STATEMENT OF MEDIA NOTIFICATION

"In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting."

REGULAR MEETING - Council Chambers, 2nd Floor - 7:00 PM

I. CALL TO ORDER
   A. Billy Keyserling, Mayor

II. INVOCATION AND PLEDGE OF ALLEGIANCE
    A. Phil Cromer, Councilman

III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS
    A. Character Education Proclamation - Mason Kirsch, Beaufort Middle School
    B. Character Education Proclamation - Christian James, Mossy Oaks Elementary School

IV. PUBLIC COMMENT

V. PUBLIC HEARING
   A. 2019 Needs Assessment

VI. MINUTES
   A. Worksession and Regular Meeting January 8, 2019
   B. Worksession and Regular Meeting January 22, 2019

VII. OLD BUSINESS

VIII. NEW BUSINESS
   A. Street closure request from Beaufort County Community Center (Washington Street Park) to close a portion of the 900 block of Newcastle Street for the 2nd Annual Washington Street Playground Event "Decoration Day", Monday, May 27, 2019
   B. Authorization to allow City Manager to enter into negotiations with Safe Harbor Marinas regarding Downtown Marina Lease
   C. Approval to authorize a Memorandum of Understanding (MOU) between Beaufort Jasper Water Sewer Authority and the City of Beaufort for Credits for Infrastructure
D. Resolution Supporting the Spanish Moss Trail Downtown Connector  
E. Authorization to allow City Manager to enter into Engineering Contract with McSweeney Engineers for Pilings repair at Waterfront Park  
F. FY 2019 Budget Amendment #1 - 1st Reading  

IX. REPORTS  
   • City Manager’s Report  
   • Mayor Report  
   • Reports by Council Members  

X. ADJOURN
PROCLAMATION

WHEREAS, the character education movement reinforces the social, emotional and ethical development of students; and

WHEREAS, schools, school districts and states are working to instill important core ethical and performance values including caring, honesty, diligence, fairness, fortitude, responsibility, and respect for self and others; and

WHEREAS, character education provides long-term solutions to moral, ethical and academic issues that are of growing concern in our society and our schools; and

WHEREAS, character education teaches students how to be their best selves and how to do their best work; and

WHEREAS, the Eleven Principles of Effective Character Education include: Promoting core ethical and performance values; Teaching students to understand, care about and act upon these core ethical and performance values; Encompassing all aspects of the school culture; Fostering a caring school community; Providing opportunities for moral action; Supporting academic achievement; Developing intrinsic motivation; Including whole-staff involvement; Requiring positive leadership of staff and students; Involving parents and community members; and assess results and strives to improve; and

WHEREAS, the Beaufort County School District’s Character Education program was formed to support parents’ efforts in developing good character in their children; and

WHEREAS, the purpose of the Character Education program is to integrate good character traits into the total school environment, as well as into the community; and

WHEREAS, each school’s counselor identified a list of character words and definitions deemed important regardless of a person’s political leanings, race, gender or religious convictions; and

WHEREAS, the words are friendship, kindness, acceptance, courage, tolerance, respect, gratitude, compassion, citizenship, perseverance, honesty, integrity, self-control, forgiveness responsibility and cooperation; and

WHEREAS, Mason Kirsch was selected as the winner by Beaufort Middle School as the student of the month.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims December 2018 as

MASON KIRSCH AS BEAUFORT MIDDLE SCHOOL STUDENT OF THE MONTH

The City of Beaufort thereby pronounces Compassion as the word for the month of December and applauds Mason Kirsch, the Beaufort County School District, and Beaufort Middle School for their work and specifically honors Mason Kirsch as Beaufort Middle School’s Student of the Month.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 26th day of February 2019.

______________________________
BILLY KEYSERLING, MAYOR

ATTEST:

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IVETTE BURGESS, CITY CLERK
WHEREAS, the character education movement reinforces the social, emotional and ethical development of students; and

WHEREAS, schools, school districts and states are working to instill important core ethical and performance values including caring, honesty, diligence, fairness, fortitude, responsibility, and respect for self and others; and

WHEREAS, character education provides long-term solutions to moral, ethical and academic issues that are of growing concern in our society and our schools; and

WHEREAS, character education teaches students how to be their best selves and how to do their best work; and

WHEREAS, the Eleven Principles of Effective Character Education include: Promoting core ethical and performance values; Teaching students to understand, care about and act upon these core ethical and performance values; Encompassing all aspects of the school culture; Fostering a caring school community; Providing opportunities for moral action; Supporting academic achievement; Developing intrinsic motivation; Including whole-staff involvement; Requiring positive leadership of staff and students; Involving parents and community members; and assess results and strives to improve; and

WHEREAS, the Beaufort County School District’s Character Education program was formed to support parents’ efforts in developing good character in their children; and

WHEREAS, the purpose of the Character Education program is to integrate good character traits into the total school environment, as well as into the community; and

WHEREAS, each school’s counselor identified a list of character words and definitions deemed important regardless of a person’s political leanings, race, gender or religious convictions; and

WHEREAS, the words are friendship, kindness, acceptance, courage, tolerance, respect, gratitude, compassion, citizenship, perseverance, honesty, integrity, self-control, forgiveness, responsibility, and cooperation; and

WHEREAS, Christian James was selected as the winner by Mossy Oaks Elementary School as the student of the month.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims January 2019 as

CHRISTIAN JAMES MOSSY OAKS ELEMENTARY SCHOOL STUDENT OF THE MONTH

The City of Beaufort thereby pronounces Perseverance as the word for the month of January and applauds Christian James, the Beaufort County School District, and Mossy Oak Elementary School for their work and specifically honors Christian James as Mossy Oaks Elementary School’s Student of the Month.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 26th day of February 2019.

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BILLY KEYSERLING, MAYOR

ATTEST:

______________________________
IVETTE BURGESS, CITY CLERK
CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL
FROM: AGENDA ITEM
AGENDA ITEM TITLE: 2019 Needs Assessment
MEETING DATE: 2/26/2019
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:
A work session of Beaufort City Council was held on January 8, 2019 at 5:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, Stephen Murray, and Phil Cromer, and Bill Prokop, city manager. Councilwoman Nan Sutton was absent.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

**CALL TO ORDER**
Mayor Pro Tem McFee called the work session to order at 5:02 p.m. He said Mayor Keyserling might be able to attend the meeting or might not.

**EMPLOYEE NEW HIRE RECOGNITION**
Matt St. Clair introduced Joe Musgrave, a new employee in the Public Works department.

**DISCUSSION: DRAFT INVESTMENT POLICY**
“This memorializes what we already do for our investments,” Kathy Todd said, and she explained who likes to have this information. The city does CDs and treasuries, and there are “restrictions on REPOs (repurchase agreements),” she said, which is not something that is currently an issue; it would require consultation with legal counsel if it were ever to be something the city did, but that’s unlikely.

Ms. Todd said this is a presentation for council’s input before a formal policy is made. It is in the city manager’s purview.

**DISCUSSION: CREDIT CARD PROCESSING AND CONVENIENCE FEES**
Ms. Todd said the current credit card processor is Sterling, which is an affiliate of Palmetto State Bank. Originally, Palmetto State Bank was earning interest on the city’s money and absorbing fees on the city’s behalf. For about 5 years, there were no fees, she said, but Palmetto State Bank said they couldn’t afford to not charge fees anymore, so fees have climbed continually for about 2 years. Meanwhile, city council has said it would like to see more online payments, Ms. Todd said, so when the business license online payments went out to bid, the city was limited in the credit card processors from which they could get bids. Rather than “recreating the credit card process,” she explored expanding options for payments, and she got the same rates.

Ms. Todd said, “Almost everybody is passing on” convenience fees to their customers. The city’s fees are continuing to climb because more people are paying with cards, and the city’s absorbing those fees. She recommends that the official payments move forward, and that the city “pass those convenience fees on” to its customers, except for donations to Pride of Place, for which the city would absorb the convenience fee.
Mr. Prokop said the county has been passing on their fees to customers for years. Ms. Todd said 2.75% is the average fee, with a minimum of $1.95. The e-check fee is $1.

Councilman Murray asked Ms. Todd when the last time was that the city bid out processing; Ms. Todd said 2016. Councilman Murray asked how much the volume of processing has increased since 2016. Ms. Todd said the estimated transactions were fairly low; the estimate just for permits is 1,500 transactions to start, for example.

Ms. Todd said in 2017, the total credit card volume was about $689,000 on about 2,700 payments. The average ticket price is $255, Councilman Murray said. Ms. Todd told him that the city does not calculate the fee; the credit card processor handles the convenience fees, which is another benefit of doing this.

2.75% is charged across the board, Mayor Pro Tem McFee said, plus a transaction fee. Ms. Todd said the type of card you use doesn’t matter with this fee. There is always an option to do an e-check for a $1 charge, or people can mail a check or come in and pay with a check, she said, and then there is no fee.

Ms. Todd said the city is ready to go with this; the Sterling machines need to be uninstalled, and they already have the new machines.

Councilman Murray suggested that given the amount of transactions that the city will have, and the consolidated amount of the gross fees, they might be able to get the 2.75% down, “at least on card-present transactions.” Ms. Todd agreed and said in a year, they might be able to go out to bid again and lower that rate.

Ms. Todd said she would send council a firm implementation date when she has it.

Councilman Murray asked if there is an opportunity to take new business license applications online. Ms. Todd said those “take a different process than the self-service allows, so we would have to design” a new system to do that. Last time she looked into it, a few were taking payments online, she said, but she will look into it again.
Councilman Murray said the process is “cumbersome,” and on the renewal side, gains have been made. There should be a way to streamline it, he feels, which would also save staff time on the several emails that have to be exchanged. Ms. Todd said there is more to it than filling out an application: some businesses require inspections, for example, so “it depends on the business.” A business license application could be submitted online, she said, but they would have to look at how that would fit into the city’s zoning ordinances.

Councilman Murray suggested that they could put a disclaimer on the process, stating that the new business license is not valid until staff signs off on it, but the email
exchanges with staff are cumbersome, and there are also people operating out of compliance because the process is difficult, so collections might go up if the process were made “as easy as possible.”

**ZONING ISSUES**

*David Prichard* said he would cover zoning issues related to regulatory relief for redevelopment, the number of menu and pre-order boards allowed for drive-thru restaurants, and T5-UC fuel station conditional standards.

**Regulatory relief for redevelopment**

If a site with changed zoning is proposed for redevelopment, so it would be transitioning from an old development pattern to a new, prescribed pattern, Mr. Prichard asked is it reasonable to allow some regulatory relief for the redevelopment.

In T5-Urban Corridor (UC), Mr. Prichard said, light poles are to be 15’ feet above grade. He showed an “idealized” drawing of the Beaufort Plaza, in which a lot of what is now parking lot would have buildings and landscaping. Structured parking is expensive, he said. Mr. Prichard showed pictures of the conceptual strip mall retrofit: the first level shows shade trees and new buildings sited at the street edge, and then the next phase is “the idealized version.”

For transitions of strip malls with traditional parking lots, Mr. Prichard asked how important it is that the light poles are like those in a traditional development. He showed the Grayco parking lot, where the poles are 28.5’, and in Beaufort Town Center, they used 15’ poles. This applicant asked the city to look at this, he said; his tenants require 5 foot-candles, so he is trying to save money. Mr. Prichard said the city doesn’t “want to put in disincentives to redevelopment,” but they do want to maintain the city’s redevelopment goals.

Mr. Prokop said the 15’ poles would still be in the pedestrian areas. Mr. Prichard said yes, the applicant is willing to have those poles where pedestrians are, but in the parking lot, he wants to have 28’ light poles.

*Paul Trask* said his transition on the front of his development would be at a pedestrian scale. The concept would be for pedestrian-scale light poles along the buildings that will front that new intersection and all along Robert Smalls Parkway. There will be large box stores to the rear that will require a traditional parking lot to support them, he said. He is not looking for “a dense forest of 15’ poles”; they need a taller pole because of the number of poles that would be required. Mr. Trask said he has photos of other redeveloped shops/malls to show what he’s proposing. This is not inconsistent with what can be seen in other redevelopments or within this community, he said.
Mr. Trask said he was surprised staff has the authority to approve everything in redevelopment districts, but light poles are not included in their purview, so he is requesting that staff have the authority to approve these poles in his development.

Mr. Prichard said the Lowe’s light poles looked similar to the height of poles at Grayco and Publix, which are 25’ – 28’. Mayor Pro Tem McFee said the coverage becomes greater as the poles are higher, so fewer poles are needed.

Councilman Murray said Mr. Trask had said that there should be more flexibility on redevelopment sites. When council passed the Beaufort Code, it provided “release valves,” so staff would have some discretion, and he’s surprised light poles were not part of this. Mr. Prichard said the release valve is for 10%, so staff could allow Mr. Trask to have 16.5’ light poles.

Councilman Murray thinks there should be more flexibility on redevelopment projects, but he is uncomfortable with modifying the code for one project. Mr. Prichard agreed and said they had used Mr. Trask’s project for an example. The issue is bigger than Mr. Trask’s request, he said. It’s a question of whether greater flexibility is needed and who should administer that. The city has areas that have dual zoning, Mr. Prichard said. Also, the DRB (Design Review Board) could be authorized to grant leeway for redevelopments. Mayor Pro Tem McFee said, “That’s too subjective,” and Councilman Murray said he could foresee complaints about the board’s subjectivity. Mr. Prichard said review boards are not needed if something is “objective,” but “normally, the things that go to review boards are subjective.”

Councilman Murray said the city is trying with its planning to get to “a different place than we are today.” Mayor Pro Tem McFee said, as far as procedure, a zoning change “has to come back before” council. In cases of dual zoning, he thinks the city should help with that. He said there is an opportunity for the DRB “to have leeway,” but that needs “to be limited.” Mr. Prichard agreed. Rezoning is another option, he said, if “you didn’t want to give leeway.”

Councilman Murray said council was clear about wanting to “allow staff flexibility around redevelopment projects” in the debate on the Beaufort Code, and they give staff the authority and the leeway to do that, which “can put staff in “kind of a precarious position.”

Mr. Prokop said there are 3 upcoming projects in addition to Mr. Trask’s that are “the same thing,” so staff needs to have the flexibility to do this, and they have to be able to justify why their decisions were made. Councilman Murray said there needs to be balance, too, because big box stores will want to use the models that they use everywhere else, and the city has been clear about not allowing those traditional
designs. He is hesitant to endorse a redevelopment that would be “what we’re already dealing with.”

Councilman Murray said he is not sure what “the best way to get there” would be. He wants to make it as easy as possible for those who are investing in the city. Mr. Trask said the light pole issue ties in with landscape design. It would not be practical to submit a landscape plan to staff and have it approved, then have to “meet a DRB requirement” for the light poles. He believes it’s important for staff to have some flexibility to work with developers on this type of issue. Because of zoning, across Highway 170, the light poles he wants to use are “fine,” Mr. Trask said, but not on the side of the highway where his development is.

Mr. Trask feels council “should seriously consider” putting this matter “under staff’s umbrella.”

Mr. Prichard said there are liner buildings in Mr. Trask’s plan, which is important to the Beaufort Code and the Civic Master Plan. He thinks “there should be flexibility,” but he takes one person having the power to make these decisions “very seriously.” If planning staff is given this power, they need to be able to justify the decisions they make, he said. They need to guard against “being arbitrary and capricious,” Mr. Prichard said. Flexibility is “kind of setting up a common law,” and it would establish precedents; they will be challenged if they’re not following it, he said, which can be “fraught,” so they need to be careful about how they do this.

Councilman Murray said the commitment for the Beaufort Code is to review it every 6 months, so staff makes notes of what issues arise between reviews, and lighting might be part of that. Mayor Pro Tem McFee said lighting and landscaping go hand-in-hand, and they have to work together. For example, there are sections of Grayco’s lot where the trees have grown over the lights, so there is no light in 3 or 4 places.

Mr. Trask said in his plan is for 2 sidewalk systems that run north to south. They are broad sidewalks with trees, and they could have lower, pedestrian-scale light poles. They will be creating “a green space” – where they could have larger trees – that would lead people from the main center out to the liner buildings, he said. Councilman Murray said those are good points: if the light poles are part of an entire site plan, allowing the taller ones makes more sense.

Mr. Prichard said he wants to “craft language” if council wants staff to have “bounded” authority in “transitioning developments,” or they could change the code to allow T5-UC to accommodate these redevelopments better. They need to figure out how to allow both pedestrian space and “an auto-centric space,” Mr. Prichard said. He thinks the issue may be “just parking lots.”
Mayor Pro Tem McFee said he agrees with Councilman Murray that they should use this opportunity to look at the need for flexibility. This would also apply to new development, he said.

Councilman Murray said if there’s an exception made that gives flexibility to staff, it could be “back-stopped by the city manager” for “a second set of eyes on it.” Mr. Prokop said “a lot of things” in the Civic Master Plan that are “conceptual” are thought of as “this has to be this way now,” and he said Mr. Prichard is saying that there needs to be “a transitional step to that.” Councilman Murray said the Civic Master Plan is “a default plan,” but it is going to change. Mr. Prichard said yes, but the code doesn’t necessarily give that flexibility. A general discussion about this followed.

Mr. Trask said some of the requirements for live-work spaces are “quite onerous and expensive.”

Mr. Prokop said Mr. Prichard’s staff could have the flexibility to make decisions, Mr. Prokop would sign off on it, and then he would receive quarterly reports on the exceptions that staff had made. Mr. Prichard said the city doesn’t want to put the ZBOA in a position where they’re not following the law “to do what the city wants them to do.”

Councilman Cromer discussed a Charleston strip mall that is “a nice redevelopment” of a conventional strip mall.

Mr. Prichard said an addendum to the code would need to be written in such a way that the conditions are set up for granting flexibility that isn’t “arbitrary [or] capricious.” He said he would write up something to give to council on this matter.

**Number of drive-thru menu & pre-order boards**

Mr. Prichard said the Beaufort Code currently allows one pre-order board and one menu board per lane at drive-thru restaurants. On 2 separate occasions, the ZBOA has granted variances to allow second menu and pre-order board when a drive-thru lane is added, including recently for Chick-fil-A, so the question is whether the code should be amended to allow one pre-order and one menu board per drive-thru lane, Mr. Prichard said.

Mayor Pro Tem McFee explained why this was put into the code. The city needs to be careful that additional boards don’t litter the landscaping and can’t be seen from the street, he said. Mr. Prichard read language from the code that is relevant to boards and the conditions for drive-thrus. He said he assumes that “no one really thought about 2-lanes” when the code was written.

Lisa Sundrla discussed her thoughts on changing the ordinance and what the businesses
she knows of want, which is “no gray areas.” She suggested that they could give staff discretion, see how things work, and then look at changing the ordinance.

Councilman Murray said he thinks the additional boards at Chick-fil-A and McDonald’s are fine, but “the devil is in the details” as far as how the restaurant is sited, and council should rely on staff, he feels, before there are code changes. Mayor Pro Tem McFee agreed and said they don’t want to have restaurants with an abundance of signs.

Mr. Prichard said he would look at something that would allow more of the signs, but he would look at how it might affect aesthetics, especially in certain cases.

**Fuel station conditional standards in T5-UC**

Mr. Prichard said this had come up because of a new Enmark gas station that was proposed on Ribaut Road. He showed an idealized gas station drawing from the Civic Master Plan. The applicant didn’t want to follow any of the standards in the code, Mr. Prichard said. Mr. Prokop said “the twist” was that the DRB had recommended approval of all of the applicant’s variance requests.

Mr. Prichard said he feels that the applicant should be able to follow the intent of this transect zone, but the city should look at “the tweaks” to the code that might “need to be made for a gas station” in T5-UC zoning. He showed his suggestions for changes. “The building should be on a corner,” in T5-UC; he asked if it necessarily needs to be. The frontage build-out percentage could be met by the convenience store “and/or liner buildings or pumps,” he said. Fueling stations shall not be located between the building and the adjacent street, per the code; this could be changed, Mr. Prichard said, as could the requirement for one or more pedestrian entries to be located along the primary street frontage.

Mr. Prichard said he’d “rather have a realistic ordinance.” Enmark said they couldn’t follow any of the requirements of the ordinance, he said, but they could have.

Mayor Keyserling arrived at the meeting.

Councilman Murray suggested looking at neighboring municipalities and what they require in their form-based codes.

Mr. Prichard said the ZBOA had followed the law in its decision, and this was a hardship issue, not a design issue.

Mr. Prokop said the code review would be brought forward in February or March.

Mayor Keyserling said the Enmark purchased the property and should have known what the code was. Mr. Prichard agreed. Enmark wasn’t “really in a hurry,” he said, but there
is a matter of a road proposed to be “right behind” the convenience store building for the use of the senior housing development. With that street coming in, Enmark’s plan would have made more sense if they had followed the code, Mr. Prichard said.

Mr. Prokop said Walter Nestor is Enmark’s attorney, and at the ZBOA meeting, he had requested that the city turn the application down so Enmark could “go back and regroup.”

There being no further business to come before council, the work session was adjourned at 6:42 p.m.
A regular session of Beaufort City Council was held on January 8, 2019 at 7:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, Stephen Murray, and Phil Cromer, and Bill Prokop, city manager. Councilwoman Nan Sutton was absent.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

**CALL TO ORDER**
Mayor Keyserling called the regular council meeting to order at 7:06 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**
Councilman McFee led the invocation and the Pledge of Allegiance.

**RESOLUTION RECOGNIZING LOWE’S AS A VALUED COMMUNITY PARTNER**
Councilman McFee made a motion, second by Councilman Murray, to approve the resolution. The motion passed unanimously. Councilman McFee read the resolution, and Mayor Keyserling presented it to representatives of Lowe’s.

**MINUTES**
Councilman Murray made a motion, second by Councilman Cromer, to approve the minutes of the work session and regular council meetings on November 13, 2018. Mayor Keyserling abstained from the vote because he was not present at the meeting. On page 5, Councilman Cromer said, “security lighting” should be “security lining.” Councilman McFee said he – not Mayor Keyserling – had made the calls to order as both the work and regular sessions. **The motion to approve the minutes as amended passed 3-0.**

Councilman Murray made a motion, second by Councilman McFee, to approve the minutes of the work session and regular council meetings on November 27, 2018. Mayor Keyserling abstained from the vote because he was not present at the meeting. Councilman McFee said he – not Mayor Keyserling – had made the calls to order for both the work and regular sessions. On page 4, Councilman McFee said that in the last bullet point on page 4, “EDC” should be “MASC” (Municipal Association of South Carolina). **The motion to approve the minutes as amended passed 3-0.**

**ADOPTION OF MASC 2019 ADVOCACY INITIATIVES**
Councilman Murray made a motion, second by Councilman McFee, to approve the proclamation adopting the initiatives. Ms. Todd read the proclamation. **The motion passed unanimously.**
Councilman Murray made a motion, second by Councilman Cromer, to approve the request. Linda Roper said staff had consolidated its requests to council so they could begin the planning process for the community events. She described what each of the events would involve in general, and in terms of the elements that city council approves (e.g., street closures, wine and beer sales, etc.).

Councilman Murray asked about comp passes for parking for sponsors and said he doesn't want to issue a blanket approval. Ms. Roper said it depends on the number of sponsorships; for Shrimp Festival, it was 20 spaces on Friday and 35 on Saturday. Councilman Murray said, if an applicant from another nonprofit were to come before council, they would not be offered “a blanket waiver.” Ms. Roper said, “We actually pay the fee” for parking “from the sponsorships.” There was then a discussion about when the city donates spaces for events. Ms. Roper said sponsors are not charged for parking. Councilman McFee suggested capping the number of spaces at 40, and if more spaces are needed, Ms. Roper could update council, so it would know how many spaces are being used by sponsors, even if they’re being paid for.

Councilman Murray said he is glad the city is taking on the Halloween event, and the changes they had made this year worked. He asked if they would be coming back with a specific date and use of Waterfront Park for the Halloween event. Ms. Roper said she could do that, but they needed to request permission for it with the other events “because there is an expense to it.”

Ms. Roper said the city is looking for partners like Beaufort Area Hospitality Association to help with such events.

Councilman Murray made a motion to amend the request to include a cap on the number of sponsorship parking spaces at 40 per day for Taste of Beaufort and Shrimp Festival. Councilman McFee seconded the motion. The motion passed unanimously.

Councilman McFee asked about the port-a-potties being situated throughout the Christmas parade route. Ms. Roper said they would only be in the staging areas. Councilman McFee made a motion to amend the request to include language stating that port-a-potties would only be in the staging areas. Councilman Murray seconded. The motion passed unanimously.

The amended motion passed unanimously.

REQUEST FOR PERMISSION FROM LOWCOUNTRY HABITAT FOR HUMANITY TO HOST 2ND ANNUAL LOWCOUNTRY HABITAT TURKEY TROT 5K
Councilman McFee made a motion, second by Councilman Cromer, to approve the request for the November 28, 2019 event. Rhonda Carey discussed street closures and other details of the event. Janie Lackman said the first annual Turkey Trot was a great success, so they are very excited about doing it again. The motion passed unanimously.

REQUEST FOR PERMISSION TO HOST ANNUAL MARTIN LUTHER KING JR. PARADE FROM BEAUFORT COUNTY MINISTERIAL ALLIANCE
Councilman Cromer made a motion, second by Councilman McFee, to approve the request for the January 21, 2019 event. The motion passed unanimously.

APPOINTMENTS TO CITY BOARDS AND COMMISSIONS
Councilman McFee asked if the terms were staggered. He proposed that they should be so there would be a “constant rotation. Councilman McFee made a motion, second by Councilman Murray, to approve the appointment of Mike Sutton and Eric Powell to serve 4-year terms, and Jennifer Pender Peterson, Robert Bognadus, and Robert Montgomery to serve 2-year terms on the Building Board of Appeals. The motion passed unanimously.

CITY MANAGER’S REPORT
Mr. Prokop said the city’s new website has been up about a month, and it is getting good feedback.

The Beaufort 2030 Future Lab starts next Thursday at Tabby Place from 8:30 a.m. to 4:00 p.m., Mr. Prokop said. 55 participants are confirmed, and the public can attend to observe.

Stu Rodman is the new county council chair, Mr. Prokop said.

There was a discussion about attendees at the Future Lab.

COUNCIL REPORTS
Councilman Murray said Beaufort County Economic Development Corp would be having its annual strategic planning retreat next week.

Councilman Cromer said the Beaufort History Museum has an exhibit on “Beaufort in Films” that is opening this week.

There being no further business to come before council, Councilman Cromer made a motion, second by Councilman Murray, to adjourn the regular council meeting. The motion passed unanimously, and the meeting was adjourned at 7:36 p.m.
A work session of Beaufort City Council was held on January 22, 2019 at 5:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilwoman Nan Sutton, Councilmen Stephen Murray, Mike McFee, and Phil Cromer, and Bill Prokop, city manager.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

**CALL TO ORDER**
Mayor Keyserling called the work session to order at 5:03 p.m.

**EMPLOYEE NEW HIRE RECOGNITION**
Police Chief Matt Clancy introduced police department patrolwomen Cynthia Garber and Jennifer Patrone.

Linda Roper introduced Bernadette Macchi, administrative assistant in Downtown Operations and Community Services.

**UPDATE ON MOSSY OAKS DRAINAGE PROJECT**
Neal Pugliese said this problem “has not changed.” He reviewed the project timeline from June 2018 to June 2020. The Spanish Moss Trail geotechnical survey is expected at the end of January or beginning of February, he said; the survey “will tell us the consistency of the Spanish Moss Trail” in the project area.

Mr. Pugliese said the Army Corps of Engineers’ jurisdictional determination is a formal report that can be submitted to allow upgrades, among other results. It and a Mossy Oaks task force/neighborhood meeting are expected in February 2019, he said.

The $1 million bond was secured in December, Mr. Pugliese said. All of the stakeholders are working well together. Portions of the Jane Way canal system have been claimed by the Army Corps of Engineers, so the city/county cannot do work on those portions. The Southside Park detention pond is being designed to have minimal disruption to other park features, he said.

Jarod Fralix discussed the project’s challenges: First, the Spanish Moss Trail presents challenges such as the potential for a “Katrina effect” on the causeway, which would mean that the substructure would need additional reinforcement.

Next, Mr. Fralix said, they hope to “clean and prep” those portions of the Jane Way canal not taken over by the Army Corps of Engineers, so the project can have “some forward momentum” before formal permitting is obtained. Mr. Pugliese said they have been discussing performing this maintenance with the school. The work can be done with in-house employees and contractors, he said.
The third challenge is the 4-acre Southside Park detention pond. Mr. Fralix said when they get the letter from the Army Corps of Engineers about the pond, they will go to Commerce for permission to do the work at Southside Park without having “the rest of the downstream permits in hand” for the work that is covered by the Community Development Block Grant.

Mr. Pugliese showed the 9 challenged areas and their priority with the updated estimates for their costs. He told Councilman Murray that the estimates did not include the work in the Spanish Moss Trail area; he estimates that fortifying it, if the natural material is not suitable, would cost $250,000, but all of the estimates would be refined over time.

Mr. Pugliese showed the status of design and permitting for each of the 9 challenged areas. Mr. Fralix discussed the permitting strategy.

Mr. Pugliese showed the strategies for Mossy Oaks with each of the regulatory agencies going forward.

Councilman Murray asked about “the opportunity for routine maintenance” that had been mentioned. Mr. Fralix said within the next month or two, they would submit “smaller plans” to DHEC and OCRM for a “briefer review.” If it’s more work than Public Works could do, they could go out for bid while getting permitting from local authorities, he said.

Mr. Prokop asked if permitting time would take longer than actual construction. Mr. Pugliese said that’s probably a fair statement, but they have “if and then strategies,” and this is a priority. Mr. Prokop said it’s important to let residents know that the city is ready to do the work, but bureaucratic processes must be followed.

Mayor Keyserling asked if the plan is still to start on whatever the Army Corps of Engineers gives permission to start on, and Mr. Pugliese said that’s correct. There was a discussion about when the work on the Spanish Moss Trail might start. The pond work in Southside Park will be “very visible,” Mr. Fralix said. Mayor Keyserling said he has been getting phone calls about when the work would begin, now that it’s after the first of the year. Councilwoman Sutton said it’s also important that work is happening before the beginning of hurricane season on June 1.

**Barb Chemsak** asked about the design of the pond in Southside Park. Mr. Fralix said the determination was made by where the saltwater infiltration stops, among other factors.

**Rhonda Carey** suggested that at the Mossy Oaks neighborhood meeting, the project representatives should break the project’s elements down “very specifically” for the people in the neighborhood, and in laymen’s terms, so they know exactly what the
planned steps are. Mr. Pugliese said they are looking forward to that meeting, and they will go into a lot of detail and will take all of the questions, as they did at the last meeting.

Ms. Chemsak asked for the neighborhood meeting to be held somewhere other than the school’s cafeteria. Mr. Pugliese said they are looking at that.

**LADY’S ISLAND PLAN**

Rob Merchant, Beaufort County Community Development, began his presentation by discussing why the Lady’s Island Plan was done. The public was concerned about growth, he said, and 2 years ago at a Lady’s Island planning meeting, the room was packed, indicating the interest of the community in looking at ways to manage growth better. A steering committee was formed about a year ago, he said, and he described the members of that group and their affiliations. He also noted the contributions of city, county, and Town of Port Royal staff, and of Greg Dale, the facilitator.

Mr. Merchant described how “extensive citizen input” was obtained (e.g., through two surveys) and the “concerns” that citizens expressed about future growth on Lady’s Island (e.g., natural resource protection, quality of life).

Under the current ordinances, Mr. Merchant said, they looked at how much growth Lady’s Island could sustain and determined 8,795 dwelling units. There are many constraints to that growth, he said, but it set off an alarm that future growth needs to be managed. He told Councilman Murray that he would estimate that there are about 4,000 dwelling units on Lady’s Island right now.

Mr. Merchant said Lady’s Island “is in two jurisdictions,” which makes planning even more important. He shared the vision statement for the plan. Lady’s Island is many things to different people, he said. The 4 common goals of the plan are quality of place, connections (i.e., transportation, including modes other than vehicles, such as pedestrian and bicycle transportation), preservation and protection of natural resources, and stewardship by Beaufort County, the City of Beaufort, and local civic organizations.

From the goals, the committee determined seven planning themes to organize the work on Lady’s Island, Mr. Merchant said: manage growth, create a walkable center, strengthen neighborhoods, manage traffic congestion (fully implementing the recommendations of the Lady’s Island Corridor Study), bicycle and pedestrian facilities, adequate infrastructure, and transparency.

Mr. Merchant reviewed the five essential actions to come out of the steering committee: modify the growth boundary to prevent future urban growth on rural margins and limit the footprint of suburban/urban density growth; when sewer is not available, reduce density to no more that one unit per acre or base zoning, whichever is
less dense; develop policies to limit fill; improve the transportation network, and increase civic engagement.

Councilman Murray said he has no problem with reducing the growth boundary, but he has trouble with the language because it creates the perception that this would keep all of northern Beaufort County rural, when much of the density there is suburban, not rural. He thinks the language should be changed to make it clear that this would not mean that there would be no development there.

Mayor Keyserling said the development at Oyster Bluff was a big concern, but regulations have not been introduced as a result. He said he wants to ensure that the groundwork is laid to fix problems now by ordinance, and he wants to respond as people have asked them to and not just create “lofty plans.” Mayor Keyserling feels they should break down the vision for Lady’s Island “into specific steps.”

Mr. Merchant said he feels that modifying the growth boundary “sends a good message,” but he doesn’t think that message is that this will solve all of the problems on Lady’s Island. Councilman Murray said drawing the growth boundaries back is “just one small piece” of prohibiting growth on northern Lady’s Island, and there will be others. Mr. Merchant said this plan is “a policy statement.”

Mr. Merchant said “limiting the fill” means minimizing the use of fill dirt in flood-prone and low-lying properties where the use of fill would enable development that could not otherwise occur. To increase civic engagement, a committee would be set up to help implement and maintain the plan as a way to continually manage growth on Lady’s Island, he said.

Mr. Merchant reviewed implementation steps for the Lady’s Island Plan. He said the Natural Resources committee of Beaufort County Council recommended working with Jon Rimbaud on the language related to the airport to make it more in line with the existing plan. Three sections of the plan say there is to be no runway extension, he said. Councilwoman Sutton said she thinks the language should be “more open” and not include the word “never” in regard to the runway extension. Mayor Keyserling said he doesn’t think the debate about this is “critical” because there are many things about managing growth in the plan that are more important, so he would like to see the language about the runway extension taken out.

Mayor Keyserling said he thinks the Lady’s Island Plan is “a vision,” and it’s important for public perception to make that clear in order to “manage expectations.”

Councilman Murray said he would wait to see the language that the county and the airport come up with about the runway extension. His first impulse was that the language about it should be stricken from the plan, but now he finds it to be “a mixed message.”
Mr. Merchant said county council’s Natural Resources committee made a minor change today: recommending going to 1 dwelling unit per 2 acres when sewer is not available.

Mr. Merchant said the plan recommends that the Lady’s Island Community Preservation Committee (LICPC) oversee the implementation of the plan, and the steering committee has been “looking at what that would look like.” Councilman McFee asked if that wouldn't be “an additional layer of bureaucracy,” which “we’ve been trying to simplify.” Mr. Merchant explained how the county uses the LICPC currently to get input. This is being considered as an “informal” layer, not regulatory, he said. He told Councilman McFee that any matters that went to the committee would then go to the Metropolitan Planning Commission (MPC). They are still discussing how this would work, Mr. Merchant said, but they don’t want to add any “additional layers of complexity.”

Councilman Murray asked how what they are considering for the LICPC’s role differs from what the MPC and other entities do. The plan suggests “a whole new layer of bureaucracy that the development community would have to go through,” he said. Mr. Merchant said joint projects have successfully gone before the LICPC in the past. The appointment of its members has not been formal, but they would want to formalize that process for this role. LIBPA (Lady’s Island Business Professionals Association) is different, he said, as is Sea Island Corridor Coalition; LICPC “has a unique and specific role.” The county is giving the LICPC more tasks, Mr. Merchant said, and formalizing its role, rather than starting another committee.

Mr. Merchant said David Prichard and he are “very involved in this process,” and they don’t want the review process to be any more cumbersome than it is, so they will be looking at how to make it more effective.

Council will hold a special work session on January 29 to discuss the Lady’s Island Plan.

**SPANISH MOSS TRAIL CONNECTOR DRAFT RESOLUTION**

Councilman McFee said he’s concerned about #8 in the resolution: “The city will support the Friends of the Spanish Moss Trail in their efforts to raise funds for the connector, to include an examination of current City income streams that could be allocated to its construction.”

Councilwoman Sutton said she shared that concern. She asked if the city needs to be “committed on paper like this.” Mayor Keyserling said the goal of the resolution is “to send a message to the principal lender,” but he shares the concern. Dean Moss asked if council is okay with the city being the applicant for grants. In order to raise funds for the extension, which will be a city asset, he said he needs a clear indication that the City of Beaufort is, in fact, behind him in that effort.

Councilman Murray said he’d like points #8 and #9 stricken. Councilman McFee suggested they “re-verbage #9.”
Councilman Murray said the feedback he’s gotten is that this project is not a priority. He’s concerned about having to make up for lacking funding to build the connector and about the connector being a maintenance liability for the city. He said he’s nervous about the language in the resolution saying that the city “agrees that time is of the essence” for developing the connector, so it will “immediately initiate activities to make it a reality.”

Mr. Moss said his objective is to raise $1 million and to seek a match for the other $1 million, and then to bring the money to the city to do the project. He understands the city’s crumbling infrastructure and the need for large investments to preserve and enhance that infrastructure, but he also believes this project is “potentially so momentous to the City of Beaufort” that the city needs to build it if Friends of the Spanish Moss Trail can get the money to do it. It would be “an important step to put something significant out there” for the community, visitors, etc., he said, rather than just repairing current infrastructure.

Mr. Moss agreed that #9 could be struck, but it’s important that council “express interest in the vision” of this project. He thinks the vision should be expanded of what could be along that corridor. Mayor Keyserling said he disagreed with Mr. Moss about that vision.

Councilman Murray said he thinks the trail is “transformational” and has important potential, but Beaufort’s population is leaving, per capita income is very low, so this connector is not an important priority. Although he likes it, he feels it’s not “responsible,” given how many other projects need to be done. The city can’t be asked to contribute $1 million-plus and be responsible for trail maintenance, Councilman Murray said.

There was a general discussion about changes and deletions to the language of the resolution. Mr. Moss said PATH would build the connector and “give it to you” if Mr. Moss brings the city $2 million.

Mr. Moss said Friends of the Spanish Moss Trail has signed a contract for the survey work, so the city will have a survey of the entire corridor.

**STATUS OF HOLY TRINITY SCHOOL MEMORANDUM OF UNDERSTANDING (MOU)**

Mr. Prokop said Holy Trinity would like “to postpone everything” concerning a soccer field in Southside Park until June because the school is in discussions with the county about Bob Jones Field, but if that doesn’t work out, the school wants to know if council supports the original 3-year contract with the city. He said the school would use the facilities they have for this spring.

There being no further business to come before council, the work session was adjourned at 6:57 p.m.
A regular session of Beaufort City Council was held on January 22, 2019 at 7:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilwoman Nan Sutton, Councilmen Stephen Murray, Mike McFee, and Phil Cromer, and Bill Prokop, city manager.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

CALL TO ORDER
Mayor Keyserling called the regular council meeting to order at 7:06 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE
Councilman McFee led the invocation and the Pledge of Allegiance.

CHARACTER EDUCATION PROCLAMATION
Councilman Murray made a motion, second by Councilman Cromer, to approve the proclamation of Ta’Ni Miller as the Beaufort Middle School student of the month. The motion passed unanimously. Councilman McFee read the proclamation, and Mayor Keyserling presented it to Ms. Miller.

PROCLAMATION COMMENDING HM1 ROGER ANDERSON AND HM2 RAUL DELARIVAESPINOZA FOR THEIR VOLUNTEER EFFORTS DURING SHRIMP FEST 2018
Ms. Roper said these men performed a number of important functions for the city’s first Shrimp Festival. Councilman McFee made a motion, second by Councilman Murray, to commend Roger Anderson and Raul Delarivaespinoza. The motion passed unanimously. Councilman McFee read the proclamation, and Mayor Keyserling presented it to Mr. Anderson and Mr. Delarivaespinoza.

MINUTES
Councilman McFee made a motion, second by Councilman Cromer, to approve the minutes of the council work session and regular meeting December 11, 2018. Councilman Cromer said on page 1, in the first sentence of last paragraph, the word “outsider” should be “outside.” The motion to approve the minutes as amended passed unanimously.

ADOPTION BY REFERENCE OF PROPOSED CHANGES TO BEAUFORT COUNTY ANIMAL CONTROL ORDINANCE, CHAPTER 14 ANIMALS
Councilman Murray made a motion, second by Councilman McFee, to adopt the changes to the ordinance on first reading. Mr. Prokop said the police chief has reviewed this and is very happy with it. Tallulah Trice said Beaufort County Animal Services is very happy with this ordinance, too; it lessens punishments for first offenses, for example, and in places where this is done, there are very few appeals because animal services organizations work with the animals’ owners.
CITY REPRESENTATIVE APPOINTMENT TO BEAUFORT COUNTY STORMWATER BOARD
Councilman McFee made a motion, second by Councilman Cromer, to appoint Neil Desai to the stormwater board. The motion passed unanimously.

CITY MANAGER’S REPORT
Mr. Prokop said there has been a fire at Walmart on Robert Smalls Parkway, but it was “only in the deli.” The store has been closed, but it will probably open up later tonight. He added that the fire department is offering any businesses training in using fire extinguishers.

Mr. Prokop said the Beaufort 2030 Lab 1 was a success, and the city was well-represented by the volunteers that the city invited to participate. Lab 2 on February 13 will be “where the real work begins,” he said.

March 11 and 12 are the dates for the annual retreat at the St. Helena library, Mr. Prokop said. June 11 will be the first public hearing on the budget. He reviewed other upcoming projects.

22% of the current police department is female, Mr. Prokop said, and 6 City of Beaufort officers have recently graduated from the police academy.

MAYOR’S REPORT
Mayor Keyserling discussed the activities of Young Leaders of Beaufort and said “Reconstruction Beaufort is growing.”

United Community Task Force has an event coming up, Mayor Keyserling said, and he is working to involve the Old Commons and Northwest Quadrant neighborhoods in it.

The Trump administration called back “the seismic testing team” to “work on the permits” during the federal government shutdown, Mayor Keyserling said, but a federal judge issued an injunction against this.

COUNCIL REPORTS
Councilman Murray said the Beaufort County Economic Development Corp (EDC) had a strategic planning retreat last week. Year-to-date, the EDC has booked $20.3 million in capital investment countywide, he said.

Councilman Cromer said the current Beaufort History Museum exhibit about films shot in Beaufort is a success, and it will continue through February. The museum’s annual meeting is coming up, he said, and he announced the next lecture in the Beaufort History Series.

Councilman McFee said Natalie Daise’s art show is opening this week at the USCB
Center for the Arts gallery, and the opening reception is this Thursday.

There were general comments about the Beaufort 2030 meeting. Councilman Murray asked if there’s a process to keep the participants in the process engaged. Mayor Keyserling said they might be able to discuss that in Lab 2 when they discuss next steps.

There being no further business to come before council, Councilman Cromer made a motion, second by Councilman Murray, to adjourn the regular council meeting. The motion passed unanimously, and the meeting was adjourned at 7:36 p.m.
CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL
FROM: Linda Roper, Downtown Operations and Community Services Director
AGENDA ITEM TITLE: Street closure request from Beaufort County Community Center (Washington Street Park) to close a portion of the 900 block of Newcastle Street for the 2nd Annual Washington Street Playground Event "Decoration Day", Monday, May 27, 2019
MEETING DATE: 2/26/2019
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:
TO: REDEVELOPMENT COMMISSION MEMBERS/CITY COUNCIL
FROM: WILLIAM PROKOP
SUBJECT: MARINA OPERATIONS - CONTRACT RECOMMENDATION
DATE: 2/12/2019

The City issued a Request for Proposals (RFP) for Marina Operations on August 10, 2018. The RFP was posted on the City’s website, Vendor Registry and SCBO. The RFP was also advertised in the Beaufort Gazette and the State of South Carolina procurement newsletter.

The City received two (2) sealed proposals by the required submittal date of October 12, 2018 in response to RFP 2019-101, Marina Operations. The two (2) Companies were: Safe Harbor Marinas; and Beaufort Marine Services, LLC. The qualification statements were publicly opened on October 12, 2018 at 2:01 pm and results were publicly read in accordance with the RFP notice.

The evaluation committee met and discussed each of the committee members’ evaluation of the two submitted proposals. The evaluation committee consisted of Bill Prokop, City Manager; Linda Roper, Director of Downtown Operations; Jon Verity, Alan Dechovitz, and Mike Sutton.

The selection committee made the decision to set up a meeting with Safe Harbor Marinas to discuss their proposal in more depth. There was a meeting on November 1, 2018 between the City and Safe Harbor along with representatives from the Charleston, SC marina that Safe Harbor recently acquired. A second meeting took place on February 5, 2019 with all members of the selection committee and the following representatives of Safe Harbor Marinas; Jeff Rose, Vice President of Business Development; Connor Potts, Senior Financial Analyst; and Luke Taylor, Director of Acquisitions.

Following this discussion and the evaluation of both proposals received, the evaluation committee recommends Safe Harbor Marinas as the Company to be awarded the contract for the Marina Operations. Safe Harbor Marinas were determined to be the lowest responsible bidder based on the following criteria:
• They provided comprehensive understanding of the requirements with strong enthusiasm.

• They presented extensive experience with the operational requirements of Leasing/Owning Marinas.

The evaluation committee was unanimous in their recommendation that Safe Harbor Marinas was the lowest responsible bidder and would service the City’s professional Marina needs for the Waterfront Park, the Downtown area and the City in general in the best possible manner.

The committee is recommending that the City Council authorize the City Manager to negotiate a contract with Safe Harbor Marinas which will be brought back to City Council for review and approval.
CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL
FROM: Bill Prokop, City Manager
AGENDA ITEM TITLE: Approval to authorize a Memorandum of Understanding (MOU) between Beaufort Jasper Water Sewer Authority and the City of Beaufort for Credits for Infrastructure
MEETING DATE: 2/26/2019
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:
RESOLUTION

THE SPANISH MOSS TRAIL DOWNTOWN BEAUFORT CONNECTOR

WHEREAS, the Spanish Moss Trail has become one of the most popular rail-trails in the Southeast; and,

WHEREAS, the Depot Road Trailhead is the center-point and the ceremonial heart of the Trail; and,

WHEREAS, the route along Depot Road and Bay Street between downtown Beaufort and the Depot Road Trailhead is not easy for bike riders to navigate and is perceived by many to be unsafe; and,

WHEREAS, creating a safe and easy-to-navigate connection between the Spanish Moss Trail and downtown Beaufort will allow visitors and community members to safely move between the Spanish Moss Trail and downtown Beaufort; and,

WHEREAS, developing such a connector will offer increased, healthy recreational opportunities to all residents and visitors; and,

WHEREAS, the route along Depot Road and Bay Street is the most scenic; and,

WHEREAS, this connector can be designed and constructed to retain a significant number of parking spaces along the Bay Street bluff; and,

WHEREAS, it is the conclusion of the Council and staff of the City of Beaufort that such a connector would greatly benefit the City and should be developed.

NOW THEREFORE, be it resolved by the City Council of the City of Beaufort, South Carolina, in regular session assembled this 26th day of February 2019 that:

1. The City of Beaufort commits to the development of a connecting trail between the Spanish Moss Trail and the intersection of Bay Street and Charles Street in downtown Beaufort;
2. The precise route of the connector shall be determined by Council following the completion of the survey but in general, Depot Road and Bay Street appear to be the best alternative.
3. The connector will, wherever possible, along the Bay Street bluff, be designed to retain as many parking spaces as possible;
4. The connector will be constructed of concrete, and will be a minimum of ten (10) feet wide;
5. The City will utilize the services of the PATH Foundation to assist it with the planning, design and construction of the connector;
6. With the assistance of the PATH Foundation, the City will seek all necessary permits from the SCDOT, OCRM and other agencies, that may be needed for the development of the connector;
7. The City will be the applicant for grants from public and private sources as may be available to finance design and construction;
8. The City will support the Friends of the Spanish Moss Trail in their efforts to raise funds for the connector.

____________________ ________________________
Billy Keyserling, Mayor               Ivette Burgess, City Clerk
CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL  DATE: 2/22/2019
FROM: Kathy Todd
AGENDA ITEM TITLE: Authorization to allow City Manager to enter into Engineering Contract with McSweeney Engineers for Piling repair at Waterfront Park
MEETING DATE: 2/26/2019
DEPARTMENT: Finance

BACKGROUND INFORMATION:

See attached Memo

PLACED ON AGENDA FOR: Action

REMARKS:

Requesting City Council to authorize the City Manager to enter into contract with McSweeney Engineering on the Waterfront Park piling repair project.

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The City issued a Request for Qualifications (RFQ) for Engineering Services on December 14, 2018. The RFQ was posted on the City’s website, Vendor Registry and SCBO. The RFQ was also advertised in the Beaufort Gazette and the State of South Carolina procurement newsletter.

The City received two (2) sealed qualification statements by the submittal date of January 4, 2019 in response to RFQ 2019-104, Engineering Services – Waterfront Park Pilings. The two (2) Companies were: Collins Engineering; and McSweeney Engineers. The qualification statements were publicly opened on January 4, 2019 at 2:01pm and results were publicly read in accordance with the RFQ notice.

The evaluation committee met and discussed each of the committee members’ evaluation of the two submitted qualification statements. The evaluation committee consisted of Neal Desai, Assistant Public Works Director; Matt StClair, Director of Public Projects; Linda Roper, Director of Downtown Operations; and Kathy Todd, Finance Director.

Following the discussion and evaluation of proposals received, the evaluation committee recommends McSweeney Engineers as the Company to perform the Engineering Services as it pertains to the repair of the Pilings for Waterfront Park. McSweeney Engineers were determined to be the lowest responsible bidder based on the following criteria:

- They provided comprehensive understanding of the requirements with strong enthusiasm.
- The rate is $16,392.00 plus $2,850.00 per site visit for Construction Verification.
- They presented relative experience with the Waterfront Park Pilings requirements.
The evaluation committee was unanimous in their recommendation that McSweeney Engineers was the lowest responsible bidder and would service the City's professional Engineering and related services needs for the Waterfront Park in the best possible way.
CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL
FROM: Kathy Todd
AGENDA ITEM TITLE: FY 2019 Budget Amendment #1 - 1st Reading
MEETING DATE: 2/26/2019
DEPARTMENT: Finance

BACKGROUND INFORMATION:

The City has received a few grants and did not receive a couple of grants that were applied for. As a result the following budget amendments are needed to accurately reflect that activity.

PLACED ON AGENDA FOR: Action

REMARKS:

Request that City Council approve the FY 2019 Budget Amendment #1, First Reading. Second Reading will be scheduled for March 12, 2019

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