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CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL REGULAR MEETING AGENDA
March 8, 2022

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

Please note, this meeting will be broadcasted via zoom and live streamed on Facebook. You can view the meeting at the City's page; City Beaufort SC

I. CALL TO ORDER

A. Stephen D. Murray III, Mayor

II. INVOCATION AND PLEDGE OF ALLEGIANCE

A. Mayor Pro Tem, Mike McFee

III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Proclamation proclaiming March 2022 as Developmental Disabilities Awareness Month

IV. PUBLIC COMMENT

V. MINUTES

A. Special Council Meeting - February 22, 2022

VI. OLD BUSINESS

A. An Ordinance amending Part 1, Chapter 4, Article A, Section 1-4004, Paragraph (9) of the City Code of Ordinances - 2nd Reading

B. FY 2022 ARPA Fund Budget Amendment- 2nd Reading

VII. NEW BUSINESS

A. Request for street closure, parking spaces, waiver of open container, Drinking in Public & Noise Ordinances for Harvey & Battey to Host Private Party on Saturday, May 7, 2022, 4 PM - 9PM

B. Request from Beaufort Water Festival for use of the Waterfront Park, street closures, sale of alcohol, use of seawall, day dock, waiver of noise ordinance and Co-Sponsorship for Opening Ceremonies for the 66th Annual Beaufort Water Festival, July, 15-24, 2022

C. Request from Beaufort Memorial Hospital to host the Wellness Mobile in the Marina Parking Lot once a month between 9am-12pm and waiver of parking fees

- D. Request from Historic Beaufort Foundation to host the 2022 Spring Architect's Tour on Saturday, March 19, 2022, 10AM to 3PM, with allowance of parking on Hermitage Road
- E. An Ordinance adopting "Vision Beaufort 2021 Comprehensive Plan - 1st reading

VIII.REPORTS

- City Manager's Report
- Mayor Report
- Reports by Council Members

IX. ADJOURN



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2022
FROM: Traci Guldner, City Clerk
AGENDA ITEM TITLE: Proclamation proclaiming March 2022 as Developmental Disabilities Awareness Month
MEETING DATE: 3/8/2022
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Request for Proclamation was made by Janice Beach, Administrative Branch Manager, Beaufort County Disabilities and Special Needs.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Proclamation	Backup Material	2/22/2022



PROCLAMATION

WHEREAS, more than 500,000 South Carolina residents and families are impacted by severe lifelong disabilities including autism, head injuries, spinal cord injuries, mental retardation, and related disabilities; and

WHEREAS, people with lifelong disabilities are productive citizens, neighbors, and family members, deserving of respect and opportunities for economic self-sufficiency, independence, and personal growth; and

WHEREAS, South Carolinians with and without disabilities work together, play together, worship together, learn together, and grow together; and

WHEREAS, we owe a special debt of gratitude to the caregivers who selflessly provide physical, emotional and spiritual support to our residents with disabilities and special needs; and

WHEREAS, the 2022 observance of Developmental Disabilities Awareness Month celebrates the successful partnership between people with and without disabilities as well as the increasing involvement of people in education, employment and community activities.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims, March 2022 as

DEVELOPMENTAL DISABILITIES AWARENESS MONTH

The City of Beaufort encourages all citizens to work together to promote increased opportunities for people with disabilities, to recognize the many contributions made by people with disabilities in our communities, and to honor the dedication of the caregivers who bring support and hope to their fellow citizens.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 8th day of March.

STEPHEN D. MURRAY III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK



City Council Special Meeting
Meeting Minutes – City Hall Council Chambers, 2nd Floor

February 22, 2022

I. CALL TO ORDER

5:00 PM

Stephen D. Murray III, Mayor

Council members in attendance - Phil Cromer, Neil Lipsitz, Mike McFee, Mitch Mitchell, and Mayor Murray

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem, Mike McFee

III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Character Education Proclamation - Heymy Cruz Hernandez, Battery Creek High School.

Motion to approve was made by Mayor Pro Tem, McFee and seconded by Councilman Cromer.

Approval was unanimous.

IV. PRESENTATIONS

A. BJWSA update on current projects.

Andy Kinghorn, City's representative on the BJWSA Board of Directors, gave a report on some of the current projects that are taking place in the city. This included the replacement of galvanized pipes in Pigeon Point, the Northwest Quadrant, as well as Mossy Oaks to PVC pipe.

Mr. Kinghorn stated that the water main replacement on Ribaut Road has yet to begin. This is contingent on the impending Ribaut Road Rehabilitation Project that involves the city, Port Royal and Beaufort County.

BJWSA is working on updating its Master Plan. The plan will show all capital projects that are anticipated between now until 2040.

V. PUBLIC COMMENTS

No public comment.

VI. MINUTES

B. Worksession and Regular Meeting - February 8, 2022.

Motion to approve was made by Councilman Lipsitz and seconded by Councilman Cromer.

