

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mrs. Gwen Owens, Councilwoman

Mr. Danny Edwards, Mayor

Mr. Josh Roberts, Councilman  
Mr. David Underwood, Councilman  
Mr. Julian Stoudemire, City Attorney  
Mr. Timothy B. Burton, City Administrator

**AGENDA  
WALHALLA CITY COUNCIL  
October 19, 2021  
5:30 PM  
206 N. Church Street, Walhalla, SC**

**CALL TO ORDER & WELCOME**

**Mayor Edwards**

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**RECOGNITION OF STAFF**

**Police Officers for their administration of Narcan  
Police Officer of the Year  
Firefighter of the Year**

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

**APPROVAL OF MINUTES**

**September 21, 2021**

**ADMINISTRATOR COMMENTS**

**Brandon Burton**

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

**Mayoral Proclamation**

**PROCLAMATION DECLARING OCTOBER DISABILITY EMPLOYMENT AWARENESS MONTH**

**First and Final Reading of Resolutions**

**(none proposed)**

**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)**

**(none proposed)**

Mr. Danny Edwards, Mayor

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## First Reading of Ordinances:

**ORDINANCE 2021-22 AN ORDINANCE TO ISSUE AMENDMENT NO. 1 TO AMEND THE FY 2021 BUDGET DOCUMENT "APPENDIX A" AND OTHER MATTERS RELATED THERETO. – MRS. OWENS**

**ORDINANCE 2021-23 AN ORDINANCE PROVIDING FOR SPECIAL EVENTS, OFF-DUTY STAFFING, AND OTHER MATTERS RELATED THERETO. – MR. PACE**

**ORDINANCE 2021-24 AN ORDINANCE TO ISSUE AMENDMENT NO. 2 TO AMEND THE FY 2021 BUDGET DOCUMENT "APPENDIX A" AND OTHER MATTERS RELATED THERETO. – MR. PACE**

## DISCUSSION AND/OR ACTION ITEMS

1. TRANSFERRING VACANT POSITION FROM PUBLIC WORKS TO PARKS AND RECREATION
2. APPROVING FUNDING REQUEST TO OCONEE MILITARY MUSEUM
3. DISCUSSION REGARDING REPORT FROM PLANNING COMMISSION
4. DISCUSSION REGARDING WALHALLA GREENWAY

## Committee Reports

**WALHALLA**

S O U T H C A R O L I N A

Recreation/Mr. Woodward  
Public Works/Mr. Roberts  
Police/ Mr. Underwood  
Utilities/Ms. Owens  
Fire/Ms. Melendez  
Community Development/  
General Gov't-Finance/Mr. Pace

MAIN STREET  
THE MOUNTAINS

## MAYOR COMMENTS

## EXECUTIVE SESSION

1. Discuss personnel matter regarding fire chief position
2. Receive legal advice and discuss proposed contractual matter

## ADJOURN

**City of Walhalla**  
**Mayors Proclamation**  
**Disability Employment Awareness Month**

WHEREAS, South Carolinians with disabilities have the same aspirations to competitively work and contribute to their communities as everyone else; and

WHEREAS, business and community leaders have called for a diverse and capable work force to further advance the economy of the Palmetto State; and

WHEREAS, the support and cooperation of all people are needed to reduce the attitudinal and physical barriers that hinder full acceptance of people with disabilities and their rightful place in employment; and

WHEREAS, Employment First, that employment in the general workforce is the first and preferred outcome in the provision of publicly funded services for all working age citizens with disabilities regardless of level of disability, is implemented in all areas of service provision and delivery for people with disabilities; and

WHEREAS, National Disability Employment Awareness Month recognizes that individuals with disabilities are capable, contributing members of society worthy of full access and inclusion in South Carolina's workforce.

NOW THEREFORE I, Danny Edwards, as Mayor of the City of Walhalla, I do hereby proclaim October 2021 as **DISABILITY EMPLOYMENT AWARENESS MONTH** and encourage all South Carolinians to work together to advance the message that people with disabilities are equal to the task.

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Danny Edwards, Mayor

STATE OF SOUTH CAROLINA )  
COUNTY OF OCONEE )  
CITY OF WALHALLA )

**ORDINANCE 2021-22**

**AN ORDINANCE TO ISSUE AMENDMENT NO. 1, TO AMEND THE FY 2021 BUDGET DOCUMENT “APPENDIX A” AND OTHER MATTERS RELATED THERETO.**

**WHEREAS, the Walhalla City Council adopted Ordinance 2021-8 entitled “AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE CITY OF WALHALLA, SOUTH CAROLINA, WATER AND SEWER DEPARTMENTS FOR FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2021 and;**

**WHEREAS, the Walhalla City Council adopted Ordinance 2021-6 entitled “AN ORDINANCE TO RAISE REVENUE AND ADOPT FOR THE CITY OF WALHALLA, SOUTH CAROLINA A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022 and;**

**WHEREAS, the amendment 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 and;**

**WHEREAS, the Walhalla City Council now would like to amend the FY 2022 Budget Document, Appendix A; adjusting fees for the water enterprise fund and;**

**NOW THEREFORE: it is ordained and enacted that:**

**The fees are amended as follows:**

- ¾” water taps (inside city) \$1800.00**
- ¾” water taps (outside city) \$1900.00**
- 1” water taps (inside city) \$2200.00**
- 1” water taps (outside city) \$2200.00**

**AND IS DONE AND RATIFIED in Council Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2021.**

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

**ATTEST:**

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

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

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

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

STATE OF SOUTH CAROLINA )  
COUNTY OF OCONEE )  
CITY OF WALHALLA )

**ORDINANCE 2021-23**

**AN ORDINANCE TO ADOPT A SYSTEM OF SPECIAL EVENT PERMITTING,  
PROVIDE FOR OFF-DUTY STAFFING, AND OTHER MATTERS THERETO.**

**WHEREAS, that special events are a valued part of social life for the residents and visitors alike and;**

**WHEREAS, the Walhalla City Council finds that it must balance the peaceful enjoyment of one’s residence and the public health, safety and welfare in relationship to the rights and interest of commercial activities that sustain and promote our local economy and;**

**WHEREAS, it is the intent of the City Council to protect the rights of its citizens and guest to engage in protected free and expressive activities and yet provide for the least restrictive and reasonable, time, place and manner of regulation of those activities within the overall context of rationally regulating commercial special events that have an impact upon public facilities and services, and other residents and guest and;**

**WHEREAS, it is the purpose of the City Council to establish a structured process for the permitting of special events conducted by the private sector that use public streets, facilities or services or occupy, impact or consume public resources as a result of the congregation of people and activities.**

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

**SECTION 1- Title**

**The provisions embraced within the following sections shall constitute and be known and may be cited as “The Special Events Ordinance”,**

**SECTION 2- Authority**

**The Special Event Permit is enacted pursuant to the powers conferred upon the municipality.**

**SECTION 3- Scope and Purpose**

**The purpose is to ensure that the City and its residents and visitors will have adequate advance notice of a proposed special event and the cooperation of promoters, sponsors, organizers and enablers in order to properly plan for City services such as public safety, sanitation and traffic control.**

**By regulating special events frequency duration, intensity, time, place and manner, the City intends to strike this balance, and provide a predictable and coordinated process for applicants seeking to conduct a special event, and abate the cost thereof. The cost to recoup include, but are not limited to personnel, equipment, and supplies, sanitation, utilities, public facility maintenance and restoration, and monitoring.**

**Nothing in this section shall be construed to prevent members of the public from assembling in public places for the purpose of making any speech or conveying any message to the public or to the government without holding a permit pursuant to this Section. Should any such person wish to assemble for such purposes and should they not holding a permit under this section, they shall not be prevented from doing so, provided that they have complied with all other ordinances and law, if there be any, regulating such event or gathering and provided they are peaceable and not violation of any laws concerning public order.**

#### **Section 4- Applicability**

**Special events mean an outdoor event and can include:**

- 1. Any organized formation, parade, procession or assembly consisting of persons, and which may include animals, vehicles, or any combination thereof, which is to assemble or travel in unison on any street which does not comply with normal or usual traffic regulations or controls;**
- 2. Outdoor musical concerts, festivals, fairs, carnivals, or rallies which may be expected to have two hundred (200) or more people in attendance.**
- 3. Sporting events which require the use of temporary structures, including grandstands and tents which may be expected to have 3,000 or more people at one time.**
- 4. Examples of special events include but not limited to, filming, concerts, parades, circuses, fairs, festivals, rallies, block parties, community events mass participation, sporting competitions such as marathons and running events, bicycle races or tours, fishing tournaments or spectator sports such as football, basketball, baseball and soccer games, golf tournaments, or boat races. Excluded are City sponsored/organized events, funeral services and processions, lawful picketing on sidewalks, and demonstrations that do not involve the use of vehicles, animals, fireworks, pyrotechnics or equipment (other than sound equipment) (provided that no fee or donation is charged or required for participation or attendance and the City Administrator's office is notified at least 48 hours in advance of the commencement of the demonstration.)**

5. **This provision applies to all grandstands, stages tents or groups of tents and use of mechanical amusement rides.**
6. **This section does not apply to activities within a permanent facility specifically approved and permitted for the proposed activity.**

#### **Section 5- Permits required**

1. **Except as provided in this ordinance, no person may conduct, promote, sponsor, organize, or enable a special event as defined above, without having obtained a Special Event Permit from the City.**
2. **Any applicant who desires to conduct, promote, sponsor, organize or enables a special event is encouraged to submit a complete application for a Special Event Permit to include without limitation a site plan depicting existing facilities and proposed temporary facilities, a description of all activities which will be conducted, dates, times, and locations for proposed special event, and description of measures to be taken to ensure safety, health, and welfare of event goers as well as those in the surrounding community, as soon as possible prior to the schedule of the start of the event but such application no more than 2 years, and no less than 45 days prior to the scheduled start of the event.**
3. **Applicants for a Special Event Permit are required to acknowledge the responsibilities of hosting said event as it pertains to safety and security of staff members and prospective attendees. The City Administrators office may require the endorsement of the appropriate City department which has professional knowledge of potential issues that may be predicted for each specific event under consideration. General areas of consideration and regulation without limitation include: Security and Safety, Traffic Circulation and Parking, Waste Disposal, Temporary Structures, Lighting, Medical, Location, Activities, Hours of Operation, History, and Proximity to Residences, Churches, Schools and Other Special Events. Insurance and or posting of bond may be required as a conditioning of permitting.**
4. **The City Administrator may deny or revoke issuance of a Special Event Permit when among other things, the application contains a misrepresentation, false or misleading statement, evasion or suppression of material fact, does not comply with all other applicable City ordinances, when the event for which a permit is sought is unlawful or constitutes a public nuisance, or when the applicant has not provided an adequate traffic plan or traffic controls, an adequate parking plan, sufficient security, appropriate crowd control, health, safety or sanitation measures.**
5. **Any person aggrieved by the denial of the issuance, or conditional issuance of a Special Event Permit by the City Administrator may appeal the decision to**



the City Council by written request stating the reason thereof within ten (10) days after the notice of denial or conditional issuance is received.

6. The required permit must be displayed at the site in a conspicuous location for the duration of the event.

#### Section 6- Permit Fee

1. ~~A permit application must be accompanied by the payment of one hundred (\$100) fee.~~ **A permit application must be accompanied by the payment of permitting fee as shown in Appendix A of the current approved budget document.** The fee requirement may be waived for events which occur solely for the benefit of and are solely sponsored and operated by, or in which the entire proceeds accrue to, a governmental entity or nonprofit organization or entity. If due to inclement weather or other act of nature the entire event is cancelled the permit holder will not be required to repay these fees so long as the content and scope of the event remains the same and the event is rescheduled with the approval of the City Administrator.

#### Section 7- Code Enforcement

1. All electrical wiring must be installed in compliance with the provisions set of the National Electric Code and the City's electrical code.
2. All tents and other temporary structures shall be erected in compliance with the provisions of Standard Building Code and Standard Fire Prevention Code.
3. It shall be the responsibility of the applicant to provide for the collection of solid waste and litter. Separate containers may be required for the collection of recyclable materials. All solid waste, litter and recyclable materials shall be removed from the site within 24 hours following the event. For multiple day events, the grounds shall be maintained during each day of the event with no on site accumulations which will create a nuisance or pose a health hazard.
4. Amusement rides must be in compliance with all local and state codes.
5. No event shall be conducted with in the City unless in compliance with all applicable city ordinances and applicable county and state laws, regulations or requirements.
6. Prior to event, the applicant shall call for inspection of to assure compliance with permitting conditions. If the building official, fire marshal or other city inspector finds that all permitting conditions have not been met, he shall notify the applicant indicating corrections to be made and then inspect the work apparatus without further charge. ~~If extra inspections are required a charge of \$50 shall be made for each reinspection.~~ **If extra inspections are required a charge shall be made for each reinspection as shown in the current approved budget document.**

## Section 8- Off Duty Staffing/Details

### Section. 8-1. Off-duty police details.

(a) When used in this section 8, the word "department" shall mean the City of Walhalla Police Department. When used in this section, the word "dispatcher" shall mean employees in the classification of records supervisor, communications/records manager and records specialist who are state certified telecommunicators.

(b) The department may facilitate the employment of city police officers and public service aides and dispatchers by separate and independent private employers needing off-duty police, traffic control services or dispatch services. Such employment may be by either annual permit, contract, or both, as may be approved by the city attorney's office. No permit or contract shall in any way limit or restrict officers from discharging their primary law enforcement responsibilities or preventing and detecting crime. The department will maintain a roster of personnel who, at their sole option, wish to perform such work. The department will select the personnel for such off-duty details from the roster of those who wish to participate. Police officers serving in executive/management may not participate in off-duty details, except that the police chief or designee may assign executive/management personnel, except the chief and deputy chief, to supervise significant events in an off-duty detail capacity as he deems necessary.

(c) The city council shall establish rates for off-duty detail services and fees for the city's administrative expenses. The rates and administrative fees may be established by resolution. The department may require that the off-duty detail employer pay the charges for such services directly to the city and may establish procedures for the personnel to receive their pay for off-duty details through the city's payroll system. The department may require that private employers pay all charges in advance of services being performed.

Should the private employer recognize that the off-duty police services for which it contracted will no longer be required, for any circumstances, the private employer agrees to notify the department no later than twenty-four (24) hours prior to the start of such requested services.

In the event that the private employer fails to do so, the city shall charge a minimum of two (2) hours for each officer who responds to the private employer's establishment.

Should an investigation or arrest be initiated by an off-duty detail officer arising out of the performance of the services provided by the officer to the private employer, and the investigation or arrest requires the officer to work more than the allotted time as specified within the permit or contract, the private employer agrees to pay for the additional time at the city's established rates.

(d) Off-duty personnel shall observe the department's normal standards of conduct, rules and regulations and other policies and procedures during such details and shall be subject to disciplinary action by the city for their failure to do so.

(e) In accordance with 29 C.F.R. Section 553.227 (the federal regulations implementing the Fair Labor Standards Act), an officer's, service aide's or

dispatcher's hours of work for the off-duty detail employer shall not be combined with the hours worked for the city for purposes of overtime compensation.

(f) By enacting this section, the city has not agreed, and does not agree, to provide workers' compensation coverage for injuries sustained by off-duty personnel performing services for private employers. Such coverage shall be determined in accordance with this ordinance and comply with SC Code 23-24.

(g) This section in no way effects or, in any way limits, other city regulations governing outside employment by city employees.

(h) In consideration for the city allowing private employers to hire police personnel for off-duty details, the private employer shall indemnify and save harmless the city, its officers, agents and employees from or on account of any injuries or damages received or sustained by any person or persons during or on account of any negligent act of a police officer, public service aide or dispatcher while the police officer, public service aide or dispatcher is employed by the private employer regardless of whether the negligent act occurred while the officer, service aide or dispatcher was discharging his or her primary law enforcement responsibilities of preventing and detecting crime or controlling traffic or dispatching services. This requirement may be waived by the city council for off-duty details on public property provided the city is named as an additional insured on the liability insurance of the owner or manager of the public property and provided the insurance coverage limits are at least as great as those maintained by the city.

#### Section 8-2. Off-duty fire-rescue details.

(a) When used in this section, the word "department" shall mean the City of City of Walhalla Fire Department. When the word "firefighter" is used it shall also mean "fire inspector," "paramedic," or "emergency medical technician." Off-duty details may include standby fire watches ordered by the fire chief pursuant to the South Carolina Fire Code.

(b) The department may facilitate the employment of city firefighters by separate and independent private employers needing off-duty fire-rescue services. Such employment may be by either permit, contract, or both, as may be approved by the city attorney's office, or by order of the fire chief in the case of a standby firewatch. No permit or contract shall in any way limit or restrict firefighters from discharging their primary responsibilities of preventing and detecting fires or other life-threatening conditions. The department will maintain a roster of firefighters who, at their sole option, wish to perform such work. The department will select the firefighters for such off-duty details from the roster of those who wish to participate. Firefighters serving in executive/management positions may not participate in off-duty details, except that the fire chief or designee may assign executive/management personnel, except the chief and deputy fire chief, to supervise significant events in an off-duty detail capacity as he deems necessary.

(c) The city council shall establish rates for off-duty detail services and fees for the city's administrative expenses. The rates and administrative fees may be established by resolution. The department may require that the off-duty detail

employer pay the charges for such services directly to the city and may establish procedures for the firefighters to receive their pay for off-duty details through the city's payroll system.

(d) Firefighters shall observe the department's normal standards of conduct, rules and regulations and other policies and procedures during such details and shall be subject to disciplinary action by the city for their failure to do so.

(e) In accordance with 29 C.F.R. Section 553.227 (federal regulations implementing the Fair Labor Standards Act), a firefighter's hours of work for the off-duty detail employer shall not be combined with the hours worked for the city for purposes of overtime compensation.

(f) By enacting this section, the city has not agreed, and does not agree, to provide workers' compensation coverage for injuries sustained by off-duty firefighters performing services for private employers.

(g) This section in any way effects or, in any way limits, other city regulations governing outside employment by city employees.

(h) In consideration for the city allowing private employers to hire firefighters for off-duty details, the private employer shall indemnify and save harmless the city, its officers, agents and employees from or on account of any injuries or damages received or sustained by any person or persons during or on account of any negligent act of a firefighter while the firefighter is employed by the private employer regardless of whether the negligent act occurred while the firefighter was discharging his or her primary responsibilities of preventing and detecting fires or other life threatening conditions. This requirement may be waived by the city council for off-duty details on public property provided the city is named as an additional insured on the liability insurance of the owner or manager of the public property and provided the insurance coverage limits are at least as great as those maintained by the city.

### Section 8-3. Off-duty public works details.

(a) When used in this section, the word "department" shall mean the City of City of Walhalla Public Works Department.

(b) The department may facilitate the employment of city public works technicians by separate and independent private employers needing off-duty public works (sanitation, equipment, and/or road closure) services. Such employment may be by either permit, contract, or both, as may be approved by the city administrator's office. The department will maintain a roster of public works technicians who, at their sole option, wish to perform such work. The department will select the technicians for such off-duty details from the roster of those who wish to participate.

(c) The city council shall establish rates for off-duty detail services and fees for the city's administrative expenses. The rates and administrative fees may be established by resolution. The department may require that the off-duty detail employer pay the charges for such services directly to the city and may establish procedures for the public works technicians to receive their pay for off-duty details through the city's payroll system.

(d) Public works technicians shall observe the department's normal standards of conduct, rules and regulations and other policies and procedures during such details and shall be subject to disciplinary action by the city for their failure to do so.

(e) In accordance with 29 C.F.R. Section 553.227 (federal regulations implementing the Fair Labor Standards Act), an employee's hours of work for the off-duty detail employer shall not be combined with the hours worked for the city for purposes of overtime compensation.

(f) By enacting this section, the city has not agreed, and does not agree, to provide workers' compensation coverage for injuries sustained by off-duty public works technicians performing services for private employers.

(g) This section in any way effects or, in any way limits, other city regulations governing outside employment by city employees.

(h) In consideration for the city allowing private employers to hire public works technicians for off-duty details, the private employer shall indemnify and save harmless the city, its officers, agents and employees from or on account of any injuries or damages received or sustained by any person or persons during or on account of any negligent act of a public works technician while the public works technician is employed by the private employer regardless of whether the negligent act occurred while the public works technician was discharging his or her primary responsibilities. This requirement may be waived by the city council for off-duty details on public property provided the city is named as an additional insured on the liability insurance of the owner or manager of the public property and provided the insurance coverage limits are at least as great as those maintained by the city.

### **Section 8-3. Staffing Matrix for selected events**

(a) For events from 200 to 500 attendees the City of Walhalla May require staffing for events, depending on the nature of the event and other criteria as stated in Section 5.3.

Generally staffing is as follows:

Fire/EMS- 2 FF/EMT's

Police – 2 Officers

Public Works- 1 Technician

(b) For Events over 500, staffing levels will depend on type of event and other criteria as listed in Section 5.3. The city reserves the right to require adequate staffing, at the organizers expense, to provide for safety of the event.

### **Section 8-4. Fees and Payment to off duty detailers**

(a) The fees for off duty detailers shall be as shown in the current approved budget document Appendix A.

(b) Fees could be higher depending on the nature and complexity of the event.

**Section 9- Event Permit**

**The event shall have a signed permit as attached in Exhibit 1.**

**Section 10- Penalties for violation**

**Any person who violates any provision of this Ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined not to exceed two hundred dollars (\$200) dollars or imprisoned for not to exceed thirty (30) days, or both. In the case of continuing violations, each day of violation shall constitute a separate offense.**

**Section 11- Severability**

**If any section, subsection or part of this Ordinance shall be deemed or found to conflict with provision of South Carolina law or other preemptive legal principal the that section, sub section or part of this Ordinance shall be deemed ineffective, but the remaining parts of this Ordinance shall remain in full force and effect.**

**Section 12- Conflict with Preceding Ordinances**

**If a section, sub section or provision of this Ordinance shall conflict with the provisions of a Section, Sub-Section or part of preceding ordinance of the City, unless expressly so providing then the proceeding section, sub-section or part shall be deemed repealed and no longer in effect.**

**DONE AND RATIFIED** in Council Duly Assembled this \_\_\_ Day of \_\_\_\_\_ 2021.

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

**ATTEST:**

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

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

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

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

Exhibit 1. Special Event Permit Application.



Walhalla City Hall \* 206 N. Church St. \* Walhalla, SC \* 29691\* (864) 638-4343

### SPECIAL EVENT PERMIT APPLICATION

This application must be completed and submitted to the City Administrators office no fewer than 60 days prior to the start of the event. Any misrepresentation or deviation from the final agreed upon route and or method of operation described herein may result in the immediate revocation of this permit. All questions must be fully answered. If a question does not apply, please write "Does not apply" in that space. Please type or print information clearly. You may attach additional sheets as necessary.

The information requested by this form will be used to determine your eligibility for the permit requested. Completed forms may be released upon the request of any citizen provided by the Freedom of Information Act. Completion of this for ins voluntary; however, failure to do so will prevent processing of your application. Incomplete applications will be returned.

Name of Event \_\_\_\_\_

Date(s) of Event \_\_\_\_\_

Times of Event \_\_\_\_\_

Specific Location of Event \_\_\_\_\_

Fax | Email \_\_\_\_\_

### Applicant Information

Name of Person in Charge of Event \_\_\_\_\_

Street Address \_\_\_\_\_

City, State and Zip Code \_\_\_\_\_

Organization Representing \_\_\_\_\_

Home Phone \_\_\_\_\_ Other Phone \_\_\_\_\_ work cell

Is this a charity or non-profit organization? ..... yes no

Does your event carry liability insurance listing the City as co-insured? ..... yes no



Will event use amplified sound? ..... yes no

If yes, what will it be used for?

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Describe any revenue to be generated from admission fees, solicitation from spectators, concessions and any other sources:

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Will proceeds benefit any organization? ..... yes no

If yes, name the organization(s):

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### Event Set Up

Entertainment area (Include on Site Plan) Location(s) \_\_\_\_\_

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Speakers/Microphones yes no Electrical Connections yes no

Note: City doesn't provide unless otherwise noted.

Other: \_\_\_\_\_

List entertainers and type of entertainment \_\_\_\_\_

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Will you require use of the stage owned by the City for this event? ..... yes no

If yes, see attached Stage and Reservation Policies and Stage Rental Agreements

Do you plan to sell or serve food and beverages at the event? ..... yes no

If yes, describe the types of food and beverages to be served:

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If yes, describe the types of alcoholic beverages and how it is going to be served. Must comply with federal, state and local laws and regulations.

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Will there be any cooking with grease? ..... yes no  
If yes, how do you plan to dispose of grease?

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Will your event include pyrotechnics (fireworks)? ..... yes no  
Must comply with all federal, state and local laws. Must coordinate with City of Walhalla fire department.

Expected number of participants: \_\_\_\_\_ Expected number of spectators: \_\_\_\_\_

The event is .....  Public  Private

It will be held on property that is .....  Public  Private

Will tents be used for the event? ..... yes no  
If yes, list the number of tents, size, type and locations: (Include on Site Plan)

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Will signs or banners be erected? .....   
yes no  
If yes, list size and locations (Include on Site Plan)

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Describe any power/ water or other utility needs and locations of power sources:

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Will generators be used? ..... yes no

If yes list number, size and locations: (Include on Site Plan)

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Have arrangements been made for restroom facilities? ..... yes no

If yes list locations, number of toilets, frequency of servicing. (Include on Site Plan)

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Describe sanitation provisions (provider, trash cans, recycling, event clean up). (Include on Site Plan)

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If using Walhalla Street and Sanitation a fee for these services may be required.

Roll Carts yes no How many? \_\_\_\_\_ Locations: \_\_\_\_\_

Date and time(s) to be emptied. \_\_\_\_\_

Date and time roll carts are to be picked up: \_\_\_\_\_

Dumpster yes no How many? \_\_\_\_\_ Locations: \_\_\_\_\_

Date and time(s) to be emptied. \_\_\_\_\_

Date and time dumpster(s) are to be picked up: \_\_\_\_\_

Barricades: yes no How many? \_\_\_\_\_ Locations: \_\_\_\_\_

Include on Site Plan

Who will be responsible for placing barricades?

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Will City personnel be responsible for street and property clean-up? yes no

Parking (Include all on site plan)

Anticipated number of spaces \_\_\_\_\_ Number of Handicapped Spaces \_\_\_\_\_

Participant Parking Location \_\_\_\_\_

Vender Parking Location \_\_\_\_\_ Entertainment Parking Location \_\_\_\_\_

Traffic Control, Safety, Emergency Response and Security

Have arrangements been made for medical assistance? (Include staging area on Site Plan)

If yes, include provide and contact information \_\_\_\_\_

\_\_\_\_\_

What are the traffic control measures? (Include on Site Plan)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Are you requesting Walhalla Police and Fire Department for assistance? yes no

If yes, how many officers? \_\_\_\_\_ Fire personnel \_\_\_\_\_

Note: City reserves the right to require city personnel, at the event's expense, to provide staffing for sufficient security and safety.

Dates and times security to be on site? \_\_\_\_\_

\_\_\_\_\_

Are you planning on using private security? If yes, name and contact information.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you contracted for mechanical rides, space walks, petting zoos or other attractions.....

yes no

If yes, please list company and details.

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Anticipated number of vendors not include above. please list vendors

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Experience:

Please list name(s), location(s) and date(s) of special events you have staged over the last five years:

<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

Rain Policy for Event

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## Hold Harmless Clause

Permittee/organization hereby shall assume all risks, incident to or in connection with permitted activity and shall be solely responsible for damage or injury of whatever kind or nature, to person or property, directly or indirectly arising out of or in connection with the permitted activity or the conduct of permittee's operation. Permittee hereby expressly agrees to defend and save the City harmless from any penalties for violation of law, ordinance or regulation affecting its activity and from any and all crimes, suits, losses, damages or injuries directly or indirectly arising out of or in connection with the permitted activity of conduct of its operation or resulting from the negligence or intentional acts or omissions or its officers, agents, volunteers, sponsors and employees.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Title; \_\_\_\_\_

Return complete application to:

City Administrator's Office  
Walhalla City Hall  
206 N. Church St.  
Walhalla, SC 29691

### DEPARTMENTAL REVIEW & APPROVAL

Police .....	<input type="checkbox"/> yes <input type="checkbox"/> no	_____
		Authorized Signature
Fire .....	<input type="checkbox"/> yes <input type="checkbox"/> no	_____
		Authorized Signature
Street and Sanitation .....	<input type="checkbox"/> yes <input type="checkbox"/> no	_____
		Authorized Signature
Codes .....	<input type="checkbox"/> yes <input type="checkbox"/> no	_____
		Authorized Signature
Parks & Recreation .....	<input type="checkbox"/> yes <input type="checkbox"/> no	_____
		Authorized Signature
Utilities .....	<input type="checkbox"/> yes <input type="checkbox"/> no	_____
		Authorized Signature

Application:            Granted  Denied

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Date

## Special Event Check List for Applicant

- Application Fee/ TBD
  
- Special Event Bond/ TBD
  
- SITE PLAN/ Must Show the following
  1. Location of all structures with respect to existing buildings, property lines, roads and walkways to include
    - Tents and other similar structures.
    - Grandstands size and capacity
    - Bandstands/ staging including electrical connections
    - Vendor booths
    - Restrooms
    - Portable Toilets
    - Refreshment Stands
    - Signs
    - Parking areas including handicap.
    - Speakers
    - Support vehicles
    - Sanitation receptacles
    - Security stations
    - Emergency response stations
  
  2. Additional applications/ licenses or permits as required
    - Business Licenses
    - Liquor license and/or beer/wine license from State of SC.
    - State of SCDHEC approval for all food vendors
    - SCDOT approval for use of State owned roads and owner approval of privately owned roads.
    - Sign Permits
  
- Application Fee/ TBD

STATE OF SOUTH CAROLINA )  
COUNTY OF OCONEE )  
CITY OF WALHALLA )

**ORDINANCE 2021-24**

**AN ORDINANCE TO ISSUE AMENDMENT NO. 2, TO AMEND THE FY 2021 BUDGET DOCUMENT “APPENDIX A” AND OTHER MATTERS RELATED THERETO.**

**WHEREAS, the Walhalla City Council adopted Ordinance 2021-6 entitled “AN ORDINANCE TO RAISE REVENUE AND ADOPT FOR THE CITY OF WALHALLA, SOUTH CAROLINA A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022 and;**

**WHEREAS, the amendment 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 and;**

**WHEREAS, the City of Walhalla recognizes the need for certain events to have off duty staffing and;**

**WHEREAS, the City of Walhalla desires to create a formal fee structure for said off duty staffing and;**

**WHEREAS, the Walhalla City Council now would like to amend the FY 2022 Budget Document, Appendix A; adding fees for the general fund and;**

**NOW THEREFORE: it is ordained and enacted that:**

**The off duty staffing fees are added as follows:**

**Firefighter/EMT \$25.00 hour  
Police Officer \$25.00 hour  
Public Works Technician \$25.00 hour**

**AND IS DONE AND RATIFIED in Council Duly assembled this \_\_\_\_\_ Day of \_\_\_\_\_ 2021.**

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



**ATTEST:**

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

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

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

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

## Brandon Burton

---

**From:** Oconee Military Museum <patriotshallmuseum06@gmail.com>  
**Sent:** Saturday, October 02, 2021 12:22 PM  
**To:** bburton@cityofwalhalla.com  
**Subject:** Oconee Military Museum request for funding

Brandon Burton  
City Administrator  
Walhalla, South Carolina

Good morning,

Oconee Military Museum at Patriots Hall has been hard hit by the Covid 19 pandemic. Visitor count, and consequently donations, are down by just under half which impacts monthly operating costs as well as the ongoing physical plant maintenance program.

Until early 2020, the building had no gutters and downspouts which resulted in rainwater sheeting off the roof and being blown against the 1933 vintage windows. Earlier this year we funded priming, caulking, and painting of all 37 windows and water damaged soffit. At that time, rotted window sills and other damage was found and repaired; however some sashes had long term damage as witnessed by earlier 'fixes' such as 2 x 2 props holding upper sashes in place and mismatched glass, that were beyond repair. One such sash was blown out of its frame onto the ground during a storm this summer. The failing integrity of the windows presents a hazard to the protection of the artifacts in the museum as well as costs of heating and air conditioning.

Our goal now is to replace nine windows with vinyl framed 30 year warranty insulated glass replacement windows with internal grids that emulate the originals in appearance. The estimated cost for this phase of the project including all labor and materials is \$7470.00.

We wish to request the sum of \$7470.00 from the H Tax fund for this project.

Thank you,

Mike Fieseler  
President  
Oconee Military Museum at Patriots Hall



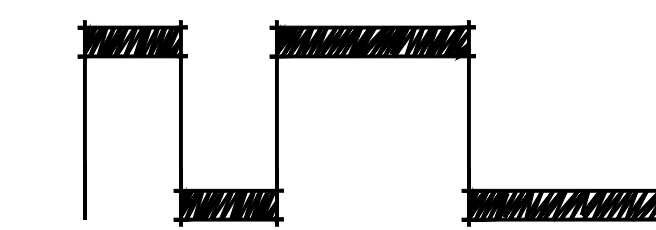
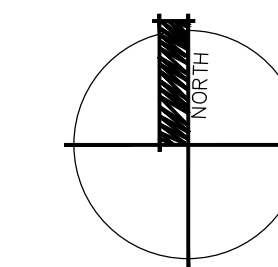
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 Developer: Schneider



Studio Main, LLC  
 Blake Sanders, PLA  
 1 Hindman Street  
 Pelzer, SC 29669  
 e. blake@studiomainllc.com  
 p. 864.617.0347

# GMC

Goodwyn Mills Cawood



GRAPHIC SCALE: 1"=200'

## WALHALLA GREENWAY

CITY OF WALHALLA  
 206 N CHURCH STREET  
 WALHALLA, SC 29691

DRAWN BY: BS  
 CHECKED BY: BS  
 PROJECT: 2021-013  
 DATE: 08/24/2021

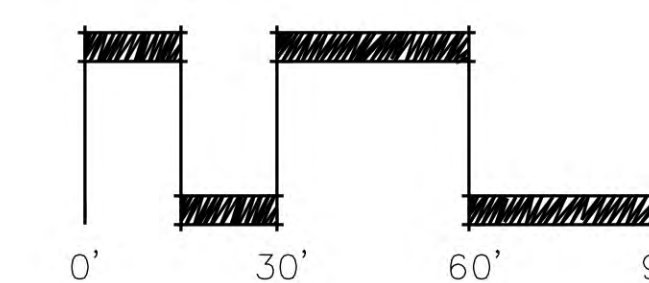
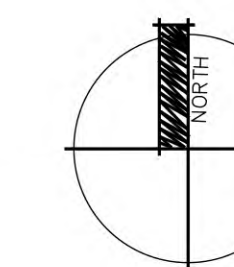
NO.	DATE	REVISION NOTES	BY
1	8.24.21	SCHEMATIC ALIGNMENT	BS

## OVERALL SCHEMATIC ALIGNMENT



Studio Main, LLC  
 Blake Sanders, PLA  
 1 Hindman Street  
 Pelzer, SC 29669  
 e. blake@studiomainllc.com  
 p. 864.617.0347

**GMC**  
 Goodwyn Mills Cawood



GRAPHIC SCALE: 1" = 30'

# WALHALLA GREENWAY

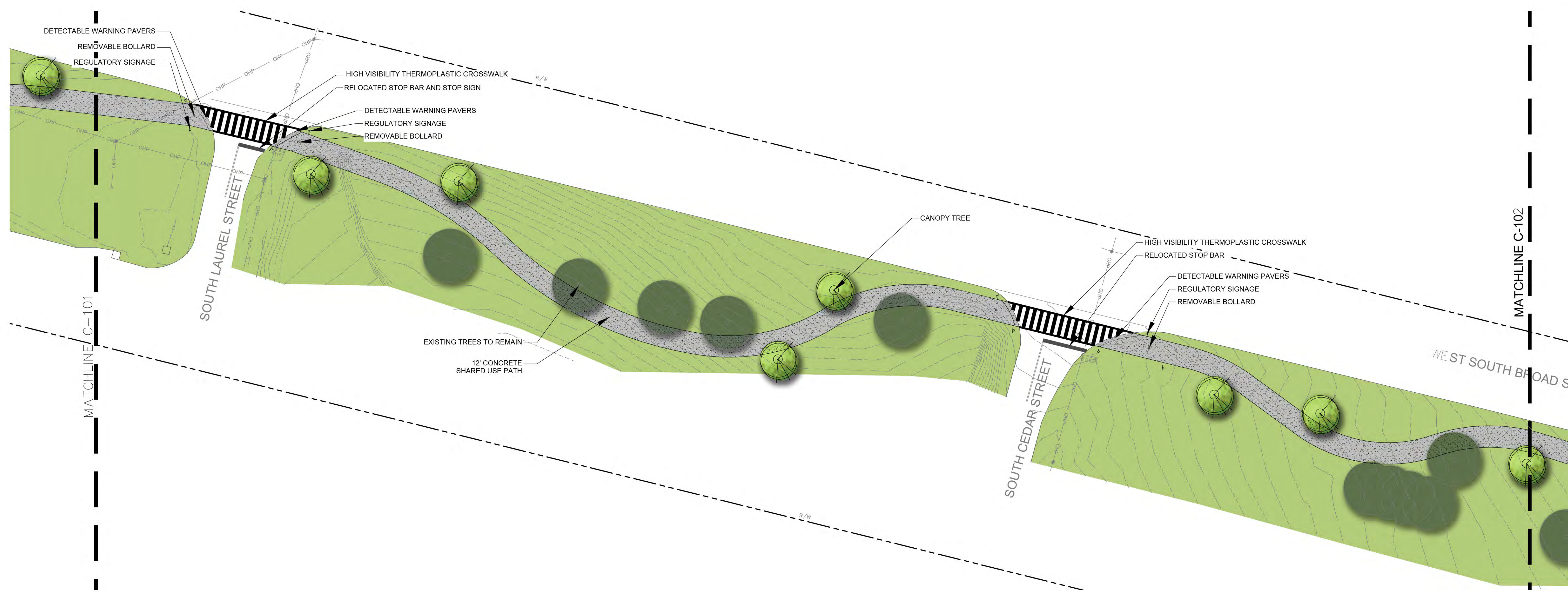
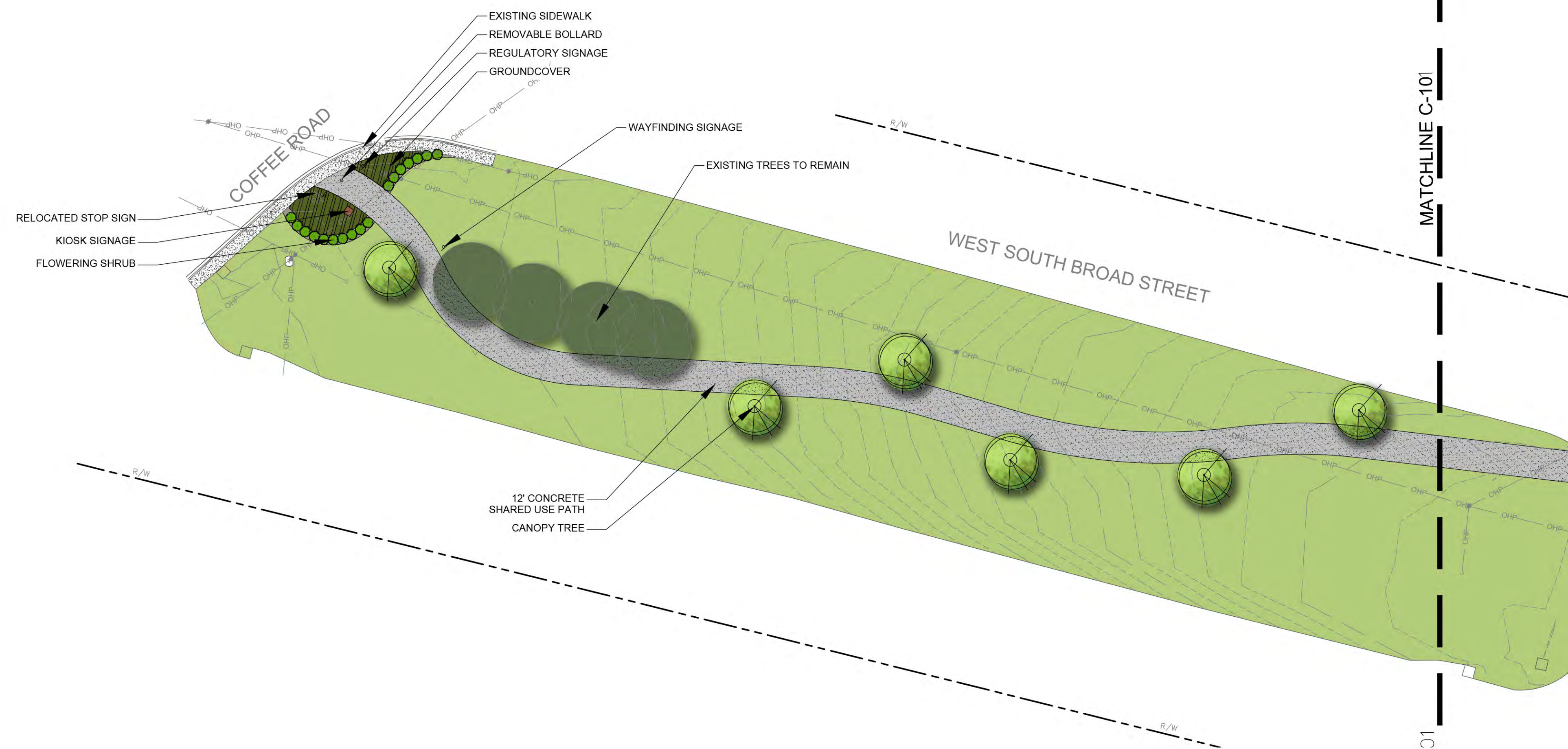
CITY OF WALHALLA  
 206 N CHURCH STREET  
 WALHALLA, SC 29691

