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City of Walterboro

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Walterboro City Council
Regular Meeting
August 12, 2014
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. Approval of Minutes:

1. Minutes of the April 22, 2014 Budget Committee Work Session (Minutes attached).
2. Minutes of the April 22, 2014 UDO Update Work Session attached).
3. Minutes of the July 22, 2014 Public Hearing and Regular Meeting (Minutes attached).

IV. Old Business:

V. New Business:

1. **Ordinance # 2014-09**, An Ordinance to Amend Ordinance # 2014-04, So As to Set the Local Option Sales Tax Credit Factor in the Fiscal Year 2014-2015 Budget, **First Reading** (Ordinance attached).
2. Consideration of Bids Received for Purchase of Pickup Truck for Utilities Department (Memorandum & bid information attached).
3. Consideration of Parade Request by Mr. Horace Simmons, Action Line Against Violence (Letter & Parade Permit Form attached).
4. Request to Hang Banner for Life Insurance Awareness Month **September 1-5, 2014** (Letter attached).
5. Appeal of Tree Protection Committee Ruling, 718 Hampton Street, Danny Riddle (Letter attached).

Page -2-
City Council Meeting
Agenda
August 12, 2014

VI. Committee Reports:

VII. City Manager's Report:

VIII. Executive Session:

1. Personnel Matters:
 - a) Police Chief and Fire Chief Search Update.
 - b) Boards & Commissions Appointments.
2. Receipt of Legal Advice related to a construction project.

IX. ADJOURNMENT.

**Walterboro City Council
Work Session
Budget Committee Meeting
April 22, 2014
4:00 P.M.**

Present were:

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

Also Present were:

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

Present in the Audience:

Interim Chief Ken Dasen, Wayne Crosby, Donna Laird, David Dodd and a representative from the press.

The purpose of the meeting was to discuss the proposed Fiscal Year 2014-2015 Budget.

Chairman Tom Lohr called the meeting to order. Council Member Jimmy Syfrett gave the invocation. The pledge of allegiance was lead by Chairman Lohr.

Chairman Lohr then introduced City Manager Molinari, who provided a summary of the changes made to the 2014-2015 budget. Mr. Molinari asked the committee to turn to the summary sheet for the General Fund, which provided a breakdown of all the changes in all the departments, starting with City Council through all departments. He stated that on page 2 staff is recommending a balanced budget in the General Fund, showing us in the black approximately \$42,568. Further highlights were as follows:

Mr. Molinari then discussed the line items with regard to the revenues portion of City's General Fund budget. He gave the following highlights:

1) The current millage rate for the City of Walterboro is 88 mills. The property tax rate is 81.14 mills, but you also have millage in there that is dedicated to capital projects.

2) In 2011, the City did a bond issue for rehabilitation of parks which is 4 mills and that issue will be paid off in 2025. So that 4 mills will be reflected in the budget through that time.

3) You will also see in there unfunded mandates of 2.86 mills. This provided the City's capacity to fund the transit to the 800 megahertz radio system.

4) We are projecting about \$1.5 million in revenue through property taxes.

5) Fines and fees are projected at \$151,000. This is pretty consistent with what we had last year.

6) State shared revenue refers to the Local Government Fund. Basically, that's money that comes from the State of South Carolina back to municipal and county governments. What the statute says is: "Not less than 4½ percent of the State's General Fund Revenues from the last fiscal year has to go into the Local Government Fund." It's a complicated formula, but basically, the counties get about 83% of that revenue, and cities get 16% and some change. The share that we get is the population of Walterboro compared to the total municipal population in the State of South Carolina, and we are projecting \$116,000 in that regard.

7) Business License Revenue - We are projecting \$1.4 million, which is right on line with what we were projecting at the end of this year.

8) Franchise Fees - The City currently has franchise agreements with 3 utilities - SCE&G, Comcast and Coastal Electric. We get a 5% franchise fee from those 3 entities. We are projecting \$690,000 in revenue in that regard.

9) Permit Fees - We are projecting \$40,000. We have a miscellaneous category in there for \$5,000. A little less than \$35,000 comes from the State Accommodations Tax. Basically, the state allows municipal governments the first \$25,000 of State accommodations tax revenue, and then 5% above and beyond that, and that comes to about \$35,000. Variances and zoning fees goes into the miscellaneous category, but nothing too significant there.

10) Housing Collection Fees - We are projecting \$440,000 which is consistent with what we have received in the past.

11) Local Option Sales Tax - Colleton County has a Local Option Sales Tax and what the statute provides for is that municipalities must dedicate a minimum of 71% of that revenue towards property tax relief. What the City of Walterboro does is we dedicate 71% to property tax relief which goes into a separate fund, and dedicate the other 29% to municipal revenue. Basically, both of those feed into the General Fund. We are required by State Law to segment those two funds.

12) Victim Assistance Fund - This is not a significant source of revenue. You have a special assessment on tickets that goes toward funding a Victim Advocate. The City has a Victim Advocate. Unfortunately, that \$25,000 does not cover that person's salary and benefits.

13) Reimbursement Grants - You will see \$64,000 under reimbursement grants. We have a couple of USDA Grants that we are projecting to come on line for two police interceptors and a pickup truck.

14) Hospitality Tax - The City currently has a 1% Local Hospitality Tax. This is set on prepared foods and beverages. Every year the City transfers \$90,000 from that fund into the General Fund, and those dollars have to be used toward tourism related activities. Obviously, in Walterboro that is a significant part of what we do. The Local Accommodations Tax transfers the same amount - \$90,000. There are the same statutory requirements in terms of how we spend the dollars. Those two transfers also help us fund our Tourism Department, it helps to promote the City of Walterboro and all of our festivals.

City Manager Molinari then went to the summary sheet summarizing the breakdown of the revenues in the City's Enterprise Fund - Water and Sewer. The highlights were as follows:

1) Our projected water sales are in line with what we are forecasting for the end of the year. We are looking at water revenue at \$2.1 million. Sewer revenue, we are looking at about \$1.2 million, with a total combined revenue of about \$3.3 million.

Mr. Molinari then stated that he forgot to mention one line item in the General Fund budget. Every year the City makes a transfer from the Utility Fund to the General Fund, and as you will see it continues to do that, but that transfer is a little less than what we have done in previous years. This year, we will do about \$1.3 million. This year, I am recommending about \$1.1 million. We are looking at over time trying to reduce our dependence on that transfer.

Council Member Bonds then raised a question on the Victims Assistance Fund. He asked, are we required by law to have a Victims Advocate? Because what I am trying to figure out is, for instance, I know there is a Victims Advocate in the Solicitors Office. So is that a fund? Mr. Molinari responded, it's correct. It's a special assessment that goes on the tickets and from talking to Amy, it varies depending on what type of offense. Mr. Bonds then asked, how does that money go out? He asked what happens if someone is a victim of a crime who has an unpaid medical bill or maybe he can't work, is there a process? Who makes the decision? Do they (the victim) get money? Mr. Molinari said basically how it works, over the past 10 to 12 years, the state has consistently tacked on various assessments. What happens is that the City acts as a collection agency

**Page -3-
Walterboro City Council
Work Session
Budget Committee
April 22, 2014
4:00 P.M.**

for the State. It is my understanding that the funds that go to the Victims Assistance Fund, that's something that when we collect it, we take it in right away. Ms. Amy Risher then stated, to answer your question, if a victim comes in and says they are a victim of a crime and they need a hotel room for the night, we have supplied them with that. It comes out of the Victims Advocate Fund. If they need a ride to go to court in Columbia for their trial date, we supply them that ride. That comes out of the Victims Advocate Fund.

The City Manager then went over each individual department budget as follows:

City Council Budget - Mr. Molinari stated that the biggest difference in this budget is the line item under contractual services. For 2013-2014, we budgeted \$47,750. This year we are recommending \$21,750. That is because in previous budget years, the City had contracted with a lobbyist in Columbia. As of May, we have discontinued that relationship. Quite frankly, we were just not seeing a return on that investment. I think at one time, that was a good relationship for the City, but the City was not getting a return on that investment.