Approval was unanimous.

VII. NEW BUSINESS

A. Resolution authorizing signatories on all Financial Institution accounts.

Motion to approve was made by Councilman Cromer and seconded by Mayor Pro Tem, McFee.

Approval was unanimous.

B. FY 2022 ARPA Fund Budget Amendment - 1st Reading.

Motion to approve was made by Mayor Pro Tem, McFee and seconded by Councilman Cromer.

Alan Eisenman, Senior Accountant, went over the recommendations for some of the purchases using the American Rescue Plan Funds. Included in this was \$145,518.44 for Cybersecurity enhancements, \$165,000.00 for a new bucket truck for Public Works, and \$91,024.00 for Police body cameras. The total that is being recommended to be released is \$1,471,433.80.

Approval was unanimous.

C. Ordinance amending Part 1, Chapter 4, Article A, Section 1-4004 of the City Code of Ordinances - Powers and duties of the City Manager - 1st Reading.

Motion to approve was made by Councilman Cromer and seconded by Councilman Lipsitz.

Bill Prokop, City Manager, stated that the only changes that are being proposed are the amounts for procurement under each threshold, and not the processes. As an example, right now, if purchases are over \$25,000.00, a minimum of 3 sealed bids and a public bid opening are required. Under the proposed change, this amount would go up to \$100,000.00. He also gave the thresholds for purchasing that are followed by Beaufort County, Hilton Head, and Bluffton.

Approval was unanimous.

VIII. REPORTS

City Manager's Report

Welcomed two new businesses to the city. T-Mobile and Springhill Suites by Marriott.

Mayor's Report

Congratulated the Beaufort County School District, Technical College of the Lowcountry, along with others for hosting the first Beaufort County African American History Education Conference.

Thanked Beaufort County for including the Charles Lind Brown Community Center in their Parks and Recreation Survey. He is excited to see the center open again. He appreciates Councilman Mitchell's leadership with the task force.

Stated that the spec building in the Beaufort Commerce Park is nearing completion.

Had a conference call with Beaufort County leadership last week and was informed that the amount in the Good Neighbor Fund might be reduced. The amount in the reduction is unclear at this time.

Reported that tonight is the opening of the 16th Annual Beaufort Film Festival.

Councilman Mitchell

Reported that Beaufort County will be holding a meeting at the Charles Lind Brown Community Center on Thursday, March 10, 2022, beginning at 6pm. This is a chance for local residents in the area to tell the county what kind of activities they would like to see at the recreation center. Encouraged citizens to stop by and take a tour.

Mayor Pro Tem, McFee

Nothing to report.

Councilman Lipsitz

Nothing to report.

Councilman Cromer

Nothing to report.

IX. ADJOURN

5:40 PM

Motion to adjourn was made by Councilman Cromer and seconded by Mayor Pro Tem, McFee.

All in favor.

Disclaimer: This document is a summary. All City Council Worksession and Regular Meetings are recorded. Live stream can be found on the City's website at www.cityofbeaufort.org (Agenda section). Audio recordings are available upon request by contacting the City Clerk, Traci Guldner at 843-525-7024 or by email at tguldner@cityofbeaufort.org.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2022
FROM: Bill Prokop, City Manager
AGENDA ITEM TITLE: An Ordinance amending Part 1, Chapter 4, Article A, Section 1-4004, Paragraph (9) of the City Code of Ordinances - 2nd Reading
MEETING DATE: 3/8/2022
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

First reading was held on February 22, 2022.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	3/1/2022

An Ordinance amending Part 1, Chapter 4, Article A, Section 1-4004, Paragraph (9) of the City Code of Ordinances.

WHEREAS, City Council desires to amend the purchasing (procurement) procedures in which the City of Beaufort selects firms to purchase materials, supplies, equipment, or services:

WHEREAS, the City Manager may prepare and issue specifications for supplies, services and construction required by the City. The City Manager may delegate to a department the authority to prepare its own specifications.

WHEREAS, all specifications shall be drafted to promote overall economy for the purpose intended and encourage maximum free and open competition in satisfying the city needs and shall not be unduly restrictive.

WHEREAS, the City Manager may delegate procurement authority to designees.