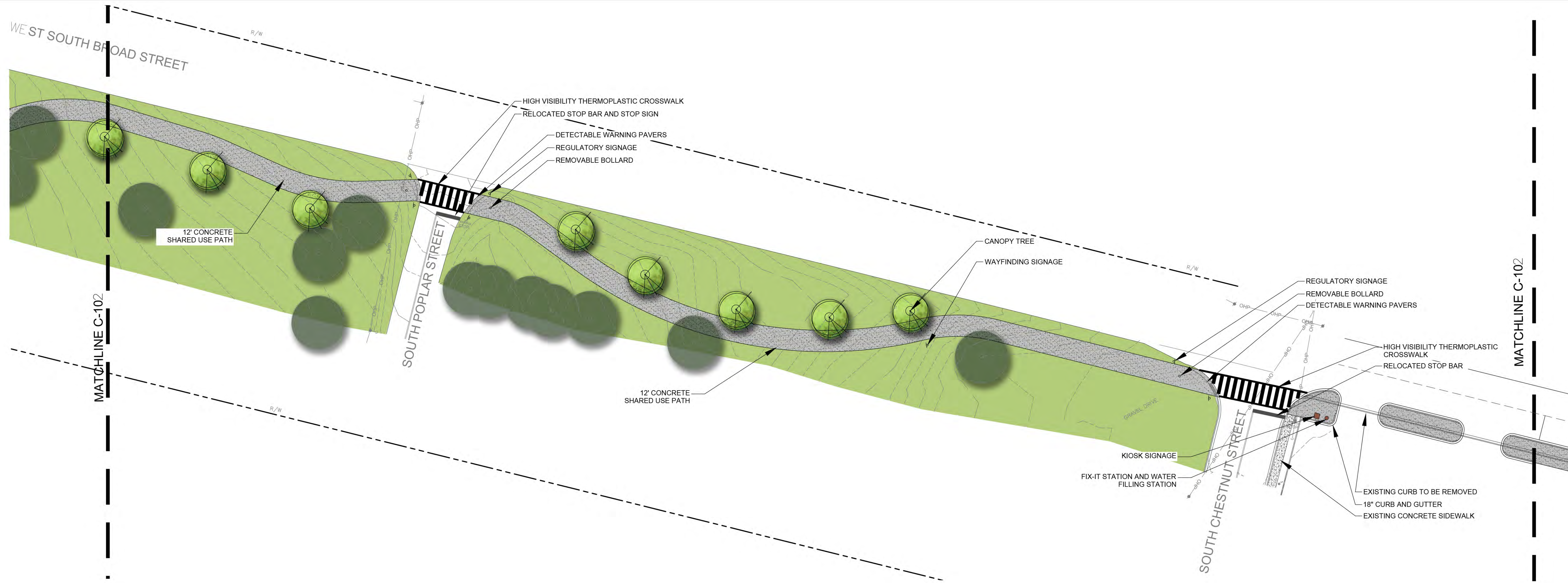
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 CHECKED BY: BS  
 PROJECT: 2021-013  
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## SCHEMATIC ALIGNMENT

SHEET C-101





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Goodwyn Mills Cawood

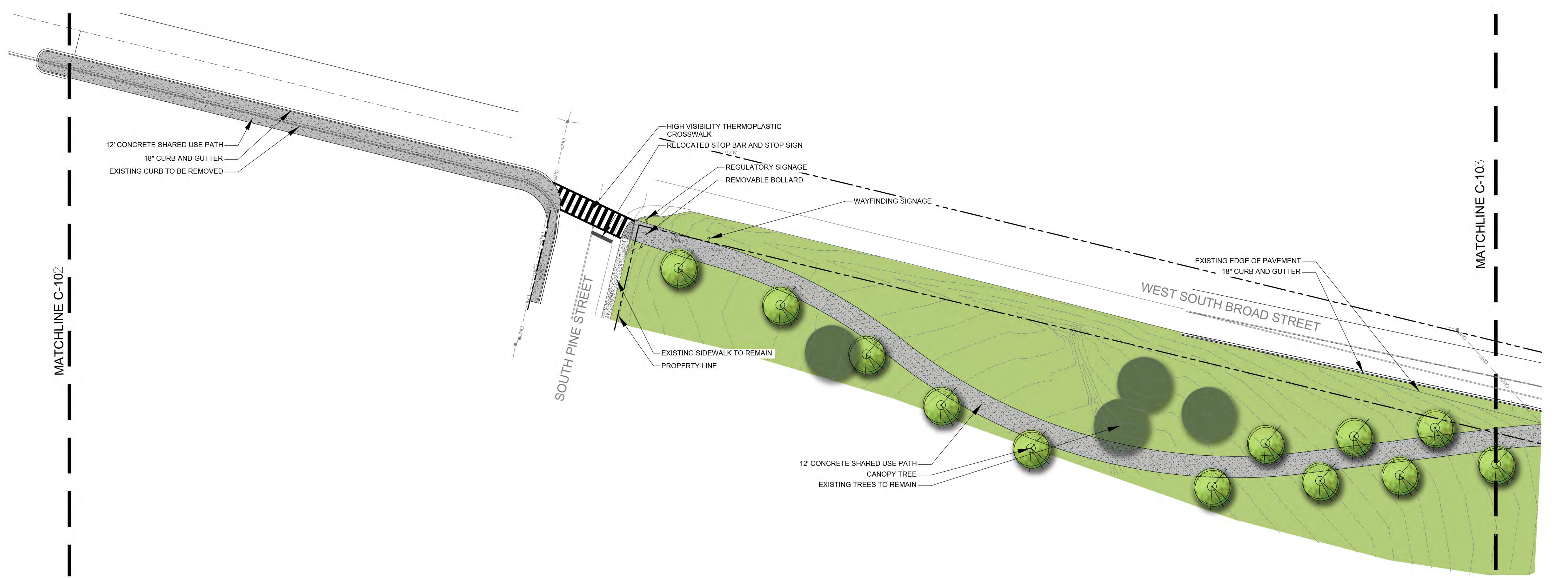
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WALHALLA  
GREENWAY

CITY OF WALHALLA  
206 N CHURCH STREET  
WALHALLA, SC 29691

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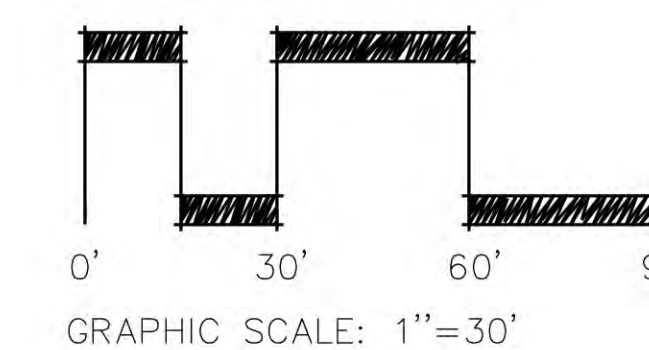
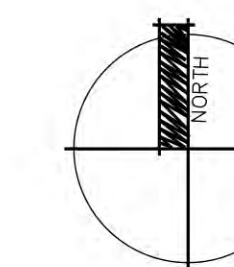


SCHEMATIC  
ALIGNMENT



Studio Main, LLC  
 Blake Sanders, PLA  
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 e. blake@studiomainllc.com  
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**GMC**  
 Goodwyn Mills Cawood



WALHALLA  
 GREENWAY

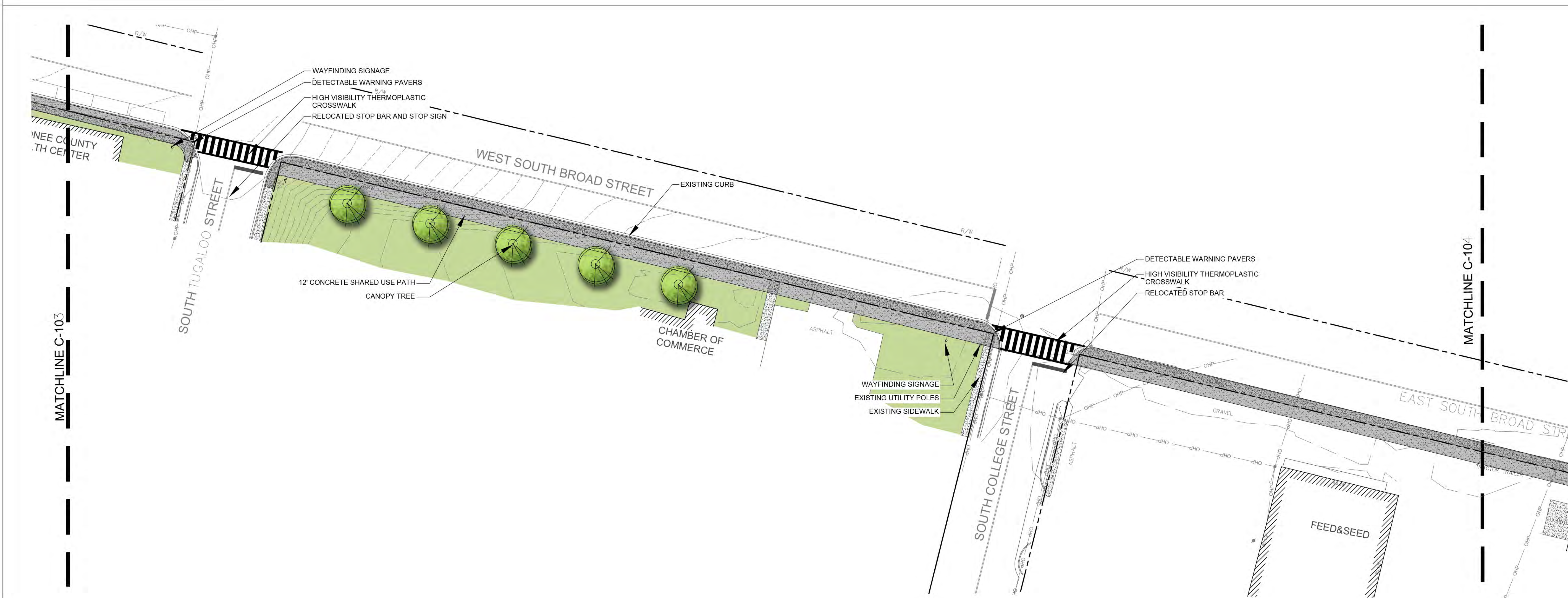
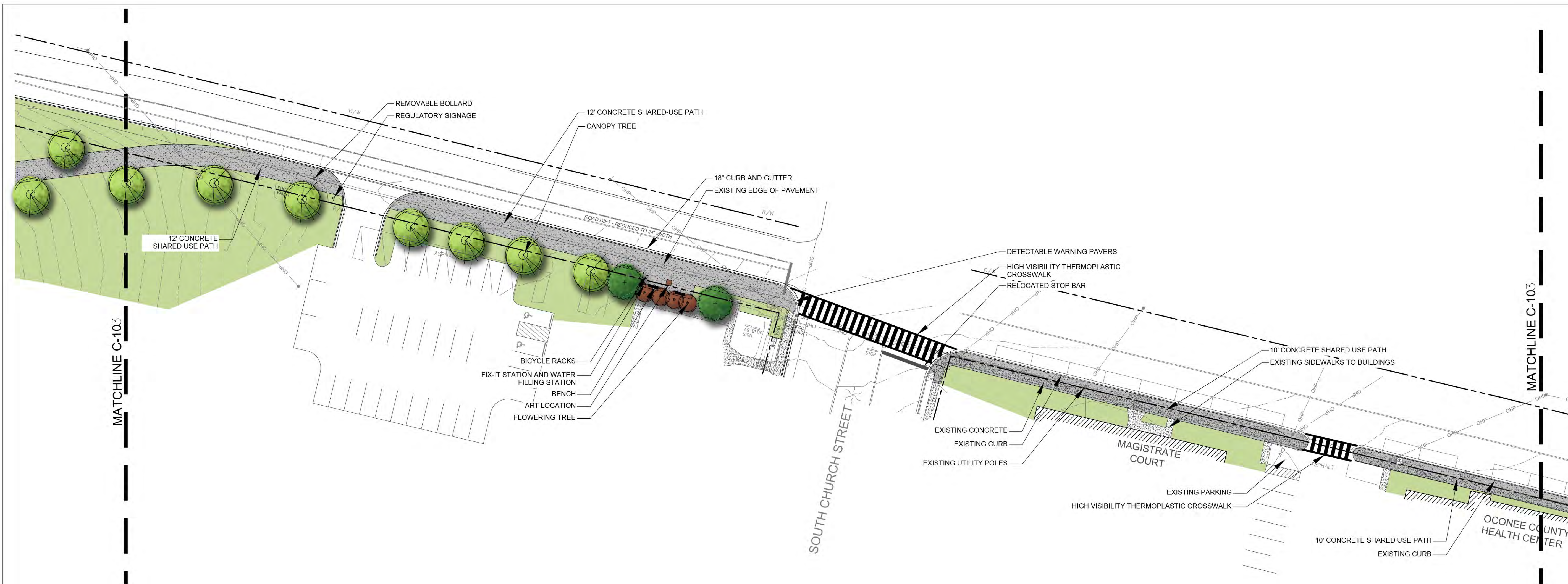
CITY OF WALHALLA  
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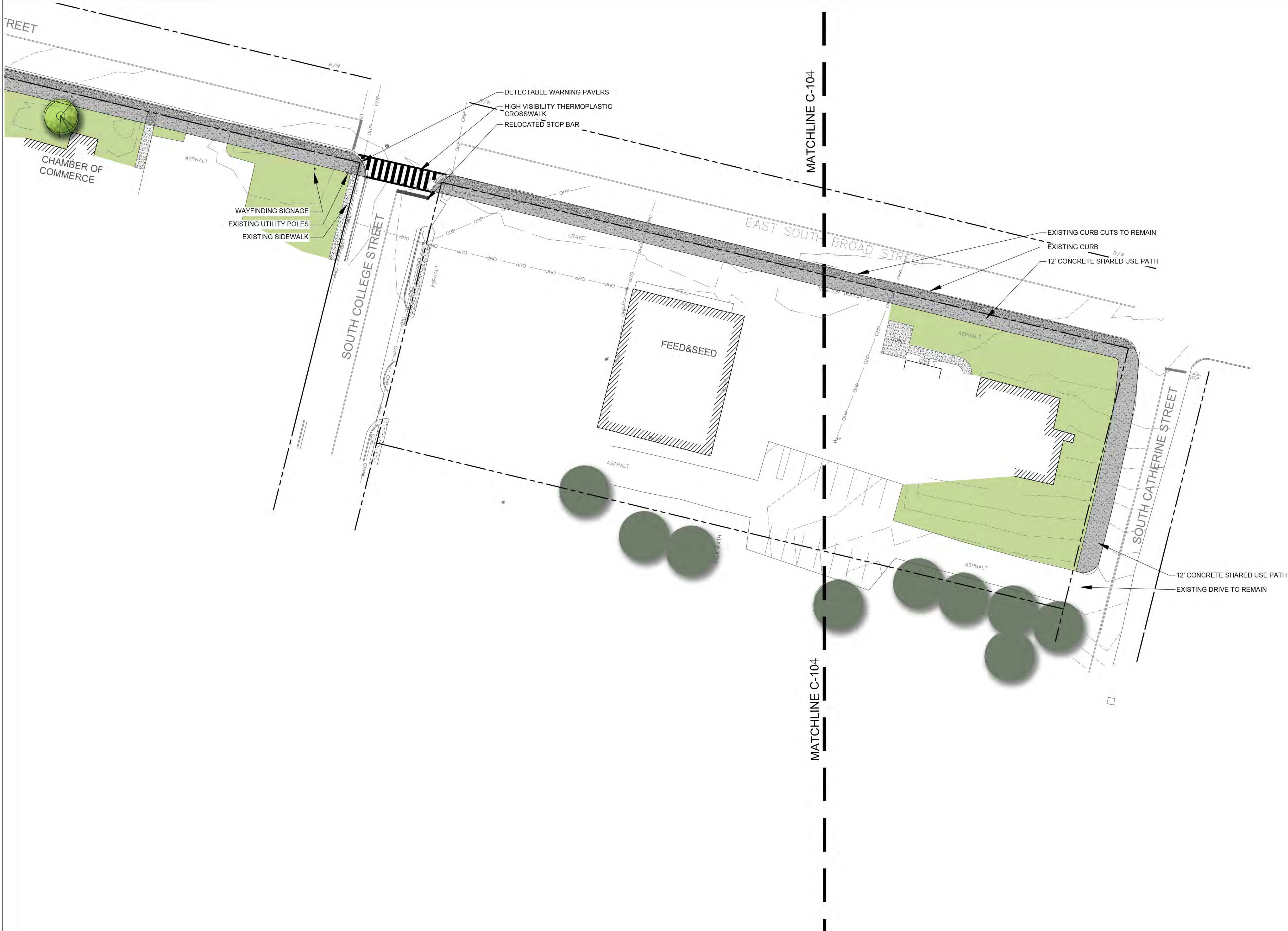
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SCHEMATIC  
 ALIGNMENT

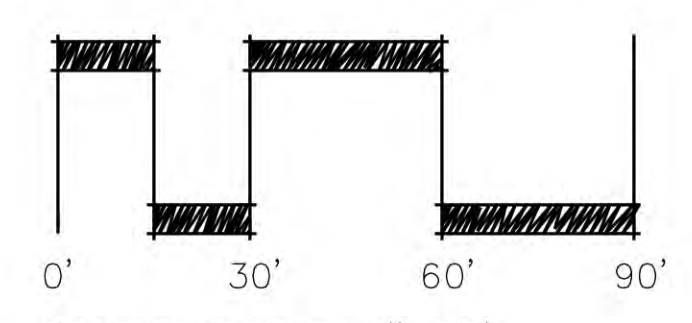
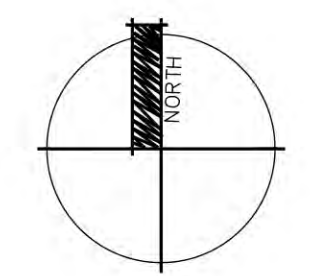
SHEET C-103





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**GMC**  
 Goodwyn Mills Cawood



GRAPHIC SCALE: 1" = 30'

# WALHALLA GREENWAY

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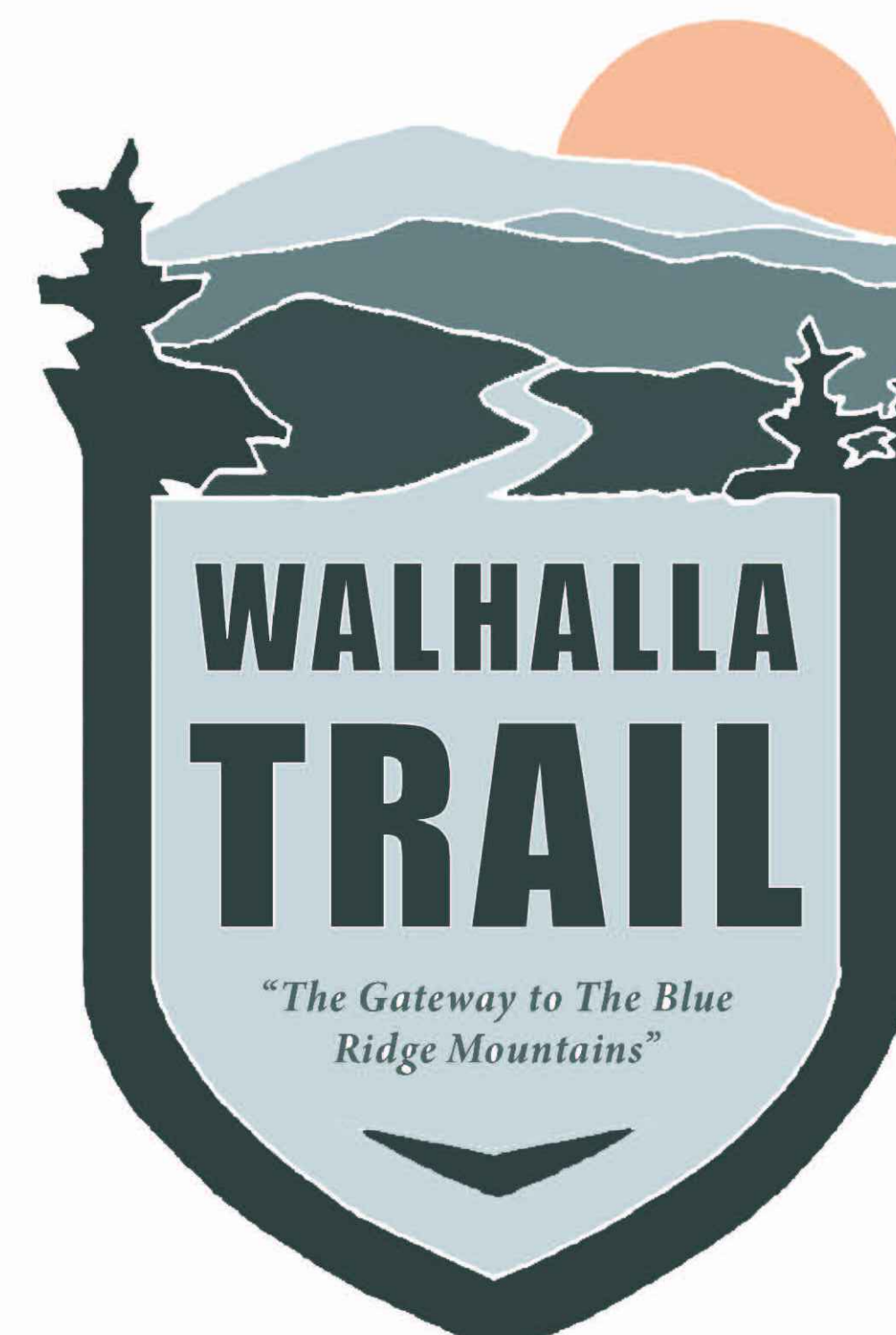
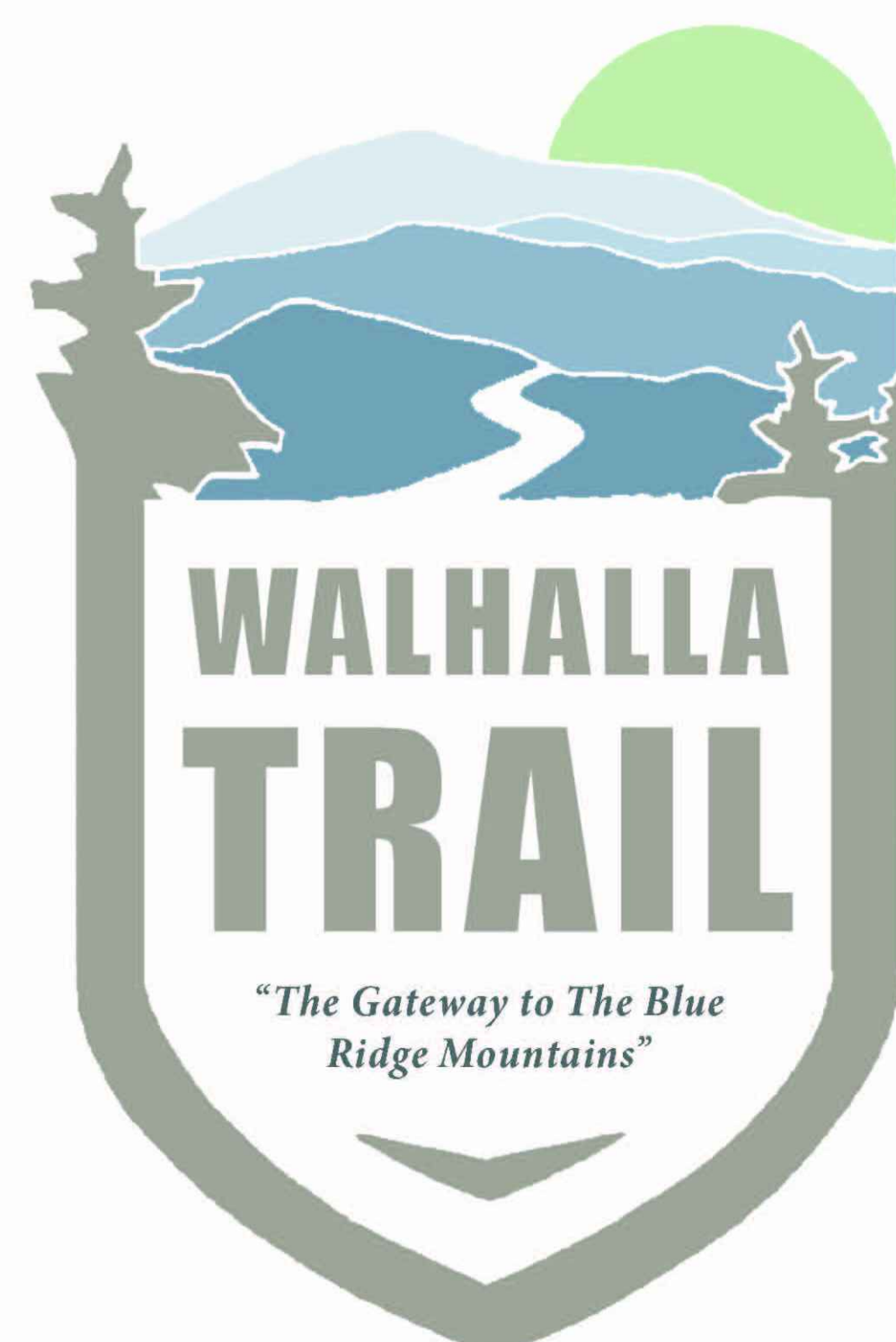
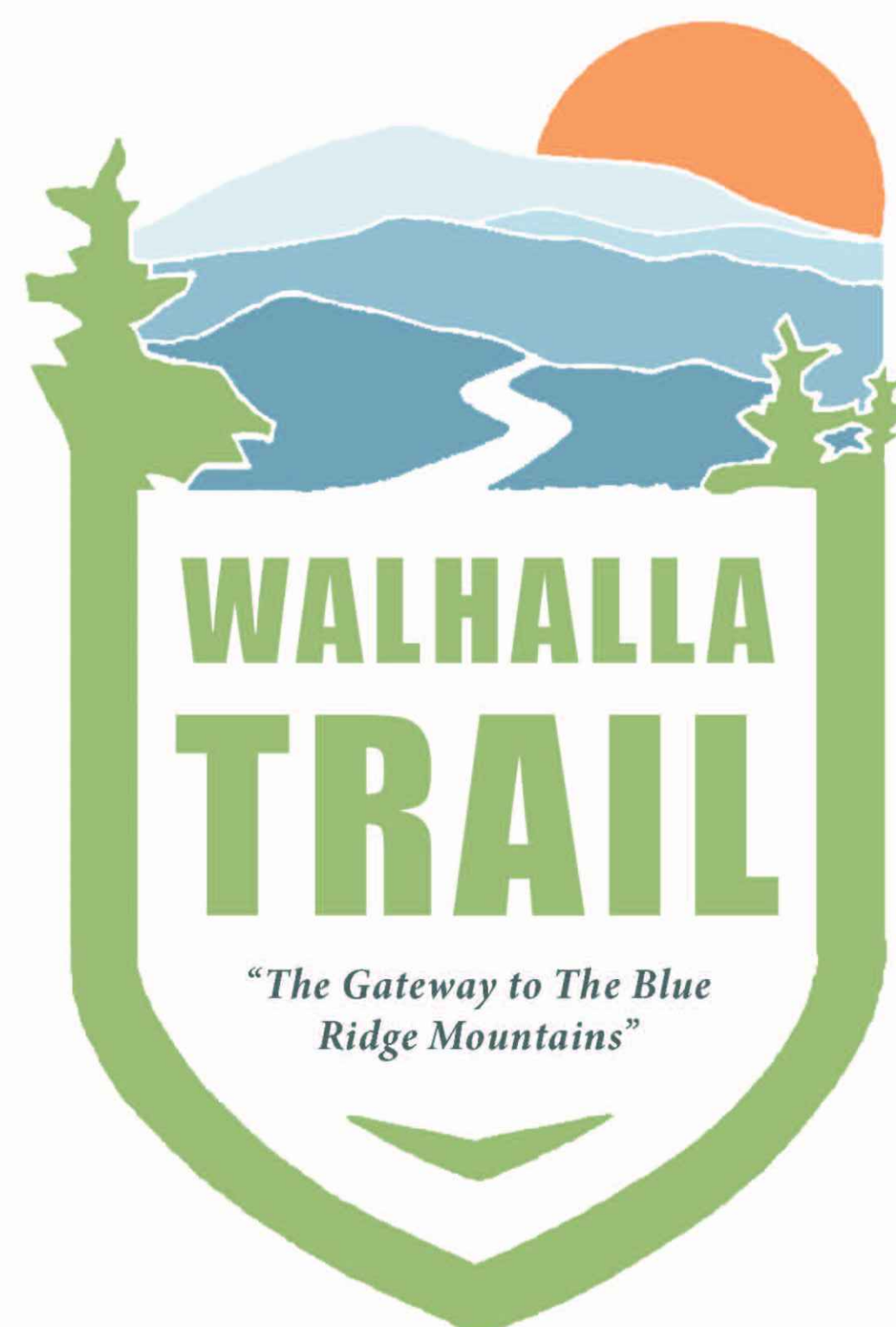
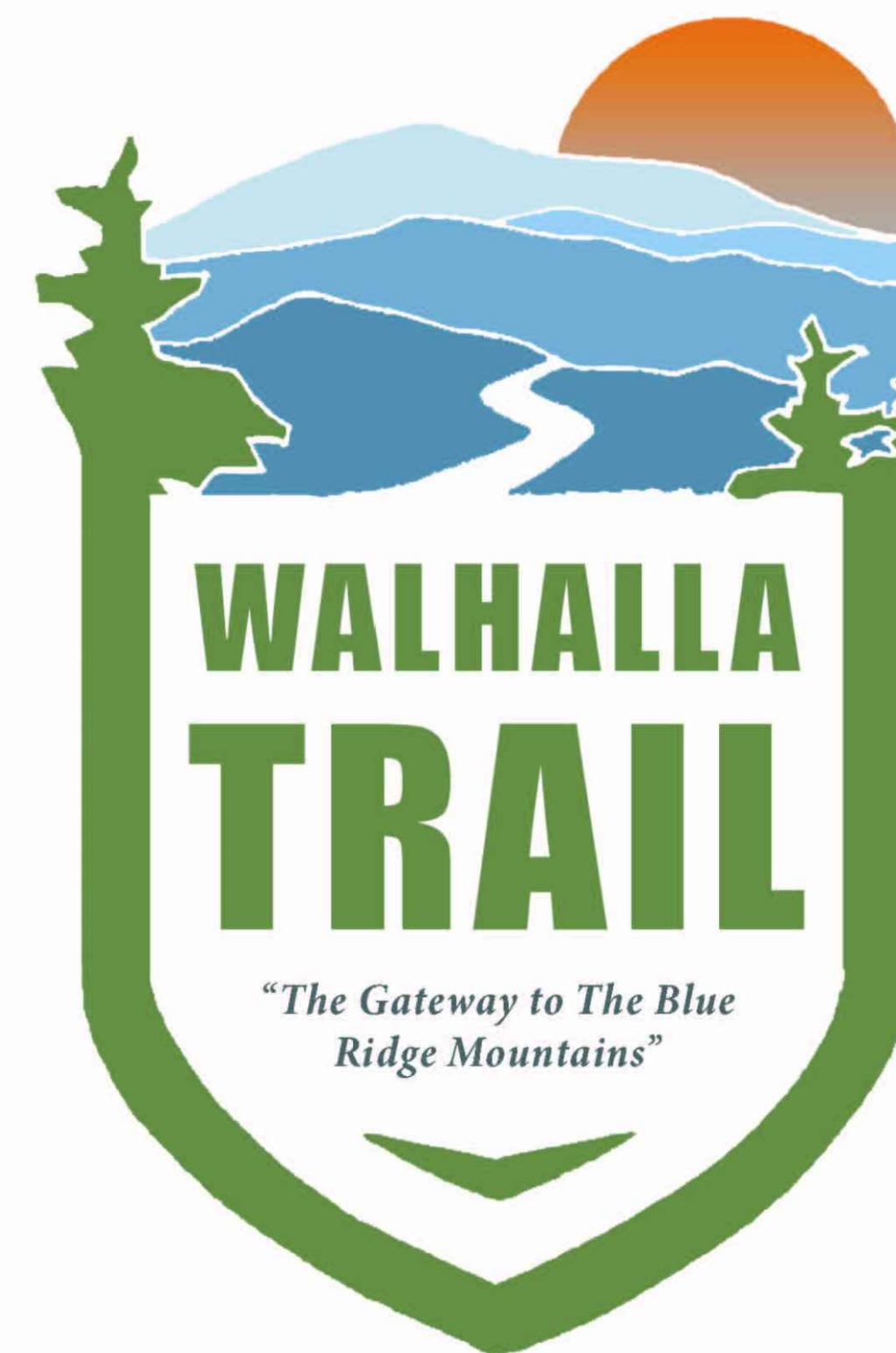
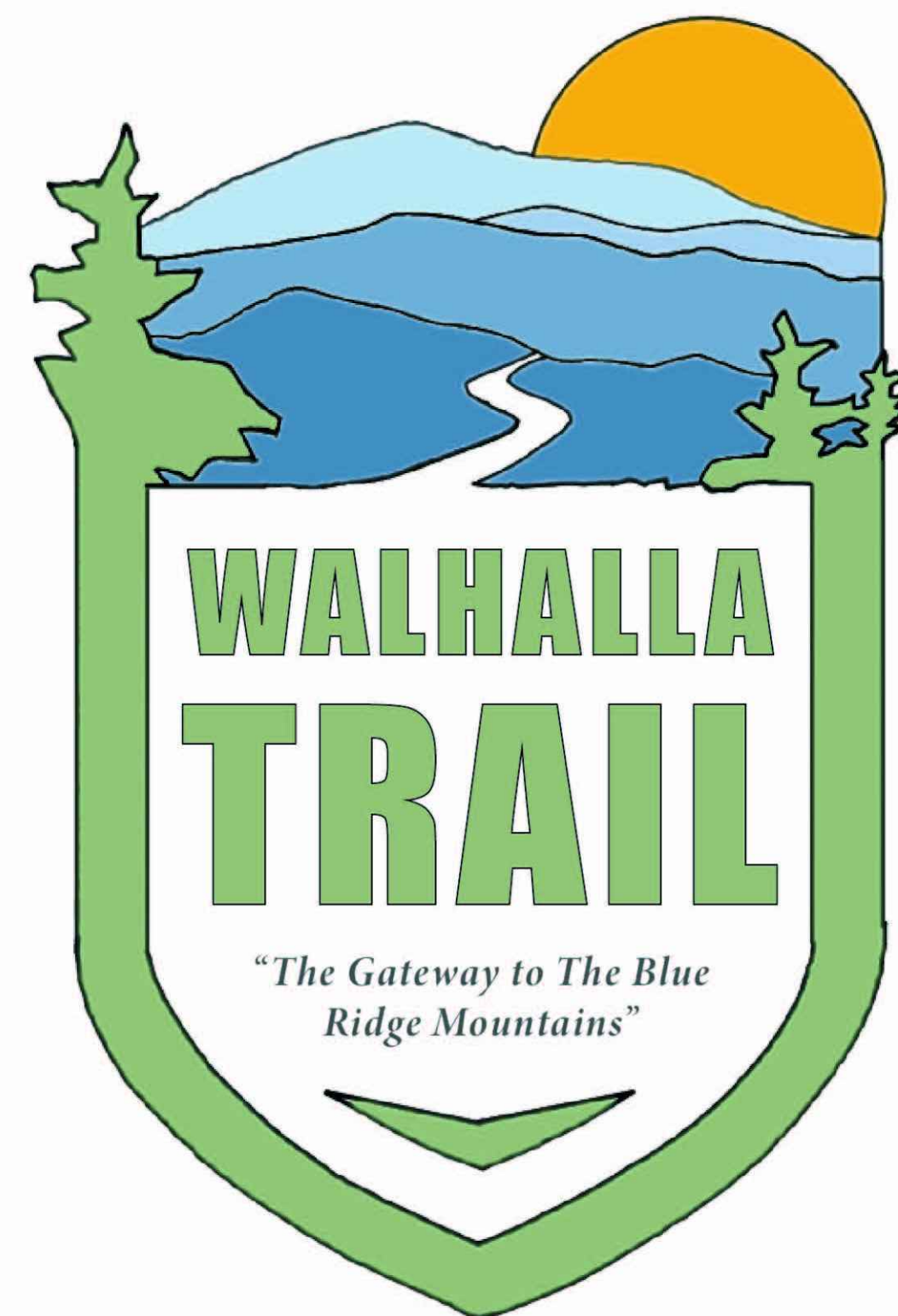
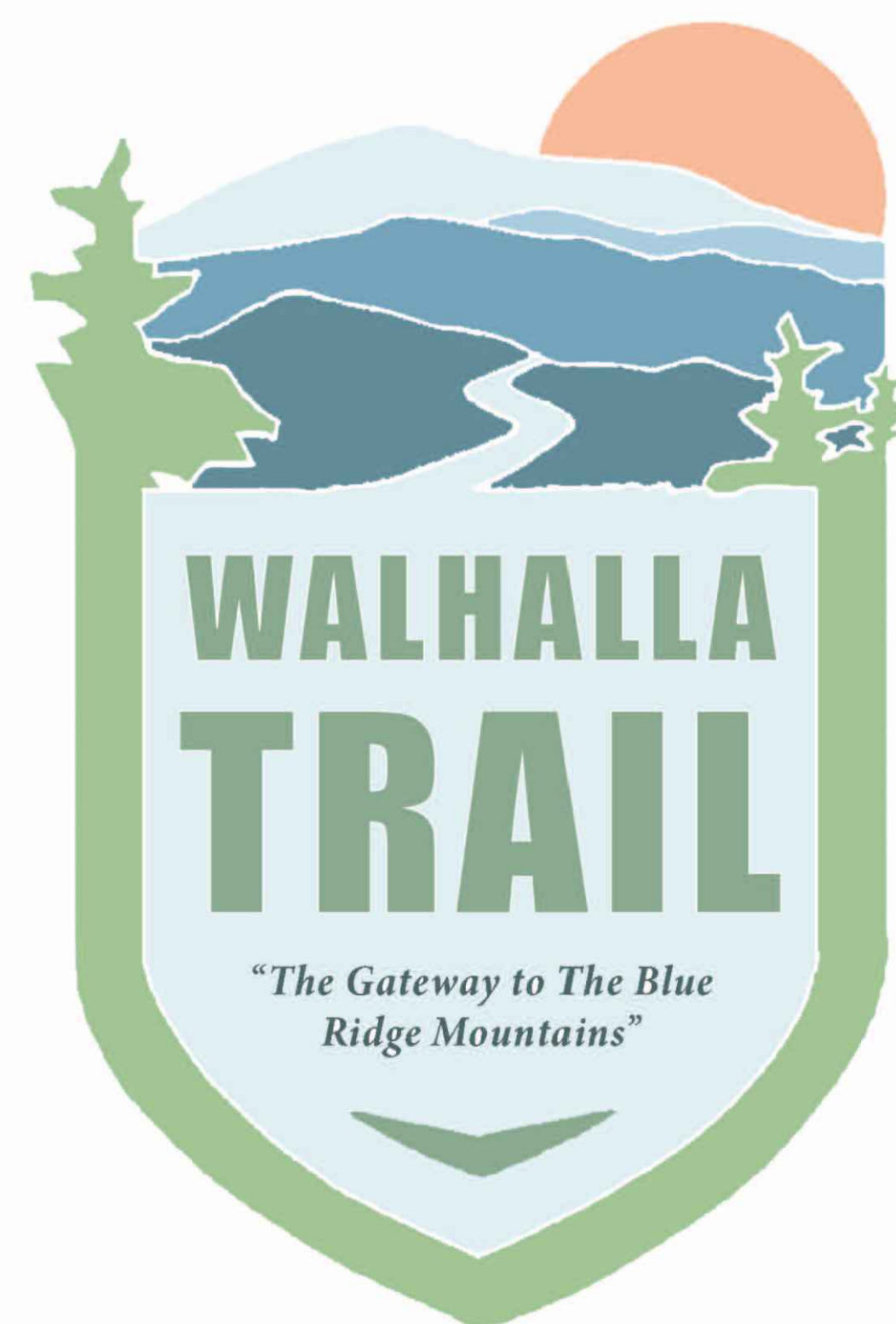
## SCHEMATIC ALIGNMENT



Studio Main, LLC  
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Goodwyn Mills Cawood



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1	8.24.21	SCHEMATIC ALIGNMENT	BS

CONCEPTUAL  
BRAND

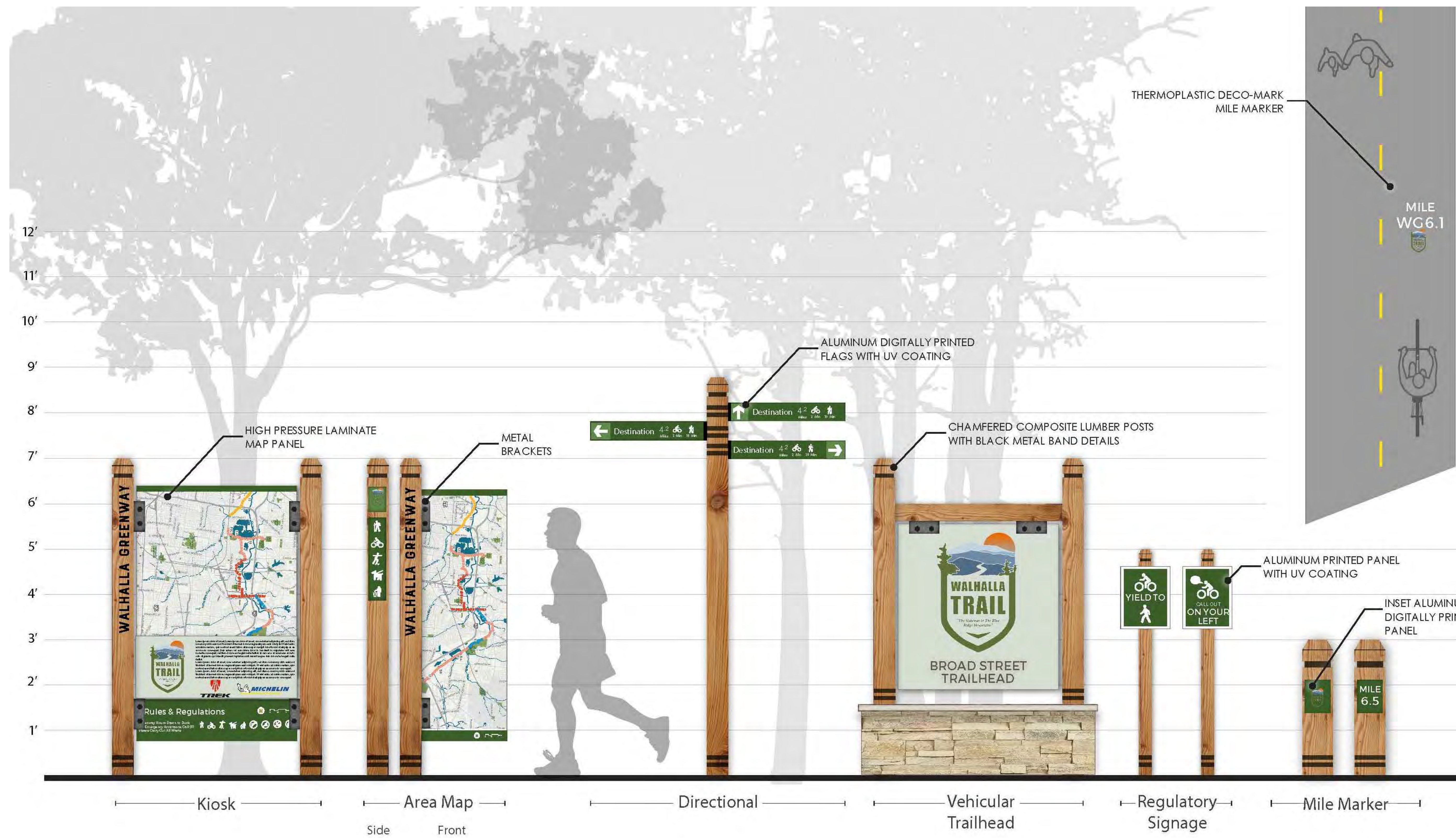




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 e. blake@studiomainllc.com  
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# GMC

**Goodwyn Mills Cawood**



## WALHALLA GREENWAY

CITY OF WALHALLA  
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 WALHALLA, SC 29691

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CONCEPTUAL  
 WAYFINDING  
 SIGNAGE  
 FAMILY

SHEET C-106



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# CONCEPTUAL RENDERINGS