Council Member Bonds then asked, what is the City Attorney's retainer. What does that mean. Is that for hourly bills? He said, I don't think that is a retainer. A retainer to me, for instance, is work above and beyond the salaries. Mr. Molinari answered yes, he is paid \$12,731 a year. Mr. Molinari said, maybe the retainer can be identified as legal fees.

Mr. Molinari then asked for questions on the City Council Budget. Council Member Bonds then asked about the medical employee reimbursement program. What is that? I am only bringing it up now, because this is the first one time I have seen this item. Mr. Molinari explained that this is reflected in all the department budgets and it is \$850 and is part of everyone's benefit package. This pays the employee's deductible.

City Manager's Budget - Under the City Manager's Budget, Mr. Molinari said, the only thing I want to point out is every thing for the most part is status quo. I did omit one item - under contractual service - IT support. That number should be \$1,500. That's for any IT support for either myself or the City Clerk.

Finance Department - The only item I wanted to highlight here is you will see under Line Item 130 - Contractual Services - was changed from \$10,000 to \$6,000. That has to do with accounting software, being able to do that on line. Employee increase - you will see a significant increase in that, and that's just a reflection of Mr. Floyd being here one day a week.

Mayor Young then asked about the Tuition Reimbursement for U.S.C. Beaufort - he asked if the City had an employee enrolled in that program at this time. Mr. Molinari responded yes, this was for Ms. Amy Risher. Mr. Molinari noted that she is slated to graduate. Mayor Young then asked whether or not the program was offered here, was this something she had to go to Beaufort for. Ms. Risher responded that she had to go here (in Walterboro) first, then she transferred to Beaufort. She stated that she is scheduled to graduate in August.

Public Works - Mr. Molinari said in looking to take some pressure off the General Fund, we have some positions in Public Works that are heavily involved in the sewer operations. It would be logical for these positions not to be paid out the General Fund of Public Works, but be paid for out of the Enterprise Fund. The Public Works Director Charlie Chewning and 3 of his staff people are being shifted to the Enterprise Fund, which is taking some pressure off the General Fund. Also, Public Works for the last 3 years has asked for a new sanitation vehicle. I asked Amy to contact a lender to see what the rates would be to finance a sanitation vehicle, and the rates are still very low. The quote that she received was in the 1.6 or 1.7 percent range on a 5 year lease. What Mr. Chewning has put in his budget is \$218,000 for a new Sanitation Vehicle similar to the one we have

now. Currently we have no backup truck in service. The City was in a five year rotation for sanitation vehicles. Unfortunately, with the downturn on the economy and some other things, the City has not been able to follow that replacement schedule, like it has in the past.

Mayor Young pointed out that this would take us out of self-financing. We had been doing the replacements in-house.

Further discussion was held on the financing of this vehicle. Mr. Molinari explained that instead of using an equipment replacement fund, he was looking at financing the sanitation vehicle over a 5 year period since the interest rates are still very low. The net impact to the General Fund would be about \$45,000 every 1-5 years. Mayor Young added, that will keep us from paying into that fund for future purchases also. So, we just don't have the money to maintain that fund. Mr. Molinari explained, even though we were budgeting for that fund, those transfers were not being made. Even though it was in the budget, we weren't funding that. One thing that concerned me in looking at the trend was in 2008, the General Fund balance was pretty high. If you look at the trend for the last five or six years, that fund balance has been going down. Right now we are projecting at the end of this fiscal year to have a 30% fund balance. At the end of the year for your last audit, you were at about 39%. If something catastrophic were to happen and the economy were to bottom out, that would get you about 4 ½ months of operation with no revenue coming in. One of the things I mentioned to the budget committee last week, this isn't anything that we have to do now or in the next couple of months. What I would like City Council to be thinking about is setting a fund balance policy. There is no right fund balance. If you asked 5 different finance directors or accountants, I am sure they each would give you a different answer. I just want to make sure that the City has ample reserve if we were to have a bad storm, earthquake or hurricane or whatever, that we would have sufficient reserves. Let's say, hypothetically, that City Council established a fund balance of 40% and your audit came back and you were at 47%. That would give you the opportunity, if you so desired, to make some one time capital expenditures from those excess dollars.

Mr. Molinari said, last year you had so many things you had to deal with, you had a \$420,000 supplement for the County, which comes right out of fund balance and you had an interim City Manager to come on board, and that was another \$50,000. This is just to stabilize things and start building things back up.

Chairman Tom Lohr summarized by stating that he felt the City Manager wanted us to have some discussion in the future and maybe come to some consensus among ourselves as to a proposed fund balance, whether we want to have 35%, 40% or whatever. I would be very much in favor of doing something. If we do better than what we set, then we can take a look at some things and not feel so guilty about it.

Council Member Broderick then asked, so the purchases of large equipment in the past, where we were suppose to be transferring it, was just basically coming out of fund balance. City Manager Molinari responded, it depends on the purchase. If you look at replenishing your patrol vehicles, at a minimum you need to be purchasing at least 3 new vehicles, optionally, more like 5 to keep your stock current. I think it's been about 7 years since the City has purchased a sanitation vehicle. At the end of the next fiscal year, the City would be completing the debt service on the last fire apparatus it purchased, and I think that was a 10 year lease. So, in the last couple of years, the vehicle purchases have been out of necessity and dire need. I would also like to try to get the City back on a regular rotation, where each department is rotating out vehicles on a set schedule. So, I think this would be a good start towards that.

Council Member Bonds, then asked if the garbage truck was 7 years old. Mr. Molinari answered yes, and we currently don't have an extra vehicle. So, basically, if one goes down, we are down one vehicle for as long as it takes.

**Page -5-
Walterboro City Council
Work Session
Budget Committee
April 22, 2014
4:00 P.M.**

Further discussion then centered on whether or not it was in the best interest to maintain the Equipment Replacement Fund.

Mr. Molinari pointed out that it would be best to get the financing done on the sanitation truck to get it secured before the rates go back up.

Council Member Bridge asked if the transfer of the positions in the Public Works Department would actual show up anywhere in the budget. Mr. Molinari explained that this would be reflected in the sewer department budget.

Planning Department - Mr. Molinari stated, this is really a status quo budget. The biggest jump that we see here is number 16 - line item, Office Supplies. You will see that going from \$5,000 to \$10,000. Our building inspector has requested some new furniture for his office. We have also included a tuition reimbursement for \$3,000. David Dodd has expressed a desire to go back to school and work on his Master's Degree.

Council Member Bridge then asked if there is a policy on employee tuition reimbursement. Mr. Molinari then asked Ms. Amy Risher to brief Council on this.

Ms. Risher then said, if you are interested in going back to school and continuing your education, as long as it is in the field that you work in, and once the tuition is paid, we reimburse the employee once the employee gets a grade B or better, and you have to remain with the City for six months after the last payment. The reimbursement is 100% tuition for B or better and then reimburse for ½ cost on books.

On a question raised by Council Member Bridge, City Manager Molinari explained that the employee's classes must be taken outside of employment hours, either taking on line courses or taking night courses.

Mayor Young pointed out that the City has had a long-standing policy of encouraging employees to go back to school and get more education.

Judicial Budget - Mr. Molinari stated that earlier this year, the City brought on a part-time person to help. We have had a fairly significant backlog of cases. This part-time person has been invaluable to the operation in helping get those items moved through. We would like to continue with that person. Last year on contractual years, we budgeted \$2,700, and we are not budgeting anything this year. That is simply because we added an internet bay system, and it does not require a server. There are no expenses related to that.

Council Member Bonds questioned the fact that the summary sheet for the Judicial Department showed an increase of \$7,000. Mr. Molinari explained that in the last fiscal year, the City did not have a part-time person budgeted.

Council Member Broderick asked if the part-time position would be something that would be recurring year after year. He also asked if this was something maybe we should look at in adding another position to this department for that reason. Mr. Molinari responded that at this time, using the part-time person is the more cost effective way to go. A part-time person is sufficient. We really can't justify another full time position.

