



City of  
**Tega Cay, South Carolina**

www.tegacaysc.org

7725 Tega Cay Drive  
Tega Cay, SC 29708

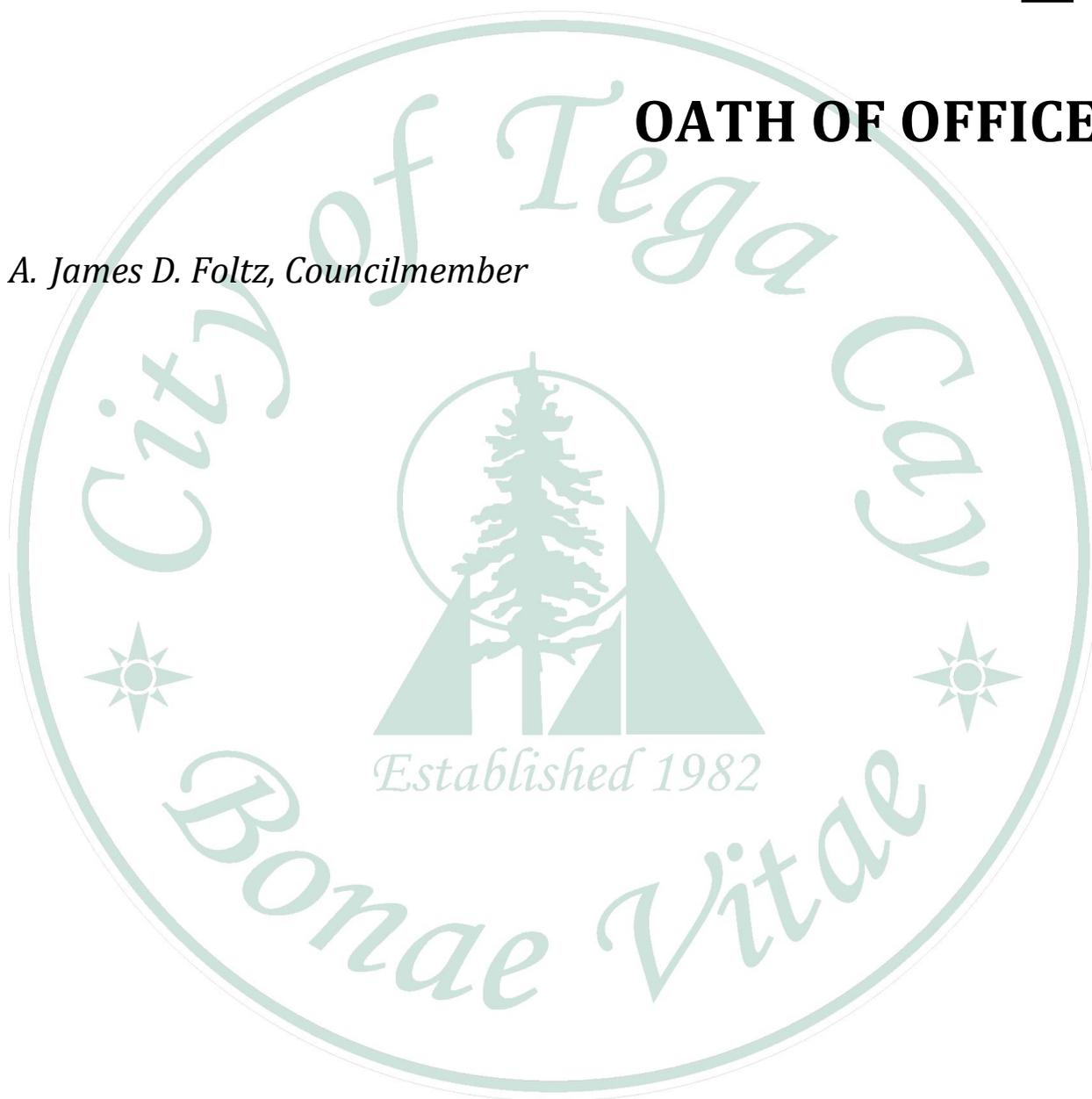
Phone: 803.548.3512  
Fax: 803.548.1400

**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 Contractual 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*

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Kebra Simpson  
Chief Municipal Judge

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

ATTEST:

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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 (1<sup>st</sup>) 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 (3<sup>rd</sup>) 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  

<b>NUMBER</b>	<b>STREET</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP CODE</b>
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**PHONE:** 9102803378  

<b>WORK</b>	<b>HOME</b>	<b>MOBILE</b>
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**EMAIL:** mnorton@astaffing.com

**PROPERTY OWNER'S NAME:** Michael & Kasey Norton

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

<b>NUMBER</b>	<b>STREET</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP CODE</b>
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**PHONE:** 9102803378  

<b>WORK</b>	<b>HOME</b>	<b>MOBILE</b>
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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

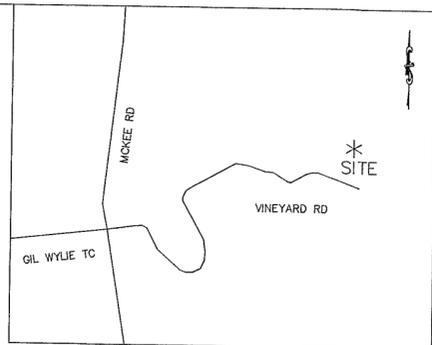
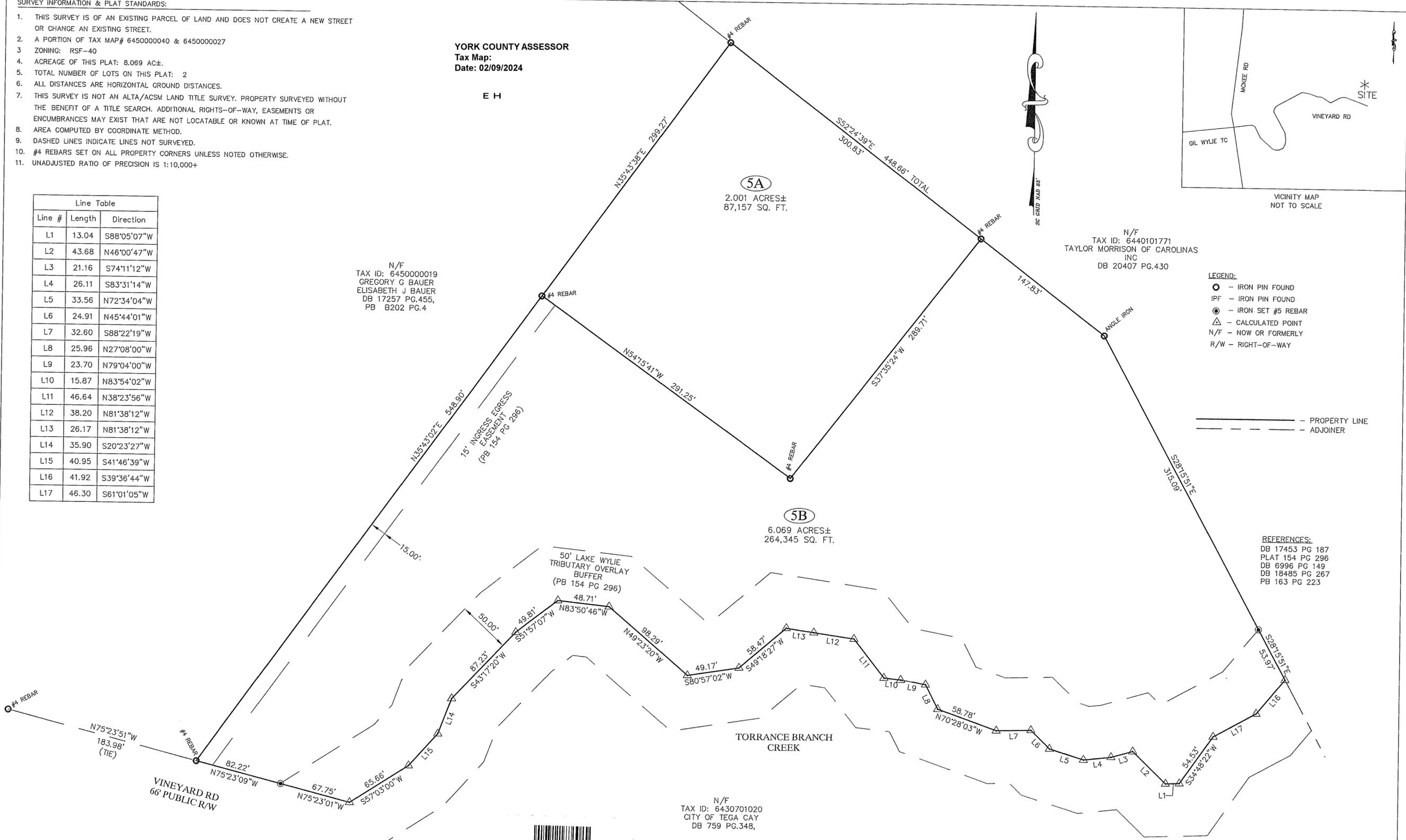
N/F  
 TAX ID: 6450000019  
 GREGORY G BAUER  
 ELISABETH J BAUER  
 DB 17257 PG.455,  
 PB B202 PG.4

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

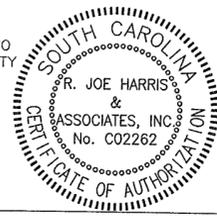
— — — — — PROPERTY LINE  
 - - - - - ADJOINER

- 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.

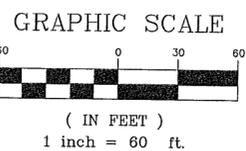


PLAT LARGE RECORDING FEES \$25.00

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

<b>SUBDIVISION PLAT</b>	
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	
<b>R. Joe Harris &amp; Associates, Inc.</b> 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

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**ANNEXATION/REZONING CASE**

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**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

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**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.

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**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.

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## **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.

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## **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.

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## **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.
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## **Meeting/Legislative Schedule of Events**

November 3<sup>rd</sup>: Discussion of proposal at Planning Commission

February 23<sup>rd</sup>: Joint Public Hearing at City Council with Planning Commission

March 2<sup>nd</sup>: Vote on Recommendation by Planning Commission

March 16<sup>th</sup>: First Reading at City Council

April 20<sup>th</sup>: 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.

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**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**

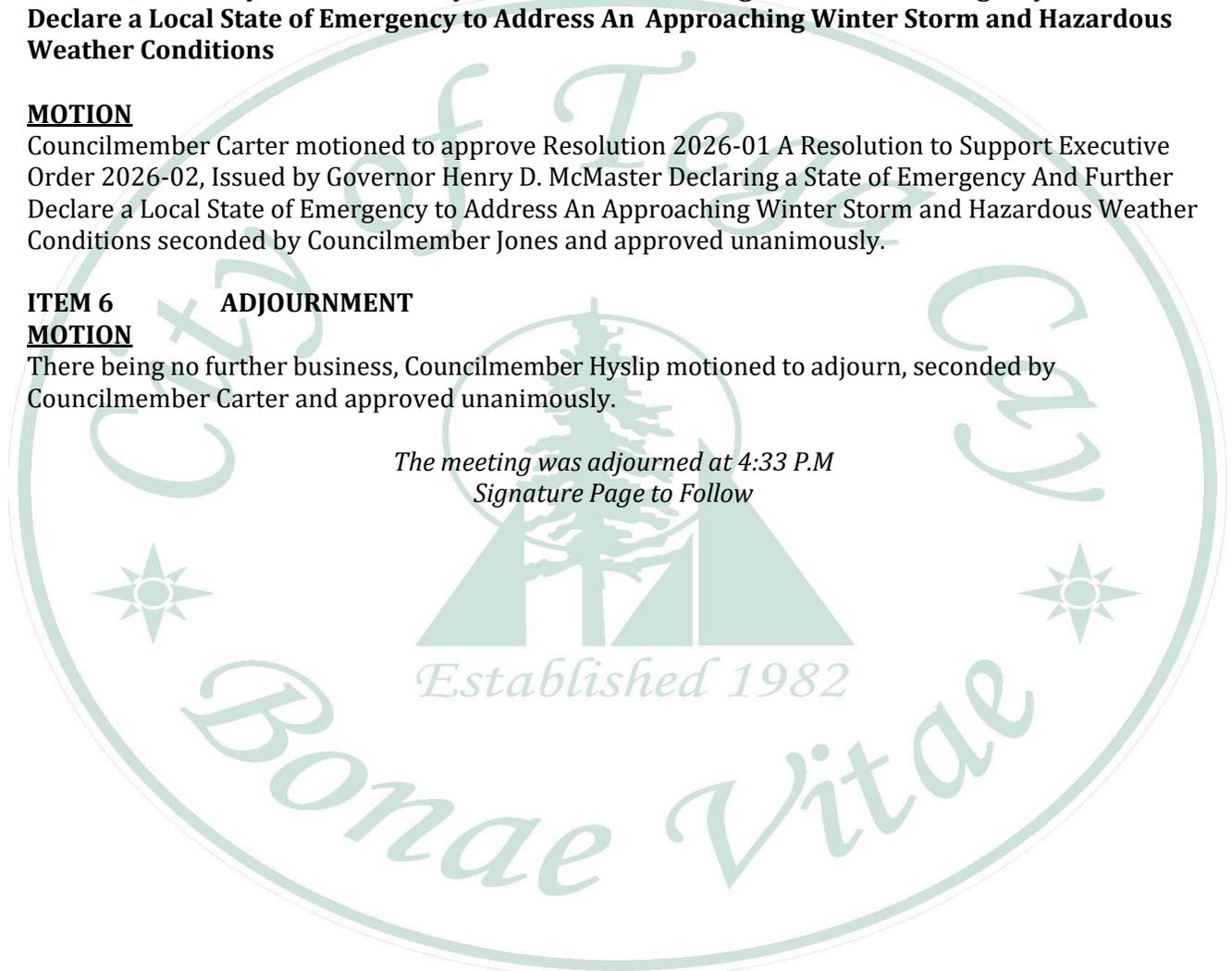
Councilmember Carter motioned to approve Resolution 2026-01 A Resolution to Support Executive Order 2026-02, Issued by Governor Henry D. McMaster Declaring a State of Emergency And Further Declare a Local State of Emergency to Address An Approaching Winter Storm and Hazardous Weather Conditions seconded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

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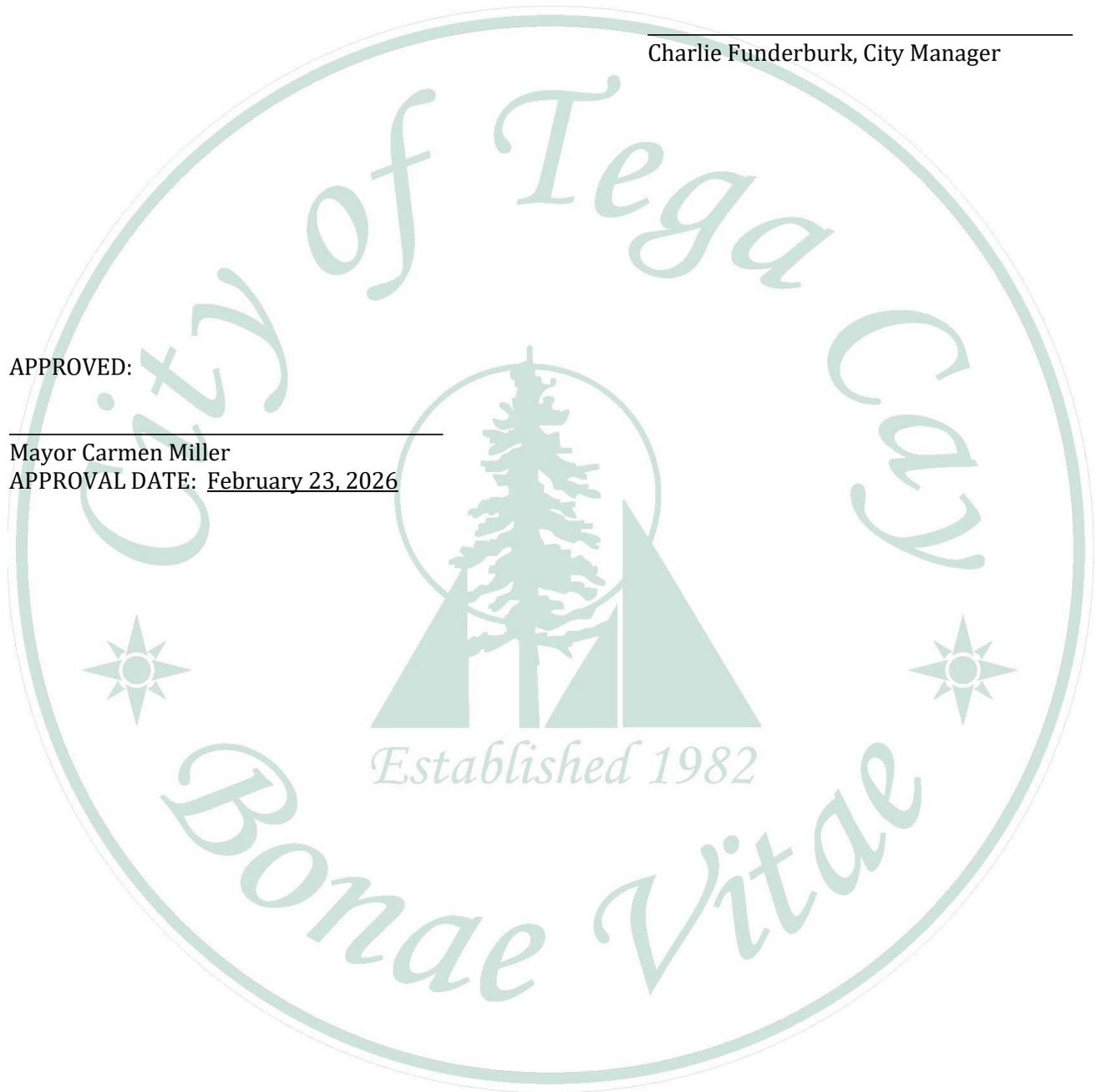
Charlie Funderburk, City Manager

APPROVED:

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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.

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**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 conducted tree work around the Pines nine and beginning February 23<sup>rd</sup> Eddie Smith & Sons will begin putting down new cart path of pines nine with overlaying occurring on Feb 23<sup>rd</sup> 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 3<sup>rd</sup> 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]

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Charlie Funderburk, City Manager

APPROVED:

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



# 6a

## UNFINISHED BUSINESS

Consideration of the 2<sup>nd</sup> 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 2<sup>nd</sup> 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 23<sup>rd</sup> 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 issue the notice to proceed.

### **STAFF RESOURCE FOR DISCUSSION:**

Dustin Overton | Parks & Recreation Director

*Established 1982*

*Bonae Vitae*



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www.tegacaysc.org

7725 Tega Cay Drive  
Tega Cay, SC 29708

Phone: 803.548.3512  
Fax: 803.548.1400

### **BID OVERVIEW**

DATE: November 21<sup>st</sup>, 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 22<sup>nd</sup>, 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 22<sup>nd</sup>, 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](mailto:scook@tegacaysc.gov) no later than 5:00 PM (EST) on January 15<sup>th</sup>, 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.



City of  
**Tega Cay, South Carolina**

[www.tegacaysc.org](http://www.tegacaysc.org)

7725 Tega Cay Drive  
Tega Cay, SC 29708

Phone: 803.548.3512  
Fax: 803.548.1400

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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



*City of*  
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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





City of  
**Tega Cay, South Carolina**

[www.tegacaysc.org](http://www.tegacaysc.org)

7725 Tega Cay Drive  
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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			
	<b>The Lawn Guys</b>	<b>Southern Shade Tree</b>	<b>Property Main. of the Carolinas</b>
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**

# City of Tega Cay – Lawn Maintenance Services

Submitted By: LaDerrick Dye

Property Maintenance of the Carolinas

105 little dipper dr.

Clover S.C 29710

Phone: (803)230-5673

Email: laderrickdye@pmcllcservices.net

Date Submitted: 01/12/2026

## 1. INTRODUCTION & COMPANY INFORMATION

Property Maintenance of the Carolinas is pleased to submit this bid proposal for City of Tega Cay Lawn Maintenance Services. We are a professional grounds maintenance company with experience servicing municipal, commercial, and public properties throughout the Carolinas For over five years.

Our company is fully equipped, properly insured, and staffed with trained personnel capable of delivering consistent, high-quality lawn maintenance services that meet or exceed the City's specifications.

## 2. SCOPE OF SERVICES COMPLIANCE STATEMENT

Property Maintenance of the Carolinas has reviewed the entire Request for Bids dated November 21, 2025, and hereby certifies our ability to meet all requirements outlined therein, including but not limited to:

### Mowing & Trimming Services

We will provide mowing and line trimming services for all City-owned locations listed, including:

Stonecrest Boulevard Median

Dulaney Drive

Hubert Graham Way (including traffic circle)

Tega Cay Drive Median (inbound & outbound)

Windward Drive Median

Windsong Bay Lane Greenspace

City Hall

Police Department

Public Works Building

Parks & Recreation Building

Living Memorial Garden

Anchorage Monument

Topsail/Anchorage Green Space

Fountain Area

Beach & Swim Center

Catawba Park (including detention ponds, drainage ditches, field edges)

Fort Mill River Access Area

Service Frequency

Areas A–P: 30 mowing cycles per growing season

Area Q: 20 mowing cycles per growing season

Services performed every seven days or as weather conditions dictate

Maintenance Standards

Final mowing height:

3"–3.5" for Areas A–O

2.5" for Areas P & Q

All sidewalks, curbs, and paved areas edged every visit

Litter and debris removed prior to mowing

Grass clippings and debris removed from all areas

Tree and shrub beds-maintained weed-free using hand weeding and approved herbicides during each visit.

### **3. PROPOSED WEEKLY SERVICE SCHEDULE**

Services will be performed Monday through Friday, weather permitting.

Monday–Wednesday: Medians, roadways, and large greenspaces

Thursday: Municipal buildings and park facilities

Friday: Detail work, trimming, edging, and site inspections

Emergency or weather-related delays will be communicated promptly to the City’s Grounds Superintendent.

### **4. EQUIPMENT & STAFFING PLAN**

#### **Equipment:**

Property Maintenance of the Carolinas will utilize commercial-grade equipment including:

Zero-turn riding mowers

Walk-behind mowers

Commercial trimmers and edgers

Blowers

Transport trucks and trailers

All equipment is well-maintained to ensure reliability and safety.

#### **Staffing:**

Dedicated mowing crews with experienced supervisors

Uniformed staff trained in municipal property standards

Adequate staffing levels to maintain service schedules consistently

### **5. COST PROPOSAL (THREE-YEAR TERM)**

All pricing includes labor, equipment, fuel, materials, overhead, and applicable South Carolina sales tax (7%).

#### **Contract Year:**

Annual Cost

### **Year 1**

All properties listed \$2,165 @ weekly, equals \$ 64,950 annually @ thirty cycles for Areas A–P and twenty cycles for Area Q

### **Year 2 with 3% cost of fuel and labor increase**

All properties listed \$2,229 @ weekly equals \$66,898 annually @ thirty cycles for Areas A–P and twenty cycles for Area Q

### **Year 3 with 3% cost of fuel and labor increase**

All properties listed \$2,295 @ weekly equals \$68,850 annually @ thirty cycles for Areas A–P and twenty cycles for Area Q

**Total Three-Year Contract Cost: \$200,698 pricing is negotiable**

## **6. LICENSING, INSURANCE & BONDING**

Property Maintenance of the Carolinas certifies that:

All required business licenses are current and available upon request

Insurance coverage meets or exceeds RFB requirements, including:

General Liability: \$1,000,000

Workers' Compensation (SC Statutory)

Professional Liability: \$1,000,000

Performance and Payment Bonds (100%) can be provided upon award

Certificates of insurance naming the City of Tega Cay as additional insured will be furnished prior to contract execution.

## **7. ACKNOWLEDGEMENT OF TERMS & ADDENDA**

We acknowledge receipt and acceptance of all terms, conditions, and specifications contained in the Request for Bids and any issued addenda. This bid is valid for a minimum of 120 days from the bid opening date.

8. SIGNATURE

I certify that I am authorized to submit this bid on behalf of Property Maintenance of the Carolinas and that all information provided is accurate and complete.

Authorized Signature: 

Printed Name: LaDerrick Dye

Title: Owner

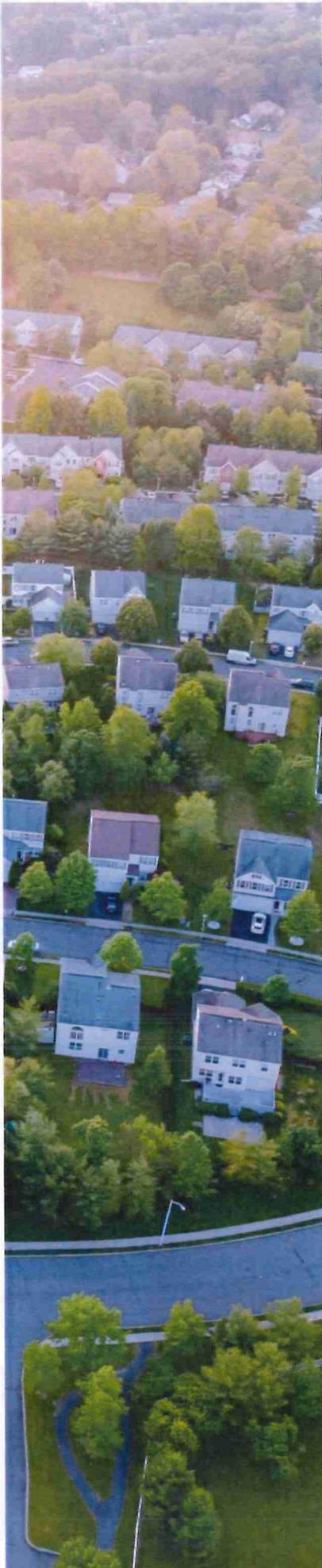
Date: 01/12/2026



9801 S Tryon St, Charlotte, NC 28273  
Phone: 980-808-8514  
Email: [Caitlin.cormier@brightview.com](mailto:Caitlin.cormier@brightview.com)

## Custom Landscaping Services: **TEGA CAY**





Tega Cay Team,

On behalf of the BrightView team I would like to personally thank you for the opportunity to submit our proposal to professionally manage the landscape maintenance responsibilities for Tega Cay, SC.

We have enjoyed and appreciate the time you have taken to get to know our team and our operation. We have carefully reviewed your specifications and have taken the time to ensure we have developed a thorough and comprehensive proposal that will suit your specific needs.

We have reviewed every aspect of your site and considered all resources we feel will be required to serve you and your residents and to exceed your expectations.

From day one, BrightView provides you with a beautiful, safe, and healthy landscape that will maximize your investment, support your needs, and provide a welcoming environment for everyone - employees, residents, and visitors.

## OUR GOALS:

- **GOAL: Partner with a proactive, experienced, and reliable organization** – You are looking for a landscape partner that is proactive and will help you avoid costly mistakes. Our team of experts will identify opportunities that improve consistency and quality as a part of our service.
- **GOAL: Improve the curb appeal** -- BrightView will provide you with a beautiful and healthy landscape that will maximize your investment, impress your management, owners, residents and visitors and provide a welcoming environment for everyone. Part of improving your curb appeal is our specialized agronomics turf program, which will result in healthy, thick, green, weed-free turf.

Sincerely,

*Caitlin Cormier*

Caitlin Cormier

Business Developer



# The BrightView Difference

**Our people create and maintain the best landscapes on Earth.**

We judge our success by the complete satisfaction of our customers. Every member of your landscape team will strive to earn your trust and loyalty through a proactive relationship in which we consistently perform work of the highest quality with unparalleled responsiveness.

Our ability to offer industry leading standards to our customers is attributed to our quality assurance and continuous improvement programs we have developed over our history.



**Our Mission**

To create customer value through engaged local teams, providing industry-leading landscape services.

## DESIGN

Forward-thinking, constructible design that considers future operating costs.

- Landscape Architecture & Planning*
- Design Build*
- Program Management*

## DEVELOP

Seamless project delivery that meets your goals, on-time and on-budget.

- Planting*
- Hardscaping*
- Pools & Water Features*
- Tree Growing & Moving*

## ENHANCE

Thoughtful improvements to enrich your landscape's appearance and sustainability.

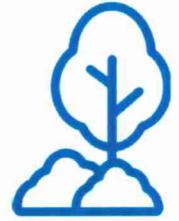
- Enhancements*
- Sustainability*
- Water Management*

## MAINTAIN

Consistent service delivery and proactive solutions that keep your property at its best, now and in the future.

- Landscape & Tree Care*
- Snow & Ice*
- Exterior Maintenance*





# Dependable, Quality Service

Our team members participate in strict quality standards and continuous improvement training to ensure the service you receive is impeccable, efficient, and always excellent.

## BrightView Standards of Excellence

Our proprietary Standards of Excellence promote best practices among the most common areas of landscape maintenance, enabling us to develop a cohesive, consistent strategy for your property. With a shared commitment and a focus on these standards, we will improve the quality of your landscape maintenance.

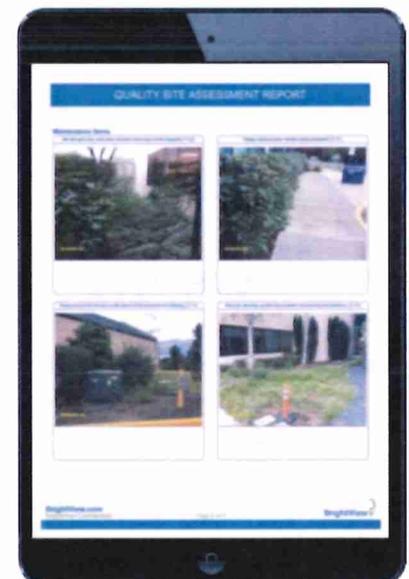
Our Standards of Excellence include:

- Site Cleanliness
- Weed Free
- Green Turf
- Crisp Edge Beds
- Spectacular Flowers
- Uniformly Mulched Beds
- Neatly Pruned Trees & Shrubs

## Quality Site Assessments

Your partnership with BrightView begins with a promise: quality landscape and client centric customer service. BrightView's formal Quality Site Assessments ensure we keep that promise. Our QSAs deliver:

- A forum for you to share feedback
- Progress updates on our work
- Time set aside to discuss opportunities
- A stronger partnership with you in the management of your landscape
- Accountability that ensures your landscape's success





# Delivering on Our Promise

We consider communication to be the key component of success with all our clients. That is why we take it very seriously.

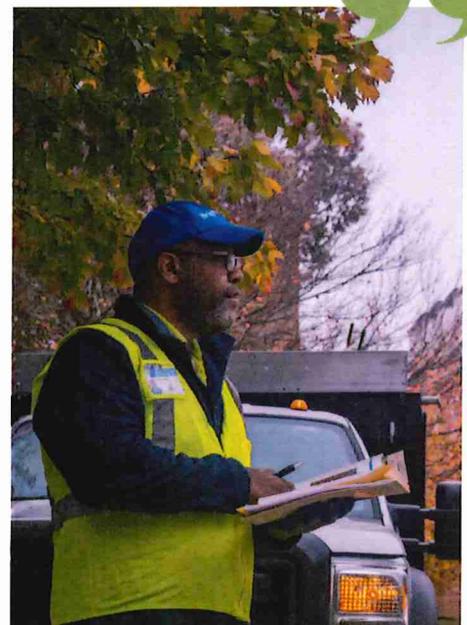
Throughout a partnership with BrightView, you can expect that we will deliver effective and proactive communications with you.

We have developed a systematic approach to ensuring that our clients are kept in the loop with all aspects of their landscaping services. We have several resources that we leverage to make sure we keep lines of communication flowing.



*We make communication a priority and believe it is the key to delivering you the highest quality service, but also building a strong and lasting partnership. Our tools were created to ensure we maintain proactive and transparent lines of communication.*

**Scott Phillips**  
Account Manager



**DEDICATED ACCOUNT MANAGER**

- Your go-to person for everything pertaining to your landscaping
- A knowledgeable and trained professional to help ensure your property shines



**REGULAR VISIBILITY**

- Review expectations
- Business reviews
- Scheduling and mapping services
- Regular visibility with your key stakeholders



**CUSTOMER SATISFACTION SURVEYS**

- Two times a year to drive engagement
- Understanding how we are performing
- Survey results help us have learn make changes to meet your expectations

# Committed to Safety, Everyday



BrightView is committed to operating our business in a responsible manner. The opportunity to deliver world-class professional services and create inspiring and safe landscapes for our clients and customers is a privilege and responsibility that we work hard to protect and advance every day.

Our employees are regularly trained on their responsibilities and are held accountable to following all safety regulations. It is their responsibility to report unsafe conditions, which makes a safer environment for your employees.



*At BrightView, we believe that safety is more than putting on a vest, safety glasses and gloves –it is woven into the fabric of our company.*



## Extensive Training

BrightView crews receive ongoing formal and hands on field training to ensure we meet the highest safety standards in the business.



## Employee Verification Process

BrightView is enrolled in E-Verify in all states in which we operate to ensure 100% compliance with all US Labor and Immigration laws.

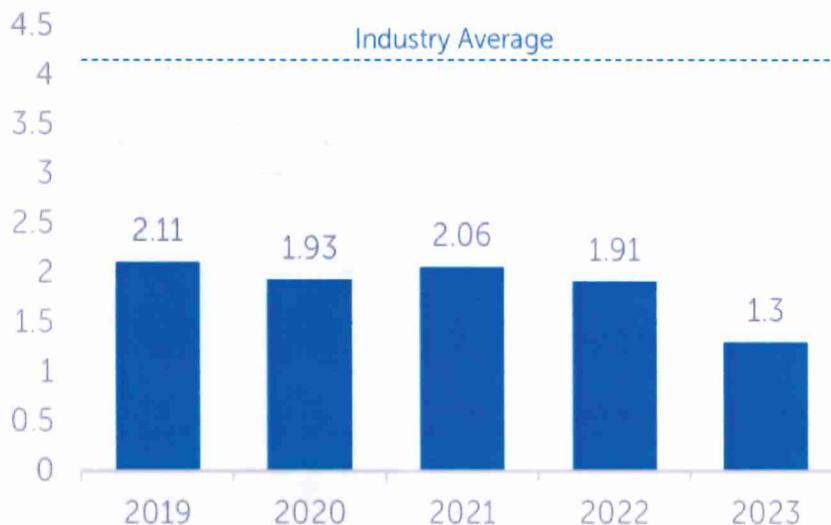


## Personal Protective Equipment

Proper PPE is required of all team members engaged in jobsite production activities.

## OSHA Recordable Performance

Industry Average: 3.50



BrightView regularly performs better in safety than other landscape service providers.



## SCOPE & PRICING

- Areas to be mowed: Stonecrest Boulevard Median from 160 to Dam Rd.
- Dulaney Dr (Stonecrest Blvd to Amber Meadows Way)
- Hubert Graham Way (Including Traffic Circle)
- Tega Cay Drive Median to include In-Bound & Out-Bound Sides
- Windward Dr Median to include In-Bound & Out-Bound Sides
- Windsong Bay Lane Greenspace
- City Hall
- Police Department
- Public Works Building
- Parks & Recreation Building
- Living Memorial Garden
- Anchorage Monument
- Topsail/Anchorage Green Space
- Fountain Area
- Beach & Swim Center
- Catawba Park to include (4) detention ponds, drainage ditches, and outer edges of multi-purpose fields
- Fort Mill River Access Area
- Litter and other undesirable debris will be removed prior to mowing operations.
- 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.
- 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.
- Finishing mowing heights to be 3" to 3.5" throughout growing season at areas (A-O) and 2.5" at areas (P & Q).
- Edging of sidewalks, curbs and other paved areas during every visit in identified areas to be mowed.
- Debris from mowing and edging to be removed from identified areas to be mowed.
- 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.

<b>TOTAL YEARLY COST:</b>	<b>\$112,101.50</b>	
<b>TOTAL MONTHLY COST:</b>	<b>\$9,341.79</b>	



# Your Transition to BrightView

By selecting BrightView, you will find an experienced partner who will provide experts in many disciplines, each dedicated to your needs. In your first 180 days of service, you can reliably expect the following:

## PRE-SERVICE

- Branch planning meeting
- Identify and mitigate any safety hazards
- Meet your Client Service Team
- Establish communication, reporting expectations & preferences
- Individual site planning

## 30 DAYS

- Initial site walk-through
- Week 1 Alignment Check
- Week 2 Alignment Check
- 30 Day Alignment Check
- Receive first invoice

## 60 DAYS

- Site walk of facility
- Receive Customer Satisfaction Survey
- Review survey responses with your Client Service Team
- Align and strengthen areas in need of improvement

## 90 DAYS

- Site walk of facility with your Client Service Team
- Review 90 Day Follow-up Partnership Transition Guide
- Check progress and/or completion of key site initiatives

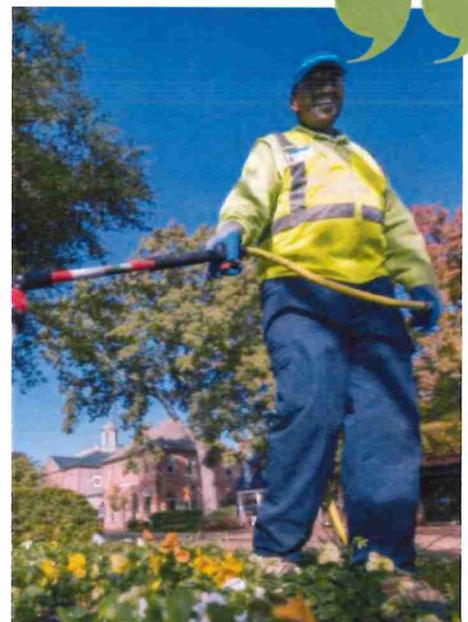
## 180 DAYS

- Business Review: Client, Account Manager, Branch Manager
- Confirmation of team exceeding expectations, developing partnership
- Review/Update Client Partnership Plan for following season



*It is my job to ensure a smooth transition for our Clients and our Team. With the guidance of our transition plan and designated experts in their fields, we are committed to a seamless transition and a strong first step.*

**Ethan Sansbury**  
Branch Manager



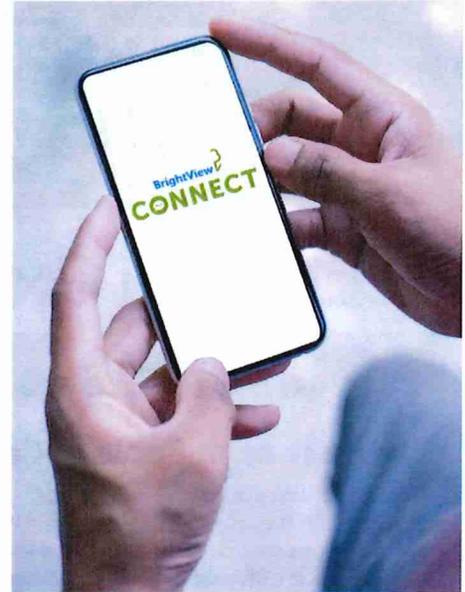


# BrightView Connect

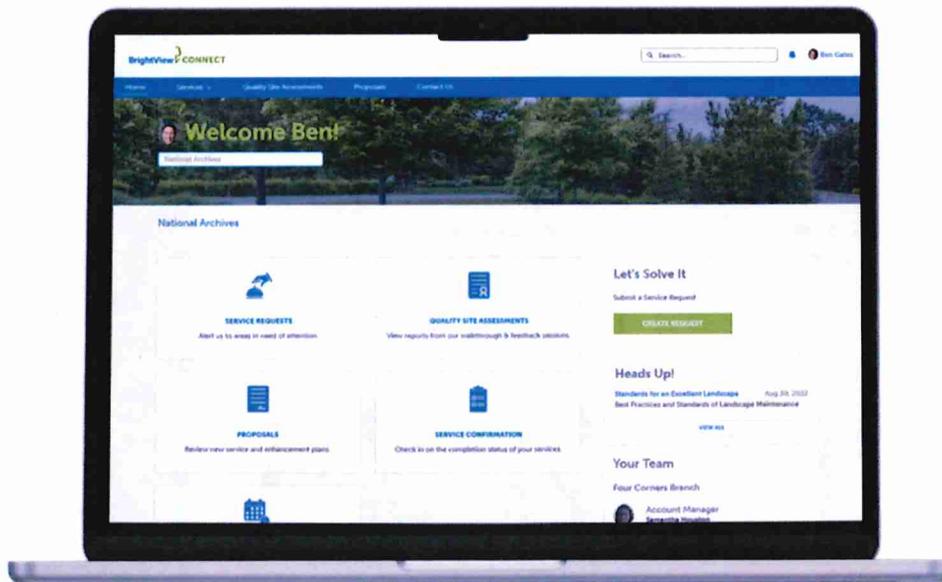
We believe in the power of proactive communication and the importance of keeping you informed. That's why we created BrightView Connect; a proprietary web application designed for customers and property managers, providing timely insight into the property maintenance information that matters the most.

The BrightView Connect platform offers the following:

-  Submit a Service Request
-  Receive Service Confirmations
-  Contact Your Team
-  View Enhancement Proposals
-  Review Quality Site Assessments
-  See Your Standard Maintenance Schedule



Our secure & private online portal makes it easy to manage your landscape services anytime, anywhere.





## TREE CARE SERVICES

# Technical Expertise You Can Trust

### Expertise from Roots to Canopy

From multi-site portfolios to single location properties BrightView has the scale, technical expertise and safe execution clients need. Our highly trained teams take pride in setting the industry standard giving clients confidence the service they receive is nothing short of the best.

For this reason, BrightView is a member of the Tree Care Industry Association and our certified arborists maintain active memberships in the International Society of Arboriculture. Plus, our national scale enables us to invest in the technology, solutions and team training that yields the most efficient, cutting edge care for our clients' trees.

We're proud to be trusted by owners, developers, and managers of commercial, HOA & multi-family residential, institutional, resort, and golf course properties across the country to provide comprehensive tree care services including:

- Tree Pruning & Maintenance
- Tree Health Management
- Tree Preservation & Protection
- Emergency Storm Clearance
- Arborist Consulting
- GPS Tree Inventory
- Tree Removal
- Plant Health Care (PHC)

### Highest Standards in Safety

The safety of our clients, the public, and our employees is of paramount importance. Our exceptional safety record is the result of strict, self-imposed requirements that go beyond government standards. Additionally, we carry comprehensive personal and property damage insurance specifically for higher-risk tree work, giving you the broadest protection. As you'd expect, we have all the necessary government permits and licenses to operate in your market and perform all work in accordance with the American National Standard for Arboriculture Operations and Safety.



Questions?  
We're Here to Help!

Wes Foster

Arborist

Wes.Foster@brightview.com

704-469-8908

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





**Thank you for the  
opportunity to  
present our  
landscape solution.**

Should you have any questions, please  
don't hesitate to reach out.

---

**Caitlin Cormier**

Business Developer

c. 980-808-8514

[Caitlin.Cormier@brightview.com](mailto:Caitlin.Cormier@brightview.com)

# BrightView

Landscape Services

*Specializing in Commercial Landscape Service  
throughout the Carolinas for over 30 years*

Tega Cay Team,

Thank you for the opportunity to submit our landscape proposal. please do not hesitate to reach out with any questions, or concerns!

I'm looking forward to hearing your feedback, soon!

Thank you,

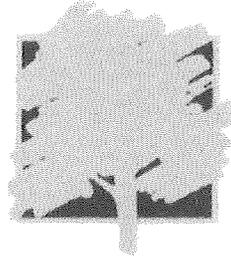
Caitlin Cormier

9801 South Tryon Street  
Charlotte, North Carolina 28273

Office 704 504 0661

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





**SOUTHERN**  
SHADE TREE CO.

***City of Tega Cay Lawn Maintenance Services***

*7725 Tega Cay Drive  
Tega Cay, SC 29708*

**2026 Landscape Maintenance Estimate**



**SOUTHERN**  
SHADE TREE CO.

## Landscape Estimate:

**Monthly Maintenance** – *The breakdown below will be how the monthly maintenance price will be calculated – provided the SOW by City of Tega Cay.*

- *Monthly Price - \$5,400.00 per month*

**Note** – *All areas will be subject to review under construction and after completion to verify as pricing based off the plans attached to the agreement.*

- **Total Estimated Contract - \$5,400.00 per month / \$64,800.00 per year**

This Landscaping Services Contract (the “Agreement”) states the terms and conditions that govern the contractual agreement between Southern Shade Tree having its principal place of business at PO Box 309, Pineville, NC 28134 (the “Landscaper”), and City of Tega Cay (the “Client”) who agrees to be bound by this Agreement.

Whereas the Landscaper is engaged in the business of offering landscaping services; and

WHEREAS the Client desires to retain the services of the Landscaper to render landscaping services conforming to the Client’s design and direction according to the terms and conditions herein.

NOW, THEREFORE, in consideration of the mutual covenants and promises made by the parties hereto, the Landscaper and the Client (individually, each a “Party” and collectively, the “Parties”) covenant and agree as follows:

The location at which the Landscaper perform such services is located at 7725 Tega Cay Drive, Tega Cay, SC 29708 (the “Property”). The Client warrants and represents that the Client owns the Property holds the authority to engage the Landscaper for the Landscaping Services requested on the Property.



**SOUTHERN**  
SHADE TREE CO.

### **Term**

The Landscaper shall perform the Landscaping Services described herein 12-month intervals starting.

*TBD*

Either Party may terminate this Agreement for any reason within 30 days' written notice to the other Party.

### **Landscaping Services**

The Landscaper agrees that it shall perform the landscaping services described on Exhibit A attached hereto (the "Landscaping Services"). In the event the Client changes the scope of the Landscaping Services after executing this Agreement, the cost of services and/or materials may increase.

### **Compensation**

In consideration of the Consulting Services, the Client shall pay the Landscaper at the rates mentioned above. The Landscaper shall invoice the Client once every 30 days, and such invoices shall be due and payable within 30 days of the Client's receipt of the invoice.

### **Client Responsibilities**

The Client shall be responsible for the following to ensure the Landscape Services are sufficiently performed:

- a. Accurately, apprise the Landscaper as to the property lines of the Property to ensure the Landscaper does not encroach on any third party's property.
- b. Accurately apprise the Landscaper as to any subsurface utility and service lines including (but not limited to) electrical, telephone, and gas lines.



**SOUTHERN**  
SHADE TREE CO.

**Indemnification**

The Client agrees to indemnify, defend, and protect the Landscaper from and against all lawsuits and costs of every kind pertaining to the Landscaping Services, any false information delivered by the Client pertaining to the Property, or failure to deliver relevant information by the Client.

**No Modification Unless in Writing**

No modification of this Agreement shall be valid unless in writing and agreed upon by both Parties.

**Applicable Law**

This Consulting Agreement and the interpretation of its terms shall be governed by and construed in accordance with the laws of the State of NC and subject to the exclusive jurisdiction of the federal and state courts located in Mecklenburg County.

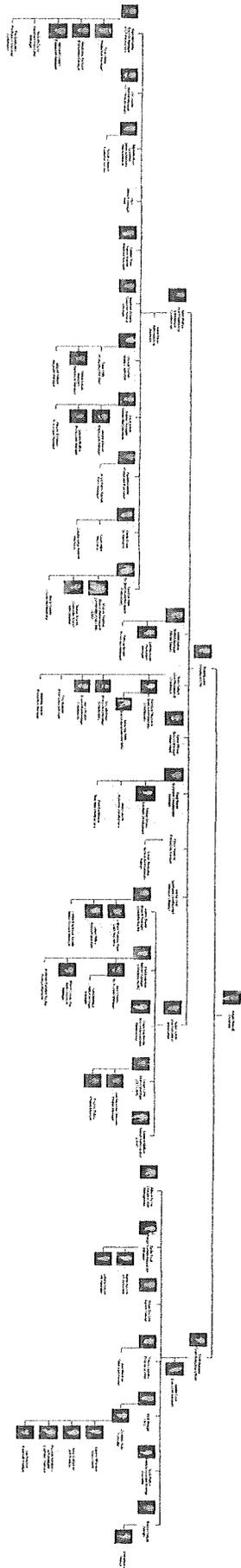
IN WITNESS WHEREOF, each of the Parties has executed this Consulting Agreement, both Parties by its duly authorized officer, as of the day and year set forth below.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Southern Shade Tree Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





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

**BID OVERVIEW**

DATE: November 21<sup>st</sup>, 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 22<sup>nd</sup>, 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 22<sup>nd</sup>, 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](mailto:scook@tegacaysc.gov) no later than 5:00 PM (EST) on January 15<sup>th</sup>, 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





City of  
**Tega Cay, South Carolina**

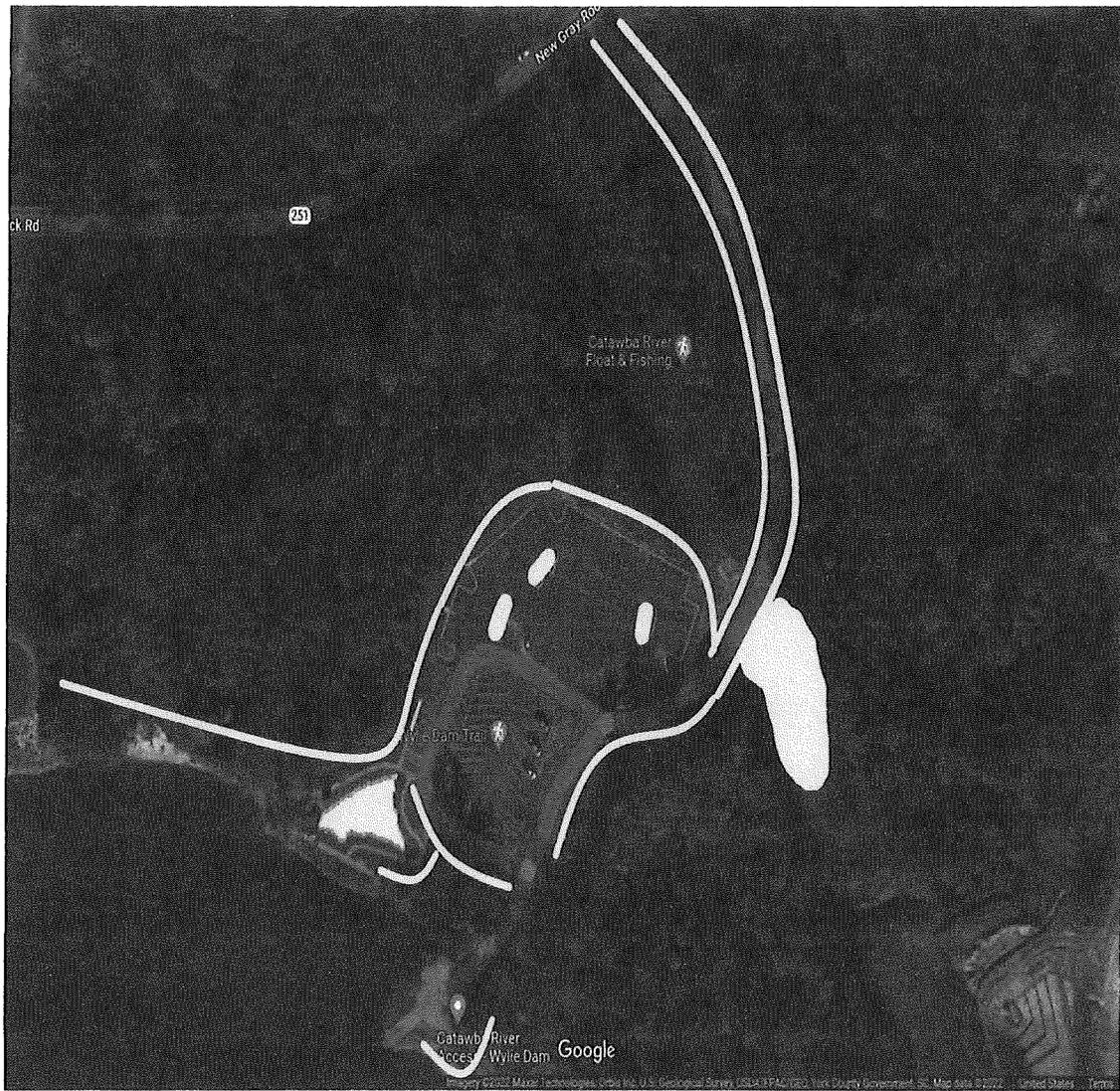
[www.tegacaysc.org](http://www.tegacaysc.org)

7725 Tega Cay Drive  
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**Appendix 2**

Mow & Trim Areas Highlighted in Yellow



Town of Tega Cay  
BUSINESS LICENSE



**BUSINESS LICENSE**

**Expires 4/30/2026**

**License No** 20250701

Brent Lovett  
PO BOX 309  
PINEVILLE, NC  
28134



**Date Issued** 4/7/2025

**Business** SOUTHERN SHADE TREE CO., INC.

**Business Desc** Landscaping

**NIACS** 561730

**Industry Class** 56 - Administrative and support and waste management and remediation services

This license must be displayed at all times in a conspicuous location, on or in the business establishment and/or location for which it has been issued. Any change of information from the original application must be reported immediately. This license is non-transferable.

A handwritten signature in black ink, reading "Shana Andrews", is positioned above a horizontal line.

Authorized Signature

Brent Lovett  
PO BOX 309  
PINEVILLE, NC  
28134



**2026**

LICENSE/CERTIFICATE NO.  
**026-40417**

**North Carolina Department of Agriculture & Consumer Services**  
Steve Troxler, Commissioner  
**License/Certificate**

By Authority of the NC Pesticide Board

NOT TRANSFERABLE  
STATUTE GS 81.106.119

CLASSIFICATION 026-Ground Pesticide Applicator

EXPIRATION DATE 12/31/2026

Categories: L, E

LICENSE OR CERTIFICATEE  
D'AURIA, NICHOLAS F  
SOUTHERN SHADE TREE  
2847 ASHLEY ARBOR  
FORT MILL SC 29715



*Steve Troxler*  
STEVE TROXLER, COMMISSIONER

THIS LICENSE/CERTIFICATE MAY BE SUBJECT TO REVOCATION OR SUSPENSION AS PROVIDED BY LAW



# BUSINESS PROPOSAL

City of Tega Cay Lawn Maintenance Service

2026

Prepared for  
**Procurement Division**  
City of Tega Cay

**Attn: Scott Cook, Grounds Superintendent**

Presented by  
**TruesdaleLawn Service  
Inc.**

 13011 Winget Rd., Charlotte NC 28278

 Office: (704) 615-3002, Field Operations: (980) 229-9812

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



To: City of Tega Cay

January 22, 2026

**Attn:** Scott Cook, Grounds Superintendent  
7725 Tega Cay Dr, Tega Cay , SC 29708

**Re:** Letter of Transmittal – Grounds Maintenance Services

Dear **City of Tega Cay**,

Truesdale Lawn Service, Inc. is pleased to submit our proposal in response to City of Tega Cay's Request for Proposal – Grounds Maintenance Services. As a locally owned and operated company, we understand the importance of maintaining Tega Cay's parks and public spaces to the highest standards of safety, beauty, and community pride. We greatly appreciate the opportunity to be considered for this important contract supporting the upkeep and beautification of Tega Cay.

With more than 15 years of experience serving commercial, municipal, and public-sector clients across the Charlotte region, Truesdale Lawn Service, Inc. has built a reputation for consistent quality, responsive customer service, and attention to detail. We approach each contract as a partnership — one focused on reliability, communication, and excellence in every aspect of our work. Our team takes great pride in delivering dependable, professional, and environmentally responsible grounds maintenance services. Our strong safety and quality assurance practices ensure reliable, high-standard results for every property we maintain.

This proposal has been prepared in full compliance with the Tega Cay's solicitation requirements. All information contained herein is accurate and complete.

Our authorized officer for contractual matters is:

A handwritten signature in black ink, appearing to read "Roy J. Truesdale Jr.", is placed over a black rectangular redaction box.

**Roy Truesdale Jr.**  
Owner and Authorized Officer,  
Licensed Landscape Professional License Number: 1543  
Truesdale Lawn Service, Inc.

Truesdale Lawn Service, Inc. welcomes the opportunity to work alongside Tega Cay in cultivating safe, sustainable, and vibrant outdoor spaces that benefit the entire community.

# EXECUTIVE SUMMARY

Truesdale Lawn Service Inc. City of Tega Cay Lawn Maintenance Service

## Overview

Truesdale Lawn Service, Inc. is a certified, locally owned company based in Charlotte, NC, with over 15 years of experience delivering dependable grounds and turf maintenance. We proudly serve both public and private clients, guided by a commitment to integrity, precision, reliability, and community pride. For us, caring for green spaces is more than a service—it's a responsibility that supports safety, sustainability, and aesthetic excellence.

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## Approach to Service Delivery

Our organization is built on a foundation of direct involvement, with leadership actively engaged in field operations to ensure precision, accountability, and consistent quality. This hands-on approach fosters team ownership and strengthens service delivery. We recognize Tega Cay's priorities—service reliability, environmental compliance, and vendor responsiveness—and are fully prepared to meet them across all designated sites, including parks, public areas, and government buildings, in strict alignment with Tega Cay's specifications and turf standards. Our operational excellence is guided by four core principles:

- **Quality Assurance:** Every mowing, trimming, and edging activity is executed with meticulous attention to detail using well-maintained, high-performance equipment.
  - **Responsive Communication:** Clear, proactive coordination with County staff to address concerns, adjust priorities, and maintain transparency
  - **Flexible Scheduling:** Adjustments for weather, events, and site needs
  - **Visible Leadership:** Leadership actively participates in daily operations, site inspections, and quality assurance to reinforce accountability and ensure consistent, superior results.
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# Executive Summary: Supplemental

## Mission Statement

To deliver reliable, high-quality grounds maintenance and landscape management services through hands-on leadership, precision execution, and a culture of accountability—enhancing every environment we maintain with pride, integrity, and professionalism.

## Business Philosophy

To deliver reliable, high-quality grounds maintenance and landscape management services through hands-on leadership, precision execution, and a culture of accountability—enhancing every environment we maintain with pride, integrity, and professionalism.

## Vision for the Future

*Truesdale Lawn Service strives*

to set the benchmark for quality and dependability in regional landscape management. We envision a future where every client site reflects not only operational excellence but also environmental stewardship and sustainable practices that serve both community and client.

## GOALS & OBJECTIVES

- **Consistent Service Excellence:** Achieve 100% compliance with performance and safety standards.
- **Customer Partnership:** Ensure effective communication for addressing needs.
- **Operational Efficiency:** Enhance route management and crew scheduling.
- **Continuous Improvement:** Use performance reviews and client feedback for updates.
- **Workforce Development:** Focus on employee training and professional growth.
- **Sustainability:** Minimize environmental impact through upgrades and waste reduction.

## STRATEGY & IMPLEMENTATION

- Proactive leadership ensures accountability and oversight.
- Scheduled inspections and audits maintain quality control.
- Data-driven scheduling enhances service frequency.
- Open communication with clients about services is prioritized.
- Innovations in processes and technology boost efficiency.
- Customize services helps meet individual client needs.
- Implement safety protocols to minimize risks.
- Incorporate client feedback to refine services and exceed expectations.

## EXECUTIVE LEADERSHIP TEAM

Name	Responsibilities
<p><b>Roy L. Truesdale Jr.</b>                      (Owner / Project Manager)                      Licensed Landscape Contractor (NC #1543)                        Licensed Pesticide Applicator, 15+ years in turf &amp; grounds management                        Trained in Horticulture &amp; Turf Sciences</p>	<p>Manages contract operations with a focus on regulatory compliance, quality assurance, and strategic client engagement.</p>
<p><b>Donise Minor</b>                      Operations Strategist                        Stakeholder Relations Lead                      B.S. in Business Management, Clemson University 6+ years in operations &amp; contract administration.</p>	<p>Oversees strategic execution, ensures stakeholder satisfaction, prepares RFPs, and identifies new growth opportunities</p>

## APPROACH TO NEW ENGAGEMENTS

At Truesdale Lawn Service, we approach every contract with a fresh perspective—driven by innovation and a commitment to excellence. While grounded in proven experience and integrity, our focus is always forward: embracing continuous improvement to elevate every outcome. Through proactive onboarding, detailed site assessments, and hands-on leadership,

we deliver precision, accountability, and exceptional care from day one.

## COMMITMENT TO CONTINUOUS IMPROVEMENT

Our organization believes that growth begins with listening. We've learned that constructive feedback—from clients, team members, and partners alike—is the fuel for our evolution. We welcome it across every area of our business, using it to sharpen operations, strengthen relationships, and elevate our standards. We're always hungry for opportunities to improve, adapt, and innovate. By embracing accountability and continuous learning, we turn every insight into meaningful progress.

# Executive Summary: Supplemental

## Environmental Stewardship & Equipment Strategy

Truesdale Lawn Service Inc. maintains a modern, energy-efficient fleet of grounds maintenance equipment to support our commitment to environmental sustainability and service excellence. We prioritize low-emission, high-performance machinery and conduct annual evaluations to upgrade and enhance our assets. This ensures our clients receive reliable, top-tier service while we reduce our environmental footprint.

Our proactive equipment strategy allows us to:

- Minimize fuel consumption and emissions across service sites
- Improve operator safety and noise control
- Deliver consistent, high-quality results with modernized tools
- Align with Tega Cay’s sustainability and performance standards

## Equipment Inventory

1. Turf & Mowing Equipment		2. Blowers & Debris Management	
Groundmaster 3500	(1)	Scag Windstorm	(1)
Groundmaster 3505	(2)	Hurricane Blower	(1)
Wright ZK Standers – 61"	(7)		
Scag Turf Tigers – 61"	(2)		
V-Ride XL – 61"	(1)		
Toro Z Master – 96"	(1)		
Ventrac w/Contour Deck	(1)		
3. Transport Vehicles		4. Trailers	
GMC Landscape Trucks	(2)	24ft Trailer	(1)
Ford F-350	(1)	20ft Trailer	(1)
Ford F-250	(1)	16ft Trailer	(1)
Ford F-450	(1)		
Chevy 3500			
Dump Truck	(1)		
<b>4. Equipment Trailers</b>			
Trailer Description	Quantity		
24ft Trailer	1		
20ft Trailer	1		
16ft Trailer	1		

## Continuous Improvement

Truesdale Lawn Service Inc. views equipment management as a reflection of our commitment to excellence. We conduct annual fleet evaluations to identify upgrades, replacements, and innovations that enhance service delivery and reduce environmental impact. Our leadership team engages directly with field operations to assess performance and gather frontline feedback, ensuring enhancements are grounded in real-world conditions. In alignment with Mecklenburg County standards, we seek stakeholder input and approval before implementing major equipment changes or service innovations. This collaborative, disciplined approach ensures transparency, agility, and accountability—allowing us to deliver consistent, high-quality results while honoring our values of integrity, proactive engagement, and public trust through continuous improvement and strategic investment.

# Statement of Work

Truesdale Lawn Service Inc.  
P.O.Box 38351  
Charlotte, NC 28278



SOW for City of Tega Cay in response to the Request for Proposal for Lawn Maintenance Services for the City of Tega Cay.

<b>Date</b>	<b>Services Performed By:</b>	<b>Services Performed For:</b>
January 22, 2026	Truesdale Lawn Service Inc. P.O. Box 38351 Charlotte, NC 28278	City of Tega Cay 7725 Tega Cay Dr. Tega Cay , SC 29708

## Introduction

The purpose of this Statement of Work (SOW) is to define the responsibilities, services, and deliverables, as well as establish client responsibilities and expectations from contractor, Truesdale Lawn Service Inc., if awarded a contract for lawn maintenance services from the City of Tega Cay. This Statement of Work (SOW) is issued pursuant to the Request for Proposals issued by the City of Tega Cay ("Client") on November 21, 2025. This SOW is subject to the terms and conditions outlined in the Request for Proposals (RFB).

## Objective

The objective of this proposal is to demonstrate Truesdale Lawn Service Inc.'s qualifications, capabilities, and commitment to providing comprehensive Lawn Maintenance Services for the City of Tega Cay. Our goal is to deliver consistent, high-quality mowing, trimming, edging, and debris management for all designated sites, including parks and government facilities.

Truesdale Lawn Service Inc. seeks to support the City of Tega Cay's mission of maintaining safe, clean, and visually appealing public spaces by applying industry best practices, environmentally responsible methods, and a skilled workforce. We aim to exceed Tega Cay's expectations through timely service delivery, responsive communication, and strict adherence to all specifications outlined.

## Engagement Resources for RFB

Scott Cook - Grounds Superintendent

## **Period of Performance (PoP)**

Initial Contract Term: Three (3) years from the target start date after January 22, 2026

## **Scope of Work Contractor shall provide the following services to the City of Tega Cay**

Truesdale Lawn Service Inc. proposes to fulfill all requirements outlined in the RFB ,including general mowing, trimming, edging, debris removal. Our services will be delivered in accordance with Tega Cay's specifications and turf standards.

### **1.) Site Locations**

- 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.) City of Tega Cay SOW**

- Litter and undesirable debris will be removed prior to mowing operations.
  - Mowing and line trimming to occur 30 times for area A-P per growing season every seven days, or as weather conditions dictate in order to maintain a neat and attractive appearance.
  - 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.
  - Finishing mowing heights to be 3” to 3.5” throughout growing season at areas (A-O) and 2.5” at areas (P & Q)
  - Edging of sidewalks, curbs and other paved areas during every visit in identified areas to be mowed.
  - Debris from mowing and edging to be removed from identified areas to be mowed.
  - 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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**3)Trimming and Edging**

- Perform string trimming around all obstacles, including trees, signage, benches, and playground equipment.
- Edge sidewalks, curbs, and landscaped beds to maintain a crisp, manicured appearance.
- Trim fence lines thoroughly, including both sides of perimeter fencing.
- Apply pre and post emergent herbicide as needed

**4)Debris Management and Environmental Compliance**

- Collect and dispose of all mowing and trimming waste in accordance with local environmental regulations.
- Prevent waste from entering storm drains, creeks, or retention ponds.
- Maintain spill kits on all service vehicles; train staff in pesticide and fertilizer spill response.
- Report spills to appropriate regulatory agencies as required by law.

**Contractor Point of Contact**

**Name & Title:**

**Roy L. Truesdale Jr., Owner**

**Contact:**

980-220-9812

**Email:**

roytruesdale@truesdalelawn.com

**Contractor Responsibilities**

Truesdale Lawn Service Inc. shall be responsible for delivering all services outlined in the Scope of Work of Solicitation City of Tega Cay in full compliance with Tega Cay’s standards, regulations, and environmental policies. The following responsibilities define the expectations and obligations of the contractor throughout the contract period:

**1)Service Execution**

- Perform routine mowing, trimming, edging, and blowing services across designated sites including parks and government facilities. Ensure all turf is maintained at specified heights
- (3 to 3.5" for areas A-O and 2" for areas P and Q.  
Remove all debris prior to mowing and ensure clippings are cleared from paved surfaces the same day.
- Avoid mowing during excessively wet conditions to prevent rutting and turf damage.

**2)Equipment and Staffing**

- Maintain a sufficient inventory of commercial-grade equipment including zero-turn mowers, reel mowers, string trimmers, and blowers.

- Ensure all equipment is well-maintained, blades are sharpened regularly, and machinery is operated safely and efficiently. Deploy trained personnel including field supervisors,
- grounds technicians, and emergency contacts to meet service demands and respond to Tega Cay requests.

### **3) Environmental Compliance**

- Prevent landscaping waste from entering stormwater systems
- Follow proper pesticide and fertilizer application methods; respond promptly to spills and report incidents to regulatory agencies as required.
- Handle yard waste according to Tega Cay’s guidelines and dispose of materials responsibly.

### **4) Communication and Emergency Response**

- Provide Tega Cay with contact information for at least two qualified personnel available for emergency situations.
- Maintain a working cellular phone line for immediate communication with Tega Cay representatives.
- Respond promptly to service requests, emergencies, and site-specific instructions issued by Tega Cay’s Ground Superintendent.

### **5) Site-Specific Care**

- Exercise special care at all designated sites, ensuring trimming around signage and fencing is performed without damage to structures.

### **6) Reporting and Documentation**

- Submit monthly service reports detailing completed work, issues encountered, and corrective actions taken.
- Maintain accurate records of service dates, site conditions, and communications with County staff.
- Provide documentation as required, including insurance certificates, permits, performance bond (if required) a detailed cost statement sorted by year over a three year period and a proposed weekly schedule of service

### **7) Compliance with Tega Cay’s Policies**

- Adhere to all terms, conditions, and specifications outlined in the Solicitation and Sample Contract.
- Participate in mandatory pre-proposal conferences, site visits, and training sessions as scheduled.
- Ensure all subcontractors and employees comply with Tega Cay’s non-discrimination and equal opportunity policies.

## **Our Approach**

To successfully service all locations outlined in the City of Tega Cay Lawn Service solicitation, Truesdale Lawn Service Inc. will deploy a proven combination of strategic workforce management, precision scheduling, and resource readiness. Our organization is built on a foundation of proactive leadership, operational efficiency, and a commitment to continuous improvement—ensuring that each site receives consistent, high-quality service aligned with performance and safety standards. We maintain a robust inventory of equipment and materials, supported by a skilled and professionally trained staff. Our route management and crew scheduling systems are data-driven, allowing us to optimize

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service frequency and respond swiftly to changing site needs. Every location is approached with a tailored action plan, developed through detailed site assessments and guided by our philosophy of *Integrity First*.

To guarantee prompt service delivery—including emergency response—we remain on-call and accessible beyond standard business hours. Our team can be reached via both office and cellular lines, with the latter serving as the designated 24-hour emergency contact for the City of Tega Cay. In addition we implement a comprehensive inclement weather protocol to ensure safety and continuity of operations:

- All efforts are made to provide work for the full reporting day.
- Supervisors are notified of weather-related impacts and briefed on contingency procedures.
- Employees are equipped with appropriate gear for wet conditions.
- No staff member is exposed to hazardous site conditions.

In extreme cases, work resumes when safe, and affected sites are prioritized for follow-up service.

Performance oversight is a cornerstone of our approach. We conduct scheduled inspections and audits, maintain open communication with facility managers, and actively incorporate client feedback to refine our services. Any service concerns are addressed immediately, with corrective action and employee retraining implemented to prevent recurrence. Our commitment to accountability and excellence ensures that every engagement reflects the highest standards of care, professionalism, and responsiveness.

### **Management Philosophy for SOW**

At Truesdale Lawn Service Inc., our management philosophy is anchored in *Integrity First*—the belief that honest communication, transparent processes, and consistent follow-through are the foundation of long-term partnerships and exceptional results. We approach every engagement with a commitment to operational excellence, proactive leadership, and a culture of accountability. Our management philosophy is based on the following principles:

- 1)**Integrity First:** We lead with honesty, transparency, and ethical decision-making. Every interaction—internal or external—is grounded in trust and accountability.
  - 2)**Client-Centered Service:** We prioritize open communication and responsiveness to client needs. Every site is treated as a partnership, with customized solutions and proactive engagement.
  - 3)**Operational Excellence:** We execute with precision, consistency, and attention to detail. Our systems are designed to meet performance and safety standards without compromise.
  - 4)**Proactive Leadership:** Our management team is hands-on, forward-thinking, and deeply involved in day-to-day operations. We anticipate challenges and act decisively to maintain quality and reliability.
  - 5)**Continuous Improvement:** We embrace feedback as a tool for growth. Through performance reviews, client input, and internal audits, we refine our processes and elevate our standards.
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- 6)**Workforce Development:** We invest in our people. Training, mentorship, and professional growth are central to building a skilled, motivated, and safety-conscious team.
- 7)**Sustainability & Stewardship:** We minimize environmental impact through responsible practices, equipment upgrades, and waste reduction—serving both community and client with care.
- 8)**Safety & Risk Management:** We protect our team and our clients by implementing rigorous safety protocols and adapting to site conditions, especially during inclement weather.
- 9)**Technology-Driven Efficiency:** We use data and innovation to optimize scheduling, route management, and service delivery—ensuring timely, cost-effective results.
- 10)**Accountability in Action:** We own our outcomes. When issues arise, we respond quickly, document thoroughly, and implement corrective measures to prevent recurrence.

What gives Truesdale Lawn Service Inc. a distinct advantage in meeting the needs of the City of Tega Cay is our ability to respond swiftly and effectively to evolving service demands. Our streamlined structure allows us to remain agile and focused—delivering high-quality, customized landscape management without the distractions or delays that often affect larger, less specialized providers.

Our size is a strength: it enables us to maintain direct oversight, hands-on leadership, and a laser focus on service excellence. We are not encumbered by competing priorities, which means every client receives our full attention and every site is treated with the same level of care and precision.

In addition, our robust employee training program is designed not only to build technical expertise but also to foster a culture of professionalism, accountability, and continuous improvement. This investment in workforce development enhances productivity, reduces turnover, and creates a positive working environment that translates directly into better service outcomes.

As a result, the City of Tega Cay benefits from faster job completion, reduced operational costs, and consistently high-quality results—without compromise.

## Payment Terms

### Pricing Stability

Pricing submitted must remain in effect for the full duration of the contract, including renewal periods.

### Scope-Based Adjustments

If mowing areas change by more than 10%, payment will be adjusted proportionally to reflect the increase or decrease in service area. If the service area remains unchanged, the pricing amount will not be increased and will remain the same for a period of three years.

## Signatures

Key Contact

Name: Roy L. Truesdale Jr.  
Title: Owner

Signature: \_\_\_\_\_



**Truesdale Lawn Service Inc.**

P.O. Box 38351  
Charlotte, NC 28278



**TRUESDALE  
LAWN SERVICE, INC.**

**980-229-9812**

"Integrity First"

**Name/Address**

City of Tega Cay  
7725 Tega Cay Dr.  
Tega Cay, SC 297089

**Service Estimate**

**Date** 1/21/2026

Item	Description	Qty	Rate	Total
Stonecrest Boulevard Median fro	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	200.00	6,000.00
Hubert Graham Way - Traffic Cir	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	200.00	6,000.00
Tega Cay Drive Median	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	500.00	15,000.00
Windsong Bay Lane Greenspace	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	50.00	1,500.00
City Hall	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	100.00	3,000.00
Police Department		30	100.00	3,000.00
Public Works Building	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	100.00	3,000.00
Parks & Recreation Building	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	100.00	3,000.00

Disclaimer: This figure is an approximation, not an invoice. All quotations are based on information provided from the client regarding project requirements. It may be inappropriate if additional information is forthcoming or specifications change. Any variations to the work following the issue of the estimate and prior to the commencement of service shall result in a revised estimate being issued for acceptance. For variations after work has commenced, a fixed price to cover the variation shall be agreed upon between the Company and the Client and added to the final invoice.

**Total**

Signature Roy L. Truesdale Jr

**Truesdale Lawn Service Inc.**

P.O. Box 38351  
Charlotte, NC 28278



**TRUESDALE  
LAWN SERVICE, INC.**

**980-229-9812**

"INTEGRITY FIRST"

**Name/Address**

City of Tega Cay  
7725 Tega Cay Dr.  
Tega Cay, SC 297089

**Service Estimate**

**Date**

1/21/2026

Item	Description	Qty	Rate	Total
Living Memorial Garden	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	100.00	3,000.00
Anchorage Monument	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	50.00	1,500.00
Topsail/Anchorage Green Space	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	50.00	1,500.00
Fountain Area	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	100.00	3,000.00
Beach & Swim Center	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	250.00	7,500.00
Dulaney Dr (Stonecrest to Amber	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	50.00	1,500.00
Windward Dr Median	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	100.00	3,000.00

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**Total**

Signature

**Truesdale Lawn Service Inc.**

P.O. Box 38351  
Charlotte, NC 28278



**TRUESDALE  
LAWN SERVICE, INC.**

**980-229-9812**

"Integrity First"

**Name/Address**

City of Tega Cay  
7725 Tega Cay Dr.  
Tega Cay, SC 297089

**Service Estimate**

**Date**

1/21/2026

Item	Description	Qty	Rate	Total
Catawba Park	Highlighted Areas in Appendix 1. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	500.00	15,000.00
Fort Mill River Access	Highlighted Areas in Appendix 2. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	20	200.00	4,000.00

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**Total**

**\$80,500.00**

Signature

# Detailed Cost Statement

Truesdale Lawn Service Inc. | The City of Tega Cay Lawn Maintenance

## Detailed Cost Statement

Truesdale Lawn Service Inc. affirms that we have included a detailed cost statement of lawn maintenance services sorted by year, over a three year period.

Truesdale Lawn Service, Inc take pride in providing reliable, high-quality lawn maintenance services at fair and competitive prices. Our approach focuses on consistent care, attention to detail, and proven practices that keep properties healthy, attractive, and well maintained throughout the season. Our pricing reflects honest value for dependable service and professional results

## Year 1- 2026 Lawn Maintenance Cost Statement

Site	Description	Qty	Unit Cost	Annual Cost
<b>Stonecrest Boulevard Median</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$200.00	\$6,000.00
<b>Dulaney Dr</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Hubert Graham Way</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$200.00	\$6,000.00
<b>Tega Cay Drive Median</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$500.00	\$15,000.00
<b>Windward Dr Medians</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Windsong Bay Ln Greenspace</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>City Hall</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Police Department</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00

<b>Public Works Building</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Parks &amp; Recreation Building</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Living Memorial Garden</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Anchorage Monument</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Topsail/ Anchorage Greenspace</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Fountain Area</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Beach &amp; Swim Center</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$250.00	\$7,500.00
<b>Catawba Park</b>	Highlighted Areas in Appendix 1. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$500.00	\$15,000.00

<b>Fort Mill River Access</b>	Highlighted Areas in Appendix 2. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	20	\$200.00	\$4,000.00
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Total \$80,500.000

## Year 2- 2027 Lawn Maintenance Cost Statement

<b>Site</b>	<b>Description</b>	<b>Qty</b>	<b>Unit Cost</b>	<b>Annual Cost</b>
<b>Stonecrest Boulevard Median</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$200.00	\$6,000.00
<b>Dulaney Dr</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Hubert Graham Way</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$200.00	\$6,000.00
<b>Tega Cay Drive Median</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$500.00	\$15,000.00
<b>Windward Dr Medians</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Windsong Bay Ln Greenspace</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>City Hall</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Police Department</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Public Works Building</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Parks &amp; Recreation Building</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Living Memorial Garden</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Anchorage Monument</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other	30	\$50.00	\$1,500.00

	paved areas, Litter and debris removal, and Tree and shrub bed maintenance.			
<b>Topsail/ Anchorage Greenspace</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Fountain Area</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Beach &amp; Swim Center</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$250.00	\$7,500.00
<b>Catawba Park</b>	Highlighted Areas in Appendix 1. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$500.00	\$15,000.00
<b>Fort Mill River Access</b>	Highlighted Areas in Appendix 2. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	20	\$200.00	\$4,000.00

Total \$80,500.000
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## Year 3- 2028 Lawn Maintenance Cost Statement

Site	Description	Qty	Unit Cost	Annual Cost
<b>Stonecrest Boulevard Median</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$200.00	\$6,000.00
<b>Dulaney Dr</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Hubert Graham Way</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$200.00	\$6,000.00
<b>Tega Cay Drive Median</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$500.00	\$15,000.00
<b>Windward Dr Medians</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Windsong Bay Ln Greenspace</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>City Hall</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Police Department</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Public Works Building</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Parks &amp; Recreation Building</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Living Memorial Garden</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Anchorage Monument</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other	30	\$50.00	\$1,500.00

	paved areas, Litter and debris removal, and Tree and shrub bed maintenance.			
<b>Topsail/ Anchorage Greenspace</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$50.00	\$1,500.00
<b>Fountain Area</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$100.00	\$3,000.00
<b>Beach &amp; Swim Center</b>	Mowing and Line Trimming (3" to 3.5), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$250.00	\$7,500.00
<b>Catawba Park</b>	Highlighted Areas in Appendix 1. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	30	\$500.00	\$15,000.00
<b>Fort Mill River Access</b>	Highlighted Areas in Appendix 2. Mowing and Line Trimming (2.5"), Edging of sidewalks, curbs and other paved areas, Litter and debris removal, and Tree and shrub bed maintenance.	20	\$200.00	\$4,000.00

Total \$80,500.000
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# Equipment and Staff

Truesdale Lawn Service Inc. | The City of Tega Cay Lawn Maintenance

All services will be completed by qualified, experienced lawn maintenance personnel using commercial-grade equipment suitable for municipal properties and public spaces.

## Staffing:

As a non-subsidary organization, Truesdale Lawn Service Inc. maintains a lean and effective team structure designed for operational efficiency and responsive service delivery:

- 6 Landscape Technicians trained in turf management and grounds maintenance
- 1 Contracted Business Manager overseeing operations and client communications
- 1 Administrative Assistant supporting scheduling and documentation
- Owner Roy L. Truesdale Jr. serves as lead technician and project coordinator, actively involved in all service delivery. Additionally, Licensed Pesticide Applicator ensuring compliance with state regulations

## Equipment:

- Commercial riding or walk-behind mowers appropriate for site conditions
- Professional-grade string trimmers and edgers
- Commercial blowers for thorough cleanup of hard surfaces
- All equipment is regularly maintained to ensure safe operation, consistent performance, and minimal disruption to the public

Our staffing, equipment, and scheduling approach allows us to provide consistent, high-quality lawn maintenance services while maintaining fair, competitive pricing and reliable service for the City of Tega Cay.

# Insurance

Truesdale Lawn Service Inc. | The City of Tega Cay Lawn Maintenance

## Insurance Compliance Statement

Truesdale Lawn Service Inc. affirms that it has fulfilled all insurance requirements as outlined in the City of Tega Cay Lawn Maintenance Services RFB Solicitation. General copies of each required insurance type have been provided as part of this submission.

Upon issuance of a contract, Truesdale Lawn Service Inc. will designate the City of Tega Cay as an additional insured and Certificate Holder in accordance with the

City's regulations and insurance standards. This designation will be reflected on the official Certificate of Insurance.

Our organization remains committed to full compliance with all insurance obligations, including:

- Commercial General Liability: Minimum \$1,000,000, with the City of Tega Cay listed as additionally insured
- Automobile Liability: Minimum \$1,000,000
- Workers Compensation and Employers' Liability: \$1,000,000

Truesdale Lawn Service Inc. will ensure that all insurance documentation remains current and compliant throughout the duration of the contract term.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/27/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AUTOMATIC DATA PROCESSING INS AGCY 76250875 1 ADP BLVD M/S 625 ROSELAND NJ 07068	<b>CONTACT NAME:</b>		
	PHONE (800) 524-7024 (A/C, No, Ext):	FAX (800) 524-4013 (A/C, No):	
	E-MAIL ADDRESS:		
	<b>INSURER(S) AFFORDING COVERAGE</b>		
<b>INSURED</b> TRUESDALE LAWN SERVICE INC. PO BOX 38351 CHARLOTTE NC 28278-1006	INSURER A : Nutmeg Insurance Company		NAIC# 39608
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE AGGREGATE
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	76 WEG AG2AL0	04/27/2025	04/27/2026	<input checked="" type="checkbox"/> STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE -EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the Insured's Operations.

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Susan S. Castaneda*

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/27/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Diondra Creswell 1180 Stoncrest Blvd. Ste 103  Tega Cay SC 297087233	<b>CONTACT NAME:</b> Diondra Creswell <b>PHONE (A/C, No, Ext):</b> 803-548-0121 <b>E-MAIL ADDRESS:</b> diondra.creswell.fvkd@statefarm.com	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b>  Truesdale, Roy & TRUESDALE LAWN SERVICE INC 13011 WINGET RD  CHARLOTTE NC 282787270	<b>INSURER A :</b> State Farm Mutual Automobile Insurance Company	<b>NAIC #</b> 25178
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	N	505 9113-B12-33C	08/12/2025	02/12/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> <i>Diondra Creswell</i> This form was system-generated on 08/27/2025

# Performance Bond and/or Payment Bond

Truesdale Lawn Service Inc. | The City of Tega Cay Lawn Maintenance

## **Performance Bond and/ or Payment Bond**

We acknowledge and agree that a Performance Bond and/or Payment Bond may be required if the conditions set forth in the sections titled "Performance Bond Requirements" and/or "Payment Bond Requirements" are applicable.

We are willing to obtain and furnish a Performance Bond guaranteeing the faithful and satisfactory performance of the contracted work in an amount not less than one hundred percent (100%) of the Contract Amount once the bid has been awarded and before the work may begin. All required bonds shall be issued by companies authorized to transact business in the State of South Carolina.

# Permits /Licenses

Truesdale Lawn Service Inc. | The City of Tega Cay Lawn Maintenance

## Licensing and Certification Statement

Truesdale Lawn Service Inc. affirms full compliance with the City of Tega Cay Lawn Maintenance Services RFB Solicitation, which requires vendors to procure all necessary permits ,licenses, and certifications and abide by all applicable laws, regulations, and ordinances of Federal, State, and local governments.

As part of this proposal submission, Truesdale Lawn Service Inc. confirms the following credentials have been acquired and are active:

- **Small Business Enterprise (SBE) Certification** - Recognized by the City of Charlotte
- **Historically Underutilized Business (HUB) Certification (Recertification *in Progress*)**- Recognized by the State of North Carolina
- **North Carolina Licensed Pesticide Applicator** – Authorized to apply regulated substances in accordance with state and environmental standards
- **North Carolina Licensed Landscape Professional** – Individual License Number: **1543**
- **North Carolina Licensed Landscape Professional Corporate License** – Corporate License Number: **CL.0346**

Copies of each license and certification are attached to this proposal for verification and review. Truesdale Lawn Service Inc. remains committed to maintaining all required credentials throughout the duration of the contract and will ensure continued compliance with all applicable permitting and licensing regulations.



July 24, 2025

Roy L Truesdale, Jr.  
Truesdale Lawn Service Inc.  
PO Box 38351  
Charlotte, NC 28278

**Letter of SBE Recertification**

Roy L. Truesdale:

**Vendor #: 300774**

**Valid Until: 07/24/2029**

Congratulations! **Truesdale Lawn Service Inc.** is now re-certified as a Small Business Enterprise (SBE) with the City of Charlotte. The Charlotte Business INclusion (CBI) Program seeks to enhance competition and participation of small, minority and women owned firms in city contracting and to promote economic growth and development in the City of Charlotte.

**Truesdale Lawn Service Inc.** will be included in the next update of the City's Vendor List. To ensure that your contact information is always current, please notify the Charlotte Business INclusion program immediately if any changes occur, such as an address, telephone number, type of service, ownership, and control of your company.

We want to ensure your company has access to current and future City contracting opportunities; therefore, we have included web links to the City of Charlotte Contracting Opportunity and EarlyBird page. The first consists of current contract opportunities while Early Bird connects vendors with future opportunities:

- [City of Charlotte Contracting Opportunities](#)
- [EarlyBird](#)

This certification is not a guarantee of doing business with the city therefore you must continue to market your business. The city also reserves the right to re-evaluate your certification eligibility from time to time or when our office determines that such re-evaluation is warranted. Should you have any questions about this process or need

additional assistance, please contact our office at (704)

336-4137 or via email questions to the following address: [charlottebusinessinclusion@charlottenc.gov](mailto:charlottebusinessinclusion@charlottenc.gov).

Thank you for your interest and participation in the Charlotte Business INclusion program.

Sincerely,

**Kimberly Tibbs**

Kimberly Tibbs  
Certification Specialist  
cc: file



# License Search

License Group/Division (Required) *	License Type
Pesticides - Agricultural Licensee / CardHolder	Commercial Pesticide
truesdale	License Number
Advanced Search Options	
<b>Search</b>	<input type="checkbox"/> Check for exact text search

1

Export

## TRUESDALE, ROY L. JR

Details

- **License Number:** 41337
- **License Type:** Commercial





# NC Landscape Contractors' Licensing Board

## Verify License Search

### Contact

[Home Page](#)

**Company Name:** Truesdale Lawn Service, Inc.  
**Address:** 13011 W/inget road  
Charlotte, NC 28278  
**Phone:** 980-229-9812  
**Email:** roytruesdale@gmail.com

### License

**License #:** CL.0346  
**Account Type:** Corporate Landscape Contractor License  
**Expiration Date:** 07/31/2026  
**Status:** Active

### License Qualifier

**License #:** L1543  
**Licensee Name:** Roy Lee Truesdale, Jr.  
**Status:** Active  
**Expiration Date:** 07/31/2026

# Proposed Weekly Schedule of Service

Truesdale Lawn Service Inc. | The City of Tega Cay Lawn Maintenance

## Proposed Weekly Schedule of Services

Lawn maintenance services for the City of Tega Cay will be performed on a weekly basis, weather permitting, to maintain a clean, safe, and professional appearance for all designated properties.

Service Frequency: Weekly

Proposed Service Days: One consistent weekday (Monday–Friday), coordinated with the City. Schedule adjustments will be made as necessary due to inclement weather or City-observed holidays.

Weekly Maintenance Services Include:

- Mowing of all turf areas in accordance with City of Tega Cay's standards set in RFB.
- Trimming and edging along sidewalks, curbs, buildings, signage, and landscaped areas will be conducted
- Blowing and removal of grass clippings and debris from all paved surfaces
- Visual inspection of turf and landscaped areas for maintenance needs or safety concerns

Seasonal and supplemental services (including fertilization, aeration, leaf removal, or shrub trimming) will be performed according to the approved scope of work and the City's maintenance requirements.

Addenda Receipt Confirmation

13011 Winget Rd.,  
Charlotte NC 28278  
Office: (704) 615-3002 | Field  
Operations: (980) 229-9812  
business@truesdalelawn.com  
www.truesdalelawn.com



I certify that this proposal complies with the General and Specific Specifications and conditions issued by th City of Tega Cay except as clearly marked in the attached copy.

Roy L. Truesdale Jr., Owner  
(Please Print Name)

1/22/2026  
Date

Authorized Signature

Owner

Title

Truesdale Lawn Service , Inc

Company Name



# *the* Lawn Guys

## Tega Cay, SC

Prepared for: City of Tega Cay, ATTN: Scott Cook

Prepared by: Jermaine Brown, Owner

January 19, 2026

Proposal number: N/A

### **Contact Information**

Jermaine Brown/Owner & Project Manager

803-807-0577

[jermaine@thebestlawnguys.com](mailto:jermaine@thebestlawnguys.com)



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## THE LAWN GUYS

# EXECUTIVE SUMMARY

### Objective

The objective of this proposal is to provide a detailed analysis of how we will provide reliable, high-quality exterior maintenance services—including lawn care, pressure washing, and eco-friendly exterior pest defense; that enhance curb appeal and protect property value. Our team is committed to delivering exceptional results through efficient scheduling, advanced equipment, and a robust client management system that ensures timely communication, minimized drive time, and seamless service from start to finish.

### Mission Statement

Our mission is to keep homes and businesses looking their best by providing dependable lawn care, professional pressure washing, and eco-friendly pest defense services. We combine skilled service, smart scheduling, and open communication to deliver a consistently clean, healthy, and welcoming environment for every customer, every visit.

### Our Vision

To become the region's most trusted, full service curb appeal experts; delivering exceptional lawn care, pressure washing, exterior pest defense services that will create, maintain, or enhance any property's, residential or commercial, beauty and health. We stride to set the industry standard for reliability, sustainability, and customer experience by utilizing innovative technology, efficient routing, swift resolution of client concerns, and proactive communication that keeps every client informed and service on schedule.

### About Us

Founded in 2010, The Lawn Guys LLC, formally Cut It Lawn Care, began as a small neighborhood lawn care service with a simple mission: to keep local yards looking their absolute best. What started with a single mower and a handful of weekly clients quickly grew through word-of-mouth referrals and a reputation for reliability, quality, and friendly service.

By 2015, we expanded beyond routine lawn maintenance to include full-service curb appeal solutions for residential and commercial clients. Today, The Lawn Guys proudly serve residential and commercial properties across the Midlands of South Carolina offering pressure washing, soft washing, seasonal clean-ups, and eco-friendly trash bin sanitization. Each new service was added with the same focus on professionalism and customer satisfaction that built our name. Our robust client management system streamlines scheduling, communication, and billing, ensuring every customer receives timely updates and hassle-free service. From a single mower to a full fleet of lawn and exterior cleaning equipment, we've grown while staying true to our roots: dependable care and a commitment to making every property shine.

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## THE LAWN GUYS, LLC

### ABOUT THE OWNER

Jermaine Brown, a disabled army veteran, started The Lawn Guys, formerly Cut It Lawn Care, in 2010. The business began as a way to make a little extra cash and cover the cost of his newly purchased zero turn mower. Shortly afterwards he realized how much he enjoyed mowing yards and the business slowly began to grow. Still working a full time job and being a full time student earning a MBA having what some would call a “real” business had not crossed his mind. In 2016 he began getting calls from local businesses and his first commercial client was brought onboard. This was the start of what is known today as The Lawn Guys, LLC.

Although it took until his mid 30’s to realize he enjoyed lawn work his fascination with plant life began much sooner. His first serious curiosity with plant came in 6th grade when he won a science fair by doing an experiment to test whether the color of light affects plant growth. In high school he had the option to test various “shops”. These were vocational programs intended to introduce kids to various career paths. The horticulturist program was one of his favorites and seeing plants go from seeds to full bloomed plants was like watching his child go from infant to adulthood. It was at that moment he became a plant and nature enthusiast.

Today, Jermaine has grown the business to a fleet of three lawn care/landscape trucks, a pressure washing rig, and a pest control team. The goal of The Lawn Guys is to be able to provide full curb appeal services to all of our clients so they have a single source for all of their needs and know they have someone they can rely on and trust. Jermaine has personally obtained his pest control license with multiple categories, he is a South Carolina certified landscape professional, and in 2026 he will become a, ISA certified arborist. Jermaine is focused on setting a strong example for his team by continuing to absorb knowledge and not just certifications. It is his belief that a true leader never ask his team to do what he hasn’t or is not willing to do. And by setting this example and expectation he has built a company that is comprised of knowledgeable and professional lawn care techs.

As a company our primary core principles are safety first, attention to detail, pride in work, and professionalism at all times. This is what our customers have come to expect and how we will always operate.

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**COMPANY NAME**

## SCOPE OF WORK/PROJECT OUTLINE

After carefully reading the project solicitation we understand the project to include the lawn maintenance for 17 properties and locations owned and/or maintained by the City of Tega Cay, SC. The project involves routine mowing, edging, and blowing of the lawn and walkways as well as parking lots. Each location except for the Fort Mill River access area will be serviced weekly for a total of 30 times during the growing period. The Fort Mill River Access Area will be serviced a total of 20 times during the growing period. Based on industry norms it is our understanding that the “growing period” starts April 1 and ends Oct. 31st. As such the price break down is based on a 7 month service period with a total of 7 equal monthly payments. **If the client believes the growing period should be different or would like payments to be paid over a 12 month period this should be discussed prior to issuing of the purchase order and said PO should align with agreed upon terms.**

Service will also ensure the lawns and flower beds are kept weed free. To accomplish this will will either hand pull weeds or use chemical agents. (Note: We will ensure the site manager is aware anytime chemicals are use for weed control, fertilization, infection control, or any other task related to this project. We will also supply the SDS so they have the ability to research the chemicals and determine if there are any reasons they would prefer another chemical to be used.)

For properties that require routine maintenance and has regular foot traffic we like to start as early in the day as possible since that is when foot traffic is at its lightest. Adjustments can be made for each property if there is a more ideal time including late afternoons and weekend. We start at the front/entrance of the building and work outwards. This allows use to complete work where there is more pedestrians first and also pushes debris away from the building for disposal. That reduces the potential for accidental injury and the tracking of debris into the building via individuals footwear. Once the entrance is clear we can then methodically service there rest of the properly in a safe and efficient manner.

We know that needs and plans change so we are always available to discuss additional needs as they arrive. We continuously monitor the property and will make recommendations as we see fit. As the project moves forward if there are any additional recommendations to maximize the success of this project we will bring it to the attention of the proper individual or team. We will present a work calendar which list periodic task to be completed and when. Also, a monthly service report that details all task completed at each site visit is provided.

## THE LAWN GUYS

# FINANCIALS

Note: The monthly price is based on a 7 month service period with 7 equal monthly payment. A 12 month payment schedule may be available but must be agreed upon and the PO must express 12 monthly payments.

All Inclusive Lawn Care (Weekly Service)	Property	Approximately Mowing/Service Area (Acres)	UOM (Monthly)	Extended Price	Extended Price	Extended Price
				Year 1	Year 2	Year 3
	Stonecrest Blvd Median	1.2	450	3,150	3,308	3,473
	Dunlaney Drive	0.3	385	2,695	2,830	2,971
	Hubert Graham Way	4.7	1766	12,360	12,978	13,626.9
	Tega Cay Drive	2.3	861	6,030	6,331.5	6,648
	Windward Drive Median	0.7	385	2,695	2,830	2,971
	Windsong Lane Greenscape	0.5	321	2,250	2,363	2,481
	City Hall	0.2	321	2,250	2,363	2,481
	Police Department	1.0	321	2,247	2,359	2,477
	Public Works Building	0.5	321	2,247	2,359	2,477
	Parks & Recreational Building	0.5	321	2,247	2,359	2,477
	Living Memorial Garden	0.8	321	2,247	2,359	2,477
	Anchorage Monument	0.1	321	2,247	2,359	2,477
	Topsail/Anchorage Green Space	0.1	321	2,247	2,359	2,477
	Fountain Area	0.5	321	2,247	2,359	2,477
	Beach & Swim Center	1.5	493	3,450	3,623	3,804
	Catawba Park	6.2	1,286	9,000	9,450	9,923
	Fort Mill River Access Area	1.4	306	2,140	2,247	2,359

All Inclusive Lawn Care (Weekly Service)	Property	Approximately Mowing/Service Area (Acres)	UOM (Monthly)	Extended Price	Extended Price	Extended Price	
				Year 1	Year 2	Year 3	
<b>Total</b>		24.0		61,749	64,836	68,078	\$194,664

**Payment Terms** - For commercial accounts we utilize a net 30 payment schedule.

**Payment Options** - Payments can be made online via the client portal with a debit/credit card or ACH. Note: ACH payments require utilizing Plaid to verify and link account. Bank wire and check by mail also accepted. If check is sent via mail it must be received by due date to avoid penalty.





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## THE LAWN GUYS

# BUSINESS/PROFESSIONAL LICENSES

We currently maintain a business license in:

Richland County, SC.                      Horry County, SC  
Marion County, SC  
North Augusta, SC  
Greenwood, SC

We currently are licensed in the State of SC for commercial pesticide application in the following categories:

Category 3 (Public Health Pest Control)  
Category 5 (Applying Aquatic Herbicides)  
Category 6 (Right of Way)  
Category 8 (Ornamental and Turf Grass Pest Management)

Department of Pesticide Regulation 511 Westinghouse Road Pendleton, South Carolina 29670 Email: dprca@clemson.edu	<b>SOUTH CAROLINA COMMERCIAL CERTIFIED PESTICIDE APPLICATOR LICENSE</b>	<b>THIS CERTIFICATE EXPIRES: December 31, 2026</b>
<b>CERTIFIED IN CATEGORIES:</b> 03 05 06 08		<b>License Number: C0036615</b>  * C 0 0 3 6 6 1 5 *
<b>THIS CERTIFIES THAT:</b>  JERMAINE BROWN 124 MISTY OAK ROAD, UNIT B COLUMBIA, SC 29223	 DIRECTOR, REGULATORY AND PUBLIC SERVICE PROGRAMS	 DEPUTY DIRECTOR, REGULATORY AND PUBLIC SERVICE PROGRAMS
<small>IS QUALIFIED AS A CERTIFIED PESTICIDE APPLICATOR AS SPECIFIED IN THE SOUTH CAROLINA PESTICIDE CONTROL ACT</small>		

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**THE LAWN GUYS**

**CONFIDENTIAL**

**REFERENCES**

**Company Name:** Michelle Bowen Realty

**Contact Person Name & Title:** Michelle Bowen - Owner

**Primary Address:** 10415 Broad River Road Irmo, SC 29063

**Phone Number:** 803-445-3845

**Email Address:** michellebowenre@yahoo.com

**Client Since:** April 2023      **Contract Period:** Yearly w/annual renewal

**Company Name:** South Carolina Parks, Recreation, and Tourism

**Contact Person Name & Title:** Rodney Miller - Little River Welcome Center Site Manager

**Primary Address:** 2121 US 17 Little River, SC 29566

**Phone Number:** 803-201-1559

**Email Address:** rmiller@scprt.com

**Client Since:** December 2025      **Contract Period:** 5 Years

**Company Name:** ITHD Construction

**Contact Person Name & Title:** Victor Ortiz - General Contractor/Project Manager

**Primary Address:** 1930 Marion Street, Columbia, SC 29201

**Phone Number:** (407) 288-0510

**Email Address:** victorjr@itdgconstruction.com

**Client Since:** August 2025      **Contract Period:** Yearly

## SAFETY

Safety is a top priority for The Lawn Guys. Our commitment to a safe work environment starts with our uniform. All employees are required to wear company issued high visibility shirts that are either bright orange or high viz green. If we are working at dusk, dawn, or along roadways workers are required to wear reflective vest. Our trucks are outfitted with amber flashing safety lights. We also require workers to wear hard toe boots, gloves, and eye protection. Where applying chemical workers are required to wear appropriate PPE including but not limited to chemical proof eye protection, respirator, nitric glove, and chemical resistant apron or coveralls.

In addition to protecting ourselves we take measures to protect the public. We ensure the chute flap on mowers are always down when mowing. The only time they are allowed to be open is when we are using mowers to blow leaves into the tree line. We do not mow or weedeat when non workers are present to avoid injury from deflected debris. Deflectors are never removed from trimmers. No pesticide treatment is completed if we cannot verify the treatment surface will be free of human traffic for 24 hours.

If there is ever an incident or a potential for harm of any kind the POC for the project is contacted immediately.

## EQUIPMENT MAINTENANCE

We take great pride in our work and in order to deliver the best service possible we ensure our equipment is well maintained. Oil Changs are completed on machines in accordance with manufacturer guidances. We go to great lengths to ensure our maintenance schedule is abided by. Mowers blades are replaced with freshly sharpened blades every 1 to 2 days. If blades become dull sooner they are immediately replaced; even if that has to be done in the field. Tune ups are done at the end of every season and each piece of equipment goes through a systems check every spring to ensue it is ready to be placed into service and will be reliable on the job.

## CROSS CONTAMINATION PREVENTION

We are always cautious and aware of lawn pest such as insects, weeds, fungus, and more, and take extra care to avoid cross contamination. If we ever notice a lawn has an infestation of any kind we ensure we thoroughly wash our mowers and trimmers, including underneath the deck, before we place it onto another lawn. This practice also applies for pet waste.

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## THE LAWN GUYS

# EQUIPMENT & WORKFORCE

**CONFIDENTIAL**

### *Our Team*

Our team currently consist of 8 full and 4 part time maintenance techs and our office manager. (An employee roster can be made available upon request)

### *Equipment*

Our equipment includes:

3 Trucks (We plan to acquire 2 additional trucks by March of 2026)

4 trailers (1 16 ft lawn care. 1 12 ft lawn care. 1 12 ft pressure/soft wash. 1 8 ft, leaf/debris.)

6 mowers (61" Scag Heavy Duty, 36" Wright Mower. 50" Toro Timecutter, 42" Troy Bilt Mustang, 42" Cub Cadet, and a 30" push mower)

6 Stihl weed eaters/string trimmers

6 Stihl gas powered backpack blowers

6 Stihl hedge trimmers

3 Stihl edgers

An assortment of hand tools including rakes, shovels, pitch forks, post/hole diggers, etc.

2 wheel barrows and 1 pull behind 30 cubic foot cart.

Rotatory spreader. Pull behind aerator. Pull behind dethatcher.

1 20 gallon Northstar spot sprayer. 1 26 gallon Northstar broadcast sprayer. 1 Stihl gas powered backpack sprayer. An assortment of 1-2 gallon hand pump sprayers.

1 Powerhouse 4400 psi/4.2 GPM pressure washer

1 Remco 100psi/7 GPM soft wash pump

250 gallon water buffer tank

55 gallon SH/bleach tank

30 gallon surfactant tank

1 Powerhouse 420 cc leaf vac

\*\*\*Additional equipment is rented on an as needed basis

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## THE LAWN GUYS

# QUALITY ASSURANCE

### 1. Pre-Service Review

Conduct a property walkthrough or review photos to confirm the scope of work, equipment needs, and safety considerations.

Share clear service details, pricing, and timing with the customer before starting.

### 2. Service Execution & Inspection

Follow best-practice techniques for mowing, trimming, fertilizing, and exterior cleaning.

Inspect all treated areas before leaving to ensure consistent cut patterns, debris removal, and streak-free cleaning.

### 3. Customer Feedback

Provide easy channels—phone, email, or client portal—for clients to report concerns or share compliments.

Encourage immediate feedback after each visit to catch issues early.

### 4. Issue Resolution

**Response Time:** Acknowledge all concerns within 24 hours.

**Investigation:** Review photos, crew notes, and on-site conditions within 48 hours.

**Corrective Action:** If an issue is confirmed, schedule a follow-up visit or adjustment within 5 business days (or sooner if urgent).

**Documentation:** Record the issue and resolution in our client management system to guide future improvements.

### 5. Continuous Improvement

Hold regular team meetings to review customer feedback and identify training opportunities.

Update mowing patterns, cleaning techniques, and equipment maintenance schedules based on lessons learned and evolving industry standards.

### *Commitment to Excellence*

*We stand behind our lawn care, pest defense, and pressure washing services. If you are not fully satisfied, we will promptly make it right and ensure the property meets the high standards you expect.*

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## THE LAWN GUYS

# SCHEDULING PROCESS

Our scheduling process is designed to provide reliability, efficiency, and clear communication. Upon acceptance of our proposal, we promptly review the scope of work and confirm service dates that align with the client's requirements. Using an advanced client management system, we develop optimized service routes to reduce travel time and ensure punctual arrival of our crews.

Clients receive automated notifications prior to each appointment and upon completion of services. All scheduling details, service history, and billing records are accessible through a secure online client portal. The portal also allows clients to submit special instructions, request schedule adjustments, or communicate directly with our team.

In the event of inclement weather, unforeseen emergencies, or conditions that may compromise safety or service quality, we will promptly notify the client and reschedule at the earliest mutually agreeable time. This structured approach ensures that all services are performed on schedule whenever possible, with full transparency and accountability throughout the engagement.

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## THE LAWN GUYS

### CLIENT PORTAL

Our secure Client Portal makes it easy to manage all your lawn care and pressure washing services in one place. Accessible from any computer, tablet, or smartphone, the portal is designed to save you time and keep you informed.

#### Key Features

- **Service Dashboard:** View upcoming appointments, recent service history, and job notes at a glance.
- **Online Scheduling & Requests:** Book new services or request special projects—anytime, anywhere.
- **Real-Time Notifications:** Receive instant updates for upcoming visits, service completion, and any weather-related changes.
- **Billing & Payments:** Review invoices, make payments, and download receipts securely.
- **Direct Communication:** Send messages, share photos, or ask questions directly with our customer support team—no phone call required.
- **Document Center:** Access quotes, contracts, service reports, and warranty information whenever you need them.

#### Benefits to You

- 24/7 access to your account information
- Faster scheduling and quicker response to special requests
- Clear, transparent records of every service performed
- Secure, paperless billing for your convenience

#### Your Lawn & Exterior Care, Simplified

The client portal gives you full control and visibility over your lawn care and pressure washing services—helping you stay organized and confident that every detail is handled.

**CONFIDENTIAL**



- Dashboard**
- Finance
- Pictures
- Work Requests
- Rate Us!

Contact Info Edit

**AJ**  
 Alex [REDACTED]  
 104 [REDACTED]  
 Columbia, SC [REDACTED]

Property Details

Property Name	Lawn Size	Last Serviced	Next Service
104 [REDACTED]	0 Sq. Feet	Sep 10, 2025	Sep 23, 2025

Statement

Payment Method

Outstanding Balance

**\$ 0.00**

Past Due

**\$ 0.00**

Next Visit

**Sep 23, 2025**

Credit Balance

Paid

Portal Home Page



Invoices

- Dashboard
- Finance
- Pictures
- Work Requests
- Rate Us!

Filter Search... Total: 9 Selected: 0 Export 5/5 Columns

Invoice Number	Invoice Date	Invoice Total	Paid Amount	Status	Actions
<a href="#">1989</a>	Sep 10, 2025	\$65.00	\$65.00	Paid	
<a href="#">1950</a>	Aug 27, 2025	\$65.00	\$65.00	Paid	
<a href="#">1892</a>	Aug 13, 2025	\$65.00	\$65.00	Paid	
<a href="#">1858</a>	Jul 30, 2025	\$65.00	\$65.00	Paid	
<a href="#">1825</a>	Jul 16, 2025	\$65.00	\$65.00	Paid	
<a href="#">1781</a>	Jul 01, 2025	\$65.00	\$65.00	Paid	
<a href="#">1741</a>	Jun 20, 2025	\$65.00	\$65.00	Paid	
<a href="#">1710</a>	Jun 04, 2025	\$65.00	\$65.00	Paid	
<a href="#">1683</a>	May 22, 2025	\$65.00	\$65.00	Paid	

List of invoices



Invoices

- Dashboard
- Finance
- Pictures
- Work Requests
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<a href="#">1710</a>	Jun 04, 2025	\$65.00	\$65.00	Paid	
<a href="#">1683</a>	May 22, 2025	\$65.00	\$65.00	Paid	

List of invoices



Payments

- Dashboard
- Finance
- Pictures
- Work Requests
- Rate Us!

USD Credit Outstanding

Pay and Add Credit + \$0.00 \$0.00

Date	Amount	Tip	Method	Details	Notes
Sep 11, 2025	\$65.00	\$9.75	Credit Card	\$65.00 for Invoice # 1989 - Online payment for Invoice#1989	
Aug 28, 2025	\$65.00	\$9.75	Credit Card	\$65.00 for Invoice # 1950 - Online payment for Invoice#1950	
Aug 13, 2025	\$65.00	\$9.75	Credit Card	\$65.00 for Invoice # 1892 - Online payment for Invoice#1892	
Jul 31, 2025	\$65.00	\$9.75	Credit Card	\$65.00 for Invoice # 1858 - Online payment for Invoice#1858	
Jul 17, 2025	\$65.00	\$9.75	Credit Card	\$65.00 for Invoice # 1825 - Online payment for Invoice#1825	

Payment Center



+ New Request

Work Requests

- Dashboard
- Finance
- Pictures**
- Work Requests**
- Rate Us!

Date of request	Work requested	Appointment Time	Address	Actions
Sep 07, 2025	Landscaping	Any time	212 Granbury Lane Columbia SC 29229	

Work Request Page



Before and After Photos

Jul 11, 2025

- Dashboard
- Finance
- Pictures**
- Work Requests
- Rate Us!



Before & After Documentation

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**Monthly Site Service Report**

Location: \_\_\_\_\_

Areas and Task	Included?	Frequency	Week 1 /	Week 2 /	Week 3 /	Week 4 /	Week 5 /
<b>Vegetation</b>							
Fertilization							
Weed Control							
Mulching							
<b>Pruning</b>							
Spring Flowering							
Deadwood							
Sucker Growth							
<b>Watering</b>							
Mowable Areas							
Mowing							
String Trimming							
<i>Fertilization</i>							
Lawn							
Trees/Shrubs							
Weed Control							
Watering							
<b>Natural Areas</b>							
Tree Inspection							
Misc. Task							
Irrigation System Monitor & Inspection							
Insect & Disease Control							
Swale/Catch Basin							
Litter/Debris Removal							
Picnic Area							
Edging							
Dead Plant Material Removal							

Caption



## Lawn Maintenance Services References

### The Lawn Guys

***Included in Submission***

### Southern Shade Tree

R Joe Harris & Associates

Joe Harris

(803) 802-1799

FirstService Residential

Sharday Williams

(803) 630-2020

[Sharday.williams@fsresidential.com](mailto:Sharday.williams@fsresidential.com)

### Property Maintenance of the Carolinas

Jeanine Freeman

Property Manager

S.C. Regional Housing Authority #1

803-818-4189

[jeaninef@scrha.net](mailto:jeaninef@scrha.net)

Karen Mcneely

Rental Property owner

704-493-1900

[Handzoncpr@gmail.com](mailto:Handzoncpr@gmail.com)

# 7b

## **NEW BUSINESS**

Consideration of an Amendment to the Food & Beverage License Agreement

### **EXECUTIVE SUMMARY:**

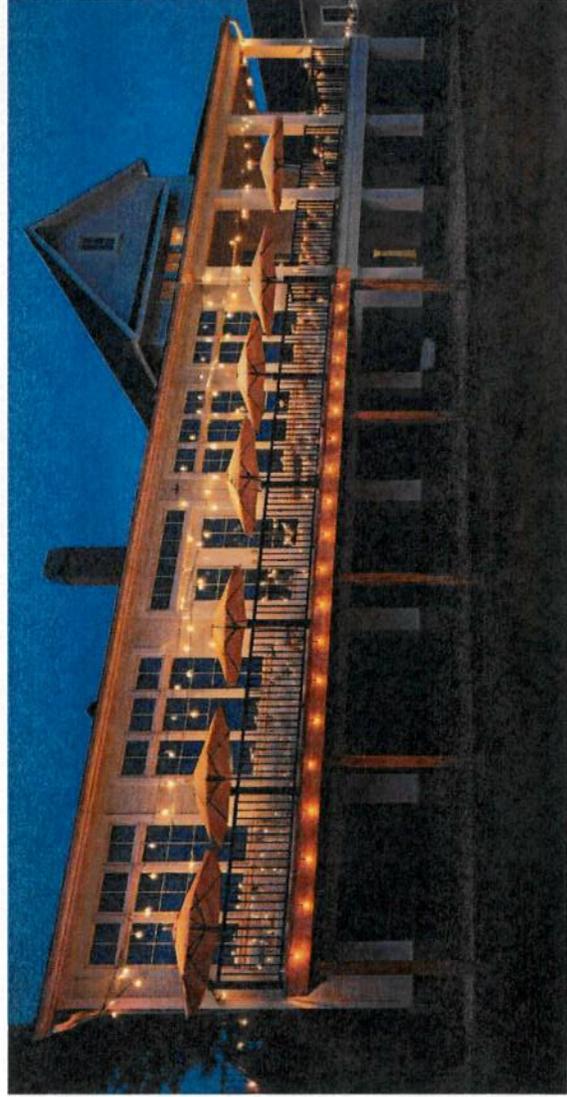
The President of The Garrison at Tega Cay, LLC, is seeking to do additional remodeling of the Premises over and above what is required within the License Agreement. Specifically, he wants to enlarge the bar area by installing roll-up doors that open to a new deck that will attach to the rear veranda 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.

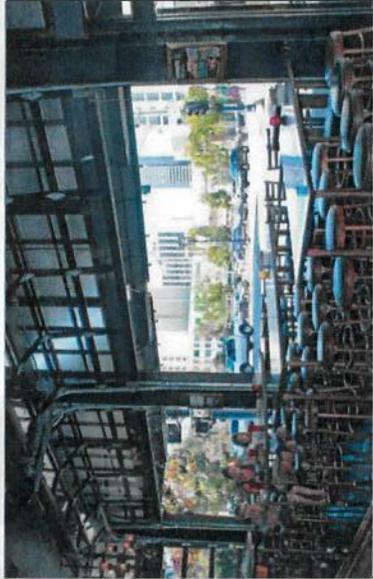
### **STAFF RESOURCE FOR DISCUSSION:**

Charlie Funderburk | City Manager  
Chaplin Spencer | Municipal Attorney



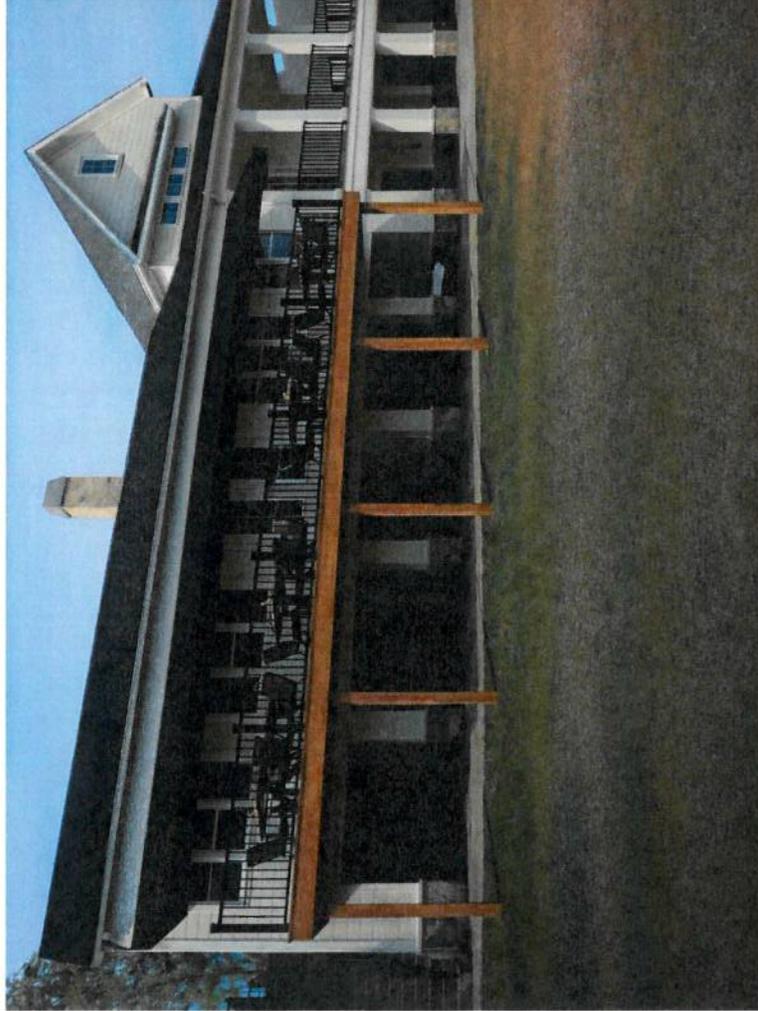
# BAR DECK

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





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

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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



City of  
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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:**

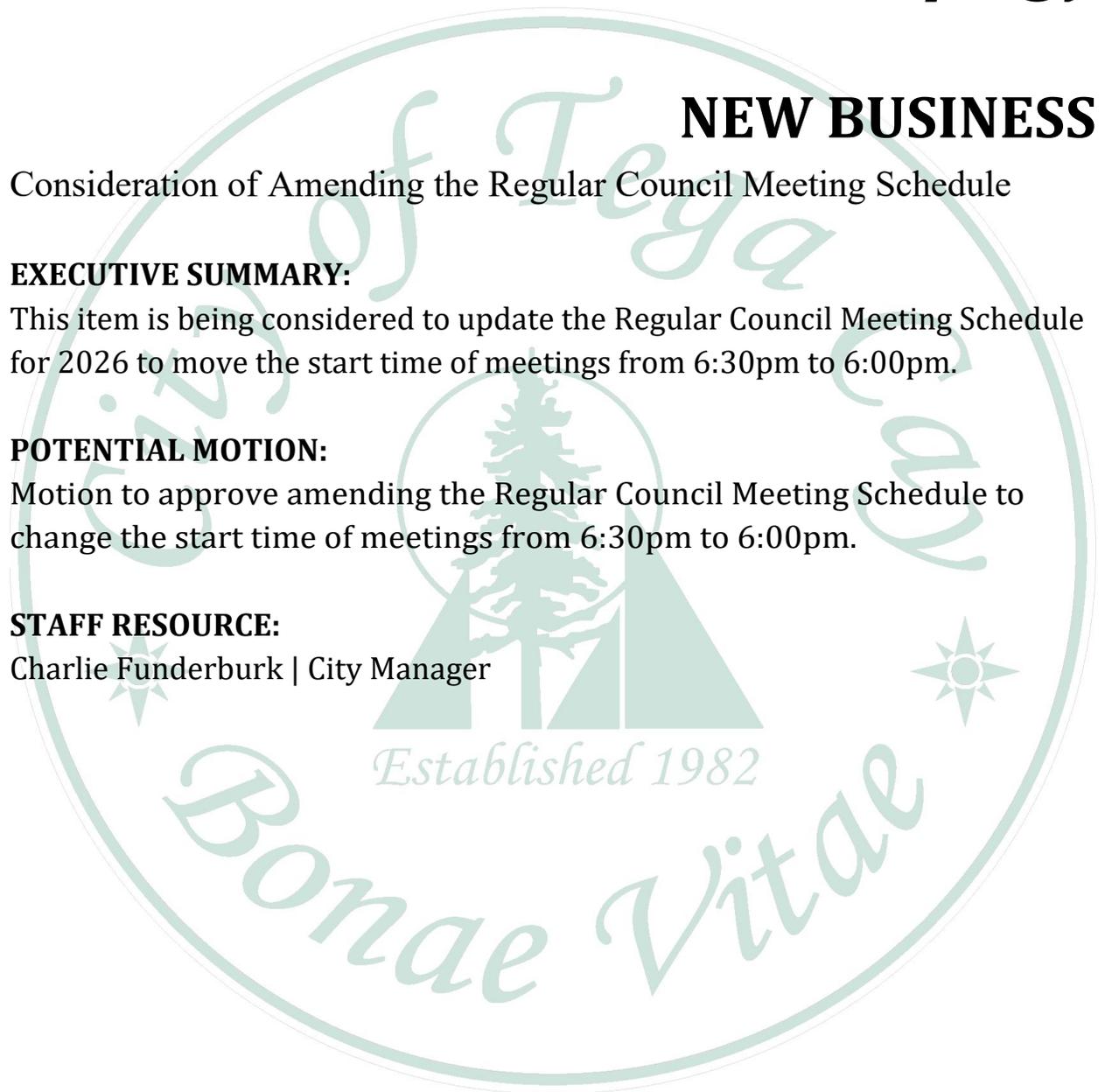
This item is being considered to update the Regular Council Meeting Schedule for 2026 to move the start time of meetings from 6:30pm to 6:00pm.

**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

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*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 3<sup>rd</sup> Monday of the month*

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

**COUNCIL COMMENTS**



**EXECUTIVE SESSION**

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



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**ADJOURNMENT**

