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# 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  
March 5, 2019  
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. Presentation:

1. Ms. Vernelle Simmons - U.S. Census Bureau.

### IV. Approval of Minutes:

1. Minutes of the February 12, 2019 Rescheduled Regular City Council Meeting (Minutes attached).

### V. Old Business:

### VI. New Business:

1. Resolution No. 2019-R-01, Designating April 2019 as Fair Housing Month, and Approval of Annual Nondiscrimination Policy (Resolution and Nondiscrimination Policy attached).
2. Consideration of Funding Recommendations from the Accommodations Tax Advisory Committee (Memorandum and materials attached).
3. Discussion of Potential Uses of CDBG Funds.
4. Request to Hang Banner **April 7-13, 2019** for National Crime Victims Rights Week, Shatoya Gray, Crime Victim/Witness Advocate (Letter attached).
5. Request to Close Streets for March of Dimes "March for Babies" Walk on **April 13, 2019** by Holly Mardell, Chairman (Letter and Parade Permit Request attached).

6. Request to Close Street for Annual Cubmobile Race on **April 27, 2019** from 6:00 A.M. to 11:00 A.M., by Ms. Denise Godley-Givens, Cub Scouts Pack 646 (Letter attached).
7. Request for Street Closings and Use of City Parking Lot for the Annual Waltherboro Criterium Pro-Cycling Event, **May 1, 2019** (Letter and map attached).
8. Request to Place Purple Ribbons Downtown **May 6, 2019** until the week of **May 20, 2019** for Relay for Life Event (Letter attached).
9. Request to Hang Banner from **May 11-18, 2019** for Relay for Life Event on **May 17, 2019**, Jessica Cartrette, Chairperson (Letter attached).

**VII. Committee Reports:**

**VIII. City Manager's Report:**

1. Consideration of Selection of Engineer for Water and Sewer Infrastructure Projects.
2. Consideration of Change Order for Discovery Center - Exhibit Hall Windows.

**IX. Executive Session:**

1. Personnel Matters:
  - a. Employee Handbook Revisions.
  - b. Appointment to Election Commission.
2. Contractual Matter: Electric Franchise Agreement.

**X. Open Session:**

1. Council May Take Action on Matters Discussed in Executive Session.

**XI. ADJOURNMENT.**

## Betty Hudson

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**From:** Vermelle P Simmons (CENSUS/AT FED) <vermelle.p.simmons@2020census.gov>  
**Sent:** Thursday, February 21, 2019 9:23 AM  
**To:** Betty Hudson  
**Subject:** Forming a Partnership with the City of Walterboro

Good morning Mayor Young and City Council Members,

My name is Vermelle Simmons I live in Charleston. I am one of several Partnership Specialists in South Carolina; however our Regional Office is located in Atlanta, GA. My colleague Doris Green who resides in Columbia, SC was instrumental in making the initial contact. Our job is to contact governmental officials, businesses, faith-based organizations, and other trusted voices in the community to help community members understand the importance of completing their Census Form on April 1, 2020. I am reaching out to you in an effort to help achieve a good Census count for 2020.

A few ways you can partner with the 2020 Census are:

Forming a Complete Count Committee ( this committee will plan and implement outreach campaigns that will raise awareness of the census and ultimately increase the participation rate in Walterboro),  
Appoint a liaison to work with the Census,  
Encourage employees and constituents to complete their Census forms,  
Display Census Materials, and  
Informing individuals that the Census is hiring.

I would very much like to partner with The City of Walterboro for the 2020 Census. As you are aware, Census data is used for redistricting, distribution of funds for governmental programs, schools, etc.; therefore, I would like attend your council meeting to discuss the possibility of a 2020 Census Partnership.

I look forward to meeting you on March 5, 2019 at 6:15pm

*Vermelle P. Simmons*

**Vermelle P. Simmons**, Partnership Specialist  
South Carolina  
Field Division/Atlanta Regional Census Center  
U.S Census Bureau  
Cell: 678-938-9163  
vermelle.p.simmons@2020census.gov

Walterboro City Council  
Rescheduled Regular Meeting  
February 12, 2019

**MINUTES**

A Rescheduled Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, February 12, 2019 at 6:15 P.M., with Mayor Bill Young presiding.

**PRESENT WERE:** Mayor Bill Young, Council Members: Carl Brown, Judy Bridge, Paul Siegel, Bobby Bonds, James Broderick and Greg Pryor. City Manager Jeff Molinari, Assistant City Manager Hank Amundson, City Clerk Betty Hudson, and City Attorney George Cone along with Attorney Brown McLeod were also in attendance. There were approximately 20 persons present in the audience.

There being a quorum present, Mayor Young called the meeting to order and invited everyone to join in the invocation and the pledge of allegiance to our flag. Mayor Young gave the invocation and Council Member Broderick led the pledge of allegiance to our flag.

At this point, the Mayor announced that the City Manager was having an anniversary approaching where he will be celebrating his 5<sup>th</sup> year with the City. City Manager Molinari added that on Sunday, February 17, he will have exactly 5 years with the City.

**PUBLIC INPUT ON AGENDA ITEMS:**

There were no comments or questions on agenda items.

**PUBLIC HEARING:**

1. **CDBG Needs Assessment Hearing - Kimberly Mullinax, LCOG**

Mayor Young then opened a public hearing, duly advertised, to receive public comments or questions on the City's CDBG Needs Assessment. He then introduced Ms. Kimberly Mullinax of Lowcountry Council of Governments, who was present to conduct the hearing. A copy of the sign-in sheet is attached as part of these minutes.

Ms. Mullinax stated that she is here tonight on behalf of Lowcountry Council of Governments. What I will go over with you tonight is our annual needs assessment. Michelle Knight has been doing this for the last several years, but she was unable to attend the meeting tonight. Ms. Mullinax also noted that she has a Power Point presentation that can also be viewed on the screen which goes along with this presentation. A handout was also given to Council members.

Ms. Mullinax stated that the Community Development Block Grant Program is through the Department of Commerce. One of the big requirements of grant funding is that you must follow the Fair Housing Act, and it says that the locality is expected to undertake some items to further Fair Housing. This goes under Title VIII of the Civil Rights 1968 Act, and we cannot treat unfairly anyone because of race, color, religion, sex, familial status or national origin, and that applies to rental or housing sales, residential real estate transactions and the provision of brokerage services. If anyone feels that they have been a victim of the housing practices, you can call our office at 843-473-3990.

Ms. Mullinax then gave the following highlights of the CDBG Program:

- A. The CDBG Program is designed to provide assistance to local governments, to improve economic opportunities and to meet the community's revitalization needs. It is also for the low-to-moderate income person. In Colleton County, what is considered low-to-moderate income is: If you have 4 people in a family,

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the low-to-moderate income would be \$38,650 per year. If you have a family of 2, it would be below \$30,950 per year.

- B. The City of Walterboro, as a whole, is considered at 49.9% low-to-moderate income. For the CDBG program, we have to be 51% to count the City as a whole as low-to-moderate income.
- C. This program is funded through the State of South Carolina and comes through the Department of HUD - Housing and Urban Development. The annual allocation estimated for grant funds this year (2019) is just above \$20 million for the State. The LCOG handles the grant administration for Colleton, Beaufort, Jasper and Hampton Counties. So, we write grants for this region.
- D. There are three (3) broad grant program categories:
  - 1. Community Development
  - 2. Business Development
  - 3. Regional Planning

The funding has been divided among the programs as follows:

**1. Community Development Program:**

- a. Community Infrastructure: \$12,212,771  
These are considered Spring round projects. Under this category, you can do water, sewer, drainage and roads.

Minimum Funding: \$50,000  
Maximum Funding: \$750,000  
Application Request: March 15, 2019.  
Application Deadline: April 15, 2019

- b. Community Enrichment: \$3,000,000  
Under this category, you would do projects, such as Brownsfield projects/demolition obsolete buildings, streetscape improvements, planning for regional infrastructure, public facilities modifications, libraries, publicly owned facilities, transportation-oriented public facilities, public safety facilities/services, demolition vacant, dilapidated structures to address/support crime prevention, fire substations or fire trucks, health clinic facilities/equipment, and public facility modifications.

Minimum Funding: \$ 50,000  
Maximum Funding: \$500,000  
Application Request: August 16, 2019  
Application Deadline: September 16, 2019

- c. Special Projects: \$300,000  
Activities in this category are Historic Preservation, innovation, energy conservation, and parks/trails/greenways.

Minimum Funding: \$ 50,000  
Maximum Funding: \$150,000  
Application Request: August 16, 2019  
Application Deadline: September 16, 2019

- d. Neighborhood Revitalization: \$914,708  
You must have a plan. First you would define the neighborhood and then go in and projects such as infrastructure, water, sewer,

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roads, drainage, public facilities (sidewalks, security lighting, cameras, police substations, housing - infrastructure to support affordable housing, housing - limited exterior only, demolition and clearance of vacant, dilapidated properties, public services (crime watch program, drug/gang education, awareness/prevention programs).

Minimum Funding: \$ 50,000  
Maximum Funding: \$500,000  
Application Request: August 16, 2019  
Application Deadline: September 16, 2019

- e. Ready to Go - \$600,000  
Under this program, you must have all of the engineering and preplanning done, all of the environmental services have to be done, have it ready to go out to bid, and that could be applied for at any time.

Ms. Mullinax explained that all projects must meet one of the three national objectives, which are:

- a. Benefit low-to-moderate income (LMI) people.
- b. To eliminate slums or blight.
- c. Meet other urgent community needs posing a serious threat to the health or welfare of the community.

**2. Business Development Program: \$2,000.00**

This program provides financial resources for local governments to pursue opportunities that create new jobs, retain existing employment, stimulate private investment and revitalize or facilitate the competitiveness of the local economy.

**3. Regional Planning Program: \$500,000**

This program is designed to provide CDBG funds to Councils of Governments to assist local governments in developing plans and building local community development capacity.

State Technical Assistance (1%)	\$202,345
State Administration	\$504,690
(2% of allocation + \$100,000)	

- E. Ms. Mullinax pointed out that any unit of local government can apply for any of these programs, as long as they have no more than two (2) open grants, and if one is not more than 30 months old.

Right now, the only program that Walterboro has open is the Lemacks Street Project, and it is over 30 months old. It should be closed within a few weeks, I think. So, we would be eligible for a project in spring time or fall. We cannot do more than one (1) neighborhood project or one ready-to-go project in the same area as an open project.

**HOME CONSORTIUM**

Concluding her remarks on the CDBG Program, Ms. Mullinax stated that their office also has a program called the Beaufort County, Lowcountry Regional Home

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Consortium, which includes, Beaufort, Colleton, Hampton, and Jasper Counties and all 21 municipalities. In that program, they are looking at:

1. Rehabilitate substandard housing.
2. Increase accessibility to adequate and affordable housing.
3. Support the development and availability of safe, decent and affordable housing.

Ms. Mullinax then said, if you have any recommendations on any of that, you can call Barbara Johnson in our office and go through any ideas or suggestions that you may have on the housing.

Concluding her presentation, Ms. Mullinax stated that last year at its March meeting, Council ranked the City's priority needs as follows:

1. Public infrastructure and facilities
  - Improvements to Wastewater Treatment Plant.
  - Upgrades of water and sewer lines as needed.
  - Other projects as identified.
2. Community Enrichment Projects
  - I-95 loop project.
  - Adaptive reuse of existing structures.
  - Demolition of properties that are attractive nuisances
  - Others as identified.
3. Multiple Activity Neighborhood Improvement Projects
  - North Lemacks Street
  - Other neighborhoods as identified.
4. Special Projects as identified.
5. Economic Development projects as identified.

Ms. Mullinax then opened the floor to receive public input on what should go on this wish list, and what we are trying to do is to get everything that the community needs and try to see what can be funded through the CDBG program funding source.

There were no public comments or questions raised. The Mayor then said that those priorities have held up well for us, are pretty broad and have allowed us to do a lot of things. So, is that something we need to act on tonight or is that something that we can bring back? City Manager Molinari then said, what I will do is that next month I will make a recommendation to City Council on prioritizing our needs, and at that time Council can take action.

The public hearing was then closed.

**APPROVAL OF THE MINUTES:**

The Minutes of the January 8, 2019 Rescheduled Regular Meeting were approved as submitted upon motion of Council Member Pryor, seconded by Council Member Brown and passed unanimously.

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**OLD BUSINESS:**

There was no Old Business before Council.

**NEW BUSINESS:**

**1. Recommendation to Award Contract for Construction of Phases IB and IE of the I-95 Business Loop Project**

City Manager Molinari said, as you are aware, the next phase of the I-95 Business Loop Project are phases 1B and 1E, which extends from Elizabeth Street to Benson Street, and will include decorative lighting, mast arms, stamped asphalt crosswalks, medians and a fountain at the intersection of Jefferies Boulevard and East Washington Street.

The City received three bids for the project as follows:

	<u>Total Bid</u>
Wildwood Contractors, Inc. (Walterboro, SC)	\$1,749,821.64
Palmetto Sitework Services, LLC (Orangeburg, SC)	\$2,203,021.40
IPW Construction Group (North Charleston, SC)	\$2,404,347.10

Mr. Molinari reported that the City received a \$400,000 appropriation from SCDOT and \$100,000 from the Colleton County Transportation Committee (CTC).

He further stated that the City's match funds for this project would be \$1,349,821.64, which will come from the Capital Project Sales Tax. The City currently has \$5,641,417.94 in Capital Project Sales Tax funds remaining for the I-95 Business Loop Project.

City Manager Molinari also stated that the CTC will coordinate construction observation. Because we are using federal funds, the project has to meet SCDOT requirements and we have to have an SCDOT certified inspector to do the inspections. The number that I put in there is a worse case scenario. That number reflects an inspector being here 40 hours a week for 18 weeks. We are not going to need that. In talking to the Colleton County Engineer, Carla Harvey, who is with us this evening, we will probably need them around 3 days a week, which would significantly reduce that amount. The CTC will handle the construction observation (\$106,978.10) and that amount is in line with what the CTC has allocated to the project. Any overages, which I don't anticipate, would be covered by the Capital Project Sales Tax.

City Staff recommends awarding the contract to the low bidder, Wildwood Contractors, Inc. of Walterboro, SC in the amount of \$1,741,821.64.

A motion was then made by Council Member Carl Brown, to award the contract for the construction of Phases 1B and 1E of the I-95 Business Loop Project in the amount of \$1,741,821.64 to Wildwood Contractors, Inc. Council Member Pryor seconded the motion that passed with all members voting in favor.

The Mayor then asked, did you say where the next stage is located. Mr. Molinari responded, it's from Elizabeth Street to Benson Street. He also said, I'd like to recognize Carla Harvey, the Colleton County Engineer. She has been working with us for the last several months on this project and really helped us navigate this project through SCDOT and get us to the point where we are able to award the contract.



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Mayor Young thanked Ms. Harvey, and said, this project has been particularly challenging to get through all the hoops that we've had to jump through. So, we really do appreciate your help and look forward to working with you in the future.

**2. Consideration of 2019 Rice Festival Requests for April 26-27, 2019 by Josh Bell, Chairman Colleton County Rice Festival, including Street Closing Requests and Parade Permit, Request, etc.**

A motion granting the 2019 Rice Festival requests for April 26-27, 2019 and approval of the parade permit as submitted was made by Council Member Broderick, seconded by Council Member Bridge and passed unanimously.

At this point, the Mayor said someone had mentioned to him that in instead of saying 2019, we will be saying "2K19".

**3. Request to Hang Banner for the 6<sup>th</sup> Annual Smoke in the Boro Regional Competition BBQ Cookoff by Jean Harrigal, Executive Director, the Colleton Center**

A motion was made by Council Member Siegel to honor the request to hang the banner for the 6<sup>th</sup> Annual Smoke in the Boro Regional Competition BBQ Cookoff. Council Member Bonds seconded the motion that passed unanimously. The Mayor added, that's a great event and we look forward to it. Ms. Sue Keith, present on behalf of Smoke in the Boro, thanked Council's for its approval.

**4. Acceptance of Ms. Linda Godley's resignation from the Historical Preservation Commission**

Mr. Molinari told Council that Ms. Godley has served on the Historic Preservation Commission since March 2009, and has indicated that she no longer wishes to serve on the Commission.

A motion was made by Mayor Young to accept the resignation of Ms. Linda Godley from the Historic Preservation Commission with thanks for her service. Council Member Broderick seconded the motion. All in favor. None opposed. Motion carried.

**COMMITTEE REPORTS:**

**1. City Appearance Board - 2019 Litter Prevention Grant - Mr. Daney Cheney**

Next, Mr. Daney Cheney stated that once again, this Committee has been busy writing grants and we have just received a grant from Palmetto Pride in the amount of \$3,900 for our police department, so we can help clean up litter, such as a litter beautification grant. This grant goes solely to the Police Department.

The Mayor then said, that's great. Isn't this four or five grants that you've gotten now over the last couple of years. Mr. Cheney responded that the total we have received is over \$30,000.

**CITY MANAGER'S REPORT:**

**1. Strategic Planning Retreat - City Manager Jeff Molinari**

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City Manager Molinari then gave a summary report on the 2019 Strategic Planning Retreat. Mr. Molinari stated that on January 11<sup>th</sup> and 12<sup>th</sup> of this year, City Council met at the Wampee Conference Center to hold our annual retreat. We had a very productive few days of work and I am going to run through the goals and objectives this Council has outlined, and if its meets with your approval, I just ask that City Council take formal action adopting this, so staff can move forward in accomplishing these goals. He then outlined briefly, the "City of Walterboro Broad Goals and Key Results for 2019".

**I. Expand water and Sewer**

1. Select an engineer by April 2019.
2. Construct new well on Mable T. Willis Blvd. by December 2019.
3. Submit grant to EDA for WWTP expansion by April 2019.
4. Explore additional sources of funding (on-going).
5. Explore funding for a new trunk line by July 2019.

**II. Complete Existing Projects**

1. Complete I-95 Business Loop project phases 1B and IE by July 2019.
2. I-95 Business Loop project Phase 2 under construction by December 2019.
3. Complete Discovery Center/Amphitheater by June 2019, operational by July 2019.
4. Complete City Hall improvement project:
  - a. Window Replacement by December 2019.
  - b. Generator (depends on USDA funding).
  - c. City Council Chamber update by December 2019.
    1. Replace ceiling tiles, add history of City artwork, technology upgrades.

**III. Improve Overall Appearance of City and its Entryways**

1. Recommendation to City Council on sign types, costs, etc. by December 2019 for the following:
  - a. Hwy 303
  - b. Hwy 17A
  - c. Hwy 64
  - d. Exit 57 (Bells Hwy)
2. Continue code enforcement focus (on-going).
3. Underbrush/clear/landscape city lot by April 2019.
4. Improve Corridor properties by December 2019.
5. Institute a maintenance plan for Ireland Creek by April 2019.
6. Institute a maintenance and improvement plan for Sanctuary boardwalks by July 2019.

**IV. Grow Walterboro**

1. Implement "Join the City" Campaign by April 2019.
2. Close "donut holes".
  - a. Identify donut holes and residents by March 2019.
  - b. Coordinate Council contacts with "donut hole" residents by July 2019.
  - c. Council Member or advocates meet with "donut hole" residents by December 2019.
3. Relocate to Walterboro Marketing Campaign (on-going).
4. Adopt Economic Development Incentive Ordinance by July 2019.
5. Enact ordinances regarding annexation of water/sewer customers by July 2019.

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**V. Increase Recreational Opportunities**

1. Identify future recreational opportunities and report findings/options to Council by July 2019 for the following:
  - a. City youth.
  - b. Ireland Creek.
  - c. Discovery Center programming.
  - d. Walterboro Wildlife Sanctuary.

**VI. Continue Innovation of Police Department**

1. Develop and implement recruitment plan to improve diversity.
  - a. Meet with Police Chief in February 2019 to discuss goals and possible strategies (scholarships, Explorer program).
  - b. Have Police Chief present plan by July 2019.
2. Continue community policing efforts (on-going).

A motion was then made by Council Member Bridge to adopt the City of Walterboro's Broad Goals and Key Results for 2019 as a result of the City Council Retreat held in January 2019. Council Member Broderick seconded the motion.

In discussing the motion Council Member Brown then said to the City Manager, under your Broad Goals and Key Results Report, under number II, Complete Existing Projects, Item C, City Council Chamber Upgrades, I see that you have already changed the lighting in here to LED and it looks much better. Thank you!

The motion then passed with all members voting in favor.

**EXECUTIVE SESSION:**

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

1. Receipt of Legal Advice - WWTP Upgrades.
2. Personnel Matters:
  - a. Recruitment of Minority Law Enforcement Officers.
  - b. Boards and Commissions Reappointments.
  - c. Appointment to Building Board.
3. Contractual Matters:
  - a. Business License Collection.
  - b. Ireland Creek.

The meeting then convened into Executive Session:

At approximately 7:42 p.m., a motion was made by Council Member Pryor to exit Executive Session and return to Open Session. Council Member Siegel seconded the motion. All in favor. None opposed. Motion carried.

The meeting returned to Open Session and a motion was made by Council Member Bridge to re-appoint Board and Commission members pursuant to the recommendation from the City Manager. Council Member Broderick seconded the motion. All in favor. None opposed. Motion carried. The reappointments to the Boards and Commissions were as follows:

Walterboro City Council  
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**Accommodations Tax Committee**

Alta Mae Marvin was reappointed for a 3-year term ending January 1, 2022.  
Charlie Sweat was reappointed for a 3-year term ending January 1, 2022.

**Building Board**

Charles Brightwell was reappointed for a 4-year term ending January 1, 2023.

**Historic Preservation Commission**

Mary Corbett was reappointed for a 2-year term expiring January 1, 2021.  
Benjamin Cook was reappointed for a 2-year term expiring January 1, 2021.

**Municipal Planning Commission**

Jimmy Syfrett was reappointed for a 4-year term ending January 1, 2023.

**Tree Protection Committee**

Michael Ferrari was reappointed for 2-year term ending January 1, 2021.

**City Appearance Board**

Andrew McConnell was reappointed for a 4-year term ending January 1, 2023.  
David Ney was reappointed for a 4-year term ending January 1, 2023.  
Helen T. Bodison was reappointed for a 4-year term ending January 1, 2023.

Next, a motion was made by Council Member Bridge to appoint Mr. Jimmy Frank to replace Mr. Thomas Berry on the Building Board for a 4 year term ending 2023. Council Member Carl Brown recused himself from voting since Mr. Frank is an employee of Mitchell Construction. All in favor. None opposed. Motion carried.

There being no further business to consider, a motion to adjourn was made by Council Member Bonds, seconded by Council Member Broderick and passed unanimously. The Mayor adjourned the meeting at 7:43 P.M. Notice of this meeting was distributed to all local media, 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

**RESOLUTION NO. 2019-R-01**

**FAIR HOUSING RESOLUTION**

**WHEREAS**, April 11, 2019 marks the 51<sup>th</sup> anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended, and the State of South Carolina enacted the South Carolina Fair Housing Law in 1989, that both support the policy of Fair Housing without regard to race, color, national origin, religion, sex, disability and familial status; and

**WHEREAS**, the City of Walterboro is committed to addressing discrimination in our community, to support programs that will educate the public about the right to equal housing opportunities, and to plan partnership efforts with other organizations to help assure every citizen of their right to fair housing; and

**WHEREAS**, the City of Walterboro rejects discrimination on the basis of race, color, national origin, religion, sex, disability and familial status in the sale, rental, or provision of other housing services; and

**WHEREAS**, the City of Walterboro desires that all its citizens be afforded the opportunity to attain a decent, safe and sound living environment.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Walterboro, South Carolina does hereby designate April 2019 as being Fair Housing Month, and recognizes the policy supporting Fair Housing by encouraging all citizens to endorse Fair Housing opportunities for all, not only during Fair Housing Month, but throughout the year.