Public Safety - Mr. Molinari reported that in regards to capital replacements, last year the Public Safety Department replaced three vehicles. I am recommending that we do that again. Typically, they cost about \$44,000 to purchase a vehicle and also equip it with all the necessary equipment.

Another capital item you will see in this budget is a dispatch console. This is an expenditure that we don't have any control over. Meaning, that the agreement that the City made with the County called for the City to purchase a console in the amount of \$130,000. Mr. Molinari also explained that the check for this item will be cut in September. The other capital item is AVL software. In talking to Ken Dasen, this was needed. Currently, when the dispatchers send an officer to a call, they have really no idea where that vehicle is. This will allow their screen being able to monitor where the vehicles are, and that dispatcher will be able to dispatch the officer that is closest to where the call is coming from. Mayor Young asked if this would go in the 911 office. Mr. Molinari answered, that is correct. Mayor Young then asked if the County already has that type of equipment. Mr. Molinari responded, that he did not know this. Council Member Bonds then asked, so this is going to provide "real-time" tracking of where our officers are at any time. Interim Chief Ken Dasen responded affirmatively. Mr. Bonds then asked if a report would be made as to where our officers are any time. Mr. Dasen responded, that the software program does keep a history of all the cars while they are working. When they turn the computer on, it will automatically pop on. So, it will track where they are going and where they have been, and we will be able to pull up that history and live call monitoring, even from here at City Hall. Council Member Bonds then asked Mr. Dasen if the history just goes to 911 or will you or the Chief have access to that information, so they can turn on the computer and see where their force is. Interim Chief Dasen responded that all his supervisors will have access to this information, including the sergeants who are out on the road.

Council Member Bonds said, I feel that is very effective.

Council Member Broderick then asked about the position that was removed via attrition, which was minus \$23,000. Ms. Risher responded that the City removed a dispatcher for this current fiscal year. So, what we are doing this year, we are putting that dispatcher back since we have combined with the county. This is a sergeant position, and we will still have the same number of employees.

On a question raised by Council Member Broderick about the addition of a public safety vehicle, Interim Chief Ken Dasen stated that one of his department vehicle's transmission is completely shot and it is not being repaired. Basically, it is for one of the detectives, they needed a bigger vehicle for all the crime scene stuff that they need to process the scene. So, it is a SUB versus a car.

Council Member Bonds then raised a question on the request for a pumper fire truck and the request for a garbage truck, where are we going with this. I see potential needs for both of these. City Manager Molinari responded, the reason I put that out there is on the fire side, before we purchase anything, there is a plan moving forward as far as assessing what our needs are. One of the questions I asked each of the department managers is, tell me what you absolutely need and what can you wait for another year.

Parks - Mr. Molinari pointed out that the City is currently operating with what essentially amounts to a skeleton crew. We have 3 people, and are currently recruiting for the Director's position. It is expected that when that person comes on board, he will hire a parks supervisor. I will say that Pamela Wright has essentially assumed the reigns of that operation, and has done a fantastic job. She has really brought the crew together. What she has indicated to me is that they really need some extra hands. We have some applications in for a park attendant position, which will help them out. So far, I have not gotten much response on the parks director position. I have advertised it state-wide through the Municipal Association and put an ad in the newspaper. In the short-term, we have some leadership and expertise in place.

Non-Departmental - Mr. Molinari explained that this is where we put the expenditures that do not have a true category to go in. The Chamber of Commerce's current annual dues are \$6,000

per year. I asked David Dodd to take the expenditures for the Planning Commission, Clean City Commission and Historic Preservation Commission, and put those expenses in the Planning Budget. This is not a huge amount of money, but since that is a planning function, it should be in the planning budget. You also have the 2011 General Obligation Bond. This is the \$2 million that the City borrowed back in 2011 to rehabilitate the parks. As I mentioned, that is a 15 year note that will be paid off in 2026.

With regard to the employee Christmas bonus, Mr. Molinari recommended that this item be kept in the budget. We also have our workers' compensation deductible, which is \$10,000 per year. The City provides an insurance benefit for retirees, and our annual premium is \$42,000.

Mr. Molinari also talked about GASB 45. He said, it requires governments to account for future liabilities associated with post retirement benefits. So, as you see, we paid close to a quarter of a million dollars to provide that benefit for our retirees. On a question raised by Council Member Bonds, Mr. Molinari explained that when Governmental Accounting Standards Board came down with GASB 45, it required governments to account for post retirement benefits. It required us to account for future liability. So, basically any medical claims that come from our retirees (we have about 78), we have to be able to set money aside for that. I believe, we are also required to have an actuary do a study every two years to present to us what we have to put aside each year. The post retirement benefits were put in place in 2001. In 2010, basically the criteria is much more stringent in terms of how many years of service you have to have. Ms. Risher then stated, as far as Council is concerned, for 15 years service, your health insurance premium is paid by the City for the rest of your life for anyone here prior to June 2010. She also explained, for any employee who was here prior to June 2010, we still have to account for all those employees. Mayor Young then explained, that different employees have different levels of service and they will need to qualify for that benefit.

Further discussion was held on the employee post retirement benefits. Mayor Young said, as I understand it, a lot of cities are in the same boat and maybe have a lot more that they have to be responsible for than ours. Mr. Molinari then said, I think what you are seeing in the cities, not just from South Carolina, but throughout the country, that cities are moving away from post retirement benefits.

Tourism - Mr. Molinari said this is pretty much a status quo budget. The only real increase we see here is under contractual services. This is for additional cleaning, which is simply a reflection of the amount of traffic we get at our Visitors Center.

Water - Mr. Molinari stated we are not proposing any new positions here. The only capital item in the budget is a new pickup truck, which will replace a 2002 model which currently has 178,000 miles on it.

Utility Support - Mr. Molinari said, this is to fund two positions next door at 248 Hampton Street to help process water and sewer payments. The only item I wanted to highlight here is the drive-through remote system. The drive-through has currently not been working. The company that provided the system has been sold. The parts are essentially obsolete. When it would go down, it would be weeks before we could get it back up. Amy and her staff are recommending that we put in a new drive-through system so we can better serve our customers.

Council Member Bridge then asked how many payments are made in the office. Ms. Risher answered, we have a number on who pays by mail and who pays on line. I could get you those figures. She also stated that everybody is billed at the same time every other month.

Council Member Bridge then suggested that some changes to the parking spaces in the City Hall parking lot to make it easier for people to use the drive-through.

Mayor Young then asked, what happened with the bill that was in the legislature that was going to eliminate or not allow us to collect fees for charge cards or charge services. Did that bill die? It seems I heard it was voted down. It would mean we would end up paying the fees and this would be an additional cost to us.

Economic Development - Mr. Molinari stated, I kept this department in the budget, but I kept it unfunded. My recommendation to you at this time and for the next year, I don't think that position is warranted. Any of those activities, I could resolve. I have a background in economic development. I did it with my previous job. What I would suggest to you is down the road, if we did want to revisit having a specific economic development function, I think that is something you could blend in with another position, whether it be if you wanted to create an assistant manager's position or a special projects person, you could get a lot more for your buck. You could have a person who did economic development, but also did special projects or things of that nature. At this time, I don't see a need for it, and it will free up \$68,000 in the utility for you.

Sewer Fund - Mr. Molinari said, in the sewer department you will see where those positions come over. Also, the only capital item under the sewer, was a re-coating of the SVR railing. Utilities Director Wayne Crosby explained that this is the railing on our SVR system. It's a three tank system, and that is simply a metal crane system. Because of the nature of the atmosphere and the over spray we get on it, it is constantly corroded. This company has offered us a 5 year warranty to come in and coat it. We are spending some where in the neighborhood of \$1,400 just to re-coat with some epoxy paint every year. I know it is expensive, but they are saying it will last 10 years and will guarantee it for 5 years.

Debt Service - Mr. Molinari stated, this is a schedule of what we currently have obligated via the general obligation debt from 2011 to pay for the park rehabilitation. You will see the final payment that we will make on the fire apparatus in the next fiscal year. The 800 megahertz system which will only be that millage increase will only be in place for 5 years. That will be paid off in 2018 and I also put in a schedule if Council were to approve purchasing a new sanitation vehicle - what that would amount to over a 5 year period.

