we considered it a great success with approximately 900 attendees and 35 vendors. This is the only known Fiber Fair in South Carolina and the organizers feel like it has the opportunity to grow and pull increasing numbers from distant communities if we are able to secure additional money for advertising. Likewise, there will be fiber artists demonstrating and selling their fiber wares on the campus of the South Carolina Artisans Center in Walterboro on the day of the event.

This event promotes and highlights the agricultural heritage of our community through the education and demonstration of plant and animal fiber as a value added commodity and an art form for our area.

The event organizers would expect this event to grow and feel that we could accomplish this if monies were available for additional advertising aimed at out-of-county localities. Our advertising budget for last year was \$4,000 (received from City of Walterboro ATAX) and we exceeded the crowd from the previous year by about 100. In informal polling we found that most of our visitors came from the Bluffton and Hilton Head area with a smattering from Columbia and Charleston.

ATAX funds will be used to cover printing and advertising. Ads will be placed in out-of-county newspapers, in addition to our local media coverage and social media coverage. We will use funds to advertise in such publications as the Post & Courier (electronic advertising), Island Publications, Lowcountry Weekly and the State Newspaper (electronic publications). In our informal survey we found that most people had seen digital ads on the internet versus print ads in newspapers. We are therefore concentrating our efforts on more digital media than was used in 2014. We are asking for slightly less money from ATAX this year due to the change. (We applied and were given \$4000 last year and are asking for \$2700 this year. We had a total of

A complete budget is included as an attachment to this application. The event itself will be free of charge but some of the associated fiber classes will have an enrollment fee. The Charleston Fiber Guild will be in charge of holding classes at

the Colleton Museum and Farmers Market and they will receive those class funds. Fiber artists from the SC Artisans Center will exhibit their wares on the SC Artisans Center campus and teach fiber classes as well.

The Committee for the event consists of Colleton Museum & Farmers Market Staff and the SC Artisans Center staff with recruitment of local volunteers. There is a vast amount of programming experience in the group. The funding will pass through the County Budget and will be subject to all County auditing and reporting requirements.

III. Benefit to Tourism

This event will attract people from around South Carolina as well as from out of state. This is a one day event where visitors will enjoy the fiber demonstrations, buy vendor products and take classes to better appreciate these art forms. The visitors will have the opportunity to enjoy local restaurants, stores and utilize local hotels for their accommodations. This is an excellent opportunity to showcase our community by blending our heritage with the skills of the artisans.

IV Benefit to the Community

Colleton already has a number of individuals raising animals that produce fiber. This event will give those interested in additional information about diversifying their agricultural opportunities. It will provide an opportunity for the local artisans to demonstrate, exhibit and sell to the local community as well as encourage visitors to come to this area for the Fiber Fair.

V Tracking

Informal surveys will be conducted to project percentage of individuals from out of town. In addition, head counts for the Farmers Market are conducted at 30 minute increments as suggested by the USDA to determine visitor numbers.

VI Duration of Project

Currently, this is a one day event. In the future, with growth, this could become a multiple day event as other such types of events have become weekend events to accommodate the crowds.

Many vendors will arrive on the day prior day to the event to be ready for the 8:30 a.m. opening. Many of the attendees will more than likely make this an overnight trip to be prepared for classes and taking in the exhibits.

VII Permits

A permit to utilize a Flash mob of knitters at the downtown waterfall will be obtained prior to the event.

VII Additional Comments

IX Budget

Please see attached

X Required Attachments

- a. Letter from Secretary of State (Attached)
- b. Financial Statement (Attached)

City of Walterboro

65% Accommodations Tax Funding Request 2015-2016

Project Name: ***“Walterboro Rocks!”* Walterboro Wildlife Sanctuary**

Amount requested from A-tax: **\$3,000**

Organization Name: Walterboro Tourism Commission

Tax ID Number: 27-0473097

Contact Name: Michelle Strickland
 Tourism Director
 Secretary/Treasurer Walterboro Tourism Commission

Address: 1273 Sniders Highway
 Walterboro, SC 29488

Phone & fax: 843-538-4353 office
 843-909-4325 cell
 843-538-4356 (fax)

Email: mstrickland@walterborosc.org

Project/Event Description (narrative)

“Walterboro Rocks!” advertising campaign encompasses a collaborative effort and strives to improve visibility of our successful red rocker branding program. We continue the momentum and direction Walterboro has already developed, unifying the coordination of our advertising and marketing for increased overnight stays.

Our plan includes the *Walterboro Wildlife Sanctuary* nature-based tourist attraction, inviting visitors to experience Walterboro’s peaceful trails and boardwalks through the East Coast’s largest estuarine preserve, and may be the only “braided creek” swamp accessible to the public. The City of Walterboro’s Council recently changed the name from *Great Swamp Sanctuary* to *Walterboro Wildlife Sanctuary*. We request funds to facilitate those changes.

Specifically, we request funds to purchase way-finding signage to assist in guiding travelers to the Sanctuary from Interstate 95. Our hope is to install signage at the Ivanhoe Street entrance of the Walterboro Wildlife Sanctuary using the red rocking chair brand to increase visibility of the sanctuary entrance. (proposed design attached) Using our established logo to promote the Sanctuary will allow our branding campaign to come full circle, and will be easily recognizable for travelers who have seen our other signage.

The Walterboro Tourism Commission, an I.R.S. designated 501 c (6) nonprofit organization, is a central tourism resource dedicated to increasing visibility of the tourism industry within the Walterboro area in an effort to attract crucial tourism related dollars and economic growth, as well as the development and promotion of Walterboro as a tourist destination.

Benefit to Tourism and/or the Community

The popularity of our red rocking chair captures the attention of visitors to our area. We need consistency in our advertising efforts and must make the necessary changes for billboards, print media, signage, flyers and brochures for the Walterboro Wildlife Sanctuary.

We are confident these promotional efforts continue the economic growth for Walterboro with the influx of new visitors, residents and business owners, boosting revenue for businesses and organizations and ultimately improving our lifestyle. Clearly these coordinated efforts draw additional overnight visitors to Walterboro and extended stays in our hotels.

To track the effectiveness of this "*Walterboro Rocks!*" campaign, we utilize a number of tools, including visitor information logs at the Welcome Center, hotel occupancy data, as well as sign-in journals with various businesses and attractions.

65% Accommodations Tax Funding Proposal Request – 2015-2016

Signage

\$3,000

Project Total

\$3,000

City of Walterboro Accommodations Tax Funding Request

Project Name: Colleton County Rice Festival

Organization Name: Colleton County Rice Festival
403 East Washington Street, Suite A
Walterboro, SC 29488
(843) 549-1079
(843) 549-5232 (fax)

Contact Name: Jimmy Trippe/Jeffrey Herndon
Rice Festival

Federal ID Number: 57-0691134

ATAX Requested Amount: \$20,000 Colleton County Rice Festival-Rice Run-
Tour de Lowcountry-Palmetto Dock Dogs

Project/Event Description (narrative)

The Colleton County Rice Festival is held annually during the last full weekend in April. Now in its 41st year, the festival has become recognized as a premier springtime event throughout the Palmetto State and offers something for every age and taste. In 2015, an estimated 25,000 visitors attended the festival over the weeklong event. The Rice Festival Beauty Pageant always starts the Festival followed by the Tour de Lowcountry Bike Ride and Rice Festival kick-off Dance April 16, 2016. "The Taste of Walterboro" April 19th, VIP Luncheon on the 21st and followed by the three-day event Friday, April 24 to Sunday April 26, 2015. The Rice Festival would like to feature the Palmetto Dock Dogs again in 2016 and present it as an annual event each year. The event brought competitors in from Georgia, North Carolina, and Tennessee and as far away as New York, all staying in motels plus the staff that ran the event. We feel like this will be an event that will grow each year like it has at the wildlife expo in Charleston and bring visitors to dine in our restaurants and stay in our motels. The Tour de Lowcountry, in its second year, brought in over 60 riders in the rain in 2015 and as far away as Greenville, SC. This is an event that we feel will also grow each year. All permits required will be obtained by the Rice Festival Committee.

Because of the continuing success of the Rice Festival with results that sustain and promote a growing economy, an all-out effort is presently underway by various local groups and organization to encourage visitors to come into the county and city. The Rice Festival Committee Members are actively involved in many of these endeavors and are working closely with community leaders to make Walterboro and Colleton County a favorite destination of visitors throughout South Carolina and tourist motoring along I-95.

Benefit to Tourism and/or the Community

Special events and programs that enhance the quality of life make for an attractive package in enticing the traveling public to this area. Colleton County will never be heavily industrialized but can capitalize on its cultural, natural, and historic resources to bring more visitors into the County. The more visitors that come to Colleton County the more secure are tourism related jobs. Increased visitors also mean

increased sales and tax collections. We are strategically located on I-95 South/North Corridor and just 32 miles from I-26. These kinds of activities certainly appeal to travelers who will eat in our restaurants, stay in our motels, and shop in and about the Walterboro area.

Many food, arts and crafts vendors and participants in the Rice Run, Palmetto Dock Dogs, and Tour de Lowcountry are out of state and stay overnight at the local hotels, eat in our various restaurants, and shop in several of the retail outlets. Visitors are charmed by the quaint atmosphere and are encouraged to return. We estimate that at least 120 hotel rooms will be utilized by vendors, runners, participants and visitors.

City of Walterboro

65% Accommodations Tax Funding Request 2015-2016

Project Name: **Downtown Walterboro Criterium 2016**
"USA CRITS Championship Criterium Series" (fourteenth annual)

Amount requested from A-tax: **\$21,000**

Organization Name: Walterboro Tourism Commission

Tax ID Number: 27-0473097

Contact Name: Michelle Strickland
Tourism Director
(Downtown Walterboro Criterium Committee)

Address: Walterboro Tourism Commission
1273 Sniders Highway
Walterboro, SC 29488

Phone & fax: 843-538-4353 office
843-909-4325 cell
843-538-4356 (fax)

Email: mstrickland@walterborosc.org

Project/Event Description (narrative)

Olympians and professional cycling champions will compete in the **fourteenth annual Downtown Walterboro Criterium on April 27, 2016**. Approximately a total of 150 riders will participate in 2016's USA CRITS Cycling Series. The Masters and Category 2/3 and 4/5 amateur races, as well as the professional women's race, will bring approximately 110 additional racers to the area.

The series is made up of four person teams, competing in multi-lap races in a closed circuit of about one mile long. This racing discipline requires a unique type of rider, one who must demonstrate top speed and bike handling skills traveling at 30 plus mph. Because of the circular track, criteriums are the equivalent to NASCAR and are known as America's

contribution to the sport. To establish the track needed for the riders, we will obtain permission to close several streets in the downtown area for the race.

The Downtown Walterboro Criterium is coordinated by a group of local volunteers that represent several of the local organizations, local businesses, and interested citizens. This year there will be several new members to the committee with the hope that this will bring some new ideas. There will be a concentrated effort to re-energize the event and re-format the VIP section, as well as add some family friendly activities and vendors.

The start and end date for this one-day event is **Wednesday, April 27, 2016.**

Benefit to Tourism and/or the Community

The popularity of cycling has been on the rise in recent years. While professional cycling may not compete against the visibility of such sports as football, basketball, soccer or tennis, the record-breaking success of American Lance Armstrong has increased the awareness of this endurance sport and has made it more mainstream within the United States. Races are now staged all over the country and fans are more than willing to travel to watch them.

Walterboro is no exception, giving Walterboro international visibility, as well as additional press coverage. The races are filmed and with an internet "hot spot" connection we "live stream" broadcast all over the world so friends and families can witness the progress of their team. The numbers of tourists participating in this series increases significantly each year due to the additional advertising, extended stay hotel discount packages and the continuation of the amateur and women races.

Tourists and racers stay in the local hotels, eat in our various restaurants, and shop in several of the retail outlets. Visitors are charmed by the quaint atmosphere and are encouraged to return. We estimate that at least 110 hotel room nights will be utilized by the riders, event staff and visitors. This event also contributes to Walterboro's busiest coffee service and restaurant service of the year.

Accommodations Tax Funding Proposal Request – 2016

Outdoor Advertising	\$3,500
Advertising, Website & Print Media: (such as Post & Courier, Lowcounty Weekly, The State, Skirt Mag. TV websites)	\$4,500
Promotion Cycling related promotion:	\$4,500

Flyers, brochures, programs, banners, signs, posters, internet:	\$1,000
Facilities & Services:	
Public restrooms	\$500
Fencing	\$5,000
VIP Section/Children's Activities:	\$1,000
Total	<u>\$21,000</u>

City of Walterboro

Accommodations Tax Funding Request 2015-2016

Project Name: City of Walterboro Billboard Package 2015-2016

Amount requested from A-tax: \$21,000

Organization Name: City of Walterboro

Tax ID Number: 57-6001119

Contact Name: Michelle Strickland
Tourism Director

Address: City of Walterboro
242 Hampton Street
Walterboro, SC 29488

Phone & fax: 843-538-4353 office
843-909-4325 cell
843-538-4356 (fax)

Email: mstrickland@walterborosc.org

Project/Event Description (narrative)

The City of Walterboro installed four billboards promoting lodging, shopping and dining in Walterboro along I-95 and in Jacksonboro on Hwy 17 in the Fall of 2008. This package price has remained the same but several boards have been added free of charge. Specifically, this package includes:

SC Highway 17 S at Jacksonboro facing north bound traffic
SC Highway 17 S at Point South facing south bound traffic
I-95 mm 30 Double Board facing north bound traffic
I-95 mm 103 facing south bound traffic
I-95 mm 82, north of St. George facing southbound traffic
17A just east of the airport facing incoming traffic
Jeffries Blvd. just past PRTC building facing incoming traffic

The City requests the continuation of these billboards for 2015-2016 as they are a part of the consolidated efforts of the billboard committee and the red rocker branding. It is estimated that \$21,000 is needed to fund this project **including fresh vinyls this year.**

The start and end date for this billboard contract is **July 1, 2015 thru June 30, 2016.**

Benefit to Tourism and/or the Community

Billboards are Walterboro's most effective Red Rocker branding along the I-95 corridor. The popularity of Walterboro as an overnight stop off I-95 and Hwy 17 has been greatly enhanced by our billboards. Visitors are charmed by Walterboro's quaint atmosphere and are encouraged to return. These tourists stay in the local hotels, eat at our restaurants and shop in our gift shops.

The Welcome Center tracks visitors, noting how they found us or heard of us. This tracking shows the effectiveness of this billboard program and that it works to bring both travelers from the Interstate and travelers on Savannah Highway going towards I-95 from Charleston or Myrtle Beach areas for a stay in Walterboro.

Accommodations Tax Funding Proposal Request – 2015-2016

City of Walterboro billboard Package (includes a fresh vinyls)	\$21,000
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City of Walterboro

65% Accommodations Tax Funding Request 2015-2016

Project Name: "Walterboro Rocks!" advertising campaign 2015-2016

Amount requested from A-tax: \$46,000

Organization Name: Walterboro Tourism Commission

Tax ID Number: 27-0473097

**Contact Name: Michelle Strickland
Tourism Director
Secretary/Treasurer Walterboro Tourism Commission**

**Address: 1273 Sniders Highway
Walterboro, SC 29488**

**Phone & fax: 843-538-4353 office
843-909-4325 cell
843-538-4356 (fax)**

Email: mstrickland@walterborosc.org

Project/Event Description (narrative)

The "**Walterboro Rocks!**" campaign is a comprehensive plan designed to implement a variety of advertising methods to draw visitors to Walterboro for increased overnight stays.

The Walterboro Tourism Commission, an I.R.S. designated 501 C (6) nonprofit, is a central tourism resource dedicated to increasing the exposure of local attractions in the Walterboro area. The purpose of the commission is to promote Walterboro as premier travel destination.

WTC has successfully created a comprehensive "Walterboro Rocks" advertising campaign to boost our visibility with the red rocking chair brand. The organization will to continue to develop and expand advertising and marketing plans through consistent brand recognition.

The Walterboro Welcome Center, located at exit 53 off I-95, is approximately half-way between New York and Florida, between Savannah/Beaufort and Charleston along Highway

17. The goal to put Walterboro on the map as a destination for travelers as they make their way along I-95 and local thoroughfares through strategic advertising placement.

The duration of this project is fiscal year **July 1, 2015 thru June 30, 2016**

Benefit to Tourism and/or the Community

By marketing the antiques, historic, cultural, and nature based and resources in Walterboro, the Lowcountry Region and South Carolina, this project aims to capitalize on the economic impact it will bring to this area. An influx of new visitors will not only boost revenue for local businesses with overnight stays and crucial tourism related dollars, it will create the potential for new residents who will further invest in the community.

WTC will continue to track the effectiveness of this **“Walterboro Rocks!”** campaign utilizing a number of tools, including visitor information logs at the Welcome Center, hotel occupancy data, and leads generated by online advertising.

65% Accommodations Tax Funding Proposal Request – 2015-2016

Advertising

Broadcast Media:	\$8,000
Billboards consolidation “Walterboro Rocks”:	\$10,000
Print Media: (such as Traveler of Charleston , Southern Living, Skirt Columbia/Aiken)	\$9,500
Cooperative advertising	\$10,000

(such as:

- SCPRT Official Vacation Guide
- internet ads,
- SCPRT Welcome Center signage

WTC works with other local organizations on **“Walterboro Rocks!”**, continuing to develop cooperative advertising with the South Carolina Artisans Center, the Colleton Museum and Farmers Market, Friends of the Great Swamp Sanctuary, and annual festivals and organizations.

Marketing and Promotion:

Flyers, brochures, Post Cards, signs, internet, promotional item: \$8,500
(please see attached post card)

Project Total \$46,000



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: June 19, 2015
SUBJECT: Request to Purchase New Police Vehicles

The FY 2015-16 budget will allocate \$125,400 for the purchase of three (3) new police vehicles. The Police Department received bids from three (3) vendors. Two (2) vehicles will be used for patrol and the third will be used for an investigator. The two (2) patrol vehicles will be outfitted with the complete police package. The investigator's vehicle will have a more basic equipment package.

