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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
May 23, 2023

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. Character Education Proclamation - Quaeshawn Fields, Whale Branch Early College High School

IV. PUBLIC COMMENT

V. PUBLIC HEARING

A. Fiscal Year 2024 Recommended Budget

VI. MINUTES

A. Worksession and Regular Meeting - May 9, 2023

B. Worksession - May 16, 2023

VII. OLD BUSINESS

A. Ordinance to amend Fiscal Year 2023 Budget for utilization of Fire Impact Fee Revenues as down payment for New Fire Truck- 2nd reading

B. Ordinance approving and authorizing the negotiation and execution by the City Manager of Intergovernmental Agreements with Beaufort County for the imposition and collection of Impact Fees for Parks and Recreation, Transportation and Library Services - 2nd reading

VIII. NEW BUSINESS

A. A Resolution authorizing the Mayor and City Council to execute an American Rescue

Plan Act (ARPA) Stormwater Infrastructure Program Subrecipient Agreement Between The City Of Beaufort and the South Carolina Office of Resilience to fund a Stormwater Infrastructure Improvement Project that will mitigate the impact of future disasters

- B. An ordinance to provide for the levy of taxes for the City of Beaufort for Fiscal Year beginning July 1, 2023 and ending June 30, 2024; to provide for execution of and to put into effect the consolidated budget; and to provide budgetary control of the City's fiscal affairs; and other matters relating thereto - 1st reading

IX. REPORTS

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

X. ADJOURN



PROCLAMATION

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

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

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

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

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

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

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

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

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

WHEREAS, Quaeshawn Fields was selected as the winner by Whale Branch Early College High School as the student of the month.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims April 2023 as

QUAESHAWN FIELDS, WHALE BRANCH EARLY COLLEGE HIGH SCHOOL STUDENT OF THE MONTH

The City of Beaufort thereby pronounces *Forgiveness* as the word for the month of April and applauds Quaeshawn Fields, the Beaufort County School District, and Whale Branch Early College High School for their work and specifically honors Quaeshawn Fields as Whale Branch Early College High School student of the month.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 23rd day of May 2023.

STEPHEN D. MURRAY III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/17/2023
FROM: Alan Eisenman, Finance Director
AGENDA ITEM
TITLE: Fiscal Year 2024 Recommended Budget
MEETING
DATE: 5/23/2023
DEPARTMENT: Finance

BACKGROUND INFORMATION:

The notice of Public Hearing was published in the Beaufort Gazette on May 5, 2023.

PLACED ON AGENDA FOR: Discussion

REMARKS:



City Council Worksession

Meeting Minutes – Planning Conference Room – 1st Floor

May 9, 2023

I. CALL TO ORDER

5:01 PM

Stephen D. Murray III

Members of Council in attendance - Neil Lipsitz, Mike McFee, Mitch Mitchell, Josh Scallate and Mayor Murray.

II. EMPLOYEE NEW HIRE RECOGNITION

A. Community and Economic Development Department.

Curt Freese, Community and Economic Development Director introduced Marah Grossman.

B. Fire Department.

Tim Odgen, Fire Chief, introduced Wes Carter, and Hayden Sybesma.

C. Police Department.

Dale McDorman, Police Chief, introduced Edward Guidone.

III. DISCUSSIONS

A. Interviews of Applicants for Boards and Commissions.

Council held a question-and-answer session for all applicants for the Design Review Board.

Brad Hill, Erik Petersen, and William Suter.

IV. PRESENTATIONS

B. Department Head Fiscal Year 2024 Budget Presentations.

Department Heads went over their individual department's recommended budgets as they relate to the Strategic Plan. The budgets showed current Strategic Plan initiatives along with what will be needed to help achieve these goals. The expenditure report showed a comparison between FY 2022 Actual, FY 2023 Revised, and the FY 2024 Recommended Budget figures. The presentations concluded with the reasons for any requested increases.

You can visit the City's Financial Transparency Portal by using this link:

<https://www.cityofbeaufort.org/161/Financial-Transparency>

Disclaimer: This document is a summary. All City Council Worksessions and Regular Meetings are recorded. Live stream can be found on the City's website at www.cityofbeaufort.org (Agenda section). Any questions, please contact the City Clerk, Traci Guldner at 843-525-7024 or by email at tguldner@cityofbeaufort.org.

DRAFT



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

May 9, 2023

I. CALL TO ORDER

7:16 PM

Mayor, Stephen D. Murray III

Members of Council in attendance - Neil Lipsitz, Mike McFee, Mitch Mitchell, Josh Scallate and Mayor Murray.

Mayor Pro Tem, McFee, made a motion to amend the agenda by adding an Executive Session after Reports. Pursuant to Title 30, Chapter 4, Section (70) (a) (1) of the South Carolina Code of Law: Discussion regarding personnel appointed by City Council.

The motion was seconded by Councilman Lipsitz.

All were in favor, motion carried.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem, Mike McFee

III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Proclamation proclaiming May 2023, as National Preservation Month.

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

All were in favor, motion carried.

B. Resolution in honor of William B. Harvey III, Esquire.

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

All were in favor, motion carried.

IV. PUBLIC COMMENT

No public comment

V. MINUTES

A. Worksession- April 18, 2023.

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

Minutes approved as presented.

B. Worksession and Regular Meeting - April 25, 2023.

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

Minutes approved as presented.

VI. NEW BUSINESS

- A. Request from St. Peter's Catholic Church to conduct a Eucharistic procession and Co-Sponsorship on Sunday, June 11, 2023, from the Catholic Church on Lady's Island to the Henry C. Chambers Park and proceed to the Catholic Church on Carteret Street.

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

All were in favor, motion carried.

- B. A resolution authorizing the Mayor and City Council to execute a South Carolina Infrastructure Investment Program Agreement between the City of Beaufort and the South Carolina Rural Infrastructure Authority to fund a Stormwater Infrastructure Improvement Project.

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

Carrie Gorsuch, Infrastructure Project Support Coordinator, gave background information on the reasoning for the adoption of the resolution. This will be for the City Manager to execute an agreement with the South Carolina Rural Infrastructure Authority for an awarded grant in the amount of \$9,460,299.00 for drainage improvements along King Street. Local fund match will be \$1,669,464.00.

All were in favor, motion carried.

- C. Ordinance to amend Fiscal Year 2023 Budget for utilization of Fire Impact Fee Revenues as a down payment for a new fire truck - 1st reading.

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

Alan Eisenman, Finance Director, gave background information on the reasoning for the adoption of the ordinance. This budget amendment is for a \$500,000.00 down payment through Fire Impact Fee Funds to secure the purchase of the fire truck within a 28-month delivery timeframe. The Town of Port Royal's portion of this down payment will be \$185,000.00.

All were in favor, motion carried.

VII. REPORTS

City Manager's Report

A new fire truck was placed into service on May 3, 2023, in a traditional wetting down ceremony.

Recognized Linda Roper and Jessica Hughes with Downtown Operations for all their hard work on the Taste of Beaufort. He thanked all the other volunteers including Council and Staff for participating.

There will be a Walk and Talk event with the Chief of Police on the Spanish Moss Trail. The event will take place on Saturday, May 13, 2023, starting at 8:00 am. All those that wish to attend should meet at the Depot Road Trailhead.

There will be a Special Worksession on Tuesday, May 16, 2023.

The next Concert in the Park will be held on Wednesday, May 17, 2023, beginning at 6:30 pm. The Beaufort High School Concert Band will be performing.

Announced that Deputy City Manager, Reece Bertholf, will be leaving the City to take the position of City Manager with the City of New Hope, Minnesota.

Mayor's Report

Stated that the City will be releasing a Request for Proposals as we search for a new City Attorney.

Councilman Mitchell

Is appreciative of Beaufort County for starting the renovations at the Charles Lind Brown Center.

Reported that Eric Larson, the Capital Improvement Project Coordinator for Beaufort County will be meeting with the Old Commons Neighborhood Association on May 18, 2023, at 6:00 pm at the Wesley United Methodist Church.

Mayor Pro Tem, McFee

Reported that through the Residential Empowerment Coalition, they are pursuing landlord engagement to see how the Coalition can help them better housing insecurity issues.

Councilman Scallate

Nothing to report.

Councilman Lipsitz

Nothing to report.

Council expressed their appreciation for a job well done to Linda Roper, the Downtown Operations team, and all others who had a part in the Taste of Beaufort this past weekend.

Council wished Bill Harvey the best as he ends his tenure as City Attorney after 36 years of service.

Council wished Deputy Chief, Reece Bertholf, all the best as he will be leaving the City to assume the City Manager position in New Hope, Minnesota next month.

Councilman Lipsitz made a motion to adjourn.

Councilman Lipsitz withdrew his motion.

VIII. EXECUTIVE SESSION

Councilman Lipsitz made a motion to go into Executive Session and seconded by Mayor Pro Tem, McFee.

- A. Pursuant to Title 30, Chapter 4, Section (70) (a) (1) of the South Carolina Code of Law:
Discussion regarding personnel appointed by City Council.

Councilman Lipsitz made a motion to come out of Executive Session and seconded by Mayor Pro Tem, McFee.

IX. ADJOURN

8:32 PM

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

All were in favor, motion carried.

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DRAFT



City Council Worksession

Meeting Minutes – Planning Conference Room – 1st Floor

May 16, 2023

I. CALL TO ORDER

5:01 PM

Stephen D. Murray, III

Members of Council in attendance - Neil Lipsitz, Mike McFee, Mitch Mitchell, Josh Scallate and Mayor Murray.

II. PRESENTATIONS

A. Fiscal Year 2024 Capital Project Fund Recommended Budget.

Scott Marshall, City Manager, started off by identifying the four types of funding sources. Grants, Transfers In, Partnerships, and Release of Fund Balance. The total proposed Capital Projects Budget is \$27,197,627.00. This will become part of the overall Fiscal Year 2024 Recommended Budget that has been previously discussed. The breakdown is as follows:

Grants - \$7,578,000.00
Transfers In - \$17,156,976.00
Partnerships - \$1,216,785.00
Release of Fund Balance - \$1,245,866.00

He then went over the individual funding categories, their amounts, and what projects the funds would be used for. He also covered the expenditure details showing all projects and the projected costs for each.

Alan Eisenman, Finance Director, then went over the funding details of the projects.

A copy of the presentation is attached to these minutes.

The following addressed Council:

Sue Cosner, Chair of the Metropolitan Planning Commission.
Graham Trask, Citizen.
Paul Trask - Citizen.

Council is supportive of this being included in the Fiscal Year 2024 overall budget.

III. DISCUSSION ITEMS

A. Development Code Updates.

Curt Freese, Community and Economic Development Director went over the criteria in which projects are required to go in front of the Design Review Board. He spoke about the conversation that developed in the last worksession about merging the Metropolitan Planning

Commission and the Design Review Board into a 7-member Planning Commission. By combining them, they would approve the Architecture as well as the Aesthetics of the project. Staff is supportive of this transition.

Mr. Freese then went through some of the proposed text amendment changes that would be made to the following sections should the two groups combine into one.

2.8.5 - Legacy Planned Unit Development District.

7.2.1 - Street Infrastructure Plans.

9.1.4 - Permit Process Type - Table.

9.16 - Amendments and Rezoning.

9.8.1 - Development Design Review - Minor.

9.8.2 - Development Design Review - Major.

10.2 - Metropolitan Planning Commission.

10.8 - Design Review Board.

Mayor Murray would like to see the membership of this board start anew. Advertise the seats as we have done for all Boards and Commissions once the membership standards and language has been finalized. He encourages all seated members to apply.

Councilman Scallate wants to ensure that minutes of the meeting will still be produced. Mr. Freese stated they would be. That was marked out in error.

The following addressed Council:

Lise Sundrla, Historic Beaufort Foundation.

Paul Trask, Citizen.

Courtney Worrell, 303 Associates.

Grant McClure, Coastal Conservation League.

Graham Trask, Citizen.

Alan Dechovitz, 401 Battery Chase.

Sue Cosner, Chair of the Metropolitan Planning Commission.

Council is supportive of combining the Metropolitan Planning Commission and the Design Review Board into a 7-member Planning Commission.

Council would also like to see the topic regarding “Questions Relating to Military Operations” stay a standing item on the agenda.

IV. ADJOURN

7:05 PM

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CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/9/2023
FROM: Alan Eisenman, Finance Director
AGENDA ITEM TITLE: Ordinance to amend Fiscal Year 2023 Budget for utilization of Fire Impact Fee Revenues as down payment for New Fire Truck- 2nd reading
MEETING DATE: 5/23/2023
DEPARTMENT: Finance

BACKGROUND INFORMATION:

The next fire truck due for replacement in 2026 is a Ladder Truck. Currently Ladder Truck build times range from 28-48 months. Spartan Fire Apparatus, our sole source truck vendor, has provided two quotes and specifications for a 107' PUC Aerial Ladder.

The first quote is for \$1,615,062 with an estimated delivery of 28 months, that is currently available. The second quote pushes the delivery time back to 48 months due to new EPA Emission standards that will start soon due to the number of trucks being built.

The FY23 budget amendment is for a \$500,000 down payment through Fire Impact Fees Fund to secure a purchase of fire truck within the 28 month delivery timeframe.

PLACED ON AGENDA FOR: Action

REMARKS:

First reading was approved on May 9, 2023.

Staff recommends Council approve second reading of budget ordinance to secure purchase of fire truck.

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	5/9/2023

ORDINANCE

AN ORDINANCE TO AMEND CITY OF BEAUFORT ORDINANCE 7-22 FOR THE FISCAL YEAR 2022-2023 CITY OF BEAUFORT BUDGET TO PROVIDE FOR THE EXPENDITURES OF FIRE IMPACT FEES FUND AND TO ALLOCATE THE SOURCES OF REVENUES FOR FIRE IMPACT FEES FUND.

WHEREAS, Section 5-7-260 of the Code of Laws of South Carolina requires that a municipal council act by ordinance to adopt a budget and levy taxes, pursuant to public notice; and

WHEREAS, on June 21, 2022, City of Beaufort adopted Ordinance No. 7-22 which set the City's FY 2022-2023 budget and associated expenditures; and

WHEREAS, the City of Beaufort is committed to providing the best resources available for public safety and emergency services for our community; and

WHEREAS, the City of Beaufort and Town of Port Royal Fire Department's next fire truck due for replacement in 2026 is a ladder truck and their current build times range from 28 to 48 months; and

WHEREAS, the City's sole source fire truck vendor has provided quotes for a 107' PUC Aerial Ladder Truck for \$1,615,062 with an estimated delivery of 28 months; and

WHEREAS, the fire truck vendor requires a \$500,000 down payment to secure a purchase within the 28 month delivery timeframe; and

WHEREAS, the City of Beaufort and Town of Port Royal fire services agreement uses rooftop count to determine allocation of funding and the fiscal year 2023 rooftop count was 63% City of Beaufort and 37% Town of Port Royal; and

WHEREAS, the City of Beaufort will pay for \$500,000 down payment to secure the fire ladder truck and will bill the Town of Port Royal for their 37% allocation based on rooftop count of \$185,000 for reimbursement; and

WHEREAS, it has been determined to be necessary and proper to appropriate certain funds for expenditures which are immediate in need; and

WHEREAS, in the interest of good accounting practices and transparency in the budget process it is beneficial and necessary to amend the budget to reflect this additional appropriation of funds;

NOW, THEREFORE, BE IT ORDAINED by City of Beaufort Council that the FY 2022-2023 City of Beaufort Ordinance 7-22 is hereby amended as follows:

SECTION 1. AMENDMENT

Fire Impact Fees Fund

Revenues	
Fire Impact Fees	\$ 315,000
Intergovernmental- Port Royal	<u>185,000</u>
Total Revenues	<u><u>500,000</u></u>
Expenditures	
Capital Acquisitions	<u>500,000</u>
Total Expenditures	<u><u>\$ 500,000</u></u>

SECTION 2. EFFECTIVE DATE

This Ordinance shall be effective upon its enactment by the City Council for the City of Beaufort.

STEPHEN D. MURRAY III, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK

1ST Reading May 9, 2023

2nd Reading & Adoption _____

Attachments:

- A. Fire Impact Fees Fund FY23 Budget
- B. Consolidated FY23 Revised Budget

Fire Impact Fees Fund FY23 Budget

	Adopted FY23 Budget	Budget Amendment #1	Revised FY23 Budget
<u>Revenues</u>			
Licenses & Permits	130,000	315,000	445,000
Intergovernmental Revenue	-	185,000	185,000
Total Fire Impact Fees Fund Revenues	\$ 130,000	\$ 500,000	\$ 630,000
<u>Appropriations</u>			
Capital Outlay	-	500,000	500,000
Total Fire Impact Fees Fund Appropriations	\$ -	\$ 500,000	\$ 500,000

Consolidated FY23 Revised Budget

	General Fund	ARPA Fund	Parks & Tourism Fund	Stormwater Fund	State Accommodations Fund	Fire Impact Fund	Total
Revenues	\$ 22,960,790	\$ 4,096,515	\$ 4,097,200	\$ 1,212,761	\$ 633,333	\$ 630,000	\$ 30,744,412
Salaries	\$ 9,079,180	\$ -	\$ 1,551,487	\$ 335,663	\$ 15,474	\$ -	\$ 10,675,173
Benefits	3,363,976	-	614,883	135,917	8,573	-	4,123,349
Operating	8,652,479	-	1,322,832	235,681	503,870	-	8,635,305
Capital	352,550	467,598	298,900	-	50,000	500,000	1,169,048
Debt	1,826,585	-	309,098	505,500	-	-	2,641,183
Transfers Out	-	250,000	-	-	55,416	-	305,416
Total Expenditures	\$ 23,274,770	\$ 717,598	\$ 4,097,200	\$ 1,212,761	\$ 633,333	\$ 500,000	\$ 27,549,473
Net (Deficit) Surplus	\$ (313,980)	\$ 3,378,917	\$ -	\$ -	\$ -	\$ 130,000	\$ 3,194,939



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/19/2023
FROM: Scott Marshall, City Manager
AGENDA ITEM TITLE: Ordinance approving and authorizing the negotiation and execution by the City Manager of Intergovernmental Agreements with Beaufort County for the imposition and collection of Impact Fees for Parks and Recreation, Transportation and Library Services - 2nd reading
MEETING DATE: 5/23/2023
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

First reading was held on November 15, 2022.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	5/19/2023
Impact Fee Agreement	Backup Material	5/19/2023
Impact Fee Schedule 9-2022	Backup Material	5/19/2023

ORDINANCE

An Ordinance approving and authorizing the negotiation and execution by the City Manager of Intergovernmental Agreements with Beaufort County for the imposition and collection of Impact Fees for Parks & Recreation, Transportation and Library Services

WHEREAS, the City of Beaufort, South Carolina (the “City”) is a municipal corporation of the State of South Carolina (the “State”), and as such possesses all general powers granted by the Constitution and statutes of the State to such public entities; and,

WHEREAS, Beaufort County, South Carolina (the “County”) is a political subdivision of the State with the authorization to implement development impact fees under “South Carolina Development Impact Fee Act,” which is codified at S.C. Code §§ 6-1-910 et seq. (hereinafter the “Act”); and,

WHEREAS, the County previously enacted its “Development Impact Fee Procedures,” which are codified at Chapter 82, Article II of the County’s code of ordinances, and the County is contemplating certain changes thereto; and,

WHEREAS, as part of those changes, the City and County have been discussing the reauthorization for development impact fees (the “Impact Fees”) related to Parks and Recreation, Transportation, and Library Facilities (collectively, the “Services”); and,

WHEREAS, to ensure proper collection of the Impact Fees related to all of the Services, the County and the City are contemplating the execution and delivery of an intergovernmental agreement (the “IGA Agreement”), the form of which is attached hereto as Exhibit A, through which the City will collect the Impact Fees related to each of the Services and remit them to the County to implement the impact fee program related to the Services; and,

WHEREAS, City Council finds that the IGA Agreement, as negotiated, executed and delivered by the Mayor, shall be in the best interests of the public, and the payors of the Impact Fees.; and,

NOW THEREFORE, BE IT ORDAINED by the City Council of Beaufort, South Carolina, in council duly assembled, and by the authority of the same, as follows:

1. The City Council of the City of Beaufort, as the governing body of the City (the “City Council”), ratifies and approves the findings of fact recited above.

2. The IGA Agreement, the form of which is attached to this Ordinance at Exhibit A, shall be executed and delivered on behalf of the City by the Mayor and attested by the City Clerk. Upon such execution, the City Council shall be timely informed of the execution of the IGA Agreement and informed as to any material deviation of terms in the current draft. The consummation of the transactions and undertakings described in the IGA Agreement, and such additional transactions and undertakings as may be determined by the Mayor, in consultation with legal counsel to be necessary or advisable in connection therewith, are hereby approved.

3. In connection with the execution and delivery of the IGA Agreement, both the Mayor and the City Manager are each additionally authorized to prepare, review, negotiate, execute, deliver, and agree to such additional agreements (to include any necessary amendments or extensions), certifications, documents, closing proofs, and undertakings as he shall deem necessary or advisable. Any actions previously undertaken by the City Manager, City Council, including the Mayor, or City staff in connection with the negotiations of the current draft of the IGA Agreement, and any other actions related to the Impact Fees prior to the enactment of this Ordinance are ratified and confirmed.

4. This Ordinance shall be enacted upon second reading by the Council.

AND IT IS SO ORDAINED IN COUNCIL ASSEMBLED, this 23rd day of May 2023.

STEPHEN D. MURRAY III, MAYOR

[SEAL]

Attest :

TRACI GULDNER, CITY CLERK

First Reading	November 15, 2022
Second Reading and adoption	May 23, 2023

Approved in Form: Lawrence E. Flynn III, Bond Counsel and Interim City Attorney

EXHIBIT A
FORM OF IGA AGREEMENT

INTERGOVERNMENTAL AGREEMENT BETWEEN BEAUFORT COUNTY AND THE CITY OF BEAUFORT

Development Impact Fee for Parks & Recreation/Library/Transportation

THIS AGREEMENT is made and entered into this ____ day of _____, 20__ , by and between BEAUFORT COUNTY, SOUTH CAROLINA (“County”), a political subdivision of the State of South Carolina, and the CITY OF BEAUFORT, SOUTH CAROLINA (“City”), a South Carolina municipal corporation, for the purpose of collecting certain development impact fees.

RECITALS

WHEREAS, the South Carolina Legislature has adopted the South Carolina Development Impact Fee Act, codified at S.C. Code §§ 6-1-910 et seq. (hereinafter the “Act”), which enables local governments to enact and impose development impact fees for public facilities including Parks & Recreation/Library/Transportation, in accordance with the Act’s provisions, procedures, and requirements; and

WHEREAS, pursuant to the Act, the County directed the preparation of a technical support study entitled the “Capital Improvement Plan and Development Impact Fee Study, prepared by Tischler Bise, dated July 18, 2020 (collectively, with all addendums, attachments and exhibits thereto, the “Study”), a copy of which has been reviewed and accepted by the parties and is expressly incorporated herein by reference and made an integral part hereof; and

WHEREAS, the Study demonstrates that as a result of projected land uses, densities, intensities, and population growth estimates over the next 10 years within North/Countywide/City of Beaufort (the “Service Area”), there will be a need for parks & recreation facilities, library facilities, transportation improvements (the “Facilities”) to support such projected new growth and development within the Service Area and to maintain reasonable level of service standards; and

WHEREAS, the Study establishes a reasonable level of service standard, land use assumptions, methodologies, affordable housing metrics, service units, system improvement costs, and formulas for determining the impacts of new residential development in the Service Area, and delineates the maximum amount of fees related to the Facilities to be imposed thereon; and

WHEREAS, pursuant to the Study, which includes a capital improvements plan (the “Capital Improvements Plan”), and prioritized list of Facilities have been identified, copies of which are attached hereto as Exhibit A; and

WHEREAS, in accordance with the Act, the Beaufort County Planning Commission recommended the acceptance of the Study, including the Capital Improvements Plan and impact fees by service unit, and prepared a draft impact fee ordinance for consideration by the Beaufort County Council, as the governing body of the County (the “County Council”); and

WHEREAS, in accordance with the Act, the County Council enacted the proposed ordinance (Ordinance 2022/___ dated _____, 2022) (the “2022 Ordinance”), the provisions of which authorized the imposition of development impact fees related to the Facilities (with respect to Parks & Recreation, the “Parks & Recreation Development Impact Fee”, with respect to Libraries, the Library Development

Impact Fee”, and with respect to Transportation, the “Road Development Impact Fee” and collectively, “Development Impact Fees”); and

WHEREAS, pursuant to the Act, the County has adopted the Impact Fee Procedures Ordinance, which is now codified at Section 82-21 et seq. of the County’s code of ordinances (the “Procedures Ordinance”); and

WHEREAS, under the Ordinance and the Procedures Ordinance, the County desires and intends to uniformly impose and collect the Development Impact Fees within the City and the Service Area for the benefit of the County and the City; and

WHEREAS, the parties agree that this Agreement is authorized by and delivered in accordance with S.C. Code Ann. §§ 6-1-20, 4-9-40, and 4-9-41 and this Agreement shall serve as the City’s written consent to the County’s imposition and collection of such Development Impact Fee within the corporate limits of the City; and

WHEREAS, the Agreement, upon its execution by the parties, shall be on file with the Clerk to the County Council and the City Clerk of the City of Beaufort.

NOW, THEREFORE, the parties to this Agreement do agree as follows:

SECTION 1. Title; Recitals.

(1) Title

This Intergovernmental Agreement Between Beaufort County and the City of Beaufort - Development Impact Fee for Parks & Recreation/Library/Transportation shall be referred to as the “Agreement” and references to “the Agreement” in the Recitals above shall mean this Agreement.

(2) Recitals

The parties ratify and confirm the recitals set forth above, and determine that the above recitals, as well as any exhibits or attachments to this Agreement, are hereby incorporated herein and made an essential part hereof.

SECTION 2. Purpose and Intent

The purpose of this Agreement is to ensure:

(1) The Parks & Recreation Development Impact Fee and the Library Development Impact Fee shall be imposed and collected on all new residential development within the Service Area, including new development within the City in the same manner as the Parks & Recreation Development Impact Fee and the Library Development Impact Fee is collected within the Service Area, whether incorporated or unincorporated; and

(2) The Road Development Impact Fee shall be imposed and collected on all new residential and commercial development within the Service Area, including new development within the City in the same manner as the Road Development Impact Fee is collected within the Service Area, whether incorporated or unincorporated; and

(3) If the County fails to expend any Development Impact Fees received from the City (on a “first-in, first out” basis) within the time limits provided under the Act and the Impact Fee Ordinance, as further detailed in the Study, all such unspent fees previously received from the City shall be returned to the City so they can be refunded to the appropriate owner of record (the “Owner of Record”); and

(4) The provisions of Ordinance and Procedures Ordinance, as in effect as of the date of this Agreement, are fully incorporated herein. Any amendments or modifications to the Ordinance or the Procedures Ordinance occurring after the execution and delivery of this Agreement shall be inapplicable within the City during the term of this Agreement unless otherwise agreed in writing through a supplement to this Agreement.

(5) A significant and proportional share (not less than 33%) of the Road Development Impact Fees collected within the corporate limits of the City will be allocated, appropriated and funded toward qualifying road projects located within the City’s corporate limits.

SECTION 3. References to County Ordinances

This Agreement is in furtherance of the implementation of the Ordinance and the Procedures Ordinance. Any amendments to these aforementioned ordinances or to the Capital Improvement Plan shall not impact, affect or operate as an amendment or modification of the terms of this Agreement absent the express written agreement of the City. Notwithstanding the foregoing and as contemplated by the Act and the Study, the parties agree that the amount of the Development Impact Fee may be adjusted annually (on July 1st of each year of this Agreement) to reflect the effects of inflation on the system improvement costs using the Construction Cost Index calculated by the Engineering News Record (ENR) for the most recent month for which such figures are available.

SECTION 4. Duration, Extension, and Termination of Agreement

(1) Duration and Extension of Agreement

The Agreement shall remain effective from the date of its execution by the Parties for a period of not less than 10 years, unless it is earlier terminated in accordance with this Agreement. If not terminated prior to or at the end of the 10-year period, it shall continue in effect on a year-to-year basis. Upon termination of the Development Impact Fee, this Agreement shall automatically terminate.

(2) Termination of Agreement

(a) This Agreement shall automatically terminate upon the repeal of the Ordinance by the County Council or the invalidation of the Ordinance by a court of competent jurisdiction, save and except the provisions of Section 2(5) of this Agreement regarding the refund of any collected Development Impact Fees to the appropriate Owner of Record.

(b) The Agreement may be terminated prior to the expiration of the 10-year period set forth in Section 4(1) above by written notice of either party hereto within 180 days of the end of the initial term of this Agreement or any subsequent annual renewal under Section 4(1).

(c) The Agreement may be terminated by either party in the event of a material breach of the terms of this Agreement; provided, however, that the defaulting party shall have the opportunity to cure any such default within ninety (90) calendar days after the non-defaulting party provides written

notice of default to the defaulting party and the defaulting party is provided an opportunity to be heard at one public hearing to be held by the governing body of the non-defaulting party upon not less than 10 days public notice, as submitted to a newspaper of general circulation in the County and directly to the defaulting party. If such default is not cured (or substantial efforts are not undertaken to cure) within the ninety (90) day period, the non-defaulting Party shall have the right to immediately terminate this Agreement.

SECTION 5. Amendments to the Agreement

The Agreement may be amended only by the mutual consent of the parties and in the same manner as its original adoption.

SECTION 6. Responsibilities of the City

- (1) The amount of the Parks & Recreation Development Impact Fee and the Library Development Impact Fee shall be based upon the fee in effect at the time that each residential building permit is issued, as recommended in the Study and established by Impact Fee Ordinance. The amount of the Road Development Impact Fee and shall be based upon the fee in effect at the time that each residential or commercial building permit is issued, as recommended in the Study and established by Impact Fee Ordinance.
- (2) Subject to Sections 5 and 6(1), the City shall be responsible for the calculation and collection of all Parks & Recreation Development Impact Fees and the Library Development Impact Fees within its corporate limits from all new residential development. Additionally, the City shall be responsible for the calculation and collection of all Road Development Impact Fees within its corporate limits from all new residential development.
- (3) No building permit for new residential or commercial development shall be issued until all applicable Development Impact Fees are paid in full by the applicant, unless the applicant has properly asserted one or more "Developer Rights" as such term is defined and described in the Impact Fee Ordinance.
- (4) The City shall forward any request made for an exemption, waiver or credit against the Development Impact Fees to the County for consideration under Section 7 below. Once a final decision is made by the County, the City shall then collect or exempt, waive or apply a credit for the applicable Development Impact Fee or Fees based on the direction of the County Council. Pending a determination for any exemption, waiver or credit, any applicable building permits shall be withheld pending such determination.
- (5) The City, acting as a fiduciary of such collections, will initially remit the Development Impact Fees into a segregated, interest bearing fund held by the City. The Development Impact Fees shall either be (i) segregated into separate accounts as necessary to maintain the proper balances attributable to the collected Parks & Recreation Development Fees, Library Development impact Fees and Road Development Impact Fees, or (ii) maintained in a combined account, but maintained under proper record keeping and accounting controls as necessary to distinguish the sums attributable to the collection of Parks & Recreation Development Fees, Library Development impact Fees and Road Development Impact Fees, as applicable.

- (6) The City, at regular intervals as may be requested by the County in writing, but in no event less than once per year, will transfer the balance of the Development Impact Fees, without any allowance for administrative costs, to the County for improvements to the Facilities as described in the Study and authorized by the Act and the Impact Fee Ordinance. Upon receipt, the County deposit all such Development Impact Fees into fund or account for such fees (based upon the accounting records provided by the City) and be combined with Development Impacts Fees collected by the County or collected by other municipal participants, as applicable.
- (7) Annually or, if deemed advisable, more frequently, the City and the County shall prepare an annual report in accordance with the impact fee procedures in Section 82-30 of the Impact Fee Ordinance.
- (8) The City shall be responsible for applying the provisions of this Agreement and the collection of Development Impact Fees hereunder to any properties that are annexed into the City limits.

SECTION 7. Responsibilities of the County

- (1) All Development Impact Fee funds received by the County from the City for the Facilities shall be deposited into a segregated interest-bearing account and subject to appropriate accounting controls and required reporting requirements under the Act as necessary to distinguish the various types of Development Impact Fees. Such funds shall be restricted in their appropriation and used in accordance with the Ordinance, the Capital Improvements Plan, the Procedures Ordinance, the Act, and this Agreement. All interest earned and accruing to the account shall become funds of the account, subject to the same limitations and restrictions on use and expenditure of funds that are applicable to Development Impact Fee funds under the Act.
- (2) On an annual basis and no later than May 1st of each year, representatives of the County shall meet with representatives of the City, as well as other representatives from the Service Area, to discuss projects and prioritize expenditures under the Capital Improvement Plan and the priority lists for the Facilities attached hereto as Exhibit A for the upcoming fiscal year. Consistent with the provisions above, the parties and the other representatives of the Service Area shall ensure that an appropriate amount of the Development Impact Fees are being applied toward Facilities located within the incorporated limits of the City and the other participating entities, as applicable.
- (3) Within 180 days after the end of each prior fiscal year, the County shall prepare an annual report in accordance with the Act and the Procedures Ordinance and immediately provide the same to the City upon completion.
- (4) All Development Impact Fee funds returned to the City from the County due to the County's failure to timely expend the fees (on a "first-in, first-out" basis) within the time limits established by the Act, the Study (as approved by the Impact Fee Ordinance) and the Impact Fee Ordinance shall be returned to the City and refunded by the City to the Owner of Record.
- (5) Other than inflationary adjustments to the Development Impact Fee under the Ordinance and absent the mutual written agreement of both the City and the County, any amendments, changes, modifications, or revisions to the Capital Improvement Plan or the amount of the Development Impact Fee shall not be applicable within the City during the pendency of this Agreement.

(6) Upon receipt of a request for an exemption, waiver or credit of the Development Impact Fees from the City, the County shall within 5 business days forward the request to the County Council for approval or denial. County Council shall act on such request within 60 days. If approved, the County shall notify the Town of the extent of the waiver, exemption or credit granted. If a full waiver, exemption or credit is granted, no Development Impact Fees are due. If a partial waiver, exemption or credit is granted, the remaining amount must be paid prior to the issuance of a building permit. If denied, the Development Impact Fees shall be paid in full prior to the issuance of any building permits. If the County Council fails to act within the 60 day time limit above, and an extension is not otherwise requested by the County and approved by the City, the request for waiver, exemption or credit shall be denied.

(7) The County acknowledges its intention to conform to the procedures regarding affordable housing units in Section 82-33(b)(3) of the Procedures Ordinance and the County expressly manifests its intent to continue funding the Beaufort County Affordable Housing Fund under Section 82-33(b)(5) during the entire term of this Agreement; and

SECTION 8. Governing Law

This Agreement, and its interpretation and performance, shall be governed and construed by the applicable laws of the State of South Carolina, expressly including the Act.

SECTION 9. Conflict

To the extent of any conflict between other County ordinances and this Agreement, this Agreement shall be deemed to be controlling. This Agreement is not intended to amend or repeal any existing County or City ordinances, and, absent a written amendment to this Agreement or a separate agreement between the City and the County, any amendments to the Ordinance or the Procedures Ordinance during the pendency of this Agreement shall not be applicable within the incorporated limits of the City. However, to the extent of any conflict between this Agreement and the Act, the Act shall be controlling in all cases.

SECTION 10. Cooperation Between and Among the Parties

The County and City agree to cooperate with each other in all respects regarding the matters addressed in this Agreement.

SECTION 11. Severability

If any section, subsection, sentence, clause, phrase, or portion of this Agreement is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such section, subsection, sentence, clause, phrase, or portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Agreement.

SECTION 12. Effective Date

This Agreement shall become effective immediately on the date of approval by both parties; provided, however, that collection of the Development Impact Fees for new development within the City shall begin on the first of the month following a 60 day public notice of the date this Agreement is fully executed.

APPROVED this _____ day of _____, 20_____

BEAUFORT COUNTY

By: _____

Joseph F. Passiment, Chairman
Beaufort County Council

ATTEST:

Sarah Brock, Clerk to Council

APPROVED this _____ day of _____, 20_____

CITY OF BEAUFORT

By: _____

Stephen Murray, Mayor

ATTEST:

Traci Guldner, City Clerk

Revisions of Beaufort/Port Royal – 9.1.22

Exhibit A

Priority Lists Related to the Facilities

BEAUFORT COUNTY

PLANNING DEPARTMENT

1000 W. BAY STREET

STATE

PORT ROYAL

2000 W. BAY STREET

PORT ROYAL

PORT ROYAL

PORT ROYAL

Page 2

TABLE 82-115: LIBRARY DEVELOPMENT IMPACT FEE SCHEDULE, BY SERVICE AREA		
Housing Unit Size	North Beaufort County Library Service Area Impact Fee	Current Impact Fee
1,000 sf or less	\$225	\$0
1,001 to 1,250 sf	\$273	\$0
1,251 to 1,500 sf	\$321	\$0
1,501 to 1,750 sf	\$369	\$0
1,751 to 2,000 sf	\$401	\$0
2,001 to 2,500 sf	\$466	\$0
2,501 to 3,000 sf	\$498	\$0
3,001 to 3,500 sf	\$546	\$0
3,501 to 4,000 sf	\$578	\$0
4,001 to more sf	\$610	\$0

TABLE 82-55: PARKS AND RECREATION DEVELOPMENT IMPACT FEE SCHEDULE, BY SERVICE AREA		
Housing Unit Size	North Beaufort County Parks and Recreation Service Area Impact Fee	Current Impact Fee
1,000 sf or less	\$486	\$81
1,001 to 1,250 sf	\$590	\$81
1,251 to 1,500 sf	\$694	\$81
1,501 to 1,750 sf	\$798	\$81
1,751 to 2,000 sf	\$868	\$81
2,001 to 2,500 sf	\$1,006	\$81
2,501 to 3,000 sf	\$1,076	\$81
3,001 to 3,500 sf	\$1,180	\$81
3,501 to 4,000 sf	\$1,249	\$81
4,001 to more sf	\$1,319	\$81

ROAD/ TRANSPORTATION FEE – Priority 1 & 2		
Transportation Description	Proposed Fee	Current Impact Fee
1,000 sf or less	\$1,565	\$544
1,001 to 1,250 sf	\$1,966	\$544
1,251 to 1,500 sf	\$2,327	\$544
1,501 to 1,750 sf	\$2,608	\$775

Cumulative Developmental Impact Fee Analysis: City of Beaufort 9/19/2022

1,751 to 2,000 sf	\$2,849	\$775
2,001 to 2,500 sf	\$3,249	\$775
2,501 to 3,000 sf	\$3,611	\$775
3,001 to 3,500 sf	\$3,892	\$775
3,501 to 4,000 sf	\$4,132	\$775
4,001 to more sf	\$4,333	\$775

Cumulative Impact Fee Analysis - City of Beaufort

9.19.2022 Single Family Residence Cumulative Analysis			
2501-3000 square foot house			
		Current	9.22.2022 Proposal
County Fee's			
Library		\$0.00	\$ 498.00
Parks and Rec		\$ 81.00	\$ 1,076.00
Transportation		\$ 775.00	\$ 3,611.00
Municipal Fee's			
COB Fire Impact fee per residential dwelling		305.43	305.43
Total		\$1,161.43	\$5,490.43

*Commercial project Fee's are a more complex calculation but will only be collected for Transportation and Fire fee. They vary based on use.

Cumulative Developmental Impact Fee Analysis: City of Beaufort 9/19/2022

Current Parks and Rec Capital plan: To be included in the IGA as an attachment.

Facility	Acres	Land Cost	Improvement Cost	Total Cost
Regional Parks				
Barton Wells Park	368.00	\$ 5,152,000	\$ 4,687,900	\$ 9,839,900
Henry Chamber Waterfront Park		\$ -	\$ 2,850,000	\$ 2,850,000
Spanish Moss Trail - Depot Road Extension to Downtown COB		\$ 1,000,000	\$ 3,000,000	\$ 4,000,000
Spanish Moss Trail - Extension to Downtown Port Royal		\$ -	\$ 7,000,000	\$ 7,000,000
County Water Park	20.00	\$ 5,000,000	\$ 20,000,000	\$ 25,000,000
			Sub-Total =	\$ 48,689,900
Community Park				
Basil Green	4.74	\$ 66,360	\$ 4,000,000	\$ 4,066,360
Coursen-Tate Park	17.63	\$ 246,820	\$ 800,000	\$ 1,046,820
Hamptons Lake Property Future Park	53.43	\$ 748,020	\$ -	\$ 748,020
St. Helena/Wesley Felix	14.00	\$ 196,000	\$ 150,000	\$ 346,000
Port Royal Skateboard Park		\$ -	\$ 1,000,000	\$ 1,000,000
			Sub-Total =	\$ 7,207,200
Neighborhood Park				
Agnes A. Major	4.16	\$ 58,240	\$ 550,000	\$ 608,240
Bob Jones Field	3.90	\$ 54,600	\$ 50,000	\$ 104,600
Booker T. Washington		\$ -	\$ 220,000	\$ 220,000
Broomfield Ballfield	2.00	\$ 28,000	\$ 220,000	\$ 248,000
Bruce Edgerly (Baseball Field)	2.98	\$ 41,720	\$ 400,000	\$ 441,720
Dale Center		\$ -	\$ 340,000	\$ 340,000
Gloria Potts/ Seaside	4.20	\$ 58,800	\$ 170,000	\$ 228,800
Metz Field (Baseball Field)	3.00	\$ 42,000	\$ 220,000	\$ 262,000
Shell Point Park	14.84	\$ 207,760	\$ 180,000	\$ 387,760
Southside Park	4.05	\$ 56,700	\$ 1,550,000	\$ 1,606,700
Washington Street Park		\$ -	\$ 450,000	\$ 450,000
Pigeon Point Park		\$ -	\$ 425,000	\$ 425,000
6 Splash Pads	12.00	\$ 2,400,000	\$ 4,500,000	\$ 6,900,000
			Sub-Total =	\$ 12,222,800
Recreational Facility				
Battery Creek Pool		\$ -	\$ 750,000	\$ 750,000
Beaufort Pool		\$ -	\$ 750,000	\$ 750,000
Beaufort Tennis	3.00	\$ 42,000	\$ 140,000	\$ 182,000
Charles Lind Brown	1.63	\$ 22,820	\$ 2,860,000	\$ 2,882,820
Port Royal Center	1.08	\$ 15,120	\$ 25,000	\$ 40,120
Pickleball Complex (1 @ \$1.74M ea)		\$ -	\$ 1,740,000	\$ 1,740,000
			Sub-Total =	\$ 6,344,940

Cumulative Developmental Impact Fee Analysis: City of Beaufort 9/19/2022

Current Transportation Capital plan: To be included in the IGA as an attachment.

Priority	Project	Description	Total Cost	Offset from other fund	County Contrib
1	Lady's Island Access Roads - Hazel Farm Rd/Guy Dr, Sunset Blvd/Miller Dr W, BHS, LIMS, Meadowbrook Dr	New Roads, Streetscapes	\$29,400,000	\$17,311,184	\$12,088,816
1	US 21/SC 802 Corridor Improvements	Streetscape	\$41,300,000	\$10,775,745	\$30,524,255
1	US 21/SC 281 Intersection Improvement (Lady's Island Drive/Ribaut Road)	Intersection Improvements	\$10,000,000	\$0	\$10,000,000
1	Calhoun Street (Rodgers St to Pigeon Point Rd)	Streetscape	\$3,000,000	\$750,000	\$2,250,000
1	Ribaut Road Improvements (Boundary Street to Parris Island Bridge)	Access Management	\$140,000,000	\$105,000,000	\$35,000,000
1	Broad River Bridge Intersection		\$5,000,000		\$2,500,000
1	US 21 (Lady's Island Drive) & Meridian Drive/Islands Causeway Intersection Improvements	Intersection Improvements	\$15,000,000	\$0	\$7,500,000
2	Spine Road-Port Royal Port	New Road	\$8,000,000	\$0	\$2,000,000
2	Boundary Street Connectivity (Polk St. Parallel Road)	New Road	\$8,000,000	\$3,000,000	\$5,000,000
2	US 21 Bus (Carteret St & Boundary St) Upgrades (Ribaut Rd to Woods Memorial Bridge)	Access Mgmt, Streetscape, Road Diet	\$22,500,000	\$11,250,000	\$11,250,000
2	US 21 (Lady's Island Drive) Improvements (Lady's Island Bridge to US 21/Sea Island Parkway)	Access Management	\$10,000,000	\$0	\$5,000,000
2	SC 170/US 21 Intersection Improvement	Intersection Improvements	\$5,000,000	\$0	\$2,500,000
2	US 21/SC 128 Intersection Improvement (Parris Island Gateway/Savannah Hwy)	Intersection Improvements	\$5,000,000	\$0	\$2,500,000
2	US 21/US 21 Bus. Trask Parkway/Parris Island Gateway	Intersection Improvements	\$5,000,000	\$0	\$2,500,000
2	SC 170 Robert Smalls Parkway (Boundary Street to Broad River Bridge)	Access Management	\$50,000,000	\$25,000,000	\$25,000,000
2	Joe Frazier Road Connection to SC 170	New Road	\$6,000,000	\$0	\$5,100,000
2	SC 802 (Sam's Point Rd) Improvements (roundabout to Springfield Rd)	3-lane widening with shared-use path	\$25,000,000	\$0	\$6,250,000



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/2/2023
FROM: Carrie Gorsuch, Infrastructure Project Support Coordinator
AGENDA ITEM TITLE: A Resolution authorizing the Mayor and City Council to execute an American Rescue Plan Act (ARPA) Stormwater Infrastructure Program Subrecipient Agreement Between The City Of Beaufort and the South Carolina Office of Resiliency to fund a Stormwater Infrastructure Improvement Project that will mitigate the impact of future disasters
MEETING DATE: 5/23/2023
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

In November of 2022 the City of Beaufort applied for an ARPA-Funded Stormwater Infrastructure Program (ASIP) Project for projects in the Charles/Craven Street and Port Republic/Carteret Street Drainage Improvement Areas in the amount of \$7,537,351 through the South Carolina Office of Resiliency (SCOR)

The application submittal is attached for background.

The attached resolution is required to be a subrecipient of the grant funds through SCOR.

PLACED ON AGENDA FOR: Action

REMARKS:

Requesting Council approval of Resolution to allow the City Manager to sign the award letter between SCOR and the City of Beaufort.

ATTACHMENTS:

Description	Type	Upload Date
Resolution	Backup Material	5/9/2023
Award Letter	Backup Material	5/8/2023
COB SCOR Application - Signed	Backup Material	5/2/2023

A RESOLUTION AUTHORIZING THE MAYOR AND CITY COUNCIL TO EXECUTE AN AMERICAN RESCUE PLAN ACT (ARPA) STORMWATER INFRASTRUCTURE PROGRAM SUBRECIPIENT AGREEMENT BETWEEN THE CITY OF BEAUFORT AND THE SOUTH CAROLINA OFFICE OF RESILIENCE TO FUND A STORMWATER INFRASTRUCTURE IMPROVEMENT PROJECT THAT WILL MITIGATE THE IMPACT OF FUTURE DISASTERS.

WHEREAS, the City of Beaufort recognizes the threat that flooding poses to the City; and

WHEREAS, the City of Beaufort has a proposed flood mitigation project called Charles/Craven St. and Port Republic/Carteret St. Drainage Improvement Projects; and

WHEREAS, the City of Beaufort anticipates receiving \$7,527,351.00 in ARPA grant funds from the South Carolina Office of Resilience to carry out mitigation activities in a timely manner; and

WHEREAS, the City of Beaufort agrees to conform to the terms of the Award Determination Letter, the South Carolina Office of Resilience (SCOR) ARPA-Funded Stormwater Infrastructure Program (ASIP) Policy and Procedure Manual, and the terms of this resolution; and

WHEREAS, the City of Beaufort acknowledges and accepts ownership and responsibility for the ongoing operation and maintenance for the life of the completed drainage project. If the City of Beaufort does not own or will not accept the maintenance responsibility of property(ies) within the improvement, the City will provide to the SC Office of Resilience signed documentation from the identified responsible entity, wherein that entity acknowledges ownership and maintenance obligations in perpetuity; and

WHEREAS, should documentation of another responsible entity be provided as aforementioned, the City of Beaufort shall establish policies for the maintenance of the stormwater project should the responsible entity fail in this maintenance obligation; and

WHEREAS, the City of Beaufort recognizes in this resolution and by signature of the Award Determination Letter by applicant and governing body, full responsibility for any and all cost overruns in excess of the total amount granted, \$7,527,351.00. At SCOR's discretion and subject to available remaining ARPA - State and Local Fiscal Recovery Funds (SLFRF) assigned to SCOR, up to 10 percent of the overage may be supplemented by SCOR; and

WHEREAS, the City of Beaufort will uphold these infrastructure improvements in a manner that conforms to all health and safety requirements;

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Beaufort, South Carolina this 23rd day of May, 2023, that the City of Beaufort respectfully accepts funding provided by the South Carolina Office of Resilience through the ARPA Stormwater Infrastructure Program to fund infrastructure improvements that will mitigate the impact of future flooding.

BE IT FUTHER RESOLVED that the City of Beaufort respectfully accepts responsibility for completion of the Project, any defects or failures, and the long-term maintenance after completion.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR, this 23rd day of May 2023.

Stephen D. Murray III, Mayor

ATTEST:

Traci Guldner, City Clerk



HENRY D. MCMASTER, *Governor*
BENJAMIN I. DUNCAN II, *Chief Resilience Officer*

May 8, 2023

Scott M. Marshall, City Manager
City of Beaufort
1911 Boundary St
Beaufort, South Carolina 29902

RE: ARPA-Funded Stormwater Infrastructure Program (ASIP) Project Application Award Determination

Dear Scott M. Marshall,

The South Carolina Office of Resilience (SCOR) has reviewed the City of Beaufort's ASIP application for the Charles/Craven St and Port Republic/Carteret St Drainage Improvement Project. **We are pleased to notify you that your project has been selected for an ASIP grant award of \$7,527,351.00.**

This project is funded through the American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) funds assigned to SCOR by the State Treasury to complete Stormwater Infrastructure Projects.

The SC Office of Resilience has also reviewed the City of Beaufort's Subrecipient Application. SCOR was not able to determine the City's existing staff positions, qualifications and capacity to run the SCOR ASIP-funded activity from the information provided in the Subrecipient Application and Attachments. **This project has been awarded as a State-run project.** The South Carolina Office of Resilience shall appoint a State Project Manager (SPM), for this Project. The SPM will be responsible for the management and monitoring of the Project. The SPM will coordinate with the City of Beaufort on the Scope of Work to include:

- Procurement of engineering services for survey, design, permitting, environmental assessment, and construction contract oversight as required
- Construction Contract Bid Process
- Complete Project Closeout
- Conduct grant compliance with Federal and State regulations

The City of Beaufort must take ownership and maintain the completed drainage improvements in perpetuity. If the City of Beaufort does not own or will not accept the maintenance responsibility of property(ies) within the completed drainage project, then the City must provide to the SC Office of Resilience signed documentation from the identified responsible entity, wherein that entity acknowledges ownership and maintenance obligations in perpetuity. Once documentation is provided, the City of Beaufort shall establish policies for the maintenance of the stormwater project should the responsible entity fail in this maintenance obligation.

To accept receipt of the award as identified in this letter, the City of Beaufort must:

- Sign and return this award letter to SCOR
- Review, sign and return the attached Resolution to SCOR
- By applicant's signature of this award letter and enclosed resolution, applicant and the City of Beaufort governing body acknowledges responsibility for any and all cost overruns in excess of the total amount granted in this award letter, \$7,527,351.00. At SCOR's discretion, and subject to available remaining SLFRF funding, up to 10 percent of the overage may be supplemented by SCOR.

Executed award documents shall be submitted to SCOR within 30 days of receipt of this letter. If additional time is needed, please contact Pam Kendrick, Infrastructure Manager at pam.kendrick@scor.sc.gov. A Project Kick Off meeting will be scheduled upon receipt of the sign award documents, during which the proposed payment plan will be discussed and finalized by way of a signed agreement, if applicable.

Thank you for the time and effort expended by your office in the preparation of your successful proposal. Please contact us with any questions you may have. We look forward to working in partnership with you to successfully implement and complete these infrastructure projects.

Sincerely,



Benjamin I. Duncan II
SCOR Chief Resilience Officer

Enclosures

CC: Carrie Gorsuch, City of Beaufort

ACKNOWLEDGED AND AGREED

City of Beaufort will fully cooperate with the South Carolina Office of Resilience in the implementation and execution of the Mitigation Infrastructure Project. City of Beaufort agrees that if it will NOT take responsibility for the drainage improvements in perpetuity, then the City must provide to the SC Office of Resilience signed documentation from the identified responsible entity, wherein that entity acknowledges ownership and maintenance obligations in perpetuity.

Scott M. Marshall, City Manager
City of Beaufort

Date



South Carolina Office of Resilience – Disaster Recovery Division

ARPA-Funded Stormwater Infrastructure Program (ASIP)

Subrecipient Application

Mail To: Mitigation Department
South Carolina Office of Resilience
632 Rosewood Drive, Columbia, South Carolina 29201

Email To: DROMITIGATION@SCOR.SC.GOV

Instructions: All fields within the application are expandable as needed. Please be as thorough as possible in your explanations. *This application is not to be filled out by individuals. Only Units of General Local Governments (counties and incorporated cities/towns) may apply. Completion of this application does not guarantee approval.*

SUBRECIPIENT ROLES & RESPONSIBILITIES

Approved SCOR Grant Subrecipients will assume the responsibility of managing SCOR grant projects in accordance with all applicable federal and state program policies and regulations. The SCOR Mitigation Department's responsibility will be limited to funding and monitoring the Subrecipient's implementation, execution, and completion of approved projects within the agreed upon timeframe and budget. The Mitigation Department will provide Technical Assistance as needed.

The responsibilities of approved Subrecipients vary from program to program. However, Subrecipient responsibilities generally include, but are not limited to:

- Comply with the Mitigation Subrecipient Manual
- Develop and implement Citizen Outreach
- For HUD-funded projects, identify eligible mitigation projects
 - Must be in a HUD-identified Most Impacted and Distressed (MID) areas; or
 - Must be in a State-identified Most Impacted and Distressed (MID) areas; and
 - Must meet an eligible HUD National Objective;
 - Must be in a Floodplain or SCOR designated Risk Reduction Area;
 - Meet Low-to-Moderate Income requirement
- Procure projects in compliance with State Standards outlined in the Subrecipient Manual
- Publish all required documentation to Subrecipient's website
- Complete mandated environmental reviews
- Complete Benefit Cost Analysis
- Identify and document Low-and-Moderate Income (LMI) for project service area
- Develop and adhere to approved project budgets and timelines
- Maintain detailed records for each project
- Monitor and audit projects
- Approve, audit, and inspect all project work and payments
- Project/Construction Management
- For Buyout projects,
 - Provide Disaster Case Management to property owners (Housing Buyout projects)
 - Verify property ownership (Housing Buyout projects)
- Comply with and oversee adherence to all applicable URA Requirements
- Verify and account for Duplication of Benefits
- Comply with and oversee adherence to Section 3 requirements
- Comply with and oversee adherence to all applicable labor and fair wage laws
- Record all contracts, restrictive covenants, transfer of deeds
- Submit Monthly Progress Reports and Quarterly Progress Reports to SCOR



South Carolina Office of Resilience – Disaster Recovery Division
ARPA-Funded Stormwater Infrastructure Program (ASIP)
Subrecipient Application

Applicant Information			
<input checked="" type="checkbox"/> Municipal Government	<input type="checkbox"/> County Government	<input type="checkbox"/> State Agency (Not eligible to apply for ASIP)	<input type="checkbox"/> Other:
Government Entity Name: City of Beaufort			Unique Entity Identifier: V55FA4TBEAD3
Address: 1911 Boundary Street, Beaufort, SC 29902			County: Beaufort
Primary Point of Contact Name and Title		Email Address	Phone Number
Bill Prokop		wprokop@cityofbeaufort.org	843-525-7070
Secondary Point of Contact Name and Title		Email Address	Phone Number
Reece Bertholf		rbertholf@cityofbeaufort.org	843-754-9144

SCOR grant funding is a competitive process. Applications for Subrecipient status and project applications will be evaluated to determine eligibility, necessity, cost effectiveness, and geographic equity. Approved SCOR grant Subrecipients will assume the responsibility of managing SCOR grant projects in accordance with federal and state program policies and regulations.

The Mitigation Department’s responsibility will be limited to funding and monitoring the Subrecipient’s implementation, execution, and completion of approved projects within the agreed upon timeframe and budget. The Mitigation Department will provide Technical Assistance as needed.

SCOR Grant-Funded Programs	
(Applicant must apply to be a Subrecipient for each program and project for which they are applying. Please indicate below both the program and the project this Subrecipient application is for.)	
<input type="checkbox"/> SCOR CDBG-Mitigation Program (CDBG-MIT):	
<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Buyouts
<input type="checkbox"/> Plans and Studies	
<input checked="" type="checkbox"/> SCOR ARPA-Stormwater Infrastructure Program (ASIP):	
<input checked="" type="checkbox"/> Infrastructure	
<input type="checkbox"/> RESERVED FOR ADDITIONAL PROGRAMS	
Proposed Project Title(s) Please complete and submit a project specific application for each program and project area.	
Charles/Craven Street and Port Republic/Carteret Street Drainage Improvement Projects	

NOTE: Approved CDBG-Mitigation Funds Match applicants are Subrecipients for the Match project by the nature of the program requirements. If interested in the CDBG-MIT Funds Match program, please complete the CDBG-MIT Funds Match application.

Applicant Signature

City Manager

Title

10/28/2022

Date



South Carolina Office of Resilience – Disaster Recovery Division
ARPA-Funded Stormwater Infrastructure Program (ASIP)
Subrecipient Application

Data & Supporting Documents

Background and Program Experience (Attachments are acceptable)

Length of time agency has been in operation:

The City of Beaufort was founded in 1711 and incorporated in 1913.

Describe agency’s purpose and type of services provided:

The City operates under the council-manager form of government. Policy-making and legislative authority are vested in a governing council consisting of the mayor and four other members. The governing council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and hiring both the City Manager and the City Attorney. The Citys manager is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day-to-day operations of the City and for appointing the heads of the various departments. The council is elected on a non-partisan basis. The mayor and council are elected at large and serve four-year staggered terms.

The City provides a full range of services, including police and fire protection, sanitation and recycling services, zoning, redevelopment, economic development and building, fire and code enforcement services, street and storm water maintenance and up-keep of City parks and open space.

If applicable, describe current or previous Subrecipient experience:

Federal Grants the City of Beaufort has participated in as related to stormwater, drainage, drinking water:

1. FY 2022 CDBG Grant- Calhoun Streetscape and Drainage
2. FY 2021 FEMA Flood Mitigation
3. FY 2022 CDBG Grant-Depot Roadway/Pathway
4. FY 2018 CDBG Grant-Mossy Oaks Drainage Improvements Basins 1 & 2
5. FY 2017 CDBG Grant-Greenlawn Streetscape & Drainage
6. FY 2016 FEMA SC Recovery
7. FY 2013 CDBG Duke Street-Phase II Streetscape and Drainage
8. FY 2012 CDBG Duke Street Phase 1
9. FY 2012 CDBG Bladen Street Streetscape and Drainage

What is the status of the applicant’s FEMA-approved Mitigation Plan?

The City of Beaufort is covered under Beaufort County’s National Hazard Mitigation Plan for Beaufort, Colleton, Hampton, and Jasper Counties which was completed in June 2021.

If the agency has liability insurance coverage, provide the amount of coverage and with what insuring agency:

The city does have professional liability insurance and general tort liability insurance through State Fiscal Accountability Authority-Insurance Reserve Fund. The General Tort Liability coverage is \$1,000,000 per occurrence.

Provide the following documents:

- Certification of Good Standing with the State
- State and Federal Tax Exemption Determination Letters (if applicable)
- List and status of current/ongoing applications with other State or Federal programs for this project



South Carolina Office of Resilience – Disaster Recovery Division
ARPA-Funded Stormwater Infrastructure Program (ASIP)
Subrecipient Application

Data & Supporting Documents

Personnel/Staff Capacity (Attachments are acceptable)

Attach an organizational chart and describe the applicant’s existing staff positions, qualifications, and its capacity to SCOR grant-funded activities:

See attached.

Does the agency have a personnel policy manual with an affirmative action plan and grievance procedure?

Yes No

List the applicant’s current board of directors or other decision-making body of the entity. The list must include names, telephone numbers, addresses, occupation or affiliation of each member and must identify the principal officers of the decision-making body:

See attached.

Financial Capacity (Attachments are acceptable)

Describe the applicant’s current accounting system, operating budget, itemizing revenues and expenses. Identify commitments for ongoing funding as well as the proposed stormwater infrastructure project(s).

See attached.

Does your agency have a current audit process in place? Yes No

Provide the following documents:

- Annual Financial Statements
- Most recent Independent Audit
- Procurement Process and Policy Manual



South Carolina Office of Resilience – Disaster Recovery Division

ARPA-Funded Stormwater Infrastructure Program (ASIP)

Subrecipient Application

Community Needs Assessment – Description of the Need

In this section, provide descriptions of the need and/or project(s). Descriptions should include the cause of the damage, current condition of the area, and a detailed description of the stormwater infrastructure project(s) being considered for approved Subrecipient implementation, execution, and completion. Attachments are acceptable.

The Charles/Craven and Port Republic/Carteret drainage projects lie at the heart of downtown Beaufort. These areas have historically flooded as a result of rainfall and tidal conditions due to inadequate and failing infrastructure and low-lying elevations. Due to the high urban nature of this area, any heavy rainfall, especially at high tide, quickly inundates roads, buildings, and private property. Since these project areas are located within major transportation corridors and the business and tourism district, any flooding occurrence can be economically burdensome and create a health and safety concern for first responders and emergency personnel. Sea-level rise and more frequent intense rainfall events have exacerbated the frequency and damage of flooding. Not only does the flooding affect businesses, residents, and tourists, but many national historic registrar structures are routinely damaged.

Describe the number and characteristics of clients served:

The City of Beaufort directly serves approximately 14,000 residents and indirectly serves nearly 2 million visitors annually via hospitality and tourism. Overall, the City of Beaufort offers a significant component of history, arts, tourism, and business for the Beaufort County area, which is ranked the 3rd largest hospitality and tourism-centric county in the state.

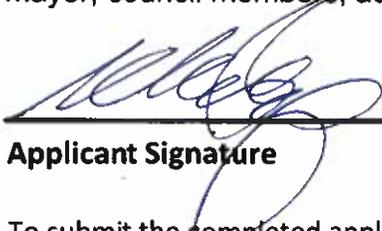
What is the Low- to Moderate Income (LMI) percentage for the County/City/Town Project Areas:

55.42

For CDBG-MIT, list the National Objectives the planned projects would address:

Describe how you would monitor progress in implementing the program:

The city will monitor progress while implementing the program using city staff. These staff members will be responsible for meeting with the design and construction team throughout the performance period. Routine (e.g., bi-weekly) progress meetings will be held with meeting minutes issued to ensure adherence to project schedules and budgets. City staff members will routinely update the mayor, council members, administration, and members of the SCOR team.



Applicant Signature

City Manager

Title

10/28/2022

Date

To submit the completed application via email to mit_infrastructure@scor.sc.gov click the submit button below:

[Submit Via Email](#)

To submit the completed application hardcopy via mail to:

SCOR Mitigation Department
632 Rosewood Drive
Columbia, SC 29201



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/17/2023
FROM: Scott Marshall, City Manager
AGENDA ITEM TITLE: An ordinance to provide for the levy of taxes for the City of Beaufort for Fiscal Year beginning July 1, 2023 and ending June 30, 2024; to provide for execution of and to put into effect the consolidated budget; and to provide budgetary control of the City's fiscal affairs; and other matters relating thereto - 1st reading
MEETING DATE: 5/23/2023
DEPARTMENT: Finance

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
FY 2024 Budget Presentation	Backup Material	5/20/2023
Budget Ordinance	Backup Material	5/19/2023

City of Beaufort, South Carolina



**FISCAL YEAR 2024
CONSOLIDATED BUDGET
FIRST READING
PRESENTED MAY 23, 2023**



City Manager's Message

May 23, 2023

Dear Mayor, Members of City Council and City of Beaufort Stakeholders:

It is my distinct honor and pleasure to deliver to you the recommended City of Beaufort Fiscal Year 2024 Consolidated Budget. The budget total is \$57,663,588 and directly funds initiatives that have been identified in each of the City's five Key Focus Areas of providing a Safe and Vibrant City; Managing Growth and Protecting Natural Resources; Economic Development and Innovation; Fiscal Sustainability; and Organizational Excellence. Moreover, it does so while maintaining General Fund expenditures at the same level as Fiscal Year 2023 and introduces no additional tax burden to residents and business owners.

As a result of the quadrennial reassessment, our anticipated value of a mill is \$128,731, with a municipal mill rate of 73.9. This results in a mill rollback of 4.3 mills from Fiscal Year 2023's mill rate of 78.2. Though the City does have capacity to increase millage, this budget is reflective of responsible programming and planning by City Staff and does not dictate the need to do so.



City Manager's Message

This budget differs from years past in that it is truly a consolidated budget encompassing a complete accounting of all funds for which the City anticipates spending in Fiscal Year 2024. In prior years, most capital project expenditures were not accounted for in the annual consolidated budget, but rather were tracked separately through a series of individual project budgets. This year we are introducing an additional fund to our consolidated budget portfolio, the Capital Projects Fund. This will accomplish three very important things:

- 1) It provides a comprehensive picture of our Fiscal Year 2024 Budget;
- 2) it provides an additional degree of transparency regarding the City's use of funds for expensive capital construction costs; and
- 3) it introduces another layer of accountability to ensure that City Council and City Staff are committing resources to priorities and initiatives that have been identified through the strategic planning process.



City Manager's Message

Other highlights of this budget include:

- Significant, continued investment in the City's talented workforce with cost-of-living (COLA) pay adjustment for employees of 5% across the board, with an additional up to 2% merit increase. This will help us remain competitive as an employer of choice in the labor market and will aid in the retention of our talented employees.
- Addition of a Geographic Information Systems (GIS) capability. Through the addition of a full-time equivalent (FTE) position devoted to Information Technology and GIS and the procurement of specialized permitting software, we will be able to keep our maps current and introduce user-friendly online mapping software. The combination of the GIS position and new mapping capability will allow us to greatly improve our transparency regarding status of applications for permits, capital projects, infrastructure networks and much more.



City Manager's Message

- Three School Resource Officers (SROs) will be added, two of which are funded by the South Carolina Department of Public Safety. The addition of these SROs will ensure that we have an SRO in every one of our public schools in the City; Beaufort Elementary, Mossy Oaks Elementary, Beaufort Middle School, Lady's Island Middle School, and two SROs at Beaufort High School.
- Semi-annual City newsletter that will be mailed to all residents to keep them informed and engaged. The newsletter will have both standard contact information on who to contact and how they can be reached for various concerns and transactions as well as containing topical news on projects and other happenings in the City. It will be a wealth of useful information delivered to the mailboxes of our residents.



City Manager's Message

- New software capability for electronic submittal and review of site plans, construction plans and other planning documents. This BLUEBEAM software system is becoming a standard in the urban planning community and provides a more efficient means of sharing information between City Community Development staff and permit applicants.
- Funding for strategic partners of the City to include, but not limited to the Beaufort Digital Corridor, the Military Enhancement Committee, South Coast Cyber Center, the Beaufort County Economic Development Corporation, and the Beaufort-Port Royal Convention and Visitors Bureau.
- Set aside \$15,000 in Parks & Tourism Fund and \$100,000 in State Accommodations Tax Fund to support the Downtown Twilight Hours initiative. The objective of this initiative is to develop and execute a program which will stimulate evening commerce in the Historic District through a probable combination of business-owner incentives and special programming.



City Manager's Message

Though the size of the Fiscal Year 2024 Consolidated Budget is significantly higher than the Fiscal Year 2023 Consolidated Budget due to the addition of the Capital Projects Fund, General Fund expenditures remain relatively flat. The Fiscal Year 2023 Amended Budget General Fund is \$23,454,433 while the Fiscal year 2024 recommended amount is \$23,658,750.

Of note are several changes to the Fee Schedule for Fiscal Year 2024. The Residential Solid Waste Fee will increase from \$20 per month to \$22.50 per month and will be billed annually at the rate of \$270 as part of the annual real property tax bill. The rate increase is necessary due to a consumer price index escalator clause in our contract with Capital Waste Services. Rates for off-duty police personnel are increased from \$50 per hour to \$60 per hour, which remains a comparable rate with other local public law enforcement providers. In our Community Development Department, we are implementing plan review fees to remain revenue neutral when outsourcing review of plans by architects and professional engineers. We are also adding park rental fees for the newly opened Whitehall Park.



City Manager's Message

Our new fund in the Fiscal Year 2024 Consolidated Budget is the Capital Projects Fund. The intent of this fund is to establish clear commitment to capital projects that City Council has deemed to be priorities consistent with objectives in support of the City's Strategic Plan. The expected expenditures in this fund total \$27,197,627 which are comprised of revenues from federal and state grants; transfers in from the balance of various funds previously committed to capital projects, to include ARPA funds and stormwater bond funds; contributions from project partners; Parks & Tourism funds; and Parks & Tourism revenue bonds which we will seek in Fiscal Year 2024. These Parks & Tourism Revenue bonds will allow us to complete significant construction projects at Washington Street Park and Southside Park.

I am confident you will find that the details of this budget support the accomplishments of objectives supporting our key focus areas to the greatest degree possible. I am also confident that this budget demonstrates great stewardship of public dollars while being responsive to our community's needs.



City Manager's Message

This budget was assembled through the very hard work of our Deputy City Manager, department directors and members of our Finance Department who were patiently working with a new City Manager.

We stand ready to address any questions or concerns regarding the City of Beaufort Fiscal Year 2024 Consolidated Budget, as recommended by Staff.

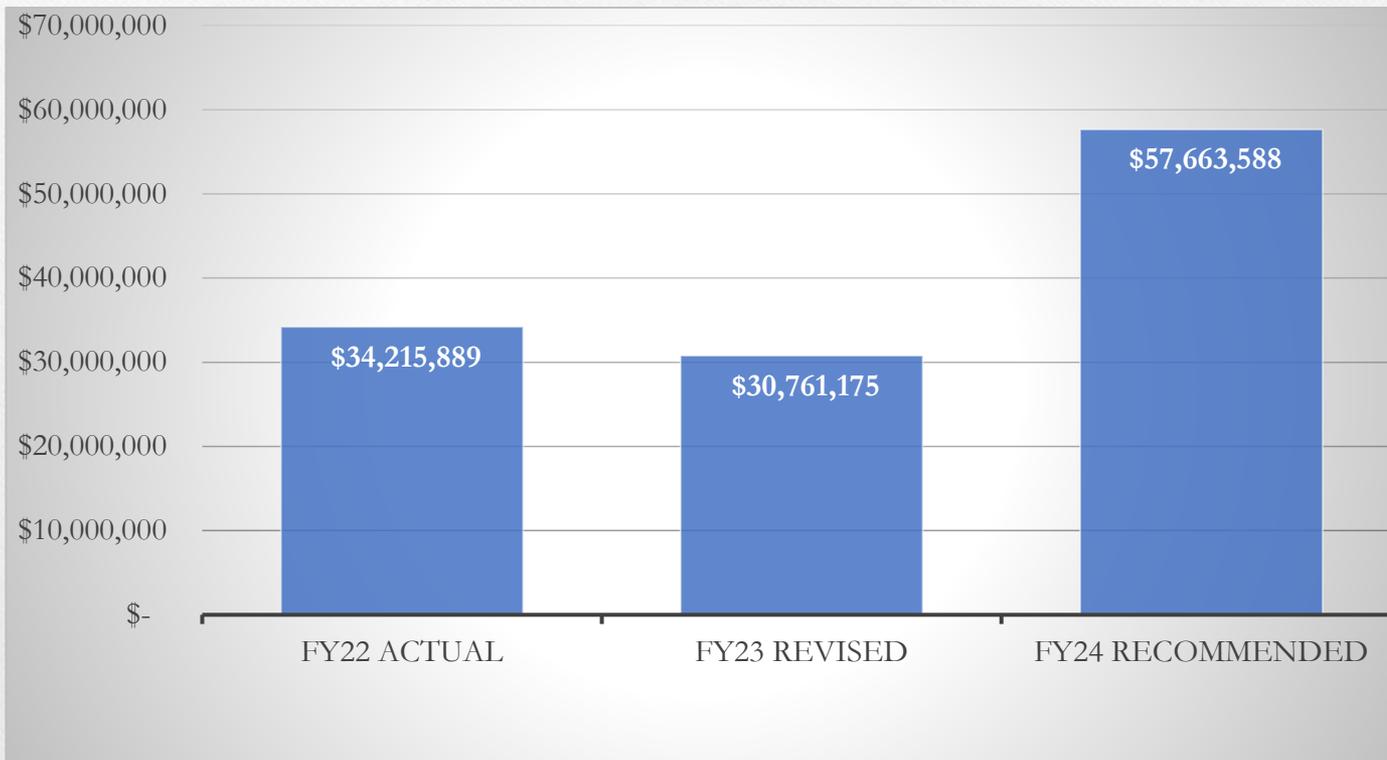
In Service,

Scott M. Marshall
City Manager

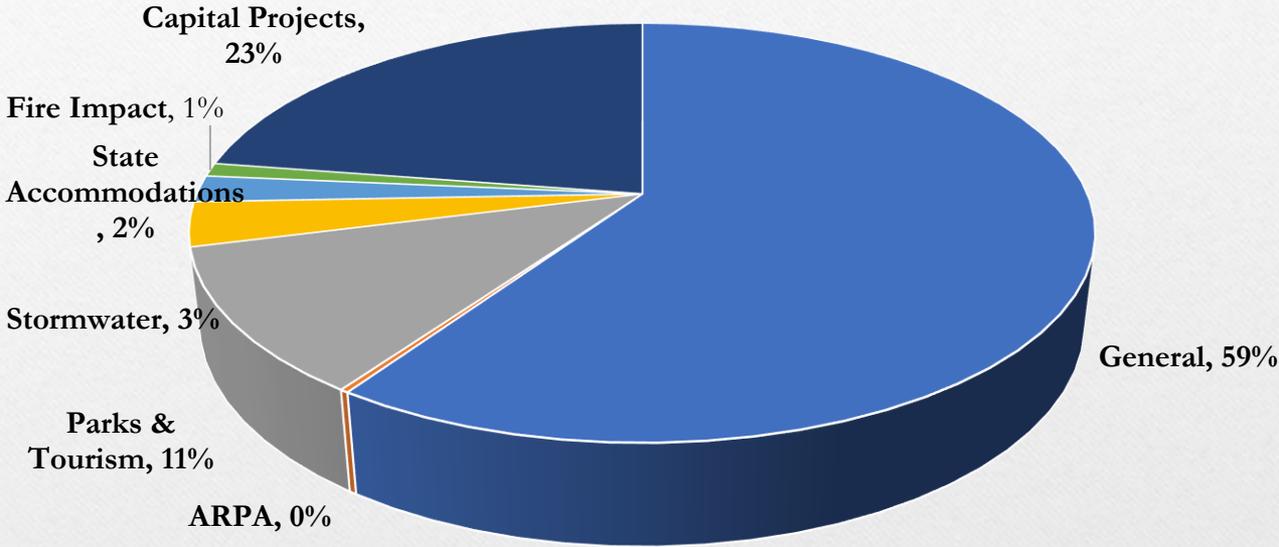
FY24 Proposed Consolidated Budget

\$57,663,588

**Includes \$27.1M in Capital Project Fund*

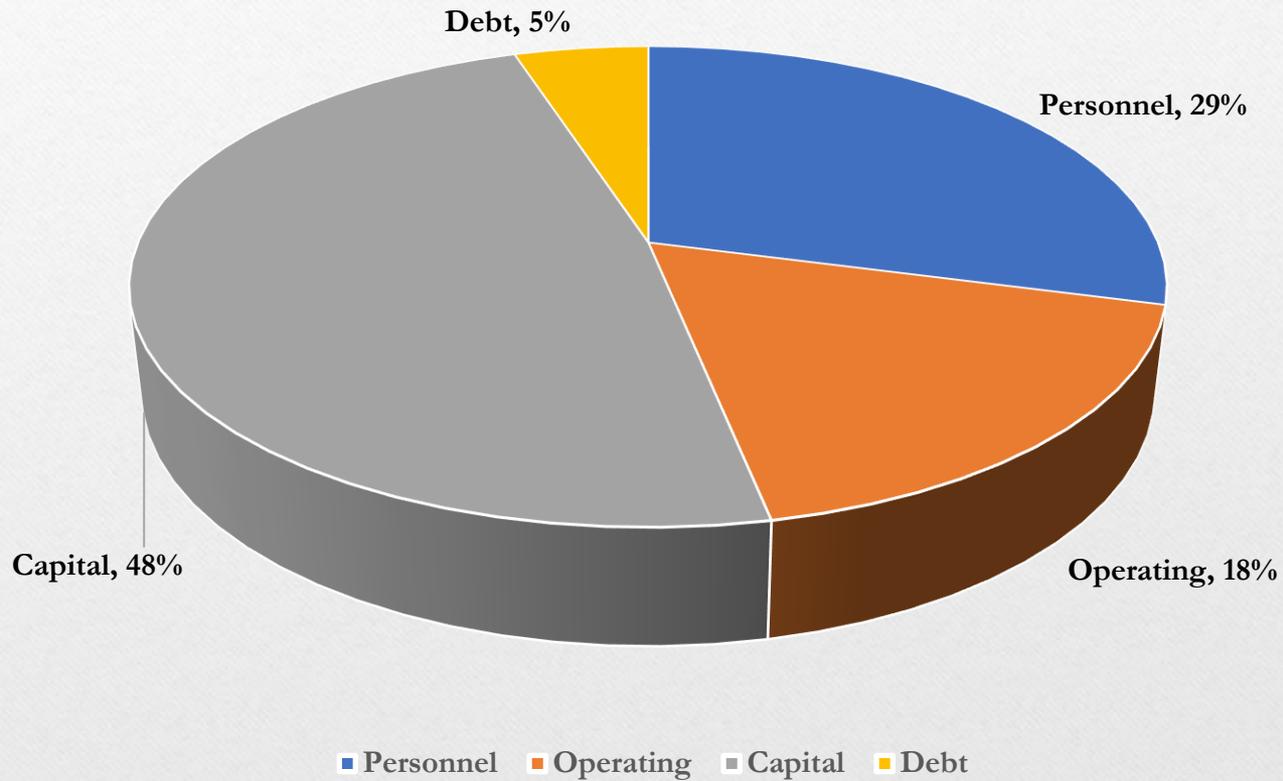


FY 24 Projected Revenue Sources

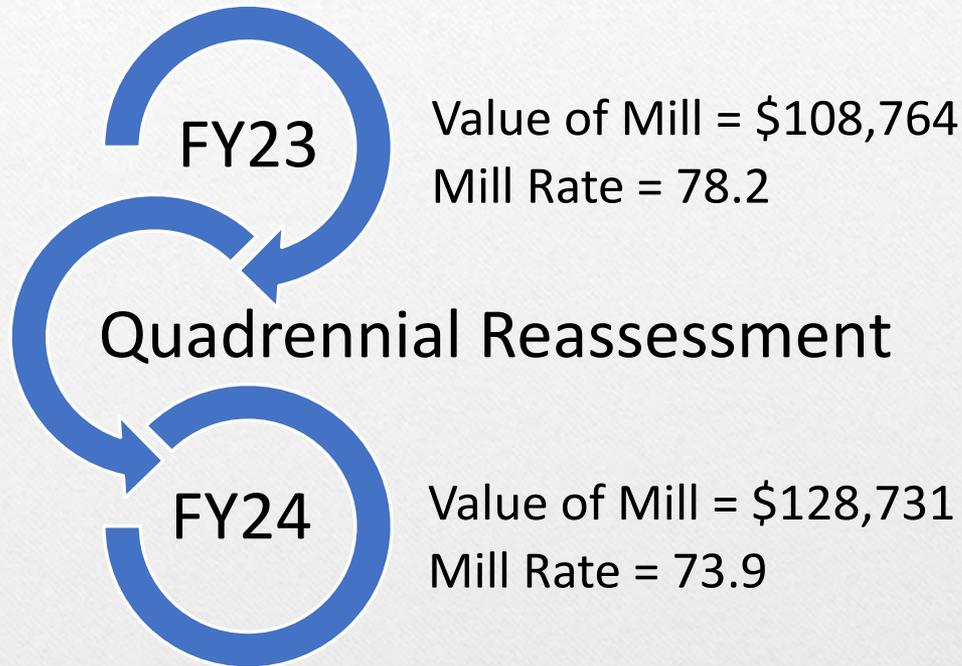


- General
- ARPA
- Parks & Tourism
- Stormwater
- State Accommodations
- Fire Impact
- Capital Projects

FY 24 Projected Expenses



Reassessment and Millage



Overall Millage Reduced by 4.3 Mills

Budget Highlights

- Millage Rollback of 4.3 Mills
- Employee COLA Increase of 5%
- Employee Merit Increase of up to 2%
- New FTEs
 - GIS Manager
 - Three School Resource Officers (Two are state-funded)
 - Staff Architect
 - One part-time Records Manager in Police Department

Budget Highlights

- All of our public schools will have an SRO; Beaufort High School will gain an additional SRO
- Addition of GIS Manager and ENERGOV allows us to produce web-based interactive maps and story boards
- Acquisition of NEOGOV for HRIS provides enhanced employee training and support capability
- Addition of BLUBEAM will allow for electronic submittal AND digital review of plans
- Semi-Annual City newsletter distributed to all city residents and businesses

Budget Highlights

- Provides Funding for Strategic Partners
 - Beaufort Digital Corridor - \$100,000
 - Military Enhancement Committee - \$15,000
 - South Coast Cyber Center - \$100,000
 - BC Economic Development Corp - \$40,000
 - LCOG Military Installation Resiliency - \$10,727
 - Beaufort-Port Royal Convention & Visitors Bureau - \$362,500
- Downtown Twilight Hours Initiative
- New debt for Southside and Washington Street Parks Projects

Budget Highlights

- Changes to City's Fee Schedule include the following:
 - Residential Solid Waste Fee from \$20/month to \$22.50/month will be billed \$270 annually as shown on sample property tax bill.

WHERE YOUR TAX DOLLARS GO			
THE TAX AMOUNT FOR EACH FUND LISTED IN THE DESCRIPTION BOX BELOW IS CALCULATED BY MULTIPLYING THE ASSESSED VALUE BY THE MILLAGE RATE. THIS DOES NOT APPLY TO "FEE" CHARGES.			
DESCRIPTION	MILLAGE	ASSESSED VALUE	TAX/FEE/INT
CITY OF BEAUFORT OPERATIONS	0.05830	11,040	643.63
CITY OF BEAUFORT DEBT	0.01560	11,040	172.22
City of Beaufort Solid Waste			270.00
TOTALS	0.07390		1,085.85

- Police Off Duty from \$50/HR to \$60/HR
- Implement Plan Review Fees
- Addition of Park Rental Fees for Whitehall Park

Next Steps

May 9

Department Director presentations in Council Work Session



May 16

Special Council Work Session to review budget and discuss Council-desired changes



May 23

Public Hearing and First Reading of FY24 Consolidated Budget



June 13

Second & Final Reading of FY24 Consolidated Budget

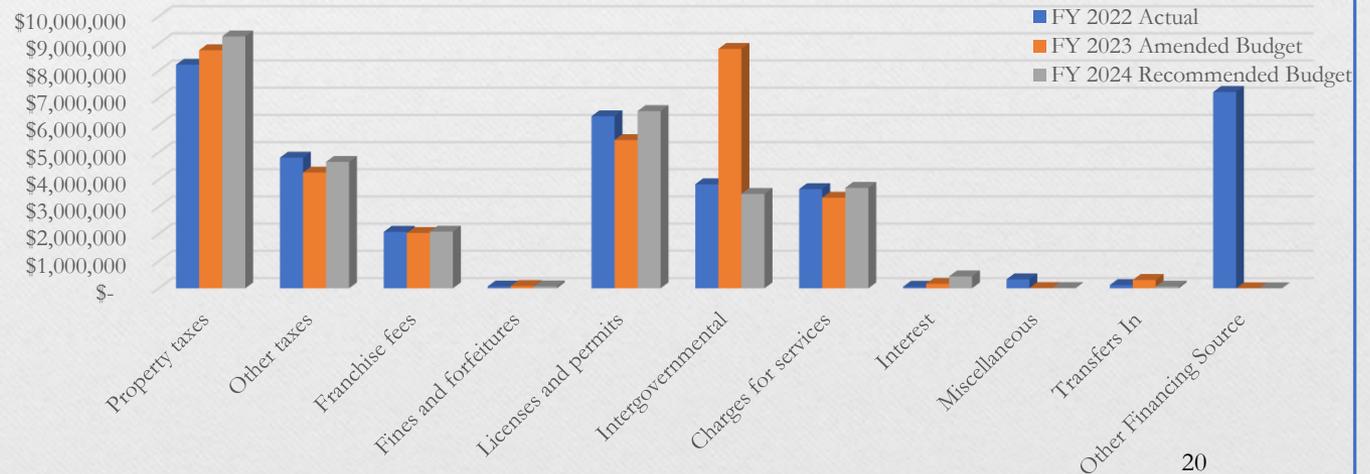
Consolidated FY 2024 Recommended Budget

	<u>General Fund</u>	<u>ARPA Fund</u>	<u>Parks & Tourism Fund</u>	<u>Stormwater Fund</u>	<u>State Accommodations Fund</u>	<u>TIF II Fund</u>	<u>Fire Impact Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
Revenues	\$ 23,207,552	\$ 100,000	\$4,393,852	\$1,332,779	\$ 800,000	\$ -	\$ 405,000	\$ 8,794,785	\$39,033,968
Transfers In	63,750	-	-	-	-	-	-	17,156,976	17,220,726
Issuance of revenue bonds	-	-	6,945,000	-	-	-	-	-	6,945,000
Total Other Financing Sources	63,750	-	6,945,000	-	-	-	-	17,156,976	24,165,726
Release of Committed Fund Balance	1,465,476	-	-	-	-	-	-	-	1,465,476
Release of Fund Balance	-	3,677,485	290,585	1,655,915	-	3,625,054	-	1,245,866	10,494,905
Salaries	9,847,642	-	1,851,930	413,856	17,226	-	-	-	12,130,655
Benefits	3,766,377	-	716,025	174,512	6,675	-	-	-	4,663,590
Operating	7,657,087	215,091	1,396,199	232,610	712,349	-	-	-	10,213,337
Capital	465,200	-	120,600	-	-	-	-	27,197,627	27,783,427
Debt	1,922,443	-	309,098	511,800	-	-	129,239	-	2,872,580
Total Expenditures	23,658,750	215,091	4,393,852	1,332,779	736,250	-	129,239	27,197,627	\$57,663,588
Transfers Out	1,078,028	3,562,394	7,235,585	1,655,915	63,750	3,625,054	-	-	17,220,726
Total Other Financing Uses	1,078,028	3,562,394	7,235,585	1,655,915	63,750	3,625,054	-	-	\$17,220,726
Contribution to Fund Balance	-	-	-	-	-	-	275,761	-	275,761
Net (Deficit) Surplus	\$ (0)	\$ -	\$ (0)	\$ 0	\$ (0)	\$ -	\$ 0	\$ -	\$ 0

Consolidated Revenue Budget Summary

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Change</u>	<u>% Change</u>
General Fund	\$ 27,043,277	\$ 22,960,792	\$ 23,207,552	\$ 246,760	1.07%
Special Revenue Funds					
Parks and Tourism Fund	4,646,288	4,154,630	4,393,852	239,222	5.76%
State Accommodations Fund	916,678	633,333	800,000	166,667	26.32%
Fire Impact Fund	1,990,287	130,000	405,000	275,000	0.00%
Stormwater Fund	1,225,692	1,226,753	1,332,779	106,026	8.64%
TIF II Fund	12,631	-	-	-	0.00%
Capital Projects Fund	784,426	-	8,794,785	8,794,785	100.00%
American Rescue Plan Act Fund	870,604	4,096,515	100,000	(3,996,515)	-98%
	<u>\$ 37,489,883</u>	<u>\$ 33,202,023</u>	<u>\$ 39,033,968</u>	<u>\$ 5,831,945</u>	<u>17.57%</u>

**Where the
money
comes
from**



FY 2024 Consolidated Revenue Budget Highlights

- Property Tax in the General Fund includes a millage rollback due to the County's reassessment. The proposed millage rate decreases from 78.2 to 73.9.
- Overall revenue growth of the General Fund is estimated at 1.07% over FY 2023 or \$246,760.
- The City has experienced recent growth in residential and commercial developments for an anticipated \$780k increase in business licenses and building permits in the General Fund. This has also led to an increase in the collection of fire impact fees.
- The final ARPA payment from the Treasury was received in FY23, therefore the only FY24 budgeted revenues is for interest.
- Though the impacts of COVID 19 affected the City's local hospitality and accommodations taxes reported in the Park & Tourism, the City has experienced activity surpassing pre-pandemic levels. During FY 2024, the budget includes estimated increases of 5.7%, or \$239,222 over FY 2023.
- Stormwater revenues are estimated to increase 8.6% over FY 2023.

Consolidated Expenditure Budget Summary

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Change</u>	<u>% Change</u>
General Fund					
Salaries	\$ 8,151,018	\$ 8,997,766	\$ 9,847,642	\$ 849,876	9.45%
Benefits	2,871,642	3,480,541	3,766,377	285,836	8.21%
Operations	6,377,266	8,772,680	7,657,087	(1,115,593)	-12.72%
Capital	5,479,423	376,860	465,200	88,340	23.44%
Debt	1,921,181	1,826,585	1,922,443	95,859	5.25%
Total General Fund	<u>\$ 24,800,529</u>	<u>\$ 23,454,433</u>	<u>\$ 23,658,750</u>	<u>\$ 204,318</u>	<u>0.87%</u>
Parks and Tourism Fund					
Salaries	\$ 1,352,365	\$ 1,589,942	\$ 1,851,930	\$ 261,988	16.48%
Benefits	492,750	619,588	716,025	96,438	15.56%
Operations	1,261,936	1,374,377	1,396,199	21,823	1.59%
Capital	92,153	303,015	120,600	(182,415)	-60.20%
Debt	309,098	309,098	309,098	(0)	0.00%
Total Parks and Tourism Fund	<u>\$ 3,508,302</u>	<u>\$ 4,196,019</u>	<u>\$ 4,393,852</u>	<u>\$ 197,833</u>	<u>4.71%</u>
Stormwater Fund					
Salaries	\$ 330,799	\$ 343,930	\$ 413,856	\$ 69,927	20.33%
Benefits	124,386	141,642	174,512	32,870	23.21%
Operations	208,208	235,681	232,610	(3,071)	-1.30%
Debt	513,755	505,500	511,800	6,300	1.25%
Total Stormwater Fund	<u>\$ 1,177,149</u>	<u>\$ 1,226,753</u>	<u>\$ 1,332,779</u>	<u>\$ 106,026</u>	<u>8.64%</u>

Consolidated Expenditure Budget Summary (Cont'd)

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Change</u>	<u>% Change</u>
State Accommodations Fund					
Salaries	\$ 17,914	\$ 15,474	\$ 17,226	\$ 1,752	11.32%
Benefits	8,502	8,573	6,675	(1,899)	-22.14%
Operations	442,187	503,870	712,349	208,479	41.38%
Capital	-	50,000	0	(50,000)	-100.00%
Total State Accommodations Fund	<u>\$ 468,604</u>	<u>\$ 577,917</u>	<u>\$ 736,250</u>	<u>\$ 158,333</u>	27.40%
Fire Impact Fund					
Capital	\$ 1,846,832	\$ -	\$ -	\$ -	0.00%
Debt	-	-	129,239	129,239	100.00%
Total Fire Impact Fund	<u>\$ 1,846,832</u>	<u>\$ -</u>	<u>\$ 129,239</u>	<u>\$ 129,239</u>	100.00%
ARPA Fund					
Salaries	\$ 178,980	\$ -	\$ -	\$ -	0.00%
Benefits	40,008	-	-	-	0.00%
Operations	44,350	560,445	215,091	(345,354)	0.00%
Capital	598,400	745,608	-	(745,608)	0.00%
Total ARPA Fund	<u>\$ 861,739</u>	<u>\$ 1,306,053</u>	<u>\$ 215,091</u>	<u>\$ (1,090,962)</u>	0.00%
Capital Projects Fund					
Capital	\$ 1,552,735	\$ -	\$ 27,197,627	\$ 27,197,627	100.00%
Total Capital Projects Fund	<u>\$ 1,552,735</u>	<u>\$ -</u>	<u>\$ 27,197,627</u>	<u>\$ 27,197,627</u>	100.00%
Total All Funds	<u>\$ 34,215,889</u>	<u>\$ 30,761,175</u>	<u>\$ 57,663,588</u>	<u>\$ (295,214)</u>	-0.96%

FY 2024 Consolidated Expenditure Budget Highlights

Salaries and Benefits

- There are 4.5 new FTE new positions included in the FY 2024 Recommended Budget.
- The personnel budget includes an entire fiscal year of 5% COLA and health insurance premium adjustments that were approved by Council in February 2023.
- The budget includes a 5% COLA and merit pool of 2% for each department.
- Increase in Retirement Contribution by PEBA of 1%.
- Increase of 5% in Health insurance premiums and 3% increase in dental insurance premiums.
- Includes employee retention programs.
- Overall increase in salaries & benefits of \$1,596,787 or 10%.

Operations

- Overall operations is \$10,213,337 across the funds of the City
 - General Fund decreased 12.7%; Parks & Tourism increased 4.8%; Stormwater increased 2.3%; and State Accommodations Tax increased 41.6%.
 - More detail of these increases are explained in the Fund section.

Capital

- The Capital replacement program is resumed, with resources coming from Committed Fund Balances held in reserve for General Fund purchases. The capital projects fund budget of \$27,197,627 is included in consolidated budget this year.

Debt

- Includes only normal debt payments required for FY 2024. There is new debt included in the recommended budget for revenue bonds for Washington Street and Southside Parks projects.

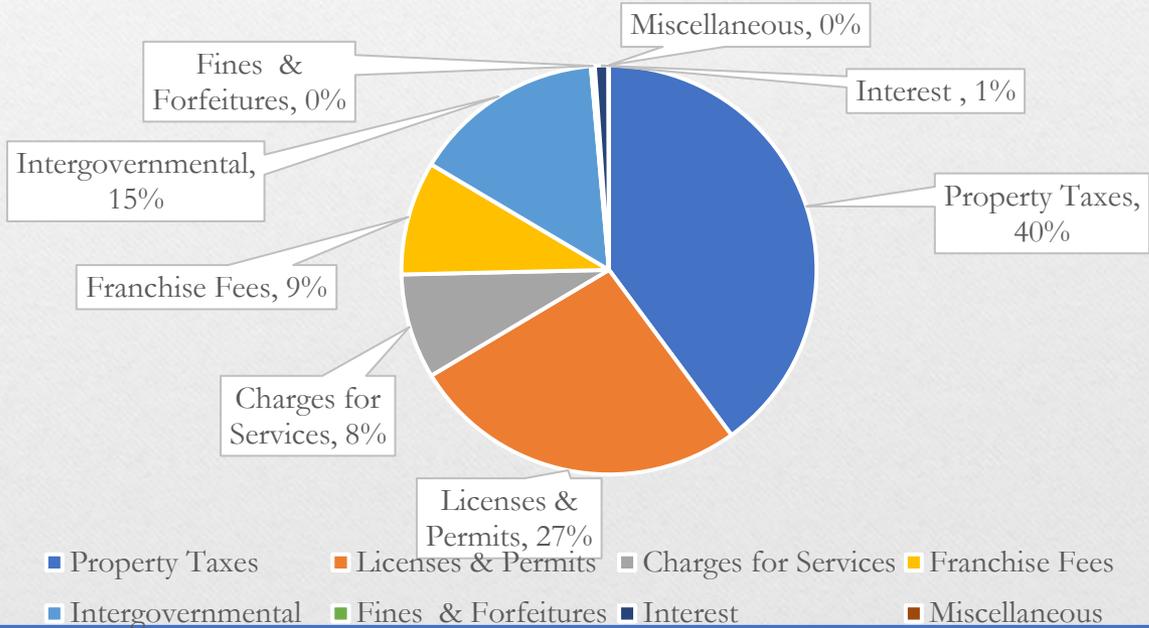
General Fund

The General Fund is the main operating fund of the City. The primary sources of revenue are property taxes, licenses & permit revenues, franchise fees, intergovernmental revenues and general charges for services.

The General Fund accounts for the activity of the City Council, City Manager, Finance & Information Technology, Human Resources, Municipal Court, Community & Economic Development & Building Inspections, Police, Fire, and Public Works.

BUDGET SUMMARY - REVENUES

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Property Taxes	\$ 8,226,850	\$ 8,757,485	\$ 9,266,244	\$ 508,759
Licenses & Permits	6,184,995	5,321,832	6,120,000	798,168
Charges for Services	1,684,095	1,576,532	1,922,734	346,202
Franchise Fees	2,075,579	2,034,920	2,082,880	47,960
Intergovernmental	2,963,662	4,712,607	3,504,694	(1,207,913)
Fines & Forfeitures	67,402	82,000	71,000	(11,000)
Interest	23,520	160,000	230,000	70,000
Miscellaneous	322,702	10,000	10,000	-
Total Revenues	\$ 21,548,805	\$ 22,655,376	\$ 23,207,552	\$ 552,176

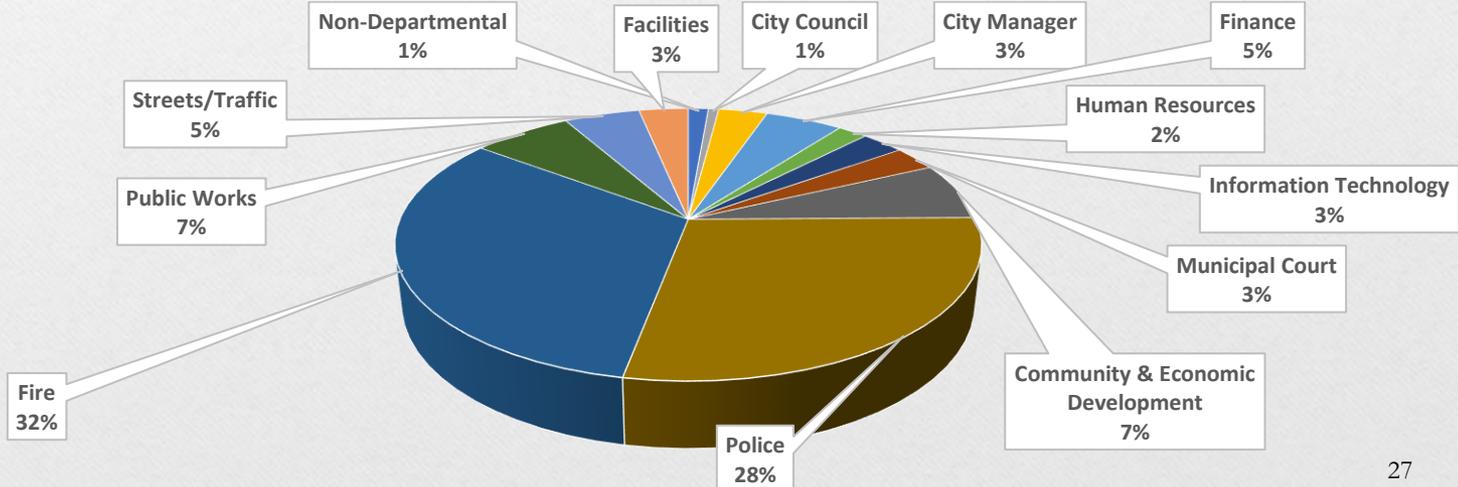


Property Taxes

	FY 2024		
	FY 2022 Actual	FY 2023 Amended Budget	Recommended Budget
Current Property Taxes	\$ 5,559,810	\$ 6,065,805	\$ 6,504,625
Property Taxes - Debt Mil	1,764,962	1,825,170	1,847,155
Delinquent Property Tax	273,650	235,590	239,475
Penalties & Interest	42,182	33,170	34,297
Vehicle Property Taxes	343,006	359,215	398,525
Homestead Exemption	199,215	198,165	198,167
Motor Carrier	14,603	10,370	14,000
Payment in Lieu	29,422	30,000	30,000
Total Property Taxes	\$ 8,226,850	\$ 8,757,485	\$ 9,266,244
Taxable Assessed Value ¹	\$ 104,667,117	\$ 108,764,156	\$ 122,069,477
Value of Mil	\$ 104,667	\$ 108,764	\$ 122,069

¹ TY 2023 estimated taxable assessed value presented in FY 2024 Recommended budget is estimated based on historical and known growth

Percentage of Property Tax Revenue to Net Department expenditures



Property Taxes

- Represents the largest revenue source of the City, or approximately 39.9% of the total revenues.
- Beaufort County's reassessment on real property impacts the City's FY24 property tax calculation.
- Taxable reassessed value of real property for tax year 2023 is estimated to be \$104,855,725, a 14% growth over the actual ending values for tax year 2022.
- Taxable assessed value of personal property is estimated for tax year 2023 to be \$9,916,227, a 3% growth over the actual ending values for tax year 2022.
- Vehicle taxable assessed value is estimated for tax year 2023 of \$7,297,525, a 1.5% increase over tax year 2022.
- Total Taxable Assessed Value is estimated at \$122,069,477, an overall increased of \$13,305,321 from FY 2023.
- The millage cap is 8.7% based on CPI and growth in population. The recommended budget includes decrease in the operating and debt millage rollback as follows for:
 - The operating mil was 58.9 and reserve mil was 2.0 for a total of 60.9 mil in FY23. These mils are rolled back to 53.7 due to the County's reassessment. The City's millage cap (8.7%) is applied to millage rollback for FY 2023 Operating Mil is 56.3. A decrease in property tax operating millage of 2.6 mils.
 - Debt mil is decreased from 17.3 mils in FY 2023 to 15.6 mils, for a total of 1.7 mils and sufficient to cover the debt service payments.
 - Recommend maintaining the 2 reserve mil and include in operating mil to continue to fund for aging infrastructure.
 - Total recommended millage rate of 73.9 mils and a 4.3 mils decrease to the overall millage.

Reassessment Rollback Millage Example

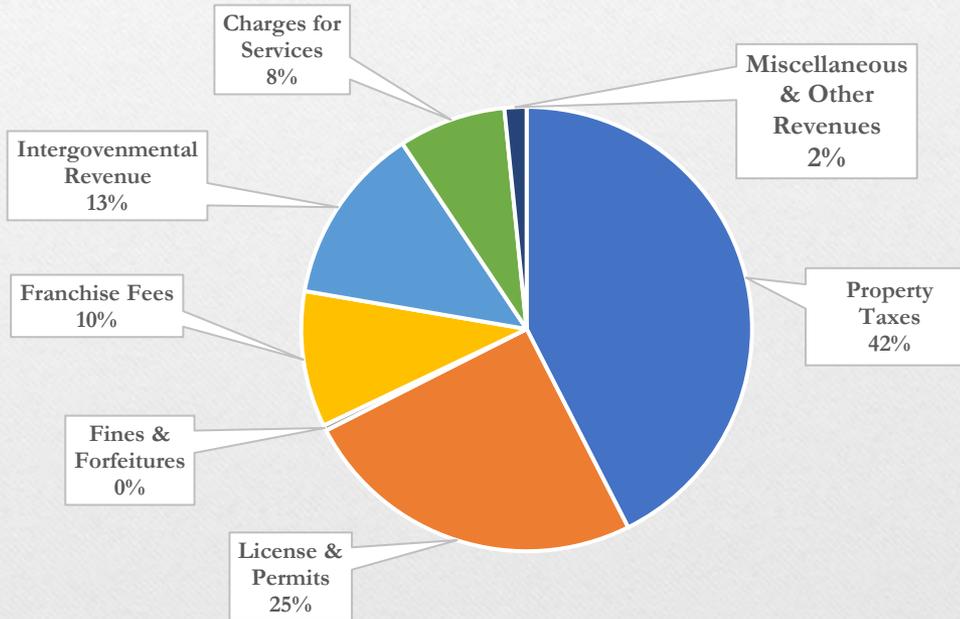
	Millage Increased by Growth & CPI	
	4% Property	6% Property
Value of Home	\$ 350,000	\$ 350,000
Value of Reassessed House- 6%	371,000	371,000
Taxable Value	14,000	21,000
City Tax at FY23 mil (78.2)	1,094	1,642
Taxable Value- Reassessed	14,840	22,260
City Tax at proposed FY24 mil (73.9)	1,097	1,645
Estimated Increase (Decrease)	<u>\$ 3</u>	<u>\$ 3</u>

Other Significant Revenues

- Licenses and permits is budgeted for an estimated increase of \$798k more than FY 2023 amended budget, which is due to continuing development within the City and the associated permits issued.
- Intergovernmental revenues decreased \$1.24M mostly from a \$2M State Grant for Nursing Retention and Cybersecurity that was received in FY23.
 - Includes \$2,490,442 for fire services and \$75,000 for building inspection services provided to the Town of Port Royal.

BUDGET SUMMARY - EXPENDITURES

	General Fund			
	FY 2023 Amended		FY 2024	
	FY 2022 Actual	Budget	Recommended	Change
Salaries	\$ 8,151,018	\$ 8,997,766	\$ 9,847,642	\$ 849,876
Benefits	2,871,642	3,480,541	3,766,377	285,836
Operations	6,377,266	8,772,680	7,657,087	(1,115,593)
Capital	5,479,423	376,860	465,200	88,340
Debt	1,921,181	1,826,585	1,922,443	95,859
Total Expenditures	\$ 24,800,529	\$ 23,454,433	\$ 23,658,750	\$ 204,318



General Fund expenditures are supported by

General Fund Budget By Department

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Change</u>	<u>% Change</u>
<u>Non Departmental</u>					
Operations	\$ 304,959	\$ 2,296,481	\$ 817,027	\$ (1,479,454)	-64.42%
Capital	5,457,087	-	-	-	0.00%
Total NonDepartmental	\$ 5,762,045	\$ 2,296,481	\$ 817,027	\$ (1,479,454)	-64.42%
<u>City Council</u>					
Salaries	\$ 29,733	\$ 53,200	\$ 67,550	\$ 14,350	26.97%
Benefits	8,502	12,893	15,730	2,838	22.01%
Operations	209,468	115,193	175,213	60,020	52.10%
Total City Council	\$ 247,703	\$ 181,286	\$ 258,494	\$ 77,208	42.59%
<u>City Manager</u>					
Salaries	\$ 375,565	\$ 534,863	\$ 545,388	\$ 10,525	1.97%
Benefits	144,012	210,785	186,596	(24,189)	-11.48%
Operations	132,927	131,961	169,801	37,840	28.68%
Total City Manager	\$ 652,503	\$ 877,608	\$ 901,785	\$ 24,177	2.75%
<u>Finance</u>					
Salaries	\$ 520,461	\$ 487,610	\$ 534,913	\$ 47,303	9.70%
Benefits	167,489	178,554	184,375	5,821	3.26%
Operations	238,859	272,945	251,530	(21,415)	-7.85%
Total Finance	\$ 926,809	\$ 939,109	\$ 970,819	\$ 31,709	3.38%
<u>Information Technology</u>					
Salaries	\$ -	\$ -	\$ 125,000	\$ 125,000	100.00%
Benefits	-	-	48,958	48,958	100.00%
Operations	459,746	519,820	659,468	139,648	26.86%
Capital Outlay	-	-	40,000	40,000	100.00%
Total Information Technology	\$ 459,746	\$ 519,820	\$ 873,426	\$ 353,606	68.02%

General Fund Budget By Department (cont'd)

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Change	% Change
<u>Human Resources</u>					
Salaries	\$ 184,031	\$ 193,580	\$ 225,703	\$ 32,123	16.59%
Benefits	65,497	70,032	85,570	15,538	22.19%
Operations	118,171	100,128	125,441	25,313	25.28%
Total Human Resources	\$ 367,699	\$ 363,740	\$ 436,714	\$ 72,974	20.06%
<u>Municipal Court</u>					
Salaries	\$ 247,351	\$ 270,723	\$ 259,992	\$ (10,732)	-3.96%
Benefits	88,661	103,844	82,935	(20,909)	-20.13%
Operations	134,131	201,066	199,560	(1,506)	-0.75%
Total Municipal Court	\$ 470,144	\$ 575,634	\$ 542,487	\$ (33,147)	-5.76%
<u>Community Development</u>					
Salaries	\$ 524,691	\$ 609,700	\$ 659,972	\$ 50,271	8.25%
Benefits	168,433	231,652	257,609	25,957	11.20%
Operations	636,773	509,013	493,590	(15,423)	-3.03%
Total Community & Economic Development	\$ 1,329,896	\$ 1,350,365	\$ 1,411,171	\$ 60,805	4.50%
<u>Police</u>					
Salaries	\$ 2,615,028	\$ 2,976,549	\$ 3,267,061	\$ 290,512	9.76%
Benefits	910,701	1,146,791	1,300,653	153,862	13.42%
Operations	993,991	1,198,109	1,358,380	160,271	13.38%
Capital Outlay	3,146	117,550	128,800	11,250	9.57%
Total Police	\$ 4,522,865	\$ 5,438,999	\$ 6,054,894	\$ 615,895	11.32%

General Fund Budget By Department (cont'd)

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Change</u>	<u>% Change</u>
<u>Fire</u>					
Salaries	\$ 3,272,488	\$ 3,437,524	\$ 3,757,562	\$ 320,038	9.31%
Benefits	1,183,532	1,346,447	1,443,123	96,676	7.18%
Operations	1,128,688	1,062,636	745,323	(317,313)	-29.86%
Capital Outlay	19,190	24,310	44,400	20,090	82.64%
Debt	104,350	208,450	79,211	(129,239)	-62.00%
Total Fire	\$ 5,708,249	\$ 6,079,367	\$ 6,069,619	\$ (9,748)	-0.16%
<u>Public Works</u>					
Salaries	\$ 381,671	\$ 434,017	\$ 404,502	\$ (29,514)	-6.80%
Benefits	134,560	179,544	160,827	(18,716)	-10.42%
Operations	2,075,104	2,365,328	2,661,754	296,426	12.53%
Capital Outlay	-	235,000	252,000	17,000	7.23%
Total Public Works	\$ 2,591,335	\$ 3,213,888	\$ 3,479,083	\$ 265,196	8.25%
<u>General Obligation Debt</u>					
Principal	\$ 1,413,128	\$ 1,220,077	\$ 1,482,497	\$ 262,419	21.51%
Interest	348,407	398,058	360,736	(37,322)	-9.38%
Total General Obligation Debt	\$ 1,761,535	\$ 1,618,135	\$ 1,843,232	\$ 225,098	13.91%
Total General Fund Expenditures	\$ 24,800,529	\$ 23,454,433	\$ 23,658,750	\$ 204,318	0.87%

GENERAL FUND EXPENDITURE SUMMARY

- Salaries in the general fund increased \$849,876 which is primarily a result from February 2023 implementation of 5% cost of living increase for the entire fiscal year along with proposed 5% COLA and the inclusion of a 2% merit allocation for each department to support performance evaluations of personnel. The recommended budget also includes new positions for 3.5 FTEs in the Police Department and 1 FTE in Information Technology department.
- Benefits in the general fund increased \$285,836 which is primarily a result of a 1% increase in State Retirement, 5% increase in health insurance, 3% increase in dental insurance and changes to benefit selections of personnel.
- Operations decreased by \$1,115,593 or 12% and are highlighted as follows:
 - Non-departmental decreased \$1,479,454 compared to FY23 budget mostly attributable to grant expenditures from State grant received in FY23.
 - Information Technology department increased \$139,648 for Citywide improvements to file servers and latest technology to combat cybersecurity threats.
 - Public Works increased \$296,426 to cover the increased cost of residential garbage collection and contracted janitorial services for City buildings.
- Planned use of committed fund balance for capital equipment totaling \$387,448.

Parks & Tourism Fund

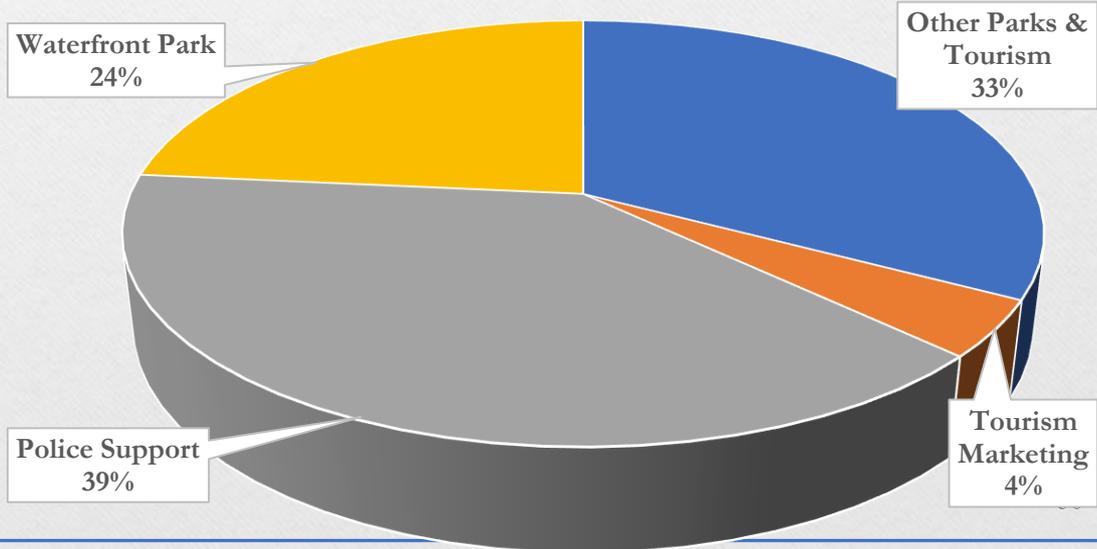
Established to account for the revenues and expenditure activities of the City that are dedicated toward support of tourism related activities, tourism development and the facilities that support those activities.

The Parks & Tourism Fund accounts for the activity of the Parks Department, Police activity in support of Parks and Tourism, Marina operations, Waterfront Park operations, Parking operations, and Downtown operations.

BUDGET SUMMARY - REVENUES

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Other Taxes	\$ 3,890,378	\$ 3,622,430	\$ 3,850,000	\$ 227,570
Charges for Services	745,123	531,200	512,852	(18,348)
Miscellaneous	6,644	1,000	1,000	-
Intergovernmental	1,738	-	-	-
Interest	2,405	-	30,000	30,000
Total Revenues	4,646,288	4,154,630	4,393,852	239,222
Other Financing Sources				
Issuance of Revenue Bonds	-	-	6,945,000	6,945,000
Total Revenues and Other Financing Sources	\$ 4,646,288	\$ 4,154,630	\$ 11,338,852	\$ 7,184,222

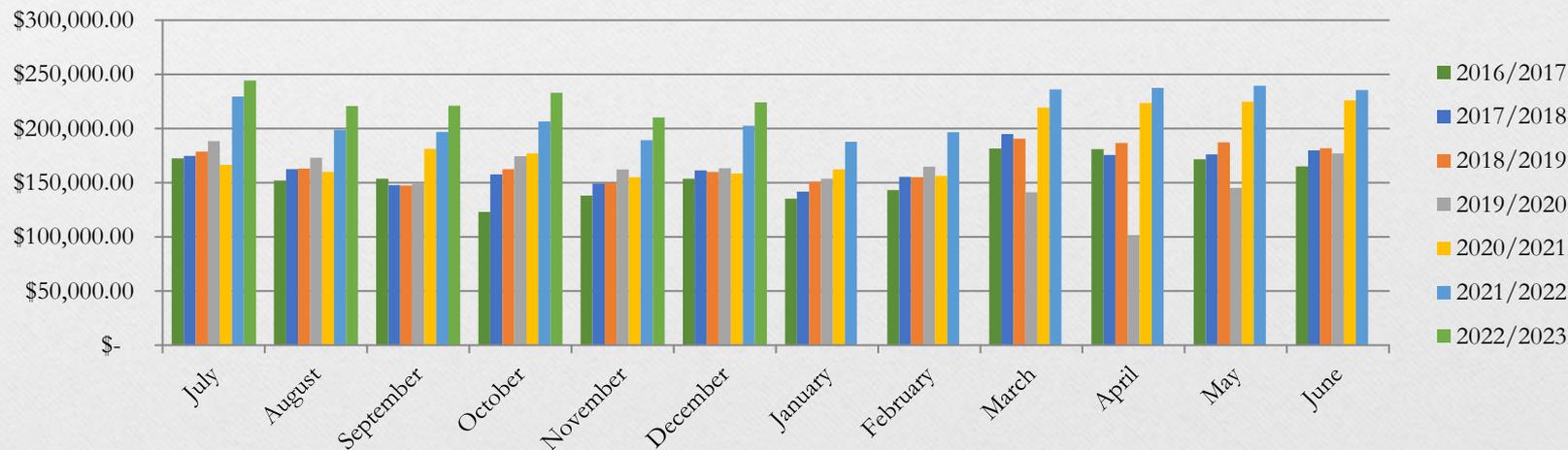
Expenditures supported by Local Hospitality and Local Accommodations



Local Hospitality and Local Accommodations

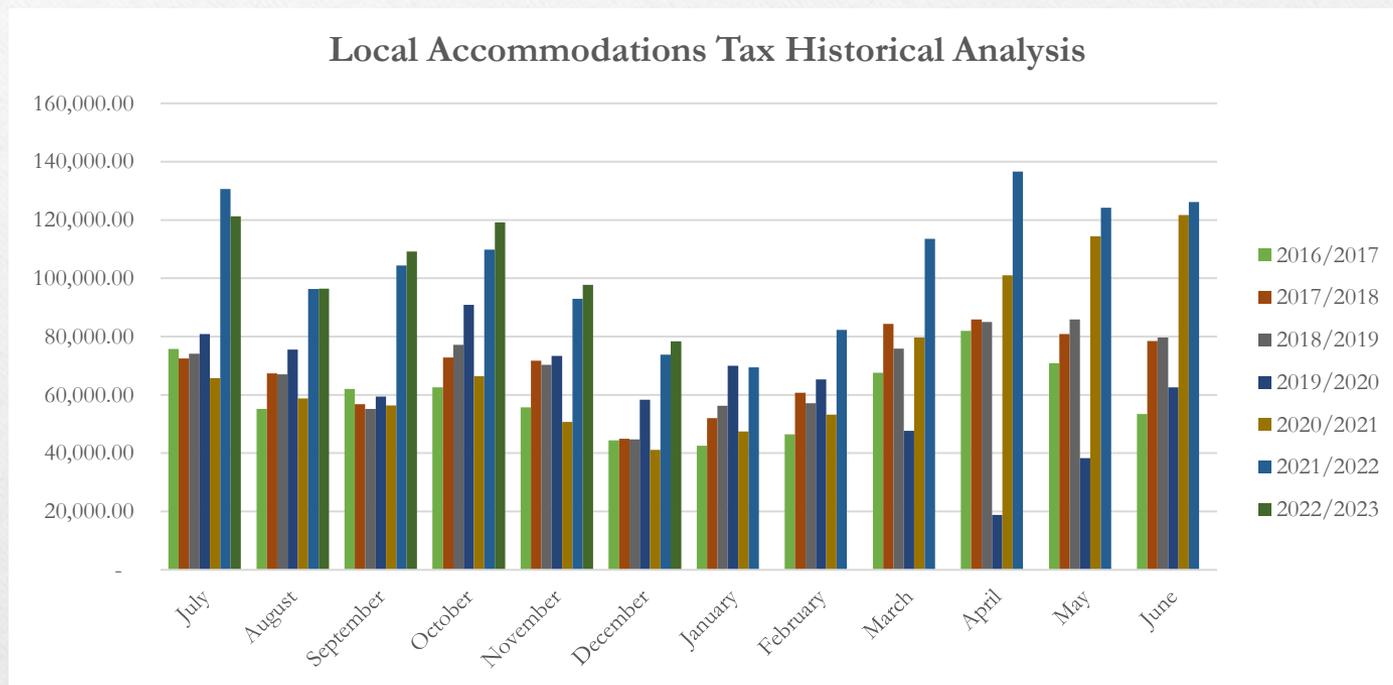
- The two largest revenue contributors to the Parks & Tourism Fund are the Local Hospitality and Local Accommodations taxes. Both were significantly impacted by COVID-19, but are now even exceeding pre-pandemic levels as shown in the following charts.

