

A work session meeting of the Beaufort City Council was held on November 22, 2011 at 5:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Council members Donnie Ann Beer, Mike Sutton, Mike McFee, and City Manager Scott Dadson. George O'Kelley was absent.

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

Mayor Keyserling called the work session to order at 5:00 p.m.

CONFERENCE CENTER FEASIBILITY STUDY INVOICE

Mr. Dadson said the council minutes from March 1, 2011 indicate that council agreed to allocate ATAX money for this study, which was forgotten until the invoice was received from the Chamber. Mayor Keyserling asked if the project were eligible for ATAX, and both **Kathy Todd** and Mr. Dadson said it was. \$6545.00 remains from last year's ATAX, Ms. Todd said. Mayor Keyserling said Chamber of Commerce director Blakely Williams is willing to come and present the feasibility study; it is in draft form, Councilman McFee said. Mr. Dadson had written a letter of support to the county's ATAX committee, he said, and at the next council meeting, council could make a motion to appropriate the funds.

GROUNDS MAINTENANCE BID, LANDSCAPING CONTRACT AWARD FOR PORT ROYAL AND CITY OF BEAUFORT JOINT SERVICES

Mr. Dadson said the City of Beaufort and Town of Port Royal had passed a joint resolution that, where possible, contracts of certain types would be awarded jointly. The initial bid for the landscaping contract went on for a period and then went month-to-month; they then "cleaned it up," created an RFP, and it went out to bid. There were two bidders, and The Greenery's was the low bid. There will be a joint service contract with Port Royal, and this tested whether what the city and town wanted met with what was available in the marketplace, Mr. Dadson said.

Isaiah Smalls said from the city's and the contractor's perspectives, this cleaned things up and allowed investment in equipment with a longer contract. It also allowed evaluation of where they were. They "were maintaining as opposed to trying to recover" now, he said. With The Greenery, they looked at more sustainable standards and were able to cut back some dollars, Mr. Smalls said. It's a one-year contract with an option to extend. Mr. Dadson said the contract allows them to push the contract further if necessary or pull it back. Mr. Dadson said the city's and Port Royal's contracts now are in sync, and the product and standards for both jurisdictions is more in line with one another. Port Royal was interested in how the city was maintaining parks and open space, Mr. Dadson added. Mr. Smalls said Port Royal had more bidders than those the city had, which allowed them to see that The Greenery was competitive.

Discussion continued about the various bidders on the RFP and the potential merging of some of them with one another. Mr. Smalls said after the first 5-month contract, the city "looked to sustainability and cost." They then made changes to the level of service they had begun with.

There have been some cutbacks in, for example, the number of times per year they go into particular neighborhoods.

Councilman Sutton said there is a listing of minimum requirements for the bidders; originally there was a landscape architect required for Waterfront Park, and he noted some bidders didn't have someone like that on staff. Councilman Sutton asked if that is still the case on the bidding requirement, and, if so, why. Mr. Smalls said the contract requires that for Waterfront Park because that's the quality they want there. There are other open spaces that require fertilization, etc. that a landscape architect does. Having a landscape architect is not just for design, Mr. Smalls said; it's for maintenance and the quality they want to attain.

Mayor Keyserling said he's inclined to support this for a variety of reasons. Mr. Smalls said even with the figures Port Royal got from the competitors, The Greenery was still lower. Mr. Dadson said he thinks "they've gotten good at this." Councilman Sutton said he would like to bring in a representative from The Greenery to council to talk with them; he said he likes "to know who (he's) contracting with." Mayor Keyserling said The Greenery has a strategy to grow and have been doing so "exponentially."

DISCUSSION WITH REDEVELOPMENT COMMISSION CHAIR

Pat Kase came to the work session to represent the Redevelopment Commission. He said he'd come regarding his reappointment to serve on the Redevelopment Commission for another 12 months. He described a project he'd been involved in: procuring the tenants in the old City Hall building and an upcoming project on North Street. Mr. Kase went on to discuss opportunities for improving the Redevelopment Commission and his role in it, e.g., what projects can best be done by the Redevelopment Commission? What the best sequencing for projects? The merchandising of the city is a weakness he feels, e.g., the marketing of Bladen Street. He feels they should think like the private sector with development and redevelopment opportunities.

Mayor Keyserling said in a year, the Office of Civic Investment (OCI) will be gone, and they will leave the Project Book for the Redevelopment Commission to implement with the city's help. He feels that because this is a new effort, it's a learning process. In some things the city has been ahead of the OCI, i.e., Bladen and Boundary Streets. There was discussion about the course of the project for Bladen Street. Mr. Kase said he feels they "should make hay" while the OCI is an available resource. Mayor Keyserling said when they are gone, the process will be retooled so work can continue. Mayor Keyserling said there can be practical issues with plans that stop them. Mr. Kase said people's attitudes can be an even bigger problem, which is why he feels "merchandising the ideas is so important."

Mayor Keyserling said some projects in the project book are ambitious and others more modest. Once it's passed, they should discuss priorities, he feels. Councilman Sutton brought up the history of the Redevelopment Commission when the council members served on it and since they turned it over to be a citizen board. Priorities have to be identified, he said, because there will always be the possibility of disagreement about what should be pursued by the

political body (council). As the Redevelopment Commission's representative from council, Councilman McFee said he listens to the ideas with an ear to how council will respond.

Mr. Dadson said tactics and strategy are important to work on next: how to get the things done that the Redevelopment Commission and council have identified that they want to do. There was agreement that council members had tried to stay away from the Redevelopment Commission to allow them to develop on their own. There was continuing discussion of the relationship between the council and the Redevelopment Commission. The projects will require flexibility on a number of levels, it was concluded. When the financials are tied in to the vision that's being developed, the investment strategy will be defined, and those will be "interesting" times, Mr. Dadson said. He said he sees consistency among the Planning Commission, Redevelopment Commission, and the OCI and feels all the movement is positive.

Mr. Kase discussed the Main Street Beaufort meeting he had gone to and what had happened as a result; few of the merchants had read the retail report from OCI, he said, but he was told about one woman's issues with the empty buildings surrounding hers. Mayor Keyserling said typically people focus only on those issues that affect them or are in their back yard.

OTHER DISCUSSION

Mayor Keyserling brought up the proposed Tricentennial monument and described it as a mixture of Beaufort 300 donors' names and history from Larry Rolland. He feels council needs to see what it is and if there's agreement on it. Mayor Keyserling suggested they might consider involving the HDRB in the matter. Councilman Sutton said any kind of public art has to go before the Public Arts Commission for that purpose. There was continued discussion of the monument and how it would appear.

Mayor Keyserling also announced that Roy Flanagan's photo has been hung, and there are plans for another New Year's Eve celebration / Founder's Day Night.

There was discussion of upcoming Chamber events to which council was invited and then general discussion of the tour companies' applications. There are currently available slots for all tour methods except carriages, **Officer Hope Able**, the tour coordinator, said.

There was discussion of the amount of the contract with The Greenery and the history of the agreement with Port Royal and the city for their joint service agreement to contract with The Greenery.

There being no further business to come before council, the work session adjourned at 6:28 p.m.

A regular meeting of the Beaufort City Council was held on November 22, 2011 at 7:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Council members Donnie Ann Beer, Mike Sutton, Mike McFee, and City Manager Scott Dadson. George O'Kelley was absent.

CALL TO ORDER

The Mayor called the meeting to order at 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The invocation was led by Councilwoman Beer, and the Pledge of Allegiance was led by the mayor.

PROCLAMATION OF DECEMBER 2, 2011 AS ARBOR DAY

Councilwoman Beer, second by Councilman Sutton, made a motion to approve the proclamation. The motion was approved unanimously. Libby Anderson accepted the proclamation.

MINUTES

The minutes of the work session and regular meeting on November 8, 2011 were presented to council for review. On page 5, Councilman Sutton said it should be clarified that the issue was about the long-term care and maintenance of the Visitors' Center. **On motion by Councilwoman Beer, second by Councilman McFee, council voted unanimously to approve the minutes as amended.**

The minutes of the special meeting and work session on November 15, 2011 were presented to council for review. **On motion by Councilwoman Beer, second by Councilman McFee, council voted unanimously to approve the minutes as submitted.**

ORDINANCE ADOPTING THE SECTOR 1 CIVIC MASTER PLAN AS AN AMENDMENT TO THE COMPREHENSIVE PLAN

Councilwoman Beer, second by Councilman Sutton, made a motion to adopt the ordinance on second reading. Ms. Anderson said the OCI staff had been directed to include references to the Waterway Commission Report and include them in the civic master plan. Staff feels upon review of the reports that they should be included *in the comprehensive plan*. There should be a recommendation added that addresses the completion of a comprehensive waterfront management plan. Ms. Anderson said they could include an amendment to the comprehensive plan in the current ordinance. She had given council a revised ordinance to consider. The original ordinance mentioned the amendment of the comprehensive plan *with the adoption of the master plan*. They are suggesting doing that and amending the comprehensive plan with the language she cited.

Councilwoman Beer withdrew her original motion. **She then made a motion that the resolution be approved with the addition of item 2, which revises chapter 9 to add an item**

for completion of a comprehensive waterway management plan to the comprehensive plan. Councilman Sutton seconded the motion. The motion passed unanimously.

AMENDING FY 2011 BUDGET TO REFLECT FUND BALANCE ALLOCATIONS

Councilwoman Beer, second by Councilman McFee, made a motion to amend the budget on second reading. The motion passed unanimously.

PROCLAMATION OF NOVEMBER AS NATIONAL HOSPICE AND PALLIATIVE CARE MONTH

Councilwoman Beer, second by Councilman McFee, made a motion to approve the proclamation. The motion was approved unanimously. Councilwoman Beer read the proclamation and Mayor Keyserling presented it.

INTENT TO AWARD BLADEN STREET STREETScape PHASE II CONTRACT

Councilwoman Beer, second by Councilman McFee, made a motion to award the contract. Ms. Anderson said Phase 2 has been completed and a request for bids has been advertised. Six bids were received and reviewed. Staff requests that the low bidder – Cleland Site Prep – be sent a letter contingent on the State Department of Commerce’s review and approval. Councilman Sutton said the lowest bid is \$30,000 lower than the next closest bid. Councilman Sutton questioned **Lamar Taylor** about the particulars of the bid and contract. **The motion passed unanimously.**

MOTION TO ALLOW NEW BOAT TOURING BUSINESS – VINTAGE VOYAGES

Councilwoman Beer, second by Councilman Sutton, made a motion to allow the new touring business. **Tim Decker**, the captain of the boat, said all of their due diligence has been completed. The boat is a fully restored model from 1930 and has a hybrid motor with a composting head so there is no discharge into the water. They will take up to 6 passengers at a time. **Mere Decker**, his wife, described the types of tours and services they will offer. **The motion passed unanimously.**

APPOINTMENTS TO BOARDS AND COMMISSION

Councilwoman Beer, second by Councilman McFee, made a motion to accept the appointment of Erika Dickerson to the Historic District Review Board (HDRB). The motion passed unanimously.

Councilwoman Beer, second by Councilman Sutton, made a motion to accept the appointment of Chuck Rushing to the Design Review Board (DRB). The motion passed unanimously.

REPORTS BY COUNCIL MEMBERS

Councilman McFee announced the Founder's Day event on New Year's Eve.

ADJOURNMENT

There being no further business to come before City Council, Councilwoman Beer made a motion to adjourn, seconded by Councilman McFee. The motion was approved unanimously, and the meeting was adjourned at 7:35 p.m.

ATTEST: _____
IVETTE BURGESS, CITY CLERK