<u>Vendor</u>	<u>Vehicle</u>	<u>Total Price*</u>
State Contract	2015 Chevrolet Caprice	\$126,935.34
Rizer Chevrolet (Walterboro, SC)	2015 Chevrolet Caprice	\$128,594.03
Butler Dodge (Beaufort, SC)	2015 Dodge Charger	\$115,985.34
Walterboro Ford (Walterboro, SC)	2015 Ford Taurus	Vehicle Unavailable

The City received bids from one (1) local vendor. In applying the Local Preference Option as outlined in Section 2-251 of the Code of Ordinances of the City of Walterboro, Rizer Chevrolet did not qualify for the opportunity to match the price submitted by Butler Dodge. Staff recommends purchasing the vehicle from Butler Dodge (Beaufort, SC) in the amount of **\$115,985.34**, which is \$9,414.66 less than budgeted. City staff asks for Council's favorable consideration of this request. If you have any questions, comments or concerns, please do not hesitate to contact me or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachments

*Includes price of 3 vehicles, equipment, and sales tax.

WADE B. MARVIN
CHIEF

TEL. 843-549-1811

FAX 843-549-8583

police@walterborosc.org

WALTERBORO POLICE DEPARTMENT
CITY OF WALTERBORO
242 HAMPTON STREET • POST OFFICE BOX 709
Walterboro, South Carolina 29488



To: Jeff Molinari, City Manager

From: Chief of Police

Date: June 18, 2015

Ref.: Request Purchase of Vehicles for Police Department

The 2015 - 2016 budget included sufficient funds for two marked police cars and one administration car. These will be used for conducting the business of the Walterboro Police Department. The following quotes were received from local dealers and the State Contract.

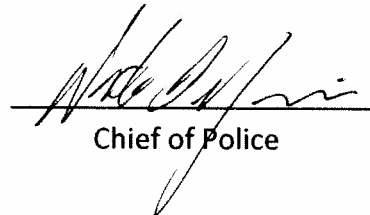
Marked Police Cars

State Contract - Chevrolet Caprice \$26,879.00

Rizer Chevrolet - Chevrolet Caprice \$27,432.01 (local preference \$25,559.05)

Butler Dodge - Dodge Charger \$ 23,229.00

I recommend and ask that the bid from Butler Dodge for three cars in the amount of \$23,229.00 each be approved .


Chief of Police

2015 Dodge Charger

Sale Price	\$23,229.00
Police Equipment	\$19,874.00
Sales Tax	\$300.00
Total	\$43,403.45

2015 Dodge Charger

(Administrative)

Sale Price	\$23,229.00
Police Equipment	\$5650.34
Sales Tax	\$300.00
Total	\$29,197.34

Butler

CHRYSLER

DOODGE

Jeep



1555 SALEM RD, BEAUFORT S.C. 29902
(843) 522-9696

6/17/2015

Buyer:	CITY OF WALTERBORO
	242 Hampton St
	Walterboro SC 29488
	attn: Capt. Sweat
Phone:	
Fax:	

Cell:	
Phone:	
Fax:	

Make:	Dodge
Model:	Charger V6 Police Pkg
Year:	2015
Color:	t/b/d
VIN:	t/b/d
Stock #:	t/b/d
Mileage:	t/b/d

Make:	
Model:	
Year:	
Color:	
VIN:	
Stock #:	
Mileage:	
ACV:	

MSRP \$34,900.00

Sale Price \$23,229.00

Options Included

Upfit from West Chatham	*subject to price confirmation by WC	\$ 19,874.45

Options Total \$19,874.45

Sub Total \$43,103.45

DOC

Tag

3% Tax \$300.00

Cash Down

Balance Due \$43,403.45

Manager Amy Hill

Customer

Insurance Information

Agency Name and Address:			
		Phone No.:	
Policy No.:	Insurance Company:		
Comp.:	Collision:	Effective Dates:	
Contact:	Date:		

01/28/15

WEST CHATHAM WARNING DEVICES

2208 GAMBLE RD
SAVANNAH, GA 31405

Quote

PHONE (912) 234-2600
FAX (912) 238-1369

Customer No.: WALTERBOROP
Quote No.: 56182

Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
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01/28/15		Origin	NET 30
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Purchase Order Number	Sales Person	Quote Expires
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04/28/15

Quantity	Item Number	Description	Unit Price	Amount
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1	WHE-SX8BBBB	LIBERTY SX 48.50 LC B/B/B/B 5 - SLDBB, 1- SXTLS1 1- SPALF1	1250.00	1250.00
1	WHE-MKEZ82	EZ LIGHTBAR MOUNT KIT #82 2011-2014 Charger / 48-50	0.00	0.00
1	WHE-295SL100	295SL100 SIREN	199.00	199.00
1	WHE-SA315P	Speaker 100 watt	135.02	135.02
1	WHE-SAK37	SA315 MT KIT 11-15 CHARGER	21.50	21.50
1	HAV-C-TIR3-UNV	Universal Tag Brkt for TIR3/LIN3	35.00	35.00
2	WHE-RSB03ZCR	TIR3 HORIZ. SYNC. BLU.	55.00	110.00
1	TST-2007017	SWITCHBOX 6 FUNCTION 20 amp glx wire/ext cables marked	74.00	74.00
1	HAV-C-VS-2500-CHGR-1	Console 25" (for best depth) Charger 11-14 (pol pkg) 9.5"D @ rear/7.375"min@front	275.63	275.63
1	HAV-C-EB30-MGC-1P	30-MGC-1P Equipment Bracket 295SL100	0.00	0.00
1	HAV-C-EB25-SW3-1P	25-SW3-1P Equipment Bracket tst-2007017	0.00	0.00
1	HAV-C-CUP2-I	CUP2-I Int Dual Cupholder 4"	30.87	30.87
1	SET-10S-UNV-C	Unv Center Slide Cage Coated 2015 CHARGER	426.00	426.00
1	SET-LEXT-CHARGER	LOWER EXTENSION 1 piece 2015 CHARGER	46.00	46.00
1	SET-TRKT-CHARGER-11	TRANSFER KIT 2015 CHARGER	0.00	0.00
1	SET-WB-S-CHG11	WINDOW BARS, STEEL	153.00	153.00