Mr. Molinari then reviewed the current debt service on the water and sewer system. He explained that this debt service was taken out in 2001 to rehabilitate our sewer lines. The last item water sewer rehab was taken out 2 years ago. Moving forward for the next 7 years, that debt service will be around \$422,000.

Local Accommodations Revenue- Mr. Molinari explained that he had asked Amy to provide a breakdown for our Hospitality Tax Revenue & Expenses and our State Accommodations Tax Revenue & Expenses. He said these are significant revenue sources. Those revenue sources will continue to be enhanced over time.

Hospitality Tax - Mr. Molinari explained that the City currently has a hospitality tax of 1% that currently is being used to pay off the debt service on the construction of the VA facility. Also, the City created a Tax Increment Financing District back in 2006, but the district has not been able to sustain itself with the current revenue stream, so the hospitality tax has been used to supplement that revenue and enabled us to pay the TIF bonds off.

Concluding the discussion, Mr. Molinari said, one of the things the chairman has directed my attention to and we talked about it at the retreat, and one of the things I would like City Council to consider for the next year is contracting with the solicitor's office to hire another solicitor who is dedicated to specifically the cases in Walterboro. A few weeks back, we had a meeting with Duffy Stone. What I would encourage you to do in the next couple of weeks is to set up a workshop or a meeting and ask Mr. Stone to come in and give you the same presentation he gave the Mayor and

**Page -9-
Walterboro City Council
Work Session
Budget Committee
April 22, 2014
4:00 P.M.**

I and Mr. Lohr. From my perspective, it is certainly an avenue to work for us. Is it going to solve all of our problems, no. But I think it is something that the City can be proactive in. I certainly think it is worth bringing him in to give him the opportunity to make his presentation. It would also give you the opportunity to ask any questions.

Mr. Lohr felt that this would help the City have some kind of data base to track the “career criminal”. When you keep reading the same names and they still have the same constitutional rights that we have. I do think we are a little more attentive and give the police somebody to help them on this. I don’t think we can loose on this, and I think it is a financial thing that we’ve got to deal with.

Mr. Molinari explained that if this is the route that City Council wants to go, we can make it happen. We’ve got \$68,000 that currently will not be going to economic development, and we have some capacity in the Enterprise Fund if you wanted to do a one time transfer and a one year contract with the solicitor’s office. We are open to it, but we are going to re-evaluate this thing after a year to see what he can do for us. Mr. Lohr added, I think he said he would probably provide someone on his staff with experience in tracking these kinds of things.

Mr. Molinari and Council agreed to set up a meeting with Mr. Duffie Stone on a Tuesday to discuss this matter. Mr. Molinari pointed out that if needed, the next Budget Committee Meeting will be on May 13th. It was recommended that this item be handled as a contractual matter.

No action was taken and the meeting concluded at approximately 5:30 P.M. Notice of this meeting was distributed to all local media 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
Work Session on
Unified Development Ordinance (UDO) Update Meeting
April 22, 2014
5:30 P.M.

Present were: Mayor Bill Young, Council Members Jimmy Syfrett, Tom Lohr, Bobby Bonds, James Broderick and Judy Bridge. Council Member Paul Siegel was absent.

Also Present were: City Manager Jeff Molinari, City Clerk Betty Hudson, City Attorney George Cone, and Planning & Codes Director David Dodd.

Present in the Audience: Interim Chief Ken Dasen, Wayne Crosby, Donna Laird and a representative from the press.

The purpose of the meeting was to discuss updates to the Unified Development Ordinance (UDO).

Mayor Young called the meeting to order. City Manager Molinari stated that on April 1, 2014, the Planning Commission held a public hearing to look at some proposed revisions to the UDO. One of those revisions involves the Historical Overlay. Mr. Molinari then suggested that Council hold a separate meeting on the Historical Overlay because there is so much material involved. However there were some smaller recommendations that the Planning Commission made to the UDO to make the City more business friendly. City Manager Molinari then recognized Mr. David Dodd, who was present to brief Council on the proposed recommendations.

Planning and Codes Director David Dodd told Council that in the last couple of years, the City started having an issue that the City was not perceived as being business friendly. So, the Planning Commission started to review certain things and sections that could be worded to be a little more business friendly and make it clearer in language, so that it would be easier to rule in favor of a business friendly interpretation. Mr. Dodd then highlighted the following proposed changes to the UDO:

1) Section 2.4 Permitted Uses Table

Add Correctional Facility as a Conditional and Special Exception Use to the General Commercial District in order to allow the Colleton County Jail to replace a dilapidated section of the older part of their building that previously housed Trustees, with a new modular structure for that same purpose.

Mayor Young then asked, does this restrict that to the one 2½ acre area over there and does it not open it up to other commercial areas? Mr. Dodd responded yes, and that's why the conditions were specially set the way they were, because the only parcel in General Commercial that meets those conditions is the current Correctional Facility. The zoning has not changed a bit. It is still General Commercial Zoning.

Mayor Young then asked a question concerning the Correctional Facility. He said, when you say, "Minimum lot size 2½ acres cannot be located on any major arterial street," does that still not open it up to other areas? What keeps it from being open to other areas? Mr. Dodd responded, because in our General Commercial Zoned properties, we don't have any other 2½ acre size parcels that are not located on major arterial streets. Any other parcel that is that large is located on a major arterial street, which would eliminate them.

Mayor Young then asked, can that change? Mr. Dodd responded that it would only change if it was re-zoned. In other words, what's currently zoned General Commercial Business District will only allow this application to affect that one parcel that's inside the City. If you took some other parcel that is zoned something else and re-zoned it to General Commercial, then it will allow that if it met all those conditions.

Mayor Young then said, I just don't want to leave any kind of crack in there for somebody to locate a Correctional Facility in the future somewhere that would hurt a business or it might hurt a residential area, whether it's in Forest Hills or any other residential neighborhood. I mean that is a serious concern for me.

Mr. Dodd then said, if we have an additional need in the community for an additional Correctional Facility, they would obviously have to come and look at zoning and look at getting something large enough to suit their needs and probably even annexing something in, and having it zoned adequately so that they meet the zoning requirements or not get in the City limits.

Council Member Bonds pointed out that his concern is that he did not like the word "modular" when we talked about the unit. What concerns me is, let's assume number 1 on their project sales tax is a new "Correctional Facility-Detention Center-Sheriff's Department." What's going to happen is, that property is going to end up being vacant and filled in some other fashion. Is there any type of accommodation to this being a modular structure as opposed to any other structure? Mr. Dodd responded, state law says you have to treat modulares like any stick built project. Council Member Bridge added, and that's what the jail building is now, did you know that?

Mayor Young then asked, is that lot 2½ acres? Why wouldn't we want to say maximum size 2½ acres instead of minimum size? Mr. Dodd responded that this is because there are a lot of smaller parcels that won't meet that minimum size because they are not 2½ acres. So it eliminates all of this.

The Mayor then said, then I don't have to worry about the fact that this is not going to allow this facility to go anywhere else. Who is going to make sure in the future when you are not here anymore? I mean, who is going to make sure that some future Council does not come in and re-zone something and hurt the quality of life in Walterboro? If there is a way to do it that emits that, it would be preferable for me, so that it goes to that one location.

Mr. Dodd responded that if later on you decide that this is not a good use for General Commercial Zoning, you can take it back out. Council Member Bonds then asked, why can't we just grant them a variance to do that. Mr. Dodd responded, you can't grant a variance to a use. You can grant variances to conditions and to standards, but not to uses. The use is a Correctional Facility and we can't grant a variance to allow a Correctional Facility and the zoning does not allow it. So, this is allowing it in that zone.

Council Member Bridge then said, I think we probably should look at getting someone in to look at our zoning of certain areas on the list now, just in terms of preservation of properties for commercial use or future properties of our city, and at that point we can look at taking that back out.

Mr. Dodd noted that where the current jail is, they (the county) have already demolished the old portion. The new unit will be placed behind the current building so you will not even see it from the streets.

