CITY OF WALHALLA

Main Street to the Mountains

Tim Hall
Mayor

David Underwood
Mayor Pro Tem

Jessie Bunning
Councilwoman

Chris Grant
Councilman

Lynn McClain
Councilwoman

Sarai Melendez
Councilwoman

Michael Kozlarek
City Attorney

David Poulson
City Administrator

AGENDA
Finance, Budgeting, Purchasing and Contracting Committee Meeting

November 5, 2026
5:30 PM
Council Chambers | 206 N Church St. Walhalla, SC

Call to Order and Welcome — Lynn McClain (Chair)

I. Approval of Agenda

II. Discussion/Action Items
   A. Pay off balances of lease-purchase contracts for Sanitation, Fire and Water Departments
   B. Buy Local Ordinance - Section 75-2

III. Adjournment

AGENDA
Called Council Meeting

November 5, 2026
6:00 PM
Council Chambers | 206 N Church St. Walhalla, SC

Call to Order and Welcome — Mayor Tim Hall

I. Call for a Moment of Silence

II. Pledge of Allegiance

III. Approval of Agenda

IV. Proclamation 2026-15: A Proclamation designating November as National American Indian Heritage Month in the City of Walhalla

V. Discussion and/or Action Items (to include Vote and/or Action on matters brought up for discussion, if required)
   A. Pay off balances of lease purchase contracts for Sanitation, Fire and Water Departments

VI. First Reading of Ordinances
   a. Ordinance 2026-20 an ordinance to amend section 75-2 of the Walhalla Code of Ordinances regarding local bid preferences
   b. Ordinance 2026-21: an ordinance to amend section 270-5.B of Walhalla Code of Ordinances regarding Special Event minimum notice requirement
   c. Ordinance 2026-22: an Ordinance to amend section 275-12.A of the Walhalla Code of Ordinances regarding sidewalk sale times of operation.

VII. Mayor comments

VIII. Adjournment

MEMO October 21, 2026

To: David Poulson, City Administrator

From: Ed Halbig, City Clerk

RE: Buy Local Ordinance proposal

Below are the existing ordinance and the proposed changes based on the MASC Model Procurement Ordinance:

EXISTING WALHALLA ORDINANCE

Chapter 75 Purchasing

§ 75-2 Procedure.

G. Award of contract.

(3) Award to other than low bidder. When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the order elsewhere shall be prepared by the Purchasing Agent and filed with the papers relating to the transaction and held for a period of no less than 12 months.

(4) Tie bids; local vendors. If all bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to the local bidder. If two or more such bids are submitted by local bidders, the Purchasing Agent shall award the contract to one of the local bidders by drawing lots in public. If local bidders are not involved in the tie bids, the purchasing agent shall award the contract to one of the outside tie bidders by drawing lots in public.

Below is the proposed amendment using language from the MASC Model Procurement Ordinance:

WHEREAS the City of Walhalla seeks to promote local business to ensure the economic health and vitality of Oconee County; and

WHEREAS Walhalla City Council has authority to establish and amend ordinances that govern purchasing procedures within the city;

NOW THEREFORE be it resolved that the Walhalla City Council herein amends section 75-2 of the Code of Ordinances to read as follows:

Chapter 75 Purchasing

§ 75-2 Procedure.

G. Award of contract.

(3) Award to other than low bidder. When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the order elsewhere shall be prepared by the Purchasing Agent and filed with the papers relating to the transaction and held for a period of no less than 12 months. In addition, the Director may allow the lowest local bidder (defined as a bidder maintaining a place of business physically located and operating within the limits of Oconee County (the "County"), whose bid is within [PERCENTAGE%] [the percentage of discrepancy needs to be determined by the finance committee] of the lowest non-local bidder, to match the bid submitted by the non-local bidder and thereby be awarded the contract, if:

The total purchase price is $ 1,000 [minimum bid price] or more;

The local bidder has a valid business license issued by the County or one of the municipalities within the County, which business license was issued at least twelve months prior to bid opening date; and

For a period of twelve months or more the local bidder has maintained a physical business address (not including a Post Office Box) located within the limits of the County;

provided, however, that if the procurement is to be made pursuant to state or federal guidelines that prohibit or restrict local preference, then there shall be no local preference.

(4) Tie bids; local vendors. If all bids received are for the same total amount or unit price, quality and service being equal, the contract shall be awarded to the local bidder. If two or more such bids are submitted by local bidders, the Purchasing Agent shall award the contract to one of the local bidders by drawing lots in public. If local bidders are not involved in the tie bids, the purchasing agent shall award the contract to one of the outside tie bidders by drawing lots in public.

[#4 doesn't change, but mirrors the language of the Model Ordinance and references local vendors]

NATIONAL SOCIETY DAUGHTERS OF THE AMERICAN REVOLUTION

AMERICAN INDIANS COMMITTEE

Proclamation

National American Indian Heritage Month

WHEREAS, the history and culture of our great nation have been significantly influenced by American Indians and indigenous peoples; and

WHEREAS, the contributions of American Indians have enhanced the freedom, prosperity, and greatness of America today, and

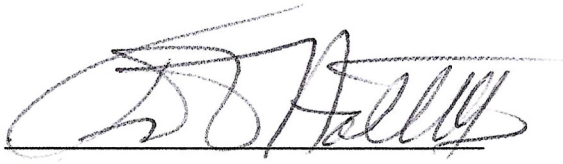
WHEREAS, their customs and traditions are respected and celebrated as part of a rich legacy throughout the United States; and

WHEREAS, Native American Awareness Week began in 1976 and recognition was expanded by Congress and approved by President George Bush in August 1990, designating the month of November, as National American Indian Heritage Month; and

WHEREAS, in honor of National American Indian Heritage Month, community celebrations as well as numerous cultural, artistic, educational, and historical activities have been planned;

NOW THEREFORE, I Tim Hall, by virtue of the authority vested in me as Mayor of The City of Wahalla do hereby proclaim November as the National American Indian Heritage Month, in Wahalla, and urge all our citizens to observe this month with appropriate programs, ceremonies and activities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of _____ to be affixed this third day of NOV, the year of our Lord two thousand and twenty-six.



Document No. AI-WP-2000 (Revised July 2021)

STATE OF SOUTH CAROLINA)

COUNTY OF OCONEE) ORDINANCE 2026-20

CITY OF WALHALLA)

AN ORDINANCE TO AMEND CHAPTER 75 OF THE WALHALLA MUNICIPAL CODE OF ORDINANCES AND TO ESTABLISH THE MINIMUM REGULATIONS GOVERNING PURCHASING, AND OTHER MATTERS RELATED THERETO.

WHEREAS, Walhalla City Council has authority to establish and amend ordinances that govern purchasing procedures within the city; and

WHEREAS, the City of Walhalla seeks to promote local business to ensure the economic health and vitality of Oconee County; and

WHEREAS, the City Council finds that updated standards governing Procedures for the Awards of Contracts are necessary to protect the public health, safety and welfare of residents and businesses;

WHEREAS, Walhalla City Council wishes to revise the regulations relating to preference for local bidders of city contracts where federal and state laws allow;

NOW THEREFORE: it is ordained and enacted by the Mayor and Council members of the City of Walhalla, in meeting duly assembled, that:

1. Chapter 75 Section 75-2.G(3) of the Walhalla Municipal Code of Ordinances is hereby amended as follows:

§ 75-2 Procedure.

G. Award of contract.

(3) Award to other than low bidder. When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the order elsewhere shall be prepared by the Purchasing Agent and filed with the papers relating to the transaction and held for a period of no less than 12 months. In addition, the Director may allow the lowest local bidder (defined as a bidder maintaining a place of business physically located and operating within the limits of Oconee County (the

"County"), whose bid is within ----------% of the lowest non-local bidder, to match the bid submitted by the non-local bidder and thereby be awarded the contract, if:

The total purchase price is $ 1,000 [minimum bid price] or more;

The local bidder has a valid business license issued by the County or one of the municipalities within the County, which business license was issued at least twelve months prior to bid opening date; and

For a period of twelve months or more the local bidder has maintained a physical business address (not including a Post Office Box) located within the limits of the County;

provided, however, that if the procurement is to be made pursuant to state or federal guidelines that prohibit or restrict local preference, then there shall be no local preference.

2. The remaining terms and provisions of the City of Walhalla Code of Ordinances not revised or affected hereby remain in full force and effect.

3. Should any portion of this Ordinance be deemed unconstitutional or unenforceable by an county of competent jurisdiction, such determination shall not affect the remainder of this Ordinance, all of which is hereby deemed separable.

4. All Ordinances, Orders, Resolutions, and actions of Walhalla City Council inconsistent herewith are, to the extent of such inconsistency only, hereby repealed, revoked and rescinded.

This Ordinance shall take effect and be in full force upon the Second Reading and Enactment by Walhalla City Council.

DONE AND RATIFIED in Council Duly assembled this _____Day of _____ 2026.

_____

Tim Hall, Mayor

(seal)

ATTEST:

_____

Davis Poulson, City Administrator

Introduced By:

First Reading:

Public Hearing,
Second Reading
And Adoption:

STATE OF SOUTH CAROLINA)

COUNTY OF OCONEE) ORDINANCE 2026-21

CITY OF WALHALLA)

AN ORDINANCE TO AMEND CHAPTER 270 OF THE WALHALLA MUNICIPAL CODE OF ORDINANCES AND TO ESTABLISH THE MINIMUM REGULATIONS GOVERNING SPECIAL EVENTS, AND OTHER MATTERS RELATED THERETO.

Whereas, the Walhalla City Council deems it beneficial to establish regulations for Special Events in the City of Walhalla; and

Whereas, the City Council of the City of Walhalla finds that the existing Special Events Ordinance requires modernization to address current needs; and

Whereas, the City Council finds that updated standards governing Special Events are necessary to protect the public health, safety and welfare of residents and businesses;

Whereas, Walhalla City Council wishes to revise the regulations relating to Permitting and the city's ability to respond to requests in a timely manner;

Now Therefore: it is ordained and enacted by the Mayor and Council members of the City of Walhalla, in meeting duly assembled, that:

1. Chapter 270 section 270-5.B of the Walhalla Municipal Code of Ordinances are hereby amended as follows:

§ 270-5 Permit required.

B. Any applicant who desires to conduct, promote, sponsor, organize or enable a special event is encouraged to submit a complete application for a special event permit, to include, without limitation, a site plan depicting existing facilities and proposed temporary facilities, a description of all activities which will be conducted, dates, times and locations for the proposed special event and a description of measures to be taken to ensure safety, health and welfare of event-goers, as well as those in the surrounding community, as soon as possible prior to the scheduled start of the event but no more than two years, and no less than ~~45~~ 30 days, prior to the scheduled start of the event.

2. The remaining terms and provisions of the City of Walhalla Code of Ordinances not revised or affected hereby remain in full force and effect.

3. Should any portion of this Ordinance be deemed unconstitutional or unenforceable by an county of competent jurisdiction, such determination shall not affect the remainder of this Ordinance, all of which is hereby deemed separable.

4. All Ordinances, Orders, Resolutions, and actions of Walhalla City Council inconsistent herewith are, to the extent of such inconsistency only, hereby repealed, revoked and rescinded.

This Ordinance shall take effect and be in full force upon the Second Reading and Enactment by Walhalla City Council.

DONE AND RATIFIED in Council Duly assembled this _____Day of _____ 2026.

_____

Tim Hall, Mayor

(seal)

ATTEST:

_____

Davis Poulson, City Administrator

Introduced By:

First Reading:

Public Hearing,
Second Reading
And Adoption:

STATE OF SOUTH CAROLINA)

COUNTY OF OCONEE) ORDINANCE 2026-22

CITY OF WALHALLA)

AN ORDINANCE TO AMEND CHAPTER 275 OF THE WALHALLA MUNICIPAL CODE OF ORDINANCES AND TO ESTABLISH THE MINIMUM REGULATIONS GOVERNING THE USE OF PUBLIC WAYS, AND OTHER MATTERS RELATED THERETO.

Whereas, the Walhalla City Council deems it beneficial to establish regulations for the use of public streets and ways owned or maintained by the City; and

Whereas, the City Council of the City of Walhalla finds that the existing Streets and Public Ways Ordinance requires modernization to address current public safety, coordination, revitalization efforts and maintenance needs; and

Whereas, the City Council finds that updated standards governing public streets, sidewalks, rights-of-way and access management are necessary to protect the public health, safety and welfare of residents and businesses;

Whereas, Walhalla City Council wishes to revise the regulations relating to City streets, sidewalks and other public ways;

Now Therefore: it is ordained and enacted by the Mayor and Council members of the City of Walhalla, in meeting duly assembled, that:

1. Chapter 275 Article IV section 275-12 of the Walhalla Municipal Code of Ordinances are hereby amended as follows:

ARTICLE IV
Use of Public Ways

§ 275-12. Sidewalk sales; display or sale of goods and merchandise.

~~A. Sidewalk sales will be -allowed to promote business in Walhalla during the hours of 7:00 am and 10:00 pm. Sidewalk sales may also be held during special~~

~~events sponsored by the City or special organizations which have been granted approval by the -City.~~

~~B. No person shall occupy over four feet in front of his store or building for the display of goods, wares or merchandise. A minimum of five (5) feet must be clear for pedestrians.~~

A. Businesses adjoining city sidewalks shall be permitted to conduct sidewalk sales and display of goods and merchandise on the sidewalks in front of their business during their business hours. Sidewalk sales may also be held during special events sponsored by the City or special organizations which have been granted approval by the City.

B. Businesses may permit vendors to use the sidewalk immediately in front of their business to conduct sidewalk sales, provided that the vendor has a current business license with the City of Walhalla.

C. When using public sidewalks for sidewalk sales, display or sale of goods and merchandise in front of businesses, a minimum of five (5) feet of sidewalk width shall remain unobstructed for pedestrian movement.

2. The remaining terms and provisions of the City of Walhalla Code of Ordinances not revised or affected hereby remain in full force and effect.

3. Should any portion of this Ordinance be deemed unconstitutional or unenforceable by an county of competent jurisdiction, such determination shall not affect the remainder of this Ordinance, all of which is hereby deemed separable.

4. All Ordinances, Orders, Resolutions, and actions of Walhalla City Council inconsistent herewith are, to the extent of such inconsistency only, hereby repealed, revoked and rescinded.

This Ordinance shall take effect and be in full force upon the Second Reading and Enactment by Walhalla City Council.

DONE AND RATIFIED in Council Duly assembled this _____Day of _____ 2026.

_____

Tim Hall, Mayor

(seal)

ATTEST:

_____

Davis Poulson, City Administrator

Introduced By:

First Reading:

Public Hearing,
Second Reading
And Adoption: