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CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL WORKSESSION AGENDA
February 27, 2024

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."

WORKSESSION - City Hall, Planning Conference Room, 1st Floor - 5:00 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. Philip Cromer, Mayor

II. PRESENTATION

A. Beaufort Commerce Park Update

III. DISCUSSION ITEMS

A. Fiscal Year 2024 Emerging Capital Projects Budget Ordinance Amendment

IV. EXECUTIVE SESSION

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



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/21/2024
FROM: JJ Sauve
AGENDA ITEM
TITLE: Beaufort Commerce Park Update
MEETING
DATE: 2/27/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

John O'Toole from the Beaufort County Economic Development Corporation will be giving an update on the status of the second spec building at the Beaufort Commerce Park.

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/21/2024
FROM: Alan Eisenman, Finance Director
AGENDA ITEM TITLE: Fiscal Year 2024 Emerging Capital Projects Budget Ordinance Amendment
MEETING DATE: 2/27/2024
DEPARTMENT: Finance

BACKGROUND INFORMATION:

During the City's Strategic Planning Retreat that took place on January 30 and 31, 2024, City staff identified a list of emerging capital project needs of which City Council subsequently prioritized in order of importance.

City staff has identified funding for the following emerging capital project needs that it expects to spend between now and the end of the current fiscal year. Here is the list of projects included in the budget amendment with anticipated cost and funding source.

1. Duke Street Streetscape and Drainage Project- \$400,000 for engineering services from ARPA fund.
2. Battery Shores Drainage Project- \$30,000 for engineering services from ARPA fund.
3. Pigeon Point Playground Equipment- \$300,000 from Parks and Tourism fund and \$100,000 from ARPA fund and \$100,000 will be reallocated from approved FY24 capital budget related to Marina Fuel Tanks project.
4. 1st South Carolina Volunteer Park- \$100,000 for park improvements from TIF II fund.
5. Arsenal Walls Rehabilitation- \$30,000 for consulting services from State Accommodations Tax fund.
6. Spanish Moss Trail Sidewalk North Street Extension- \$30,000 for sidewalk extension project from State Accommodations Tax fund.
7. 500 Carteret Street window replacement and stucco repairs- \$100,000 from General Fund Assigned Fund Balance for Capital Projects.

PLACED ON AGENDA FOR: Discussion

REMARKS:

This budget amendment will be brought forward for Council's consideration at the regular meeting on March 12th for first reading.

ATTACHMENTS:

Description	Type	Upload Date
Budget Amendment	Cover Memo	2/21/2024

ORDINANCE

AN ORDINANCE TO AMEND CITY OF BEAUFORT ORDINANCE 6-23 REGARDING THE FISCAL YEAR 2023-2024 CITY OF BEAUFORT BUDGET TO PROVIDE FOR THE EXPENDITURES OF GENERAL FUND, ARPA FUND, STATE ACCOMMODATION TAX FUND, PARKS AND TOURISM FUND, TIF II FUND, AND CAPITAL PROJECT FUND AND TO ALLOCATE THE SOURCES OF REVENUES FOR CAPITAL PROJECT FUND.

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

WHEREAS, on June 13, 2023, City of Beaufort adopted Ordinance No. 6-23 which set the City's FY 2023-2024 budget and associated expenditures; and

WHEREAS, during the City's Strategic Planning Retreat that took place on January 30 and 31, 2024, the City identified a list of emerging capital needs of which City Council subsequently prioritized in order of importance; and

WHEREAS, the City is committed to identifying funding for these emerging capital needs and properly budgeting for expenditures that will occur within the current fiscal year; and

WHEREAS, the City will allocate \$400,000 from ARPA funds for engineering services related to Duke Street Streetscape and Drainage Project; and

WHEREAS, the City will budget \$30,000 from ARPA funds for engineering services related to Battery Shores Drainage Project; and

WHEREAS, the City will appropriate \$100,000 from ARPA funds, \$300,000 from Parks and Tourism Fund and \$100,000 from Marina Fuel Tank Project for playground equipment upgrades at Pigeon Point Park; and

WHEREAS, the City will allocate \$100,000 from TIF II funds for park improvements at 1st South Carolina Volunteer Park; and

WHEREAS, the City will budget \$30,000 from State Accommodations Tax funds for consulting services related to Arsenal walls rehabilitation; and

WHEREAS, the City will appropriate \$30,000 from State Accommodations Tax funds for Spanish Moss Trail sidewalk extension project; and

WHEREAS, the City will allocate \$100,000 from the General Fund for windows replacement and exterior stucco repairs at 500 Carteret Street; and

WHEREAS, it is necessary and proper to appropriate funds for the above-referenced items; and

WHEREAS, in compliance with South Carolina law and in the interest of maintaining

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 2023-2024 City of Beaufort Ordinance 6-23 is hereby amended by the addition of the following, such that the General Fund FY24 Budget and the Consolidated FY24 Revised Budget are as shown on Exhibits A and B, hereto:

SECTION 1. AMENDMENT

General Fund

Expenditures

Transfers Out- Release of Assigned General Fund Balance for Capital Projects- 500 Carteret Street Stucco and Windows Repairs Project	100,000
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Total Expenditures	100,000
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ARPA Fund

Expenditures

Transfers Out- Duke Street Streetscape Project- Engineering	400,000
Transfers Out- Battery Shores Drainage Project- Engineering	30,000
Transfers Out- Pigeon Point Playground Equipment	100,000

Total Expenditures	\$ 530,000
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State Accommodations Tax Fund

Expenditures

Transfers Out- Arsenal Walls Rehabilitation- Consulting/Construction Bid Estima	30,000
Transfers Out- Spanish Moss Trail Extension	30,000

Total Expenditures	\$ 60,000
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Parks and Tourism Fund

Expenditures

Transfers Out- Pigeon Point Playground Equipment	300,000
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Total Expenditures	\$ 300,000
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TIF II Fund

Expenditures

Transfers Out- 1st South Carolina Volunteers Park Improvements	100,000
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Total Expenditures	\$ 100,000
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Capital Projects Fund

Revenues

Transfers In- 500 Carteret Street Stucco and Windows Repairs Project	100,000
Transfers In- Duke Street Streetscape Project- Engineering	400,000
Transfers In- Battery Shores Drainage Project- Engineering	30,000
Transfers In- Pigeon Point Playground Equipment	400,000
Transfers In- 1st South Carolina Volunteers Park Improvements	100,000
Transfers In- Arsenal Walls Rehabilitation- Consulting/Construction Bid Estimate	30,000
Transfers In- Spanish Moss Trail Extension	30,000

Total Revenues	\$ 1,090,000
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Expenditures

Capital- 500 Carteret Street Stucco and Windows Repairs Project	100,000
Capital- Duke Street Streetscape Project- Engineering	400,000
Capital- Battery Shores Drainage Project- Engineering	30,000
Capital- Pigeon Point Playground Equipment	500,000
Capital- Marina Fuel Tank for Pigeon Point Playground Equipment	(100,000)
Capital- 1st South Carolina Volunteers Park Improvements	100,000
Capital- Arsenal Walls Rehabilitation- Consulting/Construction Bid Estimates	30,000
Capital- Spanish Moss Trail Extension	30,000

Total Expenditures	\$ 1,090,000
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SECTION 2. EFFECTIVE DATE

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

PHILIP E. CROMER, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK

1ST Reading March 12, 2024

2nd Reading & Adoption _____

Attachments:

- A. General Fund FY24 Budget
- B. Consolidated FY24 Revised Budget

EXHIBIT A

General Fund FY24 Budget

	Adopted FY24 Budget	Budget Amendment #1	Budget Amendment #2	Budget Amendment #3	Revised FY24 Budget
<u>Revenues</u>					
Property Taxes	\$ 9,266,244	\$ -	\$ -	\$ -	\$ 9,266,244
Licenses & Permits	6,120,000	-	-	-	6,120,000
Intergovernmental Revenue	3,504,694	87,370	2,000,000	-	5,592,064
Franchise Fees	2,082,880	-	-	-	2,082,880
Charges for Services	1,922,734	-	-	-	1,922,734
Fines & Forfeitures	71,000	-	-	-	71,000
Miscellaneous	10,000	389,126	-	-	399,126
Interest	230,000	-	-	-	230,000
Release of Committed/Assigned Fund Balance	-	-	-	100,000	100,000
Total General Fund Revenues	\$ 23,207,552	\$ 476,496	\$ 2,000,000	\$ 100,000	\$ 25,784,048
<u>Appropriations</u>					
Non-Departmental	\$ 817,024	\$ -	\$ 2,000,000	\$ -	\$ 2,817,024
City Council	258,494	-	-	-	258,494
City Manager	901,785	-	-	-	901,785
Finance	970,819	-	-	-	970,819
Human Resources	436,714	-	-	-	436,714
Information Technology	873,426	-	-	-	873,426
Municipal Court	542,487	-	-	-	542,487
Community & Economic Development	1,411,171	-	-	-	1,411,171
Police Operations	5,394,584	87,370	-	-	5,481,954
School Resource Officer	542,311	-	-	-	542,311
School Crossing Guard	19,865	-	-	-	19,865
Victims Rights	98,135	-	-	-	98,135
Beaufort Fire	6,069,619	389,126	-	-	6,458,745
Public Works	485,367	-	-	-	485,367
Streets & Traffic	1,108,770	-	-	-	1,108,770
Facilities Maintenance	759,832	-	-	-	759,832
Solid Waste	1,125,115	-	-	-	1,125,115
Debt Service	1,843,232	-	-	-	1,843,232
Transfers Out	-	-	-	100,000	100,000
Total General Fund Appropriations	\$ 23,658,750	\$ 476,496	\$ 2,000,000	\$ 100,000	\$ 26,235,246