Thank You

WEST CHATHAM WARNING DEVICES2208 GAMBLE RD
SAVANNAH, GA 31405*(marked)*
QuotePHONE (912) 234-2600
FAX (912) 238-1369Customer No.: WALTERBOROP
Quote No.: 56182Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
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01/28/15		Origin	NET 30
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Purchase Order Number	Sales Person	Quote Expires
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		04/28/15
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Quantity	Item Number	Description	Unit Price	Amount
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		2011 CHARGER		
1		KUSTOM DIRECTIONAL GOLDEN EAGLE II DUAL ANTENNA	2149.00	2149.00
1	MOB-MVD-FB3DVS	L3 Flashback 3 Digital Video	4750.00	4750.00
1		Rear Crash Optional \$ inc abv shipping inc	0.00	0.00
1		MOBILEVISION RADAR INTERFACE CABLE (FOR KUSTOM DIR GOLDEN EAGLE)	200.00	200.00
1	STR-75762	STINGER HP LED, DC	129.95	129.95
1	VIS-RDWALTERBORO	WALTERBORO GRAPHIC KIT REF 2015 CHARGER	520.00	520.00
1	PRG-S56C06	REAR TRANSPORT SEAT ABS 06-15 CHARGER CHARCOAL	326.90	326.90
1	BRO-BR930	3 OUTLET ACCESSORY W/SWITCH	15.00	15.00
1		antenna & coax	50.00	50.00
1	BROT-PJ622-K	PJ622 Pocketjet 6 200 dpi, integrated USB/Irda No Bluetooth/Battery/Doc Set	310.00	310.00
1	BROT-LB3603	PRINTER CABLE 10" FOR PJ622	19.84	19.84
1		BROTHER DOC SET LB3831	15.00	15.00
1		BROTHER 12V DC WIRED 14' CABLE LB3692	25.00	25.00
1	BROT-LB3788	Prm Perforated Thermal Paper 600 sheets	63.00	63.00

Thank You

WEST CHATHAM WARNING DEVICES

2208 GAMBLE RD
SAVANNAH, GA 31405

PHONE (912) 234-2600
FAX (912) 238-1369

(Marked)
Quote

Customer No.: WALTERBOROP
Quote No.: 56182

Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
01/28/15		Origin	NET 30
Purchase Order Number	Sales Person		Quote Expires
			04/28/15

Quantity	Item Number	Description	Unit Price	Amount
1		GETAC V110B RUGGED LAPT INTEL I-5, INTEGRATED GP WIFI, BLUETOOTH	3533.50	3533.50
1		HONEYWELL SCANNER 4800I USB KIT W/ USB CABLE	453.80	453.80
1	HAV-PKG-PSM-168	PKG-PSM-168 Computer Mt 11-14 Charger MD-202 HDM-168,HDM-209, HDM-304	285.00	285.00
1	HAV-DS-GTC-302-3	Docking Station with Triple High-Gain Antenna for Getac' V110 Convertible Notebook w/ Power Supply	999.00	999.00
1	HAV-C-ARPB-117	Brother PocketJet Printer Mt With Armrest	175.56	175.56
1	HAV-C-ARM-103	ARM-103 Armrest Top Mt Lg	72.77	72.77
1.000		LABOR TO INSTALL ABOVE	1500.00	1500.00
1	STR-75762	STINGER HP LED, DC	132.55	132.55
1	WHE-P46SLC	PAR46 2 deg LED spot bulb butler purchased spotlights Spotlight bought OEM	190.50	190.50

Quote subtotal	18672.39
Sales tax @ 1.00000%	171.72
Sales tax @ 6.00000%	1030.34
Quote total	19874.45

Thank You

(admin.)

WEST CHATHAM WARNING DEVICES
2208 GAMBLE RD
SAVANNAH, GA 31405

Quote

PHONE (912) 234-2600
FAX (912) 238-1369

Customer No.: WALTERBOROP
Quote No.: 56176

Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
01/28/15		Origin	NET 30
Purchase Order Number	Sales Person		Quote Expires
			04/28/15

Quantity	Item Number	Description	Unit Price	Amount
1	WHE-IX35UFZ	Inner Edge 10 3-led w/td 2pc 14 Charger "ALL BLUE"	609.00	609.00
1	WHE-IZ35LR8	INNEREDGE 8 LED LR TA 11-14 CHARGER	725.00	725.00
1	WHE-HHS2200	Handheld siren w/9 RELAYS	299.00	299.00
1	WHE-SA315P	Speaker 100 watt	138.03	138.03
1	WHE-SAK37	SA315 MT KIT 14 CHARGER	22.20	22.20
1	STR-75762	STINGER HP LED, DC	113.61	113.61
1	BRO-BR930	3 OUTLET ACCESSORY W/SWITCH	15.00	15.00
2	WHE-IONB	ION LED LIGHT BLUE blk housing (REAR DOOR)	105.60	211.20
2	WHE-IONSME	SURFACE MT ION LT BLU/WHI (front fender)	105.60	211.20
1	WHE-D808000	DOMINATOR 8 TIR3 8 BLUE	396.60	396.60
1	HAV-C-3061-5	Equipment Bracket Pair 5 For Trak-Mount Base	13.80	13.80
1		SHOP FEE	25.00	25.00
1	HAV-C-VS-2500-CHGR-1	Console 25" (for best depth) Charger 11-14 (pol pkg)	275.63	275.63
1	HAV-C-ARM-103	ARM-103 Armrest Top Mt Lg	72.77	72.77
1	HAV-C-CUP2-I	CUP2-I Int Dual Cupholder 4"	30.87	30.87
1	HAV-C-AP-0945-L	LOCKING STORAGE COMPARTMENT Internal 9" Mounting Space, 4.5" deep with lid	75.71	75.71

Thank You

(admin.)
Quote

WEST CHATHAM WARNING DEVICES
2208 GAMBLE RD
SAVANNAH, GA 31405

PHONE (912) 234-2600
FAX (912) 238-1369

Customer No.: WALTERBOROP
Quote No.: 56176

Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
01/28/15		Origin	NET 30
Purchase Order Number	Sales Person		Quote Expires
			04/28/15

Quantity	Item Number	Description	Unit Price	Amount
1	WHE-P48SLC	PAR46 2 deg LED spot bulb * Fits in Unity s/l housing	175.00	175.00
1.000		LABOR TO INSTALL ABOVE + customer supplied Motorola APX6500 remote **15 DODGE CHARGER** **PART NUMBER/PRICING MAY CHANGE** ** No Cage/Camera/Computer Seat needed **	800.00	800.00
1	LABOR	Labor LABOR TO INSTALL SOUND OFF I INLINE RUNNERS	100.00	100.00
1	SOU-ENL160B-L	N-LINE RUNNING LIGHT LEFT SIDE/BLUE	455.00	455.00
1	SOU-ENL160B-R	N-LINE RUNNING LIGHT RIGHTSIDE/BLUE	455.00	455.00
1	STR-74304	STRION LED w/DC CHARGER	119.95	119.95
			Quote subtotal	5339.57
			Sales tax @ 1.00000%	44.40
			Sales tax @ 6.00000%	266.37
			Quote total	5650.34

Thank You

2015 Chevrolet Caprice

This is a bid for a 2015 Chevrolet Caprice police car.

2015 Chevrolet Caprice

Sale Price	\$27,432.01
Police Equipment	\$19,925.85
Sales Tax	\$300.00
Total	\$47,657.86
Local Preference	\$25,559.05

RIZER CHEVROLET BUICK GMC

351 N. Jefferies Blvd.
Walterboro, S.C. 29488

Buyer: City of Walterboro
242 Hampton St.
Walterboro, S.C. 29488

Make: Chevrolet
Model: Caprice Police V-8
Year: 2015
Color: White

Base MSRP: \$33,500.00

Sale Price: \$26,539.51

Options Added:	Frt Clth Buck	\$ 93.50
	Aux Battery	\$ 212.50
	Full Size Spare	\$ 144.50
	Spot Lamp	\$ 391.00
	Power Mirrors	\$ 51.00

Options Subtotal: \$ 892.50

Vehicle Subtotal: \$27,432.01

Current SC Sales Tax: \$ 300.00

Total Balance Due: \$27,732.01

Submitted by: Scott Rizer
6/12/2015

WEST CHATHAM WARNING DEVICES2208 GAMBLE RD
SAVANNAH, GA 31405

Quote

PHONE (912) 234-2600
FAX (912) 238-1369Customer No.: WALTERBOROP
Quote No.: 56185Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
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01/28/15		Origin	NET 30
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Purchase Order Number	Sales Person	Quote Expires
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04/28/15

Quantity	Item Number	Description	Unit Price	Amount
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1	WHE-SX8BBBB	LIBERTY SX 48.50 LC B/B/B/B 5 - SLDBB, 1- SXTLS1 1- SPALF1	1250.00	1250.00
1	WHE-MKEZ81	EZ LIGHTBAR MOUNT KIT #81 11-15 CAPRICE	0.00	0.00
1	WHE-295SL100	295SL100 SIREN	199.00	199.00
1	WHE-SA315P	Speaker 100 watt	135.02	135.02
1	WHE-SAK45	SA315P Mt Kit 11-15 CAPRICE	21.50	21.50
1	HAV-C-TIR3-UNV	Universal Tag Brkt for TIR3/LIN3	35.00	35.00
2	WHE-RSB03ZCR	TIR3 HORIZ. SYNC. BLU.	55.00	110.00
1	TST-2007017	SWITCHBOX 6 FUNCTION 20 amp glx wire/ext cables marked	74.00	74.00
1	HAV-C-VS-0809-CAPR-1	VS-0809-CAPR-1 17" console 14-15 Caprice 9C1 (8"forwar 9"rear) **Watch Depth **	323.66	323.66
1	HAV-C-EB30-MGC-1P	30-MGC-1P Equipment Bracket 295SL100	0.00	0.00
1	HAV-C-EB25-SW3-1P	25-SW3-1P Equipment Bracket tst-2007017	0.00	0.00
1	HAV-C-CUP2-I	CUP2-I Int Dual Cupholder 4"	30.87	30.87
1	SET-10S-UNV-C	Unv Center Slide Cage Coated CAPRICE	426.00	426.00
1	SET-LEXT-CAPRICE	LOWER EXTENSION 1 piece 11-15 CAPRICE	46.00	46.00
1	SET-TRKT-CAPRICE	TRANSFER KIT 11-15 CAPRICE	0.00	0.00
1	SET-WB-S-CAP11	WINDOW BARRIER, STEEL	153.00	153.00

Thank You

WEST CHATHAM WARNING DEVICES2208 GAMBLE RD
SAVANNAH, GA 31405

Quote

PHONE (912) 234-2600
FAX (912) 238-1369Customer No.: WALTERBOROP
Quote No.: 56185Quote To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488Ship To: **WALTERBORO POLICE DEPT**
242 HAMPTON ST
WALTERBORO, SC 29488

FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
01/28/15		Origin	NET 30
Purchase Order Number	Sales Person		Quote Expires
			04/28/15

Quantity	Item Number	Description	Unit Price	Amount
		2015 CAPRICE W/STOCK DP WK0513CAP11		
1		KUSTOM DIRECTIONAL GOLDEN EAGLE II DUAL ANTENNA	2149.00	2149.00
1	MOB-MVD-FB3DVS	L3 Flashback 3 Digital Video	4750.00	4750.00
1		Rear Crash Optional \$ inc above shipping inc	0.00	0.00
1		MOBILEVISION RADAR INTERFACE CABLE (FOR KUSTOM DIR GOLDEN EAGLE)	200.00	200.00
1	STR-75762	STINGER HP LED, DC	129.95	129.95
1	VIS-RDWALTERBORO	WALTERBORO GRAPHIC KIT REF 2015 CAPRICE	520.00	520.00
1	PRG-S53CC11	Charcoal Grey ABS, Standard 11-15 CAPRICE Seat	326.90	326.90
1	BRO-BR930	3 OUTLET ACCESSORY W/SWITCH	15.00	15.00
1		antenna & coax	50.00	50.00
1	BROT-PJ622-K	PJ622 Pocketjet 6 200 dpi, integrated USB/Irda No Bluetooth/Battery/Doc Set	310.00	310.00
1	BROT-LB3603	PRINTER CABLE 10" FOR PJ622	19.84	19.84
1		BROTHER DOC SET LB3831	15.00	15.00
1		BROTHER 12V DC WIRED 14' CABLE LB3692	25.00	25.00
1	BROT-LB3788	Prm Perforated Thermal Paper 600 sheets	63.00	63.00

Thank You

WEST CHATHAM WARNING DEVICES

2208 GAMBLE RD
SAVANNAH, GA 31405

Quote

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FAX NUMBER:

Date	Ship Via	F.O.B.	Terms
01/28/15		Origin	NET 30
Purchase Order Number	Sales Person		Quote Expires
			04/28/15

Quantity	Item Number	Description	Unit Price	Amount
1		GETAC V110B RUGGED LAPT INTEL I-5, INTEGRATED GP WIFI, BLUETOOTH	3533.50	3533.50
1		HONEYWELL SCANNER 4800I USB KIT W/ USB CABLE	453.80	453.80
1	HAV-PKG-PSM-175	PKG-PSM-175 Computer Mt 2014-15 CAPRICE C-MD-202 HDM-175, HDM-209, HDM-304	285.00	285.00
1	HAV-DS-GTC-302-3	Docking Station with Triple High-Gain Antenna for Getac' V110 Convertible Notebook w/ Power Supply DOCKING STATION IS CURR IN PRE-PRODUCTION ***PRICING MAY CHANGE***	999.00	999.00
1	HAV-C-ARPB-117	Brother PocketJet Printer Mt With Armrest	175.56	175.56
1	HAV-C-ARM-103	ARM-103 Armrest Top Mt Lg	72.77	72.77
1.000		LABOR TO INSTALL ABOVE	1500.00	1500.00
1	STR-75762	STINGER HP LED, DC	132.55	132.55
1	WHE-P46SLC	PAR46 2 deg LED spot bulb	190.50	190.50

Spotlight OEM purchase

Quote subtotal	18720.42
Sales tax @ 1.00000%	172.20
Sales tax @ 6.00000%	1033.23
Quote total	19925.85

Thank You

Sedan, Full Size, Rear Wheel Drive, Pursuit Package, Flex Fuel

<u>Contract Number:</u>	4400009455	<u>Contractor:</u>	Love Chevrolet Company
<u>Initial Contract Term:</u>	11/1/14 – 10/31/15	<u>Address:</u>	PO Box 8387 Columbia, SC 29202
<u>Contract Rollover Dates:</u>		<u>Vendor #:</u>	7000044959
<u>Order Cutoff Date:</u>	4/2/15	<u>Contact:</u>	Donna Casey
<u>Model:</u>	Chevrolet Caprice PPV	<u>Email:</u>	governmentsales@loveauto.com
<u>Commodity Code:</u>	07105	<u>Telephone:</u>	(803) 794-9004 ext. 7
<u>Delivery:</u>	180 days ARO	<u>Fax:</u>	(803) 926-7467

BASE PRICE = \$26,879.00

* Click on the link above for an itemized listing of items included in the base price.

Optional Additions:

Anti-Theft Device	\$ 288.00
Police Package Code (9C3)	\$ 135.00

Optional Deductions:

Auxiliary Power Connection – Standard State Spec	Factory Standard
Auxiliary Power Outlet – Standard State Spec	Factory Standard
Engine: from fuel injected V8 to V6	\$ 0.00
Spot Light, Driver’s Side (Pillar Mounted)	\$ 325.00



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: June 19, 2015
SUBJECT: I-95 Business Loop Project Phases IC and ID

The City received a \$500,000 Community Development Block grant to improve a section of South Jefferies Highway from Elizabeth Street to Perry Road as part of the I-95 Business Loop project. The project will include the installation of sidewalks, street trees, decorative lighting, and landscaped medians. The City received three (3) bids for the project:

Palmetto Site Prep LLC (Orangeburg, SC)	\$1,443,607.10
Greenwall Construction Company (Myrtle Beach, SC)	\$2,133,066.74
Anson Construction Company (Charleston, SC)	\$2,136,498.00

The City's match for the project will be \$943,607.10. The match will come from the \$6,646,947 allocated to the City through the Capital Project Sales Tax. City staff recommends awarding the contract to Palmetto Site Prep LLC in the amount of **\$1,443,607.10**. Pursuant to CDBG requirements, execution of a contract with Palmetto Site Prep LLC is contingent upon the South Carolina Department of Commerce approving the contract. City staff asks for Council's favorable consideration of this request. If you have any questions, comments, suggestions or concerns, please do not hesitate to come by City Hall or call me anytime.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachment



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: June 19, 2015
SUBJECT: Hampton Street Waterline Project

The City received a \$750,000 Community Development Block Grant to upgrade waterlines along Hampton Street. The project will increase water pressure and enhance fire protection capabilities in the areas of Edgewood Avenue, 3rd Street, Francis Street, Peurifoy and Hickory Street. The City received bids from six (6) contractors including an alternate bid consisting of extending an 8" waterline from Robertson Boulevard to Francis Street.

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate Bid</u>	<u>Total</u>
BES Construction (Walterboro, SC)	\$509,466.96	\$62,877.00	\$572,343.96
Potters Construction (Guyton, GA)	\$772,720.00	\$90,145.00	\$862,865.00
L-J, Inc. (Columbia, SC)	\$973,518.50	\$88,824.00	\$1,062,342.50
MJL (Moncks Corner, SC)	\$937,828.30	\$139,640.20	\$1,077,468.50
Eadie's Construction (Ridgeville, SC)	\$993,111.90	\$98,001.00	\$1,091,112.90
Anson Construction (Ravenel, SC)	\$988,272.00	\$125,930.00	\$1,114,202.00

City staff recommends Potters Construction (Guyton, GA) in the total amount of **\$862,865.00**. The \$112,865 match will come from the Water Consumer Deposit account. Pursuant to CDBG requirements, execution of a contract with Potters Construction is contingent upon the South Carolina Department of Commerce approving the contract. City Council's favorable consideration of this request will be greatly appreciated. If you have any questions, comments, suggestions or concerns, please do not hesitate to come by City Hall or call me anytime.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachments



June 11, 2014

Mr. Wayne Crosby
Utilities Director
City of Walterboro
242 Hampton Street
Walterboro, SC 29488

Re: City of Walterboro
East Side Waterlines
Letter of Recommendation
URS Project No.: 46423448

Dear Wayne:

This letter represents the recommendation of this office concerning the award of a construction contract by the City of Walterboro for the referenced project.

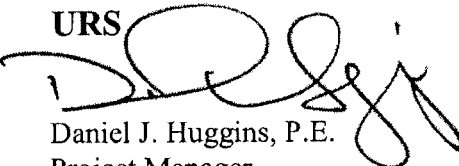
Bids for the project were received at 2:00 pm on June 2, 2015 at the City of Walterboro Council Chambers. Each of the sealed bids were publicly opened and read aloud. A total of six (6) bids were received ranging from a low Base Bid of \$509,466.96.00 to a high Base Bid of \$993,111.90 and a low Alternate Bid of \$572,343.96 to a high Alternate Bid of \$1,091,112.90. The low Base Bid was submitted by BES Construction, LLC from Walterboro, SC.

Due to the City's experience with working with BES Construction, LLC on previous projects, our recommendation is to reject their bid and award the project to Potter Construction, LLC. Based on our investigation, it appears that Potter Construction, LLC has the experience and resources to complete the project. It is therefore our recommendation that a construction contract be awarded to Potters Construction, LLC based on the alternate bid.

Enclosed are a Certified Bid Tabulation, Notice of Intent to Award and the Notice of Award. Please sign and date the Notice of Intent to Award and post the notice at the location announced at the bid opening. Upon receipt of approval from the CDBG, please sign and date the Notice of Award and return to this office.

Very truly yours,

URS



Daniel J. Huggins, P.E.
Project Manager

Enclosures

cc: Kimberly Mullinax, Lowcountry Council of Governments

URS Corporation
4016 Salt Pointe Parkway, Suite 200
North Charleston, SC 29405
Tel: 843.767.4602
Fax: 843.767.4723



**CERTIFIED AS A TRUE AND CORRECT
TABULATION OF BIDS RECEIVED**



Dan Huggins, P.E.
Project Manager

CERTIFIED BIDS RECEIVED

PROJECT: City of Walterboro
East Side Waterlines

URS PROJECT NO.: 46423448

CDBG PROJECT NO.: 4-CI-14-020

PLACE: City of Walterboro – Council Chambers
242 Hampton St., Walterboro, SC

DATE: June 2, 2015

TIME: 2:00 P.M.

Contractor		Amount of Base Proposal	Order of Base Proposal	Amount of Alternate Bid
BES Construction	Walterboro, SC	\$509,466.96	1	\$62,877.00
Potters Construction	Guyton, GA	\$772,720.00	2	\$90,145.00
MJL	Moncks Corner, SC	\$937,828.30	3	\$139,640.20
L-J, Inc.	Columbia, SC	\$973,518.50	4	\$88,824.00
Anson Construction	Ravenel, SC	\$988,272.00	5	\$125,930.00
Eadie's Construction	Ridgeville, SC	\$993,111.90	6	\$98,001.00

HUD/CDBG

SECTION 00400.1

NOTICE OF INTENT TO AWARD

OWNER: City of Walterboro
242 Hampton Street
Walterboro, SC 29488

HUD/CDBG PROJECT NO. 4-CI-14-020

PROJECT DESCRIPTION: East Side Waterlines

TO ALL BIDDERS:

This is to notify all bidders that it is the intent of the Owner to award a contract as follows:

NAME OF BIDDER: Potter Construction, LLC

DATE BIDS WERE RECEIVED: June 2, 2015

AMOUNT OF BASE BID: \$772,720.00

ALTERNATE(S) ACCEPTED: # \$90,145.00

TOTAL AMOUNT OF BASE BID WITH ALTERNATE(S): \$862,865.00

The Owner has determined that the above named Bidder is responsible and has submitted the lowest responsive bid. The Owner may enter into a contract with this Bidder subject to the contract review by the Department of Commerce, Division of Community Grant Programs.

Jeffrey P. Molinari

(Print or Type Name)

City Manager

(Award Authority Title)

(Signature)

(Date Posted)

POST A COPY OF THIS FORM AT THE LOCATION ANNOUNCED AT THE BID OPENING

SECTION 00602.4
NOTICE OF AWARD

TO: Ms. Penny Potter
Potter Construction, LLC
540 Shearouse Road
Guyton, GA 31312

PROJECT DESCRIPTION: East Side Waterlines

The Owner has considered the bid dated June 2, 2015 submitted by you for the above described work in response to its Advertisement for Bids and its Information for Bidders.

You are hereby notified that your bid has been accepted for items in the amount of \$862,865.00.

You are required by the Information for Bidders to execute the Agreement and furnish the required Contractor's performance bond, payment bond and certificates of insurance within ten (10) calendar days from the date of this notice to you. If you fail to execute said agreement and to furnish said bonds within ten (10) days from the date of this notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your bid as abandoned and as a forfeiture of your bid bond. The Owner will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to the Owner.

Dated this _____ day of _____, 20__.

City of Walterboro
Owner

(Signature)

By: _____
Jeffrey P. Molinari
(Print Name)

Title: _____
City Manager

Acceptance of Notice

Receipt of the above Notice of Award is hereby acknowledged by Potter Construction, LLC, this the _____ day of _____, 20__.

By: _____
Penny Potter
Principal

Title: _____