Mayor Young then said, I am not worrying about this current site. I am worried about them abusing this to put something somewhere else in the future. But I am sure they will probably go out of town, but you just don't know.

City Manager Molinari said, you've got some protection there, too. It's not a use by right, and they still have to go through the BZA in granting a special exception. They've got to meet certain criteria that the BZA will base their determination on.

Discussion was held on the fact that this item was on the agenda for the regular City Council

Meeting tonight. It was agreed that Council could do first reading and any changes could be made before Second Reading.

2) **Section 3.4.4**

Delete Item B which restricts Auto and Boat Service uses from having driveways within 300 feet of an existing intersection and also restricts those uses from having a driveway within 750 feet of another Auto or Boat Service use. The current restrictions potentially limit utilizing vacant commercial properties that are designed for this type of use by creating a non-conforming situation, and therefore, could prevent a business property owner from having an opportunity to rent or sell the affected property. The change would also require correcting the lettering of this section from A - L to A - K.

Mr. Dodd pointed out that the SCDOT regulates driveways, and so unless we specifically want to disallow Automotive Service businesses with that restriction, we can just eliminate that and again that gets rid of a business unfriendly part of our ordinance. It makes us more business friendly. We are not shutting down the available spaces for businesses to locate.

Mayor Young asked, why was that put in there to start with? Mr. Dodd answered, I think that was something that the consultants added. I don't think it came from our old ordinance. Mr. Dodd stated that there are a couple of places on South Jefferies that were designed as automotive service buildings that cannot be used for that purpose with the current provision in the ordinance.

On a question raised by Council Member Bridge on the requirements of the SCDOT, Mr. Dodd pointed out that the SCDOT does not limit it to uses as much as distances and the number of driveways so that you don't have so many places entering the highway. A good example is the property on Bells Highway that is currently BoJangles. It was a redeveloped property. It used to have three driveways going into that one lot. DOT would not allow them to continue to have three driveways going into that one lot. They restricted them to having only one driveway and they were able to negotiate with DOT to have 1½ driveways, by that I mean they took a shared driveway with Breland's Strawberries. They put in a nice curb cut second driveway, but half of that is on Breland's property and ½ is on their property.

Council Member Broderick then asked Mr. Dodd if he could get Council the information on the SCDOT regulations. Mr. Dodd agreed to provide this information.

Mr. Dodd noted that the conditions for a Correctional Facility in the General Commercial Zone include:

- A) Minimum lot size is two and one half acres.
- B) Cannot be located on any major arterial street.
- C) Cannot front on more than one street.

3) **Section 5.4 Signs That Require a Permit**

Mr. Dodd pointed out that this section adds the condition of "permanent" to the signs that require a Certificate of Zoning Compliance with the associated fee of \$50.00, which will reduce the fees that are applicable to sign permits that are issued for Banners and Temporary Special Event Signs, which are not "permanent," and will help business owners save dollars.

4) **Section 5.4 C**

This section increases the allowable size of freestanding signs in the General Commercial District, for businesses that are located on 3 lane or wider, arterial streets, from 16 square feet up to

48 square feet and allows the business locations that meet the street width condition to be more competitive with other nearby businesses that are zoned Highway Commercial District. Mr. Dodd stated that probably half of the signs on the existing General Commercial properties exceed the 16 square foot size by 2 or 3 times. So, the change is to allow up to 48 square feet if they are located on a 3 lane or wider arterial street. This would be sections of north and south Jefferies, a portion of Wichman Street and a portion of Hampton Street.

Mr. Dodd stated that in our other districts, for example Highway Commercial, allows signs to be 72 sq. feet. So, 48 square is not quite half of what's allowed in Highway Commercial. So, if you look at the Artisans Center sign, the IGA sign, the First National Bank sign, all of those signs exceed the 48 sq. feet. So, most of the General Commercial signs in the areas that are being affected already exceed by far the 16 sq. foot allowance. They would either have to remove their signs or apply for a variance and be able to somehow demonstrate a hardship in order to have a variance granted. But by changing the size of the allowance, it would keep a lot of those out, and will be a valuable asset to their business.

5) **Section 8.6 Parking of Heavy Vehicles**

Mr. Dodd said, by adding the provision for the variance being granted for up to one year at a time, so that they cannot continually be allowed without being revisited annually. This is as the result of a suggestion after an application last year for a truck. It brought in a lot of concern for the area. The current language is also correcting the word "objectives" to "objections."

6) **Section 10.4.1 Planning Commission Membership**

Planning Commission Membership is being corrected to a "four" year term to be consistent with the Walterboro Code. It is currently listed as three years in the UDO.

At this point Mayor Young suggested that the meeting be stopped at this point. Another meeting will be set for a later date to finish the discussion on this item.

No further discussion was held and the meeting concluded at 6:07 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Submitted by,

Betty J. Hudson
City Clerk

DRAFT

Walterboro City Council
Public Hearing and Regular Meeting
July 22, 2014

MINUTES

A Public Hearing and Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, July 22, 2014 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 and City Clerk Betty Hudson were also present. Attorney George Cone was absent. There were approximately 43 persons present in the audience.

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

PUBLIC INPUT ON AGENDA ITEMS:

Ms. Mary Ann Burt, a city resident, addressed Council regarding the Executive Session, Item No. 2 - Legal Briefing - Tree Committee Ruling (IGA). Ms. Burt told Council that she came to read a letter from their attorney, Michael Corley, who wrote Council to object to Council's discussion of the Tree Committee Ruling in Executive Session, which is presently under appeal to City Council.

With the Mayor's approval, Ms. Burt read Attorney Corley's letter in its entirety which included the following excerpts, "City Council has on its agenda for tonight's meeting an executive session to receive "legal briefing" on the Tree Committee's July 15, 2014 IGA decision. That decision is presently under appeal to City Council, and I am representing several of the appellants. On behalf of my clients, I object to the scheduled executive session and encourage City Council to cancel said session in order to avoid further procedural blunders in this important matter. We have grave concerns about City Council receiving a private uncontradicted presentation from those most intimately involved in granting and upholding the tree permit under dispute. This matter is on appeal to City Council, and City Council should decide the appeal as a judicial body, based on our competing presentations at a duly noticed public hearing."

This letter further stated, "If those involved in issuing the tree permit participate in tonight's executive session, it would constitute an ex parte communication in violation of my clients' due process rights. Due process ensures my clients a meaningful opportunity to be heard and prevents City Council from hearing from one side, without my clients even knowing what the other side is asserting. At this juncture, neither Mr. Cone nor Mr. Dodd should be allowed to explain to City Council, in private and without a counter argument, why their decision should be upheld.

Ms. Marsha Johnson, a city resident, told Council she felt they would be moving backwards to allow Attorney George Cone to advise both David Dodd and the Tree Committee. She said, this is just taking us backwards, and we don't need to go back.

PUBLIC HEARING:

Mayor Young then opened a public hearing, duly advertised, to receive public comments/questions on the following proposed ordinances:

- 1) Ordinance # 2014-07, to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina to Establish the Boundaries of the Historic Preservation Overlay District.

Planning Director David Dodd briefed Council on this agenda item. Mr. Dodd stated that this is a process that has been worked on for the past several years by both

DRAFT

Walterboro City Council
Public Hearing and Regular Meeting
July 22, 2014

MINUTES/Page II

the Historic Preservation Commission and the Planning Commission. The Historic Preservation Overlay is a unified overlay that would contain the Walterboro National Historic District, the Hickory Valley National Historic District and the Downtown Improvement District and the parcels around and in-between will be included in the overlay area for a consistent protection of the historic design elements of the adjoining properties. This ordinance is to establish the overlay boundaries.

The Mayor then opened the floor to receive comments from the public. Mr. Jackson, present as a member of the Planning Commission, stated that he supports Mr. Dodd and his proposal. He said, this is something that we need. It closes some loop holes that we had, and it will make the City's historic district a much better place.

Ms. Marsha Johnson then expressed her thanks to the Planning Commission for all its hard work. She said, I just wanted to recognize the Planning Commission that has worked so very hard on this.

Ms. Mary Ann Burtt told Council that she was president of a newly incorporated Association of Walterboro Homeowners. She said that we are promoting quality growth and development. We are working with neighborhoods throughout the City. There are five neighborhoods so far that we are working with. We support this overlay, wholeheartedly, and we commend the City for moving forward with this.

No further comments were received on this public hearing agenda item.

- 2) Public Hearing Item No. 2 - Ordinance # 2014-08, to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina to Establish the Historic Preservation Overlay (HP-O) to Include Commercial Design Guidelines.

Mr. Dodd briefed Council on this item. He said, we currently have had residential design guidelines since 2000, but we have never had commercial design guidelines. So, now the commercial properties in the Historic Preservation Overlay will have design guidelines to protect the facades and the design elements that make them unique and contribute to the historic character of the district. It also gives us a different set of guidelines to go back for which the Commission Members make decisions on approvals or disapprovals for Certificates of Appropriateness.

The Mayor then opened the floor to receive comments or questions from the public.

Ms. Mary Ann Burtt said that the Association for Walterboro Homeowners collectively represents millions of dollars of real estate investment in this City, and we wholeheartedly support these new guidelines.

No further comments were received and the public hearing was closed.

PRESENTATION - Father Jeffrey Kendall, SCANA Advisory Board - "New Solar Energy Law"

Father Jeffrey Kendall of St. Anthony's Catholic Church, present on behalf of the SCANA Advisory Board, briefed Council on the New Solar Energy Law. He explained that when he was involved in opposing the landfill and the landfill was not approved, I was known as the leader of the opposition. He said at the conclusion of this, there were three different things that he advocated which were: 1) That environmental and energy companies should work together, 2) That we have a new solar energy law in South Carolina and 3) That SCANA should do for other people what they did for Boeing. SCANA put solar energy on Boeing's plants. SCANA owns the panels, but Boeing

MINUTES/Page III

obviously owns the plants. Two of those things have happened, and one is that new solar energy laws have been passed. He told Council that the new solar energy law allows 3rd party leasing. So, a third party company can come in and install the panels for somebody's house or property, and pay the up-front costs. There are a number of things that the law does to make solar energy more accessible in South Carolina. SCANA has formed a solar advisory board for non-profits. SCANA is talking to people who are advocates of solar energy. Interested parties include programs that help to feed the poor and representatives of governments. At a recent meeting, we had a wonderful discussion on how to get solar energy on these properties. So, two of the things I have advocated have come about. The third is, whether SCANA will do for other people what they did for Boeing. There is a real possibility that we could have a lot more solar energy in Colleton County on buildings, on properties such as our school properties and public buildings. What I am in this program as a member of the advisory board is to act as a liaison between communities here in Walterboro and Colleton County and SCANA. We will have another meeting on the 31st, and I want to be able to tell them that in theory or principle that we are interested in having more solar energy on our properties, the non-profits which include government. That's the gist of my presentation.

No comments or questions were received and the presentation was accepted by Council as Information. Mayor Young thanked Father Kendall for coming to share the information with us.

APPROVAL OF MINUTES:

The following minutes were approved as submitted on the motion of Council Member Bridge, seconded by Council Member Broderick and passed unanimously.

1. Minutes of the June 24, 2014 Public Hearing and Regular Meeting.
2. Minutes of the July 8, 2014 Regular Meeting.

OLD BUSINESS:

1. Ordinance # 2014-07, An Ordinance to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina to Establish the Boundaries of the Historic Preservation Overlay District, was before Council for **Second Reading and Adoption**.

A motion was made by Council Member Bonds giving Second Reading and Adoption to Ordinance # 2014-07, as submitted. Council Member Broderick seconded the motion that passed with all members voting in favor.

2. Ordinance # 2014-08, An Ordinance to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina to Establish the Historic Preservation Overlay (HP-O) to Include Commercial Design Guidelines, was before Council for **Second Reading and Adoption**.

A motion was made by Council Member Lohr, seconded by Council Member Bonds, giving Second Reading and Adoption to Ordinance # 2014-08 as submitted. The motion passed unanimously.

NEW BUSINESS:

1. Request by Walterboro Rotary Club for 2nd Annual Ireland Creek Bridge Run on September 4, 2014.

DRAFT

Walterboro City Council
Public Hearing and Regular Meeting
July 22, 2014

MINUTES/Page IV

Council was in receipt of a letter from Ms. Gale Doggette on behalf of the Walterboro Rotary Club regarding the 2nd Annual Ireland Creek Run on September 4, 2014. This organization requested the following:

1. Close one side of Ireland Creek Road and Ivanhoe Road between Washington Street and Forest Hills Rd. Thursday, September 4 from 5 p.m. until 7 p.m.
2. Reserve picnic area on Ireland Creek September 4, 2014, 1-9 p.m. (tent and tables).
3. Allow for event directional signs to be placed where appropriate in the City September 4, 2014. Signs will be 18" x 24".
4. Provide a police escort for runners/walkers Thursday, September 4, 6:00 p.m.

A motion was made by Council Member Broderick, seconded by Council Member Siegel, to approve the request as submitted by the Walterboro Rotary Club. The motion passed with a vote of 6/0, with Council Member Bonds abstaining due to a potential conflict of interest, since he is a member of the Walterboro Rotary Club.

Ms. Gale Doggette announced that about 150 people had been invited to this event. All of the funds being raised will go to support the USC Salkehatchie scholarship fund. Mayor Young added, this is a great event and I would encourage everybody to attend. It was a lot of fun last year.

COMMITTEE REPORTS:

There was no Committee Reports given.

CITY MANAGER'S REPORT:

There was no report given.

EXECUTIVE SESSION:

The Mayor then entertained a motion to enter into Executive Session. Council Member Lohr So Moved and Council Member Broderick seconded the motion. The motion passed unanimously. The Mayor announced that the meeting will convene into an Executive Session for:

- 1) A personnel matter - related to the Police Chief Search Update and the City Judge and Associate City Judge Appointments, and
- 2) A legal briefing on the Tree Protection Committee Ruling (IGA)

Mayor Young explained that the legal briefing on the Tree Protection Committee Ruling was added on the agenda because Council does need to have some procedural guidelines going forward on this and that is our intent in discussing that. It is not to make any decision or to hear any testimony or anything else, only to start to get a handle on how this will go forward procedurally. That's what we are doing here.

Ms. Mary Ann Burt then asked, who will be included? Council Member Siegel then asked if Mr. George Cone was present tonight. Mayor Young answered, it does not appear to be. Council Member Siegel then stated, so there is no one here to give us a legal briefing at this point. Mayor Young agreed.

The meeting then convened into Executive Session.

DRAFT

Walterboro City Council
Public Hearing and Regular Meeting
July 22, 2014

MINUTES/Page V

At approximately 7:46 p.m., a motion was made by Council Member Siegel to exit Executive Session and return to Open Session. Council Member Syfrett seconded the motion that passed unanimously.

The meeting returned to Open Session. No action was taken as a result of the Executive Session.

There being no further business to consider, a motion to adjourn the meeting was made by Council Member Bonds, seconded by Council Member Lohr and passed unanimously. The meeting adjourned at 7:47 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson
City Clerk

ORDINANCE # 2014-09

AN ORDINANCE TO AMEND ORDINANCE # 2014-04, SO AS TO SET THE LOCAL OPTION SALES TAX CREDIT FACTOR IN THE FISCAL YEAR 2014-2015 BUDGET.

WHEREAS, the fiscal year 2014-2015 budget was adopted with the passage of Ordinance # 2014-04 on June 10, 2014; and,

WHEREAS, City Council has determined that a need exists to amend said budget to set the Local Option Sales Tax Credit Factor for the fiscal year 2014-2015 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF WALTERBORO, SOUTH CAROLINA, IN COUNCIL ASSEMBLED, that the fiscal year 2014-2015 budget be amended as follows:

1. A local option sales tax credit factor of .001615 shall be established.

This ordinance shall become effective upon adoption.

ADOPTED, this _____ day of _____, 2014.

William T. Young, Jr.
Mayor

ATTEST:

Betty J. Hudson
City Clerk

First Reading: _____
Public Hearing: _____
Second Reading: _____



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: August 8, 2014
SUBJECT: Request for Purchase of Full Size Pickup Truck – Utilities Department

The Utilities Department has \$25,000.00 in the FY 2014-2015 budget for the purchase of a Full Size Pickup Truck. The City solicited bids from two (2) local dealers and the State Contract price (attached). The bids were as follows:

Rizer Chevrolet (Walterboro, SC) - No Bid
Love Chevrolet (State Contract) - \$27,171.00
Walterboro Ford (Walterboro, SC) - \$25,000.00

Staff recommends purchasing the vehicle from Walterboro Ford in the amount of \$25,000.00. 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

MEMORANDUM

To: Jeff Molinari
From: Wayne Crosby, Utilities Director
Re: Request for Bid
Date: 8/07/14

The City of Walterboro Utilities Department recently requested bids for a full size pickup truck. This vehicle will replace a 2002 Chevrolet Trailblazer in the water department. Each of the local dealerships was contacted. The third price is from State Contract Procurement.

The bids were as follows:

Rizer Chevrolet –	No Response
Love Chevrolet – 2014 Chevrolet 1500	\$27,171.00
Walterboro Ford –	\$25,000.00

It is our recommendation to accept the low bid from Walterboro Motor Sales in the amount of \$25,000.00. This price is within the budgeted figure for this department.

Mr. Scott Rizer

Rizer Chevrolet

The City of Walterboro is accepting bids for two pick-up trucks. State contract specifications are included with this letter. One truck should be a 4 x 2, ½ ton, regular cab. The other truck should be a ½ ton, 4 x 2, 4 door crew cab. Please refer to the specifications included when pricing the vehicles or call either Charlie Chewing (782-1015) or Wayne Crosby (782-1020) with any questions you may have. Bids must be received no later than Monday July 21, 2014.

Wayne Crosby

From: David Vetter <dvetter@vicbaileyauto.com>
Sent: Wednesday, July 09, 2014 4:32 PM
To: 'Wayne Crosby'
Subject: RE: Contract #4400002968 Ford Reg Cab, 6' Body
Attachments: 2014 SC F150.xls

Please see the attached file. The Super Crew/Crew Cab is available. You will find the option price for the 4x2 and 4x4 models provided. Please don't hesitate to call or email if you have additional questions or need help with a quote. Ho this helps.

Thanks,
David

From: Wayne Crosby [<mailto:wcrosby@walterborosc.org>]
Sent: Wednesday, July 09, 2014 3:58 PM
To: 'David Vetter'
Subject: RE: Contract #4400002968 Ford Reg Cab, 6' Body

David,
Is a 4 door F 150 available under ~~11154 contract~~ If so can you assist me with pricing?

Vic Bailey Ford

David Vetter 864.585.3600 or 800.922.1365

TRUCK, PICK-UP, 1/2 TON, 4X2, 6' BODY, 6 CYLINDER ENGINE

2014 FORD F150 PICK UP w/ XL TRIM

Contract#: 4400005808

Standard Equipment Included:

- 3.7L V-6 Engine
- Automatic Transmission
- A/C
- AM/ FM Radio
- 6 1/2' Pick-Up Body
- Power Windows and Door Locks
- Power Steering
- Power Brakes
- Cruise Control
- Vinyl Bench Seat
- Heavy Duty Rubber Floor

SC STATE CONTRACT PRICE:

\$16,119.00

ADDITIONAL AVAILABLE OPTIONS:

See Tab Below for Available Exterior Colors

Regular Cab 4x2 (Long Bed - 8')		\$290.00
Regular Cab 4x2 (Long Bed - 8' w/ Heavy Duty Payload Package)	(See Tab Below for Contents)	\$3,111.00
Regular Cab 4x4 (Short Bed - 6.5')		\$2,668.00
Regular Cab 4x4 (Long Bed - 8')		\$2,958.00
Regular Cab 4x4 (Long Bed - 8' w/ Heavy Duty Payload Package)	(See Tab Below for Contents)	\$5,777.00
Super Cab 4x2 (Short Bed - 6.5')		\$3,357.00
Super Cab 4x2 (Long Bed - 8')		\$4,488.00
Super Cab 4x2 (Long Bed - 8' w/ Heavy Duty Payload Package)	(See Tab Below for Contents)	\$6,138.00
Super Cab 4x4 (Short Bed - 6.5')		\$6,533.00
Super Cab 4x4 (Long Bed - 8')		\$7,779.00
Super Cab 4x4 (Long Bed - 8' w/ Heavy Duty Payload Package)	(See Tab Below for Contents)	\$9,429.00

NOTE: Super Cab and Extended Cab are the Same Configuration; Two Full Size Doors and Two Rear Swing Out Half Doors

Super Crew Cab 4x2 (Short Bed - 5.5')		\$6,267.00
Super Crew Cab 4x2 (Long Bed - 6.5')		\$7,438.00
Super Crew Cab 4x2 (Long Bed - 6.5' w/ Heavy Duty Payload Package)	(See Tab Below for Contents)	\$9,088.00
Super Crew Cab 4x4 (Short Bed - 5.5')		\$10,291.00
Super Crew Cab 4x4 (Long Bed - 6.5')		\$10,485.00
Super Crew Cab 4x4 (Long Bed - 6.5' w/ Heavy Duty Payload Package)	(See Tab Below for Contents)	\$12,235.00

NOTE: The Super Crew Cab has Four Full Size Doors

XLT Upgrade for 4x2 Regular Cab Models		\$3,564.00
XLT Upgrade for 4x4 Regular Cab Models		\$2,554.00
XLT Upgrade for 4x2 Super/Extended Cab Models		\$2,382.00
XLT Upgrade for 4x4 Super/Extended Cab Models		\$2,388.00
XLT Upgrade for 4x2 Super Crew Cab Models		\$2,302.00
XLT Upgrade for 4x4 Super Crew Cab Models		\$2,341.00
5.0L V-8 Flex Fuel Engine		\$938.00
3.5L V-6 EcoBoost Engine (Not Available w/ Regular Cab Short Bed Models)		\$1,965.00
3.7L V-6 Engine CNG/LPG Gaseous Fuel Prep (Required for CNG/LPG Conversions)		\$295.00
CNG/LPG Bi-Fuel and Dedicated Conversion		Call for Pricing
Larger Axle Ratio		\$48.00
Limited Slip Rear Axle		\$376.00
Electronic Locking Rear Axle (5.0L V-8 and 3.5L V-6 Engines Only)		\$441.00
LT245/75R17 All-Season Tires (Not Available on Regular Cab 6.5' Bed Models)		\$282.00
P255/65R17 All-Season Tires (4x2 Only)		\$305.00
P265/65R17 All-Terrain Tires (4x4 Only)		\$305.00
Cloth 40/20/40 Front Bench Seat (Includes XL Décor Group)		\$106.00

Carpeted Floor Covering (XL Models)		\$135.00
Full Coverage Rubber Floor Mats (Requires Carpeted Floor Covering)		\$89.00
Rearview Camera (XL Models Only - Requires Power Equipment Group)		\$424.00
XL Plus Package (AM/FM Single CD & Cruise Control)	(See Tab Below for Contents)	\$424.00
XL Décor Group	(See Tab Below for Contents)	\$107.00
Communications Package - Hands Free (Requires XL Plus Package)	(See Tab Below for Contents)	\$394.00
Deduct Power Equipment Group (Can Not Be Deleted from Super Crew Models)		-\$548.00
Trailer Tow Package		\$352.00
Deduct Cruise Control		-\$45.00
Black Tubular Running Boards (XL Trim - Regular Cab and Super Cab Models Only)		\$282.00
Black Platform Running Boards (XL - Crew Cab Models Only)		\$235.00
17" Machined Aluminum Wheels		\$352.00
Tailgate Step		\$352.00
Back Up Alarm		\$94.00
Trailer Brake Controller (Requires Trailer Tow Package and Fog Lamps)		\$216.00
Reverse Sensing System (Requires Trailer Tow Package)		\$257.00
AM/FM w/ Single CD		\$273.00
Box Side Steps (6.5' and 8' Bed Models Only)		\$305.00
Side Mirrors Manual Telescoping w/ Power Glass (Requires Power Equipment Group)		\$220.00
Trailer Tow Mirrors w/ Power Equipment Group Deducted		\$131.00
Rear Window Defroster		\$207.00
Daytime Running Lights		\$42.00
Engine Block Heater		\$85.00
Sliding Rear Window		\$211.00
XLT Model Options Only		
Full Coverage Rubber Floor Mats		\$89.00
XLT Convenience Package (Requires Trailer Tow Package)		\$693.00
XLT Plus Package (Requires XLT Convenience Package)	(See Tab Below for Contents)	\$446.00
301A PEP Package Upgrade	(See Tab Below for Contents)	\$759.00
302A Luxury PEP Package Upgrade	(See Tab Below for Contents)	\$2,889.00
4x4 Off Road Package (Requires 5.0L V-8 Engine)	(See Tab Below for Contents)	\$723.00
Polished Stainless Steel Tubular Step Bar (Regular Cab Only)		\$329.00
Black Platform Running Boards (Super Cab and Crew Cab Models Only)		\$235.00
5" Chrome Step Bar (Super Cab and Crew Cab Models Only)		\$595.00
Rear View Camera (Requires: Trailer Tow Package, XL Convenience and XL Plus Packages)		\$424.00
Cloth Captain's Chairs (XLT Package Only)		\$282.00
Reverse Sensing System (Requires Trailer Tow Package)		\$257.00
Sirius Satellite Radio		\$183.00
Carpet Delete		No Charge
Available Aftermarket Installed Options:		
Garmin GPS Model# NUVI 2497 LMT		\$179.00
Garmin GPS Model# NUVI 2597 LMT		\$199.00
Black Platform Running Boards		\$525.00
Bedliner (Drop-In)		\$229.00
Bedliner (Spray-In)		\$450.00
Bed Mat		\$139.00
Fiberglass Camper Top w/ Side and Rear Door Glass		\$1,600.00
Fiberglass Bed Cover (Tonneau Cover)		\$1,200.00
Warn 9000lb Winch & Black Grille Guard		\$1,995.00
Brush Guard for Warn Winch		\$325.00
2" Ball, Receiver Tube and Pin for Frame Mounted Hitch		\$45.00
Adrian Single Lid Cross Box		\$525.00
Adrian Single Lid Cross Box and 2 Each Side Tool Boxes		\$1,525.00
4-Corner Flashing Strobe System		\$495.00
4-Corner Flashing Strobe System (LED Lights)		\$595.00
16" Mini Light Bar (Amber/Clear) Roof Mounted w/ 4-Corner Strobes		\$825.00

FMVSS Safety Kit (Fire Ext., Triange and First Aid Kit)			\$95.00
1000lb Tommy Gate			\$2,295.00



Since 1917

Walterboro Ford-Mercury



902 Bells Highway
Walterboro, South Carolina 29488
walterboroford.com
843-549-5581
Fax: 843-782-3113

7/24/14

Please Accept my **BID** FOR THE following vehicle:

- 2014 F150 4X2 4DR Crew Cab
- 145" wheelBASE
- XLT SERIES
- 5.0 L V8 ENGINE
- RUNNING BOARDS
- TRAILER TOW
- AUTOMATIC TRANSMISSION
- POWER WINDOWS / LOCKS
- CRUISE CONTROL
- SYNC base / w CD
- 17" wheels

24,700⁰⁰
 300⁰⁰ Sales TAX
 \$ 25,000 Delivered

Mr. Horace Simmons
104 Henderson Street
Walterboro SC 29488

Dear Jeff,

Community Action Line against Violence is formally requesting permission from the city officials to have a "Stop the Violence March" on August 30, 2014. We would like to march from in front of the Colleton County Courthouse on Hampton Street to Pinckney Park also located on Hampton Street. The march will start @ 9:00am and end at 11:00am. Please inform us of any permits we need to secure by writing or calling, 843/542/9508 and speaking with Mr. Horace Simmons.

Mr. Horace Simmons

Horace Simmons

CITY OF WALTERBORO
PARADE/PROCESSION PERMIT REQUEST

(PLEASE PRINT INFORMATION REQUESTED)

Application Date: 7-25-14

1. Person submitting application: Mr. Horace Simmons
Address: 104 Henderson St
Telephone: 542-9508

2. Name of Organization: Action Line Against Violence
Chairperson/President: Horace Simmons
Address: 104 Henderson St
Telephone: 542-9508

3. Parade Chairman: _____
Address: _____
Telephone: _____

4. Date/Time of Parade: Aug. 30, 2014 at 9:00 Am

5. Parade Route requested (Attach Sketch) Hampton St
Court House to Colleton Center

6. Number of Vehicles/Floats: 200 ^{walkers} Number of Animals: _____

7. Portion (width) of street parade will occupy: 1 lane

8. Additional Information (Upon Request): _____

Horace Simmons
Signature/Parade Chairman

Signature/Organization Chairperson

_____ Approval _____ Disapproval

[Signature]
Director of Public Safety

City Manager

NOTE: >>> Call Public Safety (549-1811) to confirm Parade/Procession Route three days prior to parade.

NAIFA-WALTERBORO
C/o Ericka Kizer Woods
Po Box 410
Walterboro, SC 29488

Walterboro City Council
Po Box 709
Walterboro, SC 29488

To Whom It May Concern:

The Naifa-Walterboro group would like to request that council approve the hanging of the Life Insurance Awareness Month Banner on Jefferies Blvd the week of September 1-5, 2014. Thanking you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Ericka Woods".

Ericka Kizer Woods
Naifa-President

July 14, 2014

RECEIVED

JUL 15 2014

City Council
242 Hampton Street
Walterboro, SC 29488

CITY MANAGER

RE: Earle D. Riddle
718 Hampton Street
Walterboro, SC 29488
Application for Tree Removal

B.J.H
3:27 pm

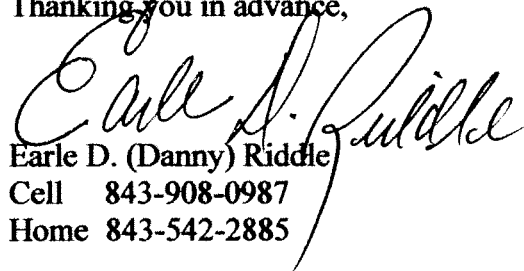
Dear Sir or Madam,

I would like to appeal the decision of the Tree Protection Committee to allow me to remove a large Magnolia tree from the front left side of my yard.

Due to the fact that the tree is right at the corner of our house, the root system is invading our yard, our brick walkway to the street, as well as our house foundation. About a year or so ago we were ordered, by David Dodd, to correct a piece of our brick walkway near our front steps, as the bricks were shifting due to the root system. This was an unexpected expense to us. If the tree roots continue to invade our property we will continue to have expenses to our brick walkway and/or the foundation of our home which could be a much larger expenditure. The tree also suffered loss of limbs due to the 2 recent ice storms. The tree has very large limbs, some of which hang very near or over our house, and we also fear that the next limb which falls may cause extreme damage.

Please allow us to remove this hazard from our yard.

Thanking you in advance,



Earle D. (Danny) Riddle
Cell 843-908-0987
Home 843-542-2885



Walterboro

City of Walterboro | 242 Hampton Street | Walterboro, SC 29488 | 843-782-1000

www.walterboroec.org

June 16, 2014

Dear Mr. and Mrs. Riddle,

This letter is to inform you, that upon review by the City of Walterboro Tree Protection Committee, your application to remove a magnolia tree has been denied. The Committee did not view the condition of the tree as sufficient grounds for removal and found the tree in question to appear to be healthy. If you wish to Appeal their decision, you must file your appeal to City Council with the City Manager's office within 30 days of this notice. If you have any questions, please feel free to contact me at 782-1004 or 908-4177. A copy of the denied application is enclosed.

Sincerely,

David B. Dodd

Director of Planning and Codes