NOW THEREFORE, BE IT ORDAINED, by the City Council of Beaufort, South Carolina, duly assembled by authority of the same, that Part 1, Chapter 4, Article A, Section 1-4004, Paragraph (9) shall be amended as follows:

- (9) Purchase all materials, supplies, equipment, or services for which funds are provided in the budget, in accordance with the following procedures:
- a. Whenever it is deemed necessary or desirable that supplies, materials, equipment, or contractual and professional services, be purchased or secured, requisitions shall be submitted to the person designated by the city manager. Upon receipt of such requisition, he/she shall proceed with the procurement as follows:
 1. If the estimated cost of a procurement exceeds one hundred thousand dollars (\$100,000.00), a minimum of three (3) sealed bids and a public bid opening is required for the award of purchase. If the bids are not available, a statement of explanation will be on file.
 2. If the estimated cost of a procurement is less than one hundred thousand dollars (\$100,000.00) but more than fifty thousand dollars (\$50,000.00) a minimum of three (3) written bids are required for procurement or a statement as to why they are not available.. (Public bid opening is not required.)
 3. If the estimated cost of a procurement is less than fifty thousand dollars (\$50,000.00) but more than fifteen thousand dollars (\$15,000.00) purchase information may be gathered by telephone or email. A minimum of two (2) quotes must be obtained.
 4. The City Manager may, independent of this Code, authorize the procurement of supplies, services, or construction items through the contracts established by the purchasing division of the state as provided in chapter 35 of title 11 (State Consolidated Procurement Code), South Carolina Code of Laws, 1976, or through any state, regional, county, or other governmental public procurement unit.
 - b. Whenever the estimated cost of procurement is one hundred thousand dollars (\$100,000.00) or more, we shall prepare specifications for the article or services required and shall advertise the requirements of the city inviting the tender of bids in writing for the furnishing of those requirements, such bids to be publicly opened at a time and place specified in the published notice. The bids shall be opened and read publicly.. An investigation of the responsibility of the bidders shall be made if the city manager deems it necessary.
 - c. Contracted and Professional services shall be procured as follows when the estimated cost exceeds one hundred thousand dollars.

1. Advertise publicly the request for qualifications or request for proposals for an adequate number of days to announce all requirements for professional services.
 2. Establish the minimum criteria and performance data by which each responding firm will be evaluated.
 3. Conduct interviews or discussions with no less than three (3) firms regarding the agreement and select from among them the firm deemed most qualified to provide the required services. Firms should be scored and then ranked in order of preference.
 4. Determine that adequate time was allowed for response and that a good faith effort was put forth to solicit responses should less than three (3) firms respond to the advertisement.
 5. Negotiate an agreement with the highest qualified firm at a compensation on which is fair and reasonable, considering the established value, scope, complexity, and professional nature of the services to be rendered.
- d. Sole source procurement: A City contract may be awarded without competition when the City Manager or designee, determines in writing, after conducting a good faith review of available Sources, that there is only one source for the required supply, service, or construction item or an Item has a unique characteristic, extreme durability, or other quality not found with competitors.
 - e. No contract for the purchase of articles or services over one hundred thousand dollars (\$100,000) shall be made unless council has authorized and directed the city manager to do so by budget or otherwise.
 - f. Execution of contracts. Unless otherwise specifically stated by a resolution or ordinance of council, all contracts made by and on behalf of the city shall be executed by the signature of the city manager.
 - g. Exceptions. In the event of disaster or other emergency, if purchases of supplies, materials, equipment or contractual services must be made immediately without an opportunity for the procedures herein or council approval, the mayor and/or the city manager is authorized to make necessary purchases to protect the public health, safety and welfare without complying with the procedures outlined in this chapter. In the event of any emergency purchases, the city manager shall report the details of the purchases to council at the earliest possible regular meeting.
 - h. For continuing or repeating projects (such as studies required annually) a multi-year contract may be awarded to a firm where detailed knowledge of city procedures or databases is important to the ability to perform the project and would add significantly to the costs if it had to be relearned by a new firm. The multi-year contract cannot exceed five (5) years without rebidding. City council must approve all multi-year contracts.

This Ordinance shall become effective immediately upon adoption.

 Stephen D. Murray III, Mayor

Attest

 Traci Guldner, City Clerk

First Reading _____

Second Reading and adoption _____



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/24/2022
FROM: Alan Eisenman
AGENDA ITEM
TITLE: FY 2022 ARPA Fund Budget Amendment- 2nd Reading
MEETING
DATE: 3/8/2022
DEPARTMENT: Finance

BACKGROUND INFORMATION:

Several projects were recommended by staff on the use of ARPA funds. Staff is requesting a budget amendment in order to move forward with some of those recommendations.

1. \$29,764.80 for three-year barracuda essentials which provides enhanced security over emails and archiving services, upgrade to the Microsoft Server of \$37,720 and \$9,500 for mission critical hardware for a total of \$76,984.80 for Cyber security enhancements to the City's IT infrastructure.
 2. \$270,064 was originally recommended for essential employee emergency pay. Staff is requesting \$330K which includes a \$1,500 bonus payment to active full time employees and independent contractors and \$500 bonus for active part-time employees who worked during the Governors State of Emergency. In addition, a health insurance credit against all current employees health insurance premium is proposed.
 3. \$40,425 for the Fire Department grant match on Paramedic/AEMT Training.
 4. \$165K for a bucket truck for Public Works.
 5. \$91,024 for Police Body Camera's
 6. \$325K for Police In car camera/video systems
 7. \$185K contribution to USCB Arts Center
 8. \$108K for the replacement of the AC Unit at 500 Carteret Street
 9. \$30K for the painting of the Pavilion.
 10. \$120K for 4 Cardiac Monitors
-

PLACED ON AGENDA FOR: Action

REMARKS:

Authorize the release of \$1,471,433.80 of ARPA funds for the above noted projects

First Reading was on February 22, 2022.

ATTACHMENTS:

Description	Type	Upload Date
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Proposed ARPA Projects	Cover Memo	2/24/2022
Barracuda Quote	Cover Memo	2/24/2022
Windows Server Quote	Cover Memo	2/24/2022
Mission Critical Equipment	Cover Memo	2/24/2022

Project Description	PROPOSED ARPA PROJECTS					County Allocation (Note 1)
	Category 1- Public Health Emergency	Category 2 - Lost Revenue	Category 3 - Personnel	Category 4 - Water Sewer Infrastructure	Total	
Paramedic/AEMT Training	\$ 40,425.00				\$ 40,425.00	
Essential Worker Pay & Health Insurance Credit			\$ 330,000.00		330,000.00	
Bridges Building for Workforce Development					-	\$ 250,000.00
Contribution to County Housing Trust Fund					-	144,000.00
Home Repairs in Low Income Neighborhoods					-	100,000.00
Small Business Incentives					-	52,000.00
Nurse Retention Scholarship Fund					-	24,000.00
Grant to TCL for Nursing School Equipment					-	80,000.00
Bucket Truck		\$ 165,000.00			165,000.00	
GIS Data Base - Setup & Training					-	200,000.00
Body Camera's (53 Different)		91,024.00			91,024.00	
Camera's for Cars-Video System		325,000.00			325,000.00	
Pandamic Impact grants - including Affordable Housing Loan/Grants	1,000,000.00				1,000,000.00	
USCB Contribution to Arts Center		185,000.00			185,000.00	
Beaufort Digital Corridor Cyber Scholarship Fund					-	100,000.00
AC Unit Replacements - 500 Carteret		108,000.00			108,000.00	
Painting of Pavillion & Metal above swings		30,000.00			30,000.00	
Cardiac Monitors (4)	120,000.00				120,000.00	
Stormwater Infrastructure				\$ 4,000,000.00	4,000,000.00	
Cyber security enhancements to City's IT Infrastructure				145,582.44	145,582.44	
Security Camera Upgrades - Citywide	149,000.00				149,000.00	
Licensing for Increased Cybersecurity					-	50,000.00
	\$ 1,309,425.00	\$ 904,024.00	\$ 330,000.00	\$ 4,145,582.44	\$ 6,689,031.44	\$ 1,000,000.00

Note 1: Beaufort County has approved a \$500,000 allocation to the City for Cyber Security and another \$500,000 under the Good Neighbor Fund



Pricing Proposal
 Quotation #: 21475688
 Created On: 1/14/2022
 Valid Until: 2/11/2022

SC City of Beaufort

Inside Account Executive

Charles Prezalar

1901 Boundary St
 Beaufort, SC 29902
 United States
 Phone: 843-322-7916
 Fax:
 Email: cprezalar@cityofbeaufort.org

Mike Zimmerman

290 Davidson Avenue
 Somerset, NJ 08873
 Phone: 732-507-1545
 Fax: 732-254-8224
 Email: Mike_Zimmerman@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Barracuda Essentials Compliance Edition - Subscription license (1 month) - 1 user - hosted Barracuda - Part#: BEOESC Note: One Year Option (195 Users * 12 Months = Qty 2340)	2340	\$4.30	\$10,062.00
2 Barracuda Essentials Compliance Edition - Subscription license (1 month) - 1 user - hosted Barracuda - Part#: BEOESC Note: Three Year Option (195 Users * 36 Months = Qty 7020)	7020	\$4.00	\$28,080.00
		Subtotal	\$38,142.00
		*Tax	\$2,288.52
		Total	\$40,430.52

*Tax is estimated. Invoice will include the full and final tax due.

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
 TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



Pricing Proposal
 Quotation #: 21278620
 Created On: 11/17/2021
 Valid Until: 3/31/2022

City of Beaufort

Charles Prezalor

1911 Boundary St
 Beaufort, SC 29902
 United States
 Phone: 843-322-7916
 Fax:
 Email: cprezalor@cityofbeaufort.org

Inside Account Executive

Mike Zimmerman

290 Davidson Avenue
 Somerset, NJ 08873
 Phone: 732-507-1545
 Fax: 732-254-8224
 Email: Mike_Zimmerman@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Microsoft Windows Server Standard Edition - License & software assurance - 16 cores - GOV - Open Value - level D - additional product, 3 Year Acquired Year 1 Microsoft - Part#: 9EM-00556	15	\$1,592.38	\$23,885.70
2 Microsoft Windows Server - License & software assurance - 1 user CAL - MOLP: Open Value - level D - additional product, 3 Year Acquired Year 1 Microsoft - Part#: R18-02410	175	\$67.54	\$11,819.50
		Subtotal	\$35,705.20
		*Tax	\$2,142.31
		Total	\$37,847.51

*Tax is estimated. Invoice will include the full and final tax due.

Additional Comments

SHI SPIN: #143012572

SHI-GS SPIN (For Texas customers ONLY): #143028315

For E-rate SPI orders, applicant shall be responsible for payment of any outstanding or ineligible costs if USAC rejects reimbursement claim in whole or in part.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

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Pricing Proposal
 Quotation #: 21242842
 Created On: 11/9/2021
 Valid Until: 11/30/2021

City of Beaufort

Charles Prezalor

1911 Boundary St
 Beaufort, SC 29902
 United States
 Phone: 843-322-7916
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 Email: cprezalor@cityofbeaufort.org

Inside Account Executive

Mike Zimmerman

290 Davidson Avenue
 Somerset, NJ 08873
 Phone: 732-507-1545
 Fax: 732-254-8224
 Email: Mike_Zimmerman@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 EMC for 25x2.5" enclosure - Hard drive - 1.2 TB - SAS 12Gb/s - 10000 rpm - buffer: 16 MB - Upgrade - for P/N: D3-2S10-1200 Dell - Part#: D3-2S10-1200U	10	\$585.11	\$5,851.10
2 PROSUPPORT W/MISSION CRITICAL-HARDWARE Dell - Part#: M-PSM-HWE-004 Coverage Term: 11/9/2021 – 2/28/2023	1	\$936.18	\$936.18
3 ProDeploy FOR UNITY HF HW Dell - Part#: PS-PD-UXHHWEX	1	\$1,750.00	\$1,750.00
		Subtotal	\$8,537.28
		*Tax	\$597.61
		Total	\$9,134.89

*Tax is estimated. Invoice will include the full and final tax due.

Additional Comments

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

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CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 3/2/2022
FROM: Linda D. Roper
AGENDA ITEM TITLE: Request for street closure, parking spaces, waiver of open container, Drinking in Public & Noise Ordinances for Harvey & Battey to Host Private Party on Saturday, May 7, 2022, 4 PM - 9PM
MEETING DATE: 3/8/2022
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

See attached memo

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Harvey & Battey Request for Private Party on May 7, 2022	Cover Memo	3/2/2022



CITY OF BEAUFORT

MEMORANDUM

TO: William Prokop, City Manager

FROM: Linda Roper, Dir. Downtown Operations & Community Service 

DATE: February 22, 2022

SUBJECT: Request for Street Closure, Parking Spaces, Open Container, Drinking in Public, and Noise Ordinance.

1. Harvey and Battey respectfully request for Craven Street from Charles Street to Newcastle Street to be closed on May 7th, 2022, from 1pm to 10pm to celebrate their 100th anniversary. The event will be from 4pm to 9pm. The time frame for the closure is to allow for set up and tear down of the event. This celebration will be taking place outside on their lawn and on Craven Street.
2. Harvey and Battey respectfully request to reserve the five metered parking spaces in front of their office at 1001 Craven Street all day on May 7th, 2022, to allow room for set up, tear down and the actual celebration. Event organizers will be contracting with SP+ for payment.
3. Harvey and Battey respectfully request for permission to waive the alcohol ordinance for May 7th, 2022 and allow for open container and drinking in public from 4pm to 9pm. Event organizers will obtain proper licenses and have them present at the event.
4. Harvey and Battey respectfully request permission for the noise ordinance to be waived from 4pm to 9pm.

Additionally, the organizers will be contracting with Beaufort Police for officers to be present during the event to ensure all protocols and safety measures are in place and enforced during the event.

ldr



66th Beaufort Water Festival

"Fun, Sun, and Vitamin Sea"

July 15-24, 2022

P.O. Box 52, Beaufort, South Carolina 29901

COMMODORE

Shawna Doran
(843) 592-10379

PROGRAM COORDINATOR

James Nutt
(843) 321-2491

COMMODORES	Year
Erin "Tank" Morris	2020-21
Brain Patrick	2019
Stacey Canaday	2018
Jason Berry	2017
Chris Canaday	2016
Bill Damude	2015
Brandy Gray	2014
Dan Thompson	2013
John Gentry*	2012
Bob Bible	2011
Sheri Little	2010
Wilmot Schott	2009
Les Brediger	2008
Erin Dean	2007
Keith Cummins*	2006
Richard Norris	2005
Marvin Morrison	2004
G.J. "Geordie" Madlinger, III*	2003
Scott Seelhoff	2002
Ed Saxon	2001
Craig McTeer	2000
David Tempel	1999
Michael Yoakum	1998
Charles H. Steinmeyer	1997
Kevin D. Cuppia	1996
Frank D. Plair	1995
Mark A. Buskirk	1994
Lowell Keene	1993
Danny Charpentier	1992
Edward M. Wise	1991
W.K. "Pete" Pillow	1990
H. Ronald Tanner	1989
D.R. "Rusty" Simpson	1988
Hutson "Buster" Davis, Jr.	1987
J. Lee Bollman	1986
George B. Brown	1985
A. Duncan Fordham	1984
"Skeet" VonHarten	1983
William C. Robinson	1982
James D. Williamson*	1981
Claude E. Surface, Jr.*	1980
Owen Hand	1979
Ed Duryea	1978
Fred Kuhn*	1977
George Goldsmith	1976
Curt Copeland*	1975
John M. Finn*	1974
James G. Thomas*	1973
Thomas R. Garrett*	1972
Don Perry	1971
Robert Weiden*	1970
Elrid Moody*	1969
Arthur Horne*	1968
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Colden R. Battey, Jr.	1966
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Robert G. McDowell*	1961
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Mrs. Mazie Terhune*	1959
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Ed Pike*	1957
John M. Bigbee*	1956

*Deceased

Monday, January 24, 2022

City of Beaufort
Attn: Bill Prokop, City Manager
1911 Boundary Street
Beaufort, SC 29902

Re: 66th Annual Beaufort Water Festival

Dear Mr. Prokop,

The Beaufort Water Festival would like to thank the Mayor and City Council for their continued support of our Annual Festival. We appreciate your support along with your staff to help us with all the logistics needed to utilize the park and the police services. Our relationship is strong, and we continue to be a good partner and engage actively in promoting Beaufort.

We request the utilization of the Henry C. Chambers Waterfront Park for the 66th Annual Beaufort Water Festival, from set-up on **Tuesday, July 12, 2022, through close-down on Monday, July 25, 2022.** The application (and deposit) for the use of the park on those dates has been previously submitted.

The following are requests for use, permissions, and waivers necessary to the logistical and safety purposes of the festival:

1. Request permission to place a mobile home headquarters at the Downtown Marina restroom area. Placement will be from 7:00 AM July 12, 2022 and removal by 8:00AM on July 26, 2022. In the event of severe weather (hurricane) these will be removed from the Downtown Marina in Beaufort.
2. Request closure of Waterfront Park seawall with exception of safety water event vessels, from July 15 - 24, 2022.
3. Request closure of the day dock adjacent to the playground on Saturday, July 16 from 7:00AM to 1:00PM for the use by the Beaufort Water Festival during the Raft Races and on Sunday, July 17 from 10:00AM to 3:00PM for the Ski Show.



66th Beaufort Water Festival

"Fun, Sun, and Vitamin Sea"

July 15-24, 2022

P.O. Box 52, Beaufort, South Carolina 29901

COMMODORE

Shawna Doran
(843) 592-10379

PROGRAM COORDINATOR

James Nutt
(843) 321-2491

COMMODORES	Year
Erin "Tank" Morris	2020-21
Brain Patrick	2019
Stacey Canaday	2018
Jason Berry	2017
Chris Canaday	2016
Bill Damude	2015
Brandy Gray	2014
Dan Thompson	2013
John Gentry*	2012
Bob Bible	2011
Sheri Little	2010
Wilmot Schott	2009
Les Brediger	2008
Erin Dean	2007
Keith Cummins*	2006
Richard Norris	2005
Marvin Morrison	2004
G. J. "Geordie" Madlinger, III*	2003
Scott Seelhoff	2002
Ed Saxon	2001
Craig McTeer	2000
David Tempel	1999
Michael Yoakum	1998
Charles H. Steinmeyer	1997
Kevin D. Cuppia	1996
Frank O. Plair	1995
Mark A. Buskirk	1994
Lowell Keene	1993
Danny Charpentier	1992
Edward M. Wise	1991
W.K. "Pete" Pillow	1990
H. Ronald Tanner	1989
D.R. "Rusty" Simpson	1988
Hutson "Buster" Davis, Jr.	1987
J. Lee Bollman	1986
George B. Brown	1985
A. Duncan Fordham	1984
"Skeet" VonHarten	1983
William C. Robinson	1982
James D. Williamson*	1981
Claude E. Surface, Jr.*	1980
Owen Hand	1979
Ed Duryea	1978
Fred Kuhn*	1977
George Goldsmith	1976
Curt Copeland*	1975
John M. Finn*	1974
James G. Thomas*	1973
Thomas R. Garrett*	1972
Don Perry	1971
Robert Weiden*	1970
Elrid Moody*	1969
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Colden R. Battey, Jr.	1966
C.R. Powell*	1965
R. Ray Kearns*	1964
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4. Request permission to erect temporary signage at the intersection of Ribaut and Bay and on Highway 170 pending utility inspection and approval from the Open Land Trust.
4. Request permission to install temporary power service in several locations subject to building code inspection.
5. Request permission to erect surface mounted sign near pavilion to showcase sponsors.
6. Request waiver of noise limitation ordinance from July 15-24, 2022.
7. Request sole permitting authority for concessionaires in the park from July 15-24, 2022. The Beaufort Water Festival will act as the sole agent for concessionaires during this time frame to determine fee amounts, types, and method of sale for all types of concessions to be marketed.
8. Request a waiver of the City Code prohibiting placement of banners, ribbons, and similar devices for July 15-24, 2022.
9. Request closure of Charles Street Extension to public traffic for loading, unloading and emergency egress of safety personnel for July 14-24, 2022.
10. Request permission to sell alcoholic beverages during the Beaufort Water Festival. The Beaufort Water Festival will apply to the State of SC for a permit and a license for that time frame. Water Festival will not sell alcoholic beverages on either Sunday of the Festival.
11. Request closure of Bay Street from Bladen to Newcastle during the hours of 4:30PM to 6:30PM on Friday, July 22, 2022, to conduct the annual bed races.



66th Beaufort Water Festival

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July 15-24, 2022

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COMMODORE

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12. Request parade permit for Saturday, July 23, 2022. Parade times will be from 10:00AM to 12:00PM. The parade route will follow Boundary to Carteret to Bay and conclude at the corner of Bladen and the old Federal Courthouse.

13. The Beaufort Water Festival is in negotiations with our safety partners, Police, Fire/Rescue, EMS, and SP+ to ensure all our guests are safe always while visiting the Waterfront Park during our events.

14. We are also requesting the City's continued sponsorship of our fireworks display, in the amount of five thousand dollars (\$5,000.00) credited towards our invoice from the City.

As in the past, we will participate with all your departments in a cooperative discussion of the requests listed. Any changes and/or modification will be subject to your approval.

Thank you in advance for your support and assistance in putting on another safe and memorable Water Festival.

Sincerely,

Shawna Doran
Commodore
66th Annual Beaufort Water Festival



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department 500
Carteret St Ste. B2 Beaufort, SC 29902

Phone: 843-379-7063

Fax: 843-986-5606

Name of Event: <u>66th Annual Beaufort</u> <u>Water Festival</u>	Date(s) of Event: <u>July 15-24, 2022</u> Setup start/end time: <u>July 12, 2022 @ 7:00 AM</u> Actual event start/end time: <u>Various</u> Take down start/end time: <u>July 26, 2022 @ 5:00PM</u>
Organization/Individual Name: <u>Beaufort Water Festival</u>	Address: <u>PO Box 52, Beaufort, SC 29901</u> Telephone: <u>843-524-06000</u> Email: <u>toddstowe2@gmail.com</u>

- Completed application must be received and approved by the Events Coordinator.
- All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Andrea Hackenberger 500 Carteret St. Suite B2 Beaufort, SC 29902,

or scan and email to ahackenberger@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7063 or visit our website at www.cityofbeaufort.org

Is event open to the public? yes

Will admission be charged, or donation required? yes

Will alcoholic beverages be sold? yes Served? yes

Will food be sold? yes Served? yes

Will there be any retail sales? yes

Number of people expected to attend: Approx. 2,500/ each day

Areas of the Waterfront Park can be reserved/rented for 4, 6, or 12 hour blocks of time. Please factor time for set up and take down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro rated increments. **NO exceptions will be made to this policy.**

Security Deposit is due upon approval of application

Fee payment due no less than 30 days prior to event.

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 500.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 450.00	\$ 750.00	
Electric Fee	\$ 50.00	\$ 75.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <https://sc-beaufort.civicplus.com/240/Group-Event-Business-License> to obtain a group business license application for vendors.

Did you know?

BEAUFORT PRIDE OF PLACE is a community involvement initiative that helps improve and develop quality of life throughout the city. Individuals, organizations, and visitors can get involved by donating money, equipment or time to assist the City with neighborhood improvement projects, youth programs, upgrading infrastructure and beautifying parks.

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact the City Manager's office @ 843-525-7070

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

•To serve alcohol or liquor at your event, you must obtain City Council approval.

•If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact the City Manager's office at (843)-525-7070.

City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

Lessee/Applicant Signature

12-14-2021

Date

Events Coordinator ~~Andrea Hackenberger~~

-----This section for City use-----

1-13-2022

Date Application Received

Deposit Paid: 1-13-2022 Fees Paid: _____ Deposit to be Refunded: _____



Beaufort Memorial
Mobile Wellness

To: City of Beaufort City Council

From: Beaufort Memorial Mobile Wellness Team

Re: Request for mobile services offered at the Downtown Marina

Date: February 17, 2022

City of Beaufort City Council,

As the area's community non-profit hospital, Beaufort Memorial is passionate about the wellbeing of our community. For 23 years, the BMH Mobile Wellness Unit has provided wellness screenings, participated in community events and been a staple in our neighborhoods and worksites. In February 2020 BMH brought home a beautiful new unit, outfitted to meet our growing needs as a prominent wellness program. Just one month later, the COVID-19 pandemic halted our mobile wellness events and the plans to introduce the new unit to our community. The mobile wellness team stepped in and became an integral part of battling the pandemic, providing drive-thru testing and vaccines for thousands and thousands members of our community.

As we look forward and work to put this pandemic behind us, the mobile wellness team is more than eager to get back on the road and do what it is we love, improve the health of our community. We are writing today to request setting up a wellness screening event with the mobile unit parked at the downtown marina. The unit is a 40ft RV style, wrapped with photographs of the Beaufort Waterfront and other local photographs. We are requesting to have standard runs where we come once a month, flexible on day/week, for 3 hours (9am-12pm) with hopes to reach community members, downtown merchants, employees and residents. This also includes a request to have parking fees waived from the hours of 11am-12pm while providing these services. Services provided on the unit are:

- Free blood pressure checks
- Free blood sugar checks
- \$10 cholesterol blood draw
- \$10 PSA blood draw
- Skin cancer screenings (with NP availability)
- Clinical breast exams (with NP availability)

We are happy to participate in a walkthrough to identify a location with the least interference on marina parking/usage. Thank you for your consideration. We look forward to getting back on the road and offering free/low cost screenings. Beaufort Memorial appreciates the partnership with the City of Beaufort and will continue to work together to meet the needs of our community. If you have any questions or concerns, please feel free to reach out to Jason Meyer by phone 843-522-5568 or email jason.meyer@bmhsc.org. We look forward to hearing from you.

In Health,

The Beaufort Memorial Mobile Wellness Team



March 1, 2022

Mrs. Linda Roper, Director
Downtown Operations & Community Services
City of Beaufort
500 Carteret Street
Beaufort, SC 29902

Dear Linda,

Historic Beaufort Foundation is delighted to continue our Spring Architects' Tour in 2022. Scheduled for Saturday, March 19th, this popular tour celebrates the best in creative and distinctive Lowcountry contemporary residential architecture. As in the past, the tour operates for one day in and around the City of Beaufort and greater Beaufort.

This year's tour includes 8 homes located in the City of Beaufort, on Lady's Island, Spanish Point and in Habersham. As in the past, tour goers will purchase and retrieve tickets and itinerary the day of the event at the HBF office, 208 Scott Street between 9AM and Noon. Online ticket sales will run through Wednesday, March 16.

With this letter, we are requesting approval related to parking and signage:

Signage. As in the past, HBF would like to place corrugated sign boards with sign stands identifying the home as a tour site in the yards and/or at the curb for just the day of the event – in the City of Beaufort, this includes the tour site on Ribault Road and the site on Charles Street. Additionally, directional signage will be placed to designate tour parking and walking route along Ribault. HBF will apply for a temporary signage permit to place the signs.

Parking/Transportation.

- For parking related to the Ribault Road site, HBF is requesting approval to manage parking along the median on Hermitage. To do this we will:
 - Contract with the Police Department to provide a Crossing Guard/Police Officer to guide tour goers across Ribault to the site, and back to their vehicles.
 - Direct tour goers to walk along the sidewalk on the west side of Ribault Road to Barnwell, and to cross at this location (with crossing guard/officer present) to the tour site. (This procedure has worked for the tour in past for this same site.)

- To position a golf cart on Hermitage for pick-up and delivery of passengers. There is a traffic light at Hermitage and Ribault which will allow for safe travel of the golf cart the short distance to the tour site.
- For Parking related to Charles Street Site, tour goers will self-park along Charles Street.

Notification. HBF will work with the Downtown Operations & Community Services Department to notify homeowners along Hermitage of the plan for parking along the Median and along Charles Street.

The Spring Architects' Tour has historically attracted hundreds of visitors to Beaufort from across the country to stay, tour, dine, shop and immerse themselves in the unique offerings of Beaufort and the Lowcountry as gracious residents open their private homes and gardens to offer this unique experience.

We look forward to working with the City of Beaufort, our many partners and the community to continue this special tradition.

We appreciate your consideration and look forward to successful event for Beaufort and the Lowcountry.

Sincerely,



Lise Sundrla
Assistant Director

cc: Cynthia Jenkins, HBF Executive Director
William Prokop, City Manager



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 3/1/2022
FROM: Bill Prokop, City Manager
AGENDA ITEM
TITLE: An Ordinance adopting "Vision Beaufort 2021 Comprehensive Plan - 1st reading
MEETING
DATE: 3/8/2022
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR: Action

REMARKS: