

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mr. Tyler Jordan, Councilman

Mr. Danny Edwards, Mayor

Mr. Grant Keehn, Councilman  
Mr. David Underwood, Councilman  
Mr. Michael Kozlarek, City Attorney  
Mr. Timothy B. Burton, City Administrator

**AGENDA  
WALHALLA CITY COUNCIL  
May 17, 2022  
5:30 PM  
Walhalla Depot  
211 S College St, Walhalla, SC**

**CALL TO ORDER & WELCOME**

**Mayor Edwards**

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**April 19, 2022**

**PUBLIC COMMENT (Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2020-17)**

**ADMINISTRATOR COMMENTS**

**Brandon Burton**

**READING OF PROCLAMATIONS, RESOLUTIONS, AND ORDINANCES**

**Mayoral Proclamation**

**PROCLAMATION FOR PUBLIC WORKS WEEK**

**First and Final Reading of Resolutions**

**Second, Final Reading and Public Review of Ordinances: (Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2020-17)**

**ORDINANCE 2022-2 AN ORDINANCE TO AMEND ORDINANCE 1976-5 AN ORDINANCE TO AMEND SECTION 22-85, PROHIBITING THE POSSESSION IN OPEN CONTAINERS AND CONSUMPTION OF WINE, BEER, ALE, PORTER OR OTHER SIMILAR MALT OR FERMENTED BEVERAGES IN PUBLIC AREAS OF THE CITY OF WALHALLA AND OTHER MATTERS RELATED THERETO- MR. PACE**

Mr. Danny Edwards, Mayor

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mr. Tyler Jordan, Councilman

Mr. Grant Keehn, Councilman  
Mr. David Underwood, Councilman  
Mr. Michael Kozlarek, City Attorney  
Mr. Timothy B. Burton, City Administrator

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**ORDINANCE 2022-3 AN ORDINANCE TO AUTHOURIZE LEASE PURCHASE OF SANITATION TRUCK – MR. JORDAN**

**First Reading of Ordinances:**

**ORDINANCE 2022-4 AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR GENERAL, WATER, SEWER, AND HOSPITALITY FUNDS, HEREIN KNOWN AS THE "UNIFIED BUDGET OF THE CITY OF WALHALLA, SOUTH CAROLINA" FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023, AND OTHER MATTERS RELATED THERETO.**

**DISCUSSION AND/OR ACTION ITEMS**

1. Authorize supplemental funding for Walhalla Swimming Pool Restroom project.
2. Discuss designation of motorcycle parking spaces in the City Parking Lot.

**COMMITTEE REPORTS**

**MAY 3, 2022**

**WALHALLA**  
SOUTH CAROLINA  
Recreation/Mr. Woodward  
Public Works/Mr. Jordan  
Police/ Mr. Underwood  
Utilities/Mr. Keehn  
Fire/Ms. Melendez  
Community Development/Ms. Melendez  
General Gov't-Finance/Mr. Pace

**EXECUTIVE SESSION**

1. Discussion of appointments to boards and commissions.
2. Discussion of a personnel matter concerning all department heads.

**MAYOR COMMENTS**

**Mayor Edwards**

**ADJOURN**

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**MINUTES OF THE REGULAR MEETING  
OF THE WALHALLA CITY COUNCIL  
APRIL 19, 2022, 5:30 PM**

**Present-** Mayor Danny Edwards (via Zoom), Mayor Pro-Tempore Danny Woodward, Administrator Brandon Burton, Councilman David Underwood, Councilwoman Sarai Melendez, Councilman Keith Pace, Councilman Grant Keehn, Councilman Tyler Jordan

**Absent:**

**Guests:** Public. Media. Other Staff.

Mayor Pro-Tempore Danny Woodward called the meeting to order at 5:30 PM.

Mayor Pro-Tempore Danny Woodward led the moment of silence.

Councilman Keith Pace led the Pledge of Allegiance.

Mayor Pro-Tempore Danny Woodward asked for a motion to approve the agenda. Councilman Pace made the motion, Councilman Jordan second.

Mayor Pro-Tempore Danny Woodward asked for a motion to approve the City Council Minutes from March 15, 2022. Councilman Pace made the motion, Councilman Keehn second. Mayor Pro-Tempore Danny Woodward called for vote. All voted in favor.

Mayor Pro-Tempore Danny Woodward called for public comment and went over rules of meeting as it pertained to public comment.

Ken Sloan, President and CEO of Visit Oconee, was the first public comment regarding the greenway project. He detailed how far the city has come since 2008, when the Palmetto Trail, the Stumphouse Bike Park and the greenway project were first introduced. He discussed the growing tourism-based economy these new projects have brought to the area. Mr. Sloan reminded the council that investors invested in the city based on the promise of these plans and projects and asked that the council remember this when they vote on the greenway.

Luther Lyle, representative of the Museum of Cherokee in South Carolina, thanked the city for their support of the museum and shared plans for celebrating their 10 year anniversary with a 2<sup>nd</sup> Annual Kituwah, in cooperation with Main Street Walhalla. He added a personal note at the end of his comments by stating that he supports the greenway project.

John Powell, owner of Powell Real Estate Agency and realtor for 49 years, born and raised in Walhalla, and even served on the city council for two terms. He discussed the improvements to the city, specifically Main Street, he has over the last several years. He highlighted how businesses started coming to town because of these changes. Mr. Powell shared statistics and

compared these numbers to previous statistics, prior to these improvements. He spoke about the projects that are responsible for economic growth and encouraged the council to continue to move forward with growing the city and not to go backwards. Mr. Powell also reminded the council of the investors who invested in the city based on the promises of these project, such as the greenway. He asked the councilmembers to keep their promise to these investors and continue to create a lifestyle environment for families.

David Lyle, resident of Walhalla, shared a map of early Walhalla from 1890 that showed how the Germans, who founded the town, intended for a greenway to be a part of the city's plan. Mr. Lyle further discussed his support for the greenway project.

Janet Smalley, resident of Walhalla, retired schoolteacher, and volunteer for Walhalla Partners in Progress, spoke about her support for the greenway.

Dan Pollock, county resident, spoke about his support for the greenway and the reasons he believes it will be good for the city. He encouraged the council to vote the project through.

Bruce Justice, business owner and property owner in Walhalla, spoke about his support for the greenway and vented his frustrations regarding the talk of the greenway project being cancelled.

David Lecroy, resident of the Keowee community, spoke out against the greenway project and gave his reasons for why the greenway is not necessary.

Lorelei Swanson, resident of Mountain Rest and volunteer for the city of Walhalla, spoke about her support for the greenway project and gave examples for why this would be good for the families in our community.

Jim Mann, resident of Walhalla, shared his concerns regarding the greenway and the financial impact it will have on everyone in the city, including those who don't have the ability to increase their earnings. He further detailed the reasons behind his concerns and asked the council to consider both sides when making their decision.

Lana Justice, property owner in Walhalla, reiterated the promise that was made to businesses and investors regarding the building of the greenway project and how now that promise is being reconsidered. She encouraged the council to do the right thing for the town and its future and move forward with the construction of the greenway.

Cliff Powell, resident and business professional in Walhalla, shared his support for the greenway project and discussed the reasons this project would benefit the city.

Kelvin Bryant, resident of Walhalla and Planning Commissioner, discussed his support for the greenway project.

Christina McDowell, resident of Walhalla, shared her opposition to the greenway project for now. She discussed other issues within the city that need to be addressed before funding the greenway project. Mrs. McDowell spoke about prioritizing the needs of the residents who live in the community and not making decisions based on the needs of people passing through. She shared her personal struggles with the affordability of living here and fears that this project will increase the financial difficulty for her and others in similar situations.

Lisa Holbrook, resident of Walhalla, is in support of the greenway and shared her opinion based on the town she lived in prior to moving to Walhalla. Her previous hometown had a greenway that greatly benefited the community and their families.

Lynn McClain, resident of Walhalla and business owner, discussed the businesses in town who do not maintain the appearance of their buildings and the need for enforcement to keep up the repairs and the appearances of these buildings. She spoke about the litter from food trucks left in front of her business, and if these food trucks are going to be permitted to do business there, they need to be responsible for cleaning up their trash.

Mayor Pro-Tempore Danny Woodward asked if there was anyone else for public comment. There was not, so public comment was closed. Mr. Woodward thanked everyone who attended and spoke at the meeting.

Councilman Grant Keehn interjected and asked if he could make a motion to move up the last item on the agenda to be discussed first for the people who were at the meeting regarding the greenway funding, rather than having them sit through the entire meeting. Councilmembers discussed. Councilman Keehn made a motion to amend the agenda to move up the discussion for the greenway funding, Councilman Jordan second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. Supermajority voted in favor.

Councilman Grant Keehn started the discussion by asking the audience members from the community who would be willing to contribute their own money to fund the greenway. He followed that question by asking who would contribute their neighbor's money, or the poorest people's money to fund the greenway. Audience members wanted an explanation of what Councilman Keehn meant, as he continued to discuss his stance on the issue. Councilwoman Sarai Melendez spoke up and asked for the meeting to be called back to order. She explained to Councilman Keehn that the discussion is between council since the public comment session was closed.

Councilman Keehn continued by making a motion to take the money from the greenway fund, that originally came from water customers, and return it to the water fund which it came from. Councilman Jordan second. Councilman Underwood asked how the water money was moved to the greenway fund. Administrator Burton gave the explanation. Mayor Edwards added to the explanation. Councilmembers continued the discussion and expressed their individual opinions. Councilman Pace made the motion to call to question and stop all debate. Mayor Pro-Tempore Danny Woodward called for vote. The majority voted to end debate. The next call for

vote was in response to returning the money from the greenway project to where it came from originally. Mayor Pro-Tempore Danny Woodward called for vote. Majority opposed and motion did not pass.

