



City of
Tega Cay, South Carolina

www.tegacaysc.org

7725 Tega Cay Drive
Tega Cay, SC 29708

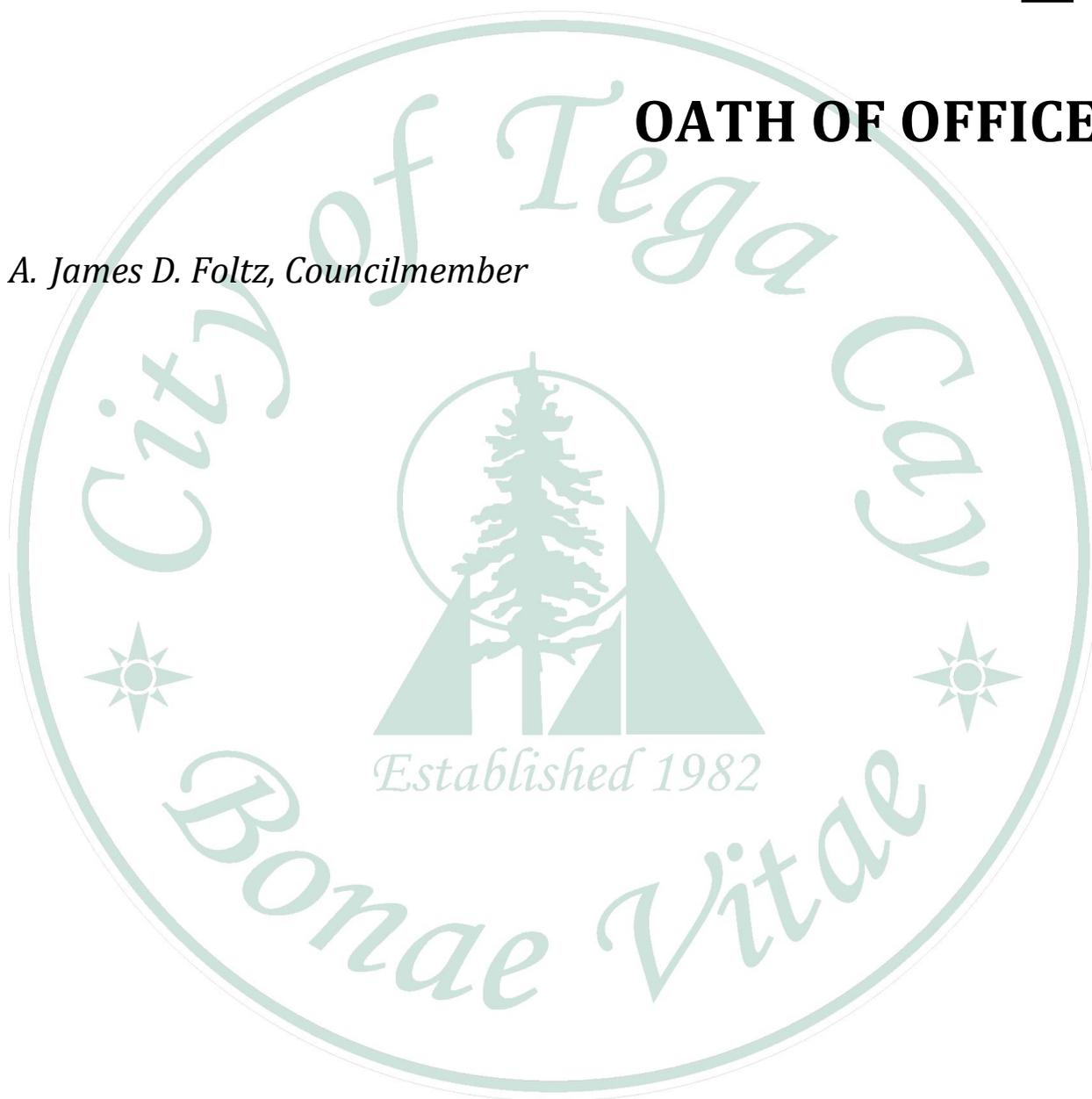
Phone: 803.548.3512
Fax: 803.548.1400

Regular City Council Meeting Agenda
Philip T. Glennon Center – Council Chambers
15077 Molokai Drive, Tega Cay, SC
Monday February 23, 2026

- 6:30 PM **Call to Order, Pledge of Allegiance and Moment of Silence as we humbly seek wisdom, clarity, and discernment in the work before us. May we be guided in service to this community with fairness, integrity, and responsibility.**
- ITEM 1 **Swearing In & Oath of Office for Councilmember James D. Foltz**
- ITEM 2 **Joint Public Hearing with the Planning Commission**
A. Adoption of the 2025-2035 Comprehensive Plan
B. Rezoning of 1557 Hubert Graham Way, tax map number 645-00-00-040 from RSF-40 in York County to R-40 in the City as part of a 100 percent annexation petition.
- ITEM 3 **Presentations & Reports**
A. City Manager's Report
B. Committee/Commission Reports
- ITEM 4 **Public Comments**
- ITEM 5 **Approval of Minutes**
A. January 23, 2026, Emergency Meeting
B. January 28, 2026, Regular Meeting
- ITEM 6 **Unfinished Business**
A. Consideration of the 2nd Reading of Ordinance 608, an Ordinance to Adopt Chapter 54, Article V, of the City's Code as it relates to Private Wells
- ITEM 7 **New Business**
A. Consideration of Awarding the Bid for Lawn Maintenance Services
B. Consideration of an Amendment to the Food and Beverage License Agreement
C. Consideration of Adopting Resolution 2026-02, A Resolution to Adopt Local Rules of Order
D. Consideration of Amending the Regular City Council Meeting Schedule
- ITEM 8 **Council Comments**
- ITEM 9 **Executive Session**
A. Discussion of Personnel Matters Pertaining to the Chief Municipal Judge
- ITEM 10 **Adjournment**

OATH OF OFFICE

A. James D. Foltz, Councilmember



STATE OF SOUTH CAROLINA)
COUNTY OF YORK)
CITY OF TEGA CAY)

OATH OF OFFICE

I do solemnly swear that I am duly qualified, according to the Constitution of this State, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the Constitution of this State and of the United States.

As a Councilmember of the City of Tega Cay, I will equally, fairly, and impartially, to the best of my ability, and skill, exercise the trust reposed in me, and will use my best endeavor to preserve the peace and carry into effect according to law the purposes for which I have been elected, so help me God.

Dated: *February 23, 2026*

Kebra Simpson
Chief Municipal Judge

James D. Foltz, Councilmember
5202 Waterloo Dr.
Tega Cay, SC 29708

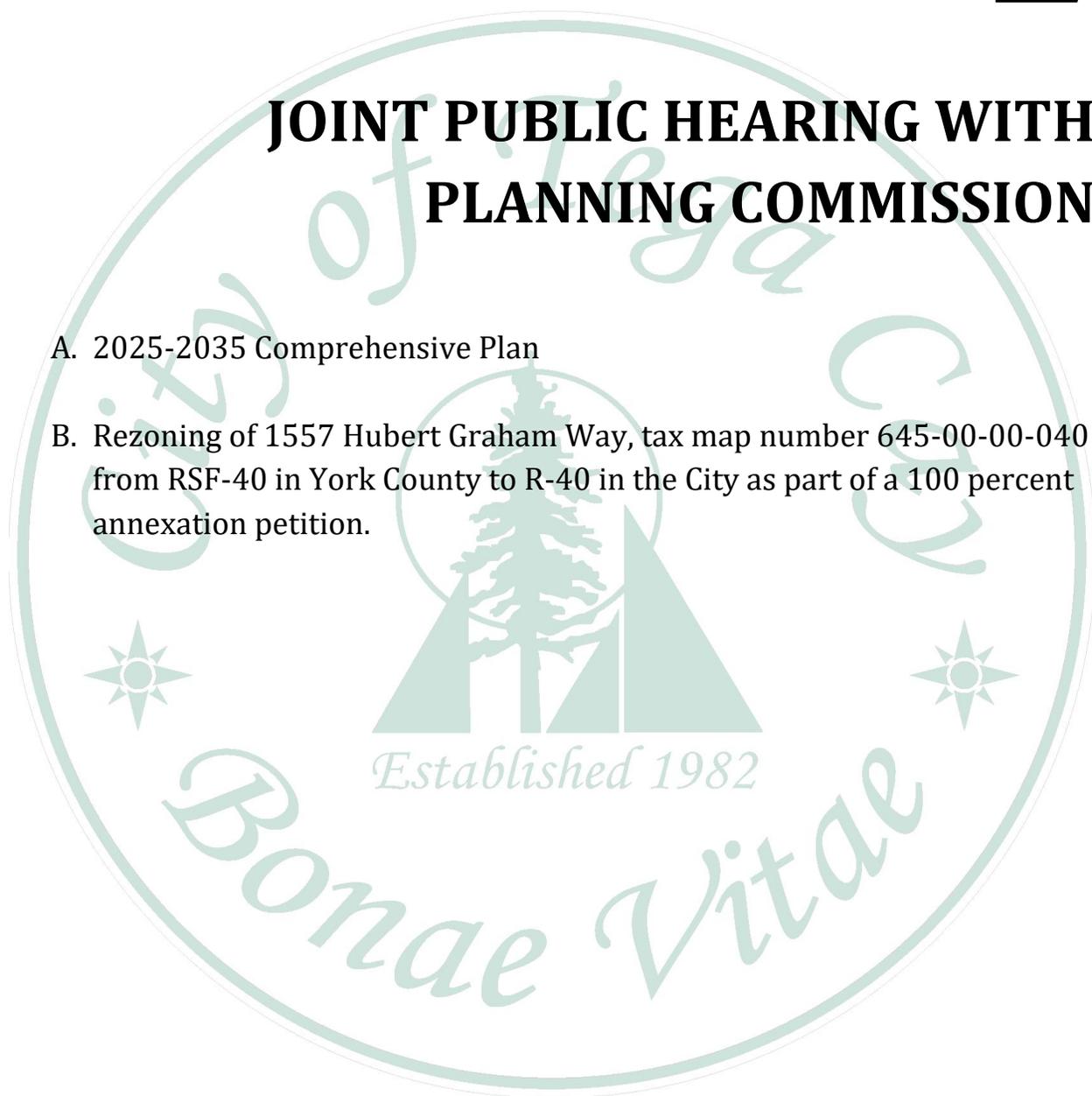
ATTEST:

Charlie Funderburk, City Manager

APPOINTMENT TO: City Council
TERM OF OFFICE
BEGINNING DATE: February 23, 2026
END DATE: January 3, 2028

JOINT PUBLIC HEARING WITH PLANNING COMMISSION

- A. 2025-2035 Comprehensive Plan
- B. Rezoning of 1557 Hubert Graham Way, tax map number 645-00-00-040 from RSF-40 in York County to R-40 in the City as part of a 100 percent annexation petition.





REZONING APPLICATION INSTRUCTIONS

If assistance is needed in filling out this application, contact the Planning and Development Manager at 803.548.3513 Ext 4.

Planning Commission meetings are held the first (1st) Monday of the month at 6:30 p.m. in the Council chambers located in the lower level of The Glennon Center at 15077 Molokai Drive (*this is not a public hearing*).

Public hearings are held by the City Council and the Planning Commission in joint session on the third (3rd) Monday of the month prior to the Planning Commission meeting at which the application will be considered.

The attached application must be filled out completely and all fees paid in full.

Application Fee: \$350

A plat (survey) and deed must be submitted before a request can be accepted.

****REZONINGS TO PD MUST HAVE CONCEPT/SKETCH APPROVAL BEFORE SUBMITTING APPLICATION. ****

Please print with ink or use a typewriter to fill out forms.



TEGA CAY REZONING APPLICATION

GENERAL INFORMATION

APPLICANT'S NAME: Michael and Kasey Norton

ADDRESS: 1313 Crown Ridge Dr., Fort Mill, SC, 29708

NUMBER	STREET	CITY	STATE	ZIP CODE
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PHONE: 9102803378

WORK	HOME	MOBILE
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EMAIL: mnorton@astaffing.com

PROPERTY OWNER'S NAME: Michael & Kasey Norton

ADDRESS: 1313 Crown Ridge Dr. Fort Mill, SC, 29708

NUMBER	STREET	CITY	STATE	ZIP CODE
---------------	---------------	-------------	--------------	-----------------

PHONE: 9102803378

WORK	HOME	MOBILE
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EMAIL: mnorton@astaffing.com

PROPERTY INFORMATION

PROPERTY ADDRESS: 1557 Hubert Graham Way, Fort Mill, SC, 29708

PROPERTY TAX MAP #: 6450000040 **PLAT:** PLEASE ATTACH TO APPLICATION

LOT AREA: ACRES: 6.07 **DEED:** PLEASE ATTACH TO APPLICATION

ZONING: CURRENT: RSF-40 **PROPOSED:** R-40

COMPREHENSIVE PLAN LAND USE DESIGNATION: _____

CURRENT USE OF PROPERTY: Building primary residence to be completed 2026

ELECTRIC: Duke **WATER:** Tega Cay **SEWER:** Tega Cay

RELEVANT FACTORS PERTAINING TO THE REZONING

A Zoning Map Amendment may be initiated by the Tega Cay City Council, Planning Commission, Zoning Administrator, or any corporation, individual, or agency. (Ordinance 77, Article XV Section 19-501). The Planning Commission makes recommendations that are evaluated along with the request based on the following questions (Ordinance 77, Article XV Section 19-504). Please complete the questions with the facts you intend to present in order to justify this rezoning.

1. I (we) are making application for rezoning in order to (please select):

- implement the Comprehensive Land Use Plan
- correct an original mistake or manifest error in the regulations or map
- recognize substantial changes or changing conditions in a particular location

Please justify your reasoning and the need for the proposed amendment:

Building a primary residence that is being connected to Hubert Graham Way; per the direction and requirement of Tega Cay's Development Services Director, property is required to be annexed into the city at the completion of build; which is anticipated in January of 2026.

2. Please explain how this request is consistent with the Comprehensive Land Use Plan:

It is at the direction of Tega Cay's Development Services Director, therefore should be compliant with the comprehensive land use plan.

3. What will be the impact of this amendment on surrounding properties:

None.

4. Additional documents relevant to this petition are submitted as follows:

SURVEY INFORMATION & PLAT STANDARDS:

1. THIS SURVEY IS OF AN EXISTING PARCEL OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.
2. A PORTION OF TAX MAP# 6450000040 & 6450000027
3. ZONING: RSF-40
4. ACREAGE OF THIS PLAT: 8.069 AC±.
5. TOTAL NUMBER OF LOTS ON THIS PLAT: 2
6. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
7. THIS SURVEY IS NOT AN ALTA/ACSM LAND TITLE SURVEY. PROPERTY SURVEYED WITHOUT THE BENEFIT OF A TITLE SEARCH. ADDITIONAL RIGHTS-OF-WAY, EASEMENTS OR ENCUMBRANCES MAY EXIST THAT ARE NOT LOCATABLE OR KNOWN AT TIME OF PLAT.
8. AREA COMPUTED BY COORDINATE METHOD.
9. DASHED LINES INDICATE LINES NOT SURVEYED.
10. #4 REBARs SET ON ALL PROPERTY CORNERS UNLESS NOTED OTHERWISE.
11. UNADJUSTED RATIO OF PRECISION IS 1:10,000+

YORK COUNTY ASSESSOR
 Tax Map:
 Date: 02/09/2024

E H

Line #	Length	Direction
L1	13.04	S88°05'07"W
L2	43.68	N46°00'47"W
L3	21.16	S74°11'12"W
L4	26.11	S83°31'14"W
L5	33.56	N72°34'04"W
L6	24.91	N45°44'01"W
L7	32.60	S88°22'19"W
L8	25.96	N27°08'00"W
L9	23.70	N79°04'00"W
L10	15.87	N83°54'02"W
L11	46.64	N38°23'56"W
L12	38.20	N81°38'12"W
L13	26.17	N81°38'12"W
L14	35.90	S20°23'27"W
L15	40.95	S41°46'39"W
L16	41.92	S39°36'44"W
L17	46.30	S61°01'05"W

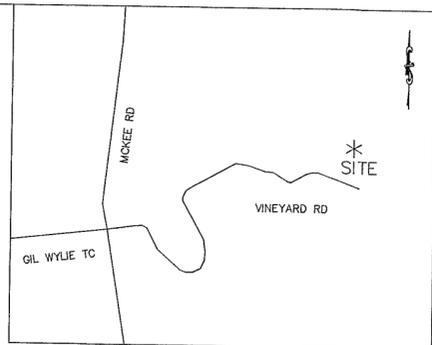
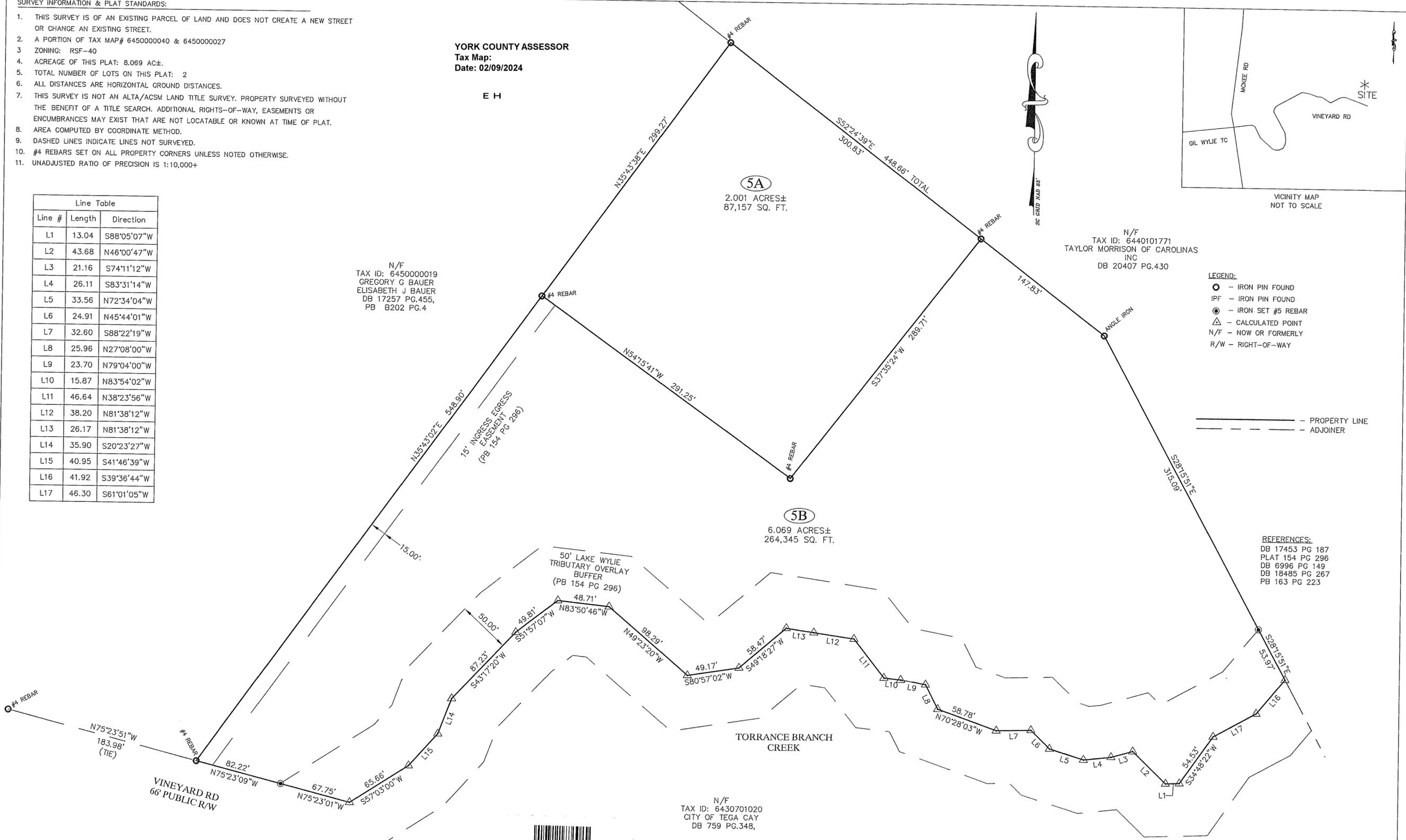
N/F
 TAX ID: 6450000019
 GREGORY G BAUER
 ELISABETH J BAUER
 DB 17257 PG.455,
 PB B202 PG.4

N/F
 TAX ID: 6440101771
 TAYLOR MORRISON OF CAROLINAS
 INC
 DB 20407 PG.430

- LEGEND:**
- - IRON PIN FOUND
 - IPF - IRON PIN FOUND
 - ⊙ - IRON SET #5 REBAR
 - △ - CALCULATED POINT
 - N/F - NOW OR FORMERLY
 - R/W - RIGHT-OF-WAY

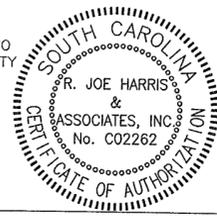
- PROPERTY LINE
- - - ADJOINER

- REFERENCES:**
- DB 17453 PG 187
 - PLAT 154 PG 296
 - DB 6996 PG 149
 - DB 18485 PG 267
 - PB 163 PG 223



I HAVE EXAMINED THE FLOOD INSURANCE RATE MAP FOR YORK COUNTY, SOUTH CAROLINA, COMMUNITY PANEL NUMBER 45091C0192E; DATED SEPTEMBER 26, 2008, AND HEREBY CERTIFY THAT THE LOTS SHOWN ARE NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARD MANUAL FOR PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA AND MEETS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN, ALSO THERE ARE NO ENCROACHMENTS, PROJECTIONS, OR SETBACKS AFFECTING THE PROPERTY OTHER THAN THOSE SHOWN.

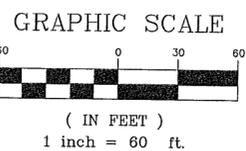


PLAT LARGE RECORDING FEES \$25.00

PRESENTED & RECORDED:
 02-09-2024 11:58:34 AM
BK: PLAT 172
PG: 116

ANGIE M BRYANT
 CLERK OF COURT
 YORK COUNTY, SC
 BY: ABIGAYLE LANIER CLERK

BOUNDARY SURVEY
 Emergency 2/9/24



KENNETH M. GREEN, RLS #14529 2.1.24

SUBDIVISION PLAT	
TOWN OF FORT MILL YORK COUNTY, SOUTH CAROLINA TAXID#: 645-00-00-040 & 645-00-00-027	
SURVEYED FOR AND MAPPED FOR CURRENT OWNERS: ERIC S SCHANNO 2320 VINEYARD RD TOWN OF FORT MILL, YORK COUNTY, SOUTH CAROLINA	
R. Joe Harris & Associates, Inc. Engineering & Land Surveying 1186 STONECREST BLVD, TEGA CAY, SC, 29708 Phone: (803) 802-1799	
3426 JOB NO.	1-9-24 DATE
R/JH & ASSOC SURVEYED BY	
1" = 60' SCALE	
PREPARED BY KCC	
CHECKED BY KMG	
SHEET 1	OF 1

ANNEXATION/REZONING CASE

TO: CITY COUNCIL & PLANNING COMMISSION
FROM: DEVELOPMENT SERVICES
APPLICANT: MICHAEL NORTON & KASEY NORTON
REQUEST: TMS # 645-00-00-040, REQUEST TO REZONE 6 ACRES FROM RSF-40 IN YORK COUNTY TO R-40 IN TEGA CAY

Staff Summary

The applicant is requesting annexation and rezoning of approximately 6 acres located at 1557 Hubert Graham Way. The subject property was subdivided from the adjoining parcel (2320 Vineyard Road) under York County jurisdiction in 2024 to facilitate construction of a single-family detached residence, which is currently under construction (active building permit is from York County).

The applicant is seeking to establish a driveway connection to Hubert Graham Way, located within the River Falls Subdivision as the means of access for the new home. The adjacent property at 2320 Vineyard Road was annexed into the City earlier this year to allow similar access to Hubert Graham Way.

Existing Zoning District Summary

(York County) The Residential Single-Family 40 (RSF-40) District:

1. Accommodates detached single-family residential uses and compatible institutional and non-residential land uses on lots generally with a minimum area of 40,000 square feet;
2. Is designed to preserve and protect the character of existing large-lot residential subdivisions in areas transitioning from rural to suburban development patterns;
3. Is intended to encourage residential development that complements the character of large-lot residential subdivisions;
4. Is generally appropriate in areas designated as Single-Family Residential on the Comprehensive Plan Future Land Use Map.

*Source: York County Zoning Code

Proposed Zoning District Summary

(Tega Cay) R-40: The R-40 zoning district is designed to accommodate low-density residential development, with a focus on single-family homes. The "40" in R-40 refers to a minimum lot size of 40,000 square feet, ensuring more spacious properties and maintaining a suburban or rural character in the area. This zoning is often used to preserve open space and provide a buffer between more densely developed areas.

Infrastructure/School Considerations

The site has access to both City sewer and water services along Hubert Graham Way. Should the applicant decide to connect there would be an impact fee paid to the City for the service. The Fort Mill School District impact fee was collected at the time of permitting. No additional impact is anticipated as a result of this rezoning, as only one single-family residence is permitted on the lot.

Recommendations

Staff Assessment

Annexing and rezoning the unincorporated parcels to R-40 is generally consistent with The Future Land Use Map of the 2015-2025 Comprehensive Plan. The future land use map designates the area as residential which is consistent with an existing single-family home. The rezoning will not change the existing use. The rezoning will allow the city to have more control over land use, zoning, and development, ensuring that growth aligns with long-term planning goals.

Staff Recommendation:

Staff recommends approval of the proposed R-40 zoning for the subject property.

Planning Commission's Recommendation Considerations

Per Ordinance 77, Section 19-504 the Planning Commission shall consider a zoning amendment to determine:

1. The need for the proposed amendment.
 2. If the proposed amendment pertains to a change in the district classification of property, the effect of the change on the property, and the surrounding properties.
 3. The relationship of the proposed amendment with and effect upon the Comprehensive Plan and general planning programs of the City.
-

Meeting/Legislative Schedule of Events

November 3rd: Discussion of proposal at Planning Commission

February 23rd: Joint Public Hearing at City Council with Planning Commission

March 2nd: Vote on Recommendation by Planning Commission

March 16th: First Reading at City Council

April 20th: Second Reading at City Council

3a

CITY MANAGER'S REPORT



3b

COMMITTEE/COMMISSION REPORTS

A. Planning Commission

Council Liaison Carter

B. Economic Development Commission

Council Liaison Hyslip



PUBLIC COMMENTS



APPROVAL OF MINUTES

- A. Special City Council Meeting, January 23, 2026
- B. Regular City Council Meeting, January 28, 2026





Emergency City Council Meeting
Monday January 23, 2026
City Hall Upstairs Conference Room
7725 Tega Cay Drive, Tega Cay, SC

Councilmembers Present: Mayor Carmen Miller, Mayor Pro Tempore Thomas S. Hyslip, Councilmember Brian D. Carter and Councilmember Heather Jones. A quorum was present.

Councilmembers Absent: None

Staff Present: Joey Blethen, Deputy City Manager; and Casey O'Brien, Municipal Clerk.

The public and media were duly notified of the date, time, and place of the meeting.

Mayor Miller called the Regular City Council meeting to order at 4:30 P.M., led the Pledge of Allegiance and held a moment of silence.

ITEM 1 Consideration of Resolution 2026-01 A Resolution to Support Executive Order 2026-02, Issued by Governor Henry D. McMaster Declaring a State of Emergency And Further Declare a Local State of Emergency to Address An Approaching Winter Storm and Hazardous Weather Conditions

MOTION

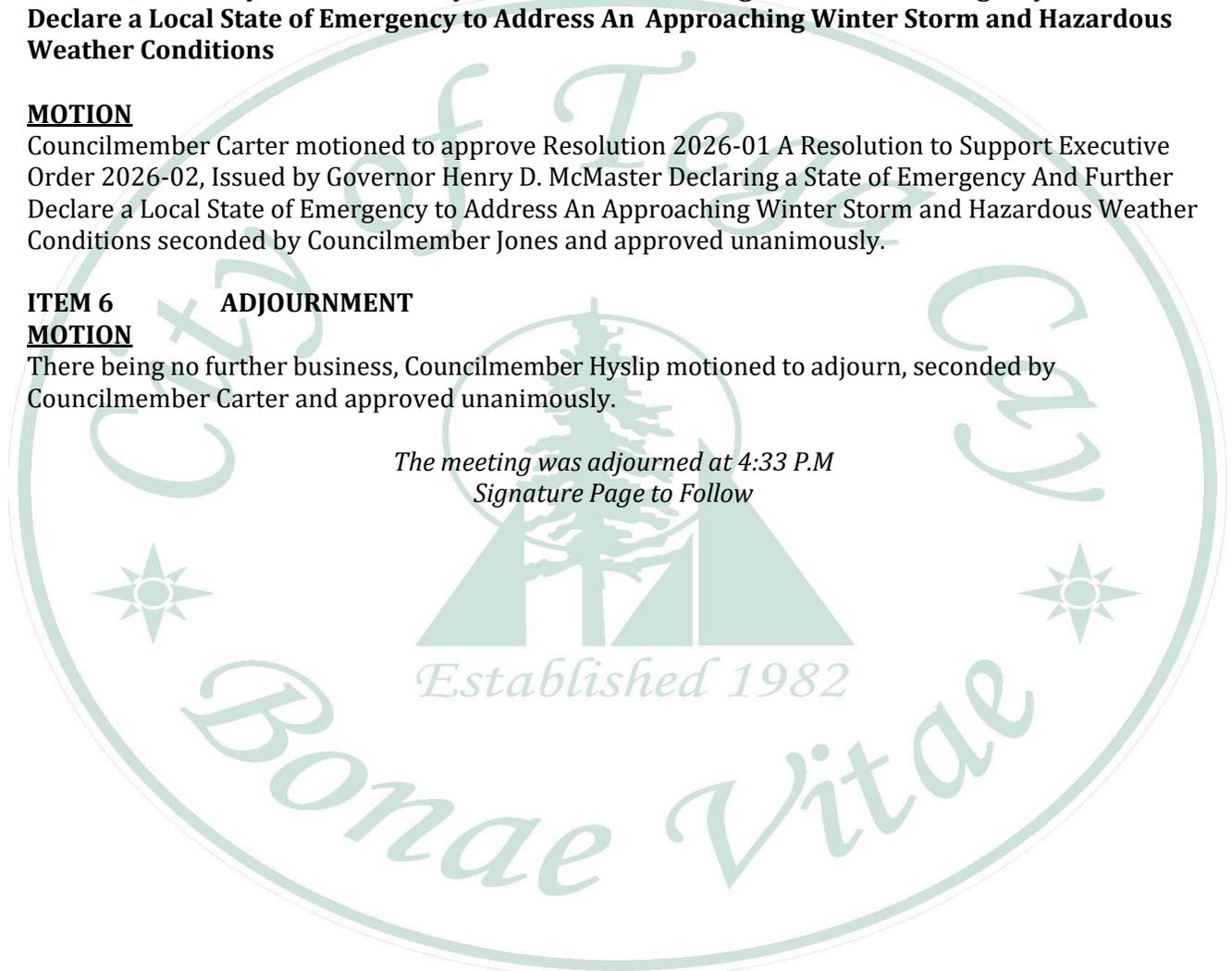
Councilmember Carter motioned to approve Resolution 2026-01 A Resolution to Support Executive Order 2026-02, Issued by Governor Henry D. McMaster Declaring a State of Emergency And Further Declare a Local State of Emergency to Address An Approaching Winter Storm and Hazardous Weather Conditions seconded by Councilmember Jones and approved unanimously.

ITEM 6 ADJOURNMENT

MOTION

There being no further business, Councilmember Hyslip motioned to adjourn, seconded by Councilmember Carter and approved unanimously.

The meeting was adjourned at 4:33 P.M
Signature Page to Follow



Respectfully Submitted

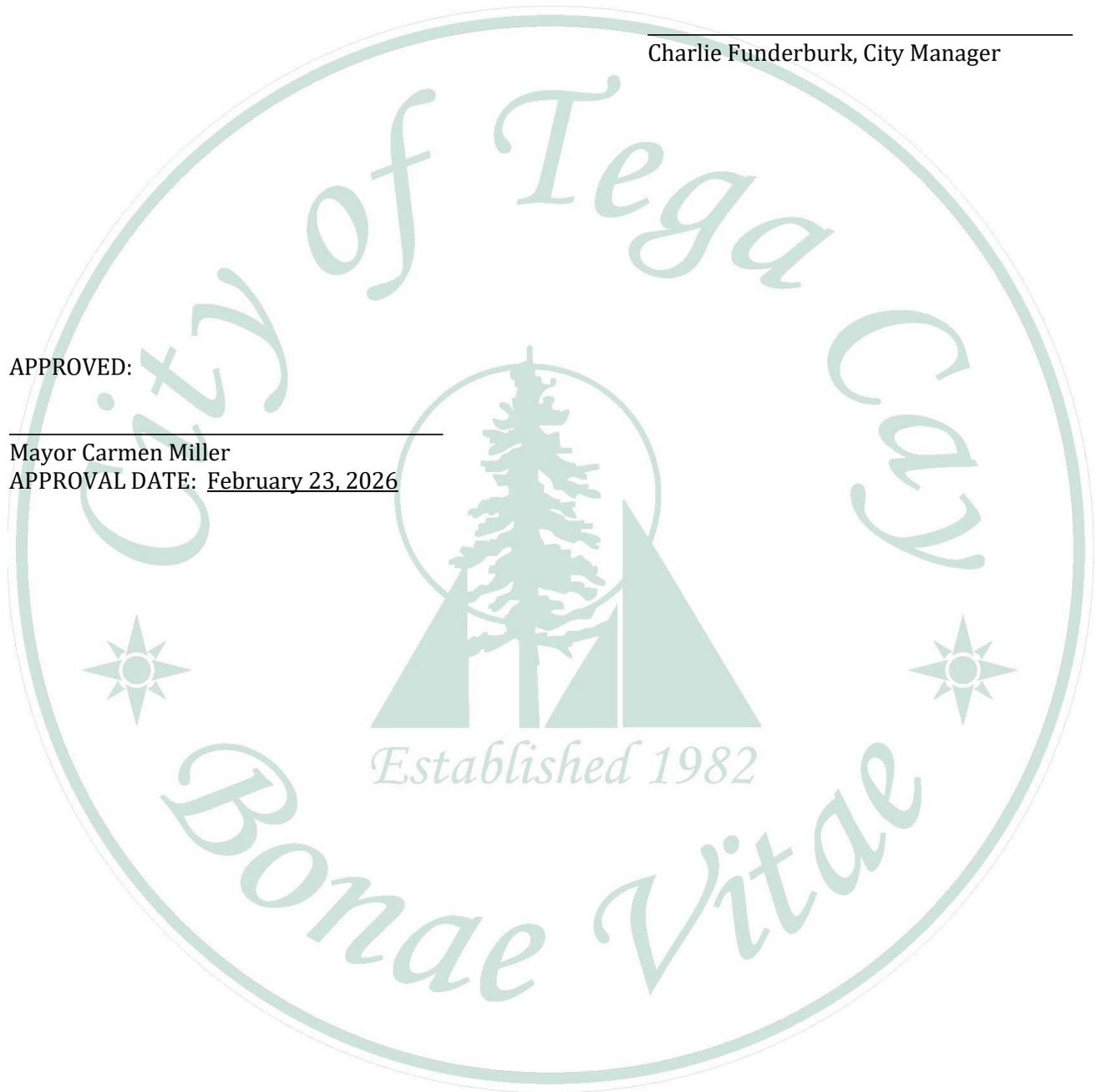
[SEAL]

Charlie Funderburk, City Manager

APPROVED:

Mayor Carmen Miller

APPROVAL DATE: February 23, 2026





**Regular City Council Meeting
Wednesday January 28, 2026**

*Philip T. Glennon Center – Council Chambers 15077
Molokai Drive, Tega Cay, SC*

Councilmembers Present: Mayor Carmen S. Miller, Mayor Pro Tempore Thomas S. Hyslip, Councilmember Brian D. Carter and Councilmember Heather Jones. A quorum was present.

Councilmembers Absent: None

Staff Present: Charlie Funderburk, City Manager; Joey Blethen, Deputy City Manager; Chief Joey Crosby, Police Department Chief; Chief Glyn Hasty, Fire Department Chief; Dustin Overton, Parks and Recreation Director; Janet Broome, IT Director; Gretchen Kelly, Social Media & Information Specialist; Antonio Maturo, Utilities Director; Nick Cauthen, Development Services Director; Chaplin Spencer, Municipal Attorney; Caroline Hasty, Events Manager; and Casey O'Brien, Municipal Clerk.

The public and media were duly notified of the date, time, and place of the meeting.

Mayor Miller called the Regular City Council meeting to order at 6:30 P.M., led the Pledge of Allegiance and held a moment of silence.

ITEM 1 PRESENTATIONS & REPORTS

A. Proclamation Recognizing the Fort Mill High School Girls Cross Country Team as the 5A Division 2 State Champions

Mayor Miller recognized and commended the Fort Mill High School Girls Cross Country Team for their achievement as the South Carolina High School League 5A Division II State Champions, celebrating their third historic state title. Mayor Miller also recognized Head Coach Lee Whitaker for his distinguished leadership and his selection as the SCTCCCA 5A Division II Girls Cross Country Coach of the Year.

B. Proclamation Recognizing the Fort Mill High School Boys Cross Country Team as the 5A Division 2 State Champions

Mayor Miller congratulated and recognized the coaching staff and the Fort Mill High School Boys Cross Country Team for their remarkable accomplishment in earning their second title as 5A Division II South Carolina State Champions

C. Presentation by Pinnacle as it relates to Memberships and Project Updates

David Taylor and Ty Lefler with Pinnacle Golf Management presented an overview of the current and upcoming projects as well as the memberships options for the golf course. David explained that the pavilion renovation is currently underway and on pace to be completed by the mid to end of April. Additionally, the pro has relocated from the clubhouse over to the tennis shack until the pavilion is completed. Currently the team is in the process of conducting tree work around the Pines nine and beginning February 23rd Eddie Smith & Sons will begin putting down new cart path of pines nine with overlaying occurring on Feb 23rd and the project concluding mid-March. It was noted that there is a storm drain sink hole on hole #7 which will be repaired at the end of February. Following the completion of the renovation of the cart path, beginning in March holes 10, 18 and the chipping green will undergo renovations with projected completion the end of July as long as weather permits. David Taylor noted that all projects are being funded out of golf reserves. Ty Lefler advised that golf currently has reached the cap of 185 memberships and has a waiting list of 94 members. It was clarified that 73 members are residents and 21 are non-residents. In total there are 112 individual members, 36 family members, and 19 senior members. It was clarified that the all-inclusive membership, which included cart, green & range fees is no longer sold. As this was only offered back in 2008 to 2010 to raise funds in winter Pinnacle did not feel it was fair to eliminate the members who did utilize this membership and those

members were grandfathered in with the all-inclusive membership.

D. City Manager's Report

With regards to Administration, City Manager Funderburk noted that applications for the City's boards and commissions will be accepted through the end of February. All currently seated members who wish to be considered for reappointment were reminded that they must reapply through MatchBoard.

With regards to Development Services, City Manager Funderburk reported that The Grove continues installation of its ground infrastructure and is also working toward the commencement of required off-site traffic improvements. Alderwood, located off Dam Road, is planning to begin grading in February. City Manager Funderburk announced that Vickie Isenhour has joined the City team as the new permit clerk. Additionally, thanks were extended to the COG and the Comprehensive Plan steering committee, as a complete draft of the City's new Comprehensive Plan has been posted to the City's website. A joint public hearing will be held during Council's February meeting.

With regards to the Fire Department, City Manager Funderburk explained that last weekend's ice storm prompted activation of the joint Emergency Operations Center in coordination with City staff. While conditions were ultimately less severe than originally forecast, the Emergency Operations Center for Winter Storm Fern was activated for a total of 28 hours, with approximately 100 man hours spent in meetings prior to activation, along with numerous hours dedicated to equipment preparation and street readiness across all departments. Additional staffing included eight Public Works employees split into two 12-hour shifts over 48 hours, TCUD staffing of four employees plus two supervisors for 48 hours, TCPD additional staffing and command staff for 36 hours, and TCFD additional staffing and command staff for 48 hours. City Manager Funderburk thanked residents for staying off the roadways, which allowed first responders and City personnel to work safely and efficiently. Residents were encouraged to test smoke and carbon monoxide alarms and replace batteries as a precaution during potential power outages. City Manager Funderburk also announced that the City's new Ladder 1 has arrived and is currently awaiting delayed equipment while crews complete training. A rescheduled Pushing-In Ceremony will be announced soon, and residents were encouraged to follow the Fire Department's Facebook page for updates. It was also noted that Firehouse Stories is scheduled for this Saturday, weather permitting, with the possibility of transitioning to a Facebook Live event if needed. Lastly, residents may see Fire Department personnel around the City throughout February as crews conduct safety inspections and complete building preplans at local businesses.

With regards to Parks and Recreation, City Manager Funderburk reminded residents that this is the final week of registration for Spring Youth Sports and encouraged early registration due to potential waitlists. Weather permitting, Dick's Sporting Goods Shop Day will take place this Saturday from 10:00 a.m. to 2:00 p.m. at the Rock Hill location, where residents can receive 20% off their total purchase using the Tega Cay Parks and Recreation coupon available on the City's website. City Manager Funderburk noted that Tega Cay will host a US Quadball National Qualifier on February 21st and 22nd, welcoming teams from Washington, D.C., Chicago, New York, and the Carolinas. City Manager Funderburk also welcomed Ryan Dudney as the City's new Recreation Programmer, who will oversee baseball and softball programs beginning this spring. It was further noted that turf installation inside the baseball and softball complex at Catawba Park has been completed, batting cages at Runde Park are nearing completion, and staff will begin preparing for the upcoming recreation season. Additionally, City Manager Funderburk announced the "Why We Heart Tega Cay" art initiative, inviting children of all ages to submit drawings highlighting what they love about Tega Cay, with submissions accepted at City Hall from February 3rd through February 12th and artwork displayed at the Glennon Center.

With regards to the Police Department, City Manager Funderburk thanked residents for staying off the roadways during the recent winter storm. Badges and Baristas will be held on February 2nd from 7:00 a.m.

to 11:00 a.m. at Tega Cay Coffee Company as a fundraiser benefiting the Special Olympics. The Polar Plunge is scheduled for February 7th at 10:00 a.m. at the Beach and Swim Center, with forecasted temperatures reaching a high of 53 degrees and morning lows around 30 degrees. City Manager Funderburk reported that the Police Department compiled their December Monthly Crime Statistics, which included 403 calls for service, 33 incident reports, 2,665 property checks, 597 traffic stops, 16 vehicle collisions, 10 custodial arrests, three DUI arrests, an average response time of three minutes and 49 seconds, and participation in four community events.

With regards to Wildlife Management, City Manager Funderburk reported that the City concluded its Wildlife Management Program for the 2025–2026 fiscal year. The program included the culling of 80 deer by Lowcountry Wildlife Specialists at a cost of \$42,382. In compliance with the SCDNR permit, the harvested meat was donated to the Catawba Indian Nation, which contributed toward processing fees. Additional information regarding the Wildlife Management Program is available on the City’s website.

ITEM 2 PUBLIC COMMENTS

1. Nancy Fraise commented seeking clarification on the proposed ordinance for private wells asking if the ordinance was related to new wells and if existing wells would be grandfathered in
2. Judy Rohrs commented to support Council candidate Liz Duda

ITEM 3 APPROVAL OF MINUTES

A. January 5, 2026, Special City Council Meeting

MOTION

Councilmember Jones motioned to approve the minutes for the January 5, 2026, Special City Council Meeting, seconded by Councilmember Hyslip and approved unanimously.

ITEM 4 NEW BUSINESS

A. Consideration of Awarding the Bid for Windjammer Shoreline Stabilization Project Phase 2

MOTION

Councilmember Hyslip motioned to award the bid for windjammer shoreline stabilization project phase 2 to Lake Wylie Dock Construction LLC in an amount not to exceed \$90,000 and authorize the City Manager to issue the notice to proceed, seconded by Councilmember Carter.

Parks and Recreation Director, Dustin Overton provided background information as to the project.

VOTE

Approved unanimously.

B. Consideration of Awarding the Bid for Lawn Maintenance Services

MOTION

Councilmember Jones motioned to table it 4B consideration of awarding the bid for lawn maintenance services, seconded by Councilmember Hyslip. Councilmember Jones requested to have Parks and Recreation Director Dustin Overton explain the rationale for requesting to table the item.

Parks and Recreation Director, Dustin Overton, advised that staff would like to further vet the three lowest competitive bidders to evaluate their abilities to meet the scope of work and performance expectations as the City has never previously worked with any of the entities.

VOTE

Approved unanimously.

C. Consideration of the Introduction and 1st Reading of an Ordinance to Adopt Chapter 54, Article V, of the City's Code as it relates to Private Wells

Utilities Director, Antonio Maturo, provided background as to the reasoning for the ordinance and advised that residents who currently have a well will be grandfathered in and the ordinance would not impact their ability to have a well. The ordinance's purpose is to prohibit new wells and to eliminate the risk of contamination to the City's water system if a cross connection were to occur. Discussion ensued related to irrigation wells not being affected.

MOTION

Councilmember Carter Motion to approve the introduction & 1st reading of an ordinance to Adopt Chapter 54, Article V, of the City's Code as it relates to Private Wells with the adjustment of section 54-26 to read existing wells and remove the word of irrigation, seconded by Councilmember Jones and approved unanimously.

ITEM 3 COUNCIL COMMENTS

Councilmember Carter thanked all for being here this evening as the meeting was adjusted due to weather. Councilmember Carter echoed City Manager Funderburk and thanked City staff for their hard work to ensure the public's safety and preparedness over the weekend before and after the winter storm. Councilmember Carter congratulated both FMHS Cross Country teams on their championships. Councilmember Carter encouraged all to join in on the Polar Plunge on February 7th. Councilmember Carter recognized a City staff member who does so much for the City, is appreciated and respected. Councilmember Carter advised that this person handles Council agendas, minutes, packets, trainings, retreats, FOIA requests, and while working with the City this person has developed a comprehensive understanding of each department's operations and a working relationship with everyone. This person has improved public facing resources such as the City website, partnered with South Carolina Women in Leadership to implement MatchBoard for selections for committees, commissions and boards, and advocated for and maintains the City's AI chatbot to better serve residents and reduce call volume for staff. Councilmember Carter recognized Municipal Clerk, Casey O'Brien, who is moving on professionally. Councilmember Carter thanked Ms. O'Brien for all she has done and wished her well.

Councilmember Jones echoed Councilmember Carter's comments regarding the winter storm and City's staff preparedness. Councilmember Jones thanked the residents for the patience and encouraged all to continue maintaining the mentality of safety. Councilmember Jones congratulated Councilmember Hyslip, Mayor Miller, and Councilmember Carter on their completion of the Municipal Association's Municipal Elected Officials training and graduation. Councilmember Jones encouraged all to attend the annual polar plunge and thanked the public comments made. Councilmember Jones encouraged all to apply to their Committees, Commission and Board openings.

Mayor Pro Tem Hyslip thanked those for their participation and attendance. Mayor Pro Tem Hyslip thanked City staff for their hard work over the winter storm and gave a shoutout to Senator Johnson for his support and willingness to assist the City. Mayor Pro Tem Hyslip congratulated the FMHS Cross Country teams and thanked Coach Whitaker. Mayor Pro Tem Hyslip encouraged all to attend the Polar Plunge and or make a donation. Mayor Pro Tem Hyslip also encouraged everyone to apply to the City's committees, commissions, and boards. Mayor Pro Tem Hyslip encouraged all to go out and vote on February 3rd for the special election to fulfill the current vacancy on City Council.

Mayor Miller commented thanking everyone for their preparedness on the previous winter storm and expressed that it was felt within the community that the City was ready. Mayor Miller expressed excitement for the golf projects that are coming up as well as the Garrison's opening. Mayor Miller encouraged all to attend the polar plunge and donate if possible. Mayor Miller congratulated both the FMHS Cross Country teams on their consecutive championships. Mayor Miller encouraged all to apply to be on the City's

Committees, Commissions, and Boards and attend Firehouse stories with the Fire Department. Mayor Miller encouraged all to attend Chat to Council with herself as well as Mayor Pro Tem Hyslip at 6:30 PM at the Tega Cay Police Department Training Room. Mayor Miller welcomed Vickie as well as Ryan in joining the City.

ITEM 6 EXECUTIVE SESSION

- A. Discussion of Contractual Matters as it relates to the Food & Beverage Agreement**
- B. Legal Advice as it relates to 4067 Triton Drive**
- C. Legal Advice as it relates to the City's Code of Ordinances Section 50-97 (Ord. 581) Abandoned motor vehicles, trailers, watercraft and campers.**
- D. Discussion of Contractual Matters as it relates to the Cell Tower**

MOTION

Councilmember Carter motioned to enter into executive session for a discussion of Contractual Matters as it relates to the Food & Beverage Agreement, Legal Advice as it relates to 4067 Triton Drive, Legal Advice as it relates to the City's Code of Ordinances Section 50-97 (Ord. 581) Abandoned motor vehicles, trailers, watercraft and campers, and for a discussion of Contractual Matters as it relates to the Cell Tower, seconded by Councilmember Hyslip and approved unanimously at 7:37 PM

MOTION

Councilmember Hyslip motioned to come out of executive session, seconded by Councilmember Carter and approved unanimously at 9:43 PM

ITEM 7 ADJOURNMENT

MOTION

There being no further business, Councilmember Hyslip motioned to adjourn, seconded by Councilmember Carter and approved unanimously.

*The meeting was adjourned at 9:43 PM P.M
Signature Page to Follow*

Established 1982

Bonae Vitae

Respectfully Submitted

[SEAL]

Charlie Funderburk, City Manager

APPROVED:

Mayor Carmen S. Miller
APPROVAL DATE: February 23, 2026



6a

UNFINISHED BUSINESS

Consideration of the 2nd Reading of an Ordinance to Adopt Chapter 54, Article V, of the City's Code as it relates to Private Wells and Amend Chapter 54, Article III, Section 54-14(a) as it relates to Civil Penalties

EXECUTIVE SUMMARY:

TCUD is requesting this ordinance to prohibit private wells from being utilized where City water service is available. The amendment to the code allows the department to continue to protect the public water system from potential contamination and ensure the system remains safe and reliable.

POTENTIAL MOTION:

Motion to approve the 2nd Reading of an Ordinance to Adopt Chapter 54, Article V, of the City's Code as it relates to Private Wells and Amend Chapter 54, Article III, Section 54-14(a) as it relates to Civil Penalties

STAFF RESOURCE FOR DISCUSSION:

Antonio Maturo | Utilities Director
Chaplin Spencer | Municipal Attorney

STATE OF SOUTH CAROLINA)
)
 COUNTY OF YORK) **ORDINANCE 608**
)
 CITY OF TEGA CAY)

AN ORDINANCE TO ADOPT CHAPTER 54, ARTICLE V OF THE CITY’S CODE AS IT RELATES TO THE INSTALLATION, CONSTRUCTION, AND USE OF PRIVATE WELLS

WHEREAS, the City of Tega Cay desires to continuously provide safe, reliable, and regulated water and sewer services to its residents and properties within the city limits.

WHEREAS, private wells are not subject to the EPA’s National Primary Drinking Water Regulations, leaving them vulnerable to contamination.

WHEREAS, the installation of private wells in areas served by the City increases the risk of cross-connection, backflow, and contamination of the City’s treated water supply, in turn threatening compliance with state and federal drinking water and environmental regulations.

WHEREAS, allowing private wells where City services are available undermines the City’s investment in water infrastructure, reduces utility revenue needed for maintenance and expansion, and may contribute to groundwater depletion; and

WHEREAS, the City Council of the City of Tega Cay finds it necessary to regulate and prohibit private wells in areas served by the City water system to protect public health, ensure environmental integrity, and maintain compliance with state and federal regulations.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Tega Cay, duly assembled, do hereby adopt Chapter 54, Article V, with the following:

ARTICLE V. – PRIVATE WELLS

Sec. 54-23. – Definitions.

- *Municipal water and sewer services* means the public water distribution and wastewater collection systems operated by the City of Tega Cay, including all areas where such services are available for connection or are provided under a service agreement.
- *Private well* means any piping, excavation, borehole, or driven point constructed for the purpose of extracting groundwater for domestic, irrigation, or any other use, including individual residential wells regulated under SCDES Regulation R.61-44.
- *Available* means that municipal services can be extended to a property at standard connection fees without extraordinary infrastructure costs, as determined by the City Manager or designee, typically within 200 feet of existing mains.

Sec. 54-24. – Connection Requirements and Variances.

- a) All improved properties shall be connected to Municipal water and sewer services unless a temporary variance is granted.
- b) A temporary variance may be granted by the City Manager, or his/her designee, upon written application demonstrating that municipal services are unavailable due to geographic or infrastructural constraints.
- c) Any variance must comply fully with SCDES permitting (R.61-44), and include certified backflow prevention to reduce cross-contamination risk.
- d) Any private well approved under a variance must be decommissioned and connected to municipal services within 90 days of availability, at the property owner’s expense.
- e) No variance shall be granted if the well poses a risk of contamination, groundwater depletion, or interference with the municipal system, as determined by the City Manager, or if a hydrogeological assessment shows risk of adverse impacts. Without limiting the foregoing, no variance shall allow any connection to the Municipal water or sewer system.

Sec. 54-25. – Prohibitions.

- a) Except as set forth herein, it shall be unlawful to install, construct, drill, maintain, or use a private well on any property within the City of Tega Cay where City water and sewer services are available or provided.
- b) No cross-connection, interconnection, or backflow arrangement between a private well and the City’s water system shall be permitted, regardless of the presence of a backflow prevention device
- c) No private intake, pump, or withdrawal system utilizing surface water, including lake water, shall be connected directly or indirectly to the Municipal water or sewer system.

Sec. 54-26. - Existing wells.

Nothing contained in this Article shall preclude the continued operation of wells existing prior to the adoption of this Article that are not connected to the Municipal water or sewer system.

Sec. 54-27 Decommissioning.

All wells installed, constructed, drilled, maintained, or used in violation of this Article must be decommissioned within 180 days, in accordance with SCDES Regulation R.61-71 (Well Standards). Proof of abandonment shall be provided to the City.

Sec. 54-28. – Enforcement.

(a) The City Manager, or his/her designee, is authorized to enforce this article through inspections, notices of violations, and when necessary, issuance of orders to cease operations and /or to decommission wells.

(b) Penalties:

- 1. First offense: Civil penalty of \$500.00 plus investigation and decommissioning costs.

2. Subsequent offenses: Civil penalty of \$500.00, plus investigation and decommissioning costs along with suspension of utility services until compliance.
3. The City may also seek injunctive relief in York County Circuit Court and recover attorney's fees and costs.

(c) Each day of violation constitutes a separate offense. The City may report violations to SCDES for action under R.61-44 or R.61-71.

(d) These penalties are in addition to those provided elsewhere in Chapter 54 and the Code of Ordinances, City of Tega Cay, South Carolina.

FIRST READING: January 28, 2026

SECOND READING: February 23, 2026

Enacted this 23rd day of February 2026, by a majority vote of the duly elected City Council of the City of Tega Cay, South Carolina.

Signature Page to Follow

SIGNED:

CITY OF TEGA CAY

[SEAL]

Carmen Miller, Mayor

Thomas S. Hyslip, Mayor Pro Tempore

Brian D. Carter, Council Member

Heather Jones, Council Member

ATTEST:

James D. Foltz, Council Member

Charlie Funderburk, City Manager

Certificate of Adoption

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the City Council of the City of Tega Cay, South Carolina, held on the 23rd day of February, 2026.

, *Municipal Clerk*

7a

NEW BUSINESS

Consideration of Awarding a Bid for Lawn Maintenance Services

EXECUTIVE SUMMARY:

In accordance with the City's Procurement Code, bids were solicited for this project. This item is before Council to consider awarding that bid.

POTENTIAL MOTION:

Motion to award the bid for Lawn Maintenance Services to Southern Shade Tree in an amount not to exceed \$64,800 and authorize the City Manager to execute the necessary paperwork pending approval by the City Attorney.

STAFF RESOURCE FOR DISCUSSION:

Dustin Overton | Parks & Recreation Director



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7725 Tega Cay Drive
Tega Cay, SC 29708

Phone: 803.548.3512
Fax: 803.548.1400

BID OVERVIEW

DATE: November 21st, 2025

DESCRIPTION OF WORK: City of Tega Cay Lawn Maintenance Services

ISSUING AGENCY: City of Tega Cay
7725 Tega Cay Dr.
Tega Cay, SC 29708

LOCATION OF SERVICE: Various City Owned Locations

CONTACT PERSON: Scott Cook, Grounds Superintendent
803-548-3787
scook@tegacaysc.gov

The City of Tega Cay reserves the right without prejudice to reject, in whole or in part, any and all proposals received, to waive all technicalities, or to negotiate any term(s) or provision(s) of such proposals. Such rejection, waiver, or negotiation shall be accomplished in any manner necessary to serve the best interest of the City. It also reserves the right to be the sole judge of the suitability of any and all proposals for use by the City.

The City of Tega Cay reserves the right to reject or otherwise disregard, in whole or in part, any ambiguous proposals or proposals which are uncertain as to terms, delivery, quantity of compliance with specifications.

BID PURPOSE AND DESCRIPTION

The City of Tega Cay is accepting sealed bids from qualified Bidders to manage the mowing of multiple City owned locations. The objective of this Request for Bid (RFB) is to provide information to enable Bidders to submit written bids for City Lawn Maintenance Services. Bidders must submit (2) two sealed hard copies of their bids. Bids must be received by the City of Tega Cay at their administrative office located at 7725 Tega Cay Drive, Tega Cay, SC 29708 by **2:00 PM EST, January 22nd, 2026**. Bids received after this date and time shall be returned unopened.

SCOPE OF SERVICES

All bids must be made on the basis of and meet or exceed the requirements contained herein. The successful Offeror must be able to provide lawn maintenance services to include the following locations:



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1. Areas to be mowed:
 - a. Stonecrest Boulevard Median from 160 to Dam Rd.
 - b. Dulaney Dr (Stonecrest Blvd to Amber Meadows Way)
 - c. Hubert Graham Way (Including Traffic Circle)
 - d. Tega Cay Drive Median to include In-Bound & Out-Bound Sides
 - e. Windward Dr Median to include In-Bound & Out-Bound Sides
 - f. Windsong Bay Lane Greenspace
 - g. City Hall
 - h. Police Department
 - i. Public Works Building
 - j. Parks & Recreation Building
 - k. Living Memorial Garden
 - l. Anchorage Monument
 - m. Topsail/Anchorage Green Space
 - n. Fountain Area
 - o. Beach & Swim Center
 - p. Catawba Park to include (4) detention ponds, drainage ditches, and outer edges of multi-purpose fields (Appendix 1)
 - q. Fort Mill River Access Area (Appendix 2)
2. Litter and other undesirable debris will be removed prior to mowing operations.
3. Mowing and line trimming to occur 30 times for areas (A-P) per growing season every seven days, or as weather conditions dictate in order to maintain neat and attractive appearance.
4. Mowing and line trimming to occur 20 times for area (Q) per growing season every seven days beginning the last week of April, or as weather conditions dictate in order to maintain neat and attractive appearance.
5. Finishing mowing heights to be 3" to 3.5" throughout growing season at areas (A-O) and 2.5" at areas (P & Q).
6. Edging of sidewalks, curbs and other paved areas during every visit in identified areas to be mowed.
7. Debris from mowing and edging to be removed from identified areas to be mowed.
8. Tree and shrub beds listed in the areas to be mowed will be maintained free of weeds by means of hand weeding as well as use of both pre and post emergent herbicides. Weeding activities to occur every visit.



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BID SUBMISSION SPECIFICATIONS AND REQUIREMENTS

1. Bids should be as thorough and detailed as possible so that the City may properly evaluate your capabilities to provide the required goods/services. Bidders are required to submit the following items as a complete Bid:
 - a. The return of the addenda, if any, signed and filled out as required.
 - b. Detailed cost statement of lawn maintenance services sorted by year over a three-year period.
 - c. Bid submissions must also include a proposed weekly schedule of services, and a narrative of equipment and staff being used to complete services.
 - d. Copies of current licenses.
 - e. Performance Bond and/or Payment Bond may be required if the conditions in Sections “Performance Bond Requirements” and/or “Payment Bond Requirements” are applicable. The Offeror is required to furnish a performance bond covering faithful and satisfactory performance of the work contracted in an amount not less than one hundred percent (100%) of the Contract Amount. All bonds shall be issued by companies authorized to transact business in the State of South Carolina.
 - f. Insurance: The successful Offeror must provide a statement indicating that they are able to procure and maintain, without interruption and on an occurrence basis, public liability insurance. The insurance coverage shall name the City, its elected officials, office, agents and employees as additional insured and shall be primary as to any overlapping coverage carried by the City. The successful Offeror shall not be liable for mechanical failure or equipment damage resulting from faulty construction not performed by or on behalf of the successful Offeror or from hydrostatic pressure.

Ownership of all data, materials and documentation originated and prepared for the City pursuant to the RFB shall belong exclusively to the City and be subject to public inspection in accordance with the South Carolina Freedom of Information Act. Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the South Carolina Freedom of Information Act; however, the Offeror must invoke the protections of Section 2.2-4342 F of the Code of South Carolina, in writing, either before or at the time the data is submitted. The written notice must specifically identify the data or material to be protected and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. The classification of an entire bid document, line-item prices and/or total bid prices as proprietary or trade secrets is not acceptable and will result in rejection and return of the bid. Offerors must submit two (2) hard copies of the bid. Bids shall be sealed and labeled City of Tega Cay Lawn Maintenance Services. Bids can be mailed, or hand delivered to the City of Tega Cay (7725 Tega Cay Dr.). All bids must be received by no later than **2:00 PM EST, January 22nd, 2026.**



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All questions or site visits pertaining to this request for bid must be submitted in writing by emailing scook@tegacaysc.gov no later than 5:00 PM (EST) on January 15th, 2026. Only written questions will be considered formal.

EVALUATION CRITERIA AND SELECTION PROCEDURE

The City shall have sole discretion in evaluating qualifications. The City reserves the right to select the qualifications that it may determine to be in the best interest of the City. The City also reserves the right to reject any and all qualifications, including that of the selected firm if satisfactory contract negotiations cannot be concluded.

****The City of Tega Cay pays SC Sales Taxes in the amount of 7%. However, the City is exempt from Federal Excise Taxes and will issue exemption certificates, if requested. INCLUDE ALL APPLICABLE TAXES IN YOUR LUMP-SUM BID COSTS.**

GENERAL TERMS AND CONDITIONS

1. RECEIPT AND OPENING OF SEALED BIDS:
 - a. Sealed Bids will be received and opened as specified in this request for bid document.
 - b. The City will consider as non-responsive any bid not prepared and submitted in accordance with the provisions hereof and may waive any informality or reject any and all bids. Any bids may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered.
2. PREPARATION OF BID:
 - a. All bids will be evaluated in accordance with the instructions and criteria in this document. Any bid not providing sufficient information and documentation to comply with the RFB Evaluation requirements will be considered non-responsive and removed from further consideration.
 - b. A bid shall be made in the official name of the firm or individual under which business is conducted (showing the official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company, or corporation submitting the bid.
 - c. All information shall be typewritten.
 - d. Two (2) hard copies submitted in a sealed envelope. The submitted responder is required to have printed on the envelope or wrapping containing their bid: responder business name and address and the bid title. If forwarded by mail, the sealed envelope containing the bid must be enclosed in the outer envelope. The City shall not be responsible for unidentified bids.



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- e. Responders mailing their bid must allow a sufficient mail delivery period to insure timely receipt of their bid. The City is not responsible for bids delayed by mail and/or delivery services of any nature. It is the responder's sole responsibility to ensure that all documents are received by person (or office) at the time indicated in the bid document. No facsimile or email submissions will be accepted.
 - f. Responders must clearly mark as "Confidential" each part of their offer which they consider proprietary information that could be exempt from disclosure under Section 30-4-40, Code of Laws of South Carolina, 1976 as amended (Freedom of Information Act). If any part is designated as "confidential", there must be attached to that part an explanation of how this information fits within one or more categories listed in Section 30-4-40. The City reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against the City or his agents for its determination in this regard.
 - g. Each responder shall acknowledge receipt of all addenda by its submission of a bid. It shall be each responder's responsibility to assure that all addenda have been received. Addenda, if any, will be posted on the RFP/Bid page of the City's website. No claim for failure to receive addenda will be considered.
3. RESPONDER QUALIFICATIONS:
To be acceptable to the City, responders must be skilled and/or licensed, if applicable, in the class of work on which they respond, and no bid will be considered from any responder who is unable to show that he has actually performed considerable work of similar character to that on which he is responding.
4. EXECUTION OF CONTRACT:
The responder to whom an award is made shall deliver to the City a Certificate of Insurance, listing the City of Tega Cay as additional insured, prior to execution of the contract.
5. TERM OF CONTRACT AND CONTRACT DOCUMENTS:
- a. The contract documents that will form the contract shall include:
 - i. The Complete Request for Bids
 - ii. All Addenda
 - iii. The Successful Responder's Submitted Bid Document
 - iv. Notice of Award (Verbal or Written)
 - v. Executed Contract
 - vi. Insurance Certification
 - b. Bids submitted must be in a form suitable for incorporation, verbatim, into the contract.
 - c. No written contract may be assigned, sublet, or transferred without the written consent of the City Manager.
6. INSURANCE:
The successful responder shall procure, maintain, and provide proof of, insurance coverage for injuries to persons and/or property damage as may arise from or in conjunction with, the



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work performed on behalf of the City by the responder, their agents, representatives, or subcontractors. Proof of coverage as contained herein shall be submitted within ten (10) days after the City has provided a verbal notice of award and such coverage shall be maintained by the Responder for the duration of the contract period.

- a. Worker's Compensation – Limits as required by the Workers' Compensation Act of SC, Employers Liability, \$1,000,000.
- b. General Liability insurance in the amount of \$1,000,000.00.
- c. Punitive damage coverage for liability insurance.
- d. Professional liability insurance in the amount of \$1,000,000.00.
- e. Coverage Provisions
 - i. All deductibles or self-insured retention shall appear on the certificate.
 - ii. City of Tega Cay shall be listed as additional insured. This provision does not apply to Professional Liability or Workers' Compensation/Employers' Liability.
 - iii. The responder's insurance shall be primary over any applicable insurance or self-insurance maintained by the City.
 - iv. Shall provide thirty (30) days written notice to the City before any cancellation, suspension, or void of coverage in whole or part, where such provision is reasonable.
 - v. All coverage for subcontractors of the responder shall be subject to all of the requirements stated herein.
 - vi. All deductibles or self-insured retention shall appear on the certificate and shall be subject to approval by the City. At the option of the City, either the insurer shall reduce or eliminate the deductible or self-insured retention; or the responder shall be required to procure a bond guaranteeing payment of losses and related claims expense.
 - vii. Failure to comply with any reporting provisions of the policy shall not affect coverage provided the City, its officers/officials, agents, employees and volunteers.
 - viii. The insurer shall agree to waive all rights of subrogation against the City, its officers/officials, agents, employees or volunteers for any act, omission, or condition of premises which the parties may be held liable by reason of negligence.
 - ix. The responder shall furnish the City certificates of insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company to bind coverage on its' behalf, if executed by a broker, notarized copy of authorization to bind, or certified coverage must be attached.



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7. **RIGHT TO INCREASE OR DECREASE THE AMOUNT OF WORK:**

The City reserves the right to increase or decrease the amount of work under the Contract at the unit prices quoted in the bid received from the successful responder (if applicable).

8. **LAW AND REGULATIONS:**

The responder's attention is directed to the fact that all applicable Federal, State and Local laws, statutes, ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract and the project throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

9. **METHOD OF AWARD:**

- a. Contracts will be awarded to the responder whose bid appears to serve the best interest of the City. The successful responder will be determined as prescribed herein this document.
- b. The City reserves the right to accept or reject, in whole, in part, together or separately, any and all responses as appears in its sole judgment to be in the best interests of the City, or to waive any and all technicalities and informalities in determining the action of each bid.

10. **OBLIGATION OF RESPONDER:**

At the time of the opening of bids, each responder will be presumed to have inspected the site, if applicable, and to have read and to be thoroughly familiar with the Documents (including all addenda). The failure or omission of any responder to examine any form, instruction or document shall in no way relieve any responder from any obligation in respect to this request for bid.

VENDOR AGREEMENTS

1. **STATEMENT OF RIGHTS:**

The City reserves the right to obtain clarification or additional information necessary to properly evaluate a bid. Vendors may be asked to give a verbal presentation of their bid after submission. Failure of vendor to respond to a request for additional information or clarification could result in rejection of that vendor's bid. The City reserves the right to accept or reject any and all bids, in whole or in part, separately or together, with or without cause; to waive technicalities in submissions, to secure a project that is deemed to be in the best interest of the City. The City also reserves the right to make purchases outside of the awarded contracts where it is deemed in the best interest of the City.

2. **GENERAL TERMS:**

Each responder by submitting a response to the City as a result of this RFB, agrees to and acknowledges its acceptance of and agreement with the procedures outlined below and the terms, conditions and requirements of the applicable the City RFB document. Agreement is evident by the submission of a response to the City. If a vendor cannot agree to these terms, or violates these procedures, the response will be judged non-responsive and not considered.



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If the procedures are violated during the evaluation process or prior to the issuance of a contract by the City, the offer of the firm in question will be void and the City will procure the goods/services in question from other eligible vendors.

3. SPECIFIC TERMS:

- a. Any deviation from specifications in the bid solicitation must be clearly pointed out; otherwise, it will be considered that the items offered are in strict compliance with these specifications, and the successful responder will be held responsible, therefore. Unless otherwise stated, it is understood and agreed that any item offered or shipped on this bid shall be new and suitable for storage or shipment, and that prices include standard commercial packaging and handling.
- b. Any attempt by a vendor to influence the opinion of the City staff, or City Council, by discussion, promotion, advertising or any procedure to promote their offer, will constitute grounds to judge such an offer non-responsive. All offers presented to the City will be evaluated based on the current City Code and the offer as presented to the City on the date/time specified in the given solicitation.
- c. The City reserves the right to make periodic inspections of the manner and means the service is performed or the goods are supplied.
- d. All vendors are informed that the City Manager may exercise the City's option to extend the contract and/or purchase order under the provisions of City Code should such extension be mutually agreeable between the City and the selected vendor.
- e. The Responder agrees to secure at Responder's own expense all personnel necessary to carry out Responder's obligations under this Bid. Such personnel shall not be deemed to be employees of the City nor shall they or any of them have or is deemed to have any direct contractual relationship with the City. The City shall not be responsible for withholding taxes with respect to the Responder's compensation hereunder. Responder shall not hold himself out as an employee of the City and shall have no power or authority to bind or obligate the City in any manner, except City shall make payment to Responder for services as herein provided. Responder shall obtain and maintain all licenses and permits required by law for performance of this contract by him. The Responder shall have no claim against the City hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. State or Federal governments, including but not limited to Social Security, workmen's compensation, Employment Security, sales or use tax and any other taxes and licenses or insurance premiums required by law. The City shall pay no employee benefits or insurance premiums of any kind to or for the benefit of Responder or his employees, agents, and servants by reason of this contract.



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- f. The responder will act in an independent capacity and not as officers or employees of the City. The vendor shall indemnify, defend and hold harmless the City, its officers, agents and employees from liability and any claims, suits, judgments, and damages of any nature brought because of, arising out of, or due to breach of the agreement by Vendor, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of Vendor, its subcontractors, suppliers, agents, or employees.
- g. The successful vendor shall indemnify and hold harmless the City, its officers, agents and employees from all suits or claims of any character resulting from patent, trademark or copyright infringement or accidents/injury at any point in the delivery of goods/services.
- h. It is the responsibility of the prospective responder to review the entire request for bids packet and to notify the City Manager's Office if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications or responding procedures must be received by the City Manager's Office not less than five (5) days prior to the time set for bid opening. These requirements also apply to specifications or instructions that are ambiguous.
- i. Should any vendor fail to perform or comply with any provision or terms and conditions of any documents referenced and made part hereof, the City may terminate this contract, in whole or in part, and may consider such failure or non-compliance a breach/default of contract. The City reserves the right to purchase any/all items or service in default on the open market. By submittal of a response, all vendors agree to this provision. No additional responses will be considered from a firm in default until the default expenses are paid. No principals of a defaulting firm may submit a response under another organization or individual name until their previous default is settled.
- j. The City may terminate this agreement with or without cause at any time. In the event of termination by either party, uncontested fees due for services satisfactorily performed or goods accepted prior to the termination shall be paid.
- k. Submit two (2) hard copies of your response.
 - l. All submittals become the property of the City.
- m. All bids (and supporting documents) will be retained by the City for a period of one hundred twenty (120) days from the date the bids are opened after the opening hour commences.
- n. S.C. LAW CLAUSE: Upon award of a contract under this bid, the person, partnership, association, or corporation to whom the award is made must comply with the laws of South Carolina, which require such person or entity to be authorized and/or licensed to do business in this state. Notwithstanding the fact that applicable statutes may exempt or exclude the successful responder from requirements that it be



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authorized and/or licensed to do business in this state, by submission of this signed bid, the responder agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina, to all matters and disputes arising or to arise under the contract and performance thereof, including any questions as to the liability for taxes, licenses, or fees levied by the State.

PAYMENT AND PERFORMANCE BONDS

A Payment and Performance Bonds may be required to be submitted to the City by the Contractor once the bid has been awarded and before work may begin.

Payment Bonds encompass the prime Contractor's obligation to pay subcontractor and others for material and labor used in the project. A Payment Bond guarantees that the Contractor will pay certain bills for labor and materials (including those from subcontractors and suppliers), which are associated with the subject contract. The Payment Bond requirement helps assure that the Contractor provides suitable evidence of its financial condition and ability to complete the project without financial difficulty.

The Performance Bond ensures that the project will be completed even if the prime Contractor defaults or abandons the project. A Performance Bond guarantees contract performance by the Contractor, according to the contract specifications, terms and conditions. The Performance Bond requirement helps assure that the Contractor provides suitable evidence of its financial condition and ability to complete the project without financial difficulty.



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Appendix 1

Mow & Trim Areas Highlighted in Red





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Appendix 2

Mow & Trim Areas Highlighted in Yellow



Bid Opening Procedure

This process is pursuant to State and local purchasing and bidding standards. The City is not awarding a contract at this time. We are simply opening the bids and reading them publicly.

COMPANY	BID AMOUNT
Property Main. of Carolinas	\$64,950
Brightview	\$112,101.50
Southern Shade Tree Co.	\$64,800
Truesdale Lawn Service, Inc.	\$80,500
The Lawn Guys	\$61,749

The apparent low bidder is The Lawn Guys. The City will review all bids in detail and contact the lowest qualified bidder in the attempt to negotiate contract terms.

If the City is unable to reach terms with the lowest qualified bidder the City reserves the right to attempt to reach contract terms with the next lowest qualified bidder.

As always the City reserves its right to reject or modify all bids.

Date: 1/22/26

Time: 2:20pm



(City Staff)



(City Staff)

The people that attend the bid opening should also sign:

General Information			
	The Lawn Guys	Southern Shade Tree	Property Main. of the Carolinas
Bid Amount	\$61,749	\$64,800	\$64,950
Contact	Jermaine Brown (Owner)	Emily Mullis/Nathan Smith	LaDerrick Dye (Owner)
Headquarters	Columbia, SC	Fort Mill, SC	Clover, SC
Proposed Weekly Schedule	1.5-2 days; Sunrise-Sundown	1.5-2 days; 7-Sundown	2-3 Days
Staff	8 FT & 4 PT	120 FT	5 FT & 3PT
Equipment	Commerical	Commerical	Commerical
Insurance	Yes	Yes	Yes
Current Licenses	SC Commerical Pesticide	SC Commerical Pesticide	No
Time in Commerical Business	8 Years	56 Years	4 Years

Staff Questions			
Was there an in-person visit to the service areas prior to the bid submission?	Owner visited sites, used Google to calculate acreage	Two people; Two on-site visits	Yes, owner visited all sites
Would this contract be your largest current service contract? If not, who?	No, Contractor for USC - Parks, Common Spaces, Apartments, and as-needed areas. Contracts with a Welcome Center with similar acreage.	No, Full-service for a Retirement Community. Roughly 190 acres.	No. Current largest S.C. Regional Housing Authority. Governmental apartment complex.
How many staff members do you anticipate being on-site during service	Varies. 4-6 staff members on average.	Varies. 5-8 staff members on average.	5 staff members which would include him.
Do you currently employ enough staff for this job?	Yes, He anticipates hiring additional staff due to increased contracts.	Yes	Yes
Who is the on-site supervisor?	He is on-site for first month or two. Team Lead would take over from there.	Team Lead & Account Manager	Owner
What is your weather contingency plan?	Will monitor weather and adjusts as needed.	Will adjust based on severity of rain and as schedule allows. Generally, 1-2 day delay.	Schedule would depends on how much it rains then altered once rain ends. Typically one day delay.
Do you provide weekly or monthly reports to the city?	Yes, via email at end of month	Scheduled monthly meeting with Account Manager	Yes, via email at end of month
References	Yes, 3 in RFB submission	Yes, 2 attached	Yes, 2 attached

Staff Recommendation: Southern Shade Tree

7b

NEW BUSINESS

Consideration of an Amendment to the Food & Beverage License Agreement

EXECUTIVE SUMMARY:

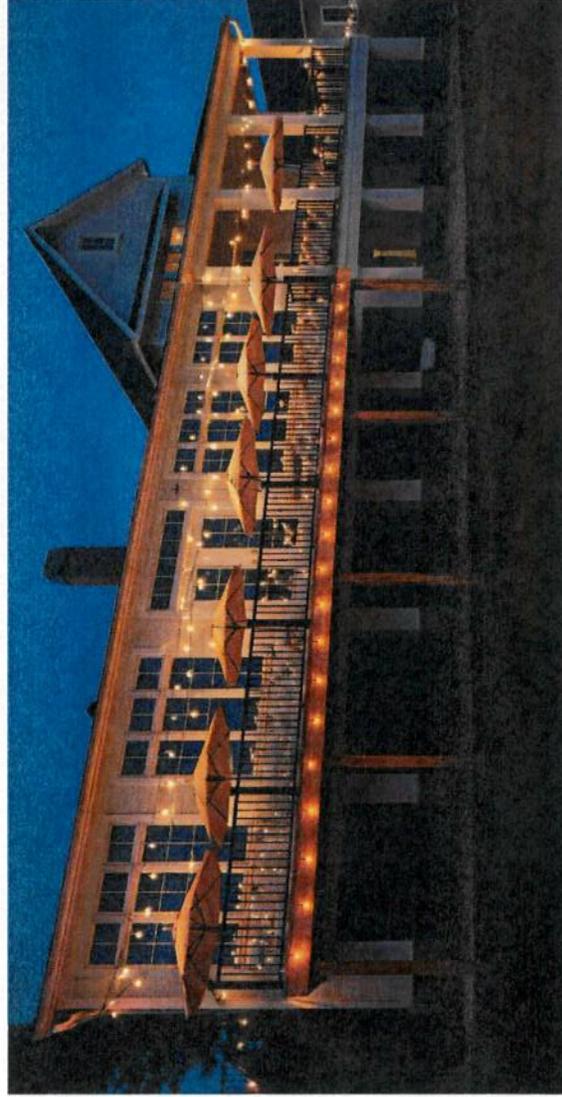
The President of The Garrison at Tega Cay, LLC, is seeking to do additional remodeling of the Premises over and above what is required within the License Agreement. Specifically, he wants to enlarge the bar area by installing roll-up doors that open to a new deck that will attach to the rear veranda of the Premises. The anticipated expense of this additional revision is approximately \$150,000. In exchange for this, he is requesting an additional 9-months of rent abatement of 50% (\$7,500/month for each of the additional 9-months). This amendment also provides for The Garrison at Tega Cay, LLC to serve as the beer/wine vendor at the City's community events as the prior licensee's of food & beverage at the Club House were.

POTENTIAL MOTION:

Motion to approve the Amendment to the Food & Beverage License Agreement with The Garrison at Tega Cay.

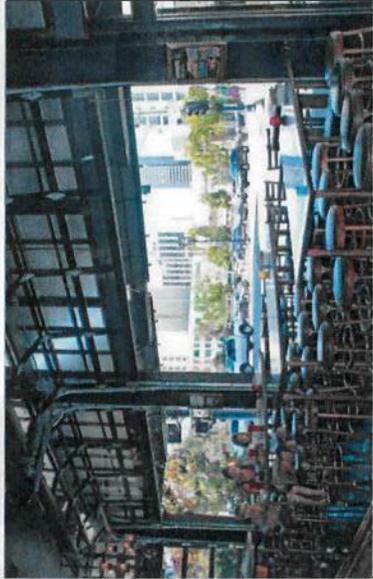
STAFF RESOURCE FOR DISCUSSION:

Charlie Funderburk | City Manager
Chaplin Spencer | Municipal Attorney



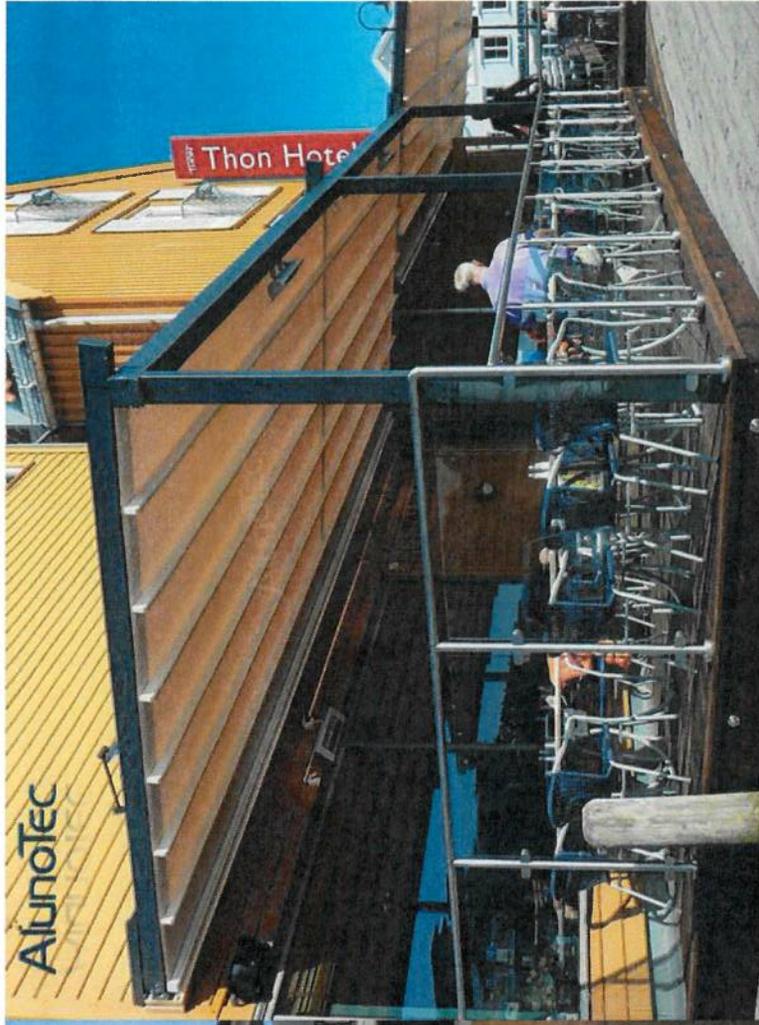
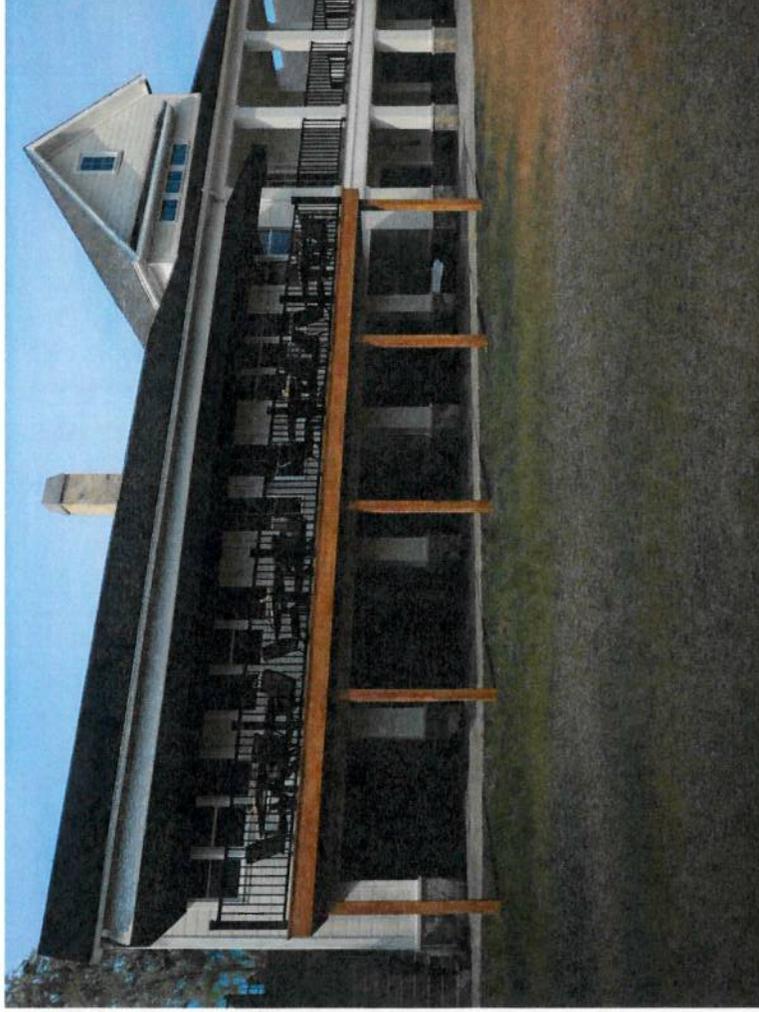
BAR DECK

The proposed 50' x 18' outdoor deck expands functional gathering space, improves circulation, and enhances the overall bar layout with a safe, designated outdoor area. This addition allows for greater flexibility in hosting well-managed events, improves guest experience during peak periods, and represents a long-term, code-compliant investment aligned with City of Tega Cay standards.



Garage Doors

The garage doors and outdoor deck enhance the property while remaining compatible with the surrounding community by supporting controlled noise, improved safety, and responsible operations. The garage doors will replace the existing door, providing a more functional and visually cohesive design.



AWNING

This awning provide a **permanent, hurricane-rated outdoor structure** that improves guest comfort through shade and weather protection while supporting controlled, responsible operations. This design enhances the appearance of the property, eliminates the need for temporary fixtures, and represents a continued property investment

Project Timeline & Goals

- This project will commence concurrently with the demolition of the bar and is scheduled to be completed in advance of the planned opening on **Easter weekend.**
- The proposed deck, garage doors, and awning provide a permanent, well-designed enhancement that improves guest experience while supporting safe, controlled, and responsible operations. These improvements enhance the appearance and functionality of the property, represent continued private investment, and align with the City of Tega Cay's standards for community-focused development, delivering long-term value for The Garrison, the surrounding community, and the City of Tega Cay.

7c

NEW BUSINESS

Consideration of Approving Resolution 2026-02 A Resolution to Adopt Local Rules of Order

EXECUTIVE SUMMARY:

This item is being considered to update the Local Rules of Order as they pertain to Public Comments and restricting them to items under the jurisdiction of City Council.

POTENTIAL MOTION:

Motion to approve Resolution 2026-02 and adopt the local rules as written.

STAFF RESOURCE:

Charlie Funderburk | City Manager
Chaplin Spencer | City Attorney

Established 1982

Bonae Vitae



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RESOLUTION 2026-02

A RESOLUTION TO ADOPT LOCAL RULES OF ORDER

WHEREAS, pursuant to South Carolina Code of Laws, 1976 Ann., City Council (the “Council”) of the City of Tega Cay, South Carolina (the “City”), shall determine its own rules and order of business.

WHEREAS, the Council has adopted Robert’s Rules of Order.

WHEREAS, the Council desires to modify and supplement Robert’s Rules of Order by the adoption of certain local rules; and

WHEREAS, pursuant to Ordinance No. 401, the Council may adopt local rules by resolution of Council.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Tega Cay, South Carolina in a meeting duly assembled, the following rules are adopted as rules of procedure to modify and supplement Robert’s Rules of Order:

A. Public Comment:

1. The public is welcome to address City Council at designated times during a meeting, but only on issues under the jurisdiction of City Council. City Council has established a public comment period shortly after the opening of each meeting. In order to speak, an individual must complete the sign-in sheet/form. The sign-in sheet/form shall be made available to members of the public at least 15-minutes prior to the scheduled start of the meeting.
2. Once recognized by the Mayor (or meeting Chair in the Mayor’s absence), the individual may speak for up to 3 minutes. Speakers may not cede their comment time to another speaker. City Council may designate or ask for spokespersons for groups supporting or opposing the same positions.
3. The order of speakers will be determined by the order in which individuals sign up to speak on the signup sheet and shall be called by the Mayor (or meeting Chair) in that order to the floor. Council reserves the right to limit the time for total public comment, if so desired.
4. Comments should not be presented as questions for immediate response by City Council or Staff. If questions are raised during the comment period, City Staff will gather the individual’s contact information and work to provide an answer to the question at their earliest convenience.

B. Decorum

Upon occasion, issues will arise that elicit great emotion. Speakers and members of the public are asked to adhere to the rules of procedure and to exercise civility when attending a meeting. Should decorum not be maintained, City Council reserves the right to instruct the speaker to cease making comment (yield the floor). If the speaker does not yield the floor and/or impedes the process of the meeting, City Council reserves the right to have the speaker removed from



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the premises. Similarly, should a member of the attending public impede the process of the meeting, Council reserves the right to have the attendee removed from the premises.

C. Other Information

1. Compliance with Governing Law

A. City Council meeting will be held in compliance with South Carolina law including the provisions of the South Carolina Freedom of Information Act codified at S.C. Code Ann. §30-4-10, et seq. ("FOIA").

2. Agendas

A. City Council meetings will follow formal agendas. The Municipal Clerk shall create the agenda for each meeting with input from City Council and the City Manager. In addition to agenda items prepared by the Municipal Clerk, items may be added at the request of at least two Council members onto an agenda before it is noticed to the public.

3. Electronic Record of Meetings

A. The City of Tega Cay may create electronic records of public meetings (video recordings). Electronic records do not constitute official meeting minutes. Only official meeting minutes reflect official actions and/or directives of the City of Tega Cay. If created, the City will retain electronic records in accordance with the State Archives requirements.

Approved this _____ day of _____ 2026.

Signature Page to Follow



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SIGNED:

CITY OF TEGA CAY

[SEAL]

Carmen Miller, Mayor

Thomas S. Hyslip, Mayor Pro Tem

Brian D. Carter, Councilmember

Heather Jones, Councilmember

ATTEST:

Charlie Funderburk, City Manager

James D. Foltz, Councilmember

Certificate of Adoption

I hereby certify that the foregoing is a true copy of the resolution passed at the regular meeting of the City Council of the City of Tega Cay, South Carolina, held on the ____ day of _____ 2024.

Charlie Funderburk, City Manager

7d

NEW BUSINESS

Consideration of Amending the Regular Council Meeting Schedule

EXECUTIVE SUMMARY:

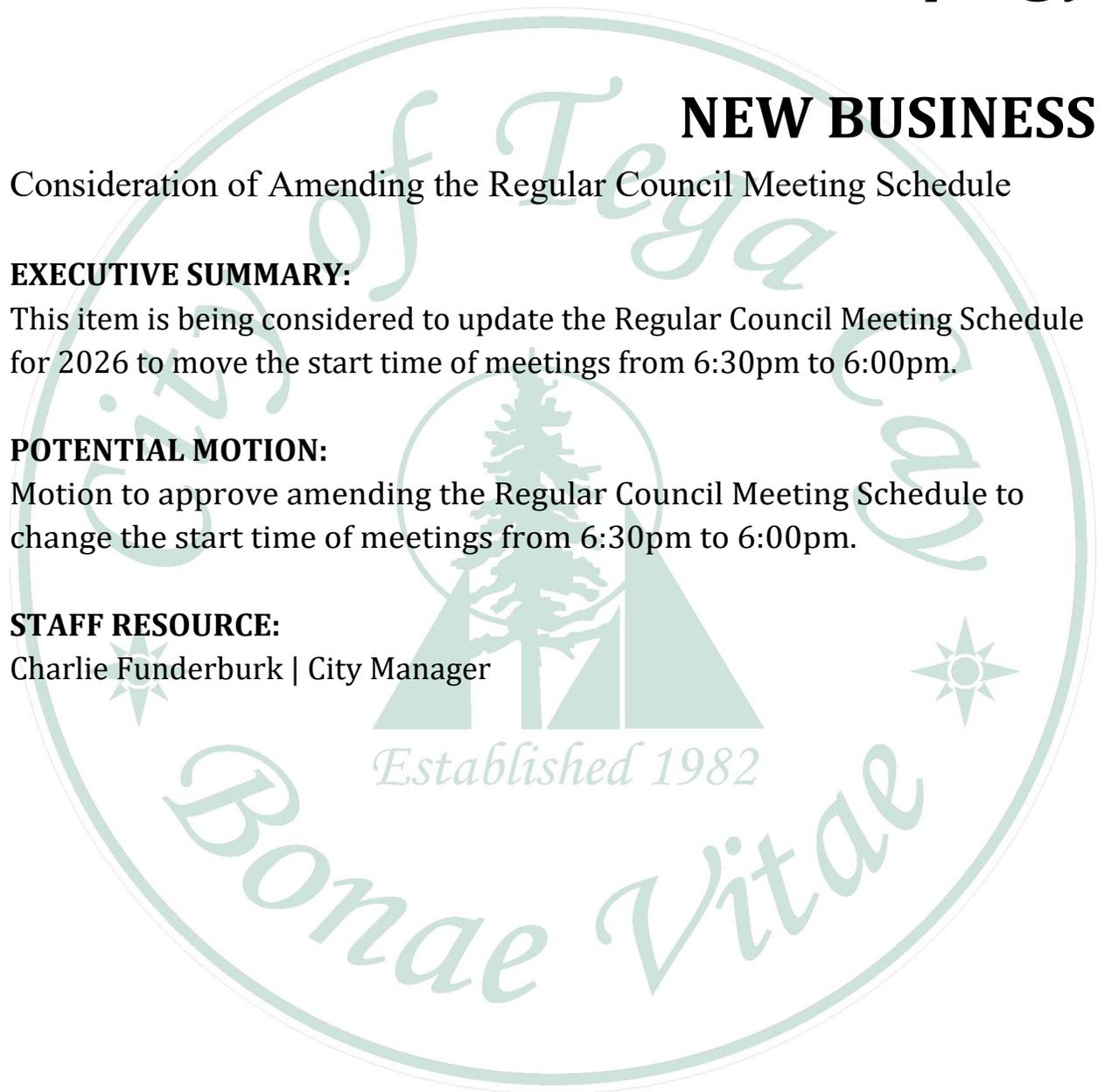
This item is being considered to update the Regular Council Meeting Schedule for 2026 to move the start time of meetings from 6:30pm to 6:00pm.

POTENTIAL MOTION:

Motion to approve amending the Regular Council Meeting Schedule to change the start time of meetings from 6:30pm to 6:00pm.

STAFF RESOURCE:

Charlie Funderburk | City Manager





2026 Tega Cay City Council Regular Meeting Schedule

Philip T. Glennon Center Council Chambers

15077 Molokai Drive, Tega Cay, SC

~~6:30~~6:00 p.m.

*January 26, 2026, Monday

*February 23, 2026, Monday

March 16, 2026, Monday

April 20, 2026, Monday

May 18, 2026, Monday

June 15, 2026, Monday

July 20, 2026, Monday

August 17, 2026, Monday

September 21, 2026, Monday

October 19, 2026, Monday

November 16, 2026, Monday

*December 14, 2026, Monday

**Regular meeting for the month but is not on the customary 3rd Monday of the month*

NOTE: Special Meetings can be called on an "as-needed" basis.

COUNCIL COMMENTS



EXECUTIVE SESSION

- A. Discussion of Personnel Matters Pertaining to the Chief Municipal Judge



10

ADJOURNMENT