Local Hospitality Tax Historical Analysis



Local Hospitality and Local Accommodations (Cont'd)

- As a result, the budget anticipates a 7% growth in hospitality and accommodations revenues in FY24.



BUDGET SUMMARY - EXPENDITURES

		FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
<u>Public Works Parks Department</u>				
	FY 2022 Actual			
Salaries	\$ 346,919	\$ 461,461	\$ 544,301	\$ 82,840
Benefits	123,874	174,906	221,232	46,326
Operations	273,029	395,202	459,312	64,110
Capital	-	116,000	51,000	(65,000)
Total Public Works Parks Department	\$ 743,822	\$ 1,147,569	\$ 1,275,845	\$ 128,276
<u>Police Support</u>				
Salaries	\$ 809,162	\$ 918,386	\$ 1,047,889	\$ 129,503
Benefits	317,418	386,765	422,829	36,064
Operations	37,369	-	31,124	31,124
Total Police Support	\$ 1,163,949	\$ 1,305,151	\$ 1,501,842	\$ 196,691
<u>Tourism Marketing</u>				
Operations	\$ 149,885	\$ 152,500	\$ 158,600	\$ 6,100
Total Tourism Marketing	\$ 149,885	\$ 152,500	\$ 158,600	\$ 6,100
<u>Marina</u>				
Operations	\$ 30,038	\$ 71,256	\$ 25,602	\$ (45,654)
Total Marina	\$ 30,038	\$ 71,256	\$ 25,602	\$ (45,654)
<u>Waterfront Park</u>				
Operations	\$ 455,410	\$ 510,086	\$ 525,947	\$ 15,861
Capital	3,810	19,015	24,600	5,586
Debt	309,098	309,098	309,098	(0)
Total Waterfront Park	\$ 768,318	\$ 838,198	\$ 859,645	\$ 21,447

Tourism Marketing includes allocations of Local Hospitality Fees of \$130,000 (5%) for the CVB and \$28,600 (1.1%) for other non-profit organizations.

BUDGET SUMMARY – EXPENDITURES (CONT'D)

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Increase (Decrease) from Prior Year</u>
<u>Other Downtown Operations</u>				
Salaries	\$ 196,284	\$ 210,095	\$ 259,740	\$ 49,645
Benefits	51,458	57,917	71,965	14,048
Operations	313,889	225,383	156,864	(68,519)
Capital	21,921	128,000	20,000	(108,000)
Total Other Downtown Operations	<u>\$ 583,553</u>	<u>\$ 621,395</u>	<u>\$ 508,568</u>	<u>\$ (112,827)</u>
<u>Parking</u>				
Operations	\$ 2,315	\$ 19,950	\$ 38,750	\$ 18,800
Capital	66,422	40,000	25,000	(15,000)
Total Parking	<u>\$ 68,737</u>	<u>\$ 59,950</u>	<u>\$ 63,750</u>	<u>\$ 3,800</u>
Total Expenditures	<u>3,508,302</u>	<u>4,196,019</u>	<u>4,393,852</u>	<u>197,833</u>
Other Financing Uses				
Transfers Out	<u>-</u>	<u>-</u>	<u>7,235,585</u>	<u>7,235,585</u>
Total Expenditures and other financing uses	<u>\$ 3,508,302</u>	<u>\$ 4,196,019</u>	<u>\$ 11,629,437</u>	<u>\$ 7,433,418</u>

STORMWATER FUND



- Stormwater division of Public Works focuses on the stormwater issues facing our City.
- This fund accounts for the collections of Stormwater Utility fees and the associated costs of maintaining the City's Stormwater Management activities.
- Much of the long-term stormwater projects are reported in the Capital Projects Fund. Day to day operations and short-term projects, expected to be completed within the fiscal year, are reported in the Stormwater fund.

BUDGET SUMMARY

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Revenues				
Stormwater Utility Fees	\$ 1,219,564	\$ 1,224,753	\$ 1,260,000	\$ 35,247
Interest	6,128	2,000	72,779	70,779
Total Revenues	\$ 1,225,692	\$ 1,226,753	\$ 1,332,779	\$ 106,026
Expenditures				
Salaries	330,799	343,930	413,856	69,927
Benefits	124,386	141,642	174,512	32,870
Operations	208,208	235,681	232,610	(3,071)
Debt	513,755	505,500	511,800	6,300
Total Expenditures	1,177,149	1,226,753	1,332,779	106,026
Other financing uses				
Transfers out	464,714	-	1,655,915	1,655,915
Total Expenditures and other financing uses	\$ 1,641,863	\$ 1,226,753	\$ 2,988,694	\$ 1,761,941

Budget Highlights:

- Stormwater utility fees rate remain the same but anticipated additional revenues of \$35k relate to future growth in the City.
- Salaries and Benefits increased \$102,797 in comparison with the prior year due to full staffing of the division dedicated to stormwater maintenance through personnel allocations.
- Transfers out of Stormwater Bond monies to Capital Projects Fund for the following projects:
 - Calhoun Street Drainage- \$856,375
 - Allison Road- \$799,540



FIRE IMPACT FUND

This fund accounts for the fire impact fees collected on new development beginning January 1, 2021. Use of these funds is restricted by City Ordinance for Capital Improvements related Fire services.

BUDGET SUMMARY

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Revenues				
Fire Impact Fees	\$ 143,450	\$ 130,000	\$ 400,000	\$ 270,000
Interest	6	-	5,000	5,000
Other Financing Sources	1,846,832	-	-	-
Total Revenues	\$ 1,990,287	\$ 130,000	\$ 405,000	\$ 275,000
Expenditures				
Capital	1,846,832	-	-	-
Debt	-	-	129,239	129,239
Total Expenditures	\$ 1,846,832	\$ -	\$ 129,239	\$ 129,239

Budget Highlights:

- Fire impact fees are expected a significant growth from developments as the City plans on building a fund balance to support future capital improvements related to fire services. The debt payments relate to the City's portion of two fire trucks.



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STATE ACCOMMODATIONS TAX FUND

This fund accounts for the 2% State Accommodations sales tax from transient room rentals and the associated expenditures that are restricted to tourist related expenditures as stipulated by State Law.

BUDGET SUMMARY

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Revenues				
State Accommodations Tax	\$ 914,443	\$ 633,333	\$ 800,000	\$ 166,667
Interest	2,235	-	-	-
Total Revenues	<u>\$ 916,678</u>	<u>\$ 633,333</u>	<u>\$ 800,000</u>	<u>\$ 166,667</u>
Expenditures				
Salaries	17,914	15,474	17,226	1,752
Benefits	8,502	8,573	6,675	(1,899)
Operations				
Designated Marketing Organization	183,800	182,500	232,500	50,000
Downtown Twilight Hours Initiative	-	-	100,000	100,000
Tourism Grants to Qualified NPO's	183,136	321,370	379,849	58,479
Capital	-	50,000	-	(50,000)
Total Expenditures	<u>393,352</u>	<u>577,917</u>	<u>736,250</u>	<u>158,333</u>
Other Financing Uses				
Transfers out to General Fund	<u>119,472</u>	<u>55,416</u>	<u>63,750</u>	8,334
Total Expenditures and Other Financing Uses	<u>\$ 512,824</u>	<u>\$ 633,333</u>	<u>\$ 800,000</u>	166,667

AMERICAN RESCUE PLAN ACT (ARPA) FUND



The American Rescue Plan Act (ARPA) Fund, a new fund adopted in FY 2022, accounts for the collection of ARPA funds and the related expenditures in accordance with the Federal Treasury Department's guidance.

BUDGET SUMMARY

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Revenues				
Intergovernmental	\$ 861,739	\$ 4,094,515	\$ -	\$ (4,094,515)
Interest	8,865	2,000	100,000	98,000
Total Revenues	870,604	4,096,515	100,000	(3,996,515)
Expenditures				
Salaries	\$ 178,980	\$ -	\$ -	\$ -
Benefits	40,008	-	-	-
Operations	44,350	560,445	215,091	(345,354)
Capital	598,400	745,608	-	(745,608)
Total Expenditures	861,739	1,306,053	215,091	(1,090,962)
Other Financing Uses				
Transfers Out	-	250,000	3,562,394	3,312,394
Total Expenditures and Other Financing Uses	\$ 861,739	\$ 1,556,053	\$ 3,777,485	\$ 2,221,432

The budgeted expenditures are highlighted by the follow items:

- \$200,671 for City's contribution to the Affordable Housing Trust
- \$14,420 for local match for Assistance to Fire Fighter's Grant
- \$3,562,394 transfers out to capital projects fund for the following projects:
 - Calhoun Street Drainage- \$863,260
 - King Street Drainage- \$1,669,464
 - Bayard Street Drainage- \$450,000
 - Allison Road- \$579,670



Salaries and Benefits – All Funds

Salaries By Department

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Increase (Decrease) from Prior Year</u>	<u>% Change</u>
<u>General Fund</u>					
Non Departmental	\$ -	\$ -	\$ -	\$ -	0.00%
City Council	29,733	53,200	67,550	14,350	26.97%
City Manager	375,565	534,863	545,388	10,525	1.97%
Finance	520,461	487,610	534,913	47,303	9.70%
Human Resources	184,031	193,580	225,703	32,123	16.59%
Information Technology	-	-	125,000	125,000	100.00%
Municipal Court	247,351	270,723	259,992	(10,732)	-3.96%
Community Development	524,691	609,700	659,972	50,271	8.25%
Police					
Command	2,280,128	2,625,320	2,832,196	206,876	7.88%
School Resource Officers	267,972	279,880	346,519	66,639	23.81%
School Crossing Guards	15,512	15,375	16,733	1,358	8.83%
Victims Rights	51,416	55,974	71,612	15,638	27.94%
Beaufort Fire	3,272,488	3,437,524	3,757,562	320,038	9.31%
Public Works					
Administration	161,261	182,258	206,526	24,267	13.31%
Streets & Traffic	106,052	156,256	112,748	(43,508)	-27.84%
Facilities Maintenance	114,358	95,502	85,229	(10,274)	-10.76%
Total General Fund Salaries	\$ 8,151,018	\$ 8,997,766	\$ 9,847,642	\$ 849,876	9.45%
<u>Parks & Tourism Fund</u>					
City Parks	\$ 346,919	\$ 461,461	\$ 544,301	\$ 82,840	18.0%
Police Support	809,162	918,386	1,047,889	129,503	14.1%
Downtown Operations	196,284	210,095	259,740	49,645	23.6%
Total Parks & Tourims	\$ 1,352,365	\$ 1,589,942	\$ 1,851,930	\$ 261,988	16.5%
<u>Stormwater Fund</u>					
Stormwater Division	\$ 330,799	\$ 343,930	\$ 413,856	\$ 69,927	20.3%
<u>State Accommodations Fund</u>					
Police Support	\$ 17,914	\$ 15,474	\$ 17,226	\$ 1,752	11.3%
Total Salaries	\$ 9,852,097	\$ 10,947,112	\$ 12,130,655	\$ 1,183,542	10.8%

Benefits By Department

	<u>FY 2022 Actual</u>	<u>FY 2023 Amended Budget</u>	<u>FY 2024 Recommended Budget</u>	<u>Increase (Decrease) from Prior Year</u>	<u>% Change</u>
<u>General Fund</u>					
Non Departmental	\$ -	\$ -	\$ -	\$ -	0.00%
City Council	8,502	12,893	15,730	2,838	22.01%
City Manager	144,012	210,785	186,596	(24,189)	-11.48%
Finance	167,489	178,554	184,375	5,821	3.26%
Human Resources	65,497	70,032	85,570	15,538	22.19%
Information Technology	-	-	48,958	48,958	100.00%
Municipal Court	88,661	103,844	82,935	(20,909)	-20.13%
Community Development	168,433	231,652	257,609	25,957	11.20%
Police					
Command	789,441	1,011,370	1,123,778	112,407	11.11%
School Resource Officers	105,488	118,607	152,419	33,811	28.51%
School Crossing Guards	2,386	2,527	2,777	250	9.90%
Victims Rights	13,386	14,287	21,680	7,394	51.75%
Beaufort Fire	1,183,532	1,346,447	1,443,123	96,676	7.18%
Public Works					
Administration	66,944	73,812	47,392	(26,420)	-35.79%
Streets & Traffic	34,711	64,248	82,469	18,221	28.36%
Facilities Maintenance	32,906	41,484	30,966	(10,517)	-25.35%
Total General Fund Benefits	<u>\$ 2,871,387</u>	<u>\$ 3,480,541</u>	<u>3,766,377</u>	<u>\$ 285,836</u>	<u>8.21%</u>
<u>Parks & Tourism Fund</u>					
City Parks	\$ 123,874	\$ 174,906	\$ 221,232	\$ 46,326	26.5%
Police Support	317,418	386,765	422,829	36,064	9.3%
Downtown Operations	51,458	57,917	71,965	14,048	24.3%
Total Parks & Tourism	<u>\$ 492,750</u>	<u>\$ 619,588</u>	<u>\$ 716,025</u>	<u>\$ 96,438</u>	<u>15.6%</u>
<u>Stormwater Fund</u>					
Stormwater Division	\$ 124,386	\$ 141,642	\$ 174,512	\$ 32,870	23.2%
<u>State Accommodations Fund</u>					
Police Support	\$ 8,502	\$ 8,573	\$ 6,675	\$ (1,899)	-22.1%
Total Benefits	<u>\$ 3,497,026</u>	<u>\$ 4,250,345</u>	<u>\$ 4,663,590</u>	<u>\$ 413,245</u>	<u>9.7%</u>

Full-Time Equivalents per Fund with Comparisons

	<u>FY 2022 Actual FTE's</u>	<u>FY 2023 Adopted FTE's</u>	<u>FY 2024 Recommended FTE's</u>	<u>Increase (Decrease) in FTE's from Prior Year</u>
<u>General Fund</u>				
City Council	5.0	5.0	5.0	-
City Manager	5.0	5.0	5.0	-
Finance	7.0	7.0	7.0	-
Information Technology	-	-	1.0	1.0
Human Resources	3.0	3.0	3.0	-
Municipal Court	5.0	5.0	5.0	-
Community & Economic Development	9.0	9.0	9.0	-
Police				
Command	43.5	43.5	44.0	0.5
School Resource Officers	4.0	4.0	7.0	3.0
School Crossing Guards	2.0	2.0	2.0	-
Victims Rights	1.0	1.0	1.0	-
Beaufort Fire	59.5	59.5	59.5	-
Public Works				
Administration	4.0	4.0	4.0	-
Streets & Traffic	3.0	3.0	3.0	-
Facilities Maintenance	4.0	4.0	4.0	-
Total General Fund Salaries	<u>155.0</u>	<u>155.0</u>	<u>159.5</u>	<u>4.5</u>
<u>Parks & Tourism Fund</u>				
City Parks	8.0	8.0	8.0	-
Police Support	14.2	14.2	14.2	-
Downtown Operations	3.0	3.0	3.0	-
Total Parks & Tourism	<u>25.2</u>	<u>25.2</u>	<u>25.2</u>	<u>-</u>
<u>Stormwater Fund</u>				
Stormwater Division	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>	<u>-</u>
<u>State Accommodations Fund</u>				
Police Support	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>-</u>
Total Full-Time Equivalent Positions	<u>187.5</u>	<u>187.5</u>	<u>192.0</u>	<u>4.5</u>

CAPITAL PROJECTS AND CAPITAL IMPROVEMENT PLAN



CAPITAL PROJECTS FUND AND RECOMMENDED CAPITAL IMPROVEMENT PLAN

Stormwater Projects are included in the Capital Projects Fund if the project spans longer than one year to complete.

RECOMMENDED FY 2024 CAPITAL PROJECTS

- The City has six active grant awards that impact City Infrastructure. These projects are included in the active Capital Projects list.
 - The Washington Street Park Project is partially funded by a \$80,000 State PARD grant and \$250,000 CDBG grant.
 - The Calhoun Street project is partially funded by a \$750,000 CDBG grant.
 - The Charles/Craven and Port Republic/Carteret Street drainage project is fully funded by a SC Office of Resilience grant for \$7,527,351.
 - The Bayard Street drainage project is fully funded by a federal grant for \$800,000.
 - The Depot Road Spanish Moss Trail Extension project is fully funded by a \$200,000 CDBG grant and partnership with Beaufort County.
 - The Allison Road project is partially funded by two federal transportation alternative funding grants (TAP) through the South Carolina Department of Transportation totaling \$1M.

BUDGET SUMMARY

	FY 2022 Actual	FY 2023 Amended Budget	FY 2024 Recommended Budget	Increase (Decrease) from Prior Year
Grants	\$ 781,756	\$ -	\$ 7,578,000	\$ 7,578,000
Partnerships	-	-	1,216,785	1,216,785
Interest	2,670	-	-	-
Total Revenues	784,426	-	8,794,785	8,794,785
Other Financing Sources				
Transfers In	1,371,603	-	17,156,976	17,156,976
Total Revenues and Other Financing Sources	2,156,029	-	25,951,761	25,951,761
Expenditures				
Capital	1,552,735	-	27,197,627	27,197,627
Total Expenditures	\$ 1,552,735	\$ -	\$ 27,197,627	\$ 27,197,627

Budget Highlights:

- Including Capital Project Fund in FY24 Consolidated Budget process for improved transparency and accountability.
- 13 active capital projects on parks, stormwater, and streets improvements throughout the City for a total of \$27,197,627.

FY24 Recommended Capital Projects Funding Sources

Funding Sources	FY 2024 Recommended Budget
Category	
Grants	\$ 7,578,000
Transfers In	17,156,976
Partnerships	1,216,785
Release of Fund Balance	1,245,866
Total	\$ 27,197,627

FY24 Recommended Capital Projects Funding Sources Detail - Grants

Grant	Project	FY 2024 Recommended Budget
CDBG Grant	Washington Street Park	\$ 250,000
PARD Grant	Washington Street Park	80,000
CDBG Grant	Calhoun Street Drainage	750,000
SCOR Grant	Charles/Craven and Port Republic/Carteret St. Drainage	1,800,000
SCIIP Grant	King Street Drainage	2,700,000
STAG Grant	Bayard Street Drainage	800,000
CDBG Grant	Depot Road Trail Extension	198,000
SCDOT Grant	Allison Road	1,000,000
	Grant Total	\$ 7,578,000

FY24 Recommended Capital Projects Funding Sources Detail – Transfers In

Fund Providing Transfer In	Category	Project	FY 2024 Recommended Budget
Parks and Tourism	Fund Balance	Carnegie Building Roof	\$ 215,585
Parks and Tourism	P&T Revenue Bond	Washington Street Park	945,000
Parks and Tourism	P&T Revenue Bond	Southside Park	6,000,000
Stormwater	Stormwater Bond Funds	Calhoun Street Drainage	856,375
ARPA	Fund Balance	Calhoun Street Drainage	863,260
ARPA	Fund Balance	King Street Drainage	1,669,464
ARPA	Fund Balance	Bayard Street	450,000
Parks and Tourism	Fund Balance	Marina Fuel Tank	75,000

FY24 Recommended Capital Projects Funding Sources Detail – Transfers In

Fund Providing Transfer In	Category	Project	FY 2024 Recommended Budget
TIF II	Fund Balance	SC170 Sidewalk	\$ 190,244
TIF II	Fund Balance	Parallel Road	3,434,810
General	Committed Fund Balance	Parallel Road	900,000
General	Committed Fund Balance	Allison Road	178,028
ARPA	Fund Balance	Allison Road	579,670
Stormwater	Stormwater Bond Funds	Allison Road	799,540
		Transfer In Total	\$ 17,156,976

FY24 Recommended Capital Projects Funding Sources Detail – Partnerships

Partnerships	Category	Project	FY 2024 Recommended Budget
Beaufort County	County Portion	Parallel Road- Engineering	\$ 434,810
Beaufort County	County Portion	Depot Road Spanish Moss Trail Extension	528,947
Developer	Developer Contribution	Allison Road	75,000
Dominion Energy	Non-Standard Service Fund	Allison Road	178,028
		Partnerships Total	\$ 1,216,785

FY24 Recommended Capital Projects Funding Sources Detail – Release of Fund Balance

Source of Capital Project Fund Balance	Project	FY 2024 Recommended Budget
General Fund Committed Fund Balance	Carnegie Library Roof	\$ 40,000
Proceeds from Sale of Property	Southside Park	480,866
General Fund Committed Fund Balance	Marina Fuel Tanks	725,000
	Release of Fund Balance Total	\$ 1,245,866

FY24 Recommended Capital Projects Expenditure Detail

Projects	FY 2024 Recommended Budget
Carnegie Building Roof	\$ 255,585
Washington Street Park	1,275,000
Southside Park	6,480,866
Calhoun Street Drainage	2,469,635
Charles/Craven and Port Republic/Carteret Street Drainage	1,800,000
King Street Drainage	4,369,464
Bayard Street Drainage	1,250,000
Marina Fuel Tank	800,000
SC 170 Sidewalk	190,244

FY24 Recommended Capital Projects Expenditure Detail

Projects	FY 2024 Recommended Budget
Parallel Road	\$ 4,769,620
Depot Road Spanish Moss Trail Extension	726,947
Allison Road	2,810,266
Total	\$ 27,197,627

Capital Project Fund Detail

Description	FY 24 Recommended Funding										Future Funding
	Parks and Tourism Revenue Bond Funds	Parks and Tourism Fund Balance	Capital Project Fund Balance	Partners	Committed Fund Balance	TIF II	Grant Funding	Stormwater Bond Funds	ARPA	Total FY24 Recommended	Grant Funding
	City Facilities										
Carnegie Building Roof		\$ 215,585	\$ 40,000							\$ 255,585	\$ -
Parks											
Washington Street Park	945,000						330,000			1,275,000	-
Southside Park Phase I- Design Only			262,866							262,866	-
Southside Park	6,000,000		218,000							6,218,000	-
Stormwater											
Calhoun Street Drainage							750,000	856,375	863,260	2,469,635	-
Battery Creek/Jane Way Drainage										-	-
The Point- Feasibility Study Charles/Craven and Port Republic/Carteret Street Drainage							1,800,000			1,800,000	5,727,351
King Street Drainage							2,700,000		1,669,464	4,369,464	6,760,299
Bayard Street							800,000		450,000	1,250,000	-
The Point- Remaining Project Costs										-	-
Pigeon Point- Drainage Study										-	-
Marina											
Marina Fuel Tank Replacement		75,000	725,000							800,000	-
Streets											
SC 170 Sidewalk Extension						190,244				190,244	-
Parallel Road- Engineering Only				434,810		434,810				869,620	-
Parallel Road- Property and Easement Acquisition and Construction					900,000	3,000,000				3,900,000	-
Depot Road Spanish Moss Trail Extension				528,947			198,000			726,947	-
Allison Road				253,028	178,028		1,000,000	799,540	579,670	2,810,266	-
	\$ 6,945,000	\$ 290,585	\$ 1,245,866	\$ 1,216,785	\$ 1,078,028	\$ 3,625,054	\$ 7,578,000	\$ 1,655,915	\$ 3,562,394	\$ 27,197,627	\$ 12,487,650

Funding Sources by Funds

Description	Funding Source by Fund								Total FY24 Recommended
	General Fund	TIF II Fund	Parks and Tourism Fund	Stormwater Fund	ARPA Fund	Capital Project Fund	Partners	Grants	
City Facilities									
Carnegie Building Roof	\$ 40,000		\$ 215,585						\$ 255,585
Parks									
Washington Street Park			945,000					330,000	1,275,000
Southside Park Phase I- Design Only						262,866			262,866
Southside Park			6,000,000			218,000			6,218,000
Stormwater									
Calhoun Street Drainage				856,375	863,260			750,000	2,469,635
Battery Creek/Jane Way Drainage									-
The Point- Feasibility Study									-
Charles/Craven and Port Republic/Carteret Street Drainage								1,800,000	1,800,000
King Street Drainage					1,669,464			2,700,000	4,369,464
Bayard Street					450,000			800,000	1,250,000
The Point- Remaining Project									-
Pigeon Point- Drainage Study									-
Marina									
Marina Fuel Tank Replacement	725,000		75,000						800,000
Streets									
SC 170 Sidewalk Extension		190,244							190,244
Parallel Road- Engineering Only		434,810					434,810		869,620
Parallel Road- Property and Easement Acquisition and Construction	900,000	3,000,000							3,900,000
Depot Road Spanish Moss Trail Extension							528,947	198,000	726,947
Allison Road	178,028			799,540	579,670		253,028	1,000,000	2,810,266
	\$ 1,843,028	\$ 3,625,054	\$ 7,235,585	\$ 1,655,915	\$ 3,562,394	\$ 480,866	\$ 1,216,785	\$ 7,578,000	\$ 27,197,627

ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE LEVY OF TAXES FOR THE CITY OF BEAUFORT FOR FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024; TO PROVIDE FOR EXECUTION OF AND TO PUT INTO EFFECT THE CONSOLIDATED BUDGET; AND TO PROVIDE BUDGETARY CONTROL OF THE CITY'S FISCAL AFFAIRS; AND OTHER MATTERS RELATING THERETO

WHEREAS, the City of Beaufort, South Carolina (the "City") is a municipal corporation of the State of South Carolina (the "State"), located in Beaufort County, South Carolina (the "County") and as such possesses all general powers granted by the South Carolina Constitution (1895, as amended) and statutes of the State to municipal corporations; and

WHEREAS, pursuant to Sections 5-13-10 *et seq.* of the Code of Laws of South Carolina 1976, as amended (the "SC Code") and Section 1-1001 of the City's code of ordinances, the City operates under the council-manager form of government, with a mayor and four council members serving as the governing body of the City (the "City Council"); and

WHEREAS, Section 5-13-30 of the SC Code and Section 1-5003 of the City's code of ordinances require that the City Council shall adopt a budget for each fiscal year and determine the tax levy for the new budget year; and

WHEREAS, pursuant to Section 1-4004 of the City's code of ordinances, the City Manager has prepared and presented fiscal year 2023-2024 budget (the "Budget") to the Council, and a copy of the entire Budget is available for inspection at the office of the Finance Director, and

WHEREAS, the Budget contains the budgets of the General Fund, the Parks and Tourism Fund, the Stormwater Fund, the State Accommodations Fund, the Fire Impact Fund, the Tax Increment Financing II Fund, the American Rescue Plan Act Fund and the Capital Projects Fund; and

WHEREAS, prior to the adoption of the Budget, the City Council is required to hold a public hearing on the Budget and any new fees resulting therefrom as required pursuant to Sections 5-7-260, 6-1-80, and 6-1-330 of the SC Code and the City's code of ordinances; and

WHEREAS, heretofore, and acting pursuant to the various authorizations described in the foregoing recital, the City Council, after due and proper notice, held a public hearing on May 23, 2023 on the adoption of the Budget and the various fees implemented or amended hereunder; the hearing was conducted publicly and both proponents and opponents of the proposed actions of City Council were given the full opportunity to be heard; and

WHEREAS, subject to the limitations in Section 6-1-320 of the SC Code, City Council is authorized to increase the millage rate imposed for general operating purposes; and

WHEREAS, Section 6-1-330 of the SC Code authorizes City Council to charge and collect new service and user fees after public notice and hearing (as noted and recited above); and

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the council members of the City of Beaufort, South Carolina, in a meeting duly assembled, as follows:

SECTION 1. TAX LEVY

The City Council hereby appropriates the funds as detailed in Sections 3 and 4 of this Ordinance. Further, that the City Council hereby establishes the millage rates as detailed in Section 2 of this Ordinance. However, as of the date of this Ordinance, the millage rates are based on estimated assessments received from the Beaufort County Auditor (the "Auditor") and are subject to change based on final assessment figures, once received from the Auditor. The City Council reserves the right to modify these millage rates by resolution at its August 22, 2023 meeting, and any such modification shall constitute the millage to be levied by the County on behalf of the City.

SECTION 2. MILLAGE; TAX COLLECTION

A. The Auditor is hereby authorized and directed to levy the Fiscal Year 2023-2024 tax of 73.9 mills on the dollar of assessed value of property within the City limits, in accordance with the laws of South Carolina. These taxes shall be collected by the Beaufort County Treasurer, as provided by law and distributed in accordance with the provisions of this Ordinance and subsequent appropriations hereafter passed by the City Council. The total millage levy in the City shall be seventy three and 9/100 (73.9) mills, which includes 58.3 mills for operations and 15.6 mills for debt service.

B. A copy of this Ordinance and the Budget shall be made available to the County in order to properly order the levy and collection of *ad valorem* property taxes. Additionally, the City Manager shall be authorized to make the millage certification to the County Auditor required by Section 12-43-285 of the SC Code.

C. Consistent with State law, the date of payment, penalty dates and amount of penalties which shall be levied for delinquent taxes shall be as follows:

<u>Date</u>	<u>Penalty Assessed</u>
After January 15, 2024	3%
After February 1, 2024	Additional 7%
After March 16, 2024	Additional 5%
After April 1, 2024	\$75.00 Delinquent Charge
After September 1, 2024	\$100.00 Delinquent Charge

D. The Finance Director of the City, acting in concert with the proper officials of the County, shall be responsible for the collection of delinquent taxes, penalties and other charges.

SECTION 3. CITY OPERATIONS APPROPRIATION

An amount of \$57,663,588 is appropriated to the City to fund City operations for General Fund, the Parks and Tourism Fund, the Stormwater Fund, the State Accommodations Fund, the Fire Impact Fund, the Tax Increment Financing II Fund, the American Rescue Plan Act Fund and the Capital Projects Fund as follows:

	<u>Appropriations</u>
<u>General Fund</u>	
Non-Departmental	\$ 817,024
City Council	258,494
City Manager	901,785
Finance	970,819
Human Resources	436,714
Information Technology	873,426
Municipal Court	542,487
Community & Economic Development	1,411,171
Police Operations	5,394,584
School Resource Officer	542,311
School Crossing Guard	19,865
Victims Rights	98,135
Beaufort Fire	6,069,619
Public Works	485,367
Streets & Traffic	1,108,770
Facilities Maintenance	759,832
Solid Waste	1,125,115
Debt Service	1,843,232
Total General Fund	<u>\$ 23,658,750</u>
<u>Parks & Tourism Fund</u>	
Police Operations	\$ 1,501,842
Marina Operations	25,602
Waterfront Park Operations	859,645
Parking	63,750
Other Parks & Tourism	1,275,845
Other Downtown Operations	508,568
Tourism Marketing	158,600
Total Parks & Tourism Fund	<u>\$ 4,393,852</u>
<u>Stormwater Fund</u>	
Stormwater Operations	\$ 820,979
Debt Service	511,800
Total Stormwater Fund	<u>\$ 1,332,779</u>

<u>State Accommodations Fund</u>			
Police Operations		\$	23,901
Other Tourism Operations			100,000
Designated Marketing Organization			232,500
ATAX Grant Awards			379,849
Total State Accommodations Fund		\$	<u>736,250</u>
<u>Fire Impact Fund</u>			
Debt		\$	129,239
		\$	<u>129,239</u>
<u>American Rescue Plan Act Fund</u>			
Operating		\$	215,091
Total American Rescue Plan Act Fund		\$	<u>215,091</u>
<u>Capital Projects Fund</u>			
Capital		\$	27,197,627
Total Capital Projects Fund		\$	<u>27,197,627</u>
Total Appropriations		\$	<u><u>57,663,588</u></u>
			<u>Other Financing Uses</u>
Transfers out			
General Fund		\$	1,078,028
Parks & Tourism Fund			7,235,585
Stormwater Fund			1,655,915
TIF II Fund			3,625,054
State Accommodations Tax Fund			63,750
American Rescue Plan Act Fund			3,562,394
Contribution to Fund Balance			
Fire Impact Fee Fund			275,761
Total Other Financing Uses		\$	<u><u>17,496,487</u></u>
Total Appropriations and Other Financing Uses		\$	<u><u>75,160,075</u></u>

B. The detailed operations budget containing line-item accounts by department is hereby enacted as part of this Ordinance.

SECTION 4. CITY OPERATIONS REVENUE

The appropriations of the City operations will be funded from the following revenue sources:

	<u>Revenues</u>
<u>General Fund</u>	
Property Taxes	\$ 9,266,244
Licenses & Permits	6,120,000
Intergovernmental	3,504,694
Franchise Fees	2,082,880
Charges for Services	1,922,734
Fines & Forfeitures	71,000
Miscellaneous	10,000
Interest	230,000
Total General Fund	<u>\$ 23,207,552</u>
<u>Parks & Tourism Fund</u>	
Other Taxes	\$ 3,850,000
Charges for Services	512,852
Interest	30,000
Miscellaneous	1,000
Total Parks & Tourism Fund	<u>\$ 4,393,852</u>
<u>Stormwater Fund</u>	
Charges for Services	\$ 1,260,000
Interest	72,779
Total Stormwater Fund	<u>\$ 1,332,779</u>
<u>State Accommodations Fund</u>	
Other Taxes	\$ 800,000
Total State Accommodations Fund	<u>\$ 800,000</u>
<u>Fire Impact Fund</u>	
Fire Impact Fee	\$ 400,000
Interest	5,000
Total Fire Impact Fund	<u>\$ 405,000</u>
<u>American Rescue Plan Act Fund</u>	
Interest	\$ 100,000
Total American Rescue Plan Act Fund	<u>\$ 100,000</u>
<u>Capital Projects Fund</u>	
Intergovernmental	\$ 7,578,000
Partnerships	1,216,785
Total Capital Projects Fund	<u>\$ 8,794,785</u>
Total Revenues	<u><u>\$ 39,033,968</u></u>

	<u>Other Financing Sources</u>	
Transfers in		
General Fund	\$	63,750
Capital Projects Fund		17,156,976
Issuance of Revenue Bonds		
Parks and Tourism Fund		6,945,000
Release of Committed Fund Balance		
General Fund		1,465,476
Release of Fund Balance		
Parks and Tourism Fund		290,585
TIF II Fund		3,625,054
Stormwater Fund		1,655,915
American Rescue Plan Act Fund		3,677,485
Capital Projects Fund		1,245,866
Total Other Financing Sources	<u>\$</u>	<u>36,126,107</u>
Total Revenues and Other Financing Sources	<u>\$</u>	<u>75,160,075</u>

SECTION 5. CITY CAPITAL PROJECTS FUND

Capital Project Appropriations shall not lapse at June 30, 2023, but each project appropriation shall remain in force for the life of the project and shall be closed out upon completion or other disposition of the project in the capital project fund.

SECTION 6. ESTABLISHMENT OF A MASTER FEE SCHEDULE

A Master Fee Schedule listing all fees charged by the City for Fiscal Year 2024, including but not limited to general city-wide fees, business licensing fees (Appendix A), business license classes (Appendix B), building permit fees, and fire impact fees, is attached to this Ordinance as Attachment A, and shall be considered to be incorporated into this Ordinance in its entirety. Any new fees or amendments to fees listed on Attachment A have been implemented in compliance with Section 6-1-330 of the SC Code, as applicable, and the public hearing held prior to the enactment of this Ordinance shall constitute the public hearing required under such section of the SC Code.

SECTION 7. CITY DEBT SERVICE APPROPRIATION

Consistent with Section 2 above, the revenue generated by a 15.6 mill levy is appropriated to defray the principal and interest payment on all City general obligation bonds.

SECTION 8. BUDGETARY ACCOUNT BREAKOUT

The foregoing City operation appropriations have been detailed by the City Council into line-item accounts for each department. The detailed appropriation by account and budget narrative contained separately is hereby enacted as part of this Ordinance. The consolidated budget summary is attached to this Ordinance as Exhibit A.

SECTION 9. FY 2022-2023 ENCUMBRANCES AND REMAINING GRANT AUTHORIZATIONS REAPPROPRIATED, RECORDING OF ASSIGNMENTS OF AMOUNTS APPROPRIATED FROM FUND BALANCE.

A. Encumbrances in each fund at June 30, 2023, representing obligations made against 2022-2023 appropriations outstanding as of that date, are hereby reappropriated and the appropriations shall be distributed to the budgetary accounts under which the expenditures will be charged during the FY 2023-2024 budget year as such obligations are satisfied, provided that such encumbrances, when taken together with the FY 2022-2023 expenditures, do not cause any fund to exceed its budgetary authorization for the year ended June 30, 2023.

B. For each fund in which a reappropriation occurs, the amount of funds appropriated hereunder shall be established in that fund as "Assigned Fund Balance for Encumbrances."

C. For each fund in which the Budget includes the use of fund balance; the amount of the fund balance so used shall be identified as "Assigned for Current Appropriations."

D. Appropriations for grants, the authorization for which extends beyond the end of the 2022-23 fiscal year, shall not lapse at the end on June 30, 2023. Any such grant authorizations remaining at the end of a fiscal year shall be reappropriated pursuant to the conditions of the respective grant agreements and utilized in fiscal year 2023-24 in accordance with their respective terms.

E. Appropriations for active projects resulting in restrictions or commitments of fund balances shall be identified by appropriate titles in the financial statements of the affected funds.

SECTION 10. ADMINISTRATION OF THE BUDGET

The City Manager or his designee shall administer the Budget and may authorize the transfer of appropriations within the allotments heretofore established and necessary to achieve the goals of the Budget; provided, however, that no such transfer shall be used to increase the total appropriation within any fund.

SECTION 11. AUTHORIZATION TO ENTER INTO CONTRACTS

The City Manager is authorized to enter into City contracts if the total contract amount is less than or equal to the budget line item or project budget as approved by City Council under the terms of the Budget.

SECTION 12. ALLOCATION OF FUNDS

The City Manager is responsible for controlling the rate of expenditures of budgeted funds in order to assure that expenditures do not exceed funds on hand. To carry out this responsibility, the City Manager is authorized to allocate budgeted funds.

SECTION 13. MISCELLANEOUS RECEIPTS ABOVE ANTICIPATED REVENUES

Revenues other than, and/or in excess of, those addressed in Section 4 of this Ordinance, received by the City, which are in excess of the anticipated revenue as approved in the current budget, may be expended as directed by the revenue source, or for the express purposes for which the funds were generated without further approval of City Council. All such expenditures addressed in Section 3, in excess of \$10,000, shall be reported, in written form, to the City Council on a quarterly basis. Such funds include sales of products, services, rents, contributions, donations, special events, insurance and similar recoveries.

SECTION 14. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2024, are hereby approved.

SECTION 15. RATIFICATION OF FINDINGS; ACTIONS.

The City Council ratifies and approves the findings of fact recited above. Further, all actions of the City Manager and other City staff regarding the public hearings and drafting, execution and delivery of the Budget are ratified, approved and confirmed. Further, the City Manager and City staff shall be authorized to do all things necessary to implement the provisions of the Budget.

SECTION 16. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2023. Approved and adopted on the second and final reading this 13th day of June 2023.

STEPHEN D. MURRAY III, MAYOR

ATTEST:

[SEAL]

TRACI GULDNER, CITY CLERK

1ST Reading: May 23, 2023
Public Hearing: May 23, 2023
2nd Reading & Adoption: June 13, 2023

Reviewed by: Lawrence Flynn, City Bond Counsel and Interim City Attorney, May 18, 2023

EXHIBIT A
CONSOLIDATED BUDGET SUMMARY

	General Fund	ARPA Fund	Parks & Tourism Fund	Stormwater Fund	State Accommodations Fund	TIF II Fund	Fire Impact Fund	Capital Projects Fund	Total
Revenues	<u>\$ 23,207,552</u>	<u>\$ 100,000</u>	<u>\$4,393,852</u>	<u>\$1,332,779</u>	<u>\$ 800,000</u>	<u>\$ -</u>	<u>\$ 405,000</u>	<u>\$ 8,794,785</u>	<u>\$39,033,968</u>
Transfers In	63,750	-	-	-	-	-	-	17,156,976	17,220,726
Issuance of revenue bonds	-	-	6,945,000	-	-	-	-	-	6,945,000
Total Other Financing Sources	<u>63,750</u>	<u>-</u>	<u>6,945,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>17,156,976</u>	<u>24,165,726</u>
Release of Committed Fund Balance	1,465,476	-	-	-	-	-	-	-	1,465,476
Release of Fund Balance	-	3,677,485	290,585	1,655,915	-	3,625,054	-	1,245,866	10,494,905
Salaries	9,847,642	-	1,851,930	413,856	17,226	-	-	-	12,130,655
Benefits	3,766,377	-	716,025	174,512	6,675	-	-	-	4,663,590
Operating	7,657,087	215,091	1,396,199	232,610	712,349	-	-	-	10,213,337
Capital	465,200	-	120,600	-	-	-	-	27,197,627	27,783,427
Debt	1,922,443	-	309,098	511,800	-	-	129,239	-	2,872,580
Total Expenditures	<u>23,658,750</u>	<u>215,091</u>	<u>4,393,852</u>	<u>1,332,779</u>	<u>736,250</u>	<u>-</u>	<u>129,239</u>	<u>27,197,627</u>	<u>\$57,663,588</u>
Transfers Out	<u>1,078,028</u>	<u>3,562,394</u>	<u>7,235,585</u>	<u>1,655,915</u>	<u>63,750</u>	<u>3,625,054</u>	<u>-</u>	<u>-</u>	<u>17,220,726</u>
Total Other Financing Uses	<u>1,078,028</u>	<u>3,562,394</u>	<u>7,235,585</u>	<u>1,655,915</u>	<u>63,750</u>	<u>3,625,054</u>	<u>-</u>	<u>-</u>	<u>\$17,220,726</u>
Contribution to Fund Balance	-	-	-	-	-	-	275,761	-	275,761
Net (Deficit) Surplus	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ (0)</u>	<u>\$ 0</u>	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ 0</u>

ATTACHMENT A

MASTER FEE SCHEDULE FOR FY 2023-2024

Special Duty Fee - Police	\$60/hour*
Special Duty Fee – Fire	\$38/hour*
Special Duty Fee – Public Works	\$36/hour*

* 4 hour minimum

Park Rental Fee – Whitehall Park

Pavilion Area	\$350 for 4 hour block and \$600 for 6 hour block
Event Lawn Area	\$500 for 4 hour block and \$800 for 6 hour block
Electric Fee	\$75 for 4 hour block and \$100 for 6 hour block
Combined Pavilion and Event Lawn	\$2,500 for 12 hour block

Refundable Security Deposit \$500 for 4 hour block, \$800 for 6 hour block and \$1,250 for 12 hour block

Park Rental Fee – Henry C. Chambers Waterfront Park

Circle of Palms- Dining Area	\$200 for 4 hour block and \$400 for 6 hour block
Craft Market Lawn Area	\$200 for 4 hour block and \$400 for 6 hour block
Contemplative Garden Area	\$200 for 4 hour block and \$400 for 6 hour block
Pavilion Area	\$350 for 4 hour block and \$600 for 6 hour block
Green 1 Area	\$300 for 4 hour block and \$500 for 6 hour block
Green 2 Area	\$500 for 4 hour block and \$800 for 6 hour block
Electric Fee	\$75 for 4 hour block and \$100 for 6 hour block
Entire Park	\$2,200 for 12 hour block

Refundable Security Deposit \$500 for 4 hour block, \$800 for 6 hour block and \$1,100 for 12 hour block

Park Deposit Fee – Pigeon Point Park \$50/day

Park Deposit Fee - Southside Park \$100/day

Parking Fee for Special Events -

Full Day Rate	\$6/day
Downtown Event Message Board Rental Fee	\$150/week
Stormwater Fee – Option E under the Beaufort	
County Stormwater Rate model	\$135/account
Refuse/Recycling Collection Fee – Residential	\$22.50/month
Refuse Collection Fee – Commercial:	
Tier 1 – 1 Cart/2 Day service	\$13.50/month
Tier 2 - 2 Carts/2 Day service	\$27.00/month
Tier 3 – 3 Carts/2 Day service	\$40.50/month
Tier 4 – 3 Carts/5 Day service	\$101.25/month
Tier 5 – 4 Carts/5 Day service	\$135.00/month
Tier 6 – 5 Carts/5 Day service	\$168.75/month
Tier 7 – 6 Carts/5 Day service	\$202.50/month
\$25.00 added to each monthly account requiring Saturday service	

APPENDIX A: BUSINESS LICENSE RATE SCHEDULE

RATE CLASS	INCOME: \$0 - \$2,000	INCOME OVER \$2,000
	BASE RATE	RATE PER \$1,000 OR FRACTION THEREOF
1	\$25.00	\$1.00
2	\$35.00	\$1.30
3	\$45.00	\$1.60
4	\$55.00	\$1.90
5	\$65.00	\$2.20
6	\$75.00	\$2.50
7	\$85.00	\$2.80

NON-RESIDENT RATES

Unless otherwise specifically provided, all taxes and rates shall be doubled for nonresidents and itinerants having no fixed principal place of business within the Municipality.

CLASS 8 & 9 RATES

Each NAICS number designates a separate subclassification. The businesses in this section are treated as separate and individual subclasses due to provisions of state law, regulatory requirements, service burdens, tax equalization considerations, and other factors that are deemed sufficient to require individually determined rates. In accordance with state law, the Municipality also may provide for reasonable subclassifications for rates, described by an NAICS sector, subsector, or industry, that are based on particularized considerations as needed for economic stimulus or for the enhanced or disproportionate demands on municipal services or infrastructure.

Non-resident rates do not apply except where indicated.

8.1 NAICS 230000 – Contractors, Construction, All Types [Non-resident rates apply].

Resident rates, for contractors having a permanent place of business within the Municipality:

Minimum on first \$2,000	\$ 60.00 PLUS
Each additional 1,000.....	\$ 1.75

Non-resident rates apply to contractors that do not have a permanent place of business within the Municipality. A trailer at the construction site or structure in which the contractor temporarily resides is not a permanent place of business under this ordinance.

No contractor shall be issued a business license until all state and municipal qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job.

Sub-contractors shall be licensed on the same basis as general or prime contractors for the same job. No deductions shall be made by a general or prime contractor for value of work performed by a sub-contractor.

No contractor shall be issued a business license until all performance and indemnity bonds required by the Building Code have been filed and approved. Zoning permits must be obtained when required by the Zoning Ordinance.

Each prime contractor shall file with the License Official a list of sub-contractors furnishing labor or materials for each project.

For licenses issued on a per-job basis, the total tax for the full amount of the contract shall be paid prior to commencement of work and shall entitle the contractor to complete the job without regard to the normal license expiration date. An amended report shall be filed for each new job and the appropriate additional license fee per \$1,000 of the contract amount shall be paid prior to commencement of new work. Only one base tax shall be paid in a license year. Licensees holding a per-job license shall file, by each April 30 during the continuation of the construction project, a statement of compliance, including but not limited to a revised estimate of the value of the contract. If any revised estimate of the final value of such project exceeds the amount for which the business license was issued, the licensee shall be required to pay a license fee at the then-prevailing rate on the excess amount.

8.2 NAICS 482 – Railroad Companies (See S.C. Code § 12-23-210).

8.3 NAICS 517311, 517312 – Telephone Companies.

With respect to “retail telecommunications services” as defined in S. C. Code § 58-9-2200, the Municipality participates in a collections program administered by the Municipal Association of South Carolina. The Municipality has approved participation in the collections program by separate ordinance (the “Telecommunications Collections Ordinance”). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to retail telecommunications services are set forth in the Telecommunications Collections Ordinance.

8.4 NAICS 5241 – Insurance Companies:

Independent agents, brokers, their employees are subject to a business license tax based on their natural class. With respect to insurers subject to license fees and taxes under Chapter 7 of Title 38 and to brokers under Chapter 45 of Title 38, the Municipality participates in a collections program administered by the Municipal Association of South Carolina. The Municipality has approved participation in the collections program by separate ordinance (the “Insurers and Brokers Collections Ordinance”). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to insurers and brokers are set forth in the Insurers and Brokers Collections Ordinance.

8.51 NAICS 713120 – Amusement Machines, coin operated (except gambling). Music machines, juke boxes, kiddie rides, video games, pin tables with levers, and other amusement machines with or without free play feature licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(1) and (A)(2) **[Type I and Type II]**.

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2746:

Per Machine \$12.50 PLUS
 Each additional \$1,000, over base of \$2,000..... \$1.75

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12-21-2728 are not subject to Subclass 8.51.

8.52 NAICS 713290 – Amusement Machines, coin operated, non-payout. Amusement machines of the non-payout type or in-line pin game licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(3) **[Type III]**.

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2720(B):

Per Machine \$180.00 PLUS
 Each additional \$1,000, over base of \$2,000..... \$1.75

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12-21-2728 are not subject to Subclass 8.52.

8.6 NAICS 713990 – Billiard or Pool Rooms, all types. (A) Pursuant to SC Code § 12-21-2746, license tax of \$5.00 per table measuring less than 3½ feet wide and 7 feet long, and \$12.50 per table longer than that; PLUS, (B) with respect to gross income from the entire business in addition to the tax authorized by state law for each table:

Minimum on first \$2,000 \$32.00 PLUS
 Each additional \$1,000, over base of \$2,000..... \$1.26

9.1 NAICS 423930 – Junk or Scrap Dealers [Non-resident rates apply].

Minimum on first \$2,000 \$41.00 PLUS
 Each additional \$1,000, over base of \$2,000..... \$1.66

9.2 NAICS 522298 – Pawn Brokers [All Types].

Minimum on first \$2,000 \$161.00 PLUS
 Each additional \$1,000, over base of \$2,000..... \$2.88

9.3 NAICS 4411, 4412 – Automotive, Motor Vehicles, Boats, Farm Machinery or Retail.

(except auto supply stores - see 4413)

Minimum on first \$2,000 \$20.00 PLUS
 Each additional \$1,000, over base of \$2,000..... \$0.65

One sales lot not more than 400 feet from the main showroom may be operated under this license provided that proceeds from sales at the lot are included in gross receipts at the main office when both are operated under the same name and ownership.

Gross receipts for this classification shall include value of trade-ins. Dealer transfers or internal repairs on resale items shall not be included in gross income.

9.4 NAICS 454390 – Peddlers, Solicitors, Canvassers, Door-To-Door Sales.

Direct retail sales of merchandise. [Non-resident rates apply]

9.41 Regular activities [more than two sale periods of more than three days each per year]

Minimum on first \$2,000 \$200.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$1.00

9.42 Seasonal activities [not more than two sale periods of not more than three days each year, separate license required for each sale period]

Minimum on first \$2,000 \$200.00PLUS

Each additional \$1,000, over base of \$2,000..... \$1.00

Applicants for a license to sell on private property must provide written authorization from the property owner to use the intended location.

9.5 NAICS 713290 – Bingo halls, parlors.

Minimum on first \$2,000 \$32.50 PLUS

Each additional \$1,000, over base of \$2,000..... \$1.26

9.6 NAICS 711190 – Carnivals and Circuses.

Minimum on first \$2,000 \$64.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$2.52

9.7 NAICS 722410 – Drinking Places, bars, lounges, cabarets (Alcoholic beverages consumed on premises).

Minimum on first \$2,000 \$272.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$4.31

License must be issued in the name of the individual who has been issued a State alcohol, beer or wine permit or license and will have actual control and management of the business.

9.71 NAICS 722511-Restuarants serving Alcohol

Minimum on first \$2,000 \$115.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$2.90

License must be issued in the name of the individual who has been issued a State alcohol, beer or wine permit or license and will have actual control and management of the business.

Appendix B

2021 Business License Class Schedule by NAICS Code

NAICS Sector/Subsector	Industry Sector	Class
11	Agriculture, forestry, hunting and fishing	2.00
21	Mining	4.00
31	Manufacturing	2.00
32	Manufacturing	2.00
33	Manufacturing	2.00
42	Wholesale trade	1.00
44	Retail trade	1.00
45	Retail trade	1.00
48	Transportation and warehousing	2.00
49	Transportation and warehousing	2.00
51	Information	4.00
52	Finance and insurance	7.00
53	Real estate and rental and leasing	7.00
54	Professional, scientific, and technical services	5.00
55	Management of companies	7.00
56	Administrative and support and waste management and remediation services	4.00
61	Educational services	4.00
62	Health care and social assistance	4.00
71	Arts, entertainment, and recreation	3.00
721	Accommodation	3.00
722	Food services and drinking places	1.00
81	Other services	5.00
Class 8	Mandatory or Recommended Subclasses	
23	Construction	8.10
482	Rail Transportation	8.20
517311	Wired Telecommunications Carriers	8.30
517312	Wireless Telecommunications Carriers (except Satellite)	8.30
5241	Insurance Carriers	8.40
5242	Insurance Brokers for non-admitted Insurance Carriers	8.40
713120	Amusement Parks and Arcades	8.51
713290	Nonpayout Amusement Machines	8.52
713990	All Other Amusement and Recreational Industries (pool tables)	8.60
Class 9	Optional Subclasses	
423930	Recyclable Material Merchant Wholesalers (Junk)	9.10
522298	Pawnshops	9.20
4411	Automobile Dealers	9.30
4412	Other Motor Vehicle Dealers	9.30
454390	Other Direct Selling Establishments (Regular Peddlers)	9.41
454390	Other Direct Selling Establishments (Seasonal Peddlers)	9.42
713290	Bingo Halls	9.50
711190	Other Performing Arts Companies (Carnivals and Circuses)	9.60
722410	Drinking Places (Alcoholic Beverages)	9.70
31	Manufacturing	9.80
32	Manufacturing	9.80
33	Manufacturing	9.80

Note: Class Schedule is based on 2017 IRS data.

DEVELOPMENT REVIEW CODES FEE SCHEDULE
Revised May 23, 2023

(1) **OTHER FEES SUPERSEDED**

The following schedules and regulations regarding fees are hereby adopted and supersede all regulations and schedules regarding fees published in the most recent edition of the International Building Code or supplement thereof.

(2) **FEES MANDATORY**

No permit shall be issued until the fees prescribed in this section shall have been paid. Nor shall an amendment to a permit be approved until the additional fee, if any, due to an increase in the estimated cost of the building or structure, shall have been paid.

(3) **FAILURE TO OBTAIN PERMIT**

Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the base fee herein specified shall be tripled, but the payment of such tripled fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein. The Building Official has the authority to waive such penalty fee for first time offenses.

(4) **RECORD OF FEES COLLECTED**

The Building Official shall keep a permanent and accurate accounting of all permit fees and other monies collected, the names of all persons upon whose account the same was paid, the full date and amount thereof.

(5) **MOVING A BUILDING/STRUCTURES**

For the moving of any building or structure, the fee shall be \$150.00

(6) **DEMOLITION OF BUILDING/STRUCTURE**

For the moving of any building or structure, the fee shall be \$150.00
For the demolition of any building or structure, the fees are as follows:

Complete Demolition Single-Family Structure \$100.00 Complete Demolition Commercial & Multifamily Structure \$200.00

(7) **BUILDING PERMIT FEES**

On all new buildings, structures or alterations requiring a building permit as set forth in the International Building Code and the International Residential Code, the fee shall be paid as required at the time of filing the application in accordance with the schedule shown below. All fees are paid at time of submittal.

Building Permit Fee Schedule:

Total Valuation	Base Fee
>\$500 to \$50,000	\$35 for the first \$500, plus \$5.30 for each additional thousand or fraction thereof (round up)
>\$50,000 to \$100,000	\$300 for the first \$50,000, plus \$4 for each additional thousand or fraction thereof (round up)
>\$100,000 to \$500,000	\$500 for the first \$100,000, plus \$3 for each additional thousand or fraction thereof (round up)
>\$500,000 and up	\$1,700 for the first \$500,000, plus \$2 for each additional thousand or fraction thereof (round up)

(8) **PLAN CHECKING FEES**

When a plan is required to be submitted, all fees shall be paid to the building department at the time of submitting plans and specifications for checking. Said plan checking fee shall be equal to one-half of the base fee.

(9) **BUILDING PERMIT VALUATIONS**

If, in the opinion of the Building Official, the valuation of a building, alteration, or structure, appears to be underestimated, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official.

(10) **PROCEDURE FOR PERMIT REFUNDS**

- (a) Permit holder must return all applicable permit forms and receipts; copies will not be accepted.
- (b) Permit refund will be for total amount paid minus Plan Checking Fee-
- (c) A completed W-9 form is required.

(11) **INSPECTION FEES**

- (a) New Construction/Renovation inspection fees: \$0.10 per square footage
- (b) Individual inspection fees (not associated with new construction or major renovation): \$40.00 ea.
- (c) Swimming Pool Inspection Fees
 - Single-Family \$235.00
with \$200 to be refunded after pool inspection has been performed and approved
 - Multifamily and Commercial \$265.00

with \$200 to be refunded after pool inspection has been performed and approved

- (d) Safety Inspection
Commercial \$50.00

(12) **RE-INSPECTIONS**

If the Building Official or his duly authorized representative shall, upon his inspection after the completion of the work or apparatus, find the same does not conform to and comply with the provisions of this Code, he shall notify the contractor, indicating the corrections to be made, and then he shall again inspect the work or apparatus without further charge; but when extra inspections are due to any of the following reasons, a charge of \$100 for multifamily and commercial projects, and \$50.00 for all other projects shall be made for each re-inspection:

- (a) Wrong Address
- (b) Repairs or corrections not made when inspections are called
- (c) Work not ready for inspection when called

All re-inspection fees are required to be paid in advance prior to re-inspection.

(13) **TREE REMOVAL FEES**

- (a) **Single Family Lots:** \$10.00 per tree for a specimen or landmark tree as established in Section 5.3.2
- (b) **Commercial Lots:** \$10.00 per tree (8" caliper or larger at DBH) or any tree designated as a specimen or landmark tree, as established in Section 5.3.2. Mitigation may be required.

(14) **SIGN PERMITS**

For issuing each sign permit, the fee shall be as follows:

Permanent Sign
\$1.00 per square foot of signage plus a \$40.00 inspection fee

Master Sign Plan \$10.00 per tenant
Amendments to Master Sign Plan \$20.00

(15) **BANNER PERMITS**

Temporary Banner - \$5.00 per day

(16) **TEMPORARY TENT/CANOPY PERMITS**

Temporary tent or canopy over 400 Sq. Ft. \$150.00

(17) **LANDSCAPE IRRIGATION AND OR WELL PERMITS**

Single-Family Lot \$50.00

Commercial or Multifamily Lot \$75.00

(18) **SUBDIVISION FEES**

Plat Review \$25.00

Minor Subdivision \$50.00 (Includes Plat Review Fee)
(≤ 5 lots and no new streets)

Major Subdivision that includes New Streets: (Includes Plat Review Fee)

6 to 49 lots: \$1,000 + \$10/lot

50-100 lots: \$1,500 + \$10/lot

101 to 300 lots: \$2,000 + \$10/lot

301 + lots: \$2,500 + \$10/lot

(19) **STAFF DESIGN REVIEW FEES**

Single Family and 2/3-unit buildings not in a historic district are exempt.

Type 1: Renovations/Improvements not including additions, ≤ 50% of the value of the structure

<u>Value</u>	<u>Fee</u>
Improvements ≤ \$5,000	\$50
Improvements > \$5,000 but ≤ \$25,000	\$50 + 0.25% x value above \$5,000
Improvements > \$25,000	\$100 + 0.20% x value above \$25,000

Type 2

- Any single-family and 2/3-unit residential addition in a historic district: \$50
- All other additions: \$500 base fee + \$0.05/square foot of addition.

Type 3

Review for new construction and for renovations/improvements totaling over 50% of the value of the structure:

- Single-family and 2/3 unit residential in the historic district:
 - ≤ 10,000 square feet: \$500 base fee + 0.05/square foot of building
 - > \$10,000 square feet: \$1,000 base fee + \$0.05/square foot of building for the first 100,000 square feet of building. For additional square footage over 100,000, \$0.02/square foot

(20) **REVIEW BOARDS: HISTORIC REVIEW BOARD & DESIGN REVIEW BOARD**

Single-family residential projects (board review)	\$100
Multifamily and commercial projects (board review)	\$250
Change After Certification	\$100

Demolition (whole structure)	\$250
Special Board Meeting	\$500

Post facto applications shall be triple the normal fee.

PROFESSIONAL ARCHITECT PLAN REVIEW FEES

Principal Architect	\$120/HR
Preservation Architect	\$120/HR
Architect	\$90/HR
Preservations Consultant	\$100/HR
Conservator	\$100/HR
Historic Materials Specialist	\$100/HR
Administration	\$50/HR
Per Diem	\$25/Day and \$50/Overnight
Printing	\$.05/BW Copies \$.39/Color Copies
Mileage	\$.655/mile

PROFESSIONAL ENGINEER PLAN REVIEW FEES

Senior Manager	\$245/HR
Senior Project Manager	\$185/HR
Senior Engineer	\$180/HR
Project Manager	\$165/HR
Engineer II	\$135/HR
Designer II	\$130/HR
Designer I	\$120/HR
Environmental Professional II	\$100/HR

(21) **ZONING BOARD OF APPEALS**

All Application Fees: \$300.00

(22) **REZONING**

Rezoning to PUD \$400
 Rezoning, non-PUD \$200 & \$10/per lot

(23) **TEXT AMENDMENT**

Beaufort Code Text Amendment \$400

(24) **OTHER FEES**

Trip to Storage \$50.00 (plus copying fee)
 (Request for documents from storage)
 Flood Hazard Area Verification Letter \$25.00

Parking Meter Space Rental	\$5.00 per day per metered space (for construction projects only)
Fee for Copies (8 1/2 x 11)	30¢ per sheet
Plat Review	\$25.00
Zoning Review/Letter	\$50.00
Traffic Impact Analysis Report Review Fee	\$750.00
Administrative Adjustment	\$50.00
Short Term Rentals	\$100.00
Civic Master Plan	\$25.00
The Beaufort Code (in a binder)	\$50.00
The Comprehensive Plan (in a binder)	\$50.00

FIRE IMPACT FEE SCHEDULE

Land Use Category	Service Units	Persons per Household	Employee Space Ratio	Cost per Person	Cost per Employee	Impact Fee per Service unit
Residential Uses						
Single Family (Attached or Detached)	d.u.	2.69	—	\$305.43	—	\$305.43
Mobile Home	d.u.	3.66	—	\$305.43	—	\$305.43
Multifamily (>2 Dwelling Units)	d.u.	1.25	—	\$305.43	—	\$305.43
Non-Residential Uses						
Hotel / Motel Uses						
Hotel	room	—	0.57	—	\$592.34	\$337.64
Business Hotel	room	—	0.1	—	\$592.34	\$59.23
Motel	room	—	0.71	—	\$592.34	\$420.56
Recreational Uses						
Golf Course	hole	—	1.74	—	\$592.34	\$1,030.68
Movie Theater (w/ Matinee)	1,000 s.f.	—	1.1	—	\$592.34	\$651.58
Institutional Uses						
Elementary School	1,000 s.f.	—	0.98	—	\$592.34	\$580.50
Middle/Junior High School	1,000 s.f.	—	0.84	—	\$592.34	\$497.57
High School	1,000 s.f.	—	0.65	—	\$592.34	\$385.02
Junior/Community College	1,000 s.f.	—	1.77	—	\$592.34	\$1,048.45
University/College	student	—	0.19	—	\$592.34	\$112.55
Daycare	1,000 s.f.	—	2.77	—	\$592.34	\$1,640.79
Library	1,000 s.f.	—	1.07	—	\$592.34	\$633.81
Medical Uses						
Hospital	bed	—	2.88	—	\$592.34	\$1,705.95
Nursing Home	bed	—	0.84	—	\$592.34	\$497.57
Clinic	1,000 s.f.	—	3.93	—	\$592.34	\$2,327.91
Medical/Dental Office	1,000 s.f.	—	4.05	—	\$592.34	\$2,398.99

FIRE IMPACT FEE SCHEDULE

Impact Fee Schedule for Fire Protection Facilities and Equipment						
Land Use Category	Service Units	Persons per Household	Employee Space Ratio	Cost per Person	Cost per Employee	Impact Fee per Service unit
General Office Uses						
< 50,000 s.f.	1,000 s.f.	—	4.14	—	\$592.34	\$2,452.30
50,001 – 100,000 s.f.	1,000 s.f.	—	3.72	—	\$592.34	\$2,203.52
100,001 – 150,000 s.f.	1,000 s.f.	—	3.55	—	\$592.34	\$2,102.82
150,001 – 200,000 s.f.	1,000 s.f.	—	3.44	—	\$592.34	\$2,037.66
> 200,001 s.f.	1,000 s.f.	—	3.26	—	\$592.34	\$1,931.04
Office Park Uses						
< 50,000 s.f.	1,000 s.f.	—	3.7	—	\$592.34	\$2,191.67
50,001 – 100,000 s.f.	1,000 s.f.	—	4.96	—	\$592.34	\$2,938.03
100,001 s.f. – 150,000 s.f.	1,000 s.f.	—	4.18	—	\$592.34	\$2,476.00
150,001 – 200,000 s.f.	1,000 s.f.	—	3.82	—	\$592.34	\$2,262.75
200,001 – 250,000 s.f.	1,000 s.f.	—	3.62	—	\$592.34	\$2,144.29
250,001 – 300,000 s.f.	1,000 s.f.	—	3.48	—	\$592.34	\$2,061.36
300,001 – 350,000 s.f.	1,000 s.f.	—	3.38	—	\$592.34	\$2,002.12
350,001 – 400,000 s.f.	1,000 s.f.	—	3.3	—	\$592.34	\$1,954.74
> 400,001 s.f.	1,000 s.f.	—	3.17	—	\$592.34	\$1,877.73
Business Park Uses						
< 100,000 s.f.	1,000 s.f.	—	2.44	—	\$592.34	\$1,445.32
100,001 s.f. – 150,000 s.f.	1,000 s.f.	—	2.79	—	\$592.34	\$1,652.64
150,001 – 200,000 s.f.	1,000 s.f.	—	2.95	—	\$592.34	\$1,747.41
200,001 – 250,000 s.f.	1,000 s.f.	—	3.03	—	\$592.34	\$1,794.80
250,001 – 300,000 s.f.	1,000 s.f.	—	3.09	—	\$592.34	\$1,830.34
300,001 – 350,000 s.f.	1,000 s.f.	—	3.12	—	\$592.34	\$1,848.11
350,001 – 400,000 s.f.	1,000 s.f.	—	3.15	—	\$592.34	\$1,865.88
> 400,001 s.f.	1,000 s.f.	—	3.2	—	\$592.34	\$1,895.50

FIRE IMPACT FEE SCHEDULE

Impact Fee Schedule for Fire Protection Facilities and Equipment						
Land Use Category	Service Units	Persons per Household	Employee Space Ratio	Cost per Person	Cost per Employee	Impact Fee per Service unit
General Retail Uses						
< 50,000 s.f.	1,000 s.f.	—	2.86	—	\$592.34	\$1,694.10
50,001 – 100,000 s.f.	1,000 s.f.	—	2.5	—	\$592.34	\$1,480.86
100,001 s.f. – 150,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
150,001 – 200,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
200,001 – 300,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
300,001 – 400,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
> 400,001 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
Specific Retail Uses						
Supermarket	1,000 s.f.	—	1.1	—	\$592.34	\$651.58
Building Materials/ Lumber Store	1,000 s.f.	—	1.41	—	\$592.34	\$835.21
Free Standing Discount Store	1,000 s.f.	—	1.98	—	\$592.34	\$1,172.84
Nursery/Garden Center	1,000 s.f.	—	3.12	—	\$592.34	\$1,848.11
New Car Sales Center	1,000 s.f.	—	1.53	—	\$592.34	\$906.29
Tire Store	1,000 s.f.	—	1.21	—	\$592.34	\$716.74
Furniture Store	1,000 s.f.	—	0.42	—	\$592.34	\$248.78
Industrial Uses						
General Light Industrial	1,000 s.f.	—	2.31	—	\$592.34	\$1,368.31
General Heavy Industrial	1,000 s.f.	—	1.83	—	\$592.34	\$1,083.99
Industrial Park	1,000 s.f.	—	2.04	—	\$592.34	\$1,208.38
Warehousing	1,000 s.f.	—	0.92	—	\$592.34	\$544.96
Mini-Warehouse	1,000 s.f.	—	0.04	—	\$592.34	\$23.69
Specific Service Uses						
Drive-In Bank	1,000 s.f.	—	4.79	—	\$592.34	\$2,837.33
High-Turnover Sit-Down Restaurant	1,000 s.f.	—	5.64	—	\$592.34	\$3,340.82
Fast Food w/ Drive Through	1,000 s.f.	—	5	—	\$592.34	\$2,961.72