Mayor Pro-Tempore Danny Woodward called meeting back in session. Next on the agenda is the resolution proclaiming April 29, 2022, as Arbor Day in the city of Walhalla. Administrator Brandon Burton read Resolution 2022-6, proclaiming April 29, 2022, as Arbor Day in the city of Walhalla. Councilman Pace made a motion for this resolution, Councilman Jordan second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Councilman Keith Pace made a motion for the first reading on Ordinance 2022-2, which is an ordinance to amend Ordinance 1976-5, an ordinance to amend section 22-5 85, prohibiting possession and open containers and consumption of wine, beer, ale, porter, and other similar malts or fermented beverages in public areas of the city of Walhalla and other matters related thereto. Councilman David Underwood second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Councilman Tyler Jordan discussed Administrator Burton working on getting a lease for a new trash truck. Administrator Burton explained that, by law, anytime we enter a lease purchase we must have an ordinance in place. Once the ordinance is approved the purchasing of the truck can move forward. Councilman Jordan made a motion for the first reading of Ordinance 2022-3 to authorize the lease, Councilman Grant Keehn second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Mayor Pro-Tempore Danny Woodward continued with the discussion and other actions portion of the meeting. The first item discussed was the authorization of the agreement between the YMCA and the city pool, and a request for the use of the gym. Administrator Burton discussed the agreement with the YMCA, as well as their request for use of the gym for their summer camp space. Councilman David Underwood made a motion that to allow Administrator Burton to sign the agreement with the YMCA. Councilman Tyler Jordan second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Mayor Pro-Tempore Danny Woodward moved to the next item on the agenda, authorization of contract with Lowe Electric for LED lights for Sertoma's 10 and under back field. Administrator Burton explains that the city received a \$30,000 grant from Oconee County PRT to help with upgrades. Councilman Pace made the motion for authorization of contract with Lowe Electric, Councilman Underwood second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Mayor Pro-Tempore Danny Woodward continued with the third item on the agenda to authorize contact with Fortline Waterworks for an additional 500 radio-read meters. Councilman Pace made a motion to authorize contract with Fortline Waterworks, Councilman Jordan second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Mayor Pro-Tempore Danny Woodward continued with the fourth item on the agenda for discussion of contracts to install flow monitoring stations for sewer. Administrator Burton explained the need for flow monitoring stations and the locations of these stations. Councilman Pace made a motion for discussion of contract to install flow monitoring stations for sewer, Councilman Jordan second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Mayor Pro-Tempore Danny Woodward continued with the fifth item on the agenda for discussion of request for long-term rental of the Walhalla Depot. Administrator Burton discussed a request from a fledgling church group to rent the depot every Sunday for the rest of the 2022 year. Administrator Burton verbally agreed to the request for the next three months but wanted to present it to council for a decision to rent the depot, every Sunday, for the rest of the year. Councilmembers discussed pros and cons. Councilman Underwood made a motion to move forward with the request, Councilman Keehn second. Mayor Pro-Tempore Danny Woodward called for vote and discussion. All voted in favor.

Council moved to Committee Meeting reports from April 5, 2022. Councilman Underwood and Councilwoman Melendez discussed funding for improvements to the city pool bathrooms due to safety issues. Administrator Burton agreed and said he would look at the budget to see what could be worked out. Mayor Danny Edwards added that Walhalla Partners for Progress has money in their account for the pool, approximately \$1400, that would help towards repairs. Councilwoman Melendez continued by adding that the lead organizer, Mrs. Carpenter, is having a workshop for the community garden and is requesting an area to be mowed and weeded. Other councilmembers reported on Committee Meeting from April 5, 2022.

Mayor Pro-Tempore Danny Woodward called for motion to adjourn. Councilman Underwood made motion to adjourn, Councilwoman Melendez second.

Meeting is adjourned.

National Public Works Week Proclamation

May 15–21, 2022

“Ready and Resilient”

WHEREAS, public works professionals focus on infrastructure, facilities, emergency management, and services that are of vital importance to sustainable and resilient communities and the public health, high quality of life, and well-being of the people of **City of Walhalla, South Carolina**; and,

WHEREAS, these infrastructures, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are federally mandated first responders, and the engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in **City of Walhalla, South Carolina** to gain knowledge and maintain ongoing interest and understanding of the importance of public works first responders and public works programs in their respective communities; and,

WHEREAS, the year 2022 marks the 62<sup>nd</sup> annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, **Danny Edwards**, do hereby designate the week May 15–21, 2022, as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City fo Walhalla,

DONE at the **City of Walhalla, South Carolina** this 17th day of May 2022.

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**Mayor Danny Edwards**

**MINUTES OF THE COMMITTEE MEETING  
OF THE WALHALLA CITY COUNCIL  
May 3, 2022 5:30 PM**

**Present:** Mayor Danny Edwards, Mayor Pro-Tempore Danny Woodward (via Zoom), Administrator Brandon Burton (via Zoom), Councilman Keith Pace, Councilwoman Sarai Melendez, Councilman Grant Keehn, Councilman David Underwood, Councilman Tyler Jordan

**Absent:**

Mayor Edwards Opened the committee meeting at 5:30 PM

A moment of silence was observed

The Pledge of Allegiance was led by Councilman David Underwood.

Mayor Edwards opened meeting by introducing the City Attorney, John Mosser. He will assume the duties of the Parliamentarian for this meeting. Mayor Edwards reminded the public that this meeting was a Committee Meeting and not the regular City Council Meeting.

Mayor Edwards called for a motion to approve the agenda. Councilman Pace made the motion to approve the agenda, Councilman Jordan (?) second. Mayor Edwards called for a vote. All voted in favor.

Committee Reports were given by respective department heads.

**Parks and Recreation- Mr. Woodward, Chair**

Director John Galbreath reported:

Councilwoman Melendez read report

Baseball & softball- games started April 18, 2022.

Mowing fields

Marking fields for sports

Getting the pool ready

Worked with sewer to lower the manhole at Chicopee field

Councilwoman Melendez introduced Dr. Swanson to give an update on bike park project. Dr. Swanson informed everyone that the project was on schedule with plans to open May 7, 2022, at 10:00 am. She gave more details for those who were unaware of the project.

**Public Works- Mr. Jordan, Chair**

Director Russ Price reported:

April the City of Walhalla picked up:

216 -tons of residential garbage

110 -tons of commercial garbage

-tons of furniture

78 -tons of recyclable brush

-tons of mattresses

Roll Carts for April  
29 Delivered  
10 Picked up  
5 Repaired and Replaced

We will continue cleaning up leaves, brush, trash, cleaning storm drains, trimming trees, grass cutting, and other routine maintenance.

Helped with events  
Updated trucks status  
Painted fence at Chicopee field  
2 CDL driver positions available

**Police- Mr. Underwood, Chair**

Interim Chief Tim Rice reported:

2 positions available: Permanent Chief position and 1 Patrol Officer

Continued mentoring at JMB  
70 JMB students visited PD  
"Caught Being Good" awards and pizza party at WMS- 8 students  
New hire, Asa Thompson, graduating from academy May 13th  
All officers attended and completed Emergency Vehicle Operations Training  
Sgt Sanders and Sgt McCall completed specific skills instructor class  
Two promotions: Hunter McCall and Parker Scruggs promoted to CPL  
Cpl Scruggs was recognized as Officer of the Quarter  
Meetings for those interested in a startup neighborhood watch program  
Officer Mark Mealy completed Code 3 Vehicle Equipment training in Anderson  
National Police Week, May 15<sup>th</sup>, will be recognizing and providing a meal for all our officers

1199 total calls for service  
341 traffic stops  
7 traffic collisions  
45 incident reports filed  
0 pursuit  
1 response to resistance  
95 citations/293 warnings issued  
15 arrests made/1 juvenile referral  
291 extra patrols  
44.5 hours of overtime  
309 hours of training

Councilmembers asked questions regarding overtime. Interim Chief Rice answered all questions.

**Utilities- Mr. Keehn, Chair**

Director Scott Parris reported:

April 2022

New Water Taps - 22

New Sewer Taps -

New water contracts-

Emergency Locates -

Sanitation delivery work orders –

Sanitation pick up work orders -

Meter box changes -

Meter change outs - 27

Work Orders -

Sewer Work Orders -

New development service inquiries – “a lot of interest”

-Mr. Parris discussed new developments- received new construction permits for development on Airy Springs/Hefner Rd

-Waterline extension sent to DHEC

-Working closely with fire department and design engineering firms on two industrial projects at Industrial Park on Hwy 11

4 full-time positions/3 part-time positions available- no applicants

**Main Street (General Gov't)- Mr. Pace, Chair**

Director Libby Imbody gave report:

166 - volunteer hours

Painted bench

Monthly Merchant Meet-up

Hosting Economic Development Training April 7-8

Discussed Main Street stats and upcoming events

Farmer's Market on Friday @ 4:00 pm

Social media stats- Facebook and Instagram growing

Working on tree lighting project

Several new businesses and prospective new businesses

**Fire and Codes- Ms. Melendez, Chair**

Chief Will Bates gave report:

123 Fire responded to calls for services- 54 fire, 69 medical/rescue

33 mutual aid calls

55 calls inside city, 68 outside

179 hours on incidents

378 hours of training

2 part-time positions

Completed hose testing

Hydrant testing this month

Several members are attending classes this month

Fire Marshall- Several new businesses looking to enter the city. Marshall Sanford performed 5 walk throughs for possible new businesses. Still completing business inspections, as needed.

Fire prevention and life safety- Staff members completed events: JMB Mayfest, Earth Day Festival, and Issaquena Last Ride Bike Race. Still promoting the risk reduction program, in contact with several schools.

34 business inspections

28 pre-plans

1 rental inspections

1 CL alarm installations

1 smoke installations

Emergency Management- Called to Yellow Branch Falls for hiker in distress and another for ankle injury.

**General Government- Mr. Pace, Chair**

Administrator Burton gave report:

Water Treatment Plant landscaping contract is complete.

Waterline improvement RFP for Poplar Springs and N. Hwy 11 is closed, only received one response. Will workout details with County Administrator

Codification process still ongoing

Attending a month-long management and supervision course every Thursday morning in Greenville, with Fire and Police Chiefs

Assisted with Issaquena's last ride

Working on budget document

Elijah Hayes gave the report on new business licenses, codes, and zoning permits.

Business licenses renewals

8 zoning permits

42 business licenses

sign permits

1 food truck permits

5 violations- verbal/ written

Mayor Edwards called for public comment. Mayor Edwards went over rules of meeting as it pertained to public comment.

Joellen Craig, Walhalla resident, opposed to greenway for now.

John Powell, business owner and Walhalla resident, in favor of greenway.

Kathy Plowden, Walhalla resident, in favor of greenway.

Wayne Smalley, Walhalla resident, in favor of greenway.

Karen Benson, business owner, opposed to greenway.

François (?), Walhalla resident, in favor of greenway.

Sherry Koban, Walhalla resident, in favor of greenway.

Sonya Martin, business owner, opposed to greenway for now.

Deidre Thomas, Walhalla resident, in favor of greenway.

Corey Black, business owner, in favor of greenway.

Andrew Smith, local Attorney and Mountain Rest resident, in favor of greenway.

Shawna Schuerr, Mountain Rest resident, opposed to greenway.

Randy Campbell, Walhalla resident, opposed to greenway.

Jim Mann, Walhalla resident, suggested the council lay out a plan to share with the residents of the city for the residents to consider in hopes to unify the community. He also encouraged the city to make a responsible fiscal decision, and not from emotions.

Rebecca Moore, Walhalla resident, opposed to greenway.

Dusten Bybee, Walhalla resident, in favor of greenway.

Bruce Justice, business owner, in favor of greenway.

Josh Holliday, Walhalla resident, in favor of greenway.

Caroline Harris, Mountain Rest resident, in favor of greenway.

India Lancaster, Walhalla resident, opposed to greenway.

Amy Talley, Walhalla resident, says she does not know how she feels about the greenway. She just wants everyone to hear the plan before they oppose it so strongly.

Josh Thomas, Walhalla resident, praised Sarai for her response to comments previously made about her. He also spoke about issues being discussed regarding the water and sewer concerns.

Public comment concluded.

**Action/Discussion: Administrator Burton**

Councilman Grant Keehn discussed financial concerns with funding greenway, rather than take care of necessities and people in the community. He strongly opposes the greenway. He suggested a referendum for people in the community to vote on greenway but did not propose one. If people in the community are against the greenway, Councilman Keehn suggests they do the referendum.

Councilwoman Sarai Melendez addressed and responded to Councilman Keehn and other council members requesting time to seek legal advice regarding the referendum mentioned. Councilwoman Melendez also stated the time she and Councilman Underwood arrived at the meeting. She discussed the grant for the water department. Councilwoman Melendez further discussed other concerns and clarified some comments that had been made.

Mayor Edwards called for motion to be made to move the 2023 budget before full council for discussion and vote. Councilman Pace made the motion, Councilman Jordan second.

Mayor Edwards spoke to the group regarding the General Fund Revenue Report.

Councilman Keith Pace expressed his thoughts on the role of the council and their responsibility to the residents in the community.

Councilman Grant Keehn requested to hear from Administrator Burton regarding how the greenway will affect his ability to run the city. Administrator Burton explained how the greenway will impact the workload before and after construction.

Mayor Edwards called for a motion to be made to close out the Committee Meeting. Councilman Keehn made the motion. Mayor Edwards concluded Committee Meeting.

Mayor Edwards called for a motion to be made to move to Executive Session. Councilman Jordan made the motion, Councilman Pace second. Mayor Edwards called for a vote. All voted in favor.

Meeting adjourned.

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

ORDINANCE 2022-2

CITY OF WALHALLA )

**AN ORDINANCE TO AMEND ORDINANCE 1976-5 AN ORDINANCE TO AMEND SECTION 22-85, PROHIBITING THE POSSESSION IN OPEN CONTAINERS AND CONSUMPTION OF WINE, BEER, ALE, PORTER OR OTHER SIMILAR MALT OR FERMENTED BEVERAGES IN PUBLIC AREAS OF THE CITY OF WALHALLA AND OTHER MATTERS RELATED THERETO**

BE IT ORDERED AND ORDAINED by the Governing Body of the City of Walhalla in Council duly assembled and by the authority of the same:

I

SECTION 22-85, of the Ordinances of the City of Walhalla, is hereby amended, in toto, so as to read as follows:

SECTION 22-85(A): It shall be unlawful for any person to drink or to have in their possession in an open container beer, ale, porter or other similar malt or fermented beverages on any public street, sidewalk, alleyway, park, playground or other public place within the Corporate Limits of the City of Walhalla.

SECTION 22-85(B): Public places as defined by this Ordinance shall include, but is not limited to, any business, store, office or structure to which the public is invited to conduct business or to visit, including parking lots adjacent thereto, unless same has been lawfully licensed to sell such beverages or unless the same has received from The South Carolina Alcoholic Beverage Control Commission a license to allow on-premises consumption of alcoholic beverages, beer, or wine. Exceptions to this are current sidewalk encroachment permits as defined by Ordinance 2014-8 and/or permitted events as defined by Ordinance 2021-23.

- A) Except as otherwise provided in subsections b, below, it shall be unlawful for any person, in a public place, within the corporate limits of the City, to publicly engage in the possession of an open container of or consume an alcoholic beverage, intoxicating liquors, beer, ale, porter, wine, any other similar malt or fermented beverage. This restriction does not apply to any public place licensed for the sale and consumption of alcoholic beverages by the State of South Carolina.
- B) The City Administrator may, at his/her discretion, grant a permit for the consumption of alcoholic beverages in public places, during special events and celebrations sponsored in whole, or in part, by the City. Such permit would be in written form and specify the times and areas, when and where alcoholic beverages may be possessed and consumed. In addition, the City Administrator is authorized to provide such other restrictions, regulations or requirements deemed appropriate to protect the interest of the public when granting a permit. Any establishment that has a permit authorizing the sale and consumption of alcoholic beverages for on premise consumption and wants to provide such service in sidewalk areas having a validly issued encroachment permit, must furnish to the City, a policy of insurance in the amount of two million dollars combined single limits bodily injury and property damage liability insuring the business establishment against any hazard which might occur by reason of the sale of alcoholic beverages in permitted encroachment area and must execute an agreement to hold the City harmless from any litigation of any manner or form. Businesses that obtain from the City encroachment permits are allowed to provide for the service and

consumption of alcoholic beverages on City streets and public property in such areas as the permit authorizes the encroachment. The service and consumption of food, non-alcoholic beverages, and alcoholic beverages in sidewalk encroachments is limited to patrons seated at tables or otherwise in the permitted, encroachment area. The permit may specify the permitted hours for service or consumption of alcoholic beverages but may not authorize such service between the hours of 12:00:01 AM and 09:59:59 AM.

- C) The provisions of this Section shall not be construed as an exception or waiver of any other City ordinance or South Carolina Law regarding any alcohol beverage(s) and should not be construed as affecting dram shop liability or other liability that any such establishment may be subjected to under law.
- D) For purposes of construing and interpreting this Ordinance, the following definitions shall apply:
1. *Alcoholic Beverage.* Any spirituous malt, vinous, fermented, brewed (whether lager or rice beer), or other liquors or a compound or mixture of them, including, but not limited to, a powdered or crystalline alcohol, by whatever name called or known, which contains alcohol and is used as a beverage for human consumption.
  2. *Person.* Any individual, firm, partnership, joint venture, syndicate or other group or combination acting as a unit, association, corporation, or other legal entity and shall include the plural, as well as singular.
  3. *Public Area.* Any public street, sidewalk, alley, publicly owned parking lot, or other public area within the City.

SECTION 22-85(C): It shall be a violation of this Ordinance for any person or persons to drink or consume any beer, wine, malt liquor, or other such alcoholic beverages or to have in their possession an opened container of same, while a passenger in any motor vehicle of any kind situate upon or using the public streets or any public place of the City of Walhalla, unless such public place is lawfully licensed to sell such beverages or unless the same has received from The South Carolina Alcoholic Beverage Control Commission a license to allow on-premises consumption of alcohol beverages, beer or wine.

SECTION 22-85(D): Any person violating this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be fined not more than One Hundred Dollars (\$100. 00) or imprisoned for not more than thirty (30) days.

## II

This Ordinance shall take effect immediately upon adoption and ratification by the City of Walhalla, and all other Ordinances, or parts of Ordinances, inconsistent with this Ordinance, as amended, are hereby repealed.

DONE AND RATIFIED in Council Assembled.

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Danny Edwards, Mayor

ATTEST:

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City Administrator

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

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

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

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

ORDINANCE NO. 2022-3

CITY OF WALHALLA )

**PROVIDING AUTHORIZATION FOR THE CITY TO ENTER A LEASE-PURCHASE OR OTHER SIMILAR AGREEMENT; AND OTHER RELATED MATTERS.**

**BE IT ORDAINED** by the Mayor and City Council of the City of Walhalla, South Carolina, the governing body of the City of Walhalla, South Carolina (“City”), that the City Administrator (“Adminsitrator”), acting on behalf of and for the benefit of the City, is authorized to arrange for and execute a lease or other similar agreement, as appropriate, as provided below.

***Section 1. Findings***

(a) The City may desire to acquire and finance various equipment, as more specifically listed on Addendum A and incorporated by reference, during the current fiscal year, in an amount not exceeding \$[] (collectively, “Equipment”), through means of borrowing money from a bank or other financial institution selected by the Administrator.

(b) It is in the best interest of the City to acquire the Equipment by entering into the Financing (defined below). The Financing will enable the City to acquire the Equipment, which is necessary for the City’s proper functioning.

***Section 2. Approval of Acquisition and Financing; Delegation of Authority.*** The City may acquire and finance the Equipment according to a lease purchase financing, or other means of financing, in an amount not to exceed \$350,000.00, which is repayable through annual appropriations from any legally available source, and the payment of which is provided for by the imposition of debt service millage (“Financing”). The Administrator shall endeavor to structure the Financing, so it does not count against the City’s constitutional debt limit.

The City authorizes the Financing, and the Administrator may determine all items related to Financing, for example (if and when applicable), the method and timing, any applicable notices, the form of all documents, the method for calculating interest, the dated and delivery dates, any early termination provisions. Each document related to the Financing, shall be executed in the name of the City with the manual or facsimile signature of the Administrator attested by the manual or facsimile signature of the City Clerk (“Clerk”), and authenticated by the registrar/paying agent.

***Section 3. Tax Covenant.*** The City covenants that no use of the proceeds of the Financing shall be made which, if that use had been reasonably expected on the date of issue of the Financing, would have caused the Financing to be an “arbitrage bond,” as defined in Section 148 of the Internal Revenue Code (“Code”). If, at the time of issuance, the City does not reasonably anticipate issuing in excess of \$10,000,000 in tax exempt obligations in the current calendar year, the City is authorized to designate the Financing as a “bank qualified tax-exempt obligation” within the meaning of Section 265(b)(3) of the Code.

All property provided by the net proceeds of the Financing will be owned by the City in accordance with rules governing ownership of property for federal tax income purposes.

The City shall not permit the proceeds of the Financing or any facility financed with the proceeds of the Financing to be used in any manner that would result (A) ten percent (10%) or more of such proceeds being considered as having been used directly or indirectly in any trade or business carried on by any natural

person or in activity carried on by a person other than a natural person other than a government unit as provided in Section 141(b) of the Code or (B) five percent (5%) or more of such proceeds being considered as having been used directly or indirectly to make or finance loans to any person other than a governmental unit as provided in Section 141(c) of the Code.

The City is not party to or nor will it enter into any contracts with and person for the use or management of any facility provided with the proceeds of the Financing that do not conform to the guidelines set forth in Revenue Procedure 2017-13.

**Section 4. Authorization to Execute.** The City Council authorizes the Administrator and Clerk to execute whatever documents and instruments as may be necessary to effect the issuance of the Lease.

**Section 5. General Repealer.** All orders, resolutions, and parts thereof in conflict herewith are to the extent of that conflict hereby repealed. This Ordinance shall take effect and be in full force upon adoption by the City Council.

**ENACTED** in Council duly assembled: May 17, 2022.

By: \_\_\_\_\_  
Danny Edwards, Mayor

(SEAL)

ATTEST:

By: \_\_\_\_\_  
Timothy B. Burton, City Administrator

Introduced By: \_\_\_\_\_ Mr. Jordan

First Reading: April 19, 2022

Second Reading: May 17, 2022

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mr. Tyler Jordan, Councilman

Mr. Danny Edwards, Mayor

Mr. Grant Keehn, Councilman  
Mr. David Underwood, Councilman  
Mr. Michael Kozlarek, City Attorney  
Mr. Timothy B. Burton, City Administrator

## MEMO

TO: Finance Committee

FROM: Timothy B. Burton, City Administrator 

RE: FY 23 Budget

DATE: 3 May 2022

On April 9, 2022, the proposed FY 2023 Annual Budget was presented. There are a few notable changes to the proposed budget.

1. The Planner-CD Director position was removed. This \$75,000 will be allocated to sewer/waterline work.
2. Going from 8% to 10% pay adjustment for fire, police, and CDL would cost an additional \$36,800.
3. The hospitality transfer was reduced by roughly \$30,000 to stay in line with state law. This will require some adjustments in the general fund.
4. There is a roughly 10% increase (\$110,000) in sewer fees from OJRSA. This was distributed after I assembled the proposed budget. The increase was derived due to a change in the calculation method at the final pump station at Coneross WRF. The final OJRSA budget has not been approved.
5. To eliminate the water transfer to sewer would take another 4% increase. This would generate the \$54,000 needed.
6. The attached spreadsheet shows the estimated rates and associated revenues. There are several options; increase the fee, take from fund balance, or reduce water and take it from there.
7. The attached draft budget ordinance includes a financial policy along with a lease purchase mechanism.

### **8. FUEL CONTINGENCY**

No final decisions must be made tonight. Finance committee will need to vote to send the proposed budget to full council. There will be two more opportunities to make adjustments prior to adoption. Please let me know how to proceed and if there are any other adjustments that need to be incorporated.



**STATE OF SOUTH CAROLINA )**

**COUNTY OF OCONEE )**

**ORDINANCE 2022-4**

**CITY OF WALHALLA )**

**AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR GENERAL, WATER, SEWER, AND HOSPITALITY FUNDS, HEREIN KNOWN AS THE “UNIFIED BUDGET OF THE CITY OF WALHALLA, SOUTH CAROLINA” FOR THE FISCAL YEAR BEGINNING JULY 1, 2022, AND ENDING JUNE 30, 2023, AND OTHER MATTERS RELATED THERETO.**

**WHEREAS,** The City of Walhalla desires to collect a tax and fee for the operation of the general fund and;

**WHEREAS,** The City of Walhalla desires to collect a fee for the operation of the water and sewer funds and;

**WHEREAS,** The City of Walhalla desires to collect a tax for the sole purpose of promoting tourism and/or tourism related activities and for the support of Main Street Walhalla and;

**WHEREAS,** the City of Walhalla finds it desirable to fund and promote the Main Street Walhalla programs and its endeavors and;

**WHEREAS,** The City of Walhalla recognizes the importance of long-range capital planning and;

**WHEREAS,** The City of Walhalla deems it necessary to establish a fund to meet those capital needs now and in the future;

**WHEREAS,** The City of Walhalla recognizes the importance of sound accounting and financial principles and;

**WHEREAS,** The City of Walhalla wishes to adopt a unified budget and;

**BE IT ORDAINED** by the governing body of the City of Walhalla in Council duly assembled and by the authority of the same:

## ARTICLE I

The following amounts are appropriated for fiscal year 2022-2023 of the City of Walhalla, Sc for operation and maintenance of the city and its utilities.

### Revenues

General Fund	\$6,345,496.18
Water	\$7,337,777.79
Sewer	\$1,461,448.69
Hospitality	\$285,000.00
<b>Total Revenues</b>	<b>\$15,429,722.66</b>

### Expenditures

<b>General Fund Total</b>	<b>\$6,345,496.18</b>
<i>Parks and Recreation</i>	\$487,037.16
<i>General Properties</i>	\$965,600.00
<i>Court</i>	\$76,936.53
<i>Street Department</i>	\$1,892,105.95
<i>Fire</i>	\$824,916.50
<i>Community Development</i>	\$135,684.87
<i>Administration</i>	\$624,665.58
<i>Police</i>	\$1,338,549.59
<b>Water Total</b>	<b>\$7,337,777.79</b>
<i>Water Billing</i>	\$302,703.92
<i>Water Crew</i>	\$4,717,543.90
<i>Water Plant</i>	\$2,317,529.97
<b>Sewer Total</b>	<b>\$1,572,028.69</b>
<b>Total Expenditures</b>	<b>\$15,255,302.66</b>

## **ARTICLE II**

### **SECTION 1.**

That the prepared general fund budget and the estimated revenue for the payment of same are hereby adopted and is made part hereof as fully as if incorporated herein and a copy thereof is hereto attached and also be known as the current approved fiscal year budget document;

### **SECTION 2**

The schedule of fees is listed in Appendix A of the current approved fiscal year budget document;

### **SECTION 3.**

That the City has complied with the S.C. Code 6-1-80 which requires that a municipality shall provide notice to the public by advertising the public hearing before the adoption of its budget for the next fiscal year in at least one South Carolina paper of general circulation in the area;

### **SECTION 4.**

That the tax to cover the period July 1, 2022 through June 30, 2023, both inclusive of the sums and in the manner hereafter mentioned is and shall be levied, collected and paid to the treasury of the City of Walhalla for the use and service thereof; that is a tax of eight dollars and forty cents (\$8.40) for every one hundred dollars (\$100.00) assessed value of all real estate and personal property owned and used in the City of Walhalla, except that which is exempt pursuant to South Carolina law, is levied and shall be paid to the City Treasury improvements, and current expenses of the City, such tax shall constitute a levy to eighty-four (84) mills against all property which is assembled by Oconee County for tax purposes;

### **SECTION 5.**

The billing dates, the penalty dates and the amount of penalty, which shall be levied for delinquent taxes, shall be as follows:

Tax notices shall be issued on before September 20, 2022, providing for payment on or before January 1, 2022, with penalty of three percent (3%) if paid by January 15, 2023, and execution with another three percent (3%) will be issued if paid after March 15, 2023. Cost of levy, advertisement and sale shall be added as additional costs on all property of a defaulting taxpayer;

### **SECTION 6.**

The Tax Collector Oconee County shall be responsible for the collection of all delinquent taxes and to levy and sell all property to defaulting taxpayer:

**SECTION 7.**

That the City Council shall administer this budget and City Administrator and/or Finance Director shall authorize the transfer of funds within departments of the City and lease purchases deemed necessary and appropriate:

**SECTION 8.**

All new and existing business proposing to exercise, carry on any trade, or show intent to do business, shall procure a license before commencing such trade, business, or profession in accordance with the provisions of Ordinance 2021-29 AN ORDINANCE TO REPEAL ORDINANCE 2020-18 AND ADOPT A NEW BUSINESS LICENSE ORDINANCE IN ACCORDANCE WITH THE BUSINESS LICENSE STANDARDIZATION ACT (2020 ACT NO. 176)

**SECTION 9.**

There will be an interfund transfer from FY 2022 Water Budget of \$600,000.

**ARTICLE III**

**SECTION 1.**

That the prepared water and sewer budget and the estimated revenue for the payment of same, are hereby adopted and is made part hereof as fully as if incorporated herein and a copy thereof is hereto attached and also known as the current approved fiscal year budget document;

**SECTION 2**

The schedule of fees is listed in Appendix A of the current approved fiscal year budget document;

The Council authorizes the adjustment of fees to coincide and cover any rate adjustments by the Oconee Joint Regional Sewer Authority;

**SECTION 3.**

That the City Council shall administer this budget and the City Administrator and/or the Finance Director may authorize the transfer of funds within the Water Department and Sewer Department, lease purchases as deemed necessary and appropriate;

**SECTION 4.**

As designated by the Walhalla City Council, an interfund transfer of \$600,000 to the General Fund for obligations.

## **ARTICLE IV**

### **SECTION 1.**

That a 2% hospitality tax will be collected for the period of July 1, 2022, through June 30, 2023 and will be used for the sole purpose of promoting tourism and/or tourism related activities.

### **SECTION 2.**

In return Main Street Walhalla will submit an annual budget by July 1 for approval by the City of Walhalla Council and;

Main Street Walhalla will provide monthly financial statements to the City of Walhalla Council and;

Main Street Walhalla will submit an independent yearly financial audit by Dec 31 to the City of Walhalla Council and;

Main Street Walhalla will abide by the procurement regulations set forth by City of Walhalla Ordinance 2019-15 and;

Any shortcomings identified in the independent yearly financial audit shall be remedied by Main Street Walhalla before further contribution will be made by the City of Walhalla.

## **ARTICLE V**

### **Section I.**

There is hereby created and established a special purpose fund to be designated and known as the *capital improvement fund*.

### **Section II.**

In adopting the annual budget, and from time to time by ordinance, the council may provide for the deposit of revenues collected by the city from taxes, loans, grants, or any other source to the general government capital improvement fund in amounts sufficient to fund the expenditures budgeted in that fund.

### **Section III.**

Moneys in the general government capital improvement fund shall be used to fund all capital improvement projects for general governmental purposes, other than those designated to be funded special assigned funds and to pay debt service on debt obligations incurred to finance such general government capital improvement projects, as authorized by the council in the annual budget.

### **Section IV.**

The city shall establish accounting procedures to ensure that moneys deposited in the general government capital improvement fund from grants, loans or any other dedicated funding source are accounted for and expended in a manner consistent with the terms and conditions of the legislation or contractual agreements governing such funding sources.

## **ARTICLE VI**

### **Financial Policies**

#### **I. Purpose**

The purpose of this policy is to define the fiscal procedures for the development and execution of the city's operating and capital outlay budgets, along with the management of the city's debt and economic investments. Undergirding these procedures and this policy are the principles of sound fiscal management, fiscal stability, Generally Accepted Accounting Principles (GAAP) and the mission and vision of City Council.

#### **II. Operating Budget Policy**

The annual operating budget is the vehicle through which City Council authorizes City government to fund operations during a specific fiscal year for specific purposes and which establishes the economic resources that are required to support these activities. The budget is a fiscal, planning, and policy document, reflecting the allocation of limited revenues among diverse uses.

- A. According to the laws of the State of South Carolina, the city will adopt a balanced operating budget, annually, and provide full disclosure when a deviation from a balanced operating budget is planned or when it occurs.
- B. The term of the fiscal year is July 1 – June 30.
- C. The City Administrator will monitor the financial condition of the city and estimate present and future financial needs.
- D. Department heads will be accountable for the implementing department budgets in a manner that accomplishes the programs and objectives for which the budgets were authorized, and ensuring that their respective budgets stay within the prescribed funding levels.
- E. Departments must stay within budget by each major expense category of personnel, operating, and capital; Budget transfers or shifts in departmental budgets must be authorized by the City Administrator; provided that overall budget appropriations do not change without the approval of the City Council.
- F. The city will develop a program to integrate performance measures and productivity indicators with the annual budget.
- G. The city will maintain a risk management program to provide for protection against loss and a reduction in exposure to liability.

### **III. Revenues**

The city will maximize and diversify its revenue base to raise sufficient revenue to support essential city services and to maintain services during periods of declining economic activity. The city must be sensitive to the balance between the need for services and the city's ability to raise fees, charges, and taxes to support those services.

- A. The city shall conservatively estimate annual revenue increases.
- B. All surpluses above the budgeted revenue estimates will be available to the city for appropriation through the city's budget monitoring and approval processes. Additional appropriations will be used for activities that support the function or program generating the additional fees.
- C. Overall revenue shortfalls requiring additional discretionary General Fund resources will result in a city current appropriation level reduction. In the event of a current fiscal year projected total revenue shortfall, the city will document other offsetting revenues or reduce its budget within the regular budget monitoring process. Transfers from the city's General Fund balance to cover revenue shortfalls shall not occur without City Council authorization.
- D. The city will maintain a diversified and stable revenue base to reduce the effects of short-term fluctuations in any one revenue source.
- E. All enterprise funds will be self-supporting. The city will establish all user charges fees at a level related to the full costs (operating, direct, indirect

and capital) of providing the service. The city will review these fees & charges annually in the budget process and target rates that meet the cost to provide the service.

- F. Charges for services that benefit specific users should recover full costs, including all direct costs, General Fund overhead, loss of interest and depreciation on capital assets. Through a cost allocation program, city overhead rates and General Fund overhead allocations will be established annually by the Finance Department.
- G. Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds are not to be used to subsidize other funds, except as required or permitted by program regulations.
- H. One-time sources such as proceeds from asset sales, debt refinancing, one-time grants, revenue spikes, budget savings and similar non-recurring revenue shall not be used for current or new ongoing operating expenses. Appropriate uses of one-time resources include:
  - **Rebuilding General Fund Balance**
  - **Establishing or rebuilding and Emergency Reserve or Contingency Fund**
  - **Early retirement of debt**
  - **Funding capital expenditures and/or other non-recurring expenditures**
- I. The city will actively seek grant funding to fund both operating and capital expenditures. Prior to the acceptance of grant funding, an elevation of the grant must determine the following:
  - The grant purpose is compatible with city program objectives
  - The benefits provided by the grant exceed the cost of administration
  - The grant does not commit the city to long-term tax funded expenditures after the completion of the grant period.

The city will evaluate the cost and funding source to determine whether to continue the service when the grant period ends. The decision to continue to fund or drop will be made prior to accepting the grant. Alternatively, the city could choose to continue the service with other funding.

#### **IV. Expenditures**

The city will provide for a balanced budget, annually, whereby the current operating revenues will be sufficient to support current operating expenditures. An appropriate balance will be maintained between budget

dollars provided for direct public services and dollars provided to assure good management and legal compliance. In addition to the City Administrator and the Chief Financial Officer, all department heads share in the responsibility of understanding the city's long-term financial viability, its general spending trends, its projected incomes, and educating themselves, and employees on the necessary short and long-term balance between revenues and expenditures.

- A. High priority is given to expenditures that will reduce future operating costs, such as increased utilization of technology and equipment and proven business methods.
- B. The annual expenditures shall not exceed the annual revenues (operating budget minus capital outlay)
- C. Before the City undertakes and agreements that would create fixed ongoing expenses, the cost implications of such agreements will be estimated for current and future years with the aid of strategic financial planning models.
- D. Organizations that are not part of the City, but which receive funding from the City, shall not have their appropriation carried forward from the year to year unless contractually authorized and directed by City Council.

**V. Debt Policy**

The city's debt policy establishes the parameters for issuing debt, managing its debt portfolio within available resources and within the legal debt margin as defined by South Carolina Statues and minimizing the costs to the taxpayer. Adherence to this policy will help assure maintenance of the city's AA credit ratings and undergird any future credit rating.