**ADOPTED**, this 5<sup>th</sup> day of March 2019 by Walterboro City Council and published on March 28, 2019.

William T. Young, Jr.  
Mayor

ATTEST:

Betty J. Hudson  
Municipal Clerk

**CITY OF WALTERBORO  
POLICY OF  
NONDISCRIMINATION  
ON THE BASIS OF DISABILITY STATUS**

The City of Walterboro does not discriminate on the basis of disability in the admission, or access to, or treatment or employment in, its federally assisted programs or activities.

City Council, City of Walterboro  
242 Hampton Street  
Walterboro, SC 29488  
Telephone Number: 843-782-1011 (Voice)  
Or 1-800-735-2905 (TDD)

Jeffrey P. Molinari, City Manager, has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's (HUD) regulations implementing Section 504 (24 CFR Part 8, dated June 2, 1988).

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## *Accommodations Tax Advisory Committee*

To: Walterboro City Council  
Cc: Jeffrey P. Molinari, City Manager  
From: Accommodations Tax Advisory Committee  
Date: February 21, 2019  
Re: Approvals at February 21, 2019 meeting

At its regularly scheduled meeting held on February 21, 2019, the Accommodations Tax Advisory Committee approved the following requests:

<u>Requests for 65% Tourism Fund</u>	<u>Requested</u>	<u>Approved</u>
The Colleton Civic Center – “Mo’ Soul at the Legends Cabaret	\$4,000	\$4,000
The Colleton Civic Center – “Chairmen of the Board”	\$4,000	\$4,000

Should these requests be approved as submitted, the projected remaining balance for 2018-2019 will be approximately **\$44,231**. The remaining funds will be for consideration at the next scheduled meeting. Therefore, the Accommodations Tax Advisory Committee respectfully requests City Council approve these items.

**ACCOMMODATIONS TAX APPLICATION  
FEBRUARY 2019  
THE COLLETON CIVIC CENTER**

I. Basic Information

- A. Project Name: MAY EVENTS:  
1. Celebrating Black Music Month with Summerville's Mo'Soul at the Legends' Cabaret, May 4, 2019 (\$4,000) and  
2. Summer Kick-Off with Beach Music Legends Chairmen of the Board, May 17, 2019 (\$4,000)
- B. Requesting Amount: Total \$8,000
- C. Total Project Cost: \$20,050
- D. Application Information:
1. Name: The Colleton Civic Center
  2. Federal Tax ID: 20-4536007
  3. Contact: Jean F. Harrigal, Executive Director
  4. Address: 494 Hampton Street, (P.O. Box 468, mailing)  
Walterboro, SC 29488
  5. Phone/Fax: 843-549-8360  
E-Mail: [colletonctr@lowcountry.com](mailto:colletonctr@lowcountry.com)

II. Narrative

**1. Mo' Soul at the Legends Cabaret, Friday, May 4, 2019**

A. **General Description:** On Friday, May 4th, the Colleton Civic Center will celebrate Black Music Month with Summerville's Mo' Soul at the Legends Cabaret. The Cabaret is a musical revue that features a talented cast of eight singers belting out your favorite hits from the Motown era - songs made famous by The Four Tops, The Temptations, Marvin Gaye, Diana Ross, Aretha Franklin, James Brown and many more. Audience members are encouraged to sing along and dance in the aisles.

B. **Benefit to Tourism:** Mo'Soul, headquartered in Summerville, has brought this show to the Carolina Theater in Allendale and the Boathouse in Augusta, GA as well as the 2015 MOJA Arts Festival in Charleston. A-Tax funding for advertising in media across the entire Lowcountry and Midlands areas will attract people who are familiar with this group and those who have heard about them, but never seen them in action. Visitors will make a full occasion of this walk down nostalgia lane bringing their dollars for dinner in a local restaurant, a night's stay in a motel or Bed & Breakfast, visits the next day to downtown stores, and gas purchased to take them home. We will make available on our website and social media links to the City of Walterboro's website for further tourist and accommodations information.



**C: Benefit to the Community:** We are proud of our first season of arts events in our unique, state-of-the-art venue – renovated with the specific goal of offering regular, high quality entertainment and civic opportunities for all the citizens of the area. This Black History Month Celebration is targeted at regional audiences and especially our own community. Instead of making the hour’s drive to Charleston or Beaufort, Colletonians will be able to enjoy this special evening out here at home, keeping their Bucks in the “Boro while experiencing first class entertainment in a first class entertainment venue. With the help of the Walterboro ATAX funding, we can expand our advertising to attract theater-goers from neighboring Counties as well, making Walterboro the “go to” place for a great night out.

**D. Tracking:** Results will easily be tracked through ticket sales, on-line and at the box office. From the purchase data, we will be able to extract information on the number of attendees from out of town and their place of residence. We will also be incorporating opportunities for feedback through social media surveys and face to face interaction to judge the success of this entertainment.

**E. Duration of Project:** May 4, 2019, 7:30 – 10:00 P.M.

**F. Permits:** N/A

**G. Additional Comments:** Our state-of-the-art theatre will serve our region and immediate community, give back high value performances and show appreciation to the tax payers who supported our renovations with the 1% Sales tax initiative passed in late 2014. Our success ultimately depends on providing the best performances and creative opportunities so that everyone will Take Part in the Arts!

---

## 2. Chairmen of the Board, May 17, 2019

**A. General Description:** On Friday, May 17, 2019, the Colleton Civic Center will kick off the Summer with Beach Music Legends, Chairmen of the Board. This group has been thrilling audiences since the 1970’s when “Give Me Just A Little More Time” with lead singer, General Johnson climbed the charts. Today Ken Knox, a 38-year member of the group, along with Thomas Hunter and Brandon Stevens backed by six musicians, keep the legacy of Chairmen of the Board going strong. This is sure to be an event to attract fans from all over the region and beyond.

**B. Benefit To Tourism:** Chairmen of the Board were inducted into the North Carolina Music Hall of Fame and their music has been a feature of the NFL’s Carolina Panthers both live in half time appearances and in video and music played at their home games. Throughout their long career, the Chairmen have been the leading purveyors of the Carolina Beach Music scene. Bringing them here to Walterboro will bring their fans from around the state and the Southeast Region. A-Tax funding will make it possible to reach many advertising outlets outside of our immediate area, enticing shag clubs and soul music fans to spend some time here with us at the concert, staying overnight in our hotel/motels, and enjoying our

restaurants. Again we will make available on our website links to the City of Walterboro's website for further tourist and accommodations information.

- C. **Benefit to the Community:** In addition to giving the hospitality industry a boost, this concert provides the residents of Colleton County with an opportunity to celebrate the start of the summer season with a classic Beach Music Band - no driving out of County for a wonderful evening of clean music and dance. Events like these shed a positive light on Walterboro within and outside of our community. In addition, local people have a chance to participate in the excitement by volunteering to "work" the event. Some have volunteered to handle concessions, load in and out equipment backstage, work sound and light equipment, and perform other necessary duties. Students from USC have served as ushers and ticket scanners. We provide a direct economic boost as well because we employ a limited staff of part timers in the more complex task areas that make it possible to bring this entertainment to our community. The benefits to our community are both to the economy and to the quality of life.
- D. **Tracking:** Results will easily be tracked through ticket sales, on-line and at the box office. From the purchase data, we will be able to extract information on the number of attendees from out of town and their place of residence. We will also be incorporating opportunities for feedback through social media surveys and face to face interaction to judge the success of this entertainment.
- E. **Duration of Project:** Friday, May 17, 2019; 7:30 - 10:00 pm.
- F. **Permits:** N/A
- G. **Additional Comments.** Because Chairmen of the Board is popular in so many areas of our state and the Lowcountry, advertising in Hilton Head, Myrtle Beach, Greenville, Columbia, Orangeburg, Aiken, Savannah, Beaufort, and the Charleston/Monck's Corner/ Summerville areas, will be critical to getting the word out about this exciting event.

III **Budgets:** Please see attached.

IV **Required Attachments**

- A. Secretary of State Letter
- B. Organization's latest Financial Statement/Budget of Project
- C. List of Applicants Board Members

V **Billboards:** N/A

VI **Prior Recipients:** Report Attached

*Thank you!*



## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** City Manager  
**DATE:** February 26, 2019  
**RE:** CDBG Prioritization

Pursuant to the goals and objectives adopted by City Council for 2019, I recommend the following CDBG priority needs for the next funding cycle. The top-3 priorities will be eligible for funding.

1. Public Infrastructure and Facilities
  - Improvements to Wastewater Treatment Plant
  - Upgrades of water and sewer lines as needed
  - Others projects as identified
2. Community Enrichment
  - I-95 loop project
  - Adaptive reuse of existing structures
  - Demolition of properties that are attractive nuisances
  - Others as identified
3. Multiple Activity Neighborhood Improvement Projects
  - Neighborhoods as identified
4. Special Projects as identified.
5. Economic Development projects as identified.

If you have any questions, comments or suggestions, please do not hesitate to call me or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari  
City Manager

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



February 25, 2019

Dear Mayor, City Manager and City Council Members:

As the City of Walterboro Police Department Crime Victims/Witness Program Coordinator, I am requesting permission to have the **National Crime Victim's Rights Week** banner displayed the week of April 7<sup>th</sup> – 13<sup>th</sup>. I will coordinate SCE&G to hang the banner on N. Jefferies at the usual location which is near the intersection of Paul Street and North Jefferies Blvd.

Each April since 1981, OVC (Office of Victim of Crime) has helped lead Communities throughout the country in observances of **National Crime Victims' Rights Week (NCVWR)**.

Crime victims often feel helpless in the aftermath of a crime. They may feel alone and isolated, and many are financially devastated. It's good to know there are laws to protect crime victims. **The Crime Victims' Bill of Rights** gives victims a place in the criminal justice system, ensures they have the opportunity to be heard and provide assistance to further recovery.

---

VA Shatoya Gray  
Crime Victim/Witness Advocate

cc: Chief Wade Marvin

February 22, 2019

Dear Mayor Young and Council,

I am a member of the Executive Leadership Team for the Walterboro/Colleton March for Babies 2019 walk. This is a nationwide campaign to raise awareness and money for healthier mothers and babies and is a vitally important message to convey in Colleton County. On a scholastic scale, South Carolina rates a "D" in terms of pre-term delivery. Sadly, Colleton County rates an "F." Last year, to increase the visibility of this campaign- we changed the venue and route to downtown Walterboro. I am writing to seek your permission to do so again.

The March for Babies is scheduled for Saturday April 13, 2019 at 9 AM. It is a family-friendly event and will start and end on the campus of the Colleton County Museum and Farmer's Market. The festivities will start around 8:30 AM and should end by 11 AM. The walk will take approximately an hour (from 9 AM-10 AM). This route has been planned with the help and input of Chief Marvin (see attached map and directions).

I also encourage you all to join us for the walk on Saturday April 13<sup>th</sup>!

Regards,

---

Holly Lucas Mardell

**CITY OF WALTERBORO**  
**PARADE/PROCESSION PERMIT REQUEST**

(PLEASE PRINT INFORMATION REQUESTED)

Application Date: 2/22/19

1. Person submitting application: Holly Mandell  
Address: 114 Bellinger St  
Telephone: 843 599 2254
  
2. Name of Organization: March of Dimes  
Chairperson/President: Holly Mandell  
Address: 114 Bellinger St  
Telephone: 843 599 2254
  
3. Parade Chairman: Same as above  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_
  
4. Date/Time of Parade: 4/13/19 9AM - 11AM
  
5. Parade Route requested (Attach Sketch) See attached
  
6. Number of Vehicles/Floats: 0 Number of Animals: unknown
  
7. Portion (width) of street parade will occupy: 1 lane
  
8. Additional Information (Upon Request): \_\_\_\_\_

Holly Mandell  
Signature/Parade Chairman

Holly Mandell  
Signature/Organization Chairperson

\_\_\_\_\_ Approval                      \_\_\_\_\_ Disapproval

  
Police Chief

\_\_\_\_\_  
City Manager

**NOTE:** >>> Call Police Chief (782-1032) to confirm Parade/Procession Route three days prior to parade.

**March for Babies**  
**Saturday April 13<sup>th</sup>, 9AM**  
**Start & Finish at the Colleton County Museum & Farmer's Market**

Route (see attached map):

From museum parking lot-

RIGHT on Neyle St

LEFT on E. Washington St

RIGHT on Hampton St

RIGHT on Jefferies Blvd

LEFT on W. Washington St

LEFT on Dowling Ave

RIGHT on DeTreville Rd

(Walterboro Wildlife Sanctuary via DeTreville entrance)

RIGHT onto trail toward W. Washington St

RIGHT on W. Washington St (cross Jefferies to E. Washington St)

Continue down E. Washington St (Main ST)

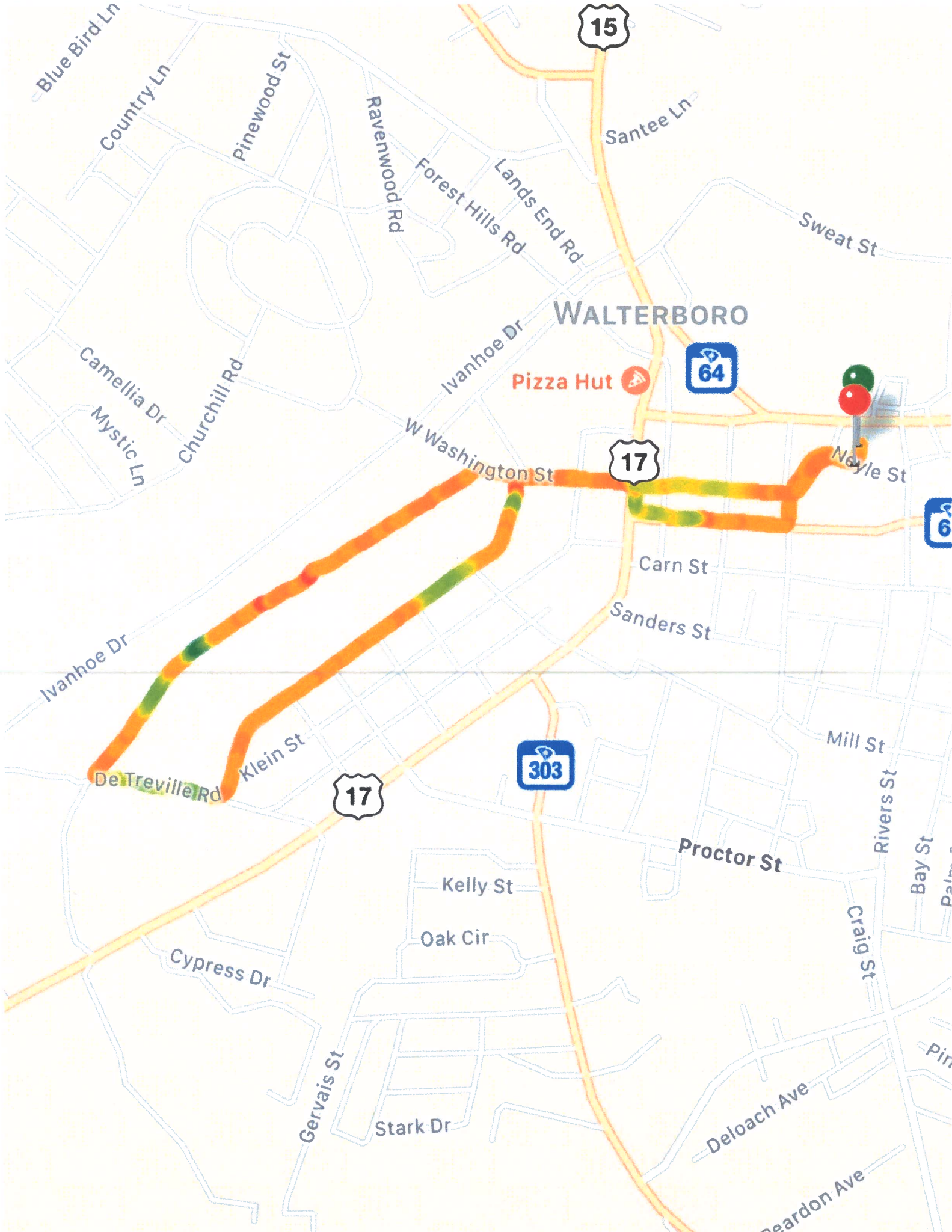
LEFT onto E. Washington St

RIGHT on Neyle St

END at CCMFM

Distance 3.1 miles

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February 22, 2019

Dear Council,

On behalf of Walterboro Cub Scouts Pack 646, I would like to ask the City of Walterboro City Council if we could have permission to close Forest Hills Road between South Jeffries Boulevard and Ivanhoe Creek Drive on Saturday, April 27, 2019 from 6:00 a.m. until 11:00 a.m. for our Annual Cubmobile Race. This has been a very successful event for Scouting. We anticipate over 15 cars and 60 Scouts and Parents. I would like to thank you in advance for the City of Walterboro supporting the Boy Scouts of America.

Sincerely,

A handwritten signature in black ink, appearing to read "Denise Godley-Givens". The signature is fluid and cursive, with a large initial "D" and "G".

Denise Godley-Givens  
Committee Chair, Pack 646  
Phone: 843-909-0232

---

Joe Davis  
Cubmaster, Pack 646  
Phone: 843-729-1017

February 25, 2018

Walterboro City Council  
242 Hampton Street  
Walterboro, SC 29488

Dear Mr. Mayor and City Council:

The Criterium Committee would like to thank you for your continued support for the Annual Walterboro Criterium. This year's event will be held on Wednesday, May 1, 2019.

The Criterium Committee would like to request the following:

- The City Parking Lot for race registration and staging
- The property at 247 Hampton Street, with permission from the land owner, where we can utilize the Rice Festival Stage and provide live music.
- Sidewalk areas on the course
- The Criterium Course Street closure Wed, May 1, 2019 between 2pm-11pm
  - E. Washington Street closed for parking at 2pm
  - Then closed to ALL traffic at 3:30pm-10pm
  - Criterium Course street closed from 2pm-11pm (course map attached)

This event is one of the few true professional events held in the State of South Carolina. The City of Walterboro is very fortunate to have the opportunity to host this event. The Criterium Committee appreciates the City of Walterboro's continued commitment.

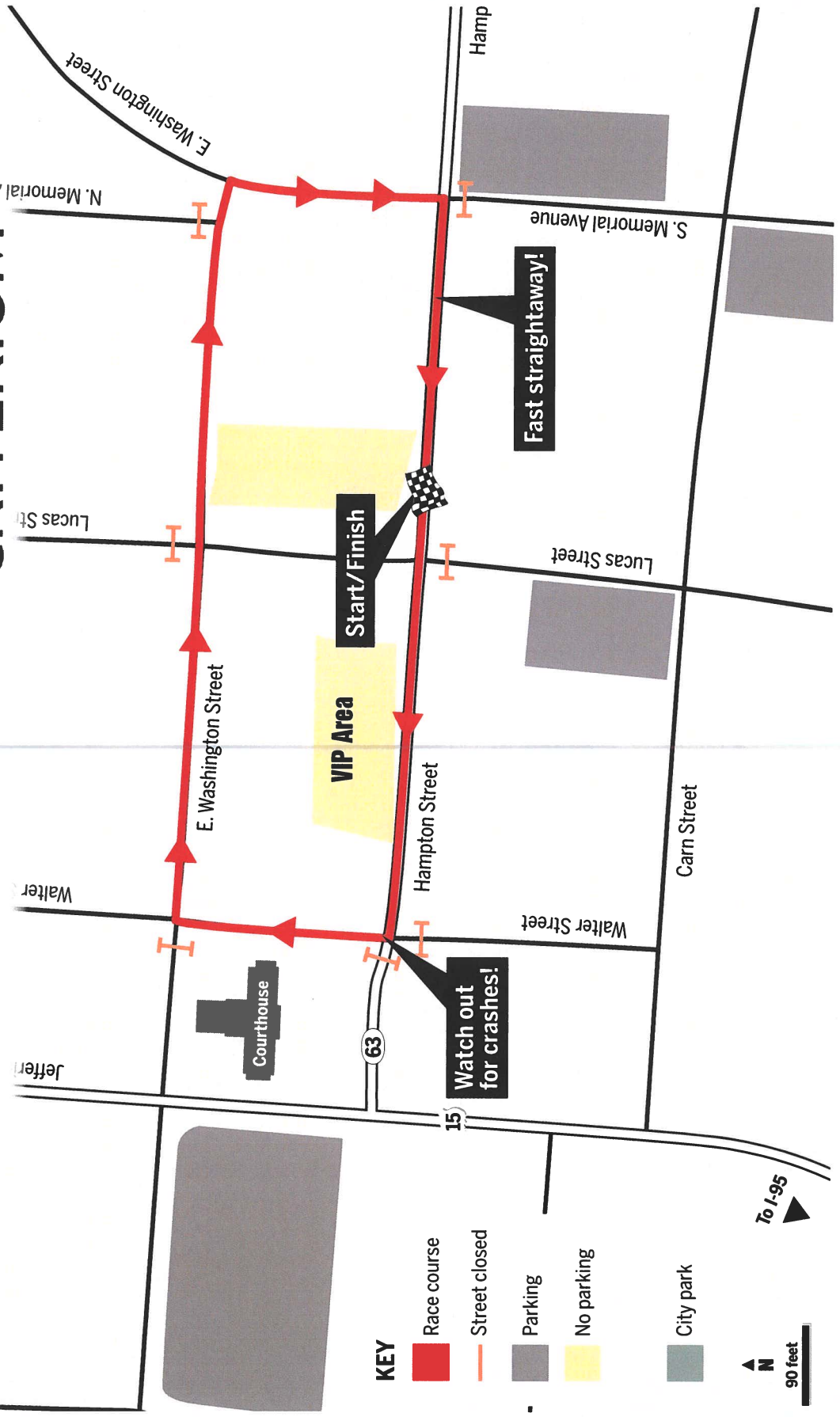
Sincerely,

Christan Spires

---

# Walterboro

## CRITERIUM



**KEY**

- Race course
- Street closed
- Parking
- No parking
- City park



To I-95



Mr. Mayor & Council:

On behalf of the Colleton Relay for Life committee, we respectfully request permission to "Paint the Town Purple" on Monday, May 6, 2019.

The event will be held at Colleton Middle School oval track on May 17, 2019, starting at 7:00PM.

---

The purple bows will be removed during the week May 20<sup>th</sup>.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in purple ink that reads "Jessica Cartrette". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jessica Cartrette

Colleton Relay for Life Chairperson



Mr. Mayor & Council:

On behalf of the Colleton Relay for Life committee, we respectfully request permission to put our banner across Jefferies Hwy. in the City of Walterboro, the dates requested are May 11 thru May 18, 2019.

The banner will be put in place by SCE&G as they have done in the past & will be removed during the week of May 20<sup>th</sup>.

---

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in purple ink that reads "Jessica Cartrette". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jessica Cartrette

Colleton Relay for Life Chairperson

**March 5, 2019**  
**Walterboro City Council Meeting**

**Attachments for:**  
**City Manager's Report**

- 1. Consideration of Selection of Engineer for Water and Sewer Infrastructure Projects.**
  - 2. Consideration of Change Order for Discovery Center - Exhibit Hall Windows.**
-



## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** City Manager  
**DATE:** February 28, 2019  
**SUBJECT:** Engineering Services

In January 2019, the City issued a Request for Qualifications (RFQ) from qualified engineering firms to serve as consulting engineer for water and sewer projects. The City received nine (9) statements of qualifications and selected four (4) firms to interview. An internal committee comprised of the City Manager, Assistant City Manager, Utilities Director and Public Works Director interviewed the following firms:

Thomas & Hutton (Columbia, SC)  
Hussey Gay Bell (Columbia, SC)  
Hybrid Engineering, Inc. (Columbia, SC)  
Hazen (Mount Pleasant, SC)

After the interviews were completed, the firms were rank ordered by the committee. Hybrid Engineering, Inc. (Columbia, SC) was the consensus top selection. City staff requests authorization from City Council to negotiate a contract for engineering services with Hybrid Engineering, Inc. 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



## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** City Manager  
**DATE:** February 28, 2019  
**SUBJECT:** Walterboro Wildlife Sanctuary Discovery Center Change Order #3  
Exhibit Hall Storefront Windows

The Exhibit Hall windows in the Discovery Center need to be replaced. Replacement of the windows was not included in the bid package. The City's contractor, IP Builders solicited quotes from three (3) companies for the windows and received a response from two (2) firms and a no bid from one (1) firm. The total cost of the change order including labor is **\$48,845.39**. 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

Attachments





Office: (843) 538-2010 • Fax: (843) 538-2015

September 12th, 2018

Attention: Jeff Molinari (Owner's Representative)

**RE: Walterboro Wildlife Discovery Center**

**Subject: REVISED Work Change Quote #3 – Exhibit Hall Storefront**

We request a change order for the following changes to our contract relating to the above referenced project. A description is given below for your review and approval.

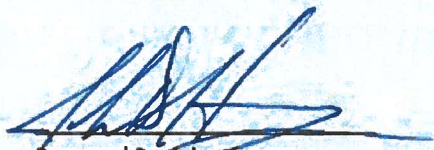
1. Replace all existing exhibit hall glass including structure and replace with new Bronze Aluminum storefront and hurricane resistant impact glass.
  - A. A Morgan Glass \$34,603.28
  - B. 7.5 OHP – Subcontractor Work \$2,595.25
  - C. Demo Existing – (4) men @ \$25/hr for 25hrs \$2,500.00
  - D. Patch/repair existing plaster/stucco \$5,250.00
  - E. (5) Days supervision @\$350/day \$1,750.00
  - F. 15% OHP on self-performed work \$1,425.00
  - G. 1.5% Bond \$ 721.86

**TOTAL OF ABOVE SCOPE:**

**\$48,845.39**

**NOTE: This adds 5 days to the construction schedule**

Should you have any questions or require additional information call me at 843-909-2277 or 843-538-2010.

  
Proposed By: John Harvey  
Project Manager, IP Builders, Inc.

\_\_\_\_\_  
Accepted by: Jeff Molinari  
Owner Representative

**P.O. Box 1667 • Walterboro, SC 29488**



1149 - C College Park Road  
Summerville, South Carolina 29486  
phone (843) 851-8161  
fax (843) 851-8505  
[www.amorganglass.com](http://www.amorganglass.com)  
South Carolina License #G111304

Storefront Quote

To: IP Builders  
Attn: Johnny  
Ref: Walterboro Discovery Center  
Date: 9/4/2018

Drawings By: n/a  
Drawings Dated: n/a  
Addendums noted: n/a

Specifications: Furnish and install Dark Bronze anodized, hurricane impact rated storefront. Please see A Morgan's elevation sheets for sizes and quantities. There will be one door 3'5" x 7'0" with standard lock, cylinder with thumb-turn, butt hinges, surface mounted closer and transom frame. Glazing in the door to be 9/16" clear impact laminated and all other frames to be 1-5/16" clear insulated impact glass.

Excludes: Unless otherwise noted exclusions are: Stamped calculations, Engineering, Framing rough openings, Electrical work or wiring, Cleaning and protection of glass and framing, Mirrors, Interior glass/framing, Field tests (air, water, statch), Custom color paint, interior cosmetic caulking, LEEDS certification, Bond, Extended warranties (non-manufacturer standard).

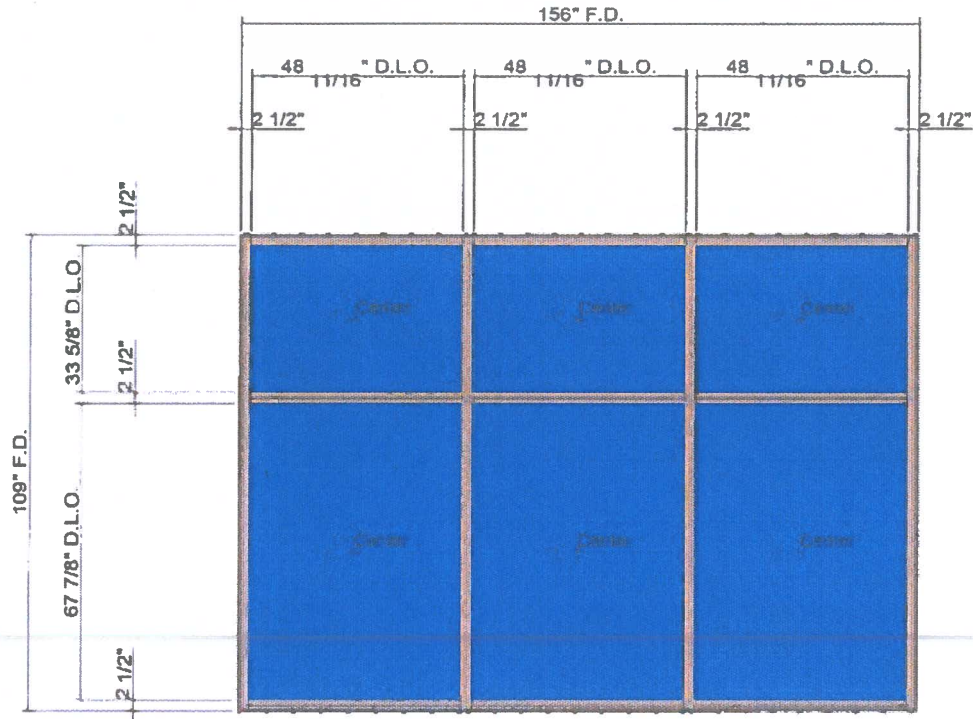
Price: \$34,603.28 Includes material, tax and labor to install

# Elevation Drawing

Date: 9/4/2018 / 16:20  
Project: Walterboro Discovery Center  
Person in Charge: Administrator

## Elevation: 001

Description: Fixed Bay  
Quantity: 1 Pcs.  
System: YKK YHS 50 FI Outside Glazed Standard  
w/o expansion ( $\pm 70$  psf) Large Missile Dry  
Glazed



Scale: 1:38  
View: Exterior View

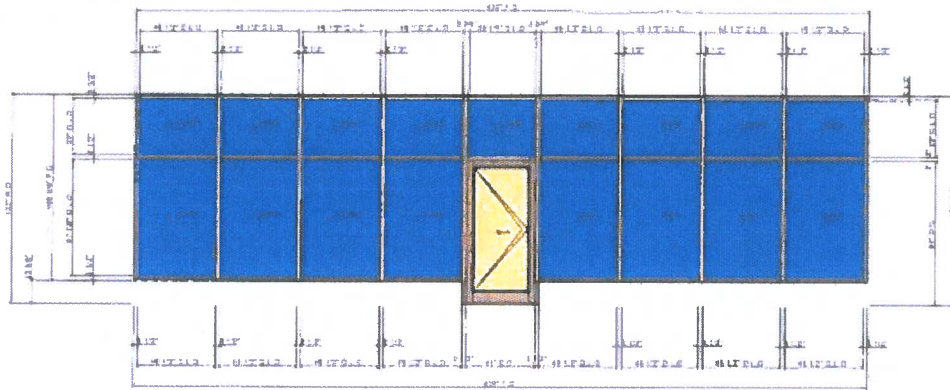
# Elevation Drawing

Date: 9/4/2018 / 16:20  
 Project: Walterboro Discovery Center

Person in Charge: Administrator

**Elevation: 003**

Description: Door Elevation  
 Quantity: 1 Pcs.  
 System: YKK YHS 50 FI Outside Glazed Standard  
 w/o expansion (± 70 psf) Large Missile Dry  
 Glazed



Scale: 1:96

View: Exterior View

Insertion	Description	Width [in]	Height [in]
5	Single Acting Door Swing Out	40 13/16	83 1/2



505 West Hwy. 80  
Pooler, GA 31322

# Proposal

Phone: 912-450-4527, Fax: 912-450-4555 Locally Owned & Operated  
By Mr. Aaron Walker, Jr

Jamie L. Buhl,  
Estimating Project Manager

Maury D. Weed  
Project Coordinator

Job Name: Walterboro Discovery  
Center  
Location: 100 S. Jefferies Blvd.  
Walterboro, SC  
Date: Revised 09-28-2018

South Carolina Unlimited License  
# 105648

PROPOSAL SUBMITTED TO: General Contractors  
ATTENTION:

Revised 09-28-2018

**To furnish and install:**

**\*\*YKK YHS 50 TU 2 ½" x 5", Thermally Broken, Impact Storefront Framing System in a Clear Anodized Finish. Includes 1 Type (B,C) Frames & 1 Type (D) Frames. Glazed with 1-5/16" Solarban 60# 2 over Clear Heat Strength Laminate.**

**\*\*\*Includes ¼" Clear Tempered Visionlites for HM/ Wood Doors. HM Doors & Wood Doors by Others.**

**Includes Shop Drawings.**

**Does not include Engineered Stamped Drawings. No SHGC Specs were provided for Glazing. Does Not Include Water Test. Does Not Include Overhead Doors & Glazing. Does not Include A & B type Frames as previously Quoted. See Attached Floor Plan & Elevations , Highlighted areas, for Clarification**

We propose hereby to furnish materials & labor – complete in accordance with these specifications for the sum of: **\$39,100.00**

Payable as follows: Once material arrives customer will be billed for material, once installation is complete customer will be billed for the balance.

All materials is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

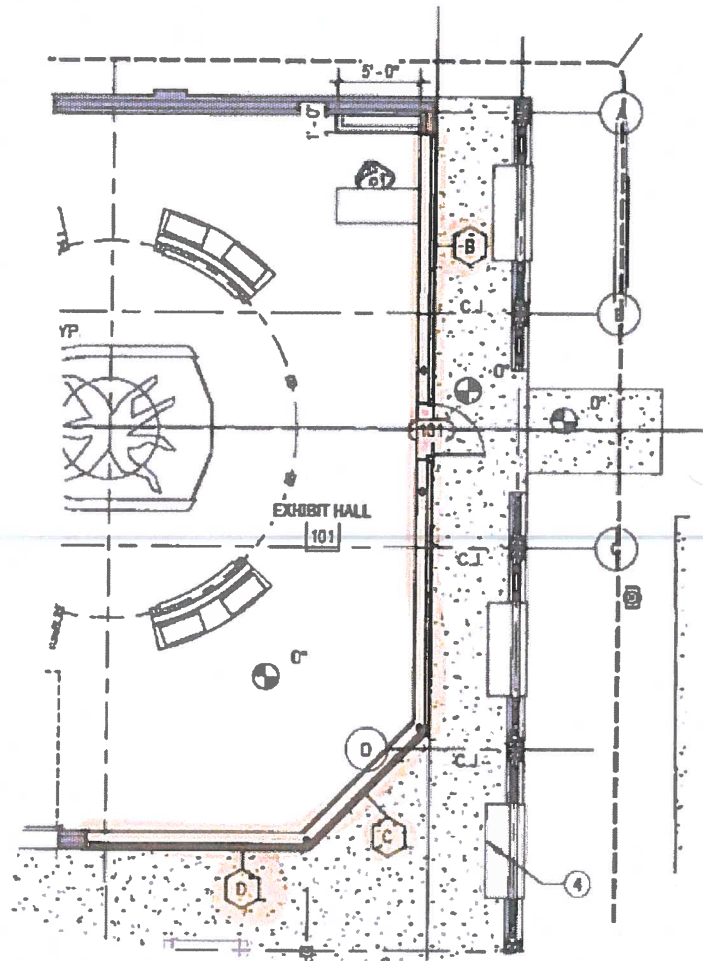
Authorized  
Signature: \_\_\_\_\_

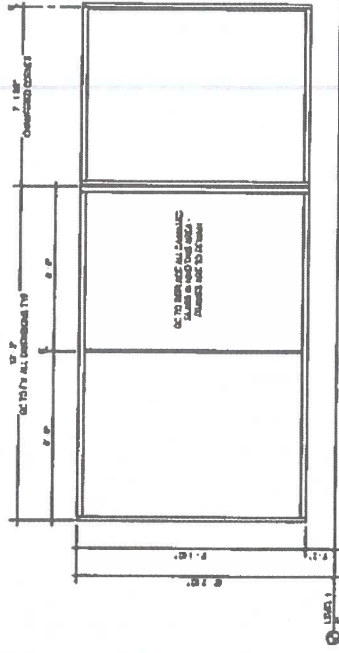
**Note:**

**This Proposal Void If Not  
Accepted In 30 Days.**

**Acceptance of Proposal:** The prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_





**EXISTING WINDOW ELEVATION 'D'**

**REVISIONS:**  
 1. REVISIONS TO THIS DRAWING SHALL BE MADE BY THE ARCHITECT. ALL CHANGES SHALL BE INDICATED BY A CIRCLED NUMBER AND A DATE. THE ARCHITECT SHALL BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND NOTATIONS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND NOTATIONS BEFORE PROCEEDING WITH CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND NOTATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND NOTATIONS.

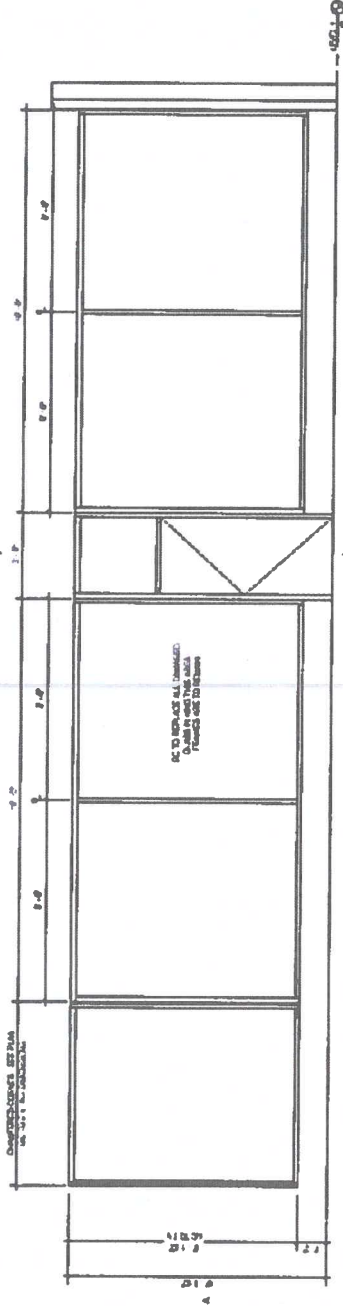
**GLAZING NOTES:**

1. PROVIDE GLAZING UNLESS NOTED OTHERWISE.
2. PROVIDE TYPICAL GLAZING IN ALL EXTERIOR OPERABLE WINDOWS.
3. PROVIDE TYPICAL GLAZING IN ALL EXTERIOR FIXED WINDOWS.
4. PROVIDE TYPICAL GLAZING IN ALL EXTERIOR FIXED GLAZING.

**GLAZING LEGEND:**

- 1. GLAZING UNLESS NOTED OTHERWISE
- 2. GLAZING UNLESS NOTED OTHERWISE

**GLAZING NOTES AND LEGEND**



**EXISTING WINDOW ELEVATION 'C'**



1/15/2019

Yahoo Mail - Fw: Discovery Center Walterboro

## Fw: Discovery Center Walterboro

From: Johnny Harvey (johnny\_ipbuilders@yahoo.com)  
To: ipbuilders@ymail.com; lisa\_ipbuilders@yahoo.com  
Date: Tuesday, January 15, 2019, 7:40 AM EST

FYI

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Tuesday, January 15, 2019, 7:34 AM, Becky Carroll <bcarroll@charlestonglass.com> wrote:

Our estimator/owner Randy Morgan will not be bidding this job.  
Thank you,  
Becky Carroll  
Charleston Glass