



TOWN COUNCIL MEETING

Irmo Municipal Building
7300 Woodrow Street, Irmo, SC 29063

February 17, 2026 @ 6:00 PM

Live streaming will be available from our YouTube channel at:
<https://www.youtube.com/c/TownofIrmo>

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
 - A. Pledge of Allegiance led by Cub Scout Pack 95
- III. Invocation
- IV. Approval of the Agenda
- V. Reading of the Minutes
 - A. January 27, 2026 Council minutes
 - B. February 3, 2026 Council Workshop minutes
- VI. Report of Standing
 - A. Administrative Briefing
 - B. New In-town Businesses:
 - Mindful Journey Counseling: 7825 Broad River Rd
 - Clear Path Consulting & Counseling: 7320 College St, Unit 202
 - Salons by JC: 8090 Irmo Drive
 - * Mimosa Nails
 - * Cynthia Allen Hair Studio

* Ari Beauty

VII. Consideration of Communications

- A. Recognition of the Employee of the Quarter
- B. Recognition of Foot Savi as the February 2026 Small Business of the Month.
- C. School Showcase:
Nursery Road Elementary Arts Magnet, presented by Principal Karey Fisher
- D. Special presentation by Michael Maloney, Director of Public Works, Richland County
- E. Community Connections:
 - Irmo Black History Exhibit
 - Mary's Mobile Market Schedule
 - Irmo Chili Cook-Off
 - Little Shop of Horrors
 - Irmo Cherry Blossom Festival
 - The Boardr Series
 - Springfest
 - Irmo Town Limits Concerts

VIII. Presentation by Citizens (Agenda Items Only)

IX. Unfinished Business

- A. Acceptance of U.S. Department of Justice grant (Staff). This is \$396,000 in Community Project Funding appropriated by the federal government to be used for the purchase and outfitting of six new police vehicles.

X. New Business

- A. **FIRST READING OF ORDINANCE 26-04**, an application to annex 16.6 acres of land into the Town of Irmo (Planning Commission). The parcels, TMS R05000-08-02 & R05100-04-10, are located at 7434 & 7440 Broad River Road. The applicant is requesting a zoning of CG, General Commercial.
- B. Discussion and approval of a bid to construct a basketball court at Rawl's Creek Park (Staff).
- C. Approval of 2026 Okra Strut Budget (Okra Strut Commission). This would approve a budget of \$144,000 for the 2026 Okra Strut.
- D. Appointment to the Events Committee (Staff). There is one (1) vacancy on the Events Committee. The term expires March 31, 2028.

E. Appointment to the Okra Strut Commission (Staff). There are three (3) vacancies. The terms will expire in December, 2027 (1 opening) and December, 2028 (2 openings).

XI. Presentation by Citizens

XII. Discussion

XIII. Executive Session

Town Council may act on items discussed in the executive session after returning from the executive session.

XIV. Adjournment

ADA Notice: The Town of Irmo complies with the Americans with Disabilities Act. For meeting accommodations, call (803) 781-7050 during normal business hours and ask for the Deputy Town Administrator or Municipal Clerk.

To speak during Presentation by Citizens, members of the public must either contact the Municipal Clerk before 3:00 pm the day of the meeting at (803) 781-7050 or lhancock@townofirmosc.com, or fill out the sign-in sheet in the foyer of the Municipal Building just prior to the meeting.



**TOWN OF IRMO
REGULAR COUNCIL MEETING
January 27, 2026**

The Irmo Town Council held a regular meeting on Tuesday, January 27, 2026, in the Municipal Building. In attendance were Mayor Bill Danielson, Mayor Pro-Tem Dr. Barbara Waldman, Councilmember Phyllis Coleman, Councilmember Gabriel Penfield and Councilmember Michael Ward. Others present were Mr. Jim Crosland, Town Administrator; Mr. Doug Polen, Deputy Town Administrator; Police Chief Bobby Dale; Mrs. Danielle McNaughton, Director of Communications and Events; Mr. Whitt Cline, Public Services Director; Ms. Lisa Hancock, Finance Director & Municipal Clerk; Mr. Will Edwards, Town Attorney.

The agenda was published and posted on Friday, January 23, 2026, to meet FOIA requirements.

PUBLIC HEARING

A. To receive comments on ORDINANCE 26-03, which would annex 2.34 acres of land into the Town of Irmo. The parcel, TMS R04003-02-15, is located at 10005 Broad River Road, and the applicant is requesting a zoning of GC, General Commercial.

Mayor Danielson called the public hearing to order at 6:00pm and asked if anyone was present to speak on Ordinance 26-03.

No one spoke; therefore, Mayor Danielson closed the public hearing at 6:01pm

REGULAR MEETING

CALL TO ORDER

Mayor Danielson called the regular meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE

Mayor Danielson asked decorated military member, Carla Milanese, to lead the Pledge of Allegiance.

A. Presentation of the United States Air Force Flag to Carla Milanese - the Mayor presented Carla Minanese with the United States Air Force Flag.

INVOCATION

Mayor Danielson asked Pastor Frederick Wilson from Young's Chapel to give the Invocation.

APPROVAL OF THE AGENDA

Mr. Ward made a motion to approve the agenda, and Dr. Waldman seconded it. The vote for approval was unanimous.

APPROVAL OF THE MINUTES:

Dr. Waldman made a motion to approve December 16, 2025, Council regular meeting minutes and Mr. Ward seconded it. The vote for approval was unanimous.

Dr. Waldman made a motion to approve December 19, 2025, Council special meeting minutes and Mr. Ward seconded it. The vote for approval was unanimous.

Dr. Waldman made a motion to approve the January 6, 2025 Council workshop meeting minutes and Mr. Ward seconded it. The vote for approval was unanimous.

REPORT OF STANDING:

A. Administrative Briefing – Mr. Jim Crosland, Town Administrator had the following updates:

1. We are preparing for possible snow this weekend.
2. We have filled our events position. He introduced Crystal Barley – a South Carolina native that has spent the last 20 years in Irmo. And stated she's going to be a good addition to Miss Danielle with our events.
3. We just made a conditional offer to fill our custodial position. Her plan is to start on February 2nd.
4. We have received several complaints about the timing of the lights at Royal Tower / Woodrow North at Friarsgate Boulevard. We are in contact with DOT and they're working on that.
5. Staff have reviewed the RFPs for the basketball court at Rawls Creek. We'll present that to council at the next meeting. And we plan on sending out mailers to the surrounding residents, informing them of the new court next week.

B. New In-town Businesses presented by Council member Coleman:

- Vital Glow Men’s and Women’s Health – 1494 A Lake Murray Blvd.
- Encompass Health Rehabilitation Hospital of Irmo – 108 Evergreen Dr.
- McLeod Armor Insurance Agency – 7229 St. Andrews Road
- Soca Caribbean Kitchen (catering) – 7713 St. Andrews Road
- Pro Services SC LLC (Lawn Care & Pressure Washing) – 7618 N. Woodrow St.

CONSIDERATION OF COMMUNICATIONS:

A. Recognition of Vivid Aesthetics as January 2026 Small Business of the Month. The Mayor presented Vivid Aesthetics with the small business of the month award.

B. School Showcase: Dutch Fork High School, presented by Principal Reed Gunter.

C. Community Connections presented by Dr. Waldman

- Riverbanks Zoo Free Fridays during January and February
- Community Campfire at Saluda Shoals Park on Friday January 30th from 6-9 pm
- IB Loves SC funding for art kits to be donated to Prisma Health Children’s Hospital
- Valentine’s Art Class at Artistic Aspirations on Saturday, February 7th from 1-2:30pm
- Forks, Knives and Spoonbills Art Contest

- Night of One Acts at Irmo High School Center of the Arts on February 20th at 6:30pm
- Lifeguard Training at Harbison Community Center during various dates and times
- Chicken Sale – pre-order by March 5th – pickup at Moore Park on March 7th
- Irmo Cherry Blossom Festival at Irmo Park on March 21st from 10am to 5pm
- The Boardr Skatepark Event at Rawls Creek Park on March 27 & 28th
- International Festival at Moore Park on April 26th

PRESENTATIONS BY CITIZENS (Agenda Items Only): None

UNFINISHED BUSINESS:

A. SECOND AND FINAL READING OF ORDINANCE 26-01, Purchasing and Procurement Procedures (Staff). This ordinance will update the Procurement Ordinance from its current, 2001 form.

Dr. Waldman made a motion to approve, and Ms. Coleman seconded it.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

B. SECOND AND FINAL READING OF ORDINANCE 26-03, an application to annex 2.34 acres of land into the Town of Irmo (Planning Commission). The parcel, TMS R-04003-02-15, is located at 10005 Broad River Road. The applicant is requesting a zoning of CG, General Commercial.

Dr. Waldman made a motion to approve, and Ms. Coleman seconded it.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

NEW BUSINESS:

A. APPROVAL OF RESOLUTION 26-01 to establish Juneteenth as an official holiday of the Town of Irmo (Coleman)

Ms. Coleman made a motion to approve, and Mr. Ward seconded it.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

B. APPROVAL OF RESOLUTION 26-02 to establish the Heart of Irmo Award (Ward)

Mr. Ward made a motion to approve, and Dr. Waldman seconded it.

Mr. Ward stated the Heart of Irmo award was thought of and created as a way of twice a year recognizing those people that are extra special in our community. People that just literally out of the goodness of their heart do above and beyond for our community.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

C. APPROVAL OF RESOLUTION 26-03 to establish a Purchasing Policy for the Town of Irmo (Staff)

Mr. Ward made a motion to approve, and Dr. Waldman seconded it.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

D. Acceptance of U.S. Department of Justice grant (Staff). This is \$396,000 in Community Project Funding appropriated by the federal government to be used for the purchase and outfitting of six new police vehicles.

Mr. Crosland requested this item to be postponed until the next Council meeting on February 17th since documentation for the award has not been received.

Mr. Ward made a motion to postpone until February 17th meeting, and Dr. Waldman seconded it.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

PRESENTATION BY CITIZENS: None

DISCUSSION: None

EXECUTIVE SESSION: None

Town Council may act on items discussed in the executive session after returning from the executive session.

- A. Personnel Matter §30-4-70(a)(1) - Discussion on contractual matters related to the appointment of an Associate Municipal Court Judge

The Mayor stated an executive session was not needed and Council agreed.

A. Approval of appointment and contract with Ed Lewis, Associate Municipal Court Judge (Staff)

Mr. Ward made a motion to approve, and Dr. Waldman seconded it.

Mayor Danielson called upon Ms. Hancock for a rollcall vote on the overall ordinance: Mr. Ward voted "Yes", Mr. Penfield voted "Yes", Ms. Coleman voted "Yes", Dr. Waldman voted "Yes", and Mayor Danielson voted "Yes". The Council approved unanimously.

B. Swearing in of Ed Lewis, Associate Municipal Court Judge.

Honorable Judge Becky Adams swore in Mr. Ed Lewis as the Town's Associate Municipal Court Judge.

ADJOURNMENT: There being no further business, Dr. Waldman made a motion to adjourn, and Ms. Coleman seconded it. The motion was approved unanimously; therefore, the meeting was adjourned at 6:32 p.m.

William O. Danielson, Mayor

ATTEST:

Lisa Hancock, Municipal Clerk



**TOWN OF IRMO
COUNCIL WORKSHOP
February 3, 2026**

The Irmo Town Council held a Workshop on Tuesday, February 3, 2026, in the Municipal Building. In attendance were Mayor Bill Danielson, Mayor Pro-Tem Dr. Barb Waldman, Councilwoman Phyllis Coleman, Councilman Gabriel Penfield, and Councilman Mike Ward. Others present were Mr. Jim Crosland, Town Administrator; Mr. Doug Polen, Deputy Town Administrator; Robert Dale, Police Chief; Whitt Cline, Public Service Director, Lisa Hancock, Finance Director/Municipal Clerk; and Will Edwards, Town Attorney.

The agenda was published and posted on January 30, 2026, to meet FOIA requirements.

Mayor Danielson called the workshop to order at 6:00 p.m.

DISCUSSION ITEMS:

A. Discussion concerning the creation of a Citizen's Academy (Coleman)

Ms. Coleman stated a citizen's academy would generate transparency on how the Town runs such as garbage pickup and the Town's budget with online sessions on different Town topics.

The Mayor mentioned the class that Cayce holds where businesses send their employees and they receive a certificate.

Doug asked whether it was a one-time thing with a recording of the course for future use; or an annual course given each time.

Mr. Ward suggested a quiz where the citizen gets a certificate.

Ms. Coleman would like a recording accessible at any time for citizens that can't make meetings.

The Mayor likes the idea of informing the public.

Jim stated it could be a live streaming course. And staff would come up with an agenda.

B. Discussion concerning senior living in the Town of Irmo (Coleman)

Ms. Coleman stated there are Irmo citizens who are struggling with rent payments. And asked if the Town of Irmo could implement a grant program with a non-profit agency where a grant is available for seniors 65 and older that could apply for the grant? Or are there developers that would be willing to build senior housing?

The Mayor asked how much is the Hud subsidized Cinnaberry Pointe rent. Ms. Coleman responded it is currently \$960 per month. But she heard that someone else is paying \$1,240. And people are being pushed out because of the rate increases.

If other market rates go up, then HUD is allowed to raise the cost per Doug.

Doug stated the Town could attract new developments of attainable housing by offering density incentives.

The Mayor stated the Town can monitor what types of developments come in. And the Mayor's initiative could assist by paying for their groceries and that would give them money to pay their rent. But it could not be long-term, only 5 or 6 months of assistance.

Ms. Coleman asked if there were any grants available. The Mayor responded that the Town has just partnered with Lexipol to find grants and they can look into it.

Mr. Edwards stated by incentivizing density and finding grants are the two biggest things we can do.

C. Discussion concerning changes to the Town Council Agenda (Staff). Proposal to change the Business of the Month slot to quarterly awards for Business, Employee, Yard/Christmas Decoration.

Mr. Polen stated to make the Business of the Month more meaningful would be to change the business of the month to quarterly.

The Mayor stated we would implement next month.

OPEN DISCUSSION:

1. Mr. Ward asked whether Council would want to consolidate to one citizen presentation / participation at the beginning of the regular meeting.

Penfield agreed but feels it would limit people that wanted to discuss something that was said during the meeting.

Ms. Coleman said we could move Agenda only items at the end. And let the public speak about anything at the beginning of the meeting.

The Mayor stated it sounds like we are complicating things by changing things.

Mr. Edwards stated Roberts Rules states the agenda is adopted to run the business as the Town and keep the meeting going. Town Council has the authority to change the agenda as changes are fine from a legal standpoint. We have an obligation to allow the public to make comments but keep in mind these are business meetings and the purpose is to advance the business of the Town.

Jim stated we are not following what the ordinance is now. Agenda is the business of the Town not a conversation between the citizens and Council. Jim will revise the Ordinance and bring the changes to Council at the next workshop meeting.

Mayor stated we will bring back at the next workshop.

2. Mr. Ward wanted to touch base on the following items that were discussed at the MASC meeting:

- FOIA where council is concerned. Their recommendation is to text "received" if texts involve town business. Otherwise, it could be considered a quorum.
- Reminder for Council members to file their SEI.
- Executive sessions can't be recorded or notes taken.

Mr. Polen said the Town's ordinance states there are no recording devices allowed or notes to be taken during executive sessions.

ADJOURNMENT: There being no further items to discuss, Mayor made a motion to adjourn, seconded by Mr. Ward The motion was approved unanimously, and the workshop was adjourned at 6:56 p.m.

William O. Danielson, Mayor

ATTEST:

Lisa Hancock, Municipal Clerk



Staff Report

Amendment to the Official Zoning Map

DATES: Planning Commission & Public Hearing: February 9, 2026
Town Council First Reading: February 17, 2026
Town Council Second Reading & Public Hearing: March 17, 2026

TO: Irmo Planning Commission
Irmo Town Council

FROM: Douglas Polen, Deputy Town Administrator

SUBJECT: Annexation Request

SUBJECT PROPERTY: 16.6 acres located at 7434 & 7440 Broad River Road, TMS R05000-08-02 & R05100-04-10

ACTION REQUESTED: Consider an ordinance to annex real property into the corporate limits of the Town of Irmo, to zone said property CG, and to amend the official zoning map of the Town to so reflect.

Background

The applicant is the proprietor of Diesel Laptops, an office/manufacturing operation. The two lots are located next to the Silver Fox Grill and Three Rivers Baptist Church, both in the Town of Irmo. The applicant is seeking to utilize the Town's new economic development grant, which will refund business license fees for three years, followed by two years of a 50% refund.

Current Zoning

At present, the lots are zoned GC, General Commercial (General Commercial). This zone is equivalent to the Town's CG zone.

Proposed Zoning

The proposed zoning district, CG, General Commercial, is defined as follows: The CG district is intended to provide for the development and maintenance of commercial and business uses

strategically located to serve the community and the larger region of which it is a part. Toward this end, a wide range of business and commercial uses are permitted herein.

Summary of Adjacent Zoning & Uses

	Zone	Present Use
North	GC, General Commercial (Richland Co.)	Vacant
East	CAC, Community Activity Center (City of Columbia)	Tiny Teeth
South	GC, General Commercial (Richland Co.)	State Credit Union
West	CG, General Commercial	Three Rivers Baptist Church

Irmo Comprehensive Plan

The new 2024 Comprehensive Plan has a future land use of Office/Employment for this lot. Office/Employment is described as follows:

- Mostly located along the I-26 corridor or in areas with a mix of business parks and light industrial uses.
- These areas are appropriate for offices, light manufacturing, warehousing, research and development, and flex space.
- These areas may also include a limited amount of supporting commercial uses, such as restaurants and convenience retailers to serve employees.
- Large-scale residential developments are discouraged in locations that are prime for businesses and non-residential uses.

Staff Findings

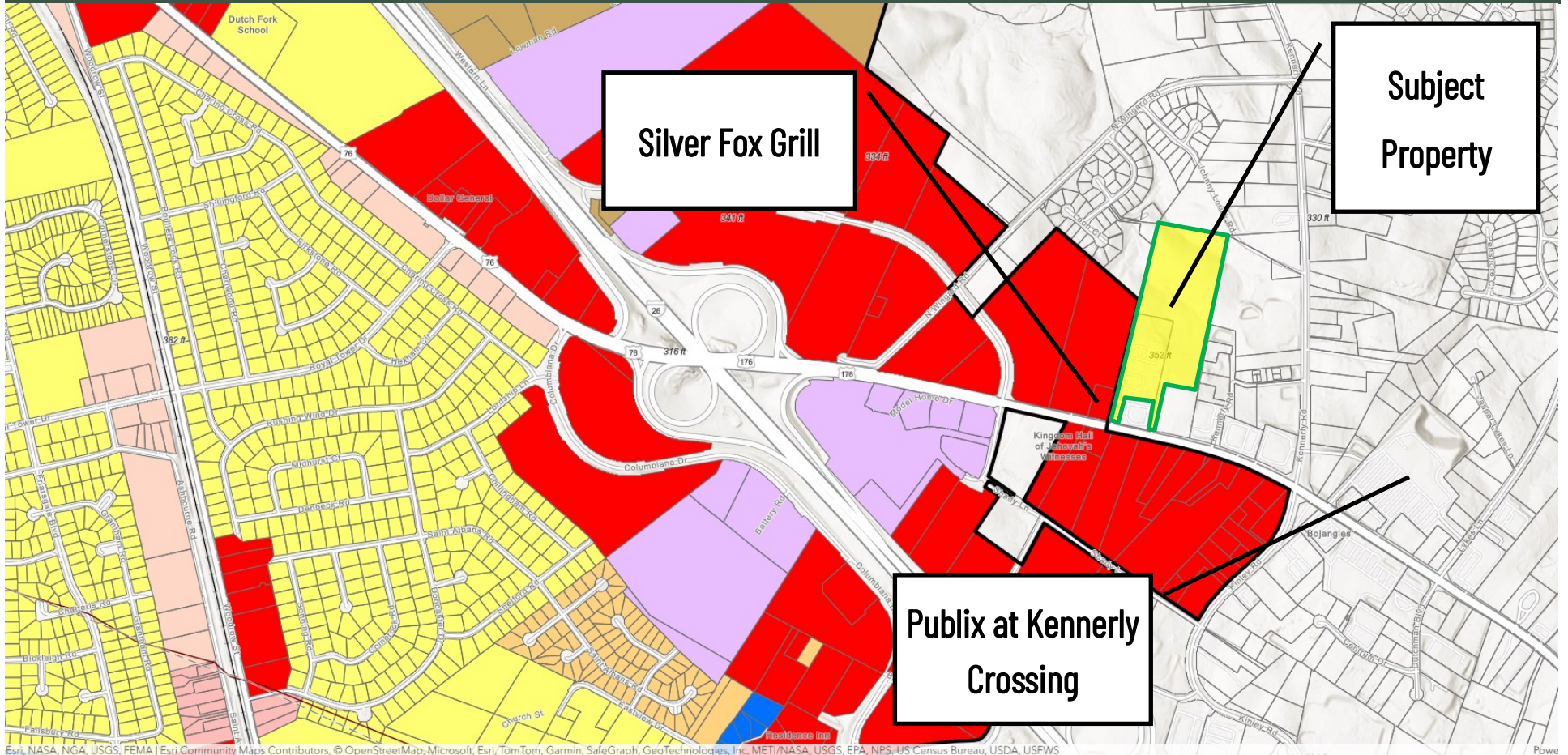
The current Richland County zoning and proposed Town zoning are identical, the current use matches our future land use for the area, and our economic development program was designed to attract businesses into Town.

Staff recommends **APPROVAL** of the annexation and rezoning.

Diesel Laptops Annexation, 7434 & 7440 Broad River Road, TMS R05000-08-02 & R05100-04-10, Ordinance 26 - 04

Planning Commission | February 9, 2026

Town Council | February 17, 2026 & March 17, 2026

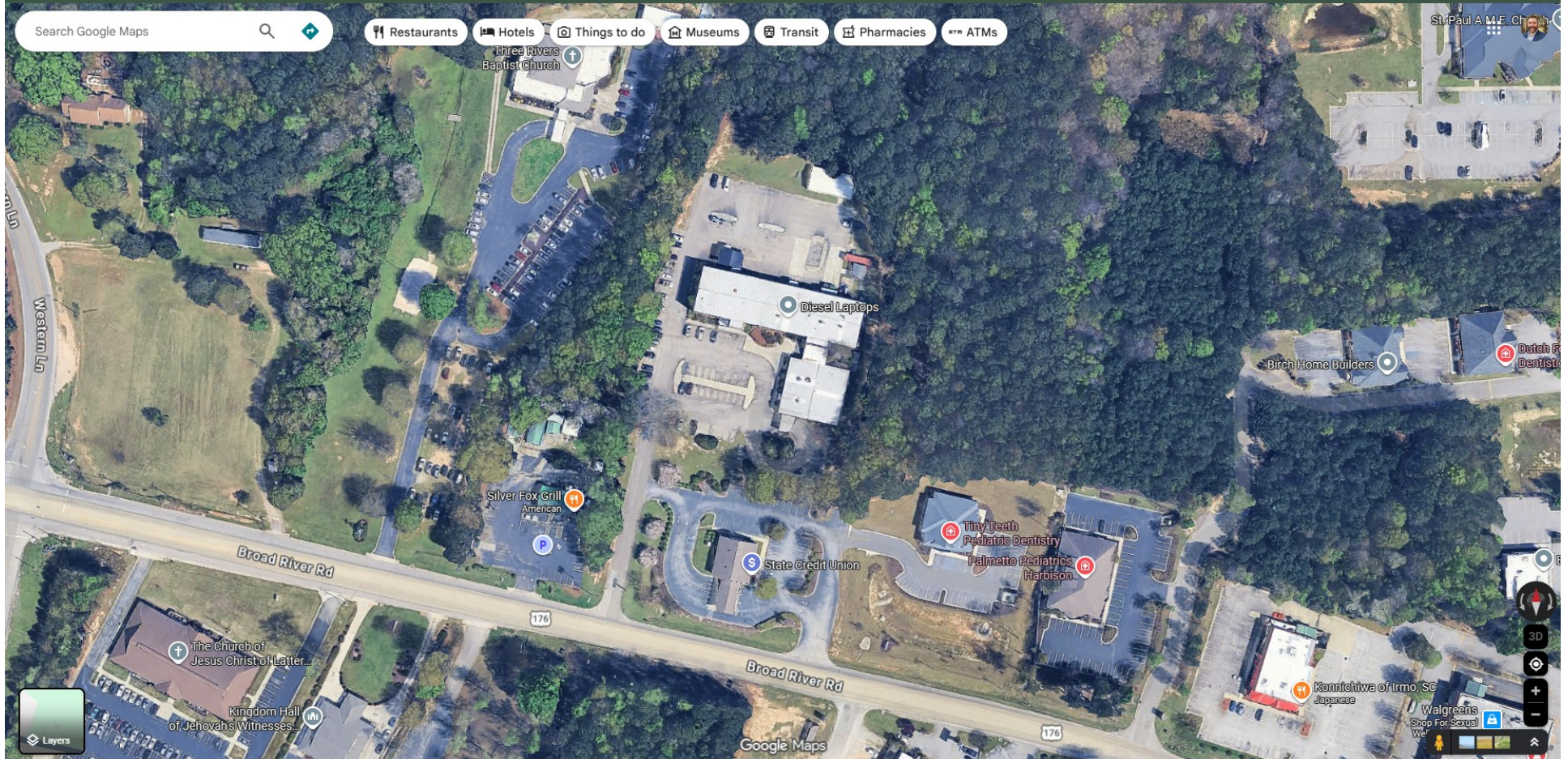


Esri, NASA, NGA, USGS, FEMA | Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

Diesel Laptops Annexation, 7434 & 7440 Broad River Road, TMS R05000-08-02 & R05100-04-10, Ordinance 26 - 04

Planning Commission | February 9, 2026

Town Council | February 17, 2026 & March 17, 2026



Diesel Laptops Annexation, 7434 & 7440 Broad River Road, TMS R05000-08-02 & R05100-04-10, Ordinance 26 - 04

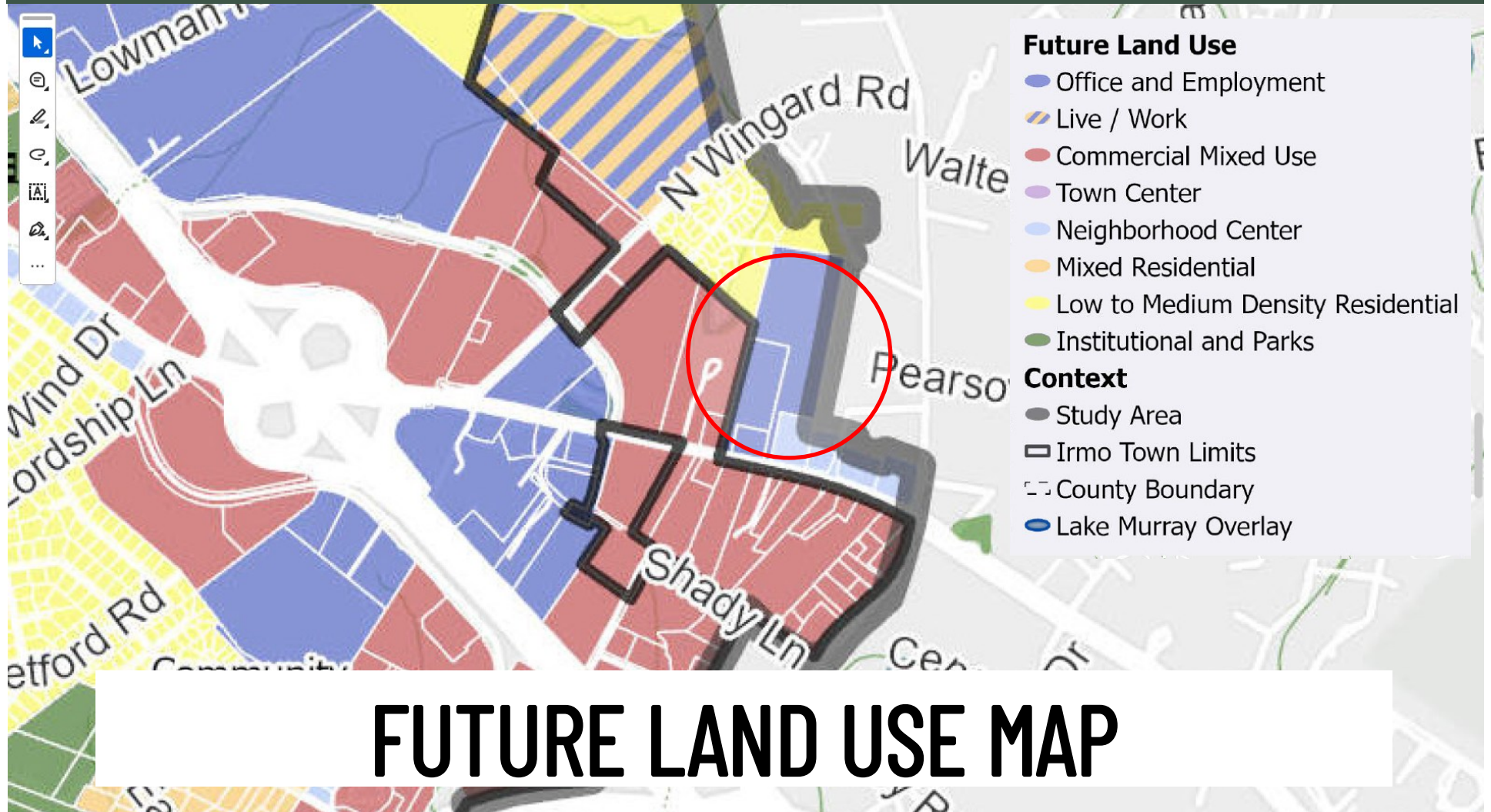
Planning Commission | February 9, 2026
Town Council | February 17, 2026 & March 17, 2026



Diesel Laptops Annexation, 7434 & 7440 Broad River Road, TMS R05000-08-02 & R05100-04-10,
Ordinance 26 - 04

Planning Commission | February 9, 2026

Town Council | February 17, 2026 & March 17, 2026



Town of Irmo Ordinance No. 26-04

AN ORDINANCE TO ANNEX 16.6 ACRES OF REAL PROPERTY LOCATED AT 7434 & 7440 BROAD RIVER ROAD, TMS R05000-08-02 & R05100-04-10 INTO THE CORPORATE LIMITS OF THE TOWN OF IRMO; TO RE-CLASSIFY SAID PROPERTY FROM GC, GENERAL COMMERCIAL (RICHLAND COUNTY) TO CG, GENERAL COMMERCIAL (IRMO); AND TO AMEND THE OFFICIAL ZONING MAP OF THE TOWN OF IRMO TO SO REFLECT

WHEREAS, a request has been presented to the Irmo Town Council by the current record titleholder of properties located at 7434 and 7440 Broad River Road, TMS R05000-08-02 and R05100-4-10, to annex 16.6 acres of real property into Town and to classify the property as CG, General Commercial; and

WHEREAS, the Town and its Planning Commission, per SC Code § 6-29-760 *Procedure for enactment or amendment of zoning regulation or map; notice and rights of landowners; time limit on challenges* met the State's zoning procedural standards. Simply, notice was advertised in The New Irmo News at least fifteen days prior to the public hearing, notice was conspicuously posted on or adjacent to the property, and a public hearing was held; and

WHEREAS, the Irmo Planning Commission, during a meeting held on February 9, 2026, recommended to the Irmo Town Council to annex said property and to classify said property to the appropriate zoning classification of CG, General Commercial; and

WHEREAS, the area to be annexed includes any rights-of-way, roads, or railroad tracks adjacent to the described property.

NOW, THEREFORE, BE IT ORDAINED and ordered by the Mayor and Town Council of the Town of Irmo, South Carolina, in Council duly assembled, that the subject parcel be annexed into the Town of Irmo; and

BE IT FURTHER ORDAINED that the property shall be zoned CG, General Commercial; and

BE IT FURTHER ORDAINED that the official zoning map of the Town of Irmo be, and the same hereby is, amended to so reflect.

PASSED AND ADOPTED this 17th day of March, 2026

William O. Danielson, *Mayor*

ATTEST:

Lisa Hancock, *Municipal Clerk*

1st Reading: February 17, 2026

2nd Reading and Public Hearing: March 17, 2026



100% ANNEXATION PETITION

Applicant Information

Name: DIESEL LAPTOPS LLC Address: 7440 BROAD RIVER ROAD, IRMO, SC
 Phone: REDACTED E-Mail: REDACTED

Property Owner Information (If Different)

Name: ROBERTSON FAMILY HOLDINGS LLC Address: 473 WOOD WILLOW PT, CHAPIN, SC
 Phone: 1 REDACTED E-Mail: REDACTED

TO THE MAYOR AND COUNCIL OF THE TOWN OF IRMO:

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

The territory to be annexed is described as follows. Description may be attached:

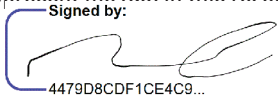
Insert description of territory. The description may be taken from deeds or may be drawn to cover multiple parcels using known landmarks. It should be definitive enough to accurately fix the location.

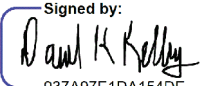
The property is designated as follows on the County tax maps: Tax Map Number: R05000-08-02 : Zoned as GC

*** A plat or map of the area should be attached. A tax map may be adequate ***

It is requested that the property be zoned as follows: Mixed Use/Mixed Use Commercial. Possible expansion

I (we) certify that I (we) are the free holder(s) of the property(s) involved in this application and further that I (we) designate the person signing as applicant to represent me (us) in this rezoning.

Owner's Signature:  Date: 1/29/2026
Signed by: 4479D8CDF1CE4C9...

Applicant's Signature:  Date: 1/29/2026
Signed by: David H. Kelly 937A97E1DA154DE...

For Official Use Only

Received: _____ Property Posted: _____
 Receipt #: _____ Hearing: _____
 Advertised: _____ Approved: _____



100% ANNEXATION PETITION

Applicant Information

Name: David Kelley, c/o ROBERTSON FAMILY HOLDINGS LLC Address: 7440 Broad River Rd, Irmo, SC
 Phone: 803-830-4917 E-Mail: REDACTED

Property Owner Information (If Different)

Name: ROBERTSON FAMILY HOLDINGS LLC Address: 473 WOOD WILLOW PT, CHAPIN, SC
 Phone: REDACTED E-Mail: REDACTED

TO THE MAYOR AND COUNCIL OF THE TOWN OF IRMO:

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

The territory to be annexed is described as follows. Description may be attached:


Insert description of territory. The description may be taken from deeds or may be drawn to cover multiple parcels using known landmarks. It should be definitive enough to accurately fix the location.

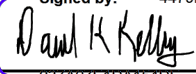
The property is designated as follows on the County tax maps: TMS# R05100-04-10 is zoned GC is 12 acres of undeveloped area.

*** A plat or map of the area should be attached. A tax map may be adequate ***

It is requested that the property be zoned as follows: general commercial

I (we) certify that I (we) are the free holder(s) of the property(s) involved in this application and further that I (we) designate the person signing as applicant to represent me (us) in this rezoning.

Owner's Signature:  Date: 2/6/2026
Signed by: 4479D86DF46E409...

Applicant's Signature:  Date: 2/6/2026
Signed by: 937A97E1DA154DE...

For Official Use Only

Received: _____ Property Posted: _____
 Receipt #: _____ Hearing: _____
 Advertised: _____ Approved: _____



Staff Report

Discussion and approval of a bid to construct a basketball court at Rawl's Creek Park (Staff).

DATES: February 17, 2026
TO: Town Council
FROM: Jim Crosland, Town Administrator
SUBJECT: Bid Acceptance
ACTION REQUESTED: Approval of a bid to construct a basketball court at Rawl's Creek Park

Background

Town Staff issued an RFP to construct a basketball court at Rawl's Creek Park on December 11, 2025, due on January 16, 2026. Five qualified firms bid on the project as of the due date.

Analysis

As shown on the attached bid tab JD Gaskins had a bid approximately \$5,000 less than Virtus. However, the selection committee (Administrator Crosland, Deputy Administrator Polen, and Director Cline) also looked at Responsiveness to the RFQ Requirements, Experience and Qualifications, and Local Presence and Risk Mitigation to aid in choosing the best contractor for this RFQ. In this analysis, Virtus was chosen by the selection committee with a score of 90.9 out of 100 possible points.

Staff Findings

Staff recommends that Council approve the bid from Virtus to construct the Rawl's Creek Park basketball court.

Attachments

1. Intent to Award Memorandum
2. Bid Scoring Sheet Signed
3. Bid Tab
4. RFQ- Rawls Creek Park



7300 WOODROW STREET
IRMO, SC 29063
803.781.7050

TOWNOFIRMOSC.COM

Intent to Award Memorandum

To: Mayor and Town Council

From: Basketball Court RFP Evaluation Committee

Date: February 17, 2026

Re: Intent to Award – Rawls Creek Park Basketball Court Project

Background

On December 11, 2025, the Town of Irmo issued a Request for Quotes (RFQ) for the construction of a new outdoor basketball court at Rawls Creek Park. The RFQ requested proposals from qualified contractors to provide all labor, materials, equipment, and services necessary to complete site preparation, base construction, court surfacing, installation of basketball goals and benches, and court striping in accordance with Town specifications.

The RFQ closed on January 16, 2026. Five (5) proposals were received by the deadline from the following firms: - Virtus - JD Gaskins Construction, Inc. - Duffie Driveway Solutions - Match Point Tennis - Talbot Tennis

Evaluation Process

Proposals were evaluated by the Evaluation Committee (Town Administrator, Deputy Town Administrator, Public Services Director) in accordance with the criteria set forth in the RFQ. The RFQ stated that quotes would be evaluated based on responsiveness to the requirements of the RFQ, experience and qualifications of the contractor, and cost proposal, and that award would be made in the best interest of the Town.

To ensure a fair, transparent, and defensible evaluation, the Committee utilized a weighted scoring matrix totaling 100 points, with the following criteria: - Cost Proposal (40 points) - Responsiveness to RFQ Requirements (25 points) - Experience and Qualifications (25 points) - Local Presence and Risk Mitigation (10 points). Cost proposals were scored using a proportional method, with the lowest bid receiving the maximum available points and other bids scored relative to the lowest bid. Non-price criteria were evaluated based on the completeness of each proposal, demonstrated experience with comparable projects, and the contractor's ability to successfully deliver the project with minimal risk to the Town.

Evaluation Results

Based on the evaluation, the proposals received the following total scores:

Contractor	Total Score (100)
Virtus	90.9
JD Gaskins Construction, Inc.	77.0
Talbot Tennis	71.0
Duffie Driveway Solutions	65.4
Match Point Tennis	58.8

While JD Gaskins Construction, Inc. submitted the lowest cost proposal, Virtus achieved the highest overall score when all evaluation criteria were considered. Virtus’s proposal demonstrated a high level of responsiveness to the RFQ requirements, strong qualifications and experience with similar municipal recreational facilities, and reduced execution risk due to local presence and familiarity with Town standards and permitting processes.

Recommendation

Based on the results of the evaluation and the scoring matrix, the Evaluation Committee recommends awarding the Rawls Creek Park Basketball Court project to **Virtus** as the proposer offering the best overall value to the Town of Irmo.

Although Virtus’s proposal was not the lowest bid, the Committee determined that the modest cost difference was outweighed by the firm’s demonstrated experience, comprehensive and responsive proposal, and reduced risk associated with local presence and prior satisfactory performance on similar projects. The Committee finds that awarding the contract to Virtus is in the best interest of the Town and its residents.

Next Steps

Following Council concurrence, staff will proceed with issuing a formal Notice of Award and executing a contract with Virtus, subject to verification of insurance, licensing, and all other contractual requirements.

Town of Irmo – Bid Evaluation Scoring Sheet

Project: Rawls Creek Park Basketball Court

RFQ Issue Date: December 11, 2025

Evaluation Committee: Town Administrator, Deputy Town Administrator, Director of Public Services

Scoring Instructions

Each proposal shall be evaluated using the criteria and weights below. Scores should be based on the written proposal, responsiveness to RFQ requirements, demonstrated qualifications, and overall value to the Town. The award recommendation will be based on the highest total score (maximum 100 points).

Lowest bid receives full points for Cost. Other bids are scored proportionally using the following formula:

$$(\text{Lowest Bid} \div \text{Vendor Bid}) \times 40 = \text{Cost Score}$$

Evaluation Criteria & Weights

Criteria	Max Points	Description
Cost Proposal	40	Total project cost and overall price competitiveness
Responsiveness to RFQ	25	Completeness, clarity, and compliance with RFQ scope and requirements
Experience & Qualifications	25	Relevant project experience, licensing, demonstrated expertise
Local Presence & Risk Mitigation	10	Proximity, prior municipal experience, reduced execution risk
Total Possible	100	

Bidder Scoring Table

Bidder	Bid Amount	Cost (40)	Responsiveness (25)	Experience (25)	Local / Risk (10)	Total (100)
Virtus	69,950	36.9	23	22	9	90.9
JD Gaskins	64,500	40.0	16	17	4	77
Duffie	90,850	28.4	15	16	6	65.4
Match Point	218,000	11.8	20	24	3	58.8
Talbot	117,398	22	22	24	3	71.0

Evaluation Committee Certification

We certify that the scores above reflect our independent evaluation of each proposal in accordance with the RFQ criteria and the best interests of the Town of Irmo.

Name	Title	Signature	Date
Jim Crosland	Town Administrator		February 10, 2026
Doug Polen	Deputy Town Administrator		February 10, 2026
Whitt Cline	Public Services Director		February 10, 2026



7300 WOODROW STREET
IRMO, SC 29063
803.781.7050

TOWNOFIRMOSC.COM

Town of Irmo – Rawls Creek Park Basketball Court

Bid Tabulation

Bid Opening Date: January 16, 2026

Bidder	Bid Amount
JD Gaskins Construction, Inc.	\$64,500
Virtus	\$69,950
Duffie Driveway Solutions	\$90,850
Talbot Tennis	\$117,398
Match Point Tennis	\$218,000

Note: This bid tabulation reflects pricing only. Evaluation and award are based on the criteria outlined in the RFQ and best overall value to the Town.

Sincerely,

Douglas R. Polen, ICMA-CM
Deputy Town Administrator



Town of Irmo, South Carolina

Request for Quotes for

Rawl's Creek Park

RFQ Issue Date: December 11, 2025

RFQ Contact: Jim Crosland
(for any questions or requests for clarification) Town Administrator
jcroslan@townofirmosc.com

Send Quotes to (Mail): Town of Irmo
Basketball Court RFQ
Attn: Jim Crosland
7300 Woodrow Street
Irmo, SC 29063

Send Quotes to (Electronic): jcroslan@townofirmosc.com

RFQ Closing Date and Time: January 16, 2026, by 2:00pm

Number of Quote Copies Requested: 1

RFQ Evaluation Committee:

Jim Crosland
Town Administrator

Doug Polen Deputy Town Administrator

Whitt Cline
Director of Public Services

Town of Irmo, South Carolina

Request for Quotes for

Rawl's Creek Park

I. Introduction

The Town of Irmo is requesting quotes from qualified contractors to assist the Town with the construction of a new basketball court. This project will include the site preparation and the erection of a new basketball court.

II. Submission Instructions

The Town of Irmo invites qualified contractors to submit quotes for the scope of work as described below. One (1) paper copy can be delivered in person during Town working hours or mailed by the due date. If emailing proposal, emails must also be received no later than the date specified in the Schedule below. It is the responsibility of the Proposer to ensure that emails are successfully delivered to the RFQ contact. Proposals should be clearly marked "Rawl's Creek Park RFQ" as shown on the title page of this solicitation.

Submit proposals to: Jim Crosland, Town Administrator
jcrosland@townofirmosc.com
7300 Woodrow Street
Irmo, SC 29063

Deadline for Submissions: January 16, 2026, at 2:00pm

The Town reserves the right to reject any and all proposals, to waive any informalities or irregularities and to make the selection among the quotes as are deemed in the best interest of the Town. The Town is not liable for any costs incurred to prepare or present a response to this Request for Quote (RFQ). The Town will not accept late proposals and will not be responsible for any errors presented in a submission by a proposer.

III. Project Area Description

The proposed project will take place at the Town of Irmo Rawl's Creek Park located at 1113 Friarsgate Blvd Irmo, South Carolina 29063. Maps are provided:

IV. Scope of Work

Quotes must include all costs associated with the following work to be completed:

1. Site Preparation: Excavation and proper disposal of waste materials
2. Base Construction: Please include quotes and thicknesses for Asphalt and Concrete (84'x50'). Please include enough buffers for the outside edges.
3. Install two new Goalsetter MVP basketball goals including 20" pole pad wrap-around. Details include 72" graffiti-resistant clear backboards with breakaway rims and 10-foot fixed height.
4. Court Markings: Require regulation playing lines for 84'x50' court including 3-point arcs, free throw lines, and out of bounds lines. Also, require Town of Irmo Logos (Provided).
5. Install four (4) new in-ground mounted steel benches

V. Criteria for Evaluation

Quotes will be evaluated based on the following criteria (Note: these criteria are not necessarily listed in order of importance):

1. Responsiveness to the requirements of the RFQ, as well as the relevance of the responses to the needs of the Town.
2. Experience and qualifications of the proposing contractor.
3. Cost proposal

VI. Freedom of Information Act

All proposals will be treated as public information unless it is specifically requested that portions of the bid be exempt from disclosure under the Freedom of Information Act, SC Code of Laws Section 30-4-40 (a) (1). It is the Proposer's responsibility to notify the Town of any proprietary information listed in proposals submitted. Any information in which the proposer considers proprietary MUST be clearly marked "proprietary" next to the relevant part of the text in order for it to be treated as such. If a contract is signed with your institution, the contract document is not exempt from disclosure.

VII. Equal Employment Opportunity

Contractor agrees that it will not discriminate in hiring, promotion, treatment, or other terms and conditions of employment based upon race, sex, national origin, age, disability, or in any way violate Title VII of 1964 Civil Rights Act and amendments or the South Carolina Human Affairs Law, except as permitted by said laws.

VIII. Indemnification

The contractor and any of its subcontractors shall indemnify, defend, hold harmless and reimburse the Town, their agents, officers and employees from and against any and all losses, liabilities, expenses, and all claims for damages of any nature whatsoever, relating to or arising out of any action or failure to act, by the contractor, its subcontractors, officers, agents and employees, or relating to or arising out of the performance or failure to perform by the contractor, its subcontractors, officers, agents and employees of any of the obligations under this Agreement. Losses, liabilities, expenses and claims for damages shall include, but not be limited to, civil and criminal fines and penalties, a taking, whether direct or indirect (inverse), loss of use and/or services, bodily injury, death, personal injury, or injury to real or personal property, defense costs, legal fees and costs and attorney's fees for an appeal. The Town of Irmo shall promptly notify the contractor of any civil or criminal actions filed against it or of any notice of violation from any federal or state agency or of any claim as soon as practical. The contractor upon receipt of such notice shall have the right at its election to defend any and all actions or suits or join in the defense. Nothing herein shall be construed to prevent the Town from defending their own interest.

IX. Subcontracting

If any part of the work covered by this RFQ is to be subcontracted, the contractor shall identify the subcontracting organization and the contractual arrangements made therewith. All subcontractors must be approved by the Town of Irmo. The successful offeror will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the offeror.

X. Insurance

The Contractor shall be duly licensed and bonded by the State of South Carolina. A copy of the certificate of insurance evidencing such insurance shall be provided to the Town of Irmo prior to the execution of any agreement. Notice of cancellation of such insurance shall be given to the Town of Irmo by Contractor's insurer at least sixty (60) days prior to cancellation. All work performed and not otherwise specifically identified in any agreement shall have a warranty period of ten (10) years from the time the Work is completed.

XI. Grounds for Protests

Protest of Contents of Solicitation (Invitation For Bids or RFPs or other solicitation documents, whichever is applicable, or any amendment to it, if the amendment is at issue): Any Proposer who is aggrieved in connection with a solicitation document shall file a written protest to the Town Administrator, jcrosland@townofirmosc.com, within four calendar days of the date of posting of the solicitation, RFQ, RFP, or other solicitation document or any addendums to it on the Town's website.

Protest of Award: Any Proposer who is aggrieved in connection with the award of the contract shall file a written protest with the Town Administrator within four calendar days of the date the Intent to Award memorandum is posted on the Town's website. Any matter that could have been raised pursuant to the section above on protest of contents of solicitation, may not be raised as a protest of award.

Exclusive remedy: The rights and remedies granted in this section to Proposers, either actual or prospective, are to the exclusion of all other rights and remedies of Proposers against the Town. Failure to file a timely protest: If Proposer fails to request a protest within the four calendar days, the solicitation or award shall be final.

XII. Procedures for Protests

Protest: A protest must be in writing, filed with the Town Administrator, and set forth the grounds of the protest and the relief requested with enough specificity to give notice of the issues to be decided. The protest must be received by the Town Administrator within the time provided.

Burden of Proof: The protestant bears the burden of proving the validity of the protest or claim against the Town.

Administrative Review and Decision: The Town Administrator will conduct an administrative review of all claims set forth within the protest document and shall issue a decision in writing within four calendar days of receiving the protest.

Appeals of Decision: Any appeal of the Town Administrator's decision pursuant to the above paragraph must be filed, in writing, within four calendar days of the date of the decision. The Town Council shall hear and decide any appeals at its next regular or special council meeting.

Stay of Award: The contract award is stayed until issuance of a final decision by the Town. Once a final decision is issued, the filing of a petition to appeal that decision does not stay enforcement of the Town's decision to award the contract.

XIII. Worker's Compensation Coverage

The contractor shall comply with the State law known as the Worker's Compensation Act. The contractor shall maintain such insurance as will protect both contractor and the Town from claims under Worker's Compensation Acts and from any other claims for damages for personal injury, including death, which may arise from operations under this contract, whether such operations are by the contractor, or anyone directly or indirectly employed in the work.

Contractor shall include all subcontractors as insured under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all the requirements stated herein.

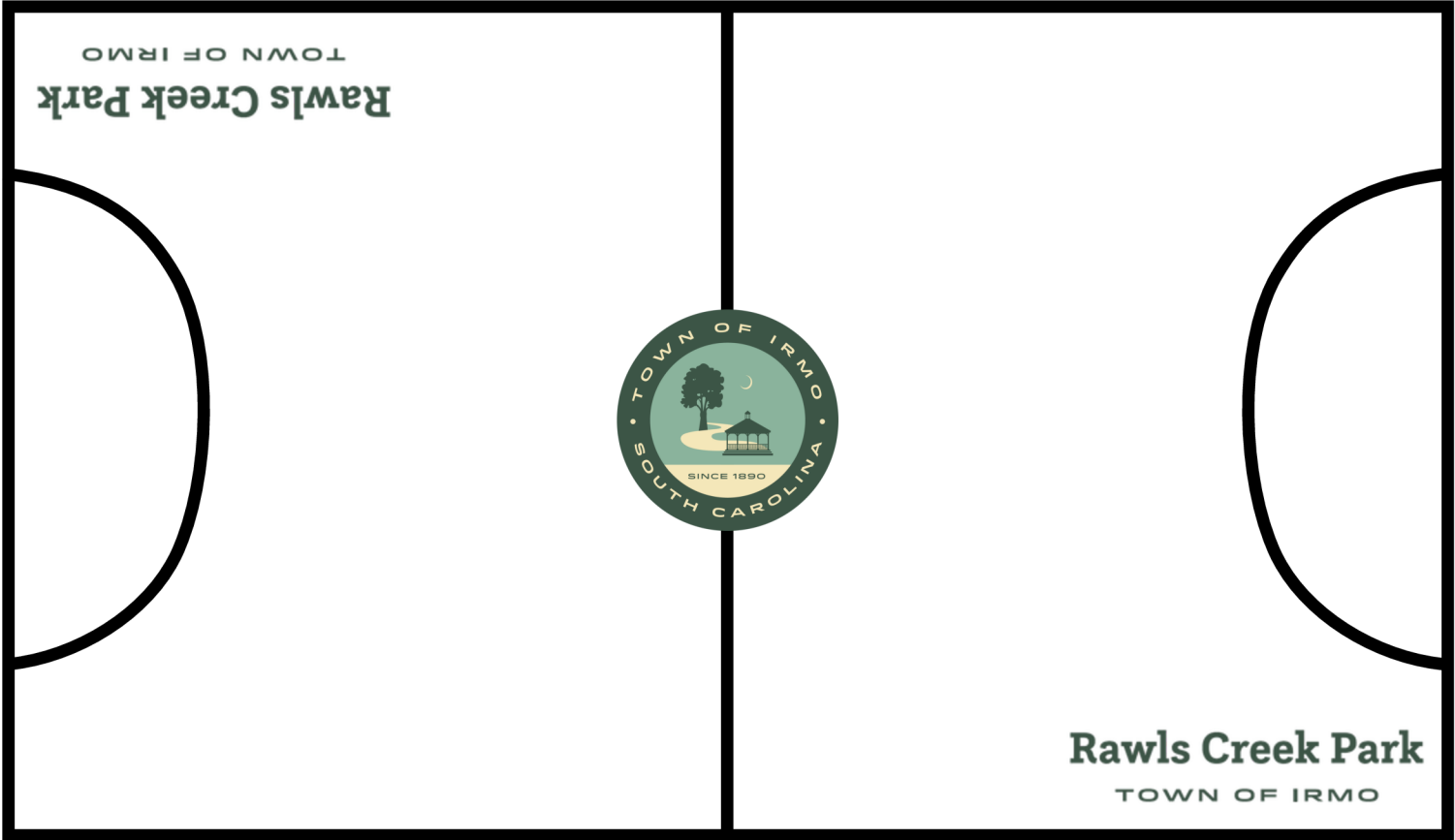
XI. Additional Information

Selected contractor(s) must obtain all appropriate Town of Irmo permits and licenses upon contract agreement.

Rawl's Creek Park



-  Proposed Basketball Court
-  Bench





**Okra Strut
2026 Proposed Budget**

REVENUE:	2025 BUDGET	2026 BUDGET
Account Name		
Lexington Cnty Hosp. Tax (40110)	\$ 2,500	\$ 2,500
Richland Cnty Hosp. Tax (40120)	\$ 10,000	\$ 10,000
Food Booth Rentals/Privilege(40320)	\$ 13,000	\$ 13,000
Booth Rentals (40321)	\$ 13,000	\$ 13,000
Parade Fees (40325)	\$ 4,000	\$ 4,000
Pod Shop Sales (40330)	\$ 1,000	\$ 1,000
Beer/Wine Sales (40335)	\$ 5,000	\$ 5,000
Soft Drink/Ice Sales (40340)	\$ _____	\$ _____
Amusement Commissions (40350)	\$ 25,000	\$ 25,000
Parking (40620)	\$ 5,000	\$ 5,000
ATM Surcharge (40635)	\$ 500	\$ 500
Corporate Sponsorship (40625)	\$ 55,000	\$ 55,000
Transfer from Fund 55 Acct. (40915) (ABC Permit Fund)		
Transfer in from General (40920) (Accommodations Tax)	\$ 10,000	\$ 10,000
Okra Strut Reserves (40905)		
EXPENSES:	2025 BUDGET	2026 BUDGET
Account Name		
Town Staff Overtime (5000-50175)	\$ 16,000	\$ 16,000
Postage (5000-50200)	\$ 1,000	\$ 1,000
Marketing/Media (5000-50230)	\$ 20,000	\$ 20,000
Trolley/Shuttles (5000-50233)	\$ 6,000	\$ 6,000
Rentals (5000-50335)	\$ 35,000	\$ 35,000
Stage Technical Support (5000-50340)	\$ 16,000	\$ 16,000
Law Enforcement (5000-50350)	\$ 5,500	\$ 5,500
Miscellaneous Expenses (5000-50901)	\$ 2,000	\$ 2,000
Entertainment (5000-50907)	\$ 35,000	\$ 35,000
Donations/Volunteers (5000-50911)	\$ 6,000	\$ 6,000
Resale Items - Expense (5000-50936)	\$ 1,500	\$ 1,500
Website Support (5000-50970)	\$ _____	\$ _____
TOTAL	\$ 144,000	\$ 144,000.00



Staff Report

Appointment to the Events Committee (Staff). There is one (1) vacancy on the Events Committee. The term expires March 31, 2028.

DATES: February 17, 2026
TO: Town Council
FROM: Doug Polen, Deputy Town Administrator
SUBJECT: Appointment of member to the Events Committee for a term expiring March 31, 2028
ACTION REQUESTED: Appointment of a new member to the Events Committee for a term expiring March 31, 2028.

Background

With Jada Powell's resignation from the Events Committee, there is an opening that expires in March, 2028. The Town has received applications from two qualified individuals - Eric Swiger and Ashley Edmiston. The applicants were invited to the February 12 Events Committee meeting to meet the Committee and for the Committee to make a recommendation to Council.

Analysis

Staff Findings

Attachments

1. Ashley Edmiston
2. Eric Swiger Application

Ashley Edmiston

ashleymedmiston@gmail.com

Submission Date Oct 15, 2025 8:23 AM

Contact Information Ashley Edmiston

Email ashleymedmiston@gmail.com

Phone Number (803) 633-9847

Address 607 friarsgate blvd
Irmo, SC, 29063

Are you a resident of the Town of Irmo? Yes

If you are an Irmo resident, how long have you lived in Town? 7

Do you own, operate, or work in a business located in the Town of Irmo? Yes

If so, please list the business and its address Xylocopa Craft Works LLC

Do you live with Lexington Richland School District 5? Yes

Do you own property within the Town of Irmo? Yes

If so, please list the address 607 Friarsgate blvd Irmo SC

Are you a registered voter? Yes

Which Board, Commission, or Committee are you primarily interested in? Events Committee

Are there any additional boards, commissions, or committees on which you would be interested in serving? Planning Commission

Why do you wish to serve on a Town Board, Commission or Committee?

I love Irmo. My family and I live play, shop, and relax in Irmo. We are invested in making it the best Irmo it can be. I view serving the Town of Irmo in whatever capacity it can use me to be an extension of my municipal civic duty.

Please list your qualifications for serving on a Town Board, Commission or Committee

I am a dedicated citizen of Irmo. I have a professional history as a career civil servant demonstrating hard work and high ethics. Over my professional career I have demonstrated the ability to balance heavy case loads with timelines and accuracy. I have worked with federal, state, and local governments to ensure high levels of customer service are provided to the citizens of South Carolina. I have personal experience running a small business. I have balanced running a stationary business with providing value to my community through art demonstrations and personal connection.

Please describe your education

Bachelor of Arts in Foreign Languages

Please describe your work experience

2018 to 2020: OSHA Officer II, conducted inspections of workplaces to identify hazardous conditions and violations of regulatory codes.
2020 to 2021: OSHA Officer III, worked as senior OSHA officer to continue to conduct inspections, perform intake on fatalities, reports of injury and complaints of safety and health hazard, mentor junior OSHA Officers.
2021 to present: Program Coordinator II (Field Supervisor), supervisor of OSHA Officers, providing onsite guidance and reviewing case files for accuracy, reviewing injury and complaint investigations for compliance, conducting training for safety and health field staff.

Please list any other community activities in which you take part

I attend and participate in activities hosted by the Greater Irmo Art Guild, I sell stationary products through my small business at local markets such as Mary's mobile market and Woodrow Marketplace. I complete volunteer at Woodrow Marketplace where I greet customers and help with housekeeping duties. I perform live art demonstrations showcasing papermaking in the town park.

Any additional comments

I need to provide the disclaimer that my husband, Eric Hoh, serves on the board of zoning appeals.

Conflict of Interest Agreement

signature

Eric Swiger

eswiger21@gmail.com

Submission Date Oct 16, 2025 3:30 PM

Contact Information Eric Swiger

Email eswiger21@gmail.com

Phone Number (864) 380-9752

Address 441 Kingshead Ct
irmo, SC, 29063

Are you a resident of the Town of Irmo? Yes

If you are an Irmo resident, how long have you lived in Town? 2 years

Do you own, operate, or work in a business located in the Town of Irmo? No

If so, please list the business and its address Oliver Gospel

Do you live with Lexington Richland School District 5? Yes


Do you own property within the Town of Irmo? Yes

If so, please list the address 441 Kingshead Ct

Are you a registered voter? No

Which Board, Commission, or Committee are you primarily interested in? Events Committee

Are there any additional boards, commissions, or committees on which you would be interested in serving? Okra Strut Committee Planning Commission

Why do you wish to serve on a Town Board, Commission or Committee?	As a resident, it is my hope to help in creating the best community possible.
Please list your qualifications for serving on a Town Board, Commission or Committee	I am not qualified however event planning has been a large part of my job for nearly a decade and I am passionate on building a better community.
Please describe your education	Some college courses completed
Please describe your work experience	I have been a program leader and team manager for Booster which is a events based school fundraising company and currently serve as the Church and Business Relations Officer for Oliver Gospel.
Please list any other community activities in which you take part	I am a member of Gateway Baptist and serve as a youth leader where I have helped put on events and lead service projects with organizations like Sharing God's Love and working with refugees connected to Lutheran Services
Conflict of Interest Agreement	



Staff Report

Appointment to the Okra Strut Commission (Staff). There are three (3) vacancies. The terms will expire in December, 2027 (1 opening) and December, 2028 (2 openings).

DATES: February 17, 2026
TO: Town Council
FROM: Doug Polen, Deputy Town Administrator
SUBJECT: Okra Strut Appointments
ACTION REQUESTED: Appoint member(s) to the Okra Strut Commission

Background

The Okra Strut Commission currently has four members. The Town Code states that the Commission can have between five and seven members. The Commission met on February 10 and recommended that Phyllis Hawkins be reappointed for a term ending December 2028.

The Town received a number of applications to fill additional seats on the Commission, but the Commission recommends remaining at five members at this time with the possible appointment of Ms. Hawkins.

Analysis

Staff Findings

Attachments

1. Phyllis Hawkins

Phyllis Hawkins

slonur@bellsouth.net

Submission Date Jan 30, 2026 2:02 PM

Contact Information Phyllis Hawkins

Email slonur@bellsouth.net

Phone Number (803) 351-4696

Address 2374 Hadley Crossing
Chapin, SC, 29036

Are you a resident of the Town of Irmo? No

Do you own, operate, or work in a business located in the Town of Irmo? No

Do you live with Lexington Richland School District 5? Yes

Do you own property within the Town of Irmo? No

Are you a registered voter? Yes

Which Board, Commission, or Committee are you primarily interested in? Okra Strut Commission

Are there any additional boards, commissions, or committees on which you would be interested in serving? Okra Strut Committee

Why do you wish to serve on a Town Board, Commission or Committee? I enjoy serving on the board of the Okra Strut Commission and giving to my community thru the Lake Murray-Irmo Women's Club service opportunities.

Please list your qualifications for serving on a Town Board, Commission or Committee Currently a long standing member of the LM-IWC and serving my community thru the club activities.

Please describe your education **Certificate in Practical Nursing**

Please describe your work experience **I'm currently semi retired and I work for a cardiology practice with MUSC Columbia.**

Please list any other community activities in which you take part **Na**

Conflict of Interest Agreement  **signature**