- A. Long-term debt or bond financing will not be used to finance current operating expenditures.
- B. All bonds, notes, contracts, accounts payable, and other monetary liabilities will be paid when due and shall have the most superior lien position during the allocation of resources in budget planning.
- C. Capital projects, financed through the issuance of bonds, shall be financed for a period not to exceed the expected useful life of the project.
- D. The general obligation debt of the city shall not exceed 8% of the assessed valuation of taxable property in the city in accordance with South Carolina State Statue, without a referendum approving such debt.
- E. Annual general obligation debt service shall not exceed 20% of total operating revenue.
- F. The city will attempt to use the lease-purchase of Capital Outlay, for equipment and heavy vehicles having a useful life of at least three years or more.

**VI. 10 Year Financial Forecast**

The city will prepare a 10-year financial forecast that will include projections for annual growth plus allowances for operating costs of new capital facilities. The forecast will provide the financial health of all major funds and assess the financial implications of current and proposed policies, programs, and assumptions. The forecast will include potential alternatives to improving the long-term financial health of the city.

**VII. Capital Improvement Program**

The city will establish a Capital Improvement Fund and designate said funds for the implementation of capital projects. The city will prepare and adopt a 10-year Capital Improvement Program, annually, that will detail each capital project, the estimated cost, and funding source.

- A. Operating expenditures will be programmed to include the cost of implementing the Capital Improvement Plan as required.
- B. Capital assets shall be purchased and maintained on a regular schedule.
- C. Within the legal limits of South Carolina Statue and the constraints of operating budgets, debt shall be issued for the purchase of capital assets, including major renovations.
- D. An amount determined annually by council shall be deposited into the Capital Improvement Fund from general appropriations.
- E. Lease purchases will be considered before the use of Capital Improvement Fund balance for capital equipment and fleet.

**VIII. Accounting Policy**

The city will establish and maintain accounting systems according to the generally accepted accounting principles (GAAP) and standards of the Government Accounting Standards Board (GASB).

- A. An annual audit will be performed and completed no longer than six (6) months from the end of the prior fiscal year by an independent public accounting firm that will issue an official opinion on the comprehensive annual financial report (CAFR) with a management letter detailing areas that need improvement, if required.
- B. Full disclosure will be provided in the financial statements and bond representations.

- C. A management letter, the by-product of an annual audit, shall be presented by the independent certified public accounting firm no later than 60 days from issuance of the city's CAFR.
- D. Financial systems will be maintained to monitor expenditures and revenues on a monthly basis with a thorough analysis and adjustment (if required) quarterly.
- E. All revenue collections will be consolidated under the Finance Department (or Chief Financial Officer) and be audited at least annually.
- F. The city will maintain an internal control system that safeguard assets and provide reasonable assurances (e.g., noting any changes in finance statements) for the proper recording of the financial transactions of the city.

## **IX. Fund Balance Program**

The term fund balance is used to describe the net assets or equity of a governmental fund. The fund balance is intended to serve as a measure of the financial resources available in that fund. GAAP distinguishes five types of fund balance, nonspendable, restricted, committed, assigned, and unassigned.

Nonspendable fund balance is restricted basically because of the form.

Restricted fund balance has external limitations on use.

Committed fund balance is city council designations made before the end of the fiscal year.

Assigned fund balance is city council designations for the intended use.

Unassigned is the total fund balance in excess of nonspendable, restricted, committed, and assigned.

- A. Nonspendable and Restricted Fund Balance – Fund balance reserves indicates that some of the fund net assets are not available for discretionary appropriations and expenditures. Generally, this is due to a legal or contractual commitment to an outside entity. It does not include tentative plans of management or council.
- B. Committed Fund Balance – City Council may commit a portion of fund balance for specific uses, as long as it is done by the year end. Committed fund balances are considered as reserved.
- C. Unassigned Fund Balance – Unassigned fund balance is available for appropriation. City Council may either assign a portion of fund balance to indicate tentative plans of use or assign a portion for contingencies. Fund Balance that is assigned is considered unreserved.
  - 1) Unreserved – Assigned Fund Balance
    - a) Assigned Fund Balance-Contingency
 

To help maintain services during short periods or economic decline and to meet emergency conditions, in addition to any other restricted or committed Fund Balance amounts, the budget shall

provide for a contingency designation equivalent to 180 days of estimated annual operating revenues in all governmental type funds. The contingency shall also be exclusive of all fund balance types not anticipated to be readily available for use in emergencies. The contingency is established to provide for nonrecurring unanticipated expenditures.

b) Committed/Assigned Fund Balance – Other Council Designations  
Council may at its discretion designate any portion of available unassigned fund balance as long as the remaining fund balance allows for unreserved unassigned fund balance to be maintained at no less than 10 percent of regular general fund annual operating revenues.

2) Unreserved – Unassigned Fund Balance

At a minimum, maintain unreserved, unassigned fund balance in the general fund of no less than 10 percent of regular general fund annual operating revenues. The calculated unreserved, unassigned fund balance shall be exclusive of all other fund balance components not anticipated to be readily available for use in emergencies and contingencies.

## **X. Depository/Investment Policy**

The city's investment policy is in conformance with all Federal, State and Local governing legislation, the Government Finance Officers Association (GFOA) best practices and other legal requirements, and applies to the investment of all funds, excluding the investment of employee's retirement funds.

- A. Except for funds in certain restricted and special funds, the city will consolidate cash and reserve balances from all funds to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration.
- B. The city will participate in the South Carolina State Local Government Investment Pool (LGIP) to acquire maximum returns on investments by pooling available funds with funds from other political subdivisions through the South Carolina Treasurers Office as permitted by South Carolina State Statute.

- C. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.
- D. All investments are authorized by City Council and are consistent with GFOA policies and statements.
- E. Current operating funds (30-day demand deposits) will be maintained in interest bearing checking accounts.
- F. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonable anticipated.
- G. Reserves and funds not required for the maintenance of a positive cash flow position within the next 30 days (time deposits held in savings accounts or as Certificates of Deposits) will be maintained in accounts bearing the highest interest rates available to the city, provided that such accounts are secured from risk as provided by law. Where practicable, such accounts will be structured to ensure availability of funds without incurring unnecessary penalties upon withdrawal.
- H. Full collateralization will be required on all demand deposit accounts, including checking accounts and non-negotiable certificates of deposit.
- I. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.
- J. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.
- K. The City Administrator or his/her designee is authorized with managing the investment portfolio.
- L. A list will be maintained by the City's Finance Department of all financial institutions and depositories authorized to provide investment services for the city.
- M. All financial institutions and broker/dealers who desire to become qualified for investment transactions must supply the following as appropriate:
  - Audited financial statements demonstrating compliance with state and federal capital adequacy guidelines.
  - Proof of Financial Industry Regulatory Authority (FINRA) certification (not applicable to Certificate of Deposit counterparties).
  - Proof of state registration.
  - Completed broker/dealer questionnaire (not applicable to Certificate of Deposit counterparties).
  - Certification of having read and understood and agreeing to comply with the city's investment policy.

- Evidence of adequate insurance coverage.

## ARTICLE VII

### ***Section 1. Findings***

(a) The City may desire to acquire and finance sanitation vehicle during the current fiscal year, in an amount not exceeding \$350,000 (collectively, "Equipment"), through means of borrowing money from a bank or other financial institution selected by the Administrator.

(b) It is in the best interest of the City to acquire the Equipment by entering into the Financing (defined below). The Financing will enable the City to acquire the Equipment, which is necessary for the City's proper functioning.

***Section 2. Approval of Acquisition and Financing; Delegation of Authority.*** The City may acquire and finance the Equipment according to a lease purchase financing, or other means of financing, in an amount not to exceed \$350,000, which is repayable through annual appropriations from any legally available source, and the payment of which is provided for by the imposition of debt service millage ("Financing"). The Administrator shall endeavor to structure the Financing, so it does not count against the City's constitutional debt limit.

The City authorizes the Financing, and the Administrator may determine all items related to Financing, for example (if and when applicable), the method and timing, any applicable notices, the form of all documents, the method for calculating interest, the dated and delivery dates, any early termination provisions. Each document related to the Financing, shall be executed in the name of the City with the manual or facsimile signature of the Administrator attested by the manual or facsimile signature of the City Clerk ("Clerk"), and authenticated by the registrar/paying agent.

***Section 3. Tax Covenant.*** The City covenants that no use of the proceeds of the Financing shall be made which, if that use had been reasonably expected on the date of issue of the Financing, would have caused the Financing to be an "arbitrage bond," as defined in Section 148 of the Internal Revenue Code ("Code"). If, at the time of issuance, the City does not reasonably anticipate issuing in excess of \$10,000,000 in tax exempt obligations in the current calendar year, the City is authorized to designate the Financing as a "bank qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Code.

All property provided by the net proceeds of the Financing will be owned by the City in accordance with rules governing ownership of property for federal tax income purposes.

The City shall not permit the proceeds of the Financing or any facility financed with the proceeds of the Financing to be used in any manner that would result (A) ten percent (10%) or more of such proceeds being considered as having been used directly or indirectly in any trade or business carried on by any natural person or in activity carried on by a person other than a natural person other than a government unit as provided in Section 141(b) of

the Code or (B) five percent (5%) or more of such proceeds being considered as having been used directly or indirectly to make or finance loans to any person other than a governmental unit as provided in Section 141(c) of the Code.

The City is not party to or nor will it enter into any contracts with and person for the use or management of any facility provided with the proceeds of the Financing that do not conform to the guidelines set forth in Revenue Procedure 2017-13.

***Section 4. Authorization to Execute.*** The City Council authorizes the Administrator and Clerk to execute whatever documents and instruments as may be necessary to effect the issuance of the Lease.

## ARTICLE IX

**Section 1.** The Council of the Municipality hereby elects to apply the standard allowance of \$10 million to calculate the reduction in its general revenue during the test period.

**Section 2.** The Municipality acknowledges that the Final Rule does not become effective until April 1, 2022. As noted in the Overview of the Final Rule provided by the United States Department of the Treasury, however, “recipients can choose to take advantage of the final rule’s flexibilities and simplifications now, even ahead of the effective date.” *See Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule*, U.S. Department of the Treasury, p. 5. The Municipality is hereby choosing to take advantage of such flexibilities and simplifications.

**Section 3.** The Municipality acknowledges that the standard allowance is limited to the amount of ARPA Funds actually received by the Municipality. The Municipality therefore declares that the reduction in its general revenue during the test period is equal to the lesser of (a) \$10 million, or (b) the amount of ARPA Funds awarded to and/or received by the Municipality.

**Section 4.** The Municipality will appropriate the ARPA Funds by budget ordinance, and will expend the ARPA Funds for qualifying purposes, before December 31, 2024.

**Section 5.** The City Administrator of the Municipality is hereby authorized and directed to provide such additional documentation, assurances, or certifications as may be required by the United States Government or the State of South Carolina in order to carry out the purposes of this ordinance.

**ARTICLE X**

**Section 1. General Repealer.** All orders, resolutions, and parts thereof in conflict herewith are to the extent of that conflict hereby repealed. This Ordinance shall take effect and be in full force upon adoption by the City Council.

**SECTION 2.**

That the prepared budget and the estimated revenue for the payment of same are hereby adopted and is made part hereof as fully as if incorporated herein and known as current fiscal year adopted budget document;

**SECTION 3.**

That the City Council shall administer this budget and City Administrator and/or Finance Director shall authorize the transfer of funds within funds and departments of the City and lease purchases deemed necessary and appropriate:

**SECTION 4.**

That the City has complied with the S.C. Code 6-1-80 which requires that a municipality shall provide notice to the public by advertising the public hearing before the adoption of its budget for the next fiscal year in at least one South Carolina paper of general circulation in the area;

**DONE AND RATIFIED** in Council Duly Assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Danny Edwards, Mayor

**ATTEST:**

\_\_\_\_\_  
Timothy B. Burton, City Administrator

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

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

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

**Subject:** Re: Walhalla Pool Improvements

**Date:** Wednesday, April 27, 2022 at 1:35:06 PM Eastern Daylight Time

**From:** Chase Kuhlman

**To:** bburton@cityofwalhalla.com

**CC:** Sarai Melendez, Christle Ross, John Derwent

Mr. Burton,

Taking into consideration moisture, we were thinking the powder coated steel. This quote includes both men's and women's bathroom stalls, hardware, and delivery (\$2,034). The flooring quote also includes materials and labor (\$3,472). This should bring the total cost of the project to \$5,506.

~Chase

On Tue, Apr 26, 2022 at 6:33 PM [bburton@cityofwalhalla.com](mailto:bburton@cityofwalhalla.com) <[bburton@cityofwalhalla.com](mailto:bburton@cityofwalhalla.com)> wrote:

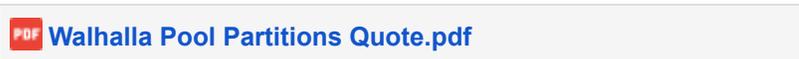
Chase thanks for your work on this. You may have stated in prior emails but how many of each and which set up do you need? Trying to get a total project cost.

Brandon Burton  
City Administrator  
City of Walhalla

Sent from my iPhone

On Apr 26, 2022, at 5:27 PM, Chase Kuhlman <[ckuhlman@faymca.org](mailto:ckuhlman@faymca.org)> wrote:

Attached is the updated quote for bathroom partitions!



Let me know how else we can work together!

On Tue, Apr 26, 2022 at 5:08 PM Chase Kuhlman <[ckuhlman@faymca.org](mailto:ckuhlman@faymca.org)> wrote:

Thank you for sharing!

I will look into this!

On Sun, Apr 24, 2022 at 11:34 AM Sarai Melendez <[melendezwalhallacouncil@gmail.com](mailto:melendezwalhallacouncil@gmail.com)> wrote:  
Chase and YMCA team:

I came across this grant opportunity. Sharing with you all.

Pool Safely Grant Program

The U.S. Consumer Product Safety Commission is accepting applications for this year's Pool Safely Grant Program. The program aims to prevent drowning and drain entrapments of children in pools and spas by providing funding to state and local governments. The funding supports drowning prevention education and enforcement of pool safety regulations. Awards range from

\$50,000 to \$400,000 over 2 years. Applications close June 20, 2022.  
Learn more and apply.

Here is the link for more information.

<https://www.nrpa.org/our-work/Grant-Fundraising-Resources/>

Thanks for all you do!

Kind regards,

Saraí

On Thu, Apr 21, 2022 at 12:59 PM Chase Kuhlman <[ckuhlman@faymca.org](mailto:ckuhlman@faymca.org)> wrote:

Sarai,

Fantastic! I have attached two documents. The first is to replace the flooring with an epoxy finish which is highly durable, easy to clean, and will last approximately 10-20 years. The second is to replace the bathroom partitions in both bathrooms. The powder coated steel partitions will last just as long and will be resistant to the moisture. I used average measurements for the bathroom partition quote so that is just a rough estimate. I will make a trip to the pool this weekend to get exact measurements and a new quote!

 [Walhalla City Pool scope of service.docx](#)

 [OnePointPartitions\\_Quote\\_2022-03-11\\_248381-1.pdf](#)

Let me know if you need anything else! I will send over the updated partition quote when I get it.  
~Chase

On Wed, Apr 20, 2022 at 9:52 AM Saraí Melendez <[melendezwalhallacouncil@gmail.com](mailto:melendezwalhallacouncil@gmail.com)> wrote:

Hello Chase!

We spoke to the council and we believe there will be funding available to support the project starting this year. I have CC our City manager to this email as well. According to Mayor Edwards, we believe we can secure funding through Partners for Progress for support. Would you go ahead and send us a draft of materials with cost etc

Thank you,

Sarai

Saraí Melendez | Walhalla City Council  
**Email** | [melendezwalhallacouncil@gmail.com](mailto:melendezwalhallacouncil@gmail.com)  
**Mobile** | (864) 916-2299  
*Let's Grow Together!*

On Mon, Apr 18, 2022 at 11:39 AM Chase Kuhlman <[ckuhlman@faymca.org](mailto:ckuhlman@faymca.org)> wrote:  
Sarai,

This is GREAT news! If you need specifics, I have retrieved some estimates on the cost to epoxy the floors, and a ROUGH estimate on the cost of the bathroom partitions. I have also come up with a couple proposals on how we can work together to take on these projects.

Just keep me posted on what you need from me! I am so excited to continue forward!

Blessings,  
Chase

On Mon, Apr 18, 2022 at 11:21 AM Sarai Melendez <[melendezwalhallacouncil@gmail.com](mailto:melendezwalhallacouncil@gmail.com)> wrote:

Good morning Chase!

Great to hear from you! Thank you for following up with your areas of concerns and for kicking off this dialogue and initiative. I can't believe we are entering another AWESOME kick-start with the reopening of the WALHALLA CITY POOL for summer 2022! We appreciate the partnership the YMCA has with the city of Walhalla. I will follow-up with my colleagues and the city this week about the request. As you may know Mr. Underwood and I have many fond memories of our local Walhalla city pool and I am sure with his advocacy support and my colleagues on council we can move along with some potential planning and action steps.

I have reached out to Dr. Swanson from Empower Oconee to see if there is any potential funding that we can allocate for improvements of such. I will keep you posted as well. I will also do an e-introduction to Dr. Swanson and Mrs. Carpenter (lead organizers) in another email. These two ladies and myself have partnered to support different initiatives at the Walhalla City park area where the Pool is located. There are several projects along the way for this year.

Thank you again for your leadership and reaching out!

Kind regards,  
Sarai

Sarai Melendez | Walhalla City Council  
**Email** | [melendezwalhallacouncil@gmail.com](mailto:melendezwalhallacouncil@gmail.com)  
**Mobile** | (864) 916-2299  
*Let's Grow Together!*

On Thu, Apr 14, 2022 at 11:35 AM Chase Kuhlman <[ckuhlman@faymca.org](mailto:ckuhlman@faymca.org)> wrote:

Sarai,

I hope all is well! We are beginning preparations for another fun-filled summer at Walhalla Pool. I wanted to follow up on our brief conversation from last year regarding the Walhalla Pool and possible city funds available for improvements.

The Y cares about the pool and we have discussed areas where we think improvements would dramatically improve look and functionality. As we do not own the facility, we would never make any decisions on projects involving the pool without collaborating with the Walhalla Recreation Department. Additionally, funding these projects would be difficult for us to do independently and a tough ask when the Ys goal at the end of each summer is to just break even.

If we were prioritizing improvements this summer, I think the best project would be improving the look and function of the bathrooms. The bathroom floors are a possible slip hazard as they are now, and all of the bathroom stalls are in very rough shape.

If there are city funds available for something like this, would you consider having a conversation with myself and Y Leadership (John and Christle) on how the YMCA and the City of Walhalla could work together on this project? If not, no problem at all. I'd still love to work with you on events at the Walhalla Pool to support water safety and fun for families in the community.

Blessings,

--

**Chase Kuhlman**  
*Aquatics Coordinator*  
FOOTHILLS AREA YMCA  
[370 Memorial Dr.](mailto:370.Memorial.Dr.Seneca.SC.29672)  
[Seneca, SC 29672](mailto:370.Memorial.Dr.Seneca.SC.29672)  
864-614-1104  
[www.faymca.org](http://www.faymca.org)



The YMCA is a nonprofit organization whose mission is to put Christian principles into practice through programs that build healthy spirit, mind and body **for all**.

--

**Chase Kuhlman**  
*Aquatics Coordinator*  
FOOTHILLS AREA YMCA  
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**Chase Kuhlman**

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*FOOTHILLS AREA YMCA*

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--

Sarai Melendez | Walhalla City Council

**Email** | [melendezwalhallacouncil@gmail.com](mailto:melendezwalhallacouncil@gmail.com)

**Mobile** | (864) 916-2299

*Let's Grow Together!*

--

**Chase Kuhlman**

*Aquatics Coordinator*  
*FOOTHILLS AREA YMCA*

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**Chase Kuhlman**

*Aquatics Coordinator*

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--  
**Chase Kuhlman**  
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# One Point Partitions

## REVIEW YOUR PRICES

Prices and delivery times are subject to review by One Point Partitions.

### POWDER COATED STEEL

**\$2,034.00**

3 year warranty

Price includes materials, hardware and delivery to zip code 29691. See the following layouts.

**Delivered in 4-6 business days**



Videos Colors

### LAMINATE

**\$1,929.00**

5 year warranty

Price includes materials, hardware and delivery to zip code 29691. See the following layouts.

**Delivered in 4-6 business days**



Videos Colors

### SOLID PLASTIC

**\$3,163.00**

25 year warranty

Price includes materials, hardware and delivery to zip code 29691. See the following layouts.

**Delivered in 4-6 business days**



Videos Colors

### PHENOLIC BLACK CORE

**\$3,361.00**

25 year warranty

Price includes materials, hardware and delivery to zip code 29691. See the following layouts.

**Delivered in 4-6 business days**



Videos Colors

### STAINLESS STEEL

**\$3,346.00**

5 year warranty

Price includes materials, hardware and delivery to zip code 29691. See the following layouts.

**Delivered in 4-6 business days**



Videos Colors

**Good news! This quote includes all rooms. See the following pages for those room layouts.**

**All doors, panels, pilaster, screws, brackets, and anchors for a typical install are included.**

**Delivery from our local terminal to anywhere within your specified zip code is also included.**

## REVIEW YOUR LAYOUTS

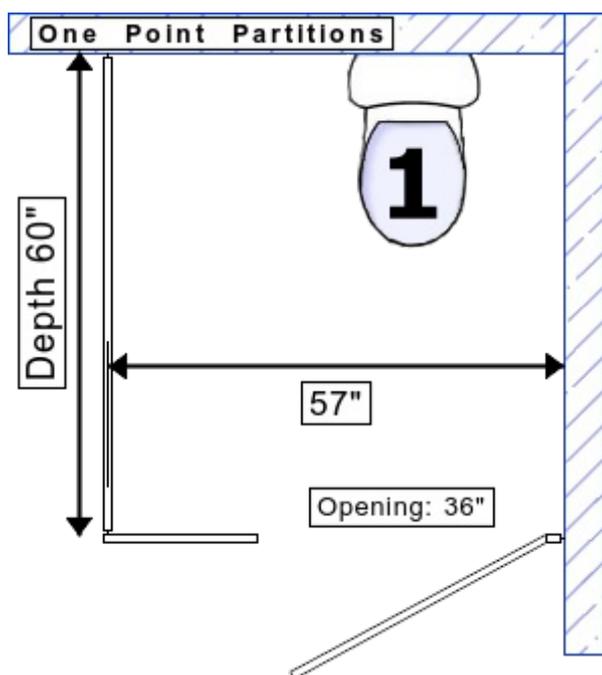
### ROOM #1 - Men's Bathroom- WP

**Room Details:** 1 Stall, 0 Urinal Screens

**Layout:** Corner, ADA, Right

**Partition Depth:** 60"

**Stall 1** - Width: 57"; Door: 36", Right Out.



Stall widths are to the centerline. Stall depths are to the face. Alcove depths are wall to wall.

Need this layout bigger or smaller? No problem! Our Partition Experts will design it to fit your restroom.

**This layout is included in the price.**

**Job #250876.1 Date: 04/26/22**

**ROOM #2 - Women's Bathroom- WP**

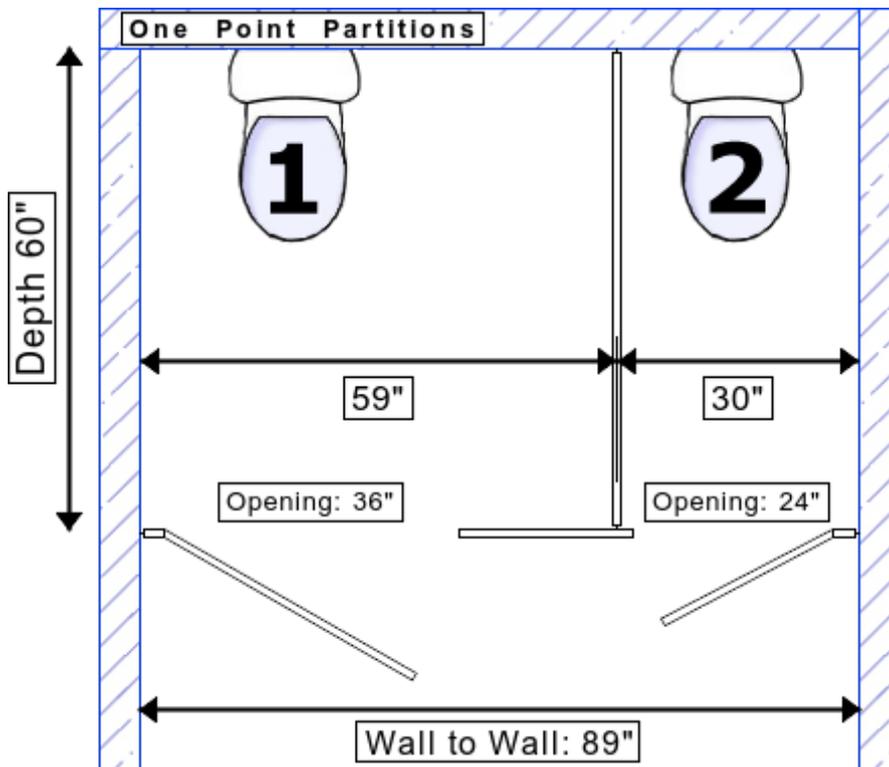
**Room Details:** 2 Stalls, 0 Urinal Screens

**Layout:** Between Walls, ADA, Left

**Partition Depth:** 60"

**Stall 1** - Width: 59"; Door: 36", Left Out.

**Stall 2** - Width: 30"; Door: 24", Right Out.



Stall widths are to the centerline. Stall depths are to the face. Alcove depths are wall to wall.

Need this layout bigger or smaller? No problem! Our Partition Experts will design it to fit your restroom.

**This layout is included in the price.**

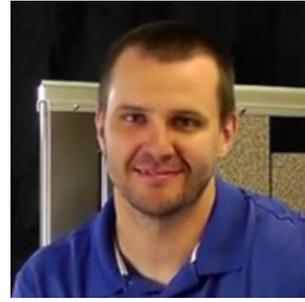
Meet the One Point Partition Experts



Andy Hughes



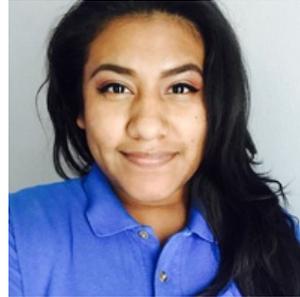
Jason Hughes



Brandon Graham



Brock Hutson



Jhoana Soriano

We're available to talk about your quote, so give us a call at **800.756.6817** or email [sales@onepointpartitions.com](mailto:sales@onepointpartitions.com) to finalize your drawings and help you purchase your partitions. (Prices and lead times are subject to review by OPP.)



ute Cleaning & Restorations  
wnville St. Seneca, SC 29678  
(864)784-9227

### Project Scope

Pricing includes preparation, installation, and cleanup for the entire project. Below entails what is included in the performance of the installation.

**EPOXY- 100% Solid Base Coat**

**Full Broadcast Flake (any color from the attached chart)**

**Polyaspartic Topcoat with Aggregate for grip**

**Total sqft: 496**

**496 Sqft @ \$7.00 = \$3,472.00**

### INCLUDED

All tools, equipment, materials, and machinery to perform the preparation and installation of the scope of work listed above.

### PROVIDED BY OTHERS

Work area to be clean of all equipment, tools, construction materials, debris, etc. Lighting, restrooms, power, and water source to be provided by owner as needed. Entire work area must be clean and available without other trades/workers in work area.

### PRICE

We propose to furnish all labor and materials in accordance with the above specification with the following price.

Total Price: **\$3,472.00**

### PROPOSAL ACCEPTANCE

The above price(s), specifications, and conditions are satisfactory and are hereby accepted.

By signing below, you authorize A1 Absolute Cleaning & Restoration to do the work as specified.

X \_\_\_\_\_

Acceptance Signature

NOTE: THIS IS NOT A CONTRACT, and ABOVE ESTIMATE IS ONLY VALID FOR 30 DAYS, DUE TO CHANGES IN SHIPPING COST AND PRODUCT.