Walterboro City of Walterboro | 242 Hampton Street | Walterboro, SC 29488 | 843.782.1010

WALTERBORO CITY COUNCIL
REGULAR MEETING
NOVEMBER 3, 2026
CITY HALL
6:15 P.M.

AGENDA

I. Call to Order:

1. Invocation – Reverand Jack Lewis, St. Peter's AME Church.
2. Pledge of Allegiance – Eagle Scouts Micah and Ezrah Givens.

II. Public Comments *(each speaker limited to 3 minutes/max time 15 min.)*:

III. Public Hearing:

Ordinance # 2026-08, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF WALTERBORO, SOUTH CAROLINA, A SOUTH CAROLINA MUNICIPAL CORPORATION, TO INCLUDE CHANGES TO CHAPTER 8, ARTICLE II, BUSINESS LICENSE ORDINANCE, SECTION 8-39 (b), APPENDIX A: BUSINESS LICENSE RATE SCHEDULE (Second and Final Reading).

IV. Presentations:

1. Project Hometown – Jenny Boulware, Main Street SC Manager.

V. Approval of Minutes:

1. Regular Meeting – October 6, 2026

VI. Old Business:

1. **Ordinance # 2026-08**, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF WALTERBORO, SOUTH CAROLINA, A SOUTH CAROLINA MUNICIPAL CORPORATION, TO INCLUDE CHANGES TO CHAPTER 8, ARTICLE II, BUSINESS LICENSE ORDINANCE, SECTION 8-39 (b), APPENDIX A: BUSINESS LICENSE RATE SCHEDULE (Second and Final Reading).

VII. New Business:

1. **Ordinance #2026-09,** AN ORDINANCE PURSUANT TO TITLE 5, CHAPTER 3, SECTION 5-3-150, SUBSECTION 3, OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976, AS AMENDED, TO ANNEX AN AREA KNOWN AS TMS #'s 147-05-00-022, 147-05-00-036 AND 147-05-00-037 INTO THE CITY OF WALTERBORO, A SOUTH CAROLINA MUNICIPAL CORPORATION (Introduction and First Reading).

2. A Proclamation to declare November 3, 2026, as World Pancreatic Cancer Day (Proclamation Attached).

3. Consideration of a request to close streets for the Annual Christmas Parade to be held Sunday, December 6, 2026, at 6:15 P.M. (Letter Attached).

VIII. Committee Reports:

1. City Improvement Committee, Chairman Ladson Fishburne.
2. Walterboro – Colleton Airport Commission, Jimmy Syfrett.
3. Budget Committee, Chairperson Judy Bridge.
4. Keep Walterboro Beautiful, Chairman Dana Cheney.
5. Main Street Steering Committee, Patricia Fleming.

IX. City Manager's Report:

1. Consideration of funding recommendations from the Accommodations Tax Advisory Committee (Memo Attached).
2. Consideration of bids for the Thunderbolt Drive Well/Stevens Well Project (Memo Attached).
3. Consideration of bids for the Middle Ireland Creek Sewer Trunk Line Project (Memo Attached).
4. Consideration of bids for the Office Renovation and Workshop Upfit at the Wastewater Treatment Plant (Memo Attached).
5. 2026 South Carolina Municipal Insurance and Risk Financing Fund Risk Management Award (51 to 150 full and part-time employees) Winner.
6. Wildlife Sanctuary Boardwalk Project Update.

X. Executive Session:

1. Contractual Matters:
   a. Capital Project Sales Tax Projects.
   b. Walterboro Wildlife Center.
2. Receipt of Legal Advice – Dealing with matters covered by attorney-client privilege, including potential or pending legal claims.
3. Personnel Matters:
   a. Discussion of Employment.
   b. Appointment to the Historic Preservation Commission.

XI. Open Session:

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

XII. Adjournment

ORDINANCE # 2026-08

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF WALTERBORO, SOUTH CAROLINA, A SOUTH CAROLINA MUNICIPAL CORPORATION, TO INCLUDE CHANGES TO CHAPTER 8, ARTICLE II, BUSINESS LICENSE ORDINANCE, SECTION 8-39 (b), APPENDIX A: BUSINESS LICENSE RATE SCHEDULE

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

WHEREAS, the City of Walterboro from time to time must review its fees and charges and make adjustments as necessary; and

WHEREAS, the City Council of the Municipality (the "Council") now wishes to amend the Current Business License Ordinance to amend Appendix A, business license rate schedule.

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

Amendments to Appendix A. Appendix A to the Current Business License Ordinance, the "Business License Rate Schedule," is hereby amended as follows:

APPENDIX A: BUSINESS LICENSE RATE SCHEDULE

	INCOME: $0 - $2,000	**INCOME OVER $2,000**
RATE CLASS	**BASE RATE**	**RATE PER $1,000 OR FRACTION THEREOF**
1	$ 40.00	$1.20
2	$ 45.00	$1.32
3	$ 50.00	$1.44
4	$ 55.00	$1.56
5	$ 60.00	$1.68
6	$ 65.00	$1.80
7	$ 70.00	$1.92
8.1	$ 50.00	$1.30
8.2	Set by state statute	
8.3	MASC Telecommunications	
8.4	MASC Insurance	
8.51	$12.50 + $12.50 per machine	
8.52	$12.50 + $180.00 per machine	
8.6	$50.00 plus $5.00 -OR- $12.50 per table	$1.40
9.3	$100.00	
	Income $2,000 - $300,000	$0.90
	Income over $300,000	$0.58

NON-RESIDENT RATES

Unless otherwise specifically provided, all taxes and rates shall be doubled for nonresidents and itinerants having no fixed principal place of business within the Municipality.

CLASS 8 RATES

Each NAICS number designates a separate subclassification. The businesses in this section are treated as separate and individual subclasses due to provisions of state law, regulatory requirements, service burdens, tax equalization considerations, and other factors that are deemed sufficient to require individually determined rates. In accordance with state law, the Municipality also may provide for reasonable subclassifications for rates, described by an NAICS sector, subsector, or industry, that are based on particularized considerations as needed for economic stimulus or for the enhanced or disproportionate demands on municipal services or infrastructure.

Non-resident rates do not apply except where indicated.

8.1 NAICS 230000 – Contractors, Construction, All Types [Non-resident rates apply].

Resident rates, for contractors having a permanent place of business within the Municipality:

Minimum on first $2,000 ..... $50.00 PLUS

Each additional 1,000.....$1.30

Non-resident rates apply to contractors that do not have a permanent place of business within the Municipality. A trailer at the construction site or structure in which the contractor temporarily resides is not a permanent place of business under this ordinance.

No contractor shall be issued a business license until all state and municipal qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job.

Sub-contractors shall be licensed on the same basis as general or prime contractors for the same job. No deductions shall be made by a general or prime contractor for value of work performed by a sub-contractor.

No contractor shall be issued a business license until all performance and indemnity bonds required by the Building Code have been filed and approved. Zoning permits must be obtained when required by the Zoning Ordinance.

Each prime contractor shall file with the License Official a list of sub-contractors furnishing labor or materials for each project.

For licenses issued on a per-job basis, the total tax for the full amount of the contract shall be paid prior to commencement of work and shall entitle the contractor to complete the job without regard to the normal license expiration date. An amended report shall be filed for each new job and the appropriate additional license fee per $1,000 of the contract amount shall be paid prior

to commencement of new work. Only one base tax shall be paid in a license year. Licensees holding a per-job license shall file, by each April 30 during the continuation of the construction project, a statement of compliance, including but not limited to a revised estimate of the value of the contract. If any revised estimate of the final value of such project exceeds the amount for which the business license was issued, the licensee shall be required to pay a license fee at the then-prevailing rate on the excess amount.

8.2 NAICS 482 – Railroad Companies (See S.C. Code § 12-23-210).

8.3 NAICS 517111, 517112, 517122 – Telephone Companies.

With respect to "retail telecommunications services" as defined in S. C. Code § 58-9-2200, the Municipality participates in a collections program administered by the Municipal Association of South Carolina. The Municipality has approved participation in the collections program by separate ordinance (the "Telecommunications Collections Ordinance"). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to retail telecommunications services are set forth in the Telecommunications Collections Ordinance.

8.4 NAICS 5241 – Insurance Companies:

Independent agents, brokers, and their employees are subject to a business license tax based on their natural class. With respect to insurers subject to license fees and taxes under Chapter 7 of Title 38 and to brokers under Chapter 45 of Title 38, the Municipality participates in a collections program administered by the Municipal Association of South Carolina. The Municipality has approved participation in the collections program by separate ordinance (the "Insurers and Brokers Collections Ordinance"). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to insurers and brokers are set forth in the Insurers and Brokers Collections Ordinance.

8.51 NAICS 713120 – Amusement Machines, coin operated (except gambling).

Music machines, juke boxes, kiddy rides, video games, pin tables with levers, and other amusement machines with or without free play feature licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(1) and (A)(2) **[Type I and Type II]**.

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2746:

Per Machine ..... $12.50 PLUS

Business license.....$12.50

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12 21-2728 are not subject to Subclass 8.51.

8.52 NAICS 713290 – Amusement Machines, coin operated, non-payout.

Amusement machines of the non-payout type or in-line pin game licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(3) **[Type III].**

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2720(B):

8.6 NAICS Code Varies – Billiard or Pool Rooms, all types.

A business that offers the use of billiard or pool tables shall be subject to business license taxation under its natural class for all gross income of the business excluding the gross income attributable to the billiard or pool tables. In addition, the billiard or pool tables shall require their own separate business licenses pursuant to SC Code § 12-21-2746 and shall be subject to a license tax of $5.00 per table measuring less than 3½ feet wide and 7 feet long, and $12.50 per table longer than that."

Minimum on first $2,000 ..... $50.00 PLUS

Per $1,000, or fraction, over $2,000 ..... $1.40

9.3 NAICS 4411, 4412 – Automotive, Motor Vehicles, Boats, Farm Machinery or Retail.

(except auto supply stores - see 4413)

Minimum on first $2,000 ..... $100.00 PLUS

$2,000 - $300,000 ..... $0.90

Over $300,000 ..... $0.58

One sales lot not more than 400 feet from the main showroom may be operated under this license provided that proceeds from sales at the lot are included in gross receipts at the main office when both are operated under the same name and ownership.

Gross receipts for this classification shall include value of trade-ins. Dealer transfers or internal repairs on resale items shall not be included in gross income.

DONE, this 3rd day of November, 2026.

_____

James D. Broderick
Mayor

ATTEST:

_____

Adrienne Nettles
City Clerk

First Reading: October 6, 2026
Public Hearing: _____
Second Reading: _____

Walterboro City Council

Regular Meeting

City Hall

October 6, 2026

Minutes

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, October 6, 2026, at 6:15 P.M. with Mayor James Broderick presiding.

Present: Joined in the meeting were: Mayor James Broderick, Councilmembers: Spencer Witkin, Carl Brown, Paul Siegel, Judy Bridge, Ladson Fishburne and Jimmy Syfrett. City Manager Jeff Molinari, Assistant City Manager Ryan McLeod, City Clerk Adrienne Nettles, City Attorney Brown McLeod, Reverend Newman Lawrence, St. Jude's Church, and Libertas Academy Students.

Call to Order:

With the above-mentioned Councilmembers present, Mayor Broderick called the meeting to order. Reverend Newman Lawrence, St. Jude's Church gave the invocation. Libertas Academy Student led the Pledge of Allegiance to our flag.

Public Hearing:

1. **Ordinance # 2026-07**, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF WALTERBORO, SOUTH CAROLINA, A SOUTH CAROLINA MUNICIPAL CORPORATION, TO INCLUDE CHANGES TO APPENDIX A, MEETINGS OF COUNCIL, SECTION 2.218 (4) (Second and Final Reading).

City Manager Jeff Molinari stated Mr. Mayor and members of Council this proposed ordinance would amend Appendix A, Meetings of Council. It would allow for a fifteen (15) minute public comment period at council meetings and would restrict comments to three (3) minutes per person for an aggregate amount of fifteen (15) minutes.

Presentations:

1. Derek McDaniel, Dominion Energy, Neighborhood Energy Efficiency Program.

Mr. Derek McDaniel with Dominion Energy gave a summary of the Neighborhood Energy Efficiency Program and explained all the benefits that this program has to offer for homeowners who have Dominion Energy. The kickoff will start November 10, 2026.

Councilmember Fishburne asked how did you all determine the map?

Mr. McDaniel stated that the map is determined by Census block. The map determines where Dominion Energy customers live in a town or area that is 200% below the poverty line.

Councilmember Bridge asked this presentation that you are having, can you sign up for the service that day?

Mr. McDaniel stated that you can sign up at the kickoff event. If you cannot attend the event two weeks prior to October 27th, they will be mailing out letters and postcards to customers with a phone number that you can call and schedule an appointment.

Councilmember Bridge asked is there a time frame that you will be in Walterboro?

Mr. McDaniel stated that we will be in Walterboro starting November 10th through January 2027.

Mayor Broderick asked if it is open to every citizen in the City of Walterboro?

Mr. McDaniel stated yes it is.

Councilmember Brown asked so it is not open to the shaded area?

Mr. McDaniel stated yes and no. If a customer has a Walterboro address that's not included in the shaded area, we will get those customers as well.

2. Colleton Chiropractic, Dr. John Gallagher, free standing sign and homeless concerns.

Dr. John Gallagher presented information about the ongoing issues with his business sign that keeps getting hit by cars. Dr. Gallagher also expressed his concerns about the homeless camp that is behind his property. He is concerned about the safety of his patients when leaving the facility with the homeless camp behind his property.

Councilmember Brown asked City Manager Jeff have we done anything about this?

City Manager Jeff Molinari stated yes, we did. On two occasions the Police Department has been back there. Both times they went back there they did not see anyone, but this is on our radar.

Approval of Minutes:

Upon motion of Councilmember Brown, Seconded by Councilmember Siegel, the following minutes were approved.

1. Regular Meeting – September 1, 2026.

Old Business:

1. **Ordinance # 2026-07**, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF WALTERBORO, SOUTH CAROLINA, A SOUTH CAROLINA MUNICIPAL CORPORATION, TO INCLUDE CHANGES TO APPENDIX A, MEETINGS OF COUNCIL, SECTION 2.218 (4) (Second and Final Reading).

Motion: Councilmember Witkin; Seconded by Councilmember Brown

Discussion: None

Carried: All ayes

New Business:

1. **Ordinance # 2026-08**, AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF WALTERBORO, SOUTH CAROLINA, A SOUTH CAROLINA MUNICIPAL CORPORATION, TO INCLUDE CHANGES TO CHAPTER 8, ARTICLE II, BUSINESS LICENSE ORDINANCE, SECTION 8-39 (b), APPENDIX A: BUSINESS LICENSE RATE SCHEDULE (Introduction and First Reading).

City Manager Jeff Molinari stated Mr. Mayor and members of City Council, the fiscal year 2026-2027 General Fund Budget was predicated on implementing an adjustment to our business license rates of $.20 per $1,000 of revenue. To make this effective for the business license renewals that will go out after the first of the year, we need to amend the business license rate schedule to reflect that increase.

Motion: Councilmember Witkin; Seconded by Councilmember Brown

Discussion: None

Carried: All ayes

2. Consideration of a request from the Colleton Chamber of Commerce to hold its Annual Turkey Trot, Saturday, November 21, 2026, from 6:00AM to 9:30AM.

Dr. Massey stated Mr. Mayor and members of Council the Chamber would like to revive the old Chamber of Commerce turkey trot as an event this year. We want to help to bring awareness about staying healthy during the holiday season. As you can see, we would like to request the route of the Rice Festival Run.

Motion: Councilmember Syfrett; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

3. Consideration of a request from Tammy Lawton to use the Waterfall Plaza on Saturday, October 17, 2026, from 10:00 AM to 4:00 PM for a Kids Fashion Show at the Waterfall Plaza.

City Manager Jeff Molinari stated that this request was deferred to another time.

4. Election of Mayor James Broderick as Voting Delegate at the 2026 National League of Cities City Summit. Mayor Broderick recused himself from the vote.

Motion: Councilmember Brown; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

5. Consideration of a request for a temporary closure of East Washington Street between Lucas Street and North Memorial Avenue for First Thursday on November 5, 2026, from 5:30 – 7:30 PM.

Motion: Councilmember Siegel; Seconded by Councilmember Bridge

Discussion: None

Carried: All ayes

Committee Reports:

1. City Improvement Committee, Chairman Ladson Fishburne.

Chairman Fishburne had nothing to report at this time.

2. Walterboro – Colleton Airport Commission, Jimmy Syfrett.

Jimmy Syfrett stated that the airport is doing well with the runway revitalization project. All runways will be back open by October 15th.

3. Budget Committee, Chairperson Judy Bridge.

Judy Bridge had nothing to report at this time.

4. Keep Walterboro Beautiful, Chairman Dana Cheney.

Councilmember Fishburne stated that he spoke with Dana Cheney, he mentioned that they received a $10,000 grant for litter pickup. He is going to be working with Jonathan from the Parks Department and see which streets they need to focus on.

5. Main Street Steering Committee, Patricia Fleming.

Patricia stated there was nothing to report at this time.

City Manager's Report:

1. Northwest Walterboro Sewer Improvement Project – Exit 57 (SCIIP Grant)/Lower and Middle Ireland Creek Sewer Trunk Line Improvement Project (EDA Grant) Update.

City Manager Jeff Molinari stated Mr. Mayor and members of Council we have some major infrastructure projects under construction. The city secured $10 million to run a sewer trunk line up to Exit 57 along the old CSX railroad right-of-way. The contractor is in the process of relocating a water line that conflicts with the section of the new gravity sewer main. After the water line relocation is done, a small section of the new sewer main will be constructed along Hiers Corner Road to the Exit 57 overpass on Bell's Highway to complete the project. The city secured $10

million and all that money has now been expended. Anything above and beyond will be picked up by the county. Keep in mind this project also funded extending sewer to the Colleton Mega Site. Along with this project, we also have another sewer trunk line project that will connect to this project. This is an EDA project where we secured over $5.7 million and this is upgrading the sewer trunk line from the treatment plant to Ireland Creek. We are approximately 74% complete with this job. If progress remains the same, construction should be done within the next 30 days. After construction, the new sewer main and manholes will be pressure tested and we will apply for a permit to operate. These two (2) projects are critical to bringing new development to Exit 57. There is a related project that we were hoping to do as part of this EDA project, but funding wouldn't allow. We did secure money from RIA to do a sewer rehab project along Ireland Creek. We have had issues in this area with inflow and infiltration, especially during heavy rain events. This specific project will address that by cleaning and camera sewer lines, making point repairs, and rehab along Ireland Creek. We will have the bid opening for that project later this month.

2. Consideration of bids for the Washington Street Plaza Renovation Project.

City Manager Jeff Molinari stated Mr. Mayor and members of Council you have in your agenda packet a memo and supporting documentation for the Washington Street Plaza renovation project. Last week we had a bid opening and had four (4) bids. One had to be dismissed as non-responsive. We are recommending awarding the contract to Wildwood Contractors from Walterboro, South Carolina in the amount of $763,044.78. We are recommending allocating the following funding sources:

SC Department of Commerce Grant	$175,000.00
Local Accommodations Tax Reserves	$155,280.00
Local Hospitality Tax Reserves	$155,280.00
SC Appropriation Act of 2025	$125,000.00
State Accommodations Tax	$80,000.00
State Accommodations Tax	$72,484.78

We are going to be going before the ATAX Committee this month to secure an additional $72,484.78. I am also going to ask the legislative delegation in January for $40,000 to defray some of these expenses. I will also be working to secure additional resources to lessen the impact on the city.

Motion: Councilmember Brown; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

A motion was made to go into Executive Session by Councilmember Bridge, seconded by Councilmember Siegel. Mayor Broderick explained that City Council would be going into Executive Session to discuss Contractual Matter: Walterboro Wildlife Center, Personnel Matters: Public Safety, and Discussion of Employment.

Executive Session:

1. Contractual Matter: Walterboro Wildlife Center.
2. Personnel Matter:
    a. Public Safety
    b. Discussion of Employment

A motion to come out of Executive Session was made by Councilmember Bridge, seconded by Councilmember Witkin, all in favor, motion carries.

Open Session:

There being no further business to consider, a motion to adjourn was made by Councilmember Brown, seconded by Councilmember Bridge, and passed unanimously. Mayor Broderick adjourned the meeting 7:24 P.M. Notice of the meeting was distributed with the agenda packet, to all local media, posted on City Hall Bulletin board and posted on the City's Website at least twenty-four hours prior to meeting time.

Respectfully,

Adrienne Nettles
City Clerk

ORDINANCE # 2026-09

AN ORDINANCE PURSUANT TO TITLE 5, CHAPTER 3, SECTION 5-3-150, SUBSECTION 3, OF THE CODE OF LAWS OF SOUTH CAROLINA, 1976, AS AMENDED, TO ANNEX AN AREA KNOWN AS TMS #s 147-05-00-022, 147-05-00-036 AND 147-05-00-037 INTO THE CITY OF WALTERBORO, A SOUTH CAROLINA MUNICIPAL CORPORATION

WHEREAS, a proper petition has been filed with the City of Walterboro Council by 100% of the freeholders owning 100% of the assessed value of the contiguous property hereinafter described petitioning for annexation of the property to the City of Walterboro under the provisions of SC Code Section 5-3-150(3); and

WHEREAS, it appears to Council that annexation would be in the best interest of the property owners and the City of Walterboro; and

The territory to be annexed is described as follows:

ALL those certain pieces, parcels or tracts of land, together with the buildings, improvements and fixtures thereon, situate, lying and being in Colleton County, South Carolina, containing in the aggregate Four and Fifteen Hundredths (4.15) acres, more or less, and consisting of the following three parcels:

PARCEL ONE — TMS# 147-05-00-022

ALL that certain piece, parcel or tract of land containing One and Two-Tenths (1.2) acres, more or less, and measuring and being bounded as follows: On the North by lands of Hazel Z. Simmons for a distance of 132.58 feet; on the Northeast by lands of Hazel Z. Simmons and the remaining portion of Lot 21 owned by Raymond Zeigler for a distance of 184.6 feet; on the Southeast by lands of Mary D. Mitchell, et al., for a distance of 367 feet; on the Southwest by lands of Rhodes Oil Company for a distance of 107.82 feet; and on the West by Mt. Carmel Road, also known as S-15-24, for a distance of 180.2 feet. All distances are more or less.

Said parcel is more fully shown on a plat prepared by Thomas Gordon McLeod, R.L.S., dated September 22, 1983, and recorded October 6, 1983, in Plat Book 22 at Page 109 in the Office of the Clerk of Court for Colleton County, South Carolina.

Being the same property described in a deed from William C. Padgett dated October 21, 1986, and recorded the same day in Deed Book 361 at Page 214 in the Office of the Register of Deeds for Colleton County, South Carolina.

PARCEL TWO — TMS# 147-05-00-036

ALL that certain piece, parcel or tract of land situate, lying and being in Wolfe Creek School District No. 12, containing One and Sixty-Seven Hundredths (1.67) acres, more or less, and being bounded as follows: On the Northeast by lands of Hazel Z. Simmons; on the Southeast by lands of Norman Lowery; on the Southwest by South Carolina Route 64; on the Southeast by lands of Johnny Rhodes; on the Southwest by lands of Johnny Rhodes; and on the Northwest by lands of Raymond Zeigler and Hazel Simmons.

Said parcel is more fully shown on a plat prepared by Robert L. Hiers, R.L.S., dated February 26, 1974, and recorded March 15, 1974, in Plat Book 15 at Page 82 in the Office of the Clerk of Court for Colleton County, South Carolina.

Being the same property described in a deed from Mary D. Mitchell and Helen Brown White dated May 6, 1983, and recorded the same day in Deed Book 265 at Page 46 in the Office of the Register of Deeds for Colleton County, South Carolina.

PARCEL THREE — TMS# 147-05-00-037

ALL that certain piece, parcel or tract of land lying northwest of the Town of Walterboro, containing One and Twenty-Eight Hundredths (1.28) acres, more or less, and being shown as Lot 11 on a plat prepared by Thomas Gordon McLeod, R.L.S., dated May 30, 1988. Said parcel is measuring and being bounded as follows: On the Northeast by Lot 16, now or formerly of Tommy Wright and Leon Avant, for a distance of 124.63 feet; on the Southeast by Lots 6 and 7, now or formerly of Johnny G. Hiers and Mary J. Hiers, and Eva G. Cummings, respectively, for a distance of 199.92 feet, by Lot 8 for a distance of 100 feet, by Lot 9, now or formerly of Crosby Herndon Enterprises, for a distance of 100 feet, and by Lot 10, now or formerly of Lonnie T. Remley, for a distance of 112.50 feet; on the Southwest by the right-of-way of South Carolina Highway 64 for a distance of 100.14 feet; and on the Northwest by lands now or formerly of Robert Keith Rizer and Courtland M. Rizer, Jr., for a distance of 504.59 feet. All distances are more or less.

Being the same property conveyed to Courtland M. Rizer, Jr., Ernestine F. Rizer, Robert Keith Rizer and Carolyn Dianne Rizer by deed of Norman E. Lowery dated December 10, 1976, and recorded the same day in Deed Book 187 at Page 357 in the Office of the Clerk of Court for Colleton County, South Carolina.

The area proposed for annexation consists of all land contained within the three parcels described above.

A map showing the property is attached hereto and made a part hereof by reference.

It is requested that the property be zoned Highway Commercial District (HCD) upon review and recommendation by the Municipal Planning Commission.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walterboro, South Carolina, this _____day of _____, 2026 that the property herein described is hereby annexed to and becomes a part of the City of Walterboro effective _____, 2026.

_____

James D. Broderick
Mayor

ATTEST:

_____

Adrienne Nettles
City Clerk

First Reading: _____
Second Reading: _____

TMS#s 147-05-00-022, 147-05-00-036, 147-05-00-037



Colleton County Boundary
Parcels
Roads
City Boundaries

1:1,970

0 0.01 0.03 0.05 mi

0 0.02 0.04 0.08 km

Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community, US Census Bureau, Esri, HERE, Garmin, GeoTechnologies, Inc.,

Date: October 8, 2026

PETITION

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF WALTERBORO:

The undersigned, being 100 percent of the freeholders owning 100 percent of the assessed value of the property in the contiguous territory described below and shown on the attached plat or map, hereby petition for annexation of said territory to the City by ordinance effective as soon hereafter as possible, pursuant to South Carolina Code Section 5-3-150(3).

The territory to be annexed is described as follows:

ALL those certain pieces, parcels or tracts of land, together with the buildings, improvements and fixtures thereon, situate, lying and being in Colleton County, South Carolina, containing in the aggregate Four and Fifteen Hundredths (4.15) acres, more or less, and consisting of the following three parcels:

PARCEL ONE — TMS No. 147-05-00-022

ALL that certain piece, parcel or tract of land containing One and Two-Tenths (1.2) acres, more or less, and measuring and being bounded as follows: On the North by lands of Hazel Z. Simmons for a distance of 132.58 feet; on the Northeast by lands of Hazel Z. Simmons and the remaining portion of Lot 21 owned by Raymond Zeigler for a distance of 184.6 feet; on the Southeast by lands of Mary D. Mitchell, et al., for a distance of 367 feet; on the Southwest by lands of Rhodes Oil Company for a distance of 107.82 feet; and on the West by Mt. Carmel Road, also known as S-15-24, for a distance of 180.2 feet. All distances are more or less.

Said parcel is more fully shown on a plat prepared by Thomas Gordon McLeod, R.L.S., dated September 22, 1983, and recorded October 6, 1983, in Plat Book 22 at Page 109 in the Office of the Clerk of Court for Colleton County, South Carolina.

Being the same property described in a deed from William C. Padgett dated October 21, 1986, and recorded the same day in Deed Book 361 at Page 214 in the Office of the Register of Deeds for Colleton County, South Carolina.

PARCEL TWO — TMS No. 147-05-00-036

ALL that certain piece, parcel or tract of land situate, lying and being in Wolfe Creek School District No. 12, containing One and Sixty-Seven Hundredths (1.67) acres, more or less, and being bounded as follows: On the Northeast by lands of Hazel Z. Simmons; on the Southeast by

lands of Norman Lowery; on the Southwest by South Carolina Route 64; on the Southeast by lands of Johnny Rhodes; on the Southwest by lands of Johnny Rhodes; and on the Northwest by lands of Raymond Zeigler and Hazel Simmons.

Said parcel is more fully shown on a plat prepared by Robert L. Hiers, R.L.S., dated February 26, 1974, and recorded March 15, 1974, in Plat Book 15 at Page 82 in the Office of the Clerk of Court for Colleton County, South Carolina.

Being the same property described in a deed from Mary D. Mitchell and Helen Brown White dated May 6, 1983, and recorded the same day in Deed Book 265 at Page 46 in the Office of the Register of Deeds for Colleton County, South Carolina.

PARCEL THREE — TMS No. 147-05-00-037

ALL that certain piece, parcel or tract of land lying northwest of the Town of Walterboro, containing One and Twenty-Eight Hundredths (1.28) acres, more or less, and being shown as Lot 11 on a plat prepared by Thomas Gordon McLeod, R.L.S., dated May 30, 1988. Said parcel is measuring and being bounded as follows: On the Northeast by Lot 16, now or formerly of Tommy Wright and Leon Avant, for a distance of 124.63 feet; on the Southeast by Lots 6 and 7, now or formerly of Johnny G. Hiers and Mary J. Hiers, and Eva G. Cummings, respectively, for a distance of 199.92 feet, by Lot 8 for a distance of 100 feet, by Lot 9, now or formerly of Crosby Herndon Enterprises, for a distance of 100 feet, and by Lot 10, now or formerly of Lonnie T. Remley, for a distance of 112.50 feet; on the Southwest by the right-of-way of South Carolina Highway 64 for a distance of 100.14 feet; and on the Northwest by lands now or formerly of Robert Keith Rizer and Courtland M. Rizer, Jr., for a distance of 504.59 feet. All distances are more or less.

Being the same property conveyed to Courtland M. Rizer, Jr., Ernestine F. Rizer, Robert Keith Rizer and Carolyn Dianne Rizer by deed of Norman E. Lowery dated December 10, 1976, and recorded the same day in Deed Book 187 at Page 357 in the Office of the Clerk of Court for Colleton County, South Carolina.

The area proposed for annexation consists of all land contained within the three parcels described above.

A map showing the property is attached hereto and made a part hereof by reference.

It is requested that the property be zoned Highway Commercial District (HCD) upon review and recommendation by the Municipal Planning Commission.

Signature	Street Address, City	Date
Carolyn Bizer Kight	21 Courtney Ct.	10/12/26
Robert Keith Rizer	8623 Middleton Point Ln. Ridgeland, SC 29438	10/15/26
Courtland M. Rizer by Robert Keith Rizer Power of Attorney	218 Azalea Drive Walterboro SC 29488	10/15/26
Ernestine F. Rizer by Robert Keith Rizer Power of Attorney	218 Azalea Drive Walterboro, SC 29488	10/15/26

FOR MUNICIPAL USE:

Petition received by jan, Date 10/21/2026

Description and Ownership verified by jan, Date 10/21/2026

Recommendation: Annexation

By: jan, Date 10/21/2026

PANCREATIC CANCER ACTION NETWORK®

PANCREATIC PROCLAMATION

WHEREAS, in 2026, an estimated **67,530** people will be diagnosed with Pancreatic Cancer in the United States and **52,740** will die from the disease; and

WHEREAS, Pancreatic Cancer is one of the deadliest cancers, is currently the third leading cause of cancer death in the United States, and is projected to become the second leading cause around 2030; and

WHEREAS, Pancreatic Cancer is the only major cancer with a five-year relative survival rate at just 13 percent; and

WHEREAS, when symptoms of Pancreatic Cancer present themselves, it is generally in later stages, and **87 percent** of pancreatic cancer patients die within the first five years; and

WHEREAS, approximately **960 deaths** will occur in South Carolina in 2026; and

WHEREAS, Pancreatic Cancer is **the sixth most common** cause of cancer-related death across the world; and

WHEREAS, there were an estimated **510,992 new Pancreatic Cancer cases diagnosed worldwide in 2022; and**

WHEREAS, the good health and well-being of the residents of Walterboro are enhanced as a direct result of increased awareness about the symptoms and risks of pancreatic cancer, and research into early detection, causes, and effective treatments.

NOW THEREFORE BE IT PROCLAIMED, I James Broderick, Mayor of the City of Walterboro, proclaim November 19th, 2026, as World Pancreatic Cancer Day in the City of Walterboro.

DONE, this 3rd day of November 2026.

_____

James D. Broderick, Mayor

Walterboro

City of Walterboro | 242 Hampton Street | Walterboro, SC 29488 |843-782-1000
www.walterborosc.org

October 27, 2026

Walterboro City Council
242 Hampton Street
Walterboro, SC 29488

Re: Street Closure for the 2026 Christmas Parade

Sunday, December 6, 2026

Dear Walterboro City Council,

The Walterboro Christmas Parade will be held on Sunday, December 6, 2026, at 6:00 PM. The parade route will begin on Hampton Street at the Colleton Civic Center, it will proceed east, turn right onto Jefferies Boulevard, turn right onto Washinton Street, then right onto Neyle Street, making another right on North Miller Street and ending back at the Colleton Civic Cetner on Hampton Street. The parade route is approximately one mile long. In addition, I am requesting that four parking spots be blocked off in front of the waterfall on Washington Street to announce the parade. After discussing with Chief Wade Marvin and his staff, I formally request that Hampton Street, from Jefferies Boulevard to Lucas Street, be closed at 4:00 PM. I request that the rest of the parade route be closed at 4:00 PM.

Hampton Street from N Memorial to N/S Miller Street. 4:00

Thank you for your favorable consideration of this request.

Sincerely,

Adrienne Nettles
City Clerk

Walterboro

City of Walterboro | 300 Hampton Street | Walterboro, SC 29488 | 843.782.1000
www.walterborosc.org

Accommodations Tax Advisory Committee

To: Walterboro City Council
CC: Jeffrey P. Molinari, City Manager
From: Accommodations Tax Advisory Committee
Date: October 26, 2026
Re: Approvals from the October 15, 2026, meeting

At the regularly scheduled October 15, 2026, meeting, the Accommodations Tax Advisory Committee recommends the following funding requests:

Requests for 65% Tourism Fund	Requested	Recommended
Colleton County Rice Festival	$42,340.00	$16,450.00
SC Artisans Center – Shop & Explore SC Art	$36,000.00	$20,000.00
City of Walterboro	$32,485.00	$32,485.00
Total	**$110,825.00**	**$68,935.00**

The City of Walterboro amended their request from $72,484.78 to reduce financial strain on the 65% Tourism Fund.

The Accommodations Tax Advisory Committee specified funding for the SC Artisan Center be applied to:

- The Charleston City Paper Marketing Campaign: $10,000.00
- The Evening Post Media Channels: $10,000.00

If City Council approves these requests as submitted, the projected remaining balance for the 2026 – 2027 fund will be approximately $35,502. The remaining funds will be reviewed and considered at the next scheduled meeting in February 2027. The Accommodations Tax Advisory Committee respectfully requests City Council's approval of these funding recommendations.

South Carolina Artisans Center

The Official Folk Art and Craft Center of South Carolina
Tax ID # 57-0983458
February 2, 2026

I. BASIC INFORMATION

A. Project Name: 2026 AG + ART Tour

B. Requested Amount: $5,000.00
(Each county participation cost plus additional marketing items)

C. Total Project Cost: $60,000.00
(Total cost for 20 participating counties)

D. Applicant Information:

1. South Carolina Artisans Center #57-0983458
2. **David Smalls,** Executive Director
3. 318 Wichman Street
   Walterboro, SC 29488
4. 843-549-0011, no Fax
   info@scartisanscenter.com

II. Narrative:

The South Carolina Ag + Art Tour is a free, self-guided tour of farms and markets featuring local artisans at every stop! During the tour visitors will have the opportunity to see first-hand where their food comes from, watch artists in action and purchase their artwork, enjoy the melodies of local musicians, and learn more about rural life. The tour is the largest free farm and art tour in the nation with over 125,000 visitors participating since 2012. The 2026 Ag + Art Tour will have 20 counties participating this year.

Colleton County will be part of this Tour in 2026; this will be our sixth year participating in this multi-county event.

A. General Project Description:

The Colleton County Ag + Art Tour will be held **May 16th**. Colleton will be the only county hosting the tour in the Lowcountry during that weekend. We hope to have 8 Ag sites that will participate.

The Colleton Museum/Farmers' Market, and the South Carolina Artisans Center will be stops in addition to the 8 Ag sites. We are planning to have our Artist Handmade Series on Saturday, May 16th from 10:00 am – 2:00 pm, a possible night time event on Saturday evening to encourage visitors to stay the night in Walterboro. We are also planning on bringing back the tractor parade and to expand it this year.

There are no attendance fees, but you can buy produce, value added products, food, beverages, and a fee for some activities.

Each farm will have artisans at their farm and the South Carolina Artisans Center will provide on-site artisans. The artisans will conduct demonstrations and sell their artwork.

B. & C. Benefit to Tourism and/or Community:

AGRICULTURE AND ART: TOGETHER

The South Carolina Ag + Art Tour is a free, self-guided tour of farms and farmers markets featuring local artisans at every stop. We currently have 10 stops including the Colleton Museum/Famers Market, and the South Carolina Artisans Center and 8 Ag sites.

There is no admission fee to take the tour; however, there will likely be a charge to purchase food, beverages and farmer's and artisan's products. Some activities may also have a cost.

The tour is free and self-guided. Visitors start anywhere and begin their weekend(s) of farm and art fun! Visitors sign in at their first stop each weekend, and they will be tracked and counted as they move from farm to farm.

The tour takes place rain or shine! Sites may close if there is a threat of severe weather as the safety of our visitors, farmers, and artisans is our #1 priority.

The South Carolina Ag + Art Tour is a grassroots driven program that is coordinated by volunteers across a diverse spectrum of organizations.

D. Tracking:

We will be tracking each visitor to each of the sites during the tour by utilizing sign-in sheets and tally counters to assist in this tracking process. The tour is the largest free farm and art tour in the nation with over 125,000 visitors participating since 2012.

We anticipate overnight stays due to event(s) happening on Saturday evening. Colleton will be the first tour county in the Lowcountry.

E. The duration of this project:

Saturday, May 16, 2026

III. BUDGET:

County Participation Cost Breakdown:
(Part of overall marketing and advertising paid to Clemson University, coordinator of tour.)

Social Media, Digital Marketing & Graphic Design	**$2,500**
Sub Total:	**$2,500**

Additional Marketing & Advertising:
(Promotion of Colleton County Ag + Art Tour)

Social Media & Digital Marketing	**$2,500**
Sub Total:	**$2,500**
Total:	**$5,000**

IV. Attached

V. N/A

VI. Attached

The State of South Carolina

Office of Secretary of State Mark Hammond

Certificate of Existence, Non-Profit Corporation

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

SOUTH CAROLINA ARTISANS CENTER, THE, a Non-Profit Corporation duly organized under the laws of the State of South Carolina on May 16th, 1991, has as of the date hereof filed as a non-profit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the Secretary of State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to section 33-31-1404 of the South Carolina code and that the non-profit corporation has not filed articles of dissolution as of the date hereof

Given under my Hand and the Great Seal of the State of South Carolina this 8th day of January, 2007.

Mark Hammond

Mark Hammond, Secretary of State

Statement of Financial Position

As of November 30, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
EDWARD JONES - 891912	3,608.98
EDWARD JONES - 892019	0.24
PETTY CASH	71.14
SSB - GENERAL ACCT	37,846.34
SSB-PAYROLL ACCT 0020	78.39
Total Bank Accounts	**41,605.09**
Total Current Assets	**41,605.09**
Fixed Assets	
ACCUMULATED DEPRECIATION	-586,778.38
BUILDING	102,295.24
MACH. & EQUIP.- KITCHEN IN PROG	14,724.47
PROPERTY AND EQUIPMENT	
BLDG-NEW ADDITION	477,188.19
BUILDING	100,841.58
BUILDING - DETRIVILLE	95,220.22
FURNITURE AND EQUIPMENT	14,303.34
IMPROVEMENTS/RENOVATIONS	108,437.92
MACHINERY & EQUIPMENT	23,043.19
OFFICE EQUIPMENT	27,750.98
Total PROPERTY AND EQUIPMENT	**846,785.42**
Total Fixed Assets	**377,026.75**
TOTAL ASSETS	**$418,631.84**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
GIFT CARDS PAYABLE	25.00
SOUTH STATE BANK - LOC	7,519.02
Total Other Current Liabilities	**7,544.02**
Total Current Liabilities	**7,544.02**
Total Liabilities	**7,544.02**
Equity	
FUND BALANCE	385,816.35
RETAINED EARNINGS	0.00
Net Revenue	25,271.47
Total Equity	**411,087.82**

Statement of Activity

November 2025

	Total
REVENUE	
ARTISTS MEMBERSHIPS	250.00
COMMUNITY GARDEN	11,000.00
GRANTS	
GRANTS - CITY OF WALTERBORO	32,000.00
Total GRANTS	**32,000.00**
SALES	17,198.55
SALES TAX	-905.07
Total Revenue	**59,543.48**
COST OF GOODS SOLD	
COMMISSIONS - SALES TO ARTISTS	6,905.75
PURCHASES-CONCESSIONS/STORE	213.04
Total Cost of Goods Sold	**7,118.79**
GROSS PROFIT	**52,424.69**
EXPENDITURES	
ACCOUNTING & LEGAL EXPENSE	412.00
ADVERTISING	
ADVERTISING - BILLBOARDS	450.00
Total ADVERTISING	**450.00**
COMMUNITY GARDEN EXP	340.00
COMPUTER SERVICES	186.72
DEPRECIATION EXPENSE	1,749.00
DUES AND SUBSCRIPTIONS	262.50
INSURANCE	
INSURANCE - PROPERTY	1,147.01
INSURANCE - STAFF DENTAL BENEFITS	52.96
INSURANCE - STAFF HEALTH BENEFITS	506.14
Total INSURANCE	**1,706.11**
INTEREST EXPENSE	67.95
MERCHANT CHARGES	427.18
PAYROLL TAXES	
PAYROLL TAXES - FEDERAL	647.24
PAYROLL TAXES - STATE	38.42
Total PAYROLL TAXES	**685.66**
RENT	
EQUIPMENT-XEROX	195.10
Total RENT	**195.10**
REPAIRS & MAINTENANCE	
REPAIRS & MTCE - BUILDING	175.00
Total REPAIRS & MAINTENANCE	**175.00**

	Total
SALARIES	
SALARIES - EXECU DIRECTOR	4,230.76
SALARIES - STAFF	4,230.00
Total SALARIES	**8,460.76**
SPECIAL EVENTS EXPENSE	550.00
SUPPLIES	
SUPPLIES - OFFICE	577.46
SUPPLIES - RETAIL	257.00
Total SUPPLIES	**834.46**
UTILITIES	
UTILITIES - ELECTRIC & GAS	717.32
UTILITIES - TELEPHONE	439.57
UTILITIES - WATER	91.36
Total UTILITIES	**1,248.25**
Total Expenditures	**17,750.69**
NET OPERATING REVENUE	**34,674.00**
OTHER REVENUE	
OTHER INCOME	
OTHER INCOME - INTEREST INCOME	13.35
Total OTHER INCOME	**13.35**
Total Other Revenue	**13.35**
NET OTHER REVENUE	**13.35**
NET REVENUE	**$34,687.35**

2025-2026 SC Artisans Center Board of Directors

Jesse Smith
Executive Director
JEDA South Carolina
Jobs-Economic Development Authority
1201 Main Street, Suite 1600
Columbia, SC 29201
803.727.8004 (m)
803.737.0627 (w)
jsmith@scjeda.com

Dr. Cedric Adderley
President
SC Governor's School for the Arts
15 University Street
Greenville, SC 29601
803.960.2099 (m)
adderleymail@gmail.com

Bonnie Hargrove
Director
USCB – Center for the Arts
805 Carteret Street
Beaufort, SC 29902
843.521.4145 (w)
bhargrov@uscb.edu

Gene Varn
Board Chairman
Enterprise Bank of SC
PO Box 9
27670 Lowcountry Highway
Smoaks, SC 29481
843.893.6216 (m)
gene@ebsc.bank

Grayson Williams
Financial Consultant
McDonald Investments
3 Northlake Road
Columbia, SC 29223
803.417.6947 (m)
justgrayson@gmail.com

Jessica F. Williams
Superintendent
Colleton County School District
500 Forest Circle
Walterboro, SC 29488
843.782.4510 (w)
jfwilliams@colleton.k12.sc.us

Executive Director
David M. Smalls
318 Wichman Street
Walterboro, SC 29488
843.549.0011 (w)
david@scaartisanscenter.com

City of Walterboro Accommodations Tax Funding

Final Report – Year funds received: 2024

Please provide the following information directly on this form

I. PROJECT INFO:

Organization Name: South Carolina Artisans Center

Project Name: 2026 Ag + Art Tour

Contact Name: Daniel Smalls Phone: 843-549-0011

II. PROJECT COMPLETION:

Were you able to complete the project as stated in your original application? Yes

If no, state any problems you encountered.

III. PROJECT SUCCESS:

Please share any additional comments regarding the project (e.g., lessons learned, successes, problems encountered, etc.)

IV. PROJECT SUMMARY DATA:

Record numbers in table below to reflect funds received and attendance for up to two years.

	FY 2023	FY 2024
Total budget of event/project		
Amount funded by City of Walterboro A-tax	$3,075.00	$3,000.00
Amount funded by A-tax from all sources		
Total attendance	252	218
Total tourists*	228	185
Total verified hotel nights		

* Tourists are generally defined as those who travel at least 50 miles to attend; however, the Committee considers every project/event on a case by cases basis.

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.) Sign-in sheets and tally counters at each site.

VI. PROJECT EXPENSES: Attach report with final project expenses paid for by City of Walterboro A-tax funding.

VII. ORGANIZATION SIGNATURE:

Provide signature of official within organization, verifying accuracy of above statements.

David Smalls — Name

Executive Director — Title

David Smalls — Signature

2/2/2026 — Date

South Carolina Artisans Center

The Official Folk Art and Craft Center of South Carolina
February 2, 2026

I. Basic Information

A. Project Name: Explore SC Art

B. Requested Amount: $11,500

C. Total Project Cost: $11,500

D. Applicant Information:

1. EIN# 57-0983458
2. David Smalls, Executive Director
3. 318 Wichman Street
   Walterboro, SC 29488
4. 843-549-0011

info@scartisanscenter.com

II. Narrative

The South Carolina Artisans Center is the largest single tourist attraction located in Walterboro. It was officially designated the "Official Folk Art and Craft Center of South Carolina" by the governor in 2000. The Center was originally conceived as a rural economic tourism development project. It was determined early in the planning stages that this Center should have an economic impact upon the entire state and the project's planners proceeded to make that happen. The Center now showcases the work of over 200 artists from 41 out of the 46 counties across the state.

A. General Project Description:

We are continuing our efforts in diversifying our marketing and advertising outreach in a comprehensive manner. The Post and Courier will be launching in April 2026, **South Carolina Travel** which will be an annual publication showcasing the state's premier destinations, hidden gens and thriving communities. Additionally, the Post and Courier annually publishes a Spring and Fall edition of the **101 Things to Do in South Carolina.** We are requesting $11,500 to advertise in all three of these publications. The advertising package would include print, video and digital content.

Target audiences will be first-time, previous/recurring, and potential/new movers to South Carolina. The South Carolina Travel magazine will be distributed throughout the state's visitor

centers, direct-mailed to households interested in relocating to the state, and available for purchase online. The 101 Things to Do in South Carolina publications will be inserted into 15 newspapers distributed throughout the state - more than 85,000 copies statewide. It will also be featured online on a custom 101 Things website under the postandcourier.com, reaching thousands of online readers.

B. & C. Benefit to Tourism and/or Community:

We have become a major **Tourist Destination** off I-95. Approximately 450,000 people have visited the Center over the past thirty one (31) years. Over **95%** of the Center's **customers** have traveled from **outside of Colleton County** and over **85%** are **visitors from another state.** The majority of our customers have taken time from their traveling to stop in Walterboro, shop at the Center and enjoy our exhibits. They are also looking for other places in Walterboro to shop and dine. The City of Walterboro has made downtown a wonderful place to send our visitors.

The South Carolina Artisans Center has consistently pursued all avenues of advertising and marketing including ***Facebook and Instagram*** pages and on our website www.southcarolinaartisanscenter.com .

D. Tracking:

The Explore SC Art campaign will be provided with reports from the Post and Courier on the effectiveness of the campaign.

E. Duration of this project

The advertising campaign will be conducted from **March - October 2026.**

III. Budget

Revenue:

ATAX	$11,500

Expenses:

South Carolina Travel and 101 Things to Do in SC: (3 publications to include print, video and digital marketing)	$11,500
Total:	**$11,500**

IV. Required Attachments
(*Attached*)

V. Billboard Information

VI. Prior Recipients Only
(*Attached*)

The State of South Carolina

Office of Secretary of State Mark Hammond

Certificate of Existence, Non-Profit Corporation

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

SOUTH CAROLINA ARTISANS CENTER, THE, a Non-Profit Corporation duly organized under the laws of the State of South Carolina on May 16th, 1991, has as of the date hereof filed as a non-profit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the Secretary of State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to section 33-31-1404 of the South Carolina code and that the non-profit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal of the State of South Carolina this 8th day of January, 2007.

Mark Hammond

Mark Hammond, Secretary of State

Statement of Financial Position

As of November 30, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
EDWARD JONES - 891912	3,608.98
EDWARD JONES - 892019	0.24
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FUND BALANCE	385,816.35
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Statement of Activity

November 2025

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Total ADVERTISING	**450.00**
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DEPRECIATION EXPENSE	1,749.00
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REPAIRS & MTCE - BUILDING	175.00
Total REPAIRS & MAINTENANCE	**175.00**

	Total
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SALARIES - EXECU DIRECTOR	4,230.76
SALARIES - STAFF	4,230.00
Total SALARIES	**8,460.76**
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SUPPLIES - RETAIL	257.00
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UTILITIES - ELECTRIC & GAS	717.32
UTILITIES - TELEPHONE	439.57
UTILITIES - WATER	91.36
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Total Expenditures	**17,750.69**
NET OPERATING REVENUE	**34,674.00**
OTHER REVENUE	
OTHER INCOME	
OTHER INCOME - INTEREST INCOME	13.35
Total OTHER INCOME	**13.35**
Total Other Revenue	**13.35**
NET OTHER REVENUE	**13.35**
NET REVENUE	**$34,687.35**

2025-2026 SC Artisans Center Board of Directors

Jesse Smith
Executive Director
JEDA South Carolina
Jobs-Economic Development Authority
1201 Main Street, Suite 1600
Columbia, SC 29201
803.727.8004 (m)
803.737.0627 (w)
jsmith@scjeda.com

Bonnie Hargrove
Director
USCB - Center for the Arts
805 Carteret Street
Beaufort, SC 29902
843.521.4145 (w)
bhargrov@uscb.edu

Grayson Williams
Financial Consultant
McDonald Investments
3 Northlake Road
Columbia, SC 29223
803.417.6947 (m)
justgrayson@gmail.com

Executive Director
David M. Smalls
318 Wichman Street
Walterboro, SC 29488
843.549.0011 (w)
david@scaartisanscenter.com

Dr. Cedric Adderley
President
SC Governor's School for the Arts
15 University Street
Greenville, SC 29601
803.960.2099 (m)
adderleymail@gmail.com

Gene Varn
Board Chairman
Enterprise Bank of SC
PO Box 9
27670 Lowcountry Highway
Smoaks, SC 29481
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gene@ebsc.bank

Jessica F. Williams
Superintendent
Colleton County School District
500 Forest Circle
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South Carolina
LOWCOUNTRY
AND RESORT ISLANDS
TOURISM COMMISSION

City of Walterboro Accommodations Tax Funds
Application for FY 2025-2026

PROMOTION OF WALTERBORO AND THE LOWCOUNTRY

Amount requested from City of Walterboro ATAX funds: $20,500

Total cost of project: $901,500

LOWCOUNTRY
& Resort Islands
TOURISM COMMISSION

Federal ID# 57-0941807

Contact:
Peach Morrison,
Executive Director

Post Office Box 615
Yemassee, SC 29945

(843) 717-3090
Fax 717-2888
Email: peach@southcarolinalowcountry.com

February 2, 2026

ACCOMMODATION TAX FUNDS REQUEST APPLICATION

DATE: **2/02/2026**

I BASIC INFORMATION:

A. Project Name: **Promotion of the City of Walterboro and the Lowcountry**

B. Total Amount Requested: **$20,500**

C. Total Cost of Project: **$901,500**

D. Applicant Information

Organization: **Lowcountry & Resort Islands Tourism Commission**

Federal ID #: **57-0941807**

Contact Name: **Peach Morrison** Title: **Executive Director**

Address: **Post Office Box 615 Yemassee, South Carolina 29945**

Contact Phone: **(843) 717-3090** Fax: **(843) 717-2888**

Email: **peach@southcarolinalowcountry.com**

II PROJECT NARRATIVE:

A. General Description:

The Lowcountry Tourism Commission is one of eleven similar programs across the State designated by SC-PRT and created by the General Assembly. The Commission's primary mission is the stimulation of economic growth and the development of the area's tourism industry through regional tourism promotional activities. We have implemented an award-winning, professional tourism promotion program for Walterboro and the surrounding area for over 34 years. We support the City of Walterboro and its community by working cooperatively with the Tourism Director who serves on our Board of Commissioners. Past projects include the Fireball Rally, Familiarization Tours with the SC PRT Welcome Center Managers, Familiarization Tours with our Congressional Legislative Delegation, Travel Writers Familiarization Tours and hotel rooms for the Wounded Warrior Hunts. We also provided the city with photography and video footage at no cost to your tourism program.

B. Benefit to Tourism:

The Commission benefits tourism in Walterboro and the surrounding region through an integrated marketing campaign which includes our website, social media outlets, national &

regional advertising, personal contact and international distribution of promotional literature which lists Walterboro hotels, restaurants, attractions, historic sites, etc. The Commission also serves as a local fulfillment agency - responding to requests generated by advertising placed by the Commission for travel & tourism information. The Lowcountry Visitors Center in the historic Frampton Plantation House is located just off on I-95 at Exit 33 (Point South). SC Department of Transportation reports that 11,600 vehicles per day travel Highway 17 North past our driveway. Seven days a week, we provide in person guidance and information to travelers and vacationers and encourage tourists to visit Walterboro and its attractions. Our website and social media outlets freely promote tourism businesses in the City twenty-four hours a day.

C. Benefit to Community:

Tourism continues to grow in the City of Walterboro. According to research by Future Partners, more tourists continue to seek out for the "undiscovered" travel destinations, particularly with Generation Z travelers. Small cities, large open spaces and opportunities for outdoor recreation are increasingly important factors in determining potential vacation destinations. The City of Walterboro and the Lowcountry are very well positioned to appeal to these visitors. Our work has helped to bring this Community wider exposure and the attraction of more visitors needing accommodation and services - thereby creating more jobs, increased sales and revenues. SC PRT reports that tourism supports one out of every ten jobs and relieves each resident an average of $548 in state and local taxes each year.

D. Tracking:

We study all available metrics through monthly and some weekly reports when evaluating the effectiveness of our advertising campaigns. We track where our leads come from geographically, by source and by when we receive them.

Our top print performer for lead generation to date in FY 2024/2025, is through Co-op placements in major magazines through Compass Media. The Local Palate and Living in South Carolina Magazine have also produced guidebook leads. We use our reports to determine ROI helping us make decisions on how and where we should spend our advertising dollars.

We do monitor Google Analytics 4 and that is an important part of how we measure our effectiveness, however, with all the changes that AI has brought about, that is more difficult to quantify than it used to be. The zero click model that Google now uses has created a decrease in organic traffic for us. Our reporting done by Compass Media on SEO has shown that AI is using our content and regarding us as subject matter experts but if the consumer is getting the answer to the question they have from Google, it is likely that they are not going into our website. That is frustrating but it is the case right now.

As we monitor Google Analytics 4 weekly to track traffic acquisition through session and source to the website. In FY 2024/2025, our top paid performers continue to be our Google Ad Word Campaign, the PPC Campaign with Compass Media, Facebook (predominantly through our campaign with Compass Media), SC PRT Co-ops, YouTube and Our State. There are several unpaid performers such as Southern Living Magazine, Travel and Leisure, SCATR and partner chambers and local attractions.

To measure the effectiveness of our billboard campaign, we will continue to ask our visitors who comment in our guest book to tell us if they saw our billboards and if the billboards enticed them to stop at the center.

We will also study analytics provided by Facebook, Instagram, Pinterest and YouTube. We check the analytics offered through Constant Contact for open rates, the number of new subscribers to our Events newsletter and we vet those subscribers monthly.

From our most recent Visitor Profile Study by Gray Research, our average engaged visitor spend from our study was $1,931.00 (a bit higher than the PRT reported average spend of $1,113). Interestingly, the visitor that had engaged with us spent $100.00 more than a visitor who had not used our resources and they stay 0.7 days longer in our region.

We began using the Tourism Economics "Symphony" dashboard in our research in May of 2024. While I still have questions about exactly how much of the data is being captured, I believe this dashboard is the best one out there. In the website attribution section, Symphony is reporting that in the reportable 12-month period (December 2024 through December 2025), there were 32,533 visits from 401,756 measurable impressions (an 8.10% visit rate). While the geodata cannot tell us how many people were in the traveling party or how long they stayed, I am conservatively concluding that we had a direct expenditure during that period of $62,821,223. ($1,931 average spend X 32,533 Observed Visits). During that period, 18.7% of those visitors were detected in the City of Walterboro.

By using the same methodology that I have used in the past, our visitor direct expenditure for the entire year last year would be $39,399,931. I had used our last overall conversion rate of 55% multiplied by the number of collaterals distributed multiplied by the average spend:

37,098 Collateral Pieces X 55% visits to the SC Lowcountry = 20,404
20,404 visits X $1,931 average spend during vacation = $39,399,931

We also attend webinars, conferences, and monitor industry websites and white papers from Destination Analysts, USTA, TTRA, STS, Gray Research, JB Media etc. to try to stay abreast of what the industry standards are and how best to exceed them. We will continue our contract with Tourism Economics for at least one more year to learn what we can from their geolocation and attribution data.

In FY 2024/2025, we were in direct contact with 57,966 guests and visitors who requested our printed materials: 35,640 Guidebooks distributed + 13,050 Attractions Brochures distributed + 9,276 Guests at the Visitors Center. This is a 16% increase in this number set from last year. The increase was primarily seen in the distribution of our Guidebook particularly from a Woobox campaign we did through Facebook. Foot traffic was down significantly (27.8%).

Our online presence touched 545,388 digital viewers (at least once): 412,502 Web sessions down 19.6% from the previous year) + 72,334 vetted and active Constant Contact

email recipients (up 6.6% from the previous year) + 53,836 Facebook likes (up 17.5% from the previous year) + 1,615 Twitter followers (flat compared to the previous year) + 5,101 Instagram followers (up 26.2% from the previous year). This is 14.1% down from last year with growth in our social outlets but a significant decrease in web sessions. This is primarily due to the disruption in the Google Analytics zero click model. This has been a challenge for the tourism industry as well as for several other industries. The artificial intelligence being used by Google will serve up the answer to queries by scraping data from websites and giving the user answers without sending them to the website that has the answers, thus creating a "Zero Click" experience for the user.

Our online presence numbers do not include our followers on Pinterest or YouTube to keep the comparison in numbers true to the past formula. However, our Pinterest campaign reported 4,820 clicks to our website and 167 saves and our 3 YouTube Campaigns (Action, Targeting and Retargeting) received 275,415 Video views. The top 6 metro areas were seen in Florida, New York, South Carolina, Georgia, Ohio and Pennsylvania. The remarketing audience is 54% male and skews younger than our social channels. 63% of our Pinterest followers are female and interestingly, almost half of our audience is in the age group is 25-44 (43.2%). We conducted a Pinterest campaign this year through Compass Media which yielded great results. We continue to promote our YouTube channel and have 462 subscribers, which is a 34% increase from last year. Our YouTube Action, Targeting and Retargeting campaigns have produced double digit increase in clicks, views and engagement.

57,966 + 545,388 = 603,354. This is 11.9% lower than the total "attendance" from last year, measured the exact same way as always. We did not achieve our goal of increasing these numbers this year but our gains in attendance in the last five years have averaged an increase of 29% and we knew that would be extremely hard to maintain. We continue to invest $50,000 in marketing dollars in research to better market our region for the future. Our goal for this year will be to increase attendance by using the Symphony dashboard and our Visitor Profile Study to optimize each of campaigns and platforms in the marketing mix to increase visitation, particularly through our website SEO and digital marketing during FY 2025/2026.

While some of our social media followers are in the four-county region, the vast majority of dollars spent in our marketing efforts are in placements far beyond the 50-mile radius. Therefore, we consider all these potential guests as "tourists".

We further promote our regional image through coordinated in-state programs, partnering with PRT, DNR and our sister SCATR organizations in other regions. Additionally, we strive to dovetail our marketing plan with both PRT and our local visitors' bureaus and chamber partners. A synergistic flow is created when we work together to garner increased media editorial in targeted market cities where we also advertise and frequently mail our visitors guidebooks to fulfill inquiries.

We understand who our visitors are, where they come from, how they get here, when they visit, what they are interested in seeing and doing, and the type of information they expect to receive to plan their vacation or business travel. Over the past 29 years, we have

refined what we do, how we reach our target audience and the services we provide to our guests.

E. Duration of Project: Starting Date **July 1, 2023\5** Completion **June 30, 2026**

F. Permits Required: (if any) **Does not apply. The Commission is the only statutorily established regional tourism entity serving Beaufort, Colleton, Hampton and Jasper counties.**

G. Additional Comments:

A portion of ATAX funds will be used to match 50/50 with Tourism Advertising Grant Funds (TAG) grants from PRT, thereby doubling the effectiveness of local accommodations tax funds used for advertising and promotion.

III. BUDGET

Approved by Commission Board of Directors, June 18, 2025

FY 2025/2026 BUDGET

Income		
Gift Shop		
Retail Sales	50,000.00	
Total Gift Shop Income	50,000.00	**50,000.00**
Tourism Commission		
Bank Interest	10,000.00	
Local ATAX	179,000.00	
Local HTAX	15,000.00	
State Appropriation	400,000.00	
State ATAX	200,000.00	
TAG 25-26	45,000.00	
Total Tourism Comm	849,000.00	**849,000.00**
Visitors Center & Museum		
Donations	2,500.00	
Total VC & M	2,500.00	**2,500.00**
TOTAL INCOME		**901,500.00** **See Note Below

Expense

Gift Shop			
Consignments		2,000.00	
Credit Card Charges		1,600.00	
Misc		1,500.00	
Retail Merchandise		24,000.00	
Total Gift Shop		29,100.00	**29,100.00**
Tourism Commission			
Direct Marketing			
	Billboards	43,000.00	
	Conversion Study	2,500.00	
	Creative/Content Generation	10,000.00	
	Digital Advertising	276,000.00	
	E_Newsletters	13,500.00	
	FAM Trips	12,000.00	
	Inquiry Postage	20,000.00	
	Print Advertising	50,000.00	
	Printed Materials	25,000.00	
	SCATR RevWar Mkt Project	5,000.00	
	Travel Shows	5,000.00	
	Website Maintenance	9,000.00	
Indirect Marketing			
	Computer Software	1,200.00	
	National Tourism Week	500.00	
	SCATR Co-op	9,000.00	
	Telephone	6,000.00	
	Travel/Registration/PerDiem	12,000.00	
Alarm System		300.00	
Annual Audit		15,000.00	
Auto Insurance		1,200.00	
Contingency		1,000.00	
December Annual Meeting		500.00	
Dues & Subscriptions		1,500.00	
Electricity		4,500.00	
Employee Appreciation		1,500.00	
Equipment & Maintenance Contracts		2,700.00	
Exterminating		250.00	
Misc		1,000.00	
Office Postage		500.00	
Office Supplies		2,500.00	
Office & Building Ins		15,000.00	
Payroll Taxes & Expenses			

	FT Med Benefits	21,000.00	
	FT Pensions	9,500.00	
	Taxes (SUTA, MCARE & SS)	15,000.00	
Salary & Wages			
	Dir Admin/Online Content	49,500.00	
	Contract Accountant	25,000.00	
	Executive Director	88,000.00	
Sponsorships		5,000.00	
Trash Removal		900.00	
Water Bill		400.00	
		761,450.00	**761,450.00**
Total Tourism Commission			
Visitors Center			
Alarm System		300.00	
Building Insurance		2,500.00	
Building, Fencing, Upkeep		7,000.00	
Cleaning Supplies		550.00	
Contingency		1,000.00	
Contract Grounds Maintenance		4,500.00	
Contract Labor		450.00	
Electricity		4,000.00	
Exterminating		900.00	
Frampton Events		2,000.00	
Groundskeeping Supplies		500.00	
Landscaping		650.00	
Misc.		1,000.00	
Museum Exhibits		100.00	
Salary & Wages			
	Part Time Weekend Staff	30,000.00	
	Visitors Center Manager	44,000.00	
Signage		10,000.00	
Trash Removal		900.00	
Water Bill		600.00	
		110,950.00	**110,950.00**
TOTAL EXPENSES			**901,500.00** | **See Note Below

**- We could get additional funding in non-recurring from the Legislature

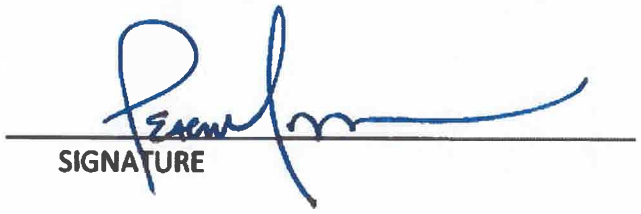
Funds granted by the City of Walterboro will be spent as follows:

National Magazine Advertising (6%)	$ 3,000
Digital Marketing & SEO (6%)	$ 16,000
Content Generation for Advertising (5%)	$ 500
Inquiry Postage (5%)	$ 1,000
TL	$ 20,500

Please note: If our request is fully funded, for every $1 Walterboro provides to this Project Budget, we match it with $43.98 from other sources.

This funding allows the Commission to initiate and support tourism promotions for Walterboro and the Lowcountry and results in thousands of new inquiries, new and repeat visitors, bus tour groups, international visitors, tourism jobs, income and tax revenues for the area.

On behalf of the Commission, we greatly appreciate Walterboro's past support and hope that you will fund this request for Fiscal Year 2025/2026.



SIGNATURE

25-26
City of Walterboro
ATAX Funding Request

ATTACHMENTS

A. Letter from Secretary of State Confirming Non-Profit Status

State of South Carolina

OFFICE OF THE
SECRETARY OF STATE
CERTIFICATE OF INCORPORATION
NONPROFIT CORPORATION

I, JIM MILES, SECRETARY OF STATE OF THE STATE OF SOUTH CAROLINA HEREBY CERTIFY:

That "LOWCOUNTRY & RESORT ISLANDS TOURISM COMMISSION", a nonprofit corporation duly organized under the laws of the State of South Carolina on NOVEMBER 13, 1991, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable or other eleemosynary purpose.

Now, therefore, I Jim Miles, Secretary of State, by virtue of the authority in me vested, by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great Seal of the State at Columbia this 13th day of November, A.D., 19 91, and in the two hundred and sixteenth, year of the Independence of the United States of America.

Jim Miles
Secretary of State

B. Organization's Latest Financial Statement: P&L and Balance Sheet for 2024/2025 included in folder. These do not include depreciation but will be audited and adjusted very soon.

C. List of Applicant's Board Members, with full names and addresses:

Lowcountry & Resort Islands Tourism Commission
Commissioners & Staff (rev. 01/26)

Beaufort County

Robb Wells (C) Chair
(Greater Beaufort/PR CVB) 8.28.12
P O Box 501
Beaufort, SC 29901
Office: 843.525.8531
Cell: 843.812.5023
E-Mail: robb@beaufortsc.org

Ariana Pernice (C)
(HHI/Bluffton Chamber) 6.17.20
P. O. Box 5647
Hilton Head Island, SC 29938
Office:
Cell: 843-338-2776
E-Mail:
apernice@hiltonheadisland.org

Kirby Brady (H)
(Hunting Island SP) 7.1.25
2555 Sea Island Parkway
St Helena, SC 29920
Office: 843.601.8760
Cell: 843.601.8760
E-Mail: kbrady@scprt.com

Colleton County

Chelsea W. Harrison (C) Vice Chair
(Edisto Chamber) 6.17.20
P.O. Box 206
Edisto Island, SC 29438
Office: 843-869-3867
Cell: 704-560-0996
E-Mail: chelsea@edistochamber.com

Patricia U. Fleming (H)
(Walterboro Tourism) 10.16.24
100 South Jeffries Blvd
Walterboro, SC 29488
Office:843-898-0840
Cell: 843-599-8437
E-Mail: putsey@walterborosc.org

Josh Westbury (C)
(Walterboro Chamber) 10.25.22
579 Coolers Dairy Rd
Walterboro, SC 29488
Office:843-538-2020
Cell: 843-909-0335
E-Mail: westbury80@gmail.com

Hampton County

Bradley Robinson (C) At Large
(Lake Warren State Park) 06.20.18
1079 Warren Road
Hampton, SC 29924
Office: 803-943-5051
Cell: 843-621-0954
E-Mail: dbrobinson@scprt.com

Heather Bruemmer (C)
(Hampton Chamber) 02.23.22
109 Lee Avenue
Hampton, SC 29924
Office: 803-842-9842
Cell: 803-842-9842
Email:HamptonCountyArts@gmail.com

Vacancy (H)

Office:
Cell:
E-Mail:

Jasper County

Kendall Malphrus (C) Treasurer
(Jasper County Chamber.) 7.01.14
P.O. Box 1267
Ridgeland, SC 29936
Office: 843-726-8126
Cell: 843-301-1195
E-mail: jasperchamber@jaspersc.org

Jennifer Combs (C)
(City of Hardeeville PRT) 4.15.20
Hardeeville PRT/attn Jennifer Combs
205 Main Street
Hardeeville, SC 29927
Office: 843-227-4089
Cell: 843-247-0282
E-Mail: jcombs@hardeevillesc.gov

Vacancy (H)

Office:
Cell:
E-Mail:

Lowcountry Tourism Commission
Profit & Loss Budget Performance
July 2024 through June 2025

	Jul '24 - Jun 25	YTD Budget	Annual Budget
Ordinary Income/Expense			
Income			
Gift Shop			
Retail Sales	41,708.90	55,000.00	55,000.00
Total Gift Shop	41,708.90	55,000.00	55,000.00
Tourism Commission			
Bank Interest/Savings	9,872.85	10,000.00	10,000.00
Local ATAX	184,344.75	150,000.00	150,000.00
Local H Tax	15,000.00	15,000.00	15,000.00
State Appropriation	397,727.27	420,000.00	420,000.00
State ATAX	215,848.81	200,000.00	200,000.00
TAG 18/19	43,951.59	45,000.00	45,000.00
Total Tourism Commission	866,745.27	840,000.00	840,000.00
Visitors Center			
Donations	2,712.00	3,000.00	3,000.00
Total Visitors Center	2,712.00	3,000.00	3,000.00
4999 · Uncategorized Income	-35.53		
Total Income	911,130.64	898,000.00	898,000.00
Cost of Goods Sold			
5000 · Cost of Goods Sold	20,081.57		
Total COGS	20,081.57		
Gross Profit	891,049.07	898,000.00	898,000.00
Expense			
Gift Shop Expense			
Consignments	1,272.69	2,500.00	2,500.00
Credit Card Charges	1,357.22	1,800.00	1,800.00
Misc.	766.77	1,500.00	1,500.00
Retail Merchandise	21,757.70	27,000.00	27,000.00
Total Gift Shop Expense	25,154.38	32,800.00	32,800.00
Tourism Commission Expense			
1 Direct Marketing			
Billboards	35,796.20	43,000.00	43,000.00
Conversion Study	51,750.00	5,000.00	5,000.00
Creative/Content Generation	10,717.81	10,000.00	10,000.00
Digital Advertising	230,613.12	260,000.00	260,000.00
E Newsletters	12,794.73	13,000.00	13,000.00
FAM Trips	1,556.41	12,000.00	12,000.00
Inquiry Postage	27,385.24	19,500.00	19,500.00
Print Advertising	66,220.50	46,000.00	46,000.00
Printed Materials	47,408.00	50,000.00	50,000.00
SCATR Direct Adv	3,215.09	5,000.00	5,000.00
Travel Shows	3,464.04	5,000.00	5,000.00

Lowcountry Tourism Commission
Profit & Loss Budget Performance
July 2024 through June 2025

	Jul '24 - Jun 25	YTD Budget	Annual Budget
Website Maintenance	7,976.16	9,000.00	9,000.00
Total 1 Direct Marketing	498,897.30	477,500.00	477,500.00
2 Indirect Marketing			
Computer Software	1,209.61	1,200.00	1,200.00
National Tourism Week	0.00	500.00	500.00
SCATR Co-op	8,740.30	7,000.00	7,000.00
Telephone	5,193.70	5,800.00	5,800.00
Travel/Reg/PerDiem	9,191.61	12,000.00	12,000.00
Total 2 Indirect Marketing	24,335.22	26,500.00	26,500.00
Alarm System	279.75	300.00	300.00
Annual Audit & Payroll Service	2,678.18	15,000.00	15,000.00
Auto Insurance	587.37	1,200.00	1,200.00
Contingency	0.00	1,000.00	1,000.00
December Annual Meeting	143.29	1,000.00	1,000.00
Dues & Subscriptions	350.23	2,000.00	2,000.00
Electricity	3,576.83	4,500.00	4,500.00
Employee Appreciation	789.42	1,000.00	1,000.00
Equipment/ Maintenance Contract	876.71	1,500.00	1,500.00
Exterminating	250.00	250.00	250.00
Misc.	458.29	1,000.00	1,000.00
Office Postage	340.45	500.00	500.00
Office Supplies	1,287.64	2,500.00	2,500.00
Office/Building Insurance	14,251.92	15,000.00	15,000.00
Payroll Taxes & Expenses			
FT Med. Benefits	18,341.12	20,000.00	20,000.00
FT Pension	9,269.40	11,000.00	11,000.00
Taxes - SUTA	49.64		
Taxes MCARE & SS (Co)	14,840.21	15,000.00	15,000.00
Payroll Taxes & Expenses - Other	30.29		
Total Payroll Taxes & Expenses	42,530.66	46,000.00	46,000.00
Salary & Wages (Gross)			
Dir Admin/Online Content	47,798.20	47,840.00	47,840.00
Executive Director Salary	85,283.65	85,410.00	85,410.00
Office Assistant (Salaried)	218.75	25,000.00	25,000.00
Part-Time Weekend Staff	26,384.40	0.00	0.00
Visitors Center Mgr.	40,581.20	0.00	0.00
Total Salary & Wages (Gross)	200,266.20	158,250.00	158,250.00
Sponsorships	3,908.59	5,000.00	5,000.00
Trash Removal	789.72	900.00	900.00
Water Bill	242.45	300.00	300.00
Total Tourism Commission Expense	796,840.22	761,200.00	761,200.00
Visitors Center Expense			

Lowcountry Tourism Commission
Profit & Loss Budget Performance
July 2024 through June 2025

	Jul '24 - Jun 25	YTD Budget	Annual Budget
Alarm System	279.62	300.00	300.00
Building Insurance	0.00	2,500.00	2,500.00
Building, Fencing, Upkeep	7,315.00	2,000.00	2,000.00
Cleaning Supplies	333.10	550.00	550.00
Contingency	0.00	1,000.00	1,000.00
Contract Grounds Maintenance	3,862.32	4,500.00	4,500.00
Contract Labor	400.00	450.00	450.00
Electricity	3,576.92	4,000.00	4,000.00
Exterminating	720.00	600.00	600.00
Frampton Events	0.00	2,000.00	2,000.00
Groundskeeping Supplies	38.12	500.00	500.00
Landscaping	183.12	650.00	650.00
Misc.	508.19	1,000.00	1,000.00
Museum Exhibits	0.00	100.00	100.00
Salaries & Wages (Gross)			
Part-Time Weekend Staff	0.00	27,500.00	27,500.00
Visitors Center Mgr.	0.00	45,000.00	45,000.00
Total Salaries & Wages (Gross)	0.00	72,500.00	72,500.00
Signage	0.00	10,000.00	10,000.00
Trash Removal	789.72	900.00	900.00
Water Bill	485.02	450.00	450.00
Total Visitors Center Expense	18,491.13	104,000.00	104,000.00
Total Expense	840,485.73	898,000.00	898,000.00
Net Ordinary Income	50,563.34	0.00	0.00
Net Income	50,563.34	0.00	0.00

Lowcountry Tourism Commission
Balance Sheet
As of June 30, 2025

	Jun 30, 25
ASSETS	
Current Assets	
Checking/Savings	
4999 » Uncategorized Income	7.53
5000 » Cost of Goods Sold	-24.45
BB&T (New Building Fund)	32,994.14
BB&T Business (Funds BalanceCD)	235,268.89
BB&T Business Elite (Checking)	-65,900.85
BB&T Business IDA (Savings)	41,271.31
BB&T Money Market (Retiree Med)	24,081.24
Total Checking/Savings	267,697.81
Other Current Assets	
1120 · Inventory Asset	-24,904.81
Total Other Current Assets	-24,904.81
Total Current Assets	242,793.00
Fixed Assets	
Accumulated Depreciation	-475,068.57
Automotive Equipment	63,370.32
Building	377,583.00
Furniture & Fixtures	72,512.40
Improvements	60,572.98
Land	262,600.00
New Building in Process	20,390.00
Total Fixed Assets	381,960.13
TOTAL ASSETS	**624,753.13**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Compensated Absences	24,333.14
Local Tax Collected	-206.69
State Tax Collected	974.48
2100 · Payroll Liabilities	
Benefits Optional Life pretax	-226.27
Dental Insurance EMP	2.06
Dental Plus Insurance EMP	26.03
Medical Insurance EMP	168.62
Tobacco Use	-123.16
Vision Care	87.19
2100 · Payroll Liabilities - Other	90.38
Total 2100 · Payroll Liabilities	24.85
Total Other Current Liabilities	25,125.78
Total Current Liabilities	25,125.78
Total Liabilities	25,125.78
Equity	
Net Assets - Restricted	286,647.00
Net Assets - Unrestricted	390,460.20
3900 · Retained Earnings	262,169.83
Net Income	-339,649.68
Total Equity	599,627.35
TOTAL LIABILITIES & EQUITY	**624,753.13**

ACCOMMODATIONS TAX FUNDING REQUEST

The City of Walterboro Accommodations Tax Advisory Committee is accepting funding requests for tourism related activities within the City of Walterboro until 5:00 p.m. on Monday, **February 2, 2026**. Funding requests that are received on time and meet the requirements outlined in the funding request application will be considered by the City of Walterboro Accommodations Tax Advisory Committee.

The Committee will meet in the City Hall Council Chambers at 10:00 a.m. on Thursday, **February 19, 2026**, for the purpose of recommending funding requests to be approved by Walterboro City Council.

A copy of the City of Walterboro's Accommodations Tax Application form is available online at: www.walterborosc.org/accommodations-tax-advisory-committee. Complete applications may be mailed to the City Finance Director, 300 Hampton St, Walterboro, SC 29488 and must be received prior to the deadline. Please call the City Finance Director's office at 843-782-1004 for additional information.

Walterboro City of Walterboro | 242 Hampton Street | Walterboro, SC 29488 | 843.782.1010

MEMORANDUM

TO: Mayor and City Council

FROM: City Manager

DATE: October 30, 2026

SUBJECT: Thunderbolt Drive Well/Stevens Well Project

On October 1, 2026, the city received bids from four (4) contractors for the Thunderbolt Drive Well/Stevens Well project:

Contractor	**Base Bid**
Tom Brigman Contractors, Inc. (Newberry, SC)	$3,187,189.77
Paragon Inc. of South Carolina (Orangeburg, SC)	$3,432,003.00
Babcock Construction, LLC (Chapin, SC)	$3,539,202.00
A.C. Shultes of Carolina, Inc. (Rocky Point, NC)	$4,461,001.00

Staff recommends awarding the contract to Tom Brigman Contractors, Inc. (Newberry, SC) in the amount of **$3,187.189.77**. The city was initially awarded $2,150,000.00 in CDBG funding from the SC Department of Commerce. Commerce then provided an additional $961,535 for the project if the city committed a $100,000 match. The city's total construction match will be $125,655 paid from a combination of the 2025 water/sewer revenue bond and net position in the Enterprise Fund. City staff asks for Council's favorable consideration of this request. If you have any questions, comments or concerns, please do not hesitate to contact me or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachments

MEMORANDUM

To: Jeff Molinari

From: Wayne Crosby, Utilities Director

Re: 2025 Water Supply Improvement

Date: October 29, 2026

The City of Walterboro's Utilities Department accepted bids for 2025 Water Supply Improvement Project that will include installation of a new well on Thunderbolt Road and rehabilitation of an existing well on Industrial Road. This project is largely funded by a grant from the Community Block Grant Development Program (CDBG).

The City received bids from four (4) contractors with Tom Brigman Contractors, Inc. providing the low bid with a base bid price of $3,187,189.77. The bids were as follows:

Contractor	**Base Bid**
Tom Brigman Contractors, Inc.	$3,187,189.77
Paragon Inc. of South Carolina LLC	$3,432,003.00
Babcock Construction, LLC	$3,539,202.00
A.C. Shultes of Carolina, Inc.	$4,461,001.00

The City's Engineer, Hybrid Engineering, Inc. has determined Tom Brigman Contractors, Inc. to be both qualified and capable of performing the proposed water system improvements. It is therefore staff's recommendation to award this bid to Tom Brigman Contractors, Inc. in the amount of $3,187,189.77.

HYBRID
engineering, inc.

October 29, 2026

Mr. Wayne Crosby, Utilities Director
City of Walterboro
242 Hampton Street
Walterboro, SC 29488

Re: 2025 Water Supply Improvements
CDBG Project #4-CI-25-003

Dear Mr. Crosby:

As you know, the bid opening for the 2025 Water Supply Improvements was conducted at 2 p.m. on October 1, 2026, at Walterboro City Hall there in Walterboro. Four (4) bids were received and opened. The received bids were found to be responsive. A copy of the Bid Tabulation is attached.

Article 18.03 of the Instructions to Bidders includes the following:

> *If Bidder purports to add terms or conditions to its Bid, takes exception to any provision of the Bidding Documents, or attempts to alter the contents of the Contract Documents for purposes of the Bid, whether in the Bid itself or in a separate communication to Owner or Engineer, then Owner will reject the Bid as nonresponsive.*

None of the Bidders purported to add terms or conditions to its Bid, took exception to any provision of the Bidding Documents, or attempted to alter the contents of the Contract Documents for purposes of the Bid.

Addendum No. 1 and Addendum No. 2 were issued for the project, and they had been transmitted to prospective bidders electronically prior to the bid opening.

Tom Brigman Contractors, Inc. was the low bidder with a base bid price of $3,187,189.77. With the inclusion of Alternate Bid Items 1-5, the total bid price would be $3,264,689.77.

Based on our ongoing experience with well projects and other local government projects involving work of a similar nature, we are of the professional opinion that the bid price is both fair and reasonable given the circumstances.

We have worked with Tom Brigman Contractors, Inc. on multiple projects before, and they have successfully completed those projects each time. Based on their qualifications, we are of the opinion that Tom Brigman Contractors, Inc. is both qualified and capable of performing the 2025 Water Supply Improvements. Accordingly, Hybrid Engineering, Inc., recommends that the Contract be awarded to Tom Brigman Contractors, Inc. for the Base Bid Price of $3,187,189.77 and that no Alternate Bids be awarded due to the limited available funds. If you concur with this recommendation, we will forward the Construction Contract Package to CDBG for their review.

Let us know if you have any questions or if we might provide additional information. As always, it is our pleasure to be of service.

Yours sincerely,

Hybrid Engineering, Inc.

C. Douglas Clary, Jr., P.E.

cc: Ms. Kimberly Varn (LCOG)

Enclosure

BID TABULATION
2025 WATER SUPPLY IMPROVEMENTS
CITY OF WALTERBORO
OCTOBER 1, 2026

Base Bid: Thunderbolt Drive Well

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization (organizing & moving all forces, supplies, equipment & incidentals to the project site, regardless of the number of times such moves are made, and all preconstruction costs incurred after award of the Contract. May not exceed 4% of Total Base Bid Price. The first Contractor's Application for Payment will include 50% of Mobilization & the second Contractor's Application for Payment will include the remaining 50% of Mobilization.)	LS	1	$76,475.75	$76,475.75	$87,077.00	$87,077.00	$80,000.00	$80,000.00	$117,000.00	$117,000.00
2	Site Clearing as Necessary to Perform Work	LS	1	$11,500.75	$11,500.75	$10,252.00	$10,252.00	$5,000.00	$5,000.00	$34,275.00	$34,275.00
3	Earthwork & Grading	LS	1	$11,500.75	$11,500.75	$20,988.00	$20,988.00	$15,000.00	$15,000.00	$30,475.00	$30,475.00
4	Drilling for 18" Outer Steel Casing Pipe	VF	100	$736.75	$73,675.00	$502.00	$50,200.00	$990.00	$99,000.00	$406.00	$40,600.00
5	Install 18" Outer Steel Casing Pipe	VF	100	$262.95	$26,295.00	$364.00	$36,400.00	$870.00	$87,000.00	$294.00	$29,400.00
6	Drilling for a 10" Inner Steel Casing & Screen	VF	560	$472.25	$264,460.00	$571.00	$319,760.00	$480.00	$268,800.00	$462.00	$258,720.00
7	Install 10" Steel Tail Pipe, 0.375"	VF	10	$403.25	$4,032.50	$1,220.00	$12,200.00	$474.00	$4,740.00	$987.00	$9,870.00
8	Install 10" Inner Steel Casing Pipe, 0.375"	VF	410	$403.25	$165,332.50	$391.00	$160,310.00	$480.00	$196,800.00	$316.00	$129,560.00
9	Install, 10" Stainless Steel Inner Casing Spacer Pipe Between Screen Sections	VF	40	$334.25	$13,370.00	$574.00	$22,960.00	$1,200.00	$48,000.00	$464.00	$18,560.00
10	Install 10" Well Screened Pipe (316 SS)	VF	200	$334.25	$66,850.00	$287.00	$57,400.00	$1,500.00	$300,000.00	$232.00	$46,400.00
11	Install 8" Galvanized Steel Column Assembly	VF	300	$19.15	$5,745.00	$346.00	$103,800.00	$390.00	$117,000.00	$280.00	$84,000.00
12	Gravel Pack Filter	CF	204	$37.55	$7,660.20	$287.00	$58,548.00	$90.00	$18,360.00	$232.00	$47,328.00
13	Electric Log	LS	1	$72,450.75	$72,450.75	$8,856.00	$8,856.00	$4,800.00	$4,800.00	$7,170.00	$7,170.00
14	Gamma Log	LS	1	$72,450.75	$72,450.75	$4,941.00	$4,941.00	$4,800.00	$4,800.00	$4,000.00	$4,000.00
15	Sample Collection & Limited Chemical Analysis	EA	2	$20,700.75	$41,401.50	$11,734.00	$23,468.00	$4,200.00	$8,400.00	$9,500.00	$19,000.00
16	Grouting	CF	140	$207.75	$29,085.00	$68.00	$9,520.00	$120.00	$16,800.00	$55.00	$7,700.00
17	Concrete Sanitary Seal	EA	1	$1,150.75	$1,150.75	$42,736.00	$42,736.00	$4,800.00	$4,800.00	$34,600.00	$34,600.00
18	Video Finished Well	VF	660	$21.45	$14,157.00	$24.00	$15,840.00	$7.20	$4,752.00	$19.00	$12,540.00
19	400 GPM Well Pump	LS	1	$132,250.75	$132,250.75	$116,844.00	$116,844.00	$80,450.00	$80,450.00	$94,600.00	$94,600.00
20	Electrical Work	LS	1	$237,321.19	$237,321.19	$124,652.00	$124,652.00	$300,000.00	$300,000.00	$500,050.00	$500,050.00
21	Well Disinfection	LS	1	$13,800.75	$13,800.75	$249,002.00	$249,002.00	$2,000.00	$2,000.00	$201,600.00	$201,600.00
22	Well Sample Collection & Full Chemical Analysis	EA	1	$40,250.75	$40,250.75	$175,840.00	$175,840.00	$1,800.00	$1,800.00	$142,365.00	$142,365.00
23	Well Sample Collection & Bacterial Analysis	EA	2	$2,300.75	$4,601.50	$1,853.00	$3,706.00	$1,800.00	$3,600.00	$1,500.00	$3,000.00
24	10" & 8" Flanged Valves, Meter, Fittings & Piping for Wellhead and Well House	LS	1	$90,329.02	$90,329.02	$66,327.00	$66,327.00	$136,708.00	$136,708.00	$185,460.00	$185,460.00
25	Concrete Slabs for Well, Well House, Sidewalk & Generator	LS	1	$40,250.75	$40,250.75	$30,989.00	$30,989.00	$55,000.00	$55,000.00	$155,820.00	$155,820.00
26	Precast Well House & 8" CMU Interior Walls	LS	1	$117,896.53	$117,896.53	$122,538.00	$122,538.00	$141,000.00	$141,000.00	$185,581.00	$185,581.00
27	Chlorination Equipment	LS	1	$91,323.23	$91,323.23	$61,529.00	$61,529.00	$46,515.00	$46,515.00	$64,925.00	$64,925.00
28	10" Ductile Iron Water Main	LF	100	$130.99	$13,099.00	$152.00	$15,200.00	$166.00	$16,600.00	$955.00	$95,500.00
29	10" Ductile Iron Wellhead Piping, Blow Off Piping & RJDI Fittings	LF	60	$216.72	$13,003.20	$146.00	$8,760.00	$210.00	$12,600.00	$775.00	$46,500.00
30	12" x 10" MJDI Tapping Sleeve, Valve & Box	EA	1	$19,630.47	$19,630.47	$12,475.00	$12,475.00	$14,441.00	$14,441.00	$48,555.00	$48,555.00
31	10" RJDI Tee	EA	1	$3,371.69	$3,371.69	$2,224.00	$2,224.00	$2,635.00	$2,635.00	$5,000.00	$5,000.00
32	10" RJDI 45 Degree Bend	EA	7	$2,089.06	$14,623.42	$1,236.00	$8,652.00	$1,791.00	$12,537.00	$2,500.00	$17,500.00
33	6' High Chain Link Fence W/ 1' High 3 Strand Barbed Wire,	LF	110	$64.00	$7,040.00	$168.00	$18,480.00	$138.00	$15,180.00	$150.00	$16,500.00
34	3" Dia. Galvanized Pipe Supports	EA	4	$1,113.59	$4,454.36	$556.00	$2,224.00	$2,625.50	$10,502.00	$1,000.00	$4,000.00
35	150 KW Standby Generator, ATS & Related Wiring & Conduit	LS	1	$103,500.75	$103,500.75	$125,327.00	$125,327.00	$123,295.00	$120,285.00	$189,745.00	$189,745.00
36	Silt Fence & Construction Entrance	LS	1	$5,750.75	$5,750.75	$6,991.00	$6,991.00	$6,500.00	$6,500.00	$25,775.00	$25,775.00
37	Grassing	LS	1	$3,450.75	$3,450.75	$5,435.00	$5,435.00	$4,000.00	$4,000.00	$5,000.00	$5,000.00
38	Rip-Rap (Minimum 8" Average Diameter)	SF	15	$141.50	$2,122.50	$33.00	$495.00	$300.00	$4,500.00	$500.00	$7,500.00
39	Air & Vacuum Valve	EA	1	$6,607.58	$6,607.58	$2,508.00	$2,508.00	$4,000.00	$4,000.00	$5,000.00	$5,000.00
40	Pressure Gauge	EA	1	$1,604.25	$1,604.25	$408.00	$408.00	$800.00	$800.00	$1,000.00	$1,000.00
41	1" Raw Water Sample Tap	EA	1	$1,388.55	$1,388.55	$371.00	$371.00	$1,500.00	$1,500.00	$500.00	$500.00
42	Well Identification Plate	EA	1	$288.25	$288.25	$53,406.00	$53,406.00	$50.00	$50.00	$43,239.00	$43,239.00
43	2" Well Vent	EA	1	$863.25	$863.25	$1,483.00	$1,483.00	$100.00	$100.00	$1,200.00	$1,200.00
	Sub-Total Base Bid: Thunderbolt Drive Well			**Total:**	**$1,926,417.44**	**Total:**	**$2,261,142.00**	**Total:**	**$2,257,355.00**	**Total:**	**$2,977,113.00**

Base Bid: Stevens Well 4AB

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
44	Mobilization (organizing & moving all forces, supplies, equipment & incidentals to the project site, regardless of the number of times such moves are made, and all preconstruction costs incurred after award of the Contract. May not exceed 4% of Total Base Bid Price. The first Contractor's Application for Payment will include 50% of Mobilization & the second Contractor's Application for Payment will include the remaining 50% of Mobilization.)	LS	1	$49,450.75	$49,450.75	$39,525.00	$39,525.00	$48,000.00	$48,000.00	$64,620.00	$64,620.00
45	Remove Existing Column Piping & Well Pump	LS	1	$31,050.75	$31,050.75	$30,879.00	$30,879.00	$24,000.00	$24,000.00	$25,000.00	$25,000.00
46	Rehabilitate Well Screens/Gravel Filter (Impulse Generation, Acoustic Wave, or Impulse Wave)	VF	62	$1,113.95	$69,064.90	$2,347.00	$145,514.00	$3,388.00	$210,056.00	$1,900.00	$117,800.00
47	Chemically Treat/Clean Well Screen & Interior Casing Pipe with a Dispersant Polymer (Nu-Well 220 or Equal)	LS	1	$151,800.75	$151,800.75	$105,604.00	$105,604.00	$18,000.00	$18,000.00	$85,500.00	$85,500.00
48	Remove Material Post-Treatment (Airlift/Bailer or Equivalent)	LS	1	$64,400.75	$64,400.75	$18,527.00	$18,527.00	$12,000.00	$12,000.00	$15,000.00	$15,000.00
49	Test & Evaluate Well	LS	1	$112,700.75	$112,700.75	$70,650.00	$70,650.00	$12,000.00	$12,000.00	$57,200.00	$57,200.00
50	1,300 GPM Well Pump	LS	1	$184,000.75	$184,000.75	$193,777.00	$193,777.00	$180,000.00	$180,000.00	$156,888.00	$156,888.00
51	Install, 8" Galvanized Steel Column Assembly	VF	300	$19.15	$5,745.00	$346.00	$103,800.00	$390.00	$117,000.00	$280.00	$84,000.00
52	New Wellhead Piping	LS	1	$69,617.96	$69,617.96	$48,418.00	$48,418.00	$95,823.00	$95,823.00	$92,460.00	$92,460.00
53	Remove & Replace Existing Electrical Control Panel, Wiring & Related Items	LS	1	$287,865.99	$287,865.99	$139,103.00	$139,103.00	$330,000.00	$330,000.00	$480,240.00	$480,240.00
54	Upgrade Chlorination Equipment	LS	1	$91,323.23	$91,323.23	$56,255.00	$56,255.00	$61,818.00	$61,818.00	$64,925.00	$64,925.00
55	Remove & Replace Existing Generator, ATS, Associated W ring/Conduit with new 300 KW Sandby Generator, ATS & Associated Wiring/Conduit	LS	1	$143,750.75	$143,750.75	$218,809.00	$218,809.00	$173,150.00	$173,150.00	$240,255.00	$240,255.00
	Sub-Total Base Bid: Stevens Well 4AB			**Total:**	**$1,260,772.33**	**Total:**	**$1,170,861.00**	**Total:**	**$1,281,847.00**	**Total:**	**$1,483,888.00**
TOTAL BASE BID: Thunderbolt Drive Well and Stevens Well 4AB					**$3,187,189.77**		**$3,432,003.00**		**$3,539,202.00**		**$4,461,001.00**

BID TABULATION
2025 WATER SUPPLY IMPROVEMENTS
CITY OF WALTERBORO
OCTOBER 1, 2026

Alternate Bid Item 1

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	**Alternate Bid Item 1:** The Total Base Bid is increased by the unit price amount of $_____ per square (100 SF) if the roof shingles of the existing Wellhouse at the Stevens Well 4AB are replaced. The approximate area of that roof is 200 SF. Asphalt shingles shall be Owens Corning, GAF, or equal and shall be 3-Tab algae resistant. Include removal of existing underlayment and installation of new felt roof underlayment.	LS	1	$15,000.00	$15,000.00	$1,140.00	$1,140.00	$2,000.00	$2,000.00	$150.00	$150.00
	Alternate Bid Item 1 Total			**Total:**	**$15,000.00**	**Total:**	**$1,140.00**	**Total:**	**$2,000.00**	**Total:**	**$150.00**

Alternate Bid Item 2

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
2	**Alternate Bid Item 2:** The Total Base Bid is increased by the lump sum amount of $_____ if the exterior door/frame and the interior door/frame of the existing Wellhouse at the Stevens Well 4AB are replaced with new 18 gauge Galvannealed Steel 3'x 6'-8" commercial door/frame. Exterior door to feature 12"x18" bottom louver and 12" x 12" vision lite window. Interior door to feature 12" x 12" vision lite. Include necessary hardware for both doors.	LS	1	$15,000.00	$15,000.00	$9,025.00	$9,025.00	$24,000.00	$24,000.00	$35,000.00	$35,000.00
	Alternate Bid Item 2 Total			**Total:**	**$15,000.00**	**Total:**	**$9,025.00**	**Total:**	**$24,000.00**	**Total:**	**$35,000.00**

Alternate Bid Item 3

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
3	**Alternate Bid Item 3:** The Total Base Bid is increased by the unit price amount of $_____ per square foot if the exterior of the existing CMU Wellhouse at the Stevens Well 4AB is repainted. The approximate area to be painted is 500 SF. See Section 09900-Painting.	LS	1	$7,500.00	$7,500.00	$5.00	$5.00	$8,000.00	$8,000.00	$75.00	$75.00
	Alternate Bid Item 3 Total			**Total:**	**$7,500.00**	**Total:**	**$5.00**	**Total:**	**$8,000.00**	**Total:**	**$75.00**

Alternate Bid Item 4

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
4	**Alternate Bid Item 4:** The Total Base Bid is increased by the lump sum amount of $_____ if 5 feet of new 10-inch ductile iron blow off piping with 2' wide x 6' long precast concrete splash pad (4" minimum thickness) are added to the wellhead piping at the Stevens Well 4AB.	LS	1	$15,000.00	$15,000.00	$3,682.00	$3,682.00	$7,500.00	$7,500.00	$18,775.00	$18,775.00
	Alternate Bid Item 4 Total			**Total:**	**$15,000.00**	**Total:**	**$3,682.00**	**Total:**	**$7,500.00**	**Total:**	**$18,775.00**

Alternate Bid Item 5

Item	Description of Item	Unit	Estimated Quantity	Tom Brigman Contractors, Inc.		Paragon Inc. of South Carolina LLC		Babcock Construction, LLC		A.C. Shultes of Carolina, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
5	Alternate Bid Item 5: The Total Base Bid is increased by the lump sum amount of $_____ if existing Well 3AB located at the site of the proposed Thunderbolt Drive Well is abandoned. Records indicate that Well 3AB is an 8" well drilled to a depth of 628 feet. Abandonment shall be accomplished by filling the well with neat cement, sand cement, bentonite-cement or concrete and capping it with a ½-inch steel plate welded to the outer casing in accordance with the SCDES State Primary Drinking Water Regulations.	LS	1	$25,000.00	$25,000.00	$18,525.00	$18,525.00	$42,000.00	$42,000.00	$28,500.00	$28,500.00
	Alternate Bid Item 5 Total			**Total:**	**$25,000.00**	**Total:**	**$18,525.00**	**Total:**	**$42,000.00**	**Total:**	**$28,500.00**

Note: Highlighted figures represent those corrected by the Engineer.

The bids tabulated herein were received by the City of Walterboro on October 1, 2026 at 2:00 PM at Walterboro's City Hall.

Hybrid Engineering, Inc.

C. Douglas Clary, Jr., P.E.

Walterboro City of Walterboro | 242 Hampton Street | Walterboro, SC 29488 | 843.782.1010

MEMORANDUM

TO: Mayor and City Council

FROM: City Manager

DATE: October 30, 2026

SUBJECT: Middle Ireland Creek Sewer Trunk Line Rehabilitation Project

On October 29, 2026, the city received bids from three (3) contractors for the Middle Ireland Creek Sewer Trunk Line Rehabilitation project.

Contractor	**Bid**
Gulf Coast Underground, LLC (Theodore, AL)	$498,738.50
Hinterland Group (Riviera Beach, FL)	$991,499.00
North American Pipeline Management, Inc. (Marietta, GA)	$1,342,036.00

The project includes the cleaning and camera of sewer mains, point repairs and rehabilitation along Ireland Creek. In addition, two (2) sewer main crossings of the creek will be eliminated and rerouted. Staff recommends awarding the contract to Gulf Coast Underground, LLC (Theodore, AL) with the addition of an alternate bid item in the amount of **$547,523.90**. The project will be fully funded by a grant from the South Carolina Rural Infrastructure Authority (RIA). City staff asks for Council's favorable consideration of this request. If you have any questions, comments or concerns, please do not hesitate to contact me or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachments

MEMORANDIUM

TO: Mayor and City Council

FROM: Michael Crosby, Public Works Director

DATE: October 30, 2026

SUBJECT: Middle Ireland Creek Sewer Trunk Line Rehabilitation Project

The bid opening for the Middle Ireland Creek Sewer Trunk Line Rehabilitation Project was held on October 29th and the city received three (3) bids.

Contractor	**Bid**
Gulf Coast Underground, LLC	$498,738.50
Hinterland Group	$991,499.00
North American Pipeline Management, Inc	$1,342,036.00

The project is to include the cleaning and camera of sewer mains, point repairs, and rehabilitation along Ireland Creek. Also, two existing sewer main crossings of the creek will be eliminated and rerouted. City staff recommends awarding the contract to Gulf Coast Underground, LLC with the addition of an alternate bid item for a total of $547,523.90, contingent upon receiving concurrence on the bid opening documentation provided to RIA.

The project will be funded by:

- RIA - $1,436,544.00

City staff asks for Council's favorable consideration of this request.

Sincerely,

Michael Crosby
Public Works Director

HYBRID
engineering,inc.

October 29, 2026

Mr. Michael Crosby, Public Works Director
City of Walterboro
242 Hampton Street
Walterboro, SC 29488

Re: Middle Ireland Creek Sewer Trunk Line Rehabilitation
SCRIA Grant #R-26-2087

Dear Mr. Crosby:

As you know, the bid opening for the Middle Ireland Creek Sewer Trunk Line Rehabilitation was conducted at 2 p.m. on October 29, 2026, at Walterboro City Hall there in Walterboro. Three (3) bids were received and opened. The received bids were found to be responsive though mathematical summation errors had to be corrected on the bid of Gulf Coast Underground, LLC as noted on the Bid Tabulation. Article 13.05.C of the Instructions to Bidders notes the following as it relates to addressing errors on the Bid Form:

> C. *Discrepancies between the multiplication of units of Work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.*

Article 18.03 of the Instructions to Bidders includes the following:

> *If Bidder purports to add terms or conditions to its Bid, takes exception to any provision of the Bidding Documents, or attempts to alter the contents of the Contract Documents for purposes of the Bid, whether in the Bid itself or in a separate communication to Owner or Engineer, then Owner will reject the Bid as nonresponsive.*

None of the Bidders purported to add terms or conditions to its Bid, took exception to any provision of the Bidding Documents, or attempted to alter the contents of the Contract Documents for purposes of the Bid.

Addendum No. 1 and Addendum No. 2 were issued for the project, and they had been transmitted to prospective bidders electronically prior to the bid opening.

Gulf Coast Underground, LLC is the low bidder with a base bid price of $498,948.50. With the inclusion of the one (1) Alternate Bid Item, the total bid price is $48,575.40. Based on our ongoing experience with many other sewer rehabilitation projects and other local government projects involving work of a similar nature, we are of the professional opinion that the base bid price and the price for the Alternate Bid Item 1 are both fair and reasonable.

We have worked with Gulf Coast Underground, LLC before on multiple projects for the City of Walterboro. Based on their qualifications, we are of the opinion that Gulf Coast Underground, LLC is both qualified and capable of performing the Middle Ireland Creek Sewer Trunk Line Rehabilitation. Accordingly, Hybrid Engineering, Inc., recommends that the Contract should be awarded to Gulf Coast Underground, LLC for the total Base Bid Price and Alternate Bid Item No. 1 for $547,523.90. If you concur with this recommendation, we will forward the Construction Contract Package to RIA for their review.

Let us know if you have any questions or if we might provide additional information. As always, it is our pleasure to be of service.

Yours sincerely,

Hybrid Engineering, Inc.

C. Douglas Clary, Jr., P.E.

Enclosure

BID TABULATION
MIDDLE IRELAND CREEK SEWER TRUNK LINE REHABILITATION
CITY OF WALTERBORO
OCTOBER 29, 2026

Base Bid: Middle Ireland Creek Sewer Trunk Line Cleaning, CCTV Inspection & Manhole Rehabilitation

Item	Description of Item	Unit	Estimated Quantity	Gulf Coast Underground, LLC		Hinterland Group		North American Pipeline Management, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization (organizing & moving all forces, supplies, equipment & incidentals to the project site, regardless of the number of times such moves are made, and all preconstruction costs incurred after award of the Contract. May not exceed 4% of Total Base Bid Price. The first Contractor's Application for Payment will include 50% of Mobilization & the second Contractor's Application for Payment will include the remaining 50% of Mobilization.)	LS	1	$21,865.00	$21,865.00	$30,889.00	$30,889.00	$50,000.00	$50,000.00
2	Clean Existing 21" Gravity Sewer Line with Power Rodder Header & Cutter	LF	1,714	$5.50	$9,427.00	$12.00	$20,568.00	$30.00	$51,420.00
3	CCTV Inspection 21" Gravity Sewer Line	LF	1,714	$4.95	$8,484.30	$7.00	$11,998.00	$10.00	$17,140.00
4	Bypass Pumping Around Existing 21" Gravity Sewer Line	LF	1,714	$14.85	$25,452.90	$46.00	$78,844.00	$63.00	$107,982.00
5	Clean Existing 18" Gravity Sewer Line with Power Rodder Header & Cutter	LF	2,705	$8.00	$21,640.00	$12.00	$32,460.00	$32.00	$86,560.00
6	CCTV Inspection 18" Gravity Sewer Line	LF	2,705	$4.50	$12,172.50	$7.00	$18,935.00	$10.00	$27,050.00
7	Bypass Pumping Around Existing 18" Gravity Sewer Line	LF	2,705	$9.45	$25,562.25	$46.00	$124,430.00	$66.00	$178,530.00
8	Manhole Rehabilitation Coating (Approximately 23 Manholes @ 5' Diameter A	SF	3,613	$16.60	$59,975.80	$33.00	$119,229.00	$73.00	$263,749.00
9	Remove & Replace Manhole Frame & Cover in Non-Paved Area	EA	5	$1,700.00	$8,500.00	$4,564.00	$22,820.00	$2,100.00	$10,500.00
10	Grout Manhole Frame	EA	5	$500.00	$2,500.00	$1,201.00	$6,005.00	$1,250.00	$6,250.00
11	Raise Manhole Frame to Finished Grade	EA	5	$1,000.00	$5,000.00	$6,006.00	$30,030.00	$2,400.00	$12,000.00
12	20-Foot Long Point Repair to Gravity Sewer Line	EA	1	$57,142.90	$57,142.90	$14,660.00	$14,660.00	$36,900.00	$36,900.00

Base Bid: CIPP Existing Sewer Line Crossing Ireland Creek From EMH 57 to EMH 1A-1

Item	Description of Item	Unit	Estimated Quantity	Gulf Coast Underground, LLC		Hinterland Group		North American Pipeline Management, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
13	CIPP Existing 16" Gravity Sewer	LF	382	$107.75	$41,160.50	$193.00	$73,726.00	$150.00	$57,300.00
14	EMH 1A-1 Rework Existing Invert & Shelf	EA	1	$750.00	$750.00	$1,445.00	$1,445.00	$1,100.00	$1,100.00
15	Bypass Pumping for Proposed CIPP Existing 16" Gravity Sewer	LF	382	$3.95	$1,508.90	$273.00	$104,286.00	$84.00	$32,088.00

Base Bid: CIPP Existing Sewer Line Crossing Ireland Creek From Existing SSMH 25 to Existing SSMH 26 Forest Hills Road

Item	Description of Item	Unit	Estimated Quantity	Gulf Coast Underground, LLC		Hinterland Group		North American Pipeline Management, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
16	CIPP Existing 8" Gravity Sewer	LF	111	$87.05	$9,662.55	$242.00	$26,862.00	$360.00	$39,960.00
17	Rework Existing Manhole Invert & Shelf	EA	1	$750.00	$750.00	$1,445.00	$1,445.00	$1,100.00	$1,100.00
18	Bypass Pumping for CIPP 8" Gravity Sewer	LF	111	$5.00	$555.00	$320.00	$35,520.00	$24.00	$2,664.00

BID TABULATION
MIDDLE IRELAND CREEK SEWER TRUNK LINE REHABILITATION
CITY OF WALTERBORO
OCTOBER 29, 2026

Base Bid: Install New Sewer Line Along Ivanhoe Road from SMH 08 to SSMH 2A-1

Item	Description of Item	Unit	Estimated Quantity	Gulf Coast Underground, LLC		Hinterland Group		North American Pipeline Management, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
19	10" Gravity Sewer 0'-6.0' Deep	LF	15	$87.75	$1,316.25	$253.00	$3,795.00	$225.00	$3,375.00
20	10" Gravity Sewer 6.1'-8.0' Deep	LF	166	$114.30	$18,973.80	$266.00	$44,156.00	$250.00	$41,500.00
21	10" Gravity Sewer 8.1'-10.0' Deep	LF	108	$142.90	$15,433.20	$331.00	$35,748.00	$275.00	$29,700.00
22	10" Gravity Sewer 10.1'-12.0' Deep	LF	86	$214.30	$18,429.80	$387.00	$33,282.00	$375.00	$32,250.00
23	10" Gravity Sewer 12.1'-14.0' Deep	LF	120	$321.45	$38,574.00	$398.00	$47,760.00	$600.00	$72,000.00
24	4' Diameter Manhole 0'-6.0' Deep	EA	1	$10,714.30	$10,714.30	$8,457.00	$8,457.00	$19,000.00	$19,000.00
25	Remove 8" DI Sewer Piping	LF	50	$214.30	$10,715.00	$78.00	$3,900.00	$600.00	$30,000.00
26	Plug Existing 8" Sewer Line	EA	3	$5,000.00	$15,000.00	$309.00	$927.00	$900.00	$2,700.00
27	Plug Existing 8" Sewer Line in Manhole	EA	1	$5,000.00	$5,000.00	$1,622.00	$1,622.00	$700.00	$700.00
28	Rework Invert for Existing SS Manhole 2A-0	EA	1	$7,142.90	$7,142.90	$1,445.00	$1,445.00	$900.00	$900.00
29	Foundation Stone	TON	40	$214.30	$8,572.00	$123.00	$4,920.00	$150.00	$6,000.00
30	Silt Fencing	LF	990	$9.30	$9,207.00	$5.00	$4,950.00	$11.00	$10,890.00
31	Sediment & Erosion Control	LS	1	$7,142.90	$7,142.90	$12,031.00	$12,031.00	$45,883.00	$45,883.00
32	Grassing	LF	495	$21.45	$10,617.75	$7.00	$3,465.00	$31.00	$15,345.00
33	Traffic Control	LS	1	$10,000.00	$10,000.00	$30,889.00	$30,889.00	$49,500.00	$49,500.00
TOTAL BASE BID:					**$498,948.50**		**$991,499.00**		**$1,342,036.00**

Alternate Bid Item 1: Partially Demolish Existing Sewer Line Crossing Ireland Creek from Existing SSMH 62A to Existing SSMH-1 along W. Washington Street

Item	Description of Item	Unit	Estimated Quantity	Gulf Coast Underground, LLC		Hinterland Group		North American Pipeline Management, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
A1-1	Remove Existing 12" DI Gravity Sewer	LF	110	$285.75	$31,432.50	$38.00	$4,180.00	$233.00	$25,630.00
A1-2	Plug 12" Existing Sewer Line	EA	2	$5,000.00	$10,000.00	$1,467.00	$2,934.00	$1,525.00	$3,050.00
A1-3	Demolish Existing SS Manholes	EA	2	$3,571.45	$7,142.90	$2,122.00	$4,244.00	$3,650.00	$7,300.00
	Total Alternate Bid Item 1: Partially Demolish Existing Sewer Line Crossing Ireland Creek from Existing SSMH 62A to Existing SSMH 1 along W. Washington Street			**Total:**	**$48,575.40**	**Total:**	**$11,358.00**	**Total:**	**$35,980.00**

Note: Highlighted figures represent those corrected by the Engineer.

The bids tabulated herein were received by the City of Walterboro on October 29, 2026 at 2:00 PM at Walterboro's City Hall.

Hybrid Engineering, Inc.

C. Douglas Clary, Jr., P.E.

Walterboro City of Walterboro | 242 Hampton Street | Walterboro, SC 29488 | 843.782.1010

MEMORANDUM

TO: Mayor and City Council

FROM: City Manager

DATE: October 30, 2026

SUBJECT: Office Renovation & Workshop Upfit at WWTP

On October 8, 2026, the city's Utlities Department accepted bids for an office renovation and workshop upfit at the wastewater treatment plant.

Contractor	**Base Bid**
Greenlee Construction, LLC (North Charleston, SC)	$256,538.06
Paragon Inc. of South Carolina, LLC (Orangeburg, SC)	$314,000.00
Exterior Building Services, LLC (North Charleston, SC)	$597,450.00

Staff recommends awarding the contract to Greenlee Construction (North Charleston, SC) in the amount of **$256,538.06**. After closeout of the two (2) EDA grants utilized for the city's wastewater treatment plant expansion project and the purchase of three (3) actuated valves, there is a balance of $281,514.32 remaining. City staff asks for Council's favorable consideration of this request. If you have any questions, comments or concerns, please do not hesitate to contact me or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachments

MEMORANDUM

To: Jeff Molinari and Council

From: Wayne Crosby, Utilities Director

Re: Office Renovation & Workshop Upfit at Walterboro WWTP Project

Date: 10/23/2026

The City of Walterboro's Utilities Department accepted bids on October 8, 2026, for renovation of an existing building converting it to office space and upfit the facilities workshop.

The City received bids from three (3) contractors with a low base bid of $256,538.06. The bids are listed below:

Contractor	**Base Bid**
Greenlee Construction LLC	$256,538.06
Paragon Inc. of South Carolina, LLC	$314,000.00
Exterior Building Services LLC	$597,450.00

The City's engineer has contacted the low bidder's references who gave favorable reviews of their experience working with Greenlee Construction LLC. Hybrid Engineering is of the opinion that Greenlee Construction LLC is both qualified and capable of performing the referenced project. It is therefore the staff's recommendation to award this construction contract to Greenlee Construction LLC in the amount of $256,538.08.

HYBRID
engineering,inc.

October 14, 2026

Mr. Wayne Crosby, Utilities Director
City of Walterboro
242 Hampton Street
Walterboro, SC 29488

Re: Office Renovation & Workshop Upfit at Walterboro WWTP

Dear Mr. Crosby:

As you know, the bid opening for the Office Renovation & Workshop Upfit at the Walterboro Wastewater Treatment Plant (WWTP) was conducted at 2 p.m. on October 8, 2026, at Walterboro City Hall there in Walterboro. Three (3) bids were received and opened. The received bids were found to be responsive

None of the Bidders purported to add terms or conditions to its Bid, took exception to any provision of the Bidding Documents, or attempted to alter the contents of the Contract Documents for purposes of the Bid.

Addendum No. 1 through Addendum No. 4 were issued for the project, and they had been transmitted to prospective bidders electronically prior to the bid opening.

Greenlee Construction LLC is the low bidder with a base bid price of $256,538.06. With the inclusion of the four (4) Alternate Bid Items, the total bid price is $270,806.06.

We have not worked with Greenlee Construction LLC before. We were, however, able to contact three references that they provided and all of the references gave favorable reviews of their experience working with Greenlee Construction LLC. Based on their qualifications, we are of the opinion that Greenlee Construction LLC is both qualified and capable of performing the Office Renovation & Workshop Upfit at the Walterboro WWTP. Accordingly, Hybrid Engineering, Inc. recommends that the Contract be awarded to Greenlee Construction LLC for the Base Bid Price of $256,538.06. If you concur with this recommendation, we will forward the Notice of Award for your approval.

Let us know if you have any questions or if we might provide additional information. As always, it is our pleasure to be of service.

Yours sincerely,

Hybrid Engineering, Inc.

C. Douglas Clary, Jr., P.E.

Enclosure

BID TABULATION
OFFICE RENOVATION & WORKSHOP UPFIT AT WALTERBORO WWTP
CITY OF WALTERBORO
October 8, 2026, at 2:00 pm

Item	Bidder	Greenlee Construction LLC	Paragon Inc. of South Carolina, LLC	Exterior Building Services, LLC
1	**Base Bid**	**$256,538.06**	**$314,000.00**	**$597,450.00**
A1	Alternate Bid Item 1	$2,950.00	$3,350.00	$2,500.00
	Add Lincoln Electric Power MIG 211i MIG Welder Model K6080-1 or Equal for Workshop Addition			
	Base Bid + Alternate Bid Item 1	**$259,488.06**	**$317,350.00**	**$599,950.00**
A2	Alternate Bid Item 2	$5,500.00	$4,650.00	$8,000.00
	Add EMAX 5 HP 80 Gal 175 Max PSI Silent Air Two-Stage Stationary Electric (208, 230 Volt 1 Phase) Reciprocating Air Compressor or Equal for Workshop Addition			
	Base Bid + Alternate Bid Items 1 & 2	**$264,988.06**	**$322,000.00**	**$607,950.00**
A3	Alternate Bid Item 3	$4,032.00	$6,250.00	$15,000.00
	Add New Ledge Stone Veneer on CMU Block of East Elevation of Office Renovation			
	Base Bid + Alternate Bid Items 1 thru 3	**$269,020.06**	**$328,250.00**	**$622,950.00**
A4	Alternate Bid Item 4	$1,800.00	$2,350.00	$10,000.00
	Add Painted City Logo to East Elevation of Office Renovation			
	Base Bid + Alternate Bid Items 1thru 4	**$270,820.06**	**$330,600.00**	**$632,950.00**

The bids tabulated herein were received by the City of Walterboro on October 8, 2026 at 2:00 PM at Walterboro City Hall.

Hybrid Engineering, Inc.

C. Douglas Clary, Jr., P.E.

Jeffrey Molinari

From: Joy R. Gloster <JGloster@masc.sc>
Sent: Thursday, October 1, 2026 2:14 PM
To: Jeffrey Molinari
Subject: External Sender Congratulations: South Carolina Municipal Insurance and Risk Financing Fund Risk Management Award winner

CAUTION: This email originated from outside of the organization! Do not click links, open attachments or reply, unless you recognize the sender's email address and know the content is safe!

Good afternoon,

Congratulations on being selected as the South Carolina Municipal Insurance and Risk Financing Fund Risk Management Award (51 to 150 full and part-time employees) winner for 2026. The City continues to successfully reduce the frequency and severity of losses. The competition criterion consists of your experience modifier and gross (uncapped) loss ratio. The member with the lowest overall score wins. In the event of a tie, the completion of minimum guidelines determines the outcome.

The top finishers in each division will be recognized on November 4 at the Risk Management Services Awards Dinner, featured in RiskLetter, will receive engraved plaques, and a $2,500 monetary award. Register online to attend this meeting by October 16.

Please reply with the name of the representative who will accept this award on behalf of the city, by Friday, October 16.

Congratulations again on your award and commitment to safety. Feel free to contact me at jgloster@masc.sc or 803.933.1289 with any questions.

Joy Gloster, ARM-P, AIT
Data and Training Analyst
Municipal Association of South Carolina
P: 803.933.1289 | www.masc.sc

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