



CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL REGULAR MEETING AGENDA
May 11, 2021

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

In-Person: City Hall, Council Chambers, 2nd Floor - 7:00 pm - Face masks and social distancing will be required. Limited occupancy, overflow occupancy will be asked to observe the meeting electronically from the Planning Conference Room.

Remote Public Comment/Participation: To provide comment or participation in the discussion remotely log into zoom. **Please click the link below to join the webinar:**
<https://us02web.zoom.us/j/81334789300?pwd=WlZXd1NOdTNURO1Tb09Bbm8vN0dBZz09>
Passcode: 332957 Webinar ID: 813 3478 9300 US: +1 929 205 6099

Broadcast Viewing: You can view the meeting live via Facebook 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. Mike McFee, Mayor Pro Tem

III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

- A. Resolution honoring Mrs. Frieda Mitchell

IV. PUBLIC COMMENT

V. MINUTES

- A. Worksession and Regular Meeting - April 27, 2021

VI. NEW BUSINESS

- A. Southside Park Task Force final report and recommendations
- B. FY 2021 Budget Amendment, Use of TIF II funds for SC170 Sidewalk Project
- C. Authorization to allow City Manager to enter into Contracts with IDC engineers
- D. Authorization to allow the City Manager to enter into a Sales Contract and other Documents for the sale of Parcel R200 015 000 8788 0000 located at 71 Sams Point Road to Beaufort Air Conditioning and Heating, LLC. - 1st Reading
- E. Resolution regarding the Local Option Sales Tax in Beaufort County and the City of Beaufort in 2021

F. Resolution adopting the 2020 Lowcountry Natural Hazard Mitigation Plan

G. City Council Summer Break Schedule

VII. REPORTS

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

VIII. ADJOURN



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/4/2021
FROM: Traci Guldner, City Clerk
AGENDA ITEM
TITLE: Resolution honoring Mrs. Frieda Mitchell
MEETING
DATE: 5/11/2021
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Resolution to honor the legacy of Mrs. Frieda Mitchell for her efforts in childcare reform and civil rights.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Resolution	Backup Material	5/6/2021

RESOLUTION

HONORING MRS. FRIEDA MITCHELL

WHEREAS, Frieda Mitchell was a tireless worker for the improvement of life among African Americans, especially children; and

WHEREAS, Mrs. Mitchell overcame many obstacles before embarking on her life's mission; and

WHEREAS, after moving back to Beaufort, she observed the dismal living conditions, lack of political and civic responsibility in her community; and

WHEREAS, in 1968 she was one of the first two African Americans to be elected to a School Board in South Carolina; and

WHEREAS, in 1970 she was instrumental in the establishment of the United Communities for Child Development (UCCD), that assisted and promoted community-controlled childcare centers in South Carolina; and

WHEREAS, in 1996 she secured a \$500,000 grant from the Department of Housing and Urban Development (HUD), for the construction of a modern childcare facility; and

WHEREAS, during her distinguished career, she received national and international recognitions for her work that included the prestigious John D. Rockefeller, III, Public Service Award; and

WHEREAS, the Technical College of the Lowcountry is honoring Mrs. Mitchell on May 14, 2021 at the Mather School Interpretive Center with a commemorative plaque.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Beaufort, South Carolina, duly assembled, wishes to honor the many accomplishments that were made by Mrs. Frieda Mitchell for her dedication to childcare reform and civil rights.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 11th day of May 2021.

STEVEN D. MURRAY III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK



City Council Worksession Meeting Minutes – Electronic Meeting

April 27, 2021

I. CALL TO ORDER

5:00PM

Mayor Pro Tem, Mike McFee

Members of Council in attendance (Phil Cromer, Neil Lipsitz, Mike McFee, Mitch Mitchell)

Absent - Mayor Stephen D. Murray III

II. PRESENTATIONS

A. Southside Park Task Force Update

Linda Roper, Downtown Operations and Community Services Director, introduced Brantley Wilson, Chairman and Jessica Chemsak, Co-Chairman of the Task Force.

Brantley Wilson, Chairman of the Task Force, gave some background information on the group and stated that their mission was to review previous master plans, and seek input from the public as to what they would like to see in the park. The survey had 1,171 responses. They broke the responses down into two groups. Under amenities, the top response was for a playground, while the top response under activities was to see community events held there. The top response to what other amenities that should be included in the park was a Splash Pad. Mr. Wilson mentioned that the group wishes to keep an active role beyond the recommendation phase with hopes of transitioning into a Friends of Southside Park group. A few of the other recommendations were to enhance walking trails, install a playground area, and partner with Beaufort County about the creation of dedicated courts for various sports near the tennis courts on Battery Creek Road.

Councilman Cromer asked if the playground would be sectioned into age-appropriate groups.

Mr. Wilson, stated at this phase that was not discussed, but the group feels that the equipment should be designed for all age groups as well as for those that have physical limitations.

Bill Prokop, City Manager, asked about possibly paving over the existing trail, instead of having a gravel and a paved trail.

Mr. Wilson, responded by saying they would not recommend doing that as many liked the natural trails, while others wanted a low traffic paved section near the playground for the kids.

III. DISCUSSION ITEMS

A. Affordable Housing Task Force recommendations

Councilman Cromer, started off by saying that they were going to go through the recommendations that were made, starting with the most important.

David Prichard, Community and Economic Development Director, stated that the recommendations are based by how the task force voted. There are 10 recommendations in the high category, 11 in the medium. Making sure that the affordable housing initiatives coordinate with the Comprehensive and Civic Master Plans was given the highest priority. Some of the items would also require Council to approve text amendments to the Beaufort Code.

Councilman Cromer stated that quite a few of the recommendations are very general and it will depend on staff to see how they can be implemented. Some will be easier to accomplish than others. He also stated that a timeline needs to be established and that the City needs to take the lead to bring the other groups like the Beaufort County Task Force together.

Bill Prokop, City Manager, stated that we needed to remember that there are major retail operations that are planning on coming to the area over the next several years, and there will be an increase in people working in the retail market that will need affordable housing. He posed the question, do we want to have more traffic issues, or have them live close by.

IV. EXECUTIVE SESSION

Councilman Cromer made a motion to go into Executive Session and seconded by Councilman Lipsitz.

- A. Pursuant to Title 30, Chapter 4, Section (70) (a) (1) of the South Carolina Code of Law: Discussion regarding Personnel - Boards and Commissions.

Councilman Lipsitz made a motion to come out of Executive Session and seconded by Councilman Mitchell.

No actions from Executive Session.

V. ADJOURN

7:04 PM

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 Council Regular Meeting Meeting Minutes – Electronic Meeting

April 27, 2021

I. CALL TO ORDER

7:04PM

Mayor Pro Tem, Mike McFee

Council members in attendance - Phil Cromer, Neil Lipsitz, Mike McFee, Mitch Mitchell.

Absent - Mayor Stephen D. Murray III

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem, Mike McFee

III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Character Education Proclamation - Cameron Norris, Beaufort Elementary School

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

Approval was unanimous.

B. Proclamation proclaiming May 2021 as National Preservation Month

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

Approval was unanimous.

IV. PUBLIC COMMENT

Kevin Woodlock, 900 Duke Street, stated that there are traffic issues in the Old Commons area and in the Historic District coming off the Woods Memorial Bridge and Carteret Street. He stated as the Beaufort area continues to grow, the traffic on Carteret Street will continue to get worse. He feels that a traffic survey should be done.

Westley Byrne, 1307 North Street, agreed with Mr. Woodlock's comments, as she lives in The Bluff. This has been a discussion in her neighborhood for the past 10 years. This issue needs to be addressed now. She would like to see more four way stops to control the traffic.

Linda Berg, 2005 Cuthbert Street, stated that the Cuthbert Park is zoned T3-S (Suburban District) and hopes that Council would consider rezoning this to T1 (Natural Preserve District). This would protect the sensitive habitats and open spaces and would protect the land from development. She also feels that the Pigeon Point Boat Landing, Pinckney, and Christensen Parks should also become T1.

