



# CITY OF WALHALLA

*Main Street to the Mountains*

## AGENDA

### WALHALLA CITY COUNCIL MEETING

February 20, 2024

5:30 PM

City Hall | 206 N Church St, Walhalla, SC

Tim Hall  
Mayor

Keith Pace  
Mayor Pro-Tem

Grant Keehn  
Councilman

Sarai Melendez  
Councilwoman

Josh Thomas  
Councilman

Josh Holliday  
Councilman

Kenny Johns  
Councilman

Michael Kozlarek  
City Attorney

Celia Boyd Myers  
City Administrator

Mayor Hall

- I. **Call to Order and Welcome**
- II. **Moment of Silence**
- III. **Pledge of Allegiance**
- IV. **Approval of Agenda**
- V. **Approval of Minutes**
  - A. Regular Council Meeting, January 16, 2024
  - B. Council Retreat, February 1, 2024
  - C. Committee Meeting, February 6, 2024
- VI. **Public Comment** (*Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2022-8*)
  - A. Carolina Harris
  - B. India Lancaster
- VII. **Mayoral Proclamations:**
- VIII. **Administrator's Report**
  - A. Monthly Reports
- IX. **Second, Final Reading and Public Review of Ordinances:** None
- X. **First Reading of Ordinances:**
  - A. Ordinance 2024-02: An ordinance to amend Chapter 330, Article III, Section 1.14 R-25 Single Family Residential District
  - B. Ordinance 2024-03: An ordinance to amend Chapter 199, Section 2 Construction Standards for Manufactured Homes
  - C. Ordinance 2024-04: An ordinance to amend Chapter 330, Article III, Section 1.10 Downtown Development Overlay District Regarding Approval for Murals and Article V, Section 1.25 Sign Regulations Regarding Approval for Free-Standing Signs Within the Downtown Design Overlay



# CITY OF WALHALLA

*Main Street to the Mountains*

## First Reading of Ordinances, Continued

- D. Ordinance 2024-05: An ordinance to merge the Tree Committee and Beautification Committee
- E. Ordinance 2024-06: An ordinance amending the Business License Ordinance of the City of Walhalla to update the class schedule as required by act 176 of 2020.

Tim Hall  
Mayor

### XI. **First and Final Reading of Resolutions:** None

Keith Pace  
Mayor Pro-Tem

- A. Resolution 2024-02: A Resolution to implement a Strategic Communication Plan

Grant Keehn  
Councilman

### XII. **Discussion and/or Action Items** *(to include Vote and/or Action on matters brought up for discussion, if required)*

Sarai Melendez  
Councilwoman

- A. Civic and Non-profit Organizations use of the Depot

Josh Thomas  
Councilman

- B. Capital Purchase Request: Shop Enclosure and Roll Doors

- C. Capital Purchase Request: Stumphouse Park Ranger Truck

Josh Holliday  
Councilman

### XIII. **Executive Session** *(to include Vote and/or Action on matters discussed, if required)*

- A. Real Estate Matter: City Owned Properties

Kenny Johns  
Councilman

### XIV. **Mayor Comments**

Mayor Hall

### XV. **Adjournment**

Michael Kozlarek  
City Attorney

Celia Boyd Myers  
City Administrator

**City of Walhalla  
City Council  
Tuesday, January 16, 2024 • 5:30 PM  
Council Chambers • City Hall  
Walhalla, South Carolina  
Minutes**

*In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976,  
the media was duly notified of the date, time, and place of the meeting.*

**Councilmembers Present:** Mayor Tim Hall, Mayor Pro Tem Keith Pace, Grant Keehn, Sarai Melendez, Kenny Johns, Josh Thomas, and Josh Holliday

**Councilmembers Absent:** Absent

**Staff Present:** Celia Myers, Kaylee Osbon, and Chief Tim Rice

**Call to Order:** Mayor Hall called the meeting to order at 5:30 PM, with a quorum present to conduct the meeting and welcomed all present to the meeting.

**Moment of Silence:** Mayor Hall called for a moment of silence.

**Pledge of Allegiance:** Mayor Hall asked for a councilmember to lead the Pledge of Allegiance.

**Approval of Agenda:** Mayor Hall called for a motion to approve the agenda. The agenda was unanimously approved.

**Approval of Minutes:** Mayor Hall called for any changes to the December 19, 2023 and the January 9, 2024 minutes. Hearing none, Mr. Holliday moved to approve the minutes and reports provided; Ms. Melendez seconded. The minutes were unanimously approved.

**Public Comments:** Mayor Hall called for any public comments. Ms. Andrea Harbin approached and explained that she was with the Chambers of Commerce in Westminster, South Carolina. She is a part of a group through the Chambers that represents Minorities in business and asked if anyone would like to join or learn more about the organization to reach out to her. She expressed gratitude that we were reading a Proclamation for Black History Month in today's meeting.

**Mayoral Proclamations**

Mayor Tim Hall read the Black History Month proclamation, proclaiming February as Black History Month. Mr. Keehn made a motion to amend the proclamation from stating 1,000 years to 100 years and Mayor Hall amended a grammatical error.

**Administrator's Comments:** Mrs. Myers presented the monthly reports as presented in the packet.

**Second, Final Reading and Public Review of Ordinance 2023-18**

Mayor Hall opened Ordinance 2023-18: An ordinance to amend Section 13-18 through Section 13-21, related to standing committees, of the Walhalla Municipal Code of Ordinances, and other matters related thereto for public comment. Hearing none Mayor Hall closed public comments. Mr. Pace opened for discussion; Mr. Holliday seconded. Mr. Pace asked for council to turn to Section 13 B and wants to amend that each chair on the committee is only for a year so new perspectives can work with the staff. Mr. Johns asked for Mr. Pace to clarify that it was yearly changes. Ms. Melendez stated that it was already worded for appointments and that he was wanting it more specific. Mr. Keehn stated he did not have a problem with it but it could potentially be an issue. Mr. Johns stated that you could be on the committee but just not as chair. Mr. Pace made a motion to amend Section 13 B. The motion was approved 4-2 with Mr. Keehn and Ms. Melendez opposing.

Mr. Pace made a motion to amend that Committees meet once a month and as needed, Mr. Holliday seconded. Mr. Keehn stated that previous council voted not to have it because it was redundant and it made it to where all Department Heads were required to attend and Council. Mr. Keehn explained he liked the as needed because it helped to make connections and that through monthly meetings it creates more work for everyone. Mr. Holliday stated he liked the set Committee dates so he can add it to his calendar and Mr. Thomas agreed. Ms. Melendez stated the Resolution will have set meetings that are required and that she was not for the change and liked the as needed. Mayor Hall suggested that the language was changed to where Staff does not need to come unless they have something to discuss. Mr. Pace stated that we either do it or we do not. Mr. Keehn stated that it will put a burden on Staff with the monthly committee meetings. Mr. Pace stated that he feels there has been a disconnect with other committees and the change would bring unity to Staff, Council, and the public. Ms. Melendez stated that council has access to each other's phone numbers and that they can always reach out to one another to ask for an update with their respective committee. Mr. Keehn expressed that Ms. Melendez is very good about inviting and letting him know when the committee meetings are. The amendment was passed 4-3, with Mr. Johns, Mr. Keehn, and Ms. Melendez opposing.

Ordinance 2023-18 passed unanimously.

### **Second, Final Reading and Public Review of Ordinance 2024-01**

Mayor Hall opened Ordinance 2024-01: An ordinance to amend Section 13-1, related to council meetings, of the Walhalla Municipal Code of Ordinances, and other matters related thereto for public comment. Hearing none Mayor Hall closed public comments. Mr. Keehn made a motion to open for discussion, Mr. Johns seconded. Mr. Johns made a motion to amend to the third Tuesday of the month, Mr. Holliday seconded. Mr. Holliday expressed that this would work better with his schedule. Mr. Keehn stated this would affect County Council meetings. Mr. Thomas stated that constituents would like to keep it to the third. Ms. Melendez stated that members of the community requested that it be changed to the second and fourth Tuesday. The amendment was passed 4-2, with Ms. Melendez and Mr. Keehn opposing.

Ordinance 2024-01 passed 5-1, with Mr. Keehn opposing.

### **First and Final Reading of Resolution 2024-01**

Mayor Hall read and presentation Resolution 2024-01 a resolution to set the 2024 calendar of Council meeting dates. Mr. Keehn motioned to open for discussion, Mr. Thomas seconded. Mr. Pace stated it was for the first and third Tuesday and that it was just a public calendar. Mr. Holliday moved to approve Resolution 2024-01; Mr. Johns seconded. The motion to approve was unanimous.

### **Election of Mayor Pro-Tem**

Mr. Keehn nominated Ms. Melendez; Mr. Holliday seconded. Mr. Johns nominated Mr. Pace; Ms. Melendez seconded. Mr. Pace suggested that a written vote should take place. The council members passed around slips of paper to vote. Mayor Hall read and tallied the votes. Ms. Melendez received two votes and Mr. Pace received four votes. Mr. Pace was elected Mayor Pro-Tem.

### **Merger of the Citizens Beautification Committee and Tree Committee**

Mrs. Myers presented the request to merge the Citizens Beautification Committee and Tree Committee because they share similar duties. Mr. Pace suggested the names of the committees be combined. Ms. Melendez requested a list of names of who is on the Tree Committee. Mr. Keehn made a motion to allow Mrs. Myers to combine the ordinances, Mr. Pace seconded. The motion was unanimous.

## **Committee Appointments**

Mayor Hall made the following Committee Appointments:

Utilities: Chair: Grant Keehn; Keith Pace; Josh Thomas

Public Safety (Police and Fire): Chair: Kenny Johns; Sarai Melendez; Grant Keehn

Parks, Recreation, and Tourism: Chair Josh Thomas; Josh Holliday; Sarai Melendez

Public Works (Street, Sanitation, and Facilities): Chair: Josh Holliday; Keith Pace; Grant Keehn

Finance Committee: Chair: Keith Pace; Kenny Johns; Josh Holliday

Planning and Community Development: Chair: Sarai Melendez; Josh Thomas; Kenny Johns

General Government: Chair: Mayor; all council members

Mayor Hall asked if there was any discussion on the committees and none were given.

## **Council Retreat and Budget Schedule**

Mrs. Myers explained the Council Retreat would go over goals for the 2024 year, not just for the budget, but for the whole city. Three dates were proposed and February 1 was chosen and a time was to be determined.

## **Executive Session**

Mr. Pace moved to enter executive session in order to discuss a contractual matter regarding the fire contract. Mr. Holliday seconded. The motion to enter executive session was unanimous. Council entered executive session at 6:26 PM.

The motion to exit executive session was unanimous. Council exited executive session at 6:47 PM.

## **Mayor Comments**

None were provided.

Hearing no further business, the meeting adjourned at 6:50 PM.

Respectfully Submitted,

Kaylee Osbon, MBA

**City of Walhalla  
Council Retreat  
Thursday February 1, 2024 • 2:00 PM  
The Depot  
Walhalla, South Carolina  
Minutes**

*In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.*

**Councilmembers Present:** Mayor Tim Hall, Mayor Pro Tem Keith Pace, Grant Keehn, Kenny Johns, Josh Thomas, and Josh Holliday

**Councilmembers Absent:** Sarai Melendez

**Staff Present:** Celia Myers, Kaylee Osbon, and Ashley Jones

**Review of Year 2023 Goals:** Mrs. Celia Myers gave an overview of last years goals and explained how each one was met.

**SWOT:**

**Strengths of the City:** Low crime rate, location, county seat, great departments and employees, new water plant, ISO rating, Stumphouse Mountain Park, Natural Resources, investors/private sector, schools, history, engage and civic spirit public, culture, Oktoberfest, Hispanic Events, WPAC, museums, foresight, planned, city parks recreation programs, lower cost for services, capital projects and infrastructure.

**Weaknesses of the City:** Elderly population, empty buildings downtown, infrastructure needs updating, employee pay, communication, not an electric provider, not taking advantage of PRT, Bond payments, plant capacity, lack of commercial businesses, county seat, lack of development on Main St., aging city buildings, lack of space for city uses/ services, under equipped capital needs (firetrucks), expenses/staying in budget, court issues, missed revenue, limited staff, and lack of relator state.

**Opportunities for the City:** Recreation (mend bridges), weekend tournaments, fire contract, advertising parks, fully use facilities (Stumphouse Mountain Park), funding opportunities, grant delegation, city app, old water plant, city properties, city pool/ stadium, accommodations, facilitate businesses, multifamily development, expand of infrastructure/services, events/layout/embrace Hallmark feel, electric charging station, public parking, food truck lot, take advantage of volunteers

**Threats to the City:** inflation, lack of housing/affordable, city competition, elderly workforce/population, need more services, annexation loss, government intrusions/ other regulations, loss business/economic development, HTAX/ATAX, subject to economy, supply chain delays, weather changes, world politics (federal, state and local)

**Values:** All Councilmembers present picked the following 5 values to guide the City of Walhalla this year: Excellence, Stewardship, Vision, Accountability, and Love.

## **Mission and Vision Statement:**

**Mission Statement:** The City of Walhalla, in partnership with its citizens, strives to provide high quality services and opportunities for everyone.

**Vision Statement:** To foster a vibrant, affordable, safe and loving community that offers a high quality of life.

## **Goals for 2024:**

### **Three Main Goals (each councilmember gave their 3 goals):**

1. Improve Infrastructure
2. Destination
3. Competitive Pay
4. Develop Commercial
5. Create a Steady and Substantial Revenue
6. Man Stumphouse Mountain Park/signage
7. Finish Greenway
8. Minimize Fees and Taxe
9. Utilities pay for itself
10. Public Works and PRT self-sufficient
11. See the Fire Department get reasonable compensation from the county

## **Goals for Each Department**

### **Administration:**

1. Telephone System
2. Improve Communication
3. Recruitment of economic development
4. User friendly website

### **Planning and Community Development:**

1. Have more restaurants
2. Plan for multi housing
3. More self-sufficient (Main St)
4. Better promotion of events (Main St)

### **Facility:**

1. Funding for a City Hall

### **Police:**

1. New Building
2. Fun Events

### **Fire:**

1. Keep On
2. Mental Health

3. Fire Truck

### **Sanitation:**

1. Consistent pick up
2. Pick up bigger items better
3. Keep up with maintenance
4. Clean up the building grounds

### **Parks, Recreation, and Tourism:**

1. Schedules being planned ahead and consistence
2. Sooner notifications about cancelled/rescheduled games
3. Reconnect with sponsors
4. Keep fields-maintained year round
5. Upgrade parks
6. Have better advertising for Stumphouse

### **Utilities:**

1. Landscaping at treatment plant
2. Cleaner break area
3. Break even on Sewer

**Five Main Goals for the City:**

1. Balanced and Realistic Budget
2. Compleitive Pay for Employees
3. Complete Infrastructure Projects in progress
4. Increase PRT Revenue
5. Complete the Comp Plan

**Setting Next Budget Workshop Date:** Tuesday, February 27<sup>th</sup>, at 5:30 PM



**City of Walhalla  
City Committee Meeting  
Tuesday, February 6, 2024 • 5:30 PM  
Council Chambers • City Hall  
Walhalla, South Carolina  
Minutes**

*In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.*

**Councilmembers Present:** Mayor Tim Hall, Mayor Pro Tem Keith Pace, Grant Keehn, Sarai Melendez, Kenny Johns, Josh Thomas, and Josh Holliday

**Councilmembers Absent:** Absent

**Staff Present:** Celia Myers, Kaylee Osbon, Scott Parris, Russ Price, John Galbreath, Breanna Richardson, Mark Bloomer, Catie Fisher, Chief Will Bates, and Chief Tim Rice

**Call to Order:** Mayor Hall called the meeting to order at 5:30 PM, with a quorum present to conduct the meeting and welcomed all present to the meeting.

**Moment of Silence:** Mayor Hall called for a moment of silence.

**Pledge of Allegiance:** Mayor Hall asked Councilmember Keehn to lead the Pledge of Allegiance.

**Utilities (Water, Sewer, and Utilities Billing) Chair: Mr. Keehn; Mr. Pace and Mr. Thomas**

Mr. Parris gave a detailed overview of what was discussed in the Utilities Committee Meeting on February 5, 2024.

**Finance Committee Chair: Mr. Pace; Mr. Johns and Mr. Holliday**

Mrs. Myers explained that a budget workshop coming up to go over CIPs and CMPs of projects for the next 5 years. Mr. Pace recommended that is a department is able to create their own revenue then they should be able to fund themselves. Mrs. Myers expressed that this was her goal for the next 1-2 years.

**Public Works (Sanitation, Streets & Facilities) Chair: Mr. Holliday; Mr. Pace and Mr. Keehn**

Mr. Galbreath gave an update of what he has been working on for the past month and stated that he has spent most of his time at the Water Plant. Mr. Pace asked if it was his or Main Streets responsibility it was to maintain the lights on Main Street that are in the trees. Mr. Galbreath stated it was not his but he does not mind maintain them. Ms. Melendez asked where the City Pool was and Mr. Galbreath explained that everything is in order and ready for summer. Mr. Price explained that the new truck has arrived and since it is smaller that it can reach more customers. He also asked that they look into making a requirement that Trash Can lids stay close because it is a DHEC regulation and when it rains the cans become heavy.

**Parks, Recreation, & Tourism Chair: Mr. Thomas; Mr. Holliday and Ms. Melendez**

Ms. Richardson started by explaining that the Advisory Committee helps with games and to determine monetary needs. Mrs. Myers explained that the committee cannot be set by council. Mr. Thomas asked what the benefit of the committee is and Ms. Melendez stated that it has not been active for the past four years. Mayor Hall asked what revenue the Recreation Department received. Ms. Richardson stated it came from homecoming/tournament ticket sales and concessions. Mr. Thomas expressed that he would like to see the committee dissolve and have the finances transferred back to the city. Mrs. Myers suggested that the committee set up another meeting to go into more detail. Ms. Richardson then presented the different level of sponsorships that the Recreation Department is implementing this year. She then explained that the new registration process is up and running and has many new features that will benefit coaches and

parents. Ms. Melendez asked what the departments office hours are. Ms. Richardson stated they were 1:00 PM- 5:00 PM during registration season and 3:00 PM- 5:00 PM when not in registration. She then explained the process of creating schedules. Mrs. Myers expressed that a community field for pick-up games are needed. Mrs. Myers asked Chief Rice to elaborate on the expected revenue for Stumphouse Tunnel. Chief Rice explained that if a ticket person was at the gate, then all revenue would be wiped out and suggested looking into other options. Mrs. Fisher explained that a new marketing video of the area was released. Ms. Melendez suggested that the news to be able to receive a day pass be shared more. The date for the next committee meeting was set for February 28<sup>th</sup> at 4:00 PM.

#### **Planning and Community Development Chair: Ms. Melendez; Mr. Thomas and Mr. Johns**

Ms. Melendez deferred to Mrs. Fisher to give her presentation. Mrs. Fisher opened up for questions from the committee. Ms. Melendez asked where they are with the accreditation process. Mrs. Fisher explained they are on track and where they should be. Mr. Johns asked for an update on Hotel Alumn. Mrs. Fisher explained there was a walk through at the end of the month. Ms. Melendez then turned it over Mr. Bloomer. Mr. Bloomer requested to schedule a time to meet to go in further detail about the proposed Ordinance updates. He then gave a brief description of each change to the Ordinances.

#### **Public Safety Chair: Mr. Johns; Ms. Melendez and Mr. Keehn**

Chief Rice gave an update of where the Police Department is and explained that his department is short by one office but that they are going through applications and hope to fill the position within the next month. Chief Rice explained that the crime rate has maintained where it has been, however, call volume has increased, looking for additional staff, and is needing to replace his fleet soon but is continuing to look for ways to reduce maintenance. Chief Bates explained that the engine had to go to the shop recently and that he has two open spots, with one about to become open. Chief Bates stressed that pay needed to be increased in order to help with retention. He also explained that he is staying on top of mental health and that his department has applied to 15 grants since the beginning of January.

#### **General Government Chair: Mayor Hall**

Mayor Hall briefly explained the purpose of the Strategic Communication Plan and that it serves to help with transparency and increase internal and external communication for the City of Walhalla.

#### **Mayor Comments**

None were provided.

Hearing no further business, the meeting adjourned at 7:52 PM.

Respectfully Submitted,

Kaylee Osbon, MBA



# CITY OF WALHALLA

*Main Street to the Mountains*

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**TO:** Mayor Hall and City Council

**RE:** January Monthly Report

**DATE:** February 9, 2024

Tim Hall  
Mayor

Keith Pace  
Mayor Pro Tem

Josh Holliday  
Councilman

Kenny Johns  
Councilman

Grant Keehn  
Councilman

Sarai Melendez  
Councilwoman

Josh Thomas  
Councilman

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Michael Kozlarek  
City Attorney

Celia Boyd Myers  
City Administrator

Please find enclosed an update on the City's recent activities for the month of January 2024, along with departmental monthly reports.

## **Administration**

**HR/Personnel:** Phil O'Neal joined our Sanitation team. Dennis Pearson, Facilities, retired after 40 years of services. Reorganization of Public Works and laterally transferred grounds & maintenance crew to newly established Facilities & Grounds. Coordinating training opportunity through ACOG for staff. Developing SOPs for maintenance of capital assets and equipment.

**Tourism:** Stumphouse Mountain Park bike trails are nearly done. The restrooms are ordered and we are awaiting delivery date. The Wanderweg greenway construction still underway; landscaping and wayfinding continues to be installed. The City of Walhalla will host the SCAP 10 & Under State Basketball Tournament March 2-3.

**Economic Development:** Waffle House began construction work. One prospective project will not be moving forward. We are continuing to work with two other prospective projects. Three new businesses open.

**Funding Opportunities:** Continue to seek and apply for grant opportunities (non-match). City received technical assistance award from SC Forestry Commission, in February for tree canopy mapping by the Green Infrastructure Center (GIC, Inc.). Departments continue to actively seek additional grant opportunities.

**Finance/Budget:** Capital Improvement and Maintenance requests provided to Council. Budget preparations underway for upcoming workshops and budget process. First budget workshop will be held February 27<sup>th</sup> at 5:30 PM.

**General Government:** Held Council Orientation and Training January 9<sup>th</sup>. Initiated video series – Council highlights and Committee Reports, and media – to increase communication and transparency. Drafted a strategic communication plan for consideration. Held Council Retreat February 1<sup>st</sup>. Established Vision, Mission, Values and Annual Goals.

**Mission**

The City of Walhalla, in partnership with its citizens, strives to provide high quality services and opportunities for all.

**Vision**

To foster a vibrant, affordable, safe and loving community that offers a high quality of life for all.

**Values**

Accountability, Excellence, Love, Stewardship and Vision

**2024 Goals**

1. Have a balanced and realistic budget.
2. Have competitive pay for all employees.
3. Complete infrastructure projects that are in progress.
4. Increase Park, Recreation and Tourism revenues.
5. Complete the Comprehensive Plan update.



# City of Walhalla

## Planning & Community Development

206 N Church St. • P.O. Box 1099 • Walhalla, SC 29691 • (864)-614-2655 • Fax (864) 638-4357 • [www.CityofWalhalla.com](http://www.CityofWalhalla.com)

February 9, 2024

### **January 2024 Monthly Report**

1. Worked with three (3) potential new businesses
2. Permit administration (see totals below)
3. Fielded additional calls/emails/walk-ins regarding façade and sign grants, building permits, signs, new business process, special events, land use allowances, food trucks, code violations, business licenses, Downtown Design Guidelines and variances.
4. Applications/Violations Processed, January 2024 Request Monthly Totals
  - Zoning Permits 10
  - Building Permits 6
  - Violations (IPMC, Sign, Zoning, etc.) 4
  - Variances 0
  - Subdivision Permits (Preliminary/Final) 0
  - Special Exceptions 0
  - Sign Permits 1
  - Rezoning Requests 0
  - Land Disturbance Permits 0
  - Food Truck Permits 0
  - Fence Permits 0
  - Demolition Permits 0
  - Appeals 0

Submitted by: Planning and Zoning Administrator Mark Bloomer



2023

# IMPACT REPORT

## Community Profile

Walhalla | 2023



**Population**

**4,173**



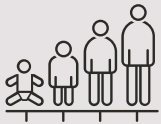
**Median HH Income**

**\$44.1k**



**Median Age**

**39**



## Downtown by the Numbers

- 14 Blocks
- 90 Acres
- 83 Occupied Buildings
- 12 Vacant Buildings
- 68 First floor Storefronts
- 381 Parking Spaces
- 22 Residential Units
- 18 Restaurants
- 15 Retail
- 29 Service
- 8 Office
- 18 Annual Events
- 4 Public Gathering Spaces

## Main Street 4-4-1

**4 things our program accomplished 2023**

1. Hosted 20 events
2. Partnering with a Marketing Firm
3. Recruited 35 new volunteers
4. Increasing online presence

**4 things our program has plans to accomplish by December 31, 2024**

1. Reach all 6 steps to be accredited
2. Apply for T-Mobile Grant for Depot Park Improvements
3. Have a completed Downtown inventory
4. Incorporate more educational opportunities in MSW activities

**1 thing elected officials/municipal leadership and the public should know about our program**

1. This program is managed by one staff member.

## Social Connection

**# of Followers:**

**8.2k Facebook**

**1,645 Instagram**

**85 TikTok**

## Volunteer Connection



**3,000**

**Volunteer hours**



**\$84,330**

**Volunteer value**

## Reinvestment Stats 2023



**8 Facade Improvements**



**10 New Businesses**



**1 Construction Projects**

## Celebrating Our Volunteers

Every year our Main St volunteers work tirelessly to guide downtown efforts.

Most cleanup and decorating within the district is coordinated by Main Street volunteers.

People make downtown better. It is our volunteers that galvanize our revitalization efforts.



## MSA OPPORTUNITIES



**MAIN STREET  
AMERICA®**

Nationally recognized.  
Locally powered.™

**Main Street America has announced several resources and opportunities to participate in projects at the national level:**

### Main Street America Community of Practice

The Community of Practice model is MSA's new approach for partners to connect, learn from each other, and explore collaborative opportunities. You're invited to join MSA as they launch their Community of Practice with a focus on Advocacy this **FRIDAY FEBRUARY 2**. Three potential areas of focus include 1) Measuring & Communicating our Network's Story and Impact/Raise Brand Identity, 2) Advocacy Tools, Training and Technical Assistance and 3) Alignment on Network Policy Advocacy Arenas. Learn more and RSVP: [Main Street America Community of Practice RSVP](#)

### Fall 2023 Small Business Survey Results

Small business owners reported they find a lot of value in the Main Street Network, but there is still room for growth. 22 percent of respondents said they didn't know what the Main Street network is or had no association with Main Street. Explore all of the [results](#).

### At Home on Main Street Housing Quiz

This experimental tool is designed to help local leaders assess strengths and challenges related to housing in their downtowns or commercial corridors. The tool provides your local housing conditions, your organizations relationship to them and resources to guide your work

[ACCESS THE QUIZ.](#)

## WeShopSC Engagement



Beginning this Thursday, Feb. 1, we will meet the **1st Thursday** of each month @ 9:30am for WeShopSC market managers engagement. These will be more focused on utilizing all the tools of WeShopSC and making sure you have what you need to grow your market and share information with your small business communities. Join via Zoom with [this link](#).

## Main Street SC Trainings 2024

### BONUS TRAINING MASC Office - Columbia Taking Main Street to the Next Level

Tue. February 12  
10 a.m. - 2 p.m.

[Contact Jenny or Jonathan to register](#)

### Main Street Coffee Break - Virtual

Wed. February 14 | 9:15 a.m.

Be prepared to share one thing you LOVE about your downtown or program!

### 1st Quarter Training - Columbia

Wed. February 21 (Deadline Feb. 7)

[Register Here](#)

### NC Main Street Conference

Goldsboro, NC | March 12-14

[More info & to Register](#)

### Main Street NOW

Birmingham, AL | May 6-8

Details & Registration [HERE](#)

## LOVING LOCAL



February (the Month of **LOVE**) is right around the corner. Please email pictures of Valentine's decorations in your downtown to [Jonathan](#). Be sure to include the name of the business so we can tag them in social media.



# **City Council Meeting 2/20**

## **Facilities**

**Replaced 2 vacuum pumps at water plant**

**Replaced water lines going to pumps.**

**Built enclosure for pumps.**

## **Streets and grounds**

**Storm cleanup Sertoma Field, limbs, leaves, storm drains.**

**Vehicle maintenance see attachment.**

**Small equipment maintenance see attachment.**



# City of Walhalla Fire Department

Home of the Mountaineer Engine Co. Est. 1871

## Fire Chief's Monthly Report

January 2024

### FIRE-EMS

#### *Incident Response-*

Over the previous month, we have responded to 123 calls for service. Of those calls, 52 were fire calls and 71 were medical/rescue calls. During the month we were dispatched to multiple calls, 14% of the time. We provided 16 instances of mutual aid. Of the total call volume, 58 calls were inside the City and 65 calls were either in the unincorporated area or within another district. The average on-scene time was 28 minutes. Both career and volunteer staff spent 186 hours on incidents.

<u>Incident Type</u>	<u># Incidents</u>	<u>% of Total</u>
Fires	5	4.07%
Overpressure rupture, explosion-no fire	0	0.00%
Rescue & EMS	71	57.72%
Hazardous Conditions	9	7.32%
Service Call	23	18.70%
Good Intent Call	8	6.50%
False Alarm and False Call	7	5.69%
Severe Weather & Natural Disaster	0	0.00%
Special Incident	0	0.00%
<b>Total</b>	123	100.00%

#### *Operations/Training-*

Staff, both career and volunteer, trained for a total of 337 hours during the month.

Engine 52 experienced mechanical and electrical failure while responding to an emergency. The wiring harness had rubbed against the flywheel of the truck. This caused the system to become grounded out, shorting out the DEF, EGR, and instrument cluster sending the truck into limp mode and forcing the truck to self-start the shutdown sequence.

# City of Walhalla Fire Department

*Home of the Mountaineer Engine Co. Est. 1871*

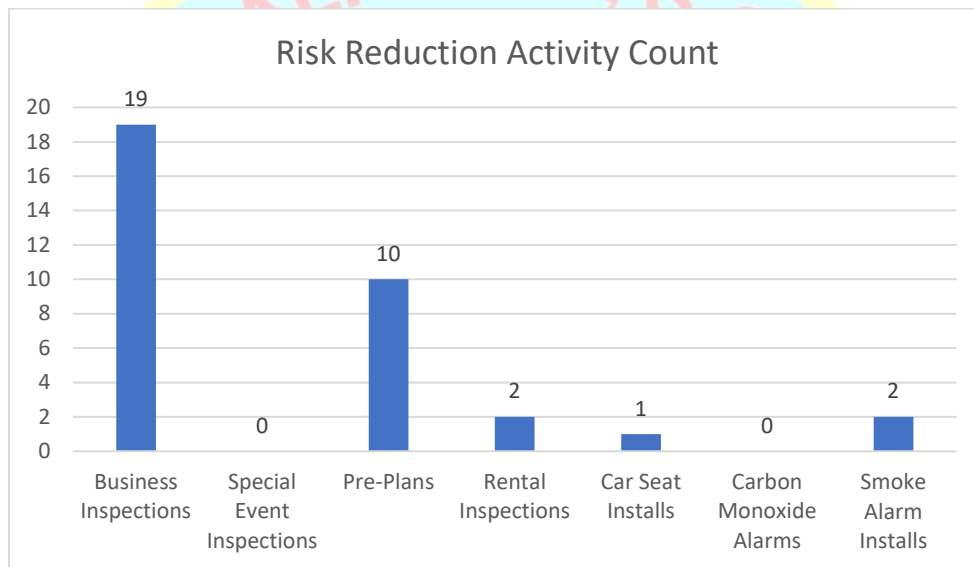
The department has 2 full-time firefighter positions vacant. These positions are posted on the City webpage and on the department's Facebook page.

## COMMUNITY RISK REDUCTION

### *Fire Marshal-*

We are continuing to complete pre-fire plans and business inspections. While also completing re-inspections as needed.

### *Fire Prevention/Life Safety-*



## EMERGENCY MANAGEMENT

Staff have responded to 3 reported structure fires this month. If you have a fire or emergency in a structure remember to evacuate all persons inside first, then call 911.

## GRANTS

We have applied for 11 grants (as of January 31, 2024) with possible funding totaling in excess of \$200,000. Grant items that have been applied for include much-needed PPE (Turnout Gear), a generator

# City of Walhalla Fire Department

*Home of the Mountaineer Engine Co. Est. 1871*

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to power the station, monetary requests, as well as other equipment. Over the course of the next several months, we plan on applying for several more grants.

Please contact me should you have any questions.

Respectfully Submitted,

/s/ Will Bates  
Will Bates, Fire Chief



## Monthly Report

Breanna Richardson, Walhalla SC <brichardson@cityofwalhalla.com>

Mon 2/12/2024 9:50 AM

To: Kaylee Osbon <kosbon@cityofwalhalla.com>

 1 attachments (2 KB)

Outlook-kyljvuw3;

- County Tournament Feb 7th-Feb 12th. The championship games are tonight (Feb 12th). We host the 8uG and the 10uB championship. 6:00pm and 7:15pm.
- Call outs for Baseball/Softball will be the 20th-22nd. Flag football call outs will be the 15th.
- Monday (Feb 12t) is the last day to register for spring sports. We extended the older baseball age groups to the 15<sup>th</sup> for school kids and their tryouts

*Breanna Richardson*

Recreation Director



207 North College Street

Walhalla, SC 29691

(864) 638-4346

<https://www.cityofwalhalla.com/recreation-department>

## WALHALLA PUBLIC WORKS 2-6-2024

The Public Works Department

January 1 thru 31, 2024 the City of Walhalla picked up:

272 -ton of residential garbage

134 -ton of commercial garbage

6-ton of recyclable brush

8 -ton C&D Waste

Roll Carts for January

Delivered 35

Picked up 8

Repair/Replace 10

During the month of January our department continued picking up brush, leaves, trash, and mattresses. After over a year we finally took delivery of our Ford F-600 rear load trash truck. On our brush pickup we don't have an actual tonnage because we have been able to partner with a DHEC certified dump on Stribling Shoals Road which will take our recyclable brush at no charge. Saving approximately one and a half to two and a half hours time and fuel going to the landfill.

Thanks,

Russ Price



## **UTILITIES COMMITTEE REPORT**

### **February 2024**

- The work on the last block of the greenway has begun, but is being delayed due to rain.
- The highway 11 water project is progressing quickly. The crews started at Country Junction Rd., and have progressed to Springbrook Dr., near Golden Corner Family Practice. They are waiting for materials for the large creek crossing, with delivery expected within the next few weeks.
- The new phone system is expected to be installed this week. We were able to get a very good offer of free equipment, which lowered the cost by approximately \$2,300. The system will be installed at City Hall, Fire Department, Water Shop, Sanitation Shop, and Recreation.

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

ORDINANCE 2024-02

CITY OF WALHALLA )

**AN ORDINANCE TO AMEND THE CITY OF WALHALLA CODE OF ORDINANCES,  
CHAPTER 330, ARTICLE III, SECTION 1.14 R-25 SINGLE FAMILY RESIDENTIAL  
DISTRICT**

**Whereas,** the City of Walhalla does not currently have many vacant, buildable lots; and

**Whereas,** the City of Walhalla needs more housing; and

**Whereas,** the City of Walhalla Planning & Community Development Department and Planning Commission are currently responsible for enforcing zoning regulations and reviewing permit applications;

**Now Therefore:** it is ordained and enacted by the Mayor and Councilmembers of the City of Walhalla, in Council assembled, that Chapter 330, Article III, Section 1.14 shall be amended as follows:

**Article III**

**Establishment of Zoning Districts; Rules for Interpretation of Boundaries; Application of  
District Regulations**

**§330-1.14. R-25 Single Family Residential District**

B. Permitted uses. The following building and uses shall be permitted in any R-25 Zoning District.

- (1) Single-family dwellings, detached (other than mobile homes);
- (2) Cultivation of land general gardening, horticulture or growing agricultural crops, and plant nursery and sales;
- (3) Accessory building and structures in conjunction with permitted uses as prescribed in §330-1.46.
- (4) **An accessory dwelling unit subject to the following conditions:**
  - (a) **Only one accessory dwelling unit is permitted per lot. The accessory dwelling unit must be site built.**
  - (b) **Separate detached garages and separate accessory dwelling units are not permitted on the same lot. Accessory dwelling units may be created as a second story within detached garages if the height of the accessory dwelling unit on top of the garage does not exceed 28 feet.**
  - (c) **The gross floor area of an accessory dwelling unit must not exceed 50**

percent of the principal building's floor area. The building footprint of the accessory dwelling unit shall not exceed 40 percent of the living area of the principal residence. The "building footprint" includes patios and porches.

- (f) One off-street parking space must be provided for each bedroom within an accessory dwelling unit.
- (g) The maximum permitted height for an accessory dwelling unit is one story.
- (h) All required permits must be obtained prior to construction of the accessory dwelling unit. The accessory dwelling unit must comply with applicable requirements of the International Building Code and other applicable federal, state, or local codes.
- (i) The accessory dwelling unit must be completely detached from the principal structure.
- (j) The accessory dwelling unit must be placed on the rear of the property. It must be located at least 10 feet from the rear property line and at least 10 feet from side property line.

Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Tim Hall, Mayor

(seal)

**ATTEST:**

\_\_\_\_\_  
Celia Boyd Myers, City Administrator

Introduced By: \_\_\_\_\_

First Reading: \_\_\_\_\_

Public Hearing,  
Second Reading  
And Adoption: \_\_\_\_\_



## Background on roof pitch requirements:

A steeper roof of 4/12 or more will make a manufactured home look much more like a conventional home. Many manufactured homes come with a 3/12 roof pitch, but some can be upgraded to a 4/12, 5/12 or greater. Usually pitches of 5/12 are limited to modular homes with hinged roofs, so they can be transported within height limits.

In addition to aesthetics, it is believed a roof with a 4/12 pitch may also be better for shingles than a standard 3/12 pitched roof, assuming a shingled roof vs metal. Below is an image showing the angle of various roof pitches.



STATE OF SOUTH CAROLINA

)

COUNTY OF OCONEE

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ORDINANCE 2024-03

CITY OF WALHALLA

)

**AN ORDINANCE TO AMEND THE CITY OF WALHALLA CODE OF ORDINANCES,  
CHAPTER 199, SECTION (2) CONSTRUCTION STANDARDS FOR  
MANUFACTURED HOMES**

**Whereas**, the Walhalla City Council adopted Chapter 199 to set standards for mobile homes that are brought into the city limits for the purpose of bringing in mobile homes that are consistent with other homes in the vicinity; and

**Whereas**, the Board of Zoning Appeals must approve via Special Exception the placement of a mobile home on a lot that is zoned General Residential; and

**Whereas**, the City of Walhalla needs more housing; and

**Whereas**, removing the roof slope requirement from Chapter 199, Article 2, Section (C)(1) will potentially allow more affordable mobile homes to be brought in to the City of Walhalla; and

**Whereas**, the City of Walhalla Planning & Community Development Department and Planning Commission are currently responsible for enforcing zoning regulations and reviewing permit applications;

**Now Therefore:** it is ordained and enacted by the Mayor and Councilmembers of the City of Walhalla, in Council assembled, that Chapter 199, Section 2, shall be amended as follows:

**§ 199 Manufactured Homes**

**§ 199-2 Construction standards.**

- A. No building permit shall be issued for any manufactured home originally brought into the City of Walhalla or relocated within the City subsequent to the adoption of this chapter unless a certificate of zoning compliance shall have been issued by the Zoning Administrator, to certify that the manufactured home is in full compliance with this chapter.
- B. All manufactured homes brought into the City of Walhalla, or relocated within the City of Walhalla after the adoption of this chapter, shall be required to be in compliance with each of the following requirements.
- C. All manufactured homes subject to this chapter shall meet or exceed the most current construction standards promulgated by the U.S. Department of Housing and Urban Development, as well as the South Carolina Manufactured Housing Board, including:
  - (1) ~~A gable roof having a pitch with a minimum vertical rise of 4.5 feet for each 12 feet of~~

~~horizontal run.~~

- (2) A roof finished with shingles, with a fire rating of Class C or better, and that are commonly used in standard residential construction.
- (3) A minimum width of 24 feet and a minimum length of 40 feet.
- (4) A roof structure that provides an eave projection of no less than 12 inches, which may include a gutter.
- (5) Exterior siding, comparable in composition, appearance and durability to the exterior siding commonly used in standard residential constructions, consisting of one or more of the following:
  - (a) Vinyl siding whose reflectivity does not exceed that of flat white paint;
  - (b) Cedar or other wood siding;
  - (c) Wood grain;
  - (d) Stucco siding; or
  - (e) Brick or stone siding.
- (6) Skirting must be installed and maintained so that it encloses the area under the manufactured multi-section homes and modular porches, decks or other additions to ground level. The foundation skirting or curtain wall may be of brick, masonry or stone materials designed for permanent outdoor installation.
- (7) A permanent landing and steps with handrails are required for each outside doorway, excluding the front door. The structure must include steps which lead to ground level. The landing, handrails and steps must meet the following requirements:
  - (a) A minimum four-by-four landing shall be required outside each exit door.
  - (b) The landing shall not be more than 8.5 inches below the threshold.
  - (c) Steps shall be 8 1/4 inches maximum in height. Treads shall be a minimum of nine inches wide.
  - (d) All wood components in contact with the ground must be treated and approved for ground contact.
  - (e) If steps are 30 inches or greater in height, permanent handrails are to be installed.
- (8) A front porch shall be erected and be at least eight feet by 10 feet.
- (9) Units shall be placed on permanent foundation supports of concrete or other suitable material adequate for the load.
- (10) All visible mobile features shall be removed.

- (11) If the proposed unit will be replacing another dwelling unit (mobile home, manufactured home, stick-built) or be built within an existing neighborhood, the home must be constructed to blend into the street and/or neighborhood. It should have the aesthetic qualities of other dwelling units in the area.
- (12) Decorated windows, bay windows, columns and fancier exterior trim are encouraged.
- (13) Each manufactured home shall be anchored according to the HUD regulations of the National Manufactured Housing Construction and Safety Standards Act or the manufacturer's installation manual.

AND IS DONE AND RATIFIED in Council Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Tim Hall, Mayor

(seal)

**ATTEST:**

\_\_\_\_\_  
Celia Boyd Myers, City Administrator

Introduced By: \_\_\_\_\_

First Reading: \_\_\_\_\_

Public Hearing,  
Second Reading  
And Adoption: \_\_\_\_\_

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

**ORDINANCE 2024-04**

CITY OF WALHALLA )

**AN ORDINANCE TO AMEND THE CITY OF WALHALLA CODE OF ORDINANCES, CHAPTER 330, ARTICLE III, SECTION 1.10 DOWNTOWN DEVELOPMENT OVERLAY DISTRICT REGARDING APPROVAL FOR MURALS AND ARTICLE V, SECTION 1.25 SIGN REGULATIONS REGARDING APPROVAL FOR FREE-STANDING SIGNS WITHIN THE DOWNTOWN DESIGN OVERLAY**

**Whereas**, the Walhalla City Council adopted the Downtown Design Overlay and Design Guidelines for the purpose of creating site and building designs consistent with the City's principles, goals and policies, to be used by the City's Planning & Community Development Department and Planning Commission as a consistent framework for reviewing new projects; and

**Whereas**, developments within the Downtown Design Overlay are expected to respond to design guidelines and standards in a manner that complements the historic character of the City of Walhalla; and

**Whereas**, goals of Downtown Design Guidelines include the creation of memorable downtown experiences that are attractive, safe and inviting; constructing a visually attractive and economically vibrant urban center; and assuring new developments relates to the character of downtown and is compatible with surrounding neighborhoods; and

**Whereas**, the City of Walhalla Planning & Community Development Department and Planning Commission are currently responsible for enforcing zoning regulations and reviewing permit applications;

**Now Therefore:** it is ordained and enacted by the Mayor and Councilmembers of the City of Walhalla, in Council assembled, that Chapter 330, Article III, Section 1.10, and Chapter 330, Article V, Section 1.25 shall be amended as follows:

**Article III**

**Establishment of Zoning Districts; Rules for Interpretation of Boundaries; Application of District Regulations**

**§ 330-1.10 Downtown Development Overlay District**

**A. Downtown Development Overlay District**

**(4) Murals.**

(a) Goal. The City of Walhalla would like to promote its history and culture through the display of public art, including murals.

(b) Definitions. As used in this subsection, the following terms shall have the meanings indicated:

MURAL: An image, such as a painting or enlarged photograph, applied directly to a wall or external ceiling.

MURAL SIGN: A large picture/image (including but not limited to painted art) which is painted, constructed or affixed directly onto a vertical building wall, which may or may not contain text, logos and/or symbols.

(c) Regulations.

[1] Murals are allowed with a mural permit in the Downtown Development Overlay District.

[2] Murals are purely artistic forms of expression. While basic content is free from evaluation, obscenity and other language deemed questionable may require approval.

[3] Depending on content, murals will be evaluated for signage calculation and the remaining area can be deemed a mural. If the following content is incorporated within a mural, those items shall be classified as signage and comply with the standards for attached wall signs:

[a] Advertising message for contemporary establishments and/or contemporary merchandise/services;

[b] Advertisement for products, services or businesses;

[c] Commercial text;

[d] Logos;

[e] Registered trademarks; and

[f] Containing graphics (other than logos or registered trademarks) related to goods and services provided on site.

[4] Murals are highly visible in the public realm and may express City history and community character. In the absence of a recognized group tasked to review and consider these qualities, and the artistic intent of the design, evaluation will be regulated on a content-neutral basis.

[5] No person shall paint a wall mural on the exterior of any structure or change any existing mural on the exterior of any structure prior to the issuance of a mural permit. The following design criteria shall apply to any mural artwork commissioned:

[a] The proposed wall mural shall be well-integrated with the building and neighboring structures and harmonious with the surrounding environment. The proposed wall mural, by its design, scale, construction and location, shall not have a substantial adverse effect on abutting property or the permitted use, and will contribute to Walhalla's character and quality of life.

[b] The proposed wall mural shall exhibit exceptional design quality that enhances the overall development and appearance of Walhalla. The paint and/or materials to be

used and applied on the structure shall be appropriate for use in an outdoor locale for an artistic rendition and shall be of a permanent or long-lasting variety.

[6] Maintenance of the wall mural is the responsibility of the property owner. It shall be the property owner's responsibility to remove the wall mural if it is not maintained as required. While natural aging is acceptable, murals that are not maintained sufficiently may be considered a public nuisance.

[7] A mural permit application shall be completed by the building owner or their applicants' agent and submitted to the Zoning Administrator. The application shall include at a minimum the intended location of the mural, size, subject matter, medium and a summary of the general color palette to be used. A visual representation shall also be included in the application. **Zoning Administrator shall prepare a staff recommendation and present to Planning Commission. City Council Planning Commission** shall review and act to approve, deny or require revisions in all submittals.

## **Article V Sign Regulations**

### **§ 330-1.10 General Regulations**

D. Permitted signs. The following signs are allowed, subject to the permitting requirements of § 330-1.26, Permitting process, and the applicable development regulations of this Part 1.

(1) Permanent freestanding business identification signs.

(a) Allowable area: not to exceed 36 square feet in area for a single business, or 120 square feet for multiple businesses on the same panel.

(b) Number. One freestanding sign is allowed for each developed site, lot or parcel on which a nonresidential use is constructed. Where a site or parcel fronts on more than one street, one freestanding sign is permitted for each street. Where two or more businesses or buildings occupy the same site or parcel controlled by a single owner or landlord (shopping center or industrial park), only one freestanding sign for the aggregate businesses shall be permitted per street frontage.

(c) Location. No freestanding sign shall:

[1] Be located nearer than five feet to any property line, nor shall such sign face overhang or extend beyond the property line or in any way impair visual clearance at driveway or street intersections.

[2] Be set back less than 10 feet from any street right-of-way line.

[3] Be permitted in the Downtown Development Overlay District unless it meets all Downtown Design Guidelines, is aesthetically appropriate and is approved by **City Council the Zoning Administrator**.

(d) Height: not higher than eight feet above finished grade of the ground at the sign

base, except a maximum height of 30 feet from the ground (pavement) is permitted in Highway Commercial or Light Industrial Districts only.

(e) In Office Commercial Districts, a sign may be of berm or solid base design.

Application for berm design must be accompanied by a landscape maintenance plan.

(f) Where average elevation of a lot is lower than the finished grade of the abutting edge of the sidewalk, a pole or support may be permitted to raise the sign to the level allowed by height regulations.

(g) Sign must be permanently affixed. A solid base sign shall be ground-mounted, solid all the way to the ground and constructed of wood, brick, masonry or similar durable materials.

AND IS DONE AND RATIFIED in Council Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Tim Hall, Mayor

(seal)

**ATTEST:**

\_\_\_\_\_  
Celia Boyd Myers, City Administrator

Introduced By: \_\_\_\_\_

First Reading: \_\_\_\_\_

Public Hearing,  
Second Reading  
And Adoption: \_\_\_\_\_



STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

ORDINANCE 2024-05

CITY OF WALHALLA )

**AN ORDINANCE AMENDING CHAPTERS 7 AND 287 OF THE CITY OF  
WALHALLA MUNICIPAL CODE TO MERGE THE BEAUTIFICATION  
COMMISSION AND TREE COMMITTEE.**

**WHEREAS**, the City of Walhalla (the “Municipality”) is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

**WHEREAS**, the Tree Committee has assumed the duties of the Beautification Commission over;

**WHEREAS**, the Standardization Act requires that by December thirty-first of every odd year, each municipality levying a business license tax must adopt, by ordinance, the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina (the “Association”) and adopted by the Director of the Revenue and Fiscal Affairs Office;

**WHEREAS**, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 2021-29 on December 21, 2021, in order to comply with the requirements of the Standardization Act (the “Current Business License Ordinance”);

**WHEREAS**, the City Council of Walhalla (the “Council”) wishes to remove Chapter 7, Article IV and to amend Chapter 7, Article II and Chapter 287.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Walhalla, Chapter 7 and Chapter 287 are amended as follows:

**Chapter 7, Article II**

**§ 7-5 Establishment of Tree and Beautification Committee**

- A. There is hereby created and established a Tree and Beautification Committee for the City of Walhalla, which shall consist of seven members, who shall be appointed by the Mayor with the approval of the City Council. Members of this Committee shall serve without compensation.
- B. Members shall have experience in forestry and/or gardening, including but not limited to arborists, master gardeners, tree care specialists and garden club representatives.

## **§ 7-6 Terms of Membership**

- A. The term of membership shall be two years. Members shall serve until reappointment or replacement. In the event that a vacancy should occur during the term of any member, his or her successor shall be appointed for the unexpired portion of the term.

## **§ 7-5 Powers and Duties**

- A. The Committee shall have advisory powers over all trees, plants and shrubs located within street rights-of-way, parks and public places of the City and to enforce Chapter 287 Trees and Vegetation.
- B. The duties of the Committee shall include the study, investigation, development and recommendation of plans for the improvement by beautification of the City of Walhalla, to encourage the placing and planting and preservation of trees, flowers, plants and shrubbery and other objects of ornamentation on City-owned property.
- C. The Tree and Beautification Committee, or any member thereof, shall have no power or authority to create any financial obligation or any other commitment for or against the City of Walhalla or any of its departments.

## **§ 7-6 through 7-13 RESERVED**

## **§ 7-20 RESERVED**

# **Chapter 287 Trees and Vegetation**

## **§ 287-1 Scope of authority.**

This chapter provides full power and authority over all trees, plants and shrubs located within street rights-of-way, parks and public places of the City.

## **§ 287-2 Definitions.**

For the purpose of this chapter, the following terms, phrases and words, and their derivations shall have the meanings given herein. The word "shall" is mandatory and not merely directory.

CITY: The City of Walhalla, Oconee County, South Carolina.

LARGE TREES: Trees attaining a height of 45 feet or more.

MEDIUM TREES: Trees attaining a height of 30 feet to 45 feet.

PARK TREES: Trees, shrubs, bushes and all other woody vegetation in public parks and areas owned by the City, or to which the public has free access as a park.

SMALL TREES: Woody vegetation attaining a height of less than 30 feet.

STREET TREES: Trees, shrubs, bushes and all other woody vegetation on land lying between property lines on either side of all streets, avenues or ways within the City.

### **§ 287-3 Tree and Vegetation Protection.**

It shall be unlawful for any person to engage in the business of planting, cutting, trimming, pruning, removing, spraying or otherwise treating trees, shrubs or vines on City-owned property without first notifying the Tree and Beautification Committee. No person shall plant, remove, cut above the ground or disturb any tree on any street, park or other public place without first obtaining permission from the Tree and Beautification Committee. The person receiving permission shall abide by the standards set forth in this chapter. Emergency actions taken by utility providers and emergency personnel are exempt.

### **§ 287-4 Tree Planting, Maintenance and Removal.**

A. Planting species. The Tree and Beautification Committee shall develop and maintain a list of desirable trees, shrubs and other plants for planting along streets in three size classes: small, medium and large. A list of trees and other plants not suitable for planting will also be created and enforced by the Tree and Beautification Committee.

B. Spacing. The spacing of street trees will be in accordance with the three species size classes listed in this chapter, and no trees may be planted closer together than the following, except in special plantings designed or approved by the City's landscape designee:

- (1) Small trees: 30 feet.
- (2) Medium trees: 40 feet.
- (3) Large trees: 50 feet.

C. Utilities.

(1) No street trees other than those defined herein as "small trees" may be planted four feet from curbs or curblines and sidewalks; planting will be in accordance with the three species size classes defined in § 287-2 of this chapter, and no trees may be planted closer to any curb or sidewalk than the following:

- (a) Small trees: four (4) feet,
- (b) Medium trees: eight (8) feet,
- (c) Large trees: sixteen (16) feet.

(2) Distance from street corners, driveways and fire hydrants. No street tree shall be planted closer than 25 feet to any street corner, measured from the point of intersecting right-of-way lines. No tree shall be planted any closer than 10 feet to any driveway accessing public lands or lands containing multiple use. Single-family homes are exempt from the driveway provision. No tree shall be planted any closer than 10 feet to any fire hydrant.

D. Topping. It shall be unlawful as a normal practice of any person, firm or City department to top any street tree, park tree or other tree on public property. "Topping" is defined as the severe cutting back of limbs to stubs within the tree's crown to such a degree as to remove the normal canopy and disfigure the tree. Trees severely damaged by storms or other causes may be exempted from this subsection at the determination of the Tree and Beautification Committee.

#### E. Removal.

(1) The City will consult with the Tree and Beautification Committee prior to the cutting of any tree(s) on City property, greater than six inches in diameter or 36 inches from the ground. The saving of all native trees is encouraged.

(2) Permission may be waived if the tree removal is in conjunction with an application for a building permit and a site plan approval.

(3) Permission is exempted in the following instances:

- (a) Dead trees.
- (b) Government construction of utilities or other infrastructure.
- (c) Jeopardizing the health, safety and welfare of the general public, as designated in this chapter.

(4) The Tree and Beautification Committee may remove or cause or order to be removed any tree or part thereof which is in an unsafe condition or which by reason of its nature is injurious to sewers, electric power lines, gas lines, water lines or other public improvements, or is affected with any injurious fungus, insect or other pest. This section does not prohibit the planting of street trees by adjacent property owners.

(5) Every owner, either public or private, of any tree overhanging any street or right-of-way within the City shall prune the branches so that such branches shall not obstruct the light from any street lamp or obstruct the view of any street intersection. Owners shall remove all dead, diseased or dangerous trees, or broken or decayed limbs which constitute a menace to the safety of the public. The City shall have the right to prune any tree or shrub on private property when it interferes with the visibility of any traffic control device or sign. The City shall have the right to cause the removal of any dead or diseased trees on private property within the City when such trees constitute a hazard to life and/or property or harbor insects or disease which constitutes a potential threat to other trees within the City. The City Tree and Beautification Committee will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within 60 days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal of any public tree.

F. Replacement of trees. As a condition of approval for the removal of certain trees, the Tree and Beautification Committee may require that suitable replacement trees be planted elsewhere on the site. In determining if replacement trees are required, the following will be considered:

- (1) The intended use of the property.
- (2) Existing (pre-development) tree coverage, sizes and types.
- (3) The general character of the site and its environs.
- (4) Grading, road, parking and drainage requirements of the project.

**§ 287-5 Tree Care; Landmark Trees.**

A. The Tree and Beautification Committee shall locate, select and identify trees which qualify as "landmark trees." A tree may qualify as a landmark tree if it meets one or more of the following criteria: species rarity, old age, association with an historical event or person, abnormality or scenic enhancement.

**§ 287-6 Enforcement; violations and penalties.**

A. The Tree and Beautification Committee shall have the power to promulgate and enforce rules, regulations and specifications concerning the trimming, spraying, removal, planting, pruning and protection of trees, shrubs, vines, hedges and other plants upon the right-of-way of any street, alley, sidewalk or other public place in the City.

B. The City Council shall have the right to review the conduct, acts and decisions of the Tree and Beautification Committee. Any person may appeal from any ruling or order of the Tree and Beautification Committee to the City Council, which may hear the matter and make final decisions.

C. Any person, firm or corporation violating or failing to comply with any of the provisions of this chapter shall be guilty of a misdemeanor, and upon conviction thereof shall be fined for each offense a sum no less than \$1 nor more than \$500, or may be imprisoned for a term not exceeding 30 days.

AND IS DONE AND RATIFIED in Council Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Tim Hall, Mayor

(seal)

**ATTEST:**

\_\_\_\_\_  
Celia Boyd Myers, City Administrator

Introduced By: \_\_\_\_\_

First Reading: \_\_\_\_\_

Public Hearing,  
Second Reading  
And Adoption: \_\_\_\_\_

STATE OF SOUTH CAROLINA        )

COUNTY OF OCONEE                )

ORDINANCE 2024-06

CITY OF WALHALLA                )

**AN ORDINANCE AMENDING THE BUSINESS LICENSE ORDINANCE OF THE CITY OF WALHALLA  
TO UPDATE THE CLASS SCHEDULE AS REQUIRED BY ACT 176 OF 2020.**

**WHEREAS**, the City of Walhalla (the “Municipality”) is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

**WHEREAS**, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the “Standardization Act”), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes;

**WHEREAS**, the Standardization Act requires that by December thirty-first of every odd year, each municipality levying a business license tax must adopt, by ordinance, the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina (the “Association”) and adopted by the Director of the Revenue and Fiscal Affairs Office;

**WHEREAS**, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 2021-29 on December 21, 2021, in order to comply with the requirements of the Standardization Act (the “Current Business License Ordinance”);

**WHEREAS**, the City Council of Walhalla (the “Council”) now wishes to amend the Current Business License Ordinance to adopt the latest Standardized Business License Class Schedule, as required by the Standardization Act, and to make other minor amendments as recommended by the Association;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Walhalla, as follows:

**SECTION 1. Amendments to Appendix A.** Appendix A to the Current Business License Ordinance, the “Business License Rate Schedule,” is hereby amended as follows:

- (a) Class 8.3 is hereby amended by deleting the NAICS Codes and replacing them with NAICS 517111, 517112, 517122 – Telephone Companies.
- (b) Class 8.6 is hereby amended and restated in its entirety to read as follows: “**8.6 NAICS Code Varies – Billiard or Pool Tables**. A business that offers the use of billiard or pool tables shall be subject to business license taxation under its natural class for all gross income of the business excluding the gross income attributable to the billiard or pool tables. In addition, the billiard or pool tables

shall require their own separate business licenses pursuant to SC Code § 12-21-2746 and shall be subject to a license tax of \$5.00 per table measuring less than 3½ feet wide and 7 feet long, and \$12.50 per table longer than that.”

**SECTION 2. Amendments to Appendix B.** Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” is hereby amended as follows:

- (a) Classes 1 through 8 in Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” are hereby amended and restated as set forth on the attached Exhibit A.
- (b) Class 9 in Appendix B to the Current Business License Ordinance, the “Business License Class Schedule,” shall remain in full force and effect as set forth in the Current Business License Ordinance.

**SECTION 3. Repealer, Effective Date.** All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective with respect to the business license year beginning on May 1, 2024.

AND IS DONE AND RATIFIED in Council Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Tim Hall, Mayor

(seal)

**ATTEST:**

\_\_\_\_\_  
Celia Boyd Myers, City Administrator

Introduced By: \_\_\_\_\_

First Reading: \_\_\_\_\_

Public Hearing,  
Second Reading  
And Adoption: \_\_\_\_\_

**Exhibit A: Amendment to Classes 1 – 8 in Appendix B of the  
Current Business License Ordinance**

**APPENDIX B  
Classes 1 – 8: Business License Class Schedule by NAICS Codes**

<b>NAICS Sector/Subsector</b>	<b>Industry Sector</b>	<b>Class</b>
<b>11</b>	Agriculture, forestry, hunting and fishing	1
<b>21</b>	Mining	2
<b>22</b>	Utilities	1
<b>31 - 33</b>	Manufacturing	3
<b>42</b>	Wholesale trade	1
<b>44 - 45</b>	Retail trade	1
<b>48 - 49</b>	Transportation and warehousing	1
<b>51</b>	Information	4
<b>52</b>	Finance and insurance	7
<b>53</b>	Real estate and rental and leasing	7
<b>54</b>	Professional, scientific, and technical services	5
<b>55</b>	Management of companies	7
<b>56</b>	Administrative and support and waste management and remediation services	3
<b>61</b>	Educational services	3
<b>62</b>	Health care and social assistance	4
<b>71</b>	Arts, entertainment, and recreation	3
<b>721</b>	Accommodation	1
<b>722</b>	Food services and drinking places	2
<b>81</b>	Other services	4
<b>Class 8</b>	<b>Subclasses</b>	
<b>23</b>	Construction	8.1
<b>482</b>	Rail Transportation	8.2
<b>517111</b>	Wired Telecommunications Carriers	8.3
<b>517112</b>	Wireless Telecommunications Carriers (except Satellite)	8.3
<b>517122</b>	Agents for Wireless Telecommunications Services	8.3
<b>5241</b>	Insurance Carriers	8.4
<b>5242</b>	Insurance Brokers for non-admitted Insurance Carriers	8.4
<b>713120</b>	Amusement Parks and Arcades	8.51
<b>713290</b>	Nonpayout Amusement Machines	8.52
<b>713990</b>	All Other Amusement and Recreational Industries ( pool tables)	8.6

*2023 Class Schedule is based on a three-year average (2017 - 2019) of IRS statistical data.*



STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

CITY OF WALHALLA )

RESOLUTION 2024-03

**A RESOLUTION TO ESTABLISH A STRATEGIC COMMUNICATION PLAN FOR THE  
CALENDAR YEAR 2024**

**WHEREAS**, the City Council recognizes the importance of fostering greater civic engagement and participation among residents of Walhalla; and

**WHEREAS**, effective communication is essential for promoting transparency, inclusivity, and collaboration between the city government and its constituents; and

**WHEREAS**, the City of Walhalla recognizes the importance of enhancing civic participation and ensuring all residents have access to timely and accurate information about city initiatives, services, and policies; and

**WHEREAS**, a strategic communication plan will serve as a framework for implementing targeted initiatives to improve communication channels, increase public awareness, and encourage active involvement in local governance;

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of City of Walhalla, the following is authorized:

1. A Strategic Communication Plan be developed and implemented to enhance civic engagement and communication between the city government and residents.
2. The Strategic Communication Plan shall be based on Exhibit A and modified periodically as needed to better achieve the principles and objectives in this document.
3. The City Administrator shall be responsible for overseeing the implementation of the Strategic Communication Plan, allocating necessary resources, and collaborating with relevant city departments and City Council.
4. Progress reports on the implementation and effectiveness of the Strategic Communication Plan shall be provided to the City Council on a quarterly basis.

**AND IT IS SO RESOLVED** this 20<sup>th</sup> day of February 2024.

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Mayor Tim Hall

Attest:

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Celia Myers, City Administrator



**City of Walhalla**  
**Strategic Communication Plan**  
**February 2024**

## Summary

**City Objectives:** The City envisions and strives to create a future marked by increased citizen awareness, community engagement, and transparency. With objectives ranging from promoting the local economy to enhancing emergency preparedness, the City of Walhalla's Communication Plan is a comprehensive strategy designed to enrich and inform its residents.

**Targeted Audience:** Recognizing the City's diverse demographics, this plan focuses on key segments, including adult residents, seniors, middle-aged residents, youth and families. Tailored communication efforts aim to address the unique needs and interests of each group, ensuring inclusivity.

**Communication Channels:** From a user-friendly city website to vibrant engagement on social media platforms, the plan leverages diverse channels. Whether through email newsletters, events, or community partnerships, the goal is to reach residents through channels that resonate with them.

**Risk Management:** Anticipating potential challenges, the plan adopts a proactive risk management approach, addressing issues like misinformation, social media backlash, and unforeseen external events. By implementing mitigation strategies, the city aims to build and maintain public trust.

**Reporting and Documentation:** Regular reporting mechanisms, including monthly or quarterly reports and an online portal, ensure accountability. The plan prioritizes feedback sessions, surveys, and social media listening to continually adapt and refine communication strategies.

In essence, the City of Walhalla's Communication Plan is a dynamic framework poised to elevate community connection, foster inclusivity, and create an informed, resilient and engaged population. Through these efforts, Walhalla aspires to not only be a city with a rich history, but a thriving and forward-looking community poised for a vibrant future.

## Introduction:

- The City of Walhalla, founded in 1850 and situated in Upstate South Carolina, boasts a rich heritage as the county seat of Oconee County. It serves as the hub for various county and school administrative offices and is surrounded by the picturesque Blue Ridge Mountains and the refreshing Chattooga River. Walhalla is set to become the endpoint for South Carolina's longest pedestrian and bicycle trail, The Palmetto Trail, and features the newly constructed Stumphouse Mountain Bike Park with world-class mountain biking trails. Positioned in the Northwest corner of the state, Walhalla serves as a gateway to mountain adventures, offering access to local hiking trails, spectacular waterfalls, Lake Jocassee and numerous smaller mountain lakes and Western North Carolina cities, such as Highlands and Cashiers. With its quintessential southern charm and rich heritage, Walhalla proudly stands as the “Garden of the gods” on the "Main Street to the Mountains."
- The City of Walhalla comprises a population of 4,076 individuals, characterized by a median age of 40.6 years. The demographic distribution reveals a majority of 56.2% female and 43.8% male residents. The local labor force encompasses 1,724 individuals, contributing to an unemployment rate of 13.7%. Notably, 77.7% of the populace has attained a high school diploma, GED, or higher educational qualifications. Analyzing the age distribution, 36% fall within the 18-44 age bracket, while 24% are aged 60 and above. Additionally, 20% of the population falls within the 45-59 age range, and an equivalent percentage consists of individuals under the age of 18. (*Source: US Census Bureau, 2020; American Community Survey, 2022*)

## **Objectives:**

### **1. Public Awareness:**

- Increase public awareness of city services, initiatives, and events.
- Inform public of ways to report water and sanitation issues

### **2. Community Engagement:**

- Foster community engagement and participation in local governance and decision-making processes.

### **3. Transparency and Accountability:**

- Enhance transparency by providing clear and timely information about government activities and decisions.
- Promote accountability by keeping residents informed about the use of public resources.

### **4. Emergency Preparedness:**

- Develop effective communication strategies for emergencies, ensuring that residents are well-informed and can take appropriate actions.

### **5. Promotion of Local Economy:**

- Showcase the City as a desirable place to live, work, and do business to attract investment and stimulate economic growth.
- Highlight the benefits economic development has for all.

### **6. Tourism Promotion:**

- Promote the City's attractions, cultural events, and tourism opportunities to attract visitors and boost the local economy.
- Increase public awareness of the benefit of tourism to the overall well-being of the City and how it benefits its citizens.

### **7. Infrastructure and Development Updates:**

- Communicate information about ongoing infrastructure projects, urban development plans, and improvements to services and programs to enhance the quality of life for residents.

### **8. Education and Services Awareness:**

- Increase awareness of educational programs, social services, and resources available to residents.

**9. Environmental Initiatives:**

- Communicate and promote environmentally friendly initiatives and programs to encourage sustainable practices among residents.

**10. Crisis Communication:**

- Develop strategies for effective communication during crises, ensuring residents receive accurate and timely information to protect their safety and well-being.

**11. Social Inclusion:**

- Foster a sense of social inclusion by reaching out to diverse communities within the City, ensuring that communication is accessible and inclusive.

**12. Feedback:**

- Establish accessible channels for residents to provide feedback and suggestions, creating a two-way communication flow.

**13. Brand Building:**

- Build and maintain a positive city image, reinforcing the city's unique identity, culture, and values.

**14. Legislative Communication:**

- Inform residents about new laws, policies, and regulations affecting the community.

**15. Data Privacy and Security:**

- Ensure the responsible and secure handling of resident data, maintaining trust in the city's communication practices.

**16. Employee Communication:**

- Enhance internal communication among city employees to ensure alignment with organizational goals and effective collaboration.

## **Target Audience:**

### **1. Adult Residents (18-44 years old):**

- This segment constitutes 36% of the population and is likely to be involved in the workforce, education, and local community activities. Communication efforts can focus on issues relevant to this age group, such as employment opportunities, educational programs, and community events.

### **2. Senior Residents (60 years and older):**

- Comprising 24% of the population, this demographic is likely to be interested in services, programs, and events catering to seniors, including healthcare resources, recreational activities, and community engagement opportunities.

### **3. Middle-Aged Residents (45-59 years old):**

- This segment, representing 20% of the population, may be targeted with communication related to family services, career development, and community involvement. Messages could address the unique needs and interests of this age group.

### **4. Youth and Families (Under 18 years old):**

- With 20% of the population falling into this category, communication efforts can focus on resources, youth programs, and family-oriented events. Engaging parents and guardians is also crucial for the well-being of this demographic.

## **Communication Channels:**

### **1. City Website:**

- A comprehensive and user-friendly website serves as a central hub for official information, announcements, and resources, highlighting important information and links.

### **2. Social Media Platforms:**

- Utilize popular platforms such as Facebook, Instagram, and YouTube for real-time updates, community news, economic opportunities, events and sharing visual content.
- Consider a City app

### **3. Email Newsletters:**

- Newsletters can be a form of communication, distributed to residents, businesses, and Council Members, delivering information about City news, events, and initiatives.

### **4. Press Releases:**

- Distribute press releases to local media outlets to share important city announcements, achievements, and updates.

### **5. Public Meetings:**

- Ensure public meetings are advertised and open to the public.
- Provide opportunities for public comment at regular City Council meetings.
- Take advantage of technology that allows for livestream or recorded Council meetings to increase public information and engagement.

### **6. Community Events:**

- Participate in and host community events to connect with residents in-person and share information about city services and initiatives.

### **7. Local Newspapers and Magazines:**

- Advertise in or contribute articles to local newspapers and magazines to reach a broader audience.
- Engage with regional print and television networks.

### **8. Outdoor Signage:**

- Use strategically placed outdoor signage to convey important messages and promote city events.



**9. Community Flyers and Brochures:**

- Distribute printed materials in public spaces, community centers, and local businesses to reach residents who may not be active online.

**10. Community Partnerships:**

- Collaborate with local organizations, schools, and businesses to leverage their communication channels and reach a wider audience.

**11. Text Messaging Alerts:**

- Implement and maintain an emergency notification system and phone/text messaging alerts for critical updates and urgent information.

**12. Interactive Maps and Infographics:**

- Use visual aids, such as interactive maps and infographics, to simplify complex information and engage the audience.

**13. Employee Communication Channels:**

- Implement internal communication channels for City employees to ensure alignment with organizational goals and effective collaboration.
- Be transparent when communicating City plans and actions with City employees.
- Create a secure communication channel and process for employees to report concerns and potential misuse/waste of public funds and resources.

## **Risk Management:**

### **1. Misinformation and Miscommunication:**

- Risk: Incorrect or misleading information can be disseminated and amplified, leading to confusion and potential harm.
- Mitigation: Implement rigorous fact-checking processes, provide clear sources for information, and correct inaccuracies promptly.

### **2. Crisis Communication Challenges:**

- Risk: Cities may face unexpected crises, and the communication team must respond swiftly and effectively.
- Mitigation: Develop a comprehensive crisis communication plan, conduct regular drills, and ensure a designated spokesperson is prepared for media interactions.

### **3. Lack of Public Trust:**

- Risk: Negative perceptions or a lack of trust in the city government can impact the effectiveness of communication efforts and make the public vulnerable to distorted or incorrect information.
- Mitigation: Consistently demonstrate transparency, honesty, and accountability in communications. Disseminate accurate information on a regular basis explaining government actions and the reasons behind them. Actively engage with the community to build trust over time.

### **4. Social Media Backlash:**

- Risk: Controversial or unpopular decisions can lead to rapidly amplified negative sentiment and false perceptions on social media platforms.
- Mitigation: Monitor social media channels periodically and address inaccuracies, when needed. Have a clear social media policy in place.

### **5. Data Privacy Concerns:**

- Risk: Mishandling or unauthorized access to resident data can lead to privacy concerns.
- Mitigation: Implement robust data protection measures, comply with relevant privacy regulations, and communicate clearly about how resident data is handled.

#### **6. Language and Cultural Sensitivity:**

- Risk: Communications may unintentionally offend or exclude certain demographic groups due to language or cultural insensitivity.
- Mitigation: Seek to use inclusive language and diverse perspectives in communication planning.

#### **7. Community Resistance to Change:**

- Risk: Public resistance or backlash may occur when introducing changes or new policies.
- Mitigation: Engage the community early in the decision-making process, communicate the rationale for changes clearly, demonstrate the community benefit and address concerns proactively.

#### **8. Overreliance on Specific Channels:**

- Risk: Relying too heavily on a single communication channel can lead to information gaps.
- Mitigation: Diversify communication channels, taking into account the preferences and accessibility of different segments of the population.

#### **9. Unforeseen External Events:**

- Risk: Natural disasters, public health emergencies, or other external events can disrupt communication plans.
- Mitigation: Develop contingency plans for unexpected events, maintain flexible communication strategies, and collaborate with relevant authorities.

#### **10. Internal Communication Breakdowns:**

- Risk: Inadequate communication within the city organization can lead to conflicting messages and inefficiencies.
- Mitigation: Establish clear internal communication protocols, ensure all departments are informed, and promote a culture of open communication among city employees.

#### **11. Political Interference:**

- Risk: Political pressure or interference in communication can compromise the impartiality and transparency of information.
- Mitigation: Uphold principles of neutrality and transparency, and establish guidelines to maintain the independence of the communication function.

## **Reporting and Documentation:**

- **Monthly or Quarterly Reports:**

- Provide councilmembers with comprehensive reports outlining key communication activities, metrics, and outcomes.
- Provide the public with quarterly reports, or more frequently, as required by circumstances.

- **Annual Communication Reports:**

- Compile communication data summarizing the year's achievements, challenges, and future goals within the annual State of City report.

**Conclusion:**

- Continuously monitor and adapt communication strategies, providing regular communications to the public.
- Regularly update key messages based on community needs and feedback.
- Establish a communication team-staff position (see attached, Community Relations Officer).
- Invest in ongoing training for the communication team.
- Stay informed about emerging technologies and communication trends.
- Foster a culture of continuous improvement and learning within the communication team.
- Regularly review and update the crisis communication plan in response to lessons learned.
- Maintain a proactive approach to community engagement and feedback.
- Improve internal communication channels.
- Foster collaborations with local organizations to amplify communication efforts.

*Stonebridge Enterprises*  
*Builders of Custom Metal Structures*

1303 Allen farm Rd. Lavonia, Ga. 30553

Date: Feb. 12th 2024

Cell # 706-491-8227

[www.stonebridgestructures.com](http://www.stonebridgestructures.com)

Customer Name: Walhalla Water Dept.

Address:

Email to: [Rprice@cityofwalhalla.com](mailto:Rprice@cityofwalhalla.com)

City: Walhalla

State: SC

Zip:

Details of job.

Frame all walls of shop to install vertical sheeting.

Frame out for (1) 14 x 16 barrel door with chain hoist operators.

Frame out for (2) 12 x 12 barrel door with chain hoist operators.

Frame out and install (3) 36 x 80 walk in doors.

Cost for building enclosure is \$15,835.00

Cost for doors if elected.

14 x 16 barrel door cost is \$2,850.00 plus \$250.00 to install.

12 x 12 barrel doors cost are \$2,240.00 each plus \$200.00 per door to install.

36 x 80 walk in doors cost \$300.00 each no install fee.

Thanks! Johnny Cox