Cynthia Jenkins stated that an Ad Hoc Committee has been studying the issues regarding the traffic concerns. She will reach back out to the South Carolina Department of Transportation to see what can be done to calm the traffic in the area.

V. MINUTES

A. Worksession and Regular Meeting - April 13, 2021

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

Minutes approved as presented.

VI. NEW BUSINESS

A. Release of Committed Fund Balance for land

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

Kathy Todd, Finance Director, gave background information on the purchase of the land located at 2234 Boundary Street. This is the location where Wendy's is now. The purchase price is \$525,000.00. Staff is recommending that the first installment of \$260,000.00 be paid from the Committed Fund Balance for land acquisition that is due by April 30, 2021.

Approval was unanimous.

B. Zoning Map Amendment at 1703 Lafayette Street

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

David Prichard, Community and Economic Development Director, stated that Beaufort Midway Development, LLC is requesting to have the property located at 1703 Lafayette Street zoned from T3-S to T3-N. This would allow for increased allowable density for construction. Mr. Prichard stated that this went in front of the Metropolitan Planning Commission on April 19, 2021. They voted 5 - 1 to not recommend the zoning request.

Corey Post, Beaufort Midway Development, LLC stated that he tried to follow and design the project to be compatible with the 2009 Comprehensive Plan and thought it met all the criteria. He stated that there would be a maximum of four cottages, and each would be on approximately 5,000 square feet of land.

All members of Council voted against the zoning amendment.

C. Request for waiver of Alcohol Ordinance and Street Closure from the Historic Beaufort Foundation for a private event on Thursday, May 6, 2021 at the John Mark Verdier House Courtyard

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

Approval was unanimous.

D. Request for River Swim and Challenge event by the YMCA of Beaufort County on Saturday, June 12, 2021 at the Waterfront Park and Sidewalks for the 5K run

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

Approval was unanimous.

- E. Request for Noise Ordinance Waiver by Young Life of Beaufort for Color Wars event on Tuesday, May 4, 2021 at the open field at Beaufort Town Center

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

Approval was unanimous.

- F. Emergency Ordinance to strongly encourage individuals to wear face coverings in certain circumstances and locations in the Municipal limits of the City of Beaufort

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

Councilman Mitchell made a motion to amend the words “strongly encourage” to “requiring”.

The motion did not have a second. Amendment failed.

Councilman Cromer made a motion to amend to a Resolution as opposed to an Emergency Ordinance.

Bill Prokop, City Manager, stated that having this remain an Emergency Ordinance, we would still be open for any COVID-19 related funding and wants the Emergency Ordinance to align with the Governor’s Emergency Order. If we do not have this in place, we are stopping all funding possibilities.

Councilman Cromer rescinded his amendment.

Councilman Mitchell stated for the record, he is not against recommending that our citizens continue to wear masks.

Approval was unanimous.

VII. REPORTS

City Manager’s Report

Mr. Prokop wants to remind everyone that the Ribbon Cutting for the Mossy Oaks Stormwater Project is on Thursday, May 6, 2021 at 10 am. He stated that the project came in under budget.

Council will take their summer break after the July 13, 2021 meeting, and will reconvene on August 24, 2021.

A Public hearing for the Fiscal Year 2022 budget will be during the June 8, 2021 Regular Council meeting.

We will resume in-person Council meetings in Council Chambers on Tuesday, May 11, 2021. All Boards and Commissions are asked to resume in-person meetings as well. Meetings will still be broadcasted live on Facebook.

Our Historic Preservation Consultants are in town to begin updating the Milner Report. They will also be updating the register of our historical sites.

First Friday will be held on May 7, 2021 with special events to honor our Military Spouses in the Community.

There will be a Ribbon Cutting and unveiling of the Henry C. Chambers signage at the Waterfront Park. Details are forthcoming.

The Waterfront Playground will be closed for repairs starting Monday, May 3, 2021 and will be closed most of the week.

Just a reminder that the swings in the Waterfront Park are being refinished. Two of them have been completed and should be returned within the next few days. All the swings should be done by the end of May.

In closing, Mr. Prokop reminded the public that the mask ordinance is voluntary beginning May 1, 2021. It will be up to the individual businesses if they will still require those entering to wear masks. The wearing of the masks is strongly encouraged and will still be required in all City owned buildings.

Councilman Lipsitz

The Southside Park Task Force has finished their recommendations, and they will be presented to Council on May 11, 2021.

Councilman Mitchell

Stated that he had a follow-up meeting regarding the establishment of the Charles Lind Brown Community Center (Green Street Gym) task force.

Thanked the Southside Park Task Force for considering the establishment of a Community Garden in their recommendations.

Mayor Pro Tem, McFee

Nothing to report.

Councilman Cromer

Nothing to report.

VIII. ADJOURN

8:38 PM

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

All in favor.

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CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/4/2021
FROM: Linda Roper, Downtown Operations and Community Services Director
AGENDA ITEM TITLE: Southside Park Task Force final report and recommendations
MEETING DATE: 5/11/2021
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

The recommendations to Council for the Southside Park will be lead by Brantley Wilson, Chairman of the task force.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Southside Park Recommendations	Backup Material	5/4/2021



SOUTHSIDE PARK TASK FORCE
REPORT TO BEAUFORT CITY COUNCIL
May 11, 2021



'A premier park that will become a destination for all of Beaufort and nearby communities.'

BACKGROUND

Southside Park, in the Mossy Oaks neighborhood, comprises 34 acres and features green space, walking paths, separate dog parks for large and small dogs, and restrooms. On Jan. 27, 2021, Beaufort City Council appointed members to the Southside Park Task Force, with the mission of advising City Council of potential improvements to the park before the City of Beaufort begins its next fiscal year on July 1, 2021. [See resolution here.](#)

Task Force members include Chairman Brantley Wilson, Vice Chair Jessica Chemsak, RJ Ball, Alice Howard, Neil Irvin, Brenda Litchfield, Kristen Marshall Mattson, Elizabeth O'Brien, Bryan Thierry, and Tamara Volk-Pace. Councilman Neil Lipsitz, who lives in the Mossy Oaks neighborhood, serves as Council liaison. Staff members include Downtown Operations Director Linda Roper, Planner Dan Frazier, Parks Supervisor Adam Wellins, and Communications Manager Kathleen Williams.

Since becoming a City park in the early 2000s, several committees have been formed to conduct surveys and provide input about the future of Southside Park. Improvements have been made, including the dog parks, a walking trail, and restrooms. [See documents here for more details.](#)

Mossy Oaks is Beaufort's largest neighborhood, and as such, deserves a premier park that will become a destination for all of Beaufort and nearby communities.

GATHERING INFORMATION

The Task Force proceeded to gather information, including reviewing previous documents pertaining to the park – site plans, land surveys, questionnaire responses, and detailed plans from an earlier park commission. Ms. Roper and Mr. Wellins shared information on recent and past improvements at City parks, and the cost of those improvements. [Spreadsheet of amenities and costs.](#) The Task Force met seven times, from Feb. 1 through April 15.

SURVEY

The Task Force used information and recommendations from past Southside Park surveys and committees to develop a questionnaire using Survey Monkey. The survey was distributed on the City's and County's social media sites, via an email sent to almost 3,000 subscribers, through a splash page on the City's home page, and through a QR code embedded in posters hung at various City parks and at other sites around the City of Beaufort. The survey was also sent to the two public schools that serve the Mossy Oaks neighborhood. The survey was also shared by Beaufort County and by the Beaufort Regional Chamber of Commerce. The survey was closed on March 28, and 1,171 people responded.

SURVEY RESULTS

The initial question of the survey asked people to rate a list of 10 amenities as "Extremely Important," "Somewhat Important," or "Not Important at All." This question, which weighted the answers, showed that the top features (in order) were a playground, a paved path/course, a multipurpose paved court,

picnic pavilions, and an enhanced wetland habitat. Of amenities not listed above, a splash pad, water fountains, soccer field, and additional benches and restrooms rated high. In addition, pickleball courts and disc or frisbee golf were great favorites (though they were in the original list of 10 amenities).

Another question asked: “What type of events/activities would you like to see take place in this park?” The Top 5 answers were community events, festivals, concerts, disc golf tournaments, and pickleball.

Those who responded to the survey were balanced demographically, from families with children to empty-nesters.

[See survey summary here.](#) [See complete survey here.](#)

ADDITIONAL PUBLIC INPUT

Public comment was solicited at each task force meeting. In addition, once the survey results were disseminated, the April 1 meeting opened with an invitation for public comment about those results. During that meeting, three people spoke in favor of adding pickleball courts in northern Beaufort County, including at Southside Park.

BEAUFORT COUNTY

As the Task Force conducted its meetings and research, it became apparent that there is more room for a robust partnership between the City of Beaufort and Beaufort County and its Parks & Recreation Department to determine and fill in the recreation gaps in northern Beaufort County. Among those gaps are dedicated pickleball courts and a splash pad for kids, both of which rated highly on this survey, and will be addressed later in this report. The County and City should also work together to enhance the experience of those visiting Southside Park and/or the adjacent tennis courts, which are managed by the County. This includes enhancing and widening the trail between the tennis courts and the park.

OUR RECOMMENDATIONS

SOUTHSIDE PARK TASK FORCE

The Task Force is comprised of neighbors and residents who use the park, love the park, and want to see an even better park that all of Beaufort can be proud of. One member is an arborist; another is an environmental educator, and another brought a focus on access and usability for those who are disabled. We believe the Task Force, or portions of it at various times, should have an ongoing role and should help to guide a plan toward implementation. The Task Force can assume roles through implementation phases, including:

- a. Input during RFP/design process
- b. Input in the development of a Master Plan
- c. Coordinating volunteers
- d. Developing guidelines for park use and rental policies
- e. Transitioning to a Friends of Southside Park

IMPROVEMENTS TO EXISTING AMENITIES

As we look at ways to improve Southside Park, it is important to note that we start with a beautiful property that has desirable amenities already. Its dog parks and walking trails are popular. Its field is used for different kinds of pick-up games. It has restrooms. The Task Force believes that these amenities must be maintained and improved, and that other amenities be added. All of the items listed below were cited by survey respondents:

- a. **Field:** Correct current flooding issues and grade the field for use as a pick-up athletic field. The development of a wetlands preserve may help with the field's drainage issues.
- b. **Dog parks:** Install additional seats/benches for owners. Add obstacles for dogs. Improve dog drinking fountains, and add more waste stations. Add more shade with trees or canopies. See if there is a solution to grass issues in large-dog park.
- c. **Trail:** Broaden trail section connecting City-owned and County-owned parcels. Add trail sections to make a complete perimeter of City/County park areas. Incorporate shaded areas. Add distance marking. Add dog waste stations. Add benches along the trail.
- d. **Miscellaneous:** Add benches and swings (similar to Waterfront Park) throughout park. Add trash cans and more pet waste dispensers. Add refillable bottle drinking fountains.
- e. **Parking and restrooms:** Add more parking and restrooms as more amenities are put in place.
- f. **Wheelchair access:** As these improvements are made, ensure that wheelchair accessibility is incorporated.

CONNECTIVITY

There are opportunities to add connectivity to Southside Park, which we urge the City to explore. These include:

- a. Adding an entrance to the park from Waddell Road
- b. Adding signage/crosswalk to Spanish Moss Trail
- c. Widening and enhancing walkway to Beaufort County tennis courts

SECURITY

A thriving park must be a secure park. The park should keep its current dawn-to-dusk operating hours and maintain current police patrols. New amenities should be secured as best possible.

PROPOSED NEW AMENITIES

(Listed from highest to lowest in survey responses)

- 1) **PLAYGROUND:** A playground ranked as the No. 1 amenity in the survey. This playground should be modeled after the playgrounds at Waterfront Park and Pigeon Point Park in terms of size and variety of play structures. It should include elements of inclusive play and conform with all ADA requirements. It should include ample seating. We recommend that it have plenty of shade, a safety surface material, and be enclosed by a complete perimeter fence with a gate to allow access. Additional restrooms and parking should be built close to the playground. Restrooms should incorporate a family restroom, and at least one toilet and sink in each playground restroom should be sized for small children.
- 2) **PAVED COURSE** (*separate from existing gravel trail*): The survey described this as a course suitable for biking or rollerblading. Our assumption is that adult and serious cyclists would use the nearby Spanish Moss Trail, and that this course might be used for young cyclists, or parents teaching their children how to ride a bike, or for people who want to take a short walk. We recommend a flat or very gradually sloped concrete path located around or near the playground. The course should have access to a nearby parking area. The width of the path should be sufficient to allow movement in two directions. This paved course should be wheelchair accessible from the parking lot.
- 3) **MULTIPURPOSE PAVED COURT(S):** Respondents clearly preferred separate courts for separate sports. We address this in a separate section on partnered amenities.
- 4) **PAVILIONS:** We recommend one large pavilion that could hold multiple picnic tables and could also be used for community gatherings, small concerts, and festivals. We recommend an additional 2-3 smaller pavilions that could house 4-5 picnic tables at various spots throughout the park. One of these pavilions should be close to the playground. The large

pavilion should be built first. All pavilions should have electrical outlets. *(Note: Although the survey question was phrased ‘pavilion with grills,’ a City ordinance prohibits grills for safety reasons.)*

- 5) **ENHANCED WETLAND HABITAT:** A constructed wetland should be created incorporating rich natural aesthetics and educational signage. This should be located and designed to receive stormwater drainage from the surrounding areas of the park. Initially, signs can be added to describe plants in current wetland area. A more enhanced wetland habitat can be built after other amenities are completed, allowing this wetland to accommodate new drainage patterns.
- 6) **FITNESS COURSE:** This landed in the middle of the survey. Our observation is that fitness courses nearby, such as at Beaufort Middle School, are rarely used. We recommend that the City look more closely at existing fitness courses and whether those courses can be enhanced, before committing to a fitness course at Southside Park.
- 7) **FRISBEE (DISC) GOLF:** Although this was ranked in the bottom half of the survey, it also came up frequently under ‘What other amenities not listed above would you like to see in Southside Park?’ Many people responded disc golf, which led us to believe that if we had listed the amenity as disc golf, it would have landed higher in the survey. There are no disc golf courses in northern Beaufort County, and adding one would be a draw for residents and tournaments. We recommend that the City confer with the [Beaufort Area Sports Council](#) on the desirability of a tournament-level disc golf course at Southside Park. ([Read more about Disc Golf here.](#))
- 8) **COMMUNITY GARDEN:** Although this was in the bottom half of the survey, the Task Force believes that a community garden would be an ideal fit for Southside Park, and would fill a need, especially for residents of nearby apartments who do not have a backyard. Community gardens are becoming more and more common in both traditional neighborhoods and gated communities. Community gardens need to have delineated plots, access to a water supply and irrigation, and be fenced. To ensure its success, it is essential that a community garden be well-managed and well-maintained. We recommend that the City, in coordination with Councilman Mitch Mitchell, pursue a partnership with a non-profit organization(s) that would implement and manage a community garden at Southside Park. [Clemson University Extension](#) may be the partner we would need to make this a success, and would certainly offer guidelines and advice.
- 9) **COMMUNITY ROOM:** The Task Force voted against recommending this amenity, which was low on the survey. We believe a large covered pavilion would serve many of the same purposes as a community room, and be less expensive to build and maintain.

10) HORSESHOE PITS: The Task Force voted against recommending this amenity. It came in last on the survey. There is a horseshoe pit near the County tennis courts but it appears to be in disrepair from lack of use.

PARTNERED AMENITIES

PAVED ATHLETIC COURTS: In the survey, adding a multipurpose paved court that would be used for pickleball, basketball, and volleyball ranked No. 3. In response to the question, ‘what other amenities would you like to see at the park,’ pickleball and pickleball courts ranked very high. We also had a number of people who spoke or emailed in favor of adding pickleball courts. Although the volume did not match pickleball, we also received many requests for a basketball court and volleyball court.

For clarification purposes, Beaufort County currently manages what are considered active parks, sports fields, and rec centers throughout the county. This includes tennis courts, ball fields, gyms, and pools. The City of Beaufort manages passive parks within its boundaries, including Southside Park. If the city were to undertake building and managing pickleball or multipurpose courts, it would represent a significant (and costly) change from current practices.

Around the same time the Southside Park Task Force was meeting, a separate group was meeting with Beaufort County to address pickleball as there are no dedicated public pickleball courts in northern Beaufort County (although the tennis courts next to Southside Park are used for pickleball). The County agrees that this is a need. Beaufort County Council Member Alice Howard, who is also a member of the Southside Task Force, informed us that the County is considering several ways to address this:

- Repurpose the two tennis courts at Shell Point, which are currently in disrepair, so that they can be used for both tennis and pickleball. This would add four pickleball courts north of the Broad.
- Possibly repurpose one tennis court on St. Helena Island so that it could be used for both tennis and pickleball.

Longer term, Ms. Howard said the Beaufort County Parks & Rec Department new Comprehensive Plan, which is being developed, may call for the construction of a 16-court tournament-level pickleball complex in northern Beaufort County.

RECOMMENDATION: Recognizing that pickleball is a popular and growing sport, and given that there is room near the County parcel at Southside Park to build more courts, we recommend that the City of Beaufort and Beaufort County work together to add dedicated pickleball courts near the park. We also recommend that a full-sized basketball court be constructed in close proximity to the tennis courts. There is no publicly accessible basketball court nearby, and we are confident that a basketball court would be popular. We recommend that the City and County study the feasibility of adding a sand volleyball court.

SPLASH PAD: Adding a splash pad to Southside Park was the top answer to “what other amenities what would you like to see at the park?” In consideration of various safety concerns, ongoing maintenance and staffing expertise, the Task Force determined that a splash pad was not a good fit for Southside Park.

But it’s important to note that residents have urged the inclusion of a splash pad as several park master plans were developed, including at Waterfront Park, and an earlier master plan for Southside Park. It is very clear that parents would like to see a splash pad installed in northern Beaufort County, and that their children would use it.

RECOMMENDATION: That the City of Beaufort and Beaufort County work together to develop a plan to install a splash pad in an appropriate location that would be convenient for families in the City of Beaufort. This should be a significant and immediate priority for the City given the overwhelming and persistent demand from residents reflected in this survey and others consistently over the past 20 years. We believe that failure to act on such an enduring top priority would likely harm community involvement in future projects.

FUNDING

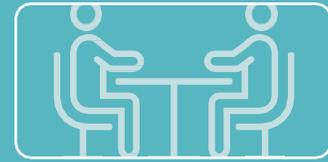
We purposely did not attach estimated costs to these various amenities as that will depend on the development of a master plan and a timeline for adoption of these proposals. We believe there are a variety of opportunities for funding, through the City's Capital Improvement Projects Plan, impact fees that will be coming to the City from Beaufort County, and application for various grants available through Community Development Block Grants, the S.C. Department of Parks, Recreation and Tourism, National Coastal Resilience Fund, various nonprofits, as well as possible federal sources.

Soliciting donations through Beaufort Pride of Place could also lead to naming opportunities for benches, swings, the wetland, etc.

Maintenance funding must grow annually as new amenities are installed to ensure these investments are well maintained and the park fulfills its intended purpose as a regional attraction.

IMPLEMENTATION TIMELINE

The Task Force recommends a five-phase timeline to extend over approximately five years, depending on funding.



Phase 1

- Creation & adoption of Master Plan
- Begin collaboration with county on adding courts/splash pad
- Begin talks with Clemson on community garden
- Talk to Sports Council about disc golf



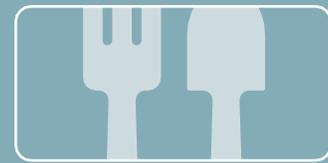
Phase 2

- Improvements in dog parks
- Widen trail, add distance markings, complete trail perimeter
- Add benches, swings, drinking fountains
- Add wetland signage



Phase 3

- Install playground
- Install paved course
- Add disc golf
- Some field improvements



Phase 4

- Install community garden
- Install large pavilion



Phase 5

- Construct wetland
- Add smaller pavilions
- Regrade large field

CONCLUSION

We appreciate the City's desire to make a significant investment in improving Southside Park. The location of this park in the most populous neighborhood in the City, along with its expansive available area to house a variety of amenities, creates an ideal opportunity to develop an exemplary regional park that will serve our community well for generations to come. The overwhelming community feedback through our survey tells us that the residents of Beaufort want – and expect -- the City to make significant investments in Southside Park to serve the diverse needs of our community. We believe our recommendations have respected this community input and offer a path to creating an exceptional resource. We appreciate the opportunity to serve our neighbors, and on their behalf we submit our report for your consideration.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Kathy Todd
AGENDA ITEM
TITLE: FY 2021 Budget Amendment, Use of TIF II funds for SC170 Sidewalk Project
MEETING
DATE: 5/11/2021
DEPARTMENT: Finance

BACKGROUND INFORMATION:

The project consists replacing the existing sidewalk on the southside of Robert Smalls Parkway, SC170 Highway, into the Spanish Moss Trail with a new 8 foot wide sidewalk, in order to control erosion and traffic, improve stormwater, lighting and landscaping. The estimated budget is \$150K plus a contingency of \$50K for a total budget request of \$200K.

PLACED ON AGENDA FOR: Action

REMARKS:

Request that City Council authorize a budget amendment for the TIF II fund totaling \$200K toward the SC 170 Sidewalk.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Kathy Todd
AGENDA ITEM TITLE: Authorization to allow City Manager to enter into Contracts with IDC engineers
MEETING DATE: 5/11/2021
DEPARTMENT: Finance

BACKGROUND INFORMATION:

See Recommendation Memo

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Recommendation Memo for IDC Engineering	Cover Memo	5/3/2021
Contract with Thomas & Hutton	Cover Memo	5/5/2021
Contract with Mead & Hunt	Cover Memo	5/5/2021

CITY OF BEAUFORT - INTERNAL MEMORANDUM

TO: BILL PROKOP
FROM: JOHN ROBINSON
SUBJECT: RFQ 2021 – 114 IDC 01 PROFESSIONAL CIVIL ENGINEERING AND RELATED SERVICES
DATE: 4/28/2021
CC: KATHY TODD, JAY PHILLIPS, JARED FRALIX

The City issued a Request for Qualifications, RFQ 2021 – 114 IDC-01 for Professional Civil Engineering and Related Services on January 21, 2021. The RFQ was posted on the City’s website, Vendor Registry, the State of South Carolina (SCBO) procurement websites and was advertised in the Island News on January 21st and 28th. This Indefinite Delivery Contract is to provide Engineering Services as needed to the City of Beaufort for 1 year with the option to renew for four (4) additional one (1) year terms.

The City received nine (9) sealed qualification responses by 2:00 PM on March 4, 2021. The proposals were publicly opened and read in accordance with the RFQ notice at 2:01 PM on that day during a Zoom video conference meeting.

Cranston Engineering	Bluffton, SC
Davis & Floyd	North Charleston, SC
Hargrove Engineers and Constructors	Savannah, GA
Infrastructure Consulting & Engineering	Beaufort, SC
J Bragg Consulting	Bluffton, SC
Mead and Hunt	North Charleston, SC
RY Design Services	North Augusta, SC
SEPI	Beaufort, SC
Thomas and Hutton	Savannah, GA

On March 30th, the selection committee of David Prichard, Neal Pugliese, Reece Bertholf, Nate Farrow, and Jared Fralix met to review the proposals and discuss the independent evaluation criteria scoring. The committee selected the top four proposers, Davis & Floyd, Thomas & Hutton, Mead & Hunt, and Infrastructure Consulting and Engineering. These firms were then invited to attend interview meetings on April 9th and April 14st.

Following the interview meetings, the committee met and selected Thomas & Hutton and Mead & Hunt as the most qualified proposals.

The committee chose to recommend 2 firms to best position the City with the flexibility needed for future projects. The committee found both firms to be equally qualified and experienced. Both firms demonstrated a history of successful work with municipalities and are prepared to meet the immediate demands from our project manager. Both firms

presented a thorough knowledge of engineering challenges facing the city as well as demonstrated in depth knowledge and experience in seeking and obtaining funding sources for transportation and infrastructure projects. While not a factor in determining qualifications, a comparison of hourly rates for key roles in the fee schedules offered, revealed less than \$300.00 difference in the top 4 proposers.

Offering multiple firms IDCs for similar work is a common practice among growing municipalities. Vendor selection for engineering work will be determined by the City's Professional Engineer or designee. Work will be offered to firms based on the workload, specific needs or knowledge of the job required.



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
Mike McFee, Mayor Pro Tem
Philip Cromer
Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

*Standard Agreement Between
City of Beaufort and Thomas & Hutton Engineering*

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AGREEMENT made as of the _____ day of **May** in the year **2021**.

BETWEEN the Owner:

**City of Beaufort
1911 Boundary Street
Beaufort, SC 29902**

and the Consultant:

**Thomas & Hutton Engineering CO.
50 Park of Commerce Way
Savannah, GA 32405**

The Project is:

RFQ 2021-114 IDC-01 Professional Civil Engineering and Related Services

The Owner and Thomas & Hutton Engineering agree as follows:

ARTICLE 1 - THE DOCUMENTS

The contract Documents consist of this Agreement, (**City of Beaufort and Thomas & Hutton Engineering**) Conditions of the Contract (General, Supplementary, and other Conditions), the Request for Proposal (RFQ #2021-114 IDC-01) and the Qualifications and Fee Schedule, including additional years, submitted by Thomas & Hutton Engineering Co. in response to this RFQ. Drawings, Specifications, and addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Document, other than Modifications appears in Article 6.

ARTICLE 2 - THE WORK OF THIS AGREEMENT-

Thomas & Hutton Engineering shall enter into the Agreement, to provide Indefinite Delivery Contract engineering services as needed, except to the extent specifically indicated in the Agreement to be the responsibility of others.



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
Mike McFee, Mayor Pro Tem
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Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT

1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

ARTICLE 3 - DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The date of commencement of the contract shall be the date of this Agreement unless a different date is stated below, or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

NOTICE TO PROCEED WILL BE ISSUED WITHIN (1) DAY OF SIGNED AGREEMENT.

If, prior to the commencement of the contract, the Owner requires time to file mortgages, mechanic's liens and other security interests, the Owner's time requirement shall be as follows:

SEVEN (7) DAYS

3.2 Time shall be measured from the date of commencement.

ARTICLE 4 - PAYMENTS

4.1 Payments will be remitted by the owner to Thomas & Hutton upon receipt of invoice in accordance with owner's policy.

ARTICLE 5 - MISCELLANEOUS PROVISIONS

5.1 The Owner's representative is:

**JARED FRALIX, PE
CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902
(843)255-2730**

5.2 The Consultant's representative is:

**DOYLE KELLEY, PE
THOMAS & HUTTON ENGINEERING CO.
50 PARK OF COMMERCE WAY
SAVANNAH, GA 31405
(912)234-0500**

5.3 Neither the Owner's nor the **THOMAS & HUTTON ENGINEERING CO.** representative shall be changed without ten days' written notice to the other party.

ARTICLE 6 - ENUMERATION OF CONTRACT DOCUMENTS

6.1 The Agreement, except for Modifications issued after execution of this Agreement, are enumerated as follows:

6.1.1 The Agreement is this executed Standard Form of Agreement Between the City of Beaufort and



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
Mike McFee, Mayor Pro Tem
Philip Cromer
Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

(Owner) and Thomas & Hutton Engineering Co. (Consultant)

6.1.2 The General Conditions are the Owner's General Conditions.

6.1.3 The Specifications are those of RFQ 2021-114 IDC-01.

6.1.4 The Addenda, if any, are as follows:

1. ADDENDA 1-5

6.1.5 Other documents, if any, forming part of the Contract Documents are as follows:

- **THE REQUEST FOR PROPOSAL: RFQ# 2021-114 IDC-01, AND THE QUALIFICATIONS AND FEE SCHEDULE SUBMITTED IN RESPONSE TO THE RFQ ARE ATTACHED HERETO AND BY THIS REFERENCE INCORPORATED HEREIN**
- **CERTIFICATES OF LIABILITY AND WORKERS COMPENSATION INSURANCE**
- **CITY OF BEAUFORT BUSINESS LICENSE**

DRAFT



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
Mike McFee, Mayor Pro Tem
Philip Cromer
Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

This Agreement is entered into as of the day and year first written above and is executed in at least three original copies, of which one is to be delivered to the City of Beaufort contract administrator designee, one to the Consultant for use in the administration of the Agreement, and the remainder to the Owner.

WITNESS
(Signature)

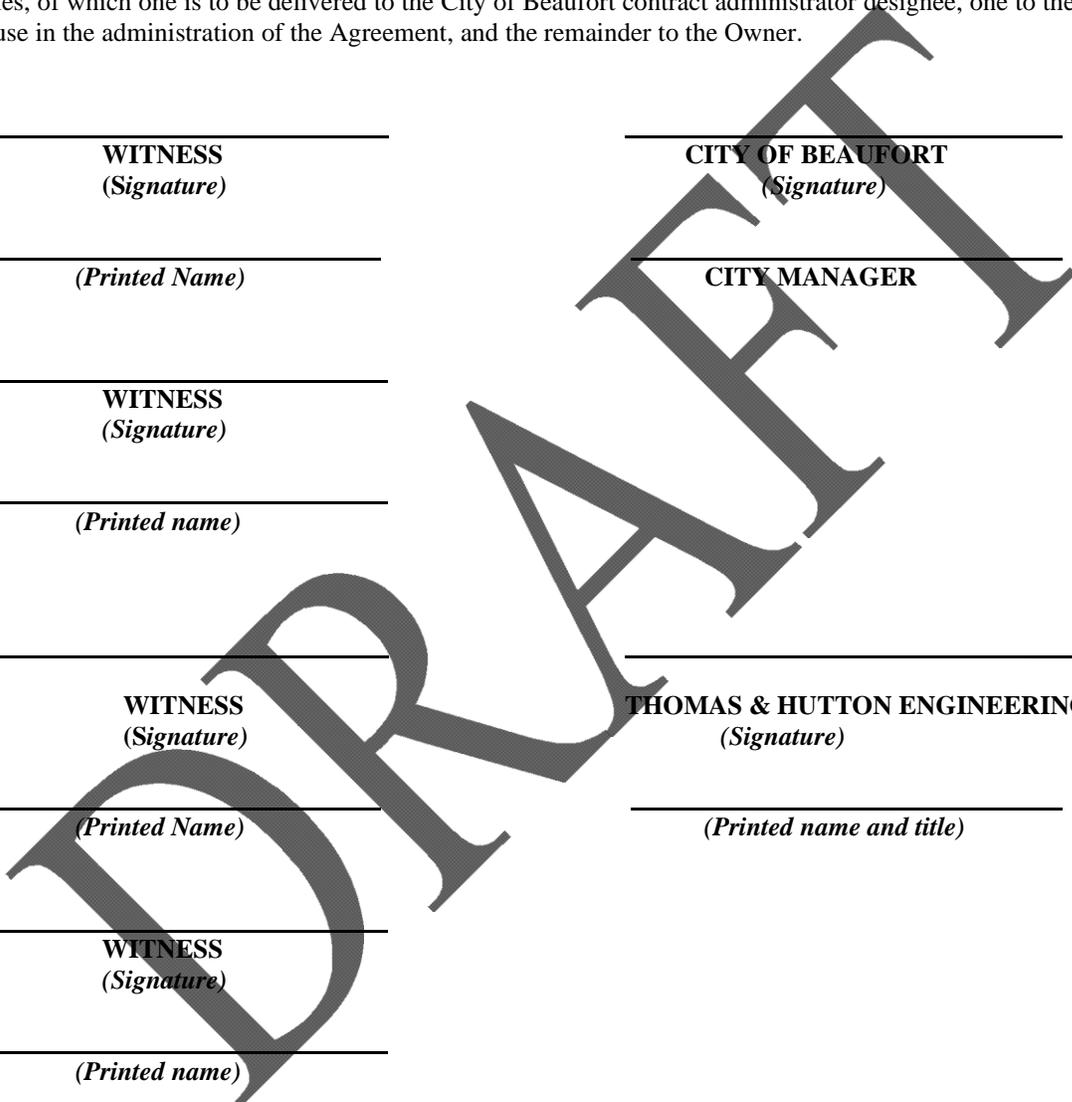
(Printed Name)

CITY OF BEAUFORT
(Signature)

CITY MANAGER

THOMAS & HUTTON ENGINEERING CO.
(Signature)

(Printed name and title)





F. RATES AND FEES

HOURLY RATES

Staff Position	Initial Annual Contract Term	2 nd Annual Contract Term	3 rd Annual Contract Term
Principal-in-Charge	\$ 250.00	\$ 258.00	\$ 265.00
Project Manager	\$ 190.00	\$ 196.00	\$ 202.00
Stormwater Engineer	\$ 190.00	\$ 196.00	\$ 202.00
Structural Engineer	\$ 190.00	\$ 196.00	\$ 202.00
Traffic Engineer	\$ 165.00	\$ 170.00	\$ 175.00
Designer	\$ 150.00	\$ 155.00	\$ 159.00
Engineering Technician	\$ 140.00	\$ 144.00	\$ 149.00
Landscape Architect	\$ 190.00	\$ 196.00	\$ 202.00
Grant Administrator	\$ 150.00	\$ 155.00	\$ 159.00
Survey Manager	\$ 190.00	\$ 196.00	\$ 202.00
Staff Surveyor	\$ 130.00	\$ 134.00	\$ 134.00
Survey Crew	\$ 150.00	\$ 155.00	\$ 159.00
Construction Administrator	\$ 175.00	\$ 180.00	\$ 186.00
Field Representative	\$ 110.00	\$ 113.00	\$ 117.00



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
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Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

*Standard Agreement Between
City of Beaufort and Mead & Hunt*

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AGREEMENT made as of the _____ day of **May** in the year **2021**.

BETWEEN the Owner:

**City of Beaufort
1911 Boundary Street
Beaufort, SC 29902**

and the Consultant:

**Mead & Hunt, Inc.
5955 Core Road, Suite 515
North Charleston, SC 29406**

The Project is:

RFQ 2021-114 IDC-01 Professional Civil Engineering and Related Services

The Owner and Mead & Hunt, Inc. agree as follows:

ARTICLE 1 - THE DOCUMENTS

The contract Documents consist of this Agreement, (**City of Beaufort and Mead & Hunt, Inc.**) Conditions of the Contract (General, Supplementary, and other Conditions), the Request for Proposal (RFQ #2021-114 IDC-01) and the Qualifications and Fee Schedule, including additional years, submitted by Mead & Hunt Inc., in response to this RFQ. Drawings, Specifications, and addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Document, other than Modifications appears in Article 6.

ARTICLE 2 - THE WORK OF THIS AGREEMENT-

Mead & Hunt, Inc. shall enter into the Agreement, to provide Indefinite Delivery Contract engineering services as needed, except to the extent specifically indicated in the Agreement to be the responsibility of others.



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
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CITY OF BEAUFORT

1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

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If, prior to the commencement of the contract, the Owner requires time to file mortgages, mechanic's liens and other security interests, the Owner's time requirement shall be as follows:

SEVEN (7) DAYS

3.2 Time shall be measured from the date of commencement.

ARTICLE 4 - PAYMENTS

4.1 Payments will be remitted by the owner to Mead & Hunt, Inc. upon receipt of invoice in accordance with owner's policy.

ARTICLE 5 - MISCELLANEOUS PROVISIONS

5.1 The Owner's representative is:

**JARED FRALIX, PE
CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902
(843)255-2730**

5.2 Consultant's representative is:

**ZACK HANEY, PE
MEAD & HUNT INC.
5955 CORE ROAD, SUITE 515
NORTH CHARLESTON, SC 29406
(843)486-8330**

5.3 Neither the Owner's nor the Mead & Hunt CO. representative shall be changed without ten days' written notice to the other party.

ARTICLE 6 - ENUMERATION OF CONTRACT DOCUMENTS

6.1 The Agreement, except for Modifications issued after execution of this Agreement, are enumerated as follows:

6.1.1 The Agreement is this executed Standard Form of Agreement Between the City of Beaufort and (Owner) and Mead & Hunt, Inc. (Consultant)



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Stephen Murray, Mayor
Mike McFee, Mayor Pro Tem
Philip Cromer
Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT

1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

6.1.2 The General Conditions are the Owner's General Conditions.

6.1.3 The Specifications are those of RFQ 2021-114 IDC-01.

6.1.4 The Addenda, if any, are as follows:

1. ADDENDA 1-5

6.1.5 Other documents, if any, forming part of the Contract Documents are as follows:

- **THE REQUEST FOR PROPOSAL: RFQ# 2021-114 IDC-01, AND THE QUALIFICATION AND FEE SCHEDULE SUBMITTED IN RESPONSE TO THE RFQ ARE ATTACHED HERETO AND BY THIS REFERENCE INCORPORATED HEREIN**
- **CERTIFICATES OF LIABILITY AND WORKERS COMPENSATION INSURANCE**
- **CITY OF BEAUFORT BUSINESS LICENSE**

DRAFT



William Prokop
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
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Philip Cromer
Neil Lipsitz
Mitch Mitchell

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

RFQ 2021-114 IDC-01

This Agreement is entered into as of the day and year first written above and is executed in at least three original copies, of which one is to be delivered to the City of Beaufort contract administrator designee, one to the Consultant for use in the administration of the Agreement, and the remainder to the Owner.

WITNESS
(Signature)

(Printed Name)

CITY OF BEAUFORT
(Signature)

CITY MANAGER

MEAD & HUNT CO.
(Signature)

(Printed name and title)



RATE SCHEDULE:
 CITY OF BEAUFORT - REQUEST FOR QUALIFICATIONS
 RFQ No. 2021-114 IDC-01
 PROFESSIONAL CIVIL ENGINEERING AND RELATED SERVICES



STAFF CLASSIFICATION	2021 HOURLY RATE	2022 HOURLY RATE	2023 HOURLY RATE	DIRECTS		
				ITEM	UNIT RATE	NOTES
Clerical	\$81.00	\$82.05	\$83.12	Reproduction Half Size Plots	\$0.55	
Technical Editor	\$116.00	\$117.51	\$119.04	Reproduction Full Size Plots	\$1.05	
Senior Editor	\$189.00	\$191.46	\$193.95	Overnight Shipping	\$30.00	
Registered Land Surveyor	\$148.00	\$149.92	\$151.87	Out-of-Pocket Job Expenses	COST	
Accounting, Admin Assistant	\$104.00	\$105.35	\$106.72	Geographic Information	\$100.00	
Technician I, Technical Writer	\$104.00	\$105.35	\$106.72	Total Station Survey Equipment	\$110.00	
Technician II, Surveyor	\$120.00	\$121.56	\$123.14	Air & Surface Transportation	COST	
Technician III	\$138.00	\$139.79	\$141.61	Lodging and Meals	COST	GSA Rate
Technician IV	\$154.00	\$156.00	\$158.03	Mileage	IRS RATE	IRS Rate
Senior Technician	\$164.00	\$166.13	\$168.29			
Engineer I	\$133.00	\$134.73	\$136.48			
Engineer II	\$151.00	\$152.96	\$154.95			
Engineer III	\$170.00	\$172.21	\$174.45			
Sr. Engineer	\$189.00	\$191.46	\$193.95			
Project Engineer	\$209.00	\$211.72	\$214.47			
Project Planner	\$209.00	\$211.72	\$214.47			
Senior Project Engineer/Interior Designer	\$241.00	\$244.13	\$247.31			
Sr. Associate	\$269.00	\$272.50	\$276.04			
Principal	\$293.00	\$296.81	\$300.67			
Sr. Project Manager	\$189.00	\$191.46	\$193.95			
Stakeholder / Public Relations	\$112.00	\$113.46	\$114.93			



STAFF CLASSIFICATION	2021 HOURLY RATE	2022 HOURLY RATE	2023 HOURLY RATE
Administrative	\$75	\$75	\$75
Client Coordination	\$100	\$100	\$100
Expedited Regulatory Document Prep (add-on Service)	\$150	\$150	\$150
GIS	\$150	\$150	\$150
Permitting Document Prep	\$100	\$100	\$100
Regulatory Coordination	\$100	\$100	\$100
Wetland Delineation	\$100	\$100	\$100
Wetland Verification	\$100	\$100	\$100



STAFF CLASSIFICATION	2021 HOURLY RATE	2022 HOURLY RATE	2023 HOURLY RATE
Principal	\$200.00	\$200.00	\$200.00
Project Manager	\$195.00	\$195.00	\$195.00
Senior Geotechnical Engineer (PE)	\$190.00	\$190.00	\$190.00
Geotechnical Engineer (PE)	\$150.00	\$150.00	\$150.00
Engineer (EIT)	\$90.00	\$90.00	\$90.00
Geologist (PG)	\$95.00	\$95.00	\$95.00
Senior Environmental Professional	\$150.00	\$150.00	\$150.00
Environmental Professional	\$80.00	\$80.00	\$80.00
Inspection Project Manager	\$125.00	\$125.00	\$125.00
Inspector	\$75.00	\$75.00	\$75.00
CADD Technician	\$65.00	\$65.00	\$65.00
Clerical/Administrative	\$55.00	\$55.00	\$55.00



STAFF CLASSIFICATION	2021 HOURLY RATE	2022 HOURLY RATE	2023 HOURLY RATE
Acquisition Services*	\$3,000.00	\$3,000.00	\$3,000.00
Title Opinions*	\$475.00	\$475.00	\$475.00
Nominal Appraisal*	\$1,300.00	\$1,300.00	\$1,300.00
Standard Appraisal*	\$2,300.00	\$2,300.00	\$2,300.00
Appraisal Review*	\$450.00	\$450.00	\$450.00
* - All rates are direct expenses based upon a per tract basis			
Clerical	\$60.00	\$63.00	\$66.15



STAFF CLASSIFICATION	2021 HOURLY RATE	2022 HOURLY RATE	2023 HOURLY RATE
Senior Environmental Planner	\$225.00	\$230.00	\$235.00
Hydrology and Hydraulic Designer	\$120.00	\$125.00	\$130.00
Senior Hydrology and Hydraulic Project Manager	\$240.00	\$250.00	\$260.00
Senior Environmental Scientist	\$155.00	\$160.00	\$165.00



STAFF CLASSIFICATION	2021 HOURLY RATE	2022 HOURLY RATE	2023 HOURLY RATE
Senior Landscape Architect	\$125.00	\$125.00	\$125.00
Drafter	\$75.00	\$75.00	\$75.00



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM TITLE: Authorization to allow the City Manager to enter into a Sales Contract and other Documents for the sale of Parcel R200 015 000 8788 0000 located at 71 Sams Point Road to Beaufort Air Conditioning and Heating, LLC. - 1st Reading
MEETING DATE: 5/11/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

Please see the attached back up materials.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	5/3/2021
Letter of Intent	Backup Material	5/3/2021
Plat and Property Tax Information	Backup Material	5/3/2021

ORDINANCE

Authorizing the City Manager to Enter into a Sales Contract and other Documents for the sale of Parcel number R200 015 000 8788 0000 located at 71 Sams Point Road to Beaufort Air Conditioning and Heating, LLC

WHEREAS, The City of Beaufort (City) owns property throughout the City which it wishes to sell; and,

WHEREAS, the City has chosen to dispose of the real property belonging to the City with no current or foreseeable use; and,

WHEREAS, parcel R200 015 000 8788 0000, is a very small corner of lot 71 Sams Point Road, apparently previously used as a well site, but which has not been used for unknown years, and is not even in the corporate limits of the City of Beaufort; and,

WHEREAS, this small corner of property is landlocked and cannot be accessed by anyone other than the owner of lot 71 Sams Point Road, being Beaufort Air Conditioning and Heating, LLC; and,

WHEREAS, on March 15, 2021 a letter was sent to all adjoining property owners of the parcel which stated that we would consider selling the parcel for a flat sale price of \$1.00; and,

WHEREAS, the owner of Beaufort Air Conditioning and Heating LLC expressed interest in purchasing the parcel. No other inquiries were received.

WHEREAS, the City will not pay any compensation to Brokers/Agents: any Broker/Agent in this agreement would be a Buyer's agent and shall be compensated by the Buyer according to the commission agreement negotiated between the Buyer and the Broker/Agent.

WHEREAS, the purchaser of such parcel shall be responsible for all costs incurred or required to dispose of the property. These include but are not limited to encumbrances, transfer taxes, and all legal fees and deed recordings; and

WHEREAS, the City makes no representation regarding the title or any other matters relating to the parcel to be sold. The parcel will be sold "as is." It is the purchaser's responsibility to do the necessary due diligence on the property being sold.

WHEREAS, if the parcel is not sold, the City will continue to pay property taxes and be responsible for maintaining the property.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of Beaufort, South Carolina, in Council duly assembled, and by the authority of the same, that the City Manager shall be authorized and empowered to enter into a Sale Agreement and other necessary documents for the following transaction:

The Sale of Parcel number R200 015 000 8788 0000 for the sum of one dollar (\$1.00) to Beaufort Air Conditioning and Heating LLC.

This Ordinance shall be effective upon adoption.

STEPHEN D. MURRAY, III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK

1ST Reading _____

2nd Reading and Adoption _____

Reviewed by: _____

WILLIAM B. HARVEY, III, CITY ATTORNEY



Since 1980

71 Sams Point Rd, Beaufort, SC 29907 843-524-0996

www.beaufortair.net

April 25, 2021

Karoline Kennedy
Beaufort City Manager's Office

RE: Purchase of Parcel R 200 015 000 8788 0000

To whom it may concern:

It is with this letter that I would like to express Beaufort Air Conditioning and Heating, LLC's intent to purchase the property offered by the City of Beaufort for the purchase price of \$1.00 (one dollar and zero cents).

If I can be of any further assistance, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "John C. Haynie", with a horizontal line extending to the right from the end of the signature.

John C. Haynie
President
Beaufort Air Conditioning and Heating, LLC

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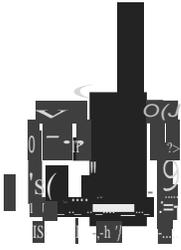
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Beaufort County, South Carolina

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Property ID (PIN)	Alternate ID (AIN)	Parcel Address	Data refreshed as of	Assess Year	Pay Year
R200 015 000 8788 0000	00267758		4/23/2021	2020	2020

Current Parcel Information

Owner	CITY OF BEAUFORT	Property Class Code	TranCommUtil(TCU)Vac Util
Owner Address	1911 BOUNDARY ST BEAUFORT SC 29902	Acreage	.0000
Legal Description	WEU SITE BYTHEWOOD		

Historic Information

Tax Year	Land	Building	Market	Taxes	Payment
2020	\$500		\$500	\$29.00	\$29.00
2019	\$500		\$500	\$29.00	\$29.00
2018	\$500		\$500	\$22.00	\$22.00
2017	\$500		\$500	\$22.00	\$22.00
2016	\$500		\$500	\$22.00	\$22.00
2015	\$500		\$500	\$22.00	\$22.00
2014	\$500		\$500	\$0.05	\$0.05
2013	\$500		\$500	\$0.05	\$0.05
2012	\$500		\$500	\$0.05	\$0.05
2011	\$500		\$500	\$0.05	\$0.05

Sales Disclosure

Grantor	Book & Page	Date	Vacant	Sale Price
CITY OF BEAUFORT XXXXXXXX	202 1794	1/1/1980	Fu	\$0
		12/31/1776	Or	\$0

Improvements

Building	Type	Use Code Description	Constructed Year	Stories	Rooms	Square Footage	Improvement Size



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM Resolution regarding the Local Option Sales Tax in Beaufort County and the City of
TITLE: Beaufort in 2021
MEETING
DATE: 5/11/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Resolution	Backup Material	5/3/2021

RESOLUTION

A RESOLUTION PROVIDING THAT, WHEN THE LOCAL OPTION SALES TAX IS APPROVED IN BEAUFORT COUNTY AND THE CITY OF BEAUFORT IN 2021, FROM THAT DAY FORWARD, THE REVENUE GENERATED UNDER THE PROPERTY TAX CREDIT FUND SHALL BE USED AS CREDITS AGAINST PROPERTY TAX IN ACCORDANCE WITH STATE LAW, SECTION 4-10-40 AND REVENUE GENERATED UNDER THE COUNTY/MUNICIPAL REVENUE FUND WILL BE USED IN ACCORDANCE WITH STATE LAW, SECTION 4-10-50, FOR CAPITAL IMPROVEMENTS, AS APPROVED BY THE CITY COUNCIL DURING THE REGULAR ANNUAL BUDGET ADOPTION PROCESS.

WHEREAS, the Beaufort City Council is elected by the people to provide those services which are necessary and required to provide for the general well-being of its citizens, and must provide for revenues necessary to fund those services; and,

WHEREAS, the Beaufort City Council agrees that a disproportionate share of the local revenues that are used to pay for the costs of government services are derived from property taxes, creating an inequitable tax burden on the property owners; and,

WHEREAS, many of the recipients of City services are not property owners and do not share in the local tax burden of such services, and, further, no contribution to the cost of funding local services is now made by visitors who utilize the services, and,

WHEREAS, the City of Beaufort is committed not only to minimizing the cost of public services, but also to seeking alternative revenue sources which can be used to replace property taxes--Council is of the opinion and belief that all city property owners and homeowners, can benefit from the implementation of a local option sales tax as such an alternative revenue source for City services;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and City Council of the City of Beaufort, South Carolina, in Council duly assembled, that when the local option sales tax is approved by the voters of Beaufort County and the City of Beaufort in the November, 2021 referendum on this questions, the revenues generated to the City under the Property Tax Credit fund (up to 71% of the Local Option Sales Tax proceeds) will be used to replace and reduce the property tax revenues by application of a property tax credit against city property taxes so that they are reduced by the greatest amount possible. In addition, revenues generated to the City under the County/Municipal Revenue Fund (up to 29% of the Local Option Sales Tax proceeds) will be used for Capital Improvements in accordance with State Law Section 4-10-50 as determined by City Council through the annual budget process.

IN WITNESS THEREOF, I hereunto set my hand and cause the Seal of the City of Beaufort to be affixed this 11th day of May 2021.

STEPHEN D. MURRAY III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM
TITLE: Resolution adopting the 2020 Lowcountry Natural Hazard Mitigation Plan
MEETING
DATE: 5/11/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

This is a resolution that is required from FEMA by local governments to be eligible to receive FEMA's Hazard Mitigation Assistance (HMP) grant programs.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
LCOG letter	Backup Material	5/3/2021
Resolution	Resolution Letter	5/3/2021



Lowcountry Council of Governments

Smiling Beaufort • Colleton • Hampton • Jasper Counties

MEMORANDUM

To: County Administrators and City/Town Administrators
From: Sabrena P. Graham, Executive Director
Subject: Adoption of the 2020 Lowcountry Natural Hazard Mitigation Plan
Date: April 14, 2021

According to the Federal Emergency Management Agency (FEMA), local governments must have an approved Local Hazard Mitigation Plan (LHMP) to be eligible to receive FEMA's Hazard Mitigation Assistance (HMA) grant programs. Such a Plan contains mitigation strategies to reduce or eliminate long-term risk to people and property from natural hazards and their effects. It also contains courses of action the local government would follow to reduce vulnerability and exposure to future hazard events.

We are happy to report the Lowcountry Council of Governments has completed the 5-year multi-jurisdictional hazard mitigation plan, hereby known as "2020 Lowcountry Natural Hazard Mitigation Plan" for Beaufort, Colleton, Hampton, and Jasper Counties, as well as the municipalities within them. The Plan has been approved by the South Carolina Emergency Management Agency (SCEM) and is now under review by FEMA.

For FEMA to approve the plan, we must include documentation that the governing body for each participating jurisdiction has adopted the plan. We do not need approval from each municipality although we do encourage them to adopt the plan as well. Enclosed is a draft resolution for your use. Please return a fully executed copy of the resolution to Sr. Planner Maleena Parkey via email at mparkey@lowcountrycog.org or to the mailing address below.

Thank you for allowing Lowcountry COG to prepare this plan on your behalf. We appreciate all the support and assistance from you and/or your staff in this regional effort. We are asking all jurisdictions to adopt the plan (via the resolution or some other method) by May 31, 2021 so that we may receive final approval from FEMA and remain eligible for future pre-disaster mitigation funding opportunities.

Thank you again,

Lowcountry Council of Governments

Attachments:

1. Draft Resolution
2. 2020 Lowcountry Natural Hazard Mitigation Plan

Lowcountry Council of Governments

PO Box 98 163 4 Campground Road
Yemassee, South Carolina 29945
P: 843.473.3990 F: 843.726.5165
www.lowcountrycog.org

**A RESOLUTION OF THE CITY OF BEAUFORT ADOPTING THE
2020 LOWCOUNTRY NATURAL HAZARD MITIGATION PLAN**

WHEREAS, the City of Beaufort recognizes the threat that natural hazards pose to people and property within the City of Beaufort; and

WHEREAS, the City of Beaufort has been an “official participant” in the planning process of the natural hazard mitigation plan, hereby known as the 2020 Lowcountry Natural Hazard Mitigation Plan prepared by the Lowcountry Council of Governments in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the 2020 Lowcountry Natural Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long term risk to people and property in the City of Beaufort from the impacts of future hazards and disasters; and

WHEREAS, adoption by the City of Beaufort demonstrates their commitment to the hazard mitigation and achieving the goals outlined in the 2020 Lowcountry Natural Hazard Mitigation Plan; and

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Beaufort endorses and adopts the 2020 Lowcountry Natural Hazard Mitigation Plan.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 11th day of May 2021.

STEPHEN D. MURRAY III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Traci Guldner, City Clerk
AGENDA ITEM
TITLE: City Council Summer Break Schedule
MEETING
DATE: 5/11/2021
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Council's last meeting will be July 13, 2021. Council will reconvene on August 24, 2021.

PLACED ON AGENDA FOR: Action

REMARKS: