Please click the link below to join the webinar:
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Passcode: 472603 +19292056099 Webinar ID: 848 2973 6557

CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070

CITY COUNCIL REGULAR MEETING AGENDA
May 14, 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."

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. Philip Cromer, Mayor

II. INVOCATION AND PLEDGE OF ALLEGIANCE

A. Mayor Pro Tem, Michael McFee

III. PRESENTATIONS

A. Special recognition for Fire Department Lieutenant Matt Domanowski

IV. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Character Education Proclamation - K'lani Smalls, Lady's Island Middle School

B. Proclamation proclaiming May 14 - 18, 2024, as National Safe Boating Week

C. Proclamation proclaiming May as National Preservation Month

V. PUBLIC COMMENT

VI. PUBLIC HEARING AND FIRST READING

A. An ordinance to provide for the levy of taxes for the City of Beaufort for Fiscal Year beginning July 1, 2024, and ending June 30, 2025; to provide for execution of and to put into effect the consolidated budget; and to provide budgetary control of the City's fiscal affairs - Public Hearing and first reading

VII. MINUTES

A. Worksession - April 16, 2024

B. Worksession and Regular Meeting - April 23, 2024

C. Special Worksession - April 30, 2024

VIII. OLD BUSINESS

A. An ordinance to amend The City Code of Ordinances, to add a new Section 9-1018;

Providing that a person who violates another with the intent to intimidate another person or persons in whole or in part because of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, gender identity, physical or mental disability, or national origin of the other person or persons is guilty of the separate offense of Hate Intimidation - second reading

IX. NEW BUSINESS

A. Beaufort High School Interact Club and the Rotary Club of the Lowcountry request co-sponsorship and permission to host a year end picnic on Saturday, May 18, 2024, from 9:00 am to 1:00 pm at Whitehall Park

B. Ordinance to Amend Fiscal Year 24 Budget for Revenues and Expenditures of TIF II Fund and Capital Projects Fund- first reading

C. Hospitality Tax Fund Recommendations

X. REPORTS

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

XI. ADJOURN

P R O C L A M A T I O N

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, K'lani Smalls was selected as the winner by Lady's Island Middle School as the student of the month.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims March 2024 as

K'LANI SMALLS AS LADY'S ISLAND MIDDLE SCHOOL STUDENT OF THE MONTH

The City of Beaufort thereby pronounces *Self Control* as the word for the month of March and applauds K'lani Smalls, the Beaufort County School District, and Lady's Island Middle School for their work and specifically honors K'lani Smalls as Lady's Island Middle 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 14th day of May 2024.

____
Philip E. Cromer

Attest:

____
Traci Guldner, City Clerk

PROCLAMATION

WHEREAS, the United States Power Squadrons® through its local Beaufort Sail & Power Squadron, America's Boating Club® of Beaufort™ is joined with the Beaufort City Council in promoting education about safe boating for all of our citizens; and

WHEREAS, 75% of all persons that go overboard drown, and that 67% of those were reported to have been able to swim; and

WHEREAS, the vast majority of these accidents are caused by human error or poor judgment and not due to boat, equipment, or environmental factors; and

WHEREAS, 85% of drowning fatalities were not wearing a life jacket; and

WHEREAS, most of the boaters who lost their lives by drowning would be alive today had they worn their life jackets; and

WHEREAS, modern life jackets are more comfortable, more attractive, and more wearable than styles of years past and deserve a fresh look by today's boating public.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims the week of May 14-18, 2024 as

NATIONAL SAFE BOATING WEEK

and urges those who boat to "Boat Smart - Boat Safe- and Wear It", and to always practice safe boating habits.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 14th day of May 2024.

____
Philip E. Cromer, Mayor

Attest:

____
Traci Guldner, City Clerk

P R O C L A M A T I O N

WHEREAS, preservation groups, business and civic organizations across America celebrate Historic Preservation during the month of May through events that promote and honor historic places and heritage tourism, and demonstrate the social, cultural and economic benefits of historic preservation; and

WHEREAS, we understand that historic preservation fosters community pride, revitalizes and retains the livability of neighborhoods, promotes sensitive and sustainable development, and

WHEREAS, historic preservation is a major component in the City's tourism economy and with more than 750,000 visitors annually who are attracted to the Beaufort's riverfront location, climate, architecture, and history; and

WHEREAS, in 1944, the John Mark Verdier House was slated for demolition when a group of forward-thinking citizens came together as the City's earliest preservationists to rescue the 1804 Federal Period structure located in the historic core business district, and

WHEREAS, Historic Beaufort Foundation was chartered in June 1965 to preserve, protect, and present sites and artifacts of historic, architectural, and cultural interest in Beaufort County, South Carolina, and

WHEREAS, Beaufort's National Register Historic District was designated a National Historic Landmark in 1973, the same year National Preservation Week was first proclaimed by resolution on May 5, 1973; and

WHEREAS, in 2024, the Beaufort community continues to celebrate the importance of our shared history and demonstrates its commitment to historic preservation and the need to cherish the unique sense of place Beaufort provides;

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina do hereby proclaim the month of May 2024 as

NATIONAL PRESERVATION MONTH

Celebrating "*People Saving Places*"

in Beaufort, South Carolina, and urge the citizens of Beaufort to join me in recognizing the critical role that historic preservation plays in our City and to our economy, and to celebrate the benefits of preservation year-round.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 14th day of May 2024.

____
Philip E. Cromer, Mayor

Attest:

____

Traci Guldner, City Clerk

CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO:	CITY COUNCIL	**DATE:** 5/7/2024	
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, 2024, and ending June 30, 2025; to provide for execution of and to put into effect the consolidated budget; and to provide budgetary control of the City's fiscal affairs - Public Hearing and first reading		
MEETING DATE:	5/14/2024		
DEPARTMENT:	Finance		

BACKGROUND INFORMATION:

The notice of Public Hearing was published in the Beaufort Gazette on April 29, 2024. The fiscal year 2025 budget ordinance and budget presentation is included for reference.

PLACED ON AGENDA FOR: *Action*

REMARKS:

City Council's consideration for approval on first reading. The second reading will take place on June 11, 2024 Council meeting.

ATTACHMENTS:

Description	Type	Upload Date
Fiscal Year 2025 Consolidated Budget Presentation	Cover Memo	5/8/2024
Budget Ordinance	Cover Memo	5/8/2024

City of Beaufort, South Carolina

Fiscal Year 2025
Consolidated Budget
First Reading
Presented May 14, 2024

City Manager’s Message

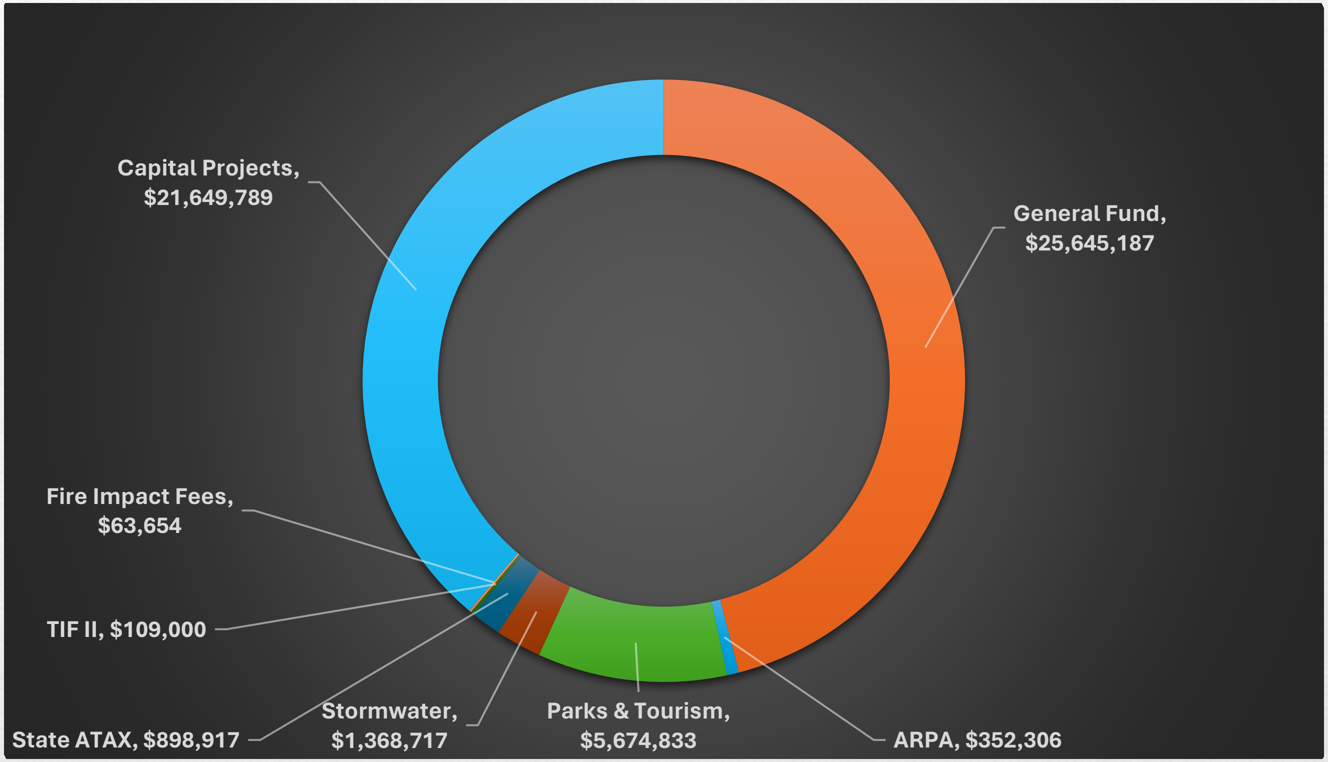
May 14, 2024

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

Staff is privileged this year to present for your consideration an overall consolidated budget of $55.7 million, which will continue to fund priorities set by the City Council in the Fiscal Year 2023-2025 Strategic Plan and reaffirmed and updated during the City’s January 2024 Planning Retreat. This amount represents an overall decrease of approximately $2 million from the approved Fiscal Year 2024 Consolidated Budget.

City Manager's Message

A summary of the expenditure of funds is indicated below.



City Manager's Message

The $2 million decrease is largely due to an approximate $5 million decrease to the Capital Projects Fund. Non-recurring dollars in this fund from various grants and the Parks and Tourism Revenue Bond continue to diminish as the City makes progress toward the completion of parks, stormwater projects, streetscapes and other projects. Due to the surge in capital projects over the next several years, this year's budget includes one additional Full-Time Equivalent (FTE) position. It is a three-year temporary FTE for the purpose of hiring a professional project manager or engineer with construction experience.

The overall millage rate remains flat from Fiscal Year 2024 at 73.9 mills. The value of a mill, however, has increased from $122,069 in Fiscal Year 2024 to $126,453 in the proposed Fiscal Year 2025 Consolidated Budget. This increase in value allows the City to maintain operations at current levels, fund limited additional initiatives, provide a 3% Cost-of-Living wage increase to employees with an additional up to 2% merit increase, and absorb a 3% increase to health care costs. Recent increases to our solid waste contract were also absorbed while holding the taxpayer's liability for service even at $270 annually. We are pleased that none of these items were cause to increase ad valorem tax rate.

City Manager's Message

In addition to the above highlights, the Fiscal Year 2025 Consolidated Budget being proposed continues to provide support for our strategic partners and other select non-profits.

- Beaufort Digital Corridor - $100,000
- Military Enhancement Committee - $15,000
- South Coast Cyber Center - $45,000
- Beaufort County Economic Development Corp - $40,000
- LCOG Northern Beaufort County Transit Study - $12,500
- SC Nursing Retention Initiative- $5,000
- Beaufort-Port Royal Convention & Visitors Bureau- $417,500

City Manager’s Message

New features include $50,000 devoted to pilot programs for neighborhood revitalization and/or assisting with rehabilitation of dilapidated structures in the Historic District, and a full estimation and accounting for revenues and expenditures related to City-sponsored festivals. Previously revenues and expenditures for these events were not projected in the adopted fiscal years’ budgets, but were accounted for later entirely through budget amendments.

There are some recommended increases to the Fee Schedule, centered primarily around various fees related to development. Many of our fees have not been updated in several years. These recommended increases were derived from a scan of similar fees imposed by nearby local governments and staff believes the increases represent fair market rates, by comparison. The increases will also better subsidize administrative costs related to development, otherwise not accounted for by other funding streams; essentially helping growth to pay for growth.

City Manager's Message

Staff is confident that this proposed budget represents a fiscally responsible plan to continue to move the City of Beaufort forward despite having limited revenue streams. It is presented to you through the hard work, dedication and cooperation of Finance Director Alan Eisenman and our entire City of Beaufort Senior Leadership Team. Thank you for entrusting us with this responsibility. We look forward to providing a detailed presentation and stand ready to make adjustments deemed necessary by the City Council.

In Service,

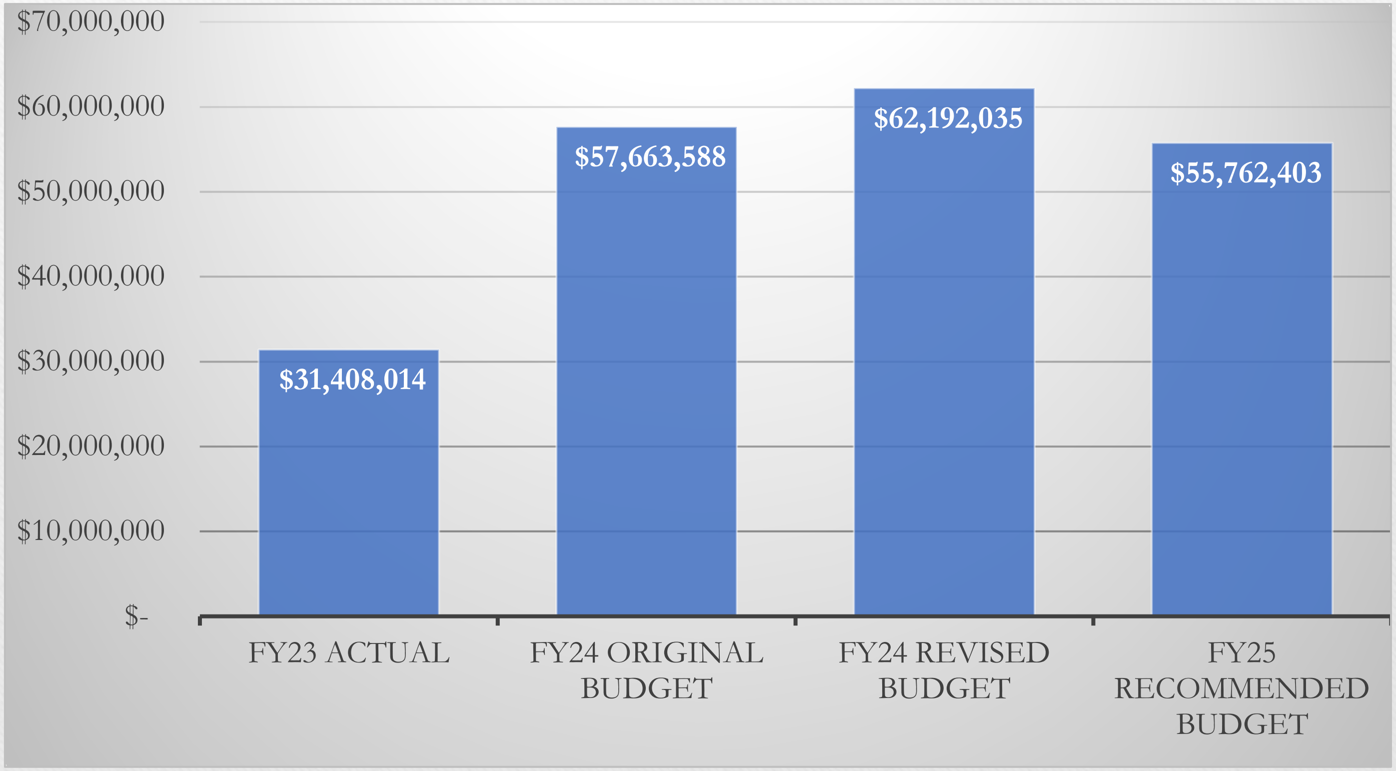
Scott M. Marshall

City Manager

FY25 Recommended Budget

$55,762,403

***Includes $21.6M in Capital Project Fund**



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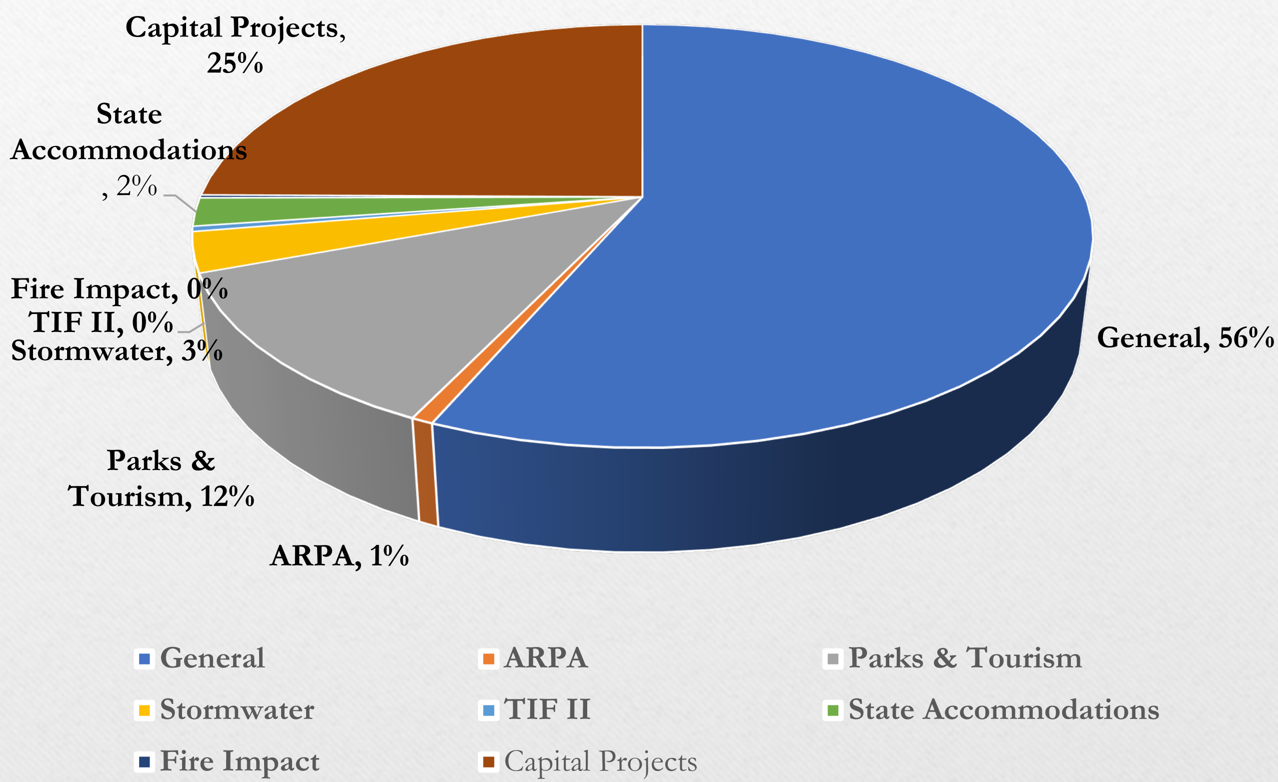
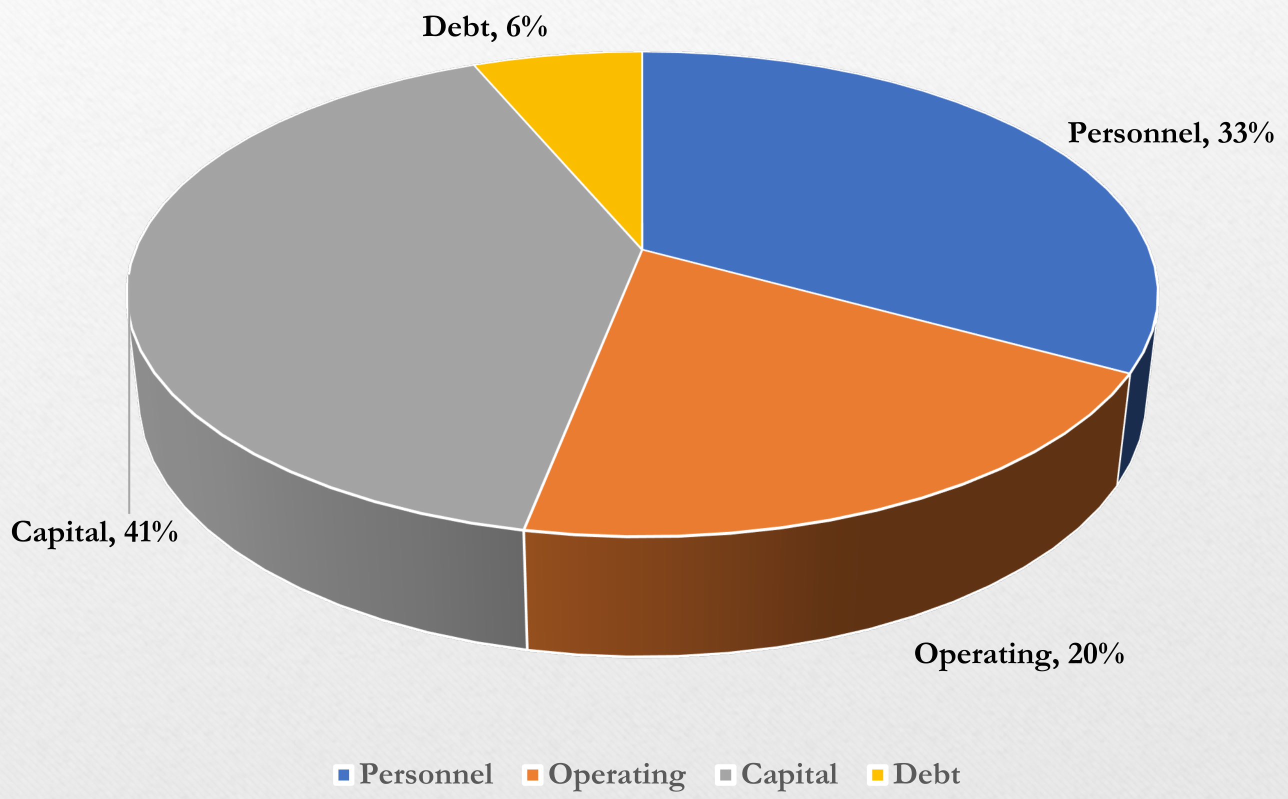
FY 25 Projected Revenue Sources



FY 25 Projected Expenses



Budget Highlights

- No Millage Increase- Remains at 73.9 mills
- Employee COLA Increase of 3%
- Employee Merit Increase of up to 2%
- New FTE
  - Capital Projects Manager

Budget Highlights

- Provides Funding for Strategic Partners
  - Beaufort Digital Corridor - $100,000
  - Military Enhancement Committee - $15,000
  - South Coast Cyber Center - $45,000
  - Beaufort County Economic Development Corp - $40,000
  - LCOG Northern Beaufort County Transit Study - $12,500
  - SC Nursing Retention Initiative- $5,000
  - Beaufort-Port Royal Convention & Visitors Bureau- $417,500
- Downtown Twilight Hours Initiative

Budget Highlights

- Changes to City's Fee Schedule include the following:
  - Reviewed Community Development Code Fees to get City more in-line with other local government entities.
    - Individual Inspection Fees from $40 to $100
    - Re-inspection Fees increases by $50
    - Sign inspection fee from $40 to $75
    - Landscape Irrigation Permits increases by $25
    - Plat Review from $25 to $50
    - Staff Design Review Fees increases between $50 and $150 based on value of improvements.
    - Rezoning to PUD from $400 to $750
    - Beaufort Code Text Amendment from $400 to $500
    - Flood Hazard Area Verification Letter and Plat Review from $25 to $50
    - Traffic Impact Analysis Report Review Fee from $750 to $1,250
    - Administrative Adjustment from $50 to $100

Next Steps

June 11
Second and Final Reading of FY25 Recommended Budget

Consolidated FY 2025 Recommended Budget

	General Fund	ARPA Fund	Parks & Tourism Fund	Stormwater Fund	State Accommodations Fund	TIF II Fund	Fire Impact Fund	Capital Projects Fund	Total
Revenues	$ 25,361,478	$ 302,306	$ 5,480,500	$ 1,368,717	$ 969,333	$ 180,000	$ 105,000	$ 11,162,332	$ 44,929,666
Transfers In	70,416	-	-	-	-	-	-	9,787,457	9,857,873
Total Other Financing Sources	70,416	-	-	-	-	-	-	9,787,457	9,857,873
Release of Committed Fund Balance	-	-	-	-	-	-	-	-	-
Release of Fund Balance	213,293	2,693,960	5,927,349	1,310,480	-	29,000	-	700,000	10,874,082
Salaries	10,478,363	100,000	1,908,435	413,681	16,728	-	-	-	12,917,207
Benefits	4,384,300	43,972	846,815	208,751	6,752	-	-	-	5,490,590
Operating	8,299,933	65,000	1,711,049	232,685	875,437	-	-	-	11,184,104
Capital	492,443	143,333	238,933	-	-	109,000	-	21,649,789	22,633,498
Debt	1,990,148	-	969,601	513,600	-	-	63,654	-	3,537,003
Total Expenditures	25,645,187	352,306	5,674,833	1,368,717	898,917	109,000	63,654	21,649,789	$ 55,762,403
Transfers Out	-	2,643,960	5,733,016	1,310,480	70,416	100,000	-	-	9,857,872
Total Other Financing Uses	-	2,643,960	5,733,016	1,310,480	70,416	100,000	-	-	$ 9,857,872
Contribution to Fund Balance	-	-	-	-	-	-	41,346	-	41,346
Net (Deficit) Surplus	$ (0)	$ 0	$ -	$ (0)	$ (0)	$ -	$ 0	$ -	$ 0

Fund Balance

- Fund Balance is defined as the difference between a fund's assets and liabilities. It is intended to serve as a measure of the financial resources available in a governmental fund.
  - Essential that governments maintain adequate levels of fund balance to mitigate current and future risks, ensure stable tax rates, maintain bond ratings and not jeopardize the continuation of necessary public services.
  - City Council has set a fund balance policy for the General Fund at 28% of next year's General Fund expenditure budget to be maintained as Unassigned Fund Balance.
  - No other fund balance policies exists at this time.

General Fund- Fund Balance History

Fund Balance	FY20	FY21	FY22	FY23
Nonspendable				
Inventories	24,198	21,153	72,090	40,304
Restricted for:				
Reserve Mil	348,525	533,429	729,536	938,032
Dominion Energy NSSF	371,439	468,825	339,481	330,668
Committed for:				
Land Acquisition	421,461	652,100	940,438	692,258
Vehicle and Equipment Replacement	591,852	873,842	1,257,180	1,269,000
Redevelopment	390,027	657,302	965,640	977,460
Capital Projects	851,393	1,034,133	639,971	651,791
Assigned for:				
Subsequent year's budget	61,306	35,315	165,392	106,590
Unassigned	5,044,035	5,267,727	5,848,802	6,624,448
Total Fund Balance	8,104,236	9,543,826	10,958,530	11,630,551

Other Funds- FY23 Fund Balances

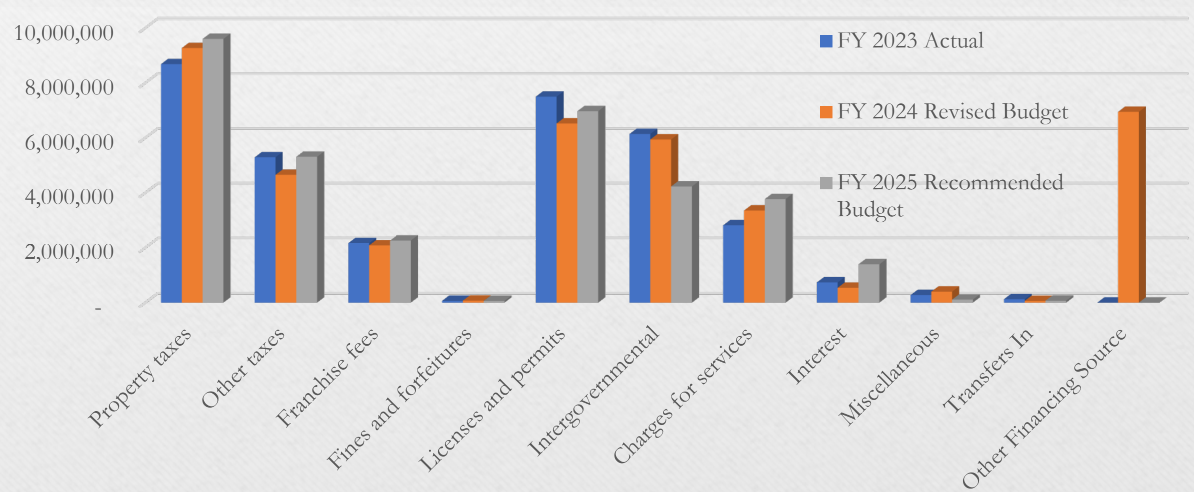
	FY23 Fund Balances
TIF II Fund	3,674,010
Capital Projects Fund	2,522,271
Parks and Tourism Fund	3,471,717
ARPA Fund*	169,934
Stormwater Fund	1,772,251
State Accommodations Tax Fund	854,371
Fire Impact Fee Fund	393,941

* Governmental accounting requires ARPA grant revenue to be recognized as ARPA expenditures are incurred. The City had $5.8 million in unspent ARPA funds as of 6/30/23.

Consolidated Revenue Budget Summary

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Change from Prior Year Original Budget	% Change
General Fund	$ 24,248,918	$ 23,207,552	$ 25,684,048	$ 25,361,478	$ 2,153,926	8.4%
Special Revenue Funds						
Parks and Tourism Fund	5,167,369	4,393,852	4,393,852	5,480,500	1,086,648	24.7%
State Accommodations Fund	1,033,418	800,000	800,000	969,333	169,333	21.2%
Fire Impact Fund	741,493	405,000	405,000	105,000	(300,000)	-74.1%
Stormwater Fund	1,213,256	1,332,779	1,332,779	1,368,717	35,938	2.7%
TIF II Fund	132,240	-	100,000	180,000	180,000	180.0%
Capital Projects Fund	709,657	8,794,785	8,794,785	11,162,332	2,367,547	26.9%
American Rescue Plan Act Fund	1,118,713	100,000	100,000	302,306	202,306	202.3%
	$ 34,365,064	$ 39,033,968	$ 41,610,464	$ 44,929,666	$ 5,895,698	14.2%

Where the money comes from



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FY 2025 Consolidated Revenue Budget Highlights

- The proposed millage rate remains flat at 73.9 mils for General Fund property taxes.
- The City has experienced business growth from a strong economy for an anticipated $600k increase in business licenses in the General Fund.
- An improved tourism industry results in an increase in local hospitality and accommodations taxes by $500k reported in the Parks and Tourism Fund.
- Other budgeted revenue increases in Parks and Tourism Fund relate to the City including $287k of festival revenues in recommended budget for the first-time along with an increase of interest revenue of $250k from a higher interest rate environment.
- Fire impact fees decreased by $300k as new residential and commercial developments slow down due to rising costs and interest rates.

Consolidated Expenditure Budget Summary

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	$ Change from Prior Year Original Budget	% Change
General Fund						
Salaries	$ 8,837,292	$ 9,828,347	$ 9,703,347	$ 10,478,363	$ 650,016	6.61%
Benefits	3,433,819	4,012,771	3,963,812	4,384,300	371,529	9.26%
Operations	8,888,167	7,429,989	10,051,964	8,299,933	869,944	11.71%
Capital	739,368	465,200	600,270	492,443	27,243	5.86%
Debt	1,826,585	1,922,443	1,922,443	1,990,148	67,706	3.52%
Total General Fund	$ 23,725,230	$ 23,658,750	$ 26,241,836	$ 25,645,187	$ 1,986,437	7.57%
Parks and Tourism Fund						
Salaries	$ 1,454,989	$ 1,851,930	$ 1,851,930	$ 1,908,435	$ 56,506	3.05%
Benefits	538,967	750,320	750,320	846,815	96,495	12.86%
Operations	1,453,207	1,361,904	1,389,154	1,711,049	349,145	25.64%
Capital	107,779	120,600	147,065	238,933	118,333	98.12%
Debt	309,098	309,098	309,098	969,601	660,503	213.69%
Total Parks and Tourism Fund	$ 3,864,039	$ 4,393,852	$ 4,447,567	$ 5,674,833	$ 1,280,981	28.80%
Stormwater Fund						
Salaries	$ 348,402	$ 413,856	$ 413,856	$ 413,681	$ (176)	-0.04%
Benefits	143,545	174,512	174,512	208,751	34,239	19.62%
Operations	200,143	232,610	232,610	232,685	75	0.03%
Debt	511,247	511,800	511,800	513,600	1,800	0.35%
Total Stormwater Fund	$ 1,203,337	$ 1,332,779	$ 1,332,779	$ 1,368,717	$ 35,938	2.70%

Consolidated Expenditure Budget Summary (Cont'd)

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	$ Change from Prior Year Original Budget	% Change
State Accommodations Fund						
Salaries	$ 15,474	$ 17,226	$ 17,226	$ 16,728	$ (498)	-2.89%
Benefits	8,573	6,675	6,675	6,752	77	1.16%
Operations	593,230	712,349	712,349	875,437	163,088	22.89%
Total State Accommodations Fund	$ 617,277	$ 736,250	$ 736,250	$ 898,917	$ 162,667	22.09%
Fire Impact Fund						
Capital	$ 500,000	$ -	$ -	$ -	$ -	0.00%
Debt	-	129,239	129,239	63,654	(65,585)	-50.75%
Total Fire Impact Fund	$ 500,000	$ 129,239	$ 129,239	$ 63,654	$ (65,585)	100.00%
TIF II Fund						
Operations	$ 32,750	$ -	$ -	$ -	$ -	0.00%
Capital	11,049	-	121,217	109,000	109,000	100.00%
Total TIF II Fund	$ 43,799	$ -	$ 121,217	$ 109,000	$ 109,000	100.00%
ARPA Fund						
Salaries	$ -	$ -	$ -	$ 100,000	$ 100,000	100.00%
Benefits	101,925	-	-	43,972	43,972	100.00%
Operations	330,165	215,091	226,368	65,000	(150,091)	-69.78%
Capital	427,593	-	669,152	143,333	143,333	100.00%
Total ARPA Fund	$ 859,683	$ 215,091	$ 895,520	$ 352,306	$ 137,215	15.32%
Capital Projects Fund						
Capital	$ 581,059	$ 27,197,627	$ 28,287,627	$ 21,649,789	$ (5,547,838)	-20.40%
Total Capital Projects Fund	$ 581,059	$ 27,197,627	$ 28,287,627	$ 21,649,789	$ (5,547,838)	-20.40%
Total All Funds	$ 31,394,424	$ 57,663,588	$ 62,192,035	$ 55,762,403	$ (1,901,185)	-3.30%

FY 2025 Consolidated Expenditure Budget Highlights

Salaries and Benefits

- There is 1.0 new FTE new position (Capital Project Manager) included in the FY 2025 Recommended Budget.
- The budget includes a 3% COLA and merit pool of 2% for each department.
- Increase of 3% in Health insurance premiums.
- Includes employee retention programs.
- Overall increase in salaries & benefits of $1,520,263 or 9%.

Operations

- Overall operations is $11,184,104 across the funds of the City
  - General Fund increased 11.7%; Parks & Tourism increased 25.6%; State Accommodations Tax increased 22.9% and ARPA decreased by 69.7%.
  - More detail of these changes are explained in the Fund section.

Capital

- The Capital replacement program is resumed with resources partially coming from Committed Fund Balances held in reserve for General Fund purchases. The capital projects fund budget of $21,649,789 is included in recommended budget.

Debt

- Includes only normal debt payments required for FY 2025. There is new debt payments in Parks and Tourism Fund included for revenue bonds for Washington Street and Southside Parks projects.

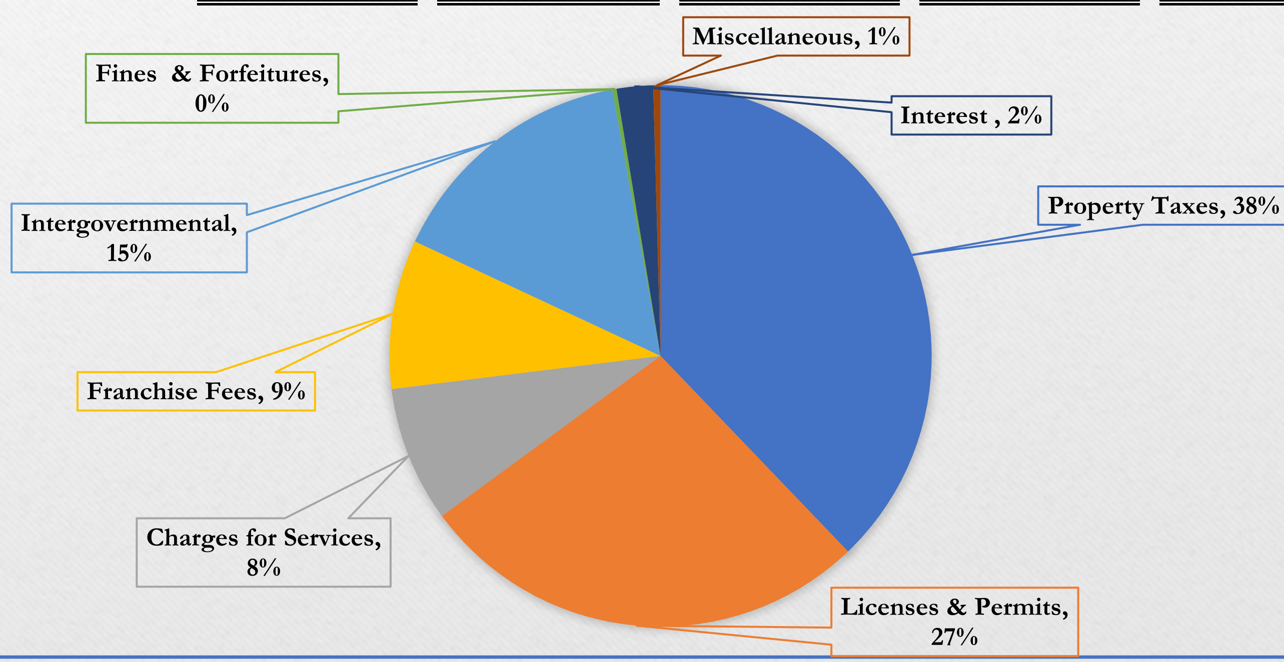
General Fund

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 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Property Taxes	$ 8,679,053	$ 9,266,244	$ 9,266,244	$ 9,598,632	$ 332,388
Licenses & Permits	6,941,624	6,120,000	6,120,000	6,870,000	750,000
Charges for Services	1,225,113	1,922,734	1,922,734	2,056,665	133,931
Franchise Fees	2,165,829	2,082,880	2,082,880	2,258,000	175,120
Intergovernmental	4,582,870	3,504,694	5,592,064	3,854,181	349,487
Fines & Forfeitures	64,914	71,000	71,000	64,000	(7,000)
Interest	316,729	230,000	230,000	550,000	320,000
Miscellaneous	272,787	10,000	399,126	110,000	100,000
Total Revenues	$ 24,248,918	$ 23,207,552	$ 25,684,048	$ 25,361,478	$ 2,153,926



Property Taxes

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget
Current Property Taxes	$ 6,022,007	$ 6,504,625	$ 6,504,625	$ 6,972,437
Property Taxes - Debt Mil	1,803,489	1,847,155	1,847,155	1,668,172
Delinquent Property Tax	237,953	239,475	239,475	258,634
Penalties & Interest	37,532	34,297	34,297	35,508
Vehicle Property Taxes	326,692	398,525	398,525	415,204
Homestead Exemption	202,883	198,167	198,167	197,677
Motor Carrier	15,875	14,000	14,000	14,000
Payment in Lieu	32,623	30,000	30,000	37,000
Total Property Taxes	$ 8,679,053	$ 9,266,244	$ 9,266,244	$ 9,598,632
Taxable Assessed Value[1]	$ 108,764,156	$ 122,069,477	$ 122,069,477	$ 126,453,357
Value of Mil	$ 108,764	$ 122,069	$ 122,069	$ 126,453

[1] TY 2024 estimated taxable assessed value presented in FY 2025 Recommended budget is estimated based on historical and known growth

Property Taxes

- Represents the largest revenue source of the City, or approximately 37.8% of the total revenues.
- Taxable assessed value of real property for tax year 2024 is estimated to be $107,201,509, a 2.2% growth over the actual ending values for tax year 2023.
- Taxable assessed value of personal property is estimated for tax year 2024 to be $11,755,160, a 18% growth over the actual ending values for tax year 2023.
- Vehicle taxable assessed value is estimated for tax year 2024 of $7,496,688, a 2.7% increase over tax year 2023.
- Total Taxable Assessed Value is estimated at $126,453,357, an overall increased of $4,383,880 from FY 2024.
- The millage cap is 4.12% based on CPI and growth in population. The recommended budget includes the operating and debt millage as follows for:
  - ➢ The operating mil was 56.3 in FY24. The City’s millage cap (3.5%) is applied to for FY 2025 Operating Mil is 58.3. An increase in property tax operating millage of 2.0 mils.
  - ➢ Debt mil is decreased from 15.6 mils in FY 2024 to 13.6 mils, for a total of 2.0 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 remains the same to the overall millage.

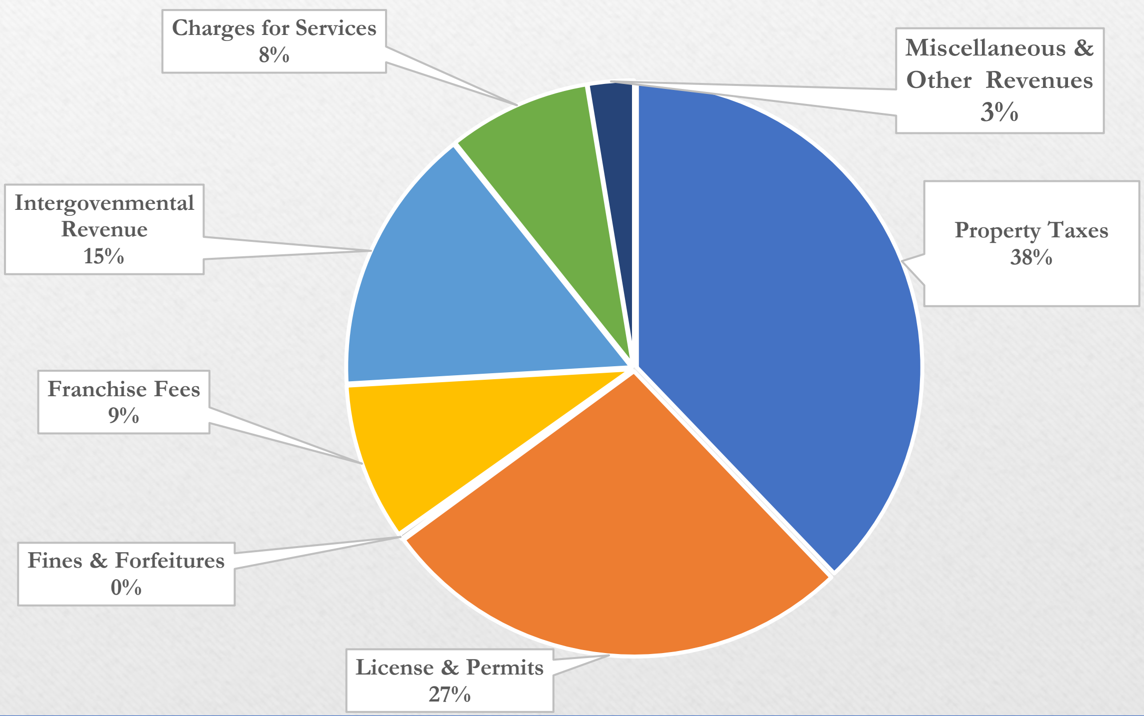
Other Significant Revenues

- Licenses and permits is budgeted for an estimated increase of $750k more than FY 2024 revised budget, which is due to a strong business economy within the City and associated building permits issued for residential and commercial development.

- Interest revenue is projected to increase by $320k due to a higher interest rate market.

Budget Summary - Expenditures

	General Fund				
	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Amended Budget	FY 2025 Recommended	Change from Prior Year Original Budget
Salaries	$ 8,837,292	$ 9,828,347	$ 9,703,347	$ 10,478,363	$ 650,016
Benefits	3,433,819	4,012,771	3,963,812	4,384,300	371,529
Operations	8,888,167	7,429,989	10,051,964	8,299,933	869,944
Capital	739,368	465,200	600,270	492,443	27,243
Debt	1,826,585	1,922,443	1,922,443	1,990,148	67,706
Total Expenditures	$ 23,725,230	$ 23,658,750	$ 26,241,836	$ 25,645,187	$ 1,986,437



General Fund expenditures are supported by

General Fund Budget By Department

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	$ Change from Prior Year Original Budget	% Change
Non Departmental						
Operations	$ 2,110,857	$ 817,024	$ 2,817,024	$ 822,824	$ 5,800	0.71%
Capital	400,000	-	-	-	-	0.00%
Total NonDepartmental	$ 2,510,857	$ 817,024	$ 2,817,024	$ 822,824	$ 5,800	0.21%
City Council						
Salaries	$ 50,890	$ 67,550	$ 67,550	$ 67,550	$ -	0.00%
Benefits	12,727	15,944	15,944	24,171	8,227	51.60%
Operations	211,703	175,000	175,000	253,600	78,600	44.91%
Total City Council	$ 275,320	$ 258,494	$ 258,494	$ 345,321	$ 86,827	33.59%
City Manager						
Salaries	$ 737,215	$ 545,388	$ 545,388	$ 575,864	$ 30,476	5.59%
Benefits	233,870	188,145	188,145	193,059	4,914	2.61%
Operations	152,559	168,252	168,974	183,238	14,986	8.91%
Total City Manager	$ 1,123,644	$ 901,785	$ 902,507	$ 952,161	$ 50,376	5.58%
Finance						
Salaries	$ 468,214	$ 521,896	$ 521,896	$ 559,255	$ 37,359	7.16%
Benefits	180,124	198,488	198,488	209,471	10,983	5.53%
Operations	319,597	250,435	250,435	232,123	(18,312)	-7.31%
Total Finance	$ 967,935	$ 970,819	$ 970,819	$ 1,000,850	$ 30,030	3.09%
Information Technology						
Salaries	$ -	$ 125,000	$ -	$ -	$ (125,000)	-100.00%
Benefits	-	48,958	-	-	(48,958)	-100.00%
Operations	511,738	659,468	840,126	865,621	206,153	31.26%
Capital Outlay	-	40,000	40,000	160,000	120,000	300.00%
Total Information Technology	$ 511,738	$ 873,426	$ 880,126	$ 1,025,621	$ 152,195	17.29%

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General Fund Budget By Department (cont'd)

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	$ Change from Prior Year Original Budget	% Change
Human Resources						
Salaries	$ 202,456	$ 225,703	$ 225,703	$ 243,236	$ 17,533	7.77%
Benefits	76,638	85,810	85,810	95,424	9,614	11.20%
Operations	102,828	125,201	125,201	215,708	90,507	72.29%
Total Human Resources	$ 381,921	$ 436,714	$ 436,714	$ 554,368	$ 117,654	26.94%
Municipal Court						
Salaries	$ 243,660	$ 253,714	$ 253,714	$ 266,933	$ 13,220	5.21%
Benefits	85,700	89,613	89,613	130,110	40,497	45.19%
Operations	162,623	199,160	220,095	240,007	40,847	20.51%
Total Municipal Court	$ 491,983	$ 542,487	$ 563,422	$ 637,050	$ 94,563	16.78%
Community Development						
Salaries	$ 427,799	$ 659,972	$ 659,972	$ 758,358	$ 98,386	14.91%
Benefits	151,559	259,772	259,772	289,438	29,666	11.42%
Operations	736,255	491,427	491,427	408,050	(83,377)	-16.97%
Total Community Development	$ 1,315,613	$ 1,411,171	$ 1,411,171	$ 1,455,846	$ 44,675	3.17%
Police						
Salaries	$ 2,793,903	$ 3,267,061	$ 3,267,061	$ 3,399,893	$ 132,833	4.07%
Benefits	1,161,116	1,411,129	1,411,129	1,468,734	57,605	4.08%
Operations	1,035,176	1,247,905	1,264,133	1,418,341	170,436	13.66%
Capital Outlay	131,221	128,800	216,170	177,443	48,643	37.77%
Total Police	$ 5,121,417	$ 6,054,895	$ 6,158,493	$ 6,464,411	$ 409,516	6.65%

General Fund Budget By Department (cont'd)

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	$ Change from Prior Year Original Budget	% Change
Fire						
Salaries	$ 3,559,688	$ 3,757,562	$ 3,757,562	$ 4,182,546	$ 424,985	11.31%
Benefits	1,385,726	1,531,823	1,531,823	1,765,800	233,977	15.27%
Operations	1,135,868	656,624	1,046,347	679,886	23,262	3.54%
Capital Outlay	25,144	44,400	44,400	-	(44,400)	-100.00%
Debt	208,450	79,211	79,211	144,796	65,585	82.80%
Total Fire	$ 6,314,875	$ 6,069,619	$ 6,459,342	$ 6,773,028	$ 703,409	10.89%
Public Works						
Salaries	$ 353,467	$ 404,502	$ 404,502	$ 424,727	$ 20,225	5.00%
Benefits	146,360	183,088	183,088	208,094	25,005	13.66%
Operations	2,408,962	2,639,493	2,653,201	2,980,535	341,042	12.92%
Capital Outlay	183,003	252,000	299,700	155,000	(97,000)	-38.49%
Total Public Works	$ 3,091,792	$ 3,479,084	$ 3,540,492	$ 3,768,355	$ 289,272	8.17%
General Obligation Debt						
Principal	$ 1,220,077	$ 1,482,497	$ 1,482,497	$ 1,541,915	$ 59,418	4.01%
Interest	398,058	360,736	360,736	303,438	(57,298)	-15.88%
Total General Obligation Debt	$ 1,618,135	$ 1,843,232	$ 1,843,232	$ 1,845,353	$ 2,121	0.12%
Total General Fund Expenditures	$ 23,725,230	$ 23,658,750	$ 26,241,836	$ 25,645,187	$ 1,986,437	8.40%

General Fund Expenditure Summary

- Salaries in the general fund increased $650,016 which is primarily a result of recommended 3% COLA and the inclusion of a 2% merit allocation for each department to support performance evaluations of personnel.
- Benefits in the general fund increased $371,529 which is primarily a result of a 3% increase in health insurance and changes to benefit selections of personnel.
- Operations increased by $869,944 or 11.7% and are highlighted as follows:
  - Police Department increased $170,436 compared to FY24 original budget mostly attributable to replacement of 15 police vehicles through City's lease program.
  - Public Works increased $341,042 mostly to cover the increased cost of residential garbage collection.
- Planned use of committed fund balance for capital equipment totaling $213,293.

Parks & Tourism Fund

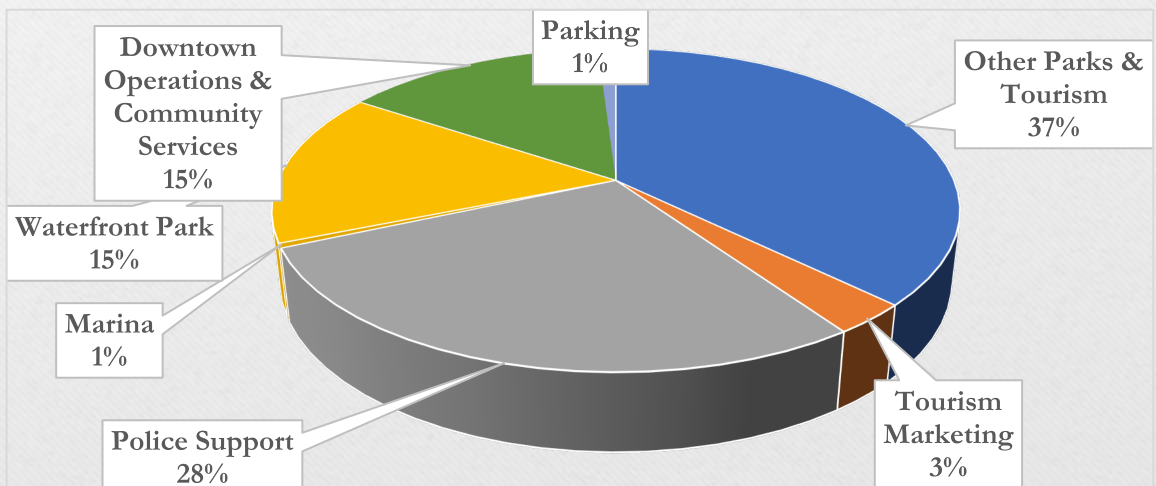
Established to account for the revenues and expenditure activities of the City that are dedicated toward support of tourism related activities, tourism development and the facilities that support those activities.

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 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Other Taxes	$ 4,258,847	$ 3,850,000	$ 3,850,000	$ 4,375,000	$ 525,000
Charges for Services	849,476	512,852	512,852	855,500	342,648
Miscellaneous	1,680	1,000	1,000	-	(1,000)
Intergovernmental	1,895	-	-	-	-
	55,471	30,000	30,000	250,000	220,000
Total Revenues	5,167,369	4,393,852	4,393,852	5,480,500	1,086,648
Other Financing Sources					
Issuance of Revenue Bonds	-	6,945,000	6,945,000	-	(6,945,000)
Total Revenues and Other	$ 5,167,369	$ 11,338,852	$ 11,338,852	$ 5,480,500	$ (5,858,352)

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.

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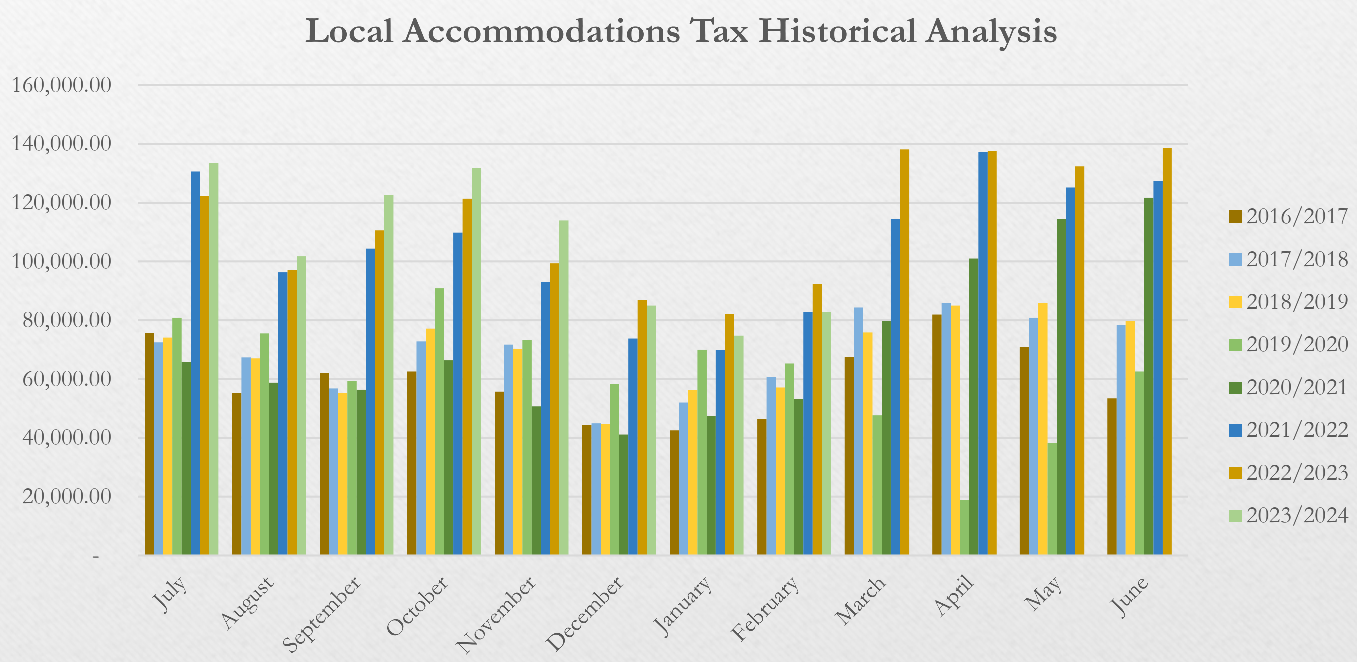
Local Hospitality and Local Accommodations (Cont'd)

- As a result, the budget anticipates a 13% growth in hospitality and accommodations revenues in FY25.



Budget Summary - Expenditures

Public Works Parks Department	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Salaries	$ 434,041	$ 544,301	$ 544,301	$ 580,320	$ 36,019
Benefits	162,291	224,178	224,178	252,976	28,798
Operations	340,578	456,366	460,511	492,070	35,704
Debt	-	-	-	660,503	660,503
Capital	46,536	51,000	51,000	89,500	38,500
Total Public Works Parks Department	$ 983,446	$ 1,275,845	$ 1,279,990	$ 2,075,369	$ 799,524
Police Support					
Salaries	$ 815,512	$ 1,047,889	$ 1,047,889	$ 1,067,939	$ 20,050
Benefits	322,420	453,953	453,953	500,181	46,228
Capital	-	-	-	43,333	43,333
Total Police Support	$ 1,137,932	$ 1,501,842	$ 1,501,842	$ 1,611,454	$ 109,612
Tourism Marketing					
Operations	$ 169,720	$ 158,600	$ 158,600	$ 176,900	$ 18,300
Total Tourism Marketing	$ 169,720	$ 158,600	$ 158,600	$ 176,900	$ 18,300
Marina					
Operations	$ 49,812	$ 25,602	$ 34,602	$ 25,969	$ 367
Total Marina	$ 49,812	$ 25,602	$ 34,602	$ 25,969	$ 367
Waterfront Park					
Operations	$ 469,328	$ 525,947	$ 540,052	$ 529,853	$ 3,905
Capital	3,809	24,600	24,600	46,100	21,500
Debt	309,098	309,098	309,098	309,098	-
Total Waterfront Park	$ 782,235	$ 859,645	$ 873,750	$ 885,050	$ 25,405

Tourism Marketing includes allocations of Local Hospitality Fees of $145,000 (5%) for the CVB and $31,900 (1.1%) for other non- profit organizations. 38

BUDGET SUMMARY – EXPENDITURES (CONT'D)

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Other Downtown Operations					
Salaries	$ 205,436	$ 259,740	$ 259,740	$ 260,176	$ 436
Benefits	54,256	72,189	72,189	93,658	21,468
Operations	419,165	156,639	156,639	453,258	296,619
Capital	51,720	20,000	46,465	35,000	15,000
Total Other Downtown Operations	$ 730,577	$ 508,568	$ 535,033	$ 842,091	$ 333,523
Parking					
Operations	$ 4,603	$ 38,750	$ 38,750	$ 33,000	$ (5,750)
Capital	5,713	25,000	25,000	25,000	-
Total Parking	$ 10,316	$ 63,750	$ 63,750	$ 58,000	$ (5,750)
Total Expenditures	3,864,039	4,393,852	4,447,567	5,674,833	1,280,981
Other Financing Uses					
Transfers Out	-	7,235,585	7,235,585	5,733,016	(1,502,569)
Total Expenditures and other financing uses	$ 3,864,039	$ 11,629,437	$ 11,683,152	$ 11,407,849	$ (221,588)

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

Revenues	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	(Decrease) from Prior Year Original Budget
Stormwater Utility Fees	$ 1,149,232	$ 1,260,000	$ 1,260,000	$ 1,288,717	$ 28,717
Interest	64,023	72,779	72,779	80,000	7,221
Total Revenues	$ 1,213,256	$ 1,332,779	$ 1,332,779	$ 1,368,717	$ 35,938
Expenditures					
Salaries	348,402	413,856	413,856	413,681	(176)
Benefits	143,545	174,512	174,512	208,751	34,239
Operations	200,143	232,610	232,610	232,685	75
Debt	511,247	511,800	511,800	513,600	1,800
Total Expenditures	1,203,337	1,332,779	1,332,779	1,368,717	35,938
Other financing uses					
Transfers out	280,560	1,655,915	1,655,915	1,310,480	(345,435)
Total Expenditures and other financing uses	$ 1,483,897	$ 2,988,694	$ 2,988,694	$ 2,679,197	$ (309,497)

Budget Highlights:

- Stormwater utility fees rate remain the same.
- Transfers out of Stormwater Bond monies to Capital Projects Fund for the following projects:
  - Calhoun Street Drainage- $802,545
  - Allison Road- $131,534
  - Bayard Street Drainage- $376,401

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

Revenues	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Fire Impact Fees	$ 554,209	$ 400,000	$ 400,000	$ 100,000	$ (300,000)
Interest	2,284	5,000	5,000	5,000	-
Intergovernmental	185,000	-	-	-	-
Total Revenues	$ 741,493	$ 405,000	$ 405,000	$ 105,000	$ (300,000)
Expenditures					
Capital	500,000	-	-	-	-
Debt	-	129,239	129,239	63,654	(65,585)
Total Expenditures	$ 500,000	$ 129,239	$ 129,239	$ 63,654	$ (65,585)

Budget Highlights:

- Fire impact fees are expected to decrease as new residential and commercial developments slow down due to higher interest rates.
- The debt payment relate to the City's portion of one fire truck.

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

Revenues	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
State Accommodations Tax	$ 1,030,485	$ 800,000	$ 800,000	$ 933,333	$ 133,333
Interest	2,933	-	-	36,000	36,000
Total Revenues	$ 1,033,418	$ 800,000	$ 800,000	$ 969,333	$ 169,333
Expenditures					
Salaries	15,474	17,226	17,226	16,728	(498)
Benefits	8,573	6,675	6,675	6,752	77
Operations					
Designated Marketing Organization	301,645	232,500	232,500	272,500	40,000
Downtown Twilight Hours Initiative	-	100,000	100,000	100,000	-
Tourism Grants to Qualified NPO's	291,584	379,849	379,849	471,663	91,814
Affordable Housing Trust	-	-	-	31,274	31,274
Total Expenditures	617,277	736,250	736,250	898,917	162,667
Other Financing Uses					
Transfers out to General Fund	125,274	63,750	63,750	70,416	6,666
Total Expenditures and Other Financing Uses	$ 742,551	$ 800,000	$ 800,000	$ 969,333	$ 169,333

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

Revenues	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Intergovernmental	$ 957,644	$ -	$ -	$ -	$ -
Interest	161,069	100,000	100,000	302,306	202,306
Total Revenues	1,118,713	100,000	100,000	302,306	202,306
Expenditures					
Salaries	$ -	$ -	$ -	$ 100,000	$ 100,000
Benefits	101,925	-	-	43,972	43,972
Operations	330,165	215,091	226,368	65,000	(150,091)
Capital	427,593	-	669,152	143,333	143,333
Total Expenditures	859,683	215,091	895,520	352,306	137,215
Other Financing Uses					
Transfers Out	97,961	3,562,394	3,562,394	2,643,960	(918,434)
Total Expenditures and Other Financing Uses	$ 957,644	$ 3,777,485	$ 4,457,914	$ 2,996,266	$ (781,219)

The budgeted expenditures are highlighted by the follow items:

- $143,972 in salaries and benefits to hire a capital projects manager position.
- $50,000 for Neighborhood Revitalization Program
- $2,643,960 transfers out to capital projects fund for the following projects:
    - Calhoun Street Drainage- $863,260
    - King Street Drainage- $1,196,700
    - Battery Shores Drainage- $150,000
    - Pigeon Point Drainage Study- $54,000
    - Pigeon Point Boat Landing- $80,000
    - Duke Street Streetscape and Drainage- $300,000

Tax Increment Financing District II (TIF II) Fund

The Tax Increment Financing District II Fund (TIF II) is used to account for property tax proceeds generated in the TIF II district. These funds are restricted for expenditures and capital improvement projects that benefit the TIF district.

Budget Summary

Revenues	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Interest	$ 132,240	$ -	$ 100,000	$ 180,000	$ 180,000
Total Revenues	132,240	-	100,000	180,000	180,000
Release of Fund Balance	-		-	29,000	29,000
Expenditures					
Operations	32,750	-	-	-	-
Capital	11,049	-	121,217	109,000	109,000
Total Expenditures	43,799	-	121,217	109,000	109,000
Other Financing Uses					
Transfers Out	25,212	3,625,054	3,625,054	100,000	(3,525,054)
Total Expenditures and Other Financing Uses	$ 69,011	$ 3,625,054	$ 3,746,271	$ 209,000	$ (3,416,054)

The budgeted expenditures are highlighted by the follow items:

- $109,000 capital include Boundary Street Traffic Light Improvements
- $100,000 transfers out to capital projects fund for SC 1st Volunteers Park project

Salaries and Benefits – All Funds

Salaries By Department

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget	% Change
General Fund						
City Council	$ 50,890	$ 67,550	$ 67,550	$ 67,550	$ -	0.00%
City Manager	737,215	545,388	545,388	575,864	30,476	5.59%
Finance	468,214	521,896	521,896	559,255	37,359	7.16%
Human Resources	202,456	225,703	225,703	243,236	17,533	7.77%
Municipal Court	243,660	253,714	253,714	266,933	13,220	5.21%
Community Development	427,799	659,972	659,972	758,358	98,386	14.91%
Police						
Command	2,529,604	2,832,196	2,832,196	2,888,048	55,852	1.97%
School Resource Officers	221,802	346,519	346,519	414,437	67,918	19.60%
School Crossing Guards	17,821	16,733	16,733	19,169	2,436	14.56%
Victims Rights	24,676	71,612	71,612	78,239	6,627	9.25%
Beaufort Fire	3,559,688	3,757,562	3,757,562	4,182,546	424,985	11.31%
Public Works						
Administration	157,125	206,526	206,526	219,462	12,937	6.26%
Streets & Traffic	120,485	112,748	112,748	121,152	8,404	7.45%
Facilities Maintenance	75,858	85,229	85,229	84,113	(1,116)	-1.31%
Total General Fund Salaries	$ 8,837,292	$ 9,703,347	$ 9,703,347	$ 10,478,363	$ 775,016	7.99%
Parks & Tourism Fund						
City Parks	$ 434,041	$ 544,301	$ 544,301	$ 580,320	$ 36,019	6.62%
Police Support	815,512	1,047,889	1,047,889	1,067,939	20,050	1.9%
Downtown Operations	205,436	259,740	259,740	260,176	436	0.2%
Total Parks & Tourism	$ 1,454,989	$ 1,851,930	$ 1,851,930	$ 1,908,435	$ 56,506	3.1%
ARPA Fund						
ARPA	$ -	$ -	$ -	$ 100,000	$ 100,000	100.0%
Stormwater Fund						
Stormwater Division	$ 348,402	$ 413,856	$ 413,856	$ 413,681	$ (176)	0.0%
State Accommodations Fund						
Police Support	$ 15,474	$ 17,226	$ 17,226	$ 16,728	$ (498)	-2.9%
Total Salaries	$ 10,656,157	$ 11,986,360	$ 11,986,360	$ 12,917,207	$ 930,848	7.8%

Benefits By Department

		FY 2023 Actual		FY 2024 Original Budget		FY 2024 Revised Budget		FY 2025 Recommended Budget		Increase (Decrease) from Prior Year Original Budget	% Change
General Fund											
City Council	$	12,727	$	15,944	$	15,944	$	24,171	$	8,227	51.60%
City Manager		233,870		188,145		188,145		193,059		4,914	2.61%
Finance		180,124		198,488		198,488		209,471		10,983	5.53%
Human Resources		76,638		85,810		85,810		95,424		9,614	11.20%
Municipal Court		85,700		89,613		89,613		130,110		40,497	45.19%
Community Development		151,559		259,772		259,772		289,438		29,666	11.42%
Police											
Command		1,046,744		1,217,578		1,217,578		1,260,195		42,618	3.50%
School Resource Officers		100,204		166,897		166,897		172,231		5,334	3.20%
School Crossing Guards		3,059		3,132		3,132		4,301		1,169	37.33%
Victims Rights		11,110		23,523		23,523		32,007		8,484	36.07%
Beaufort Fire		1,385,726		1,531,823		1,531,823		1,765,800		233,977	15.27%
Public Works											
Administration		64,224		49,405		49,405		82,840		33,435	67.67%
Streets & Traffic		43,558		89,597		89,597		63,386		(26,211)	-29.25%
Facilities Maintenance		38,578		44,086		44,086		61,868		17,782	40.33%
Total General Fund Benefits	$	3,433,819	$	3,963,812	$	3,963,812		4,384,300	$	420,487	10.61%
Parks & Tourism Fund											
City Parks	$	162,291	$	224,178	$	224,178	$	252,976	$	28,798	12.8%
Police Support		322,420		453,953		453,953		500,181		46,228	10.2%
Downtown Operations		54,256		72,189		72,189		93,658		21,468	29.7%
Total Parks & Tourism	$	538,967	$	750,320	$	750,320	$	846,815	$	96,495	12.9%
ARPA Fund											
ARPA	$	101,925	$	-	$	-	$	43,972	$	43,972	100.0%
Stormwater Fund											
Stormwater Division	$	143,545	$	174,512	$	174,512	$	208,751	$	34,239	19.6%
State Accommodations Fund											
Police Support	$	8,573	$	6,675	$	6,675	$	6,752	$	77	1.2%
Total Benefits	$	4,226,830	$	4,895,320	$	4,895,320	$	5,490,590	$	595,271	12.2%

Full-Time Equivalents per Fund with Comparisons

	FY 2023 Actual FTE's	FY 2024 Adopted FTE's	FY 2025 Recommended FTE's	Increase (Decrease) in FTE's from Prior Year
General Fund				
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	44.0	44.0	-
School Resource Officers	4.0	7.0	7.0	-
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	155.0	159.5	158.5	(1.0)
Parks & Tourism Fund				
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	25.2	25.2	25.2	-
ARPA Fund				
ARPA	-	-	1.0	1.0
Stormwater Fund				
Stormwater Division	7.0	7.0	7.0	-
State Accommodations Fund				
Police Support	0.3	0.3	0.3	-
Total Full-Time Equivalent Positions	187.5	192.0	192.0	-

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 2025 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 partially funded by a FEMA 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 federal transportation alternative funding grants (TAP) through the South Carolina Department of Transportation totaling over $3.4M.

Budget Summary

	FY 2023 Actual	FY 2024 Original Budget	FY 2024 Revised Budget	FY 2025 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Grants	$ 33,716	$ 7,578,000	$ 7,578,000	$ 10,384,040	$ 2,806,040
Partnerships	-	1,216,785	1,216,785	778,292	(438,493)
Miscellaneous	629,304	-	-	-	-
Interest	46,637	-	-	-	-
Total Revenues	709,657	8,794,785	8,794,785	11,162,332	2,367,547
Release of Fund Balance	-		-	700,000	700,000
Other Financing Sources					
Transfers In	417,323	17,156,976	18,246,976	9,787,457	(7,369,519)
Total Revenues, Release of Fund Balance and Other Financing Sources	1,126,980	25,951,761	27,041,761	21,649,789	(4,301,972)
Expenditures					
Capital	581,059	27,197,627	28,287,627	21,649,789	(5,547,838)
Total Expenditures	$ 581,059	$ 27,197,627	$ 28,287,627	$ 21,649,789	$ (5,547,838)

Budget Highlights:

- 14 active capital projects on parks, stormwater, and streets improvements throughout the City for a total of $21,649,789.

FY25 Recommended Capital Projects Funding Sources

Funding Sources	FY 2025 Recommended Budget
Category	
Grants	$ 10,384,040
Transfers In	9,787,457
Partnerships	778,292
Release of Fund Balance	700,000
Total	$ 21,649,789

FY25 Recommended Capital Projects Funding Sources Detail - Grants

Grant	Project	FY 2025 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	2,000,000
SCIIP Grant	King Street Drainage	2,700,000
FEMA Grant	Pigeon Point Drainage Study	162,000
STAG Grant	Bayard Street Drainage	800,000
CDBG Grant	Depot Road Trail Extension	198,000
SCDOT Grant	Allison Road	3,444,040
	Grant Total	$ 10,384,040

FY25 Recommended Capital Projects Funding Sources Detail – Transfers In

Fund Providing Transfer In	Category	Project	FY 2025 Recommended Budget
Parks and Tourism	P&T Revenue Bond	Washington Street Park	$ 836,725
Parks and Tourism	P&T Revenue Bond	Southside Park	4,896,291
Stormwater	Stormwater Bond Funds	Calhoun Street Drainage	802,545
Stormwater	Stormwater Bond Funds	Bayard Street	376,401
Stormwater	Stormwater Bond Funds	Allison Road	131,534
TIF II	Fund Balance	SC 1st Volunteers Park	100,000
ARPA	Fund Balance	King Street Drainage	1,196,700
ARPA	Fund Balance	Calhoun Street Drainage	863,260
ARPA	Fund Balance	Battery Shores Drainage	150,000
ARPA	Fund Balance	Pigeon Point Drainage Study	54,000
ARPA	Fund Balance	Pigeon Point Boat Landing	80,000
ARPA	Fund Balance	Duke Street Streetscape and Drainage	300,000
		Transfers In Total	$9,787,457

FY25 Recommended Capital Projects Funding Sources Detail – Partnerships

Partnerships	Category	Project	FY 2025 Recommended Budget
Beaufort County	County Portion	Depot Road Spanish Moss Trail Extension	$ 522,647
Dominion Energy	Non-Standard Service Fund	Allison Road	255,645
		Partnerships Total	$ 778,292

FY25 Recommended Capital Projects Funding Sources Detail – Release of Fund Balance

Source of Capital Project Fund Balance	Project	FY 2025 Recommended Budget
Capital Project Fund Balance	Marina Fuel Tanks	$ 700,000
	Release of Fund Balance Total	$ 700,000

FY25 Recommended Capital Projects Expenditure Detail

Projects	FY 2025 Recommended Budget
Washington Street Park	$ 1,166,725
Southside Park	4,896,291
1st SC Volunteer Park	100,000
Calhoun Street Drainage	2,415,805
Charles/Craven and Port Republic/Carteret Street Drainage	2,000,000
Battery Shores Drainage	150,000
King Street Drainage	3,896,700
Bayard Street Drainage	1,176,401
Marina Fuel Tank	700,000
Pigeon Point Drainage Study	216,000

FY25 Recommended Capital Projects Expenditure Detail

Projects	FY 2025 Recommended Budget
Pigeon Point Boat Landing	$ 80,000
Depot Road Spanish Moss Trail Extension	720,647
Duke Street Streetscape and Drainage	300,000
Allison Road	3,831,219
Total	$ 21,649,789

Capital Project Fund Detail

Description	Parks and Tourism Revenue Bond Funds	Capital Project Fund Balance	Partners	TIF II	Grant Funding	Stormwater Bond Funds	ARPA	Total FY25 Recommended	Future Funding: Grant Funding
	FY 25 Recommended Funding								Future Funding
City Facilities									
Parks									
Washington Street Park	$ 836,725				$ 330,000			$ 1,166,725	-
Southside Park	4,896,291	-						4,896,291	-
1st South Carolina Volunteer Park				100,000				100,000	
Stormwater									
Calhoun Street Drainage					750,000	802,545	863,260	2,415,805	-
Charles/Craven and Port Republic/Carteret Street Drainage					2,000,000			2,000,000	5,373,245
King Street Drainage					2,700,000		1,196,700	3,896,700	6,760,299
Bayard Street					800,000	376,401		1,176,401	-
Battery Shores Drainage							150,000	150,000	-
Pigeon Point Drainage Study					162,000		54,000	216,000	-
Marina									
Marina Fuel Tank Replacement		700,000						700,000	
Boat Landing									
Pigeon Point Boat Landing							80,000	80,000	
Streets									
Duke Street Streetscape and Drainage							300,000	300,000	-
Depot Road Spanish Moss Trail Extension			522,647		198,000			720,647	
Allison Road			255,645		3,444,040	131,534	-	3,831,219	
	$ 5,733,016	$ 700,000	$ 778,292	$ 100,000	$ 10,384,040	$ 1,310,480	$ 2,643,960	$ 21,649,789	$ 12,133,544

Funding Sources by Funds

Description	TIF II Fund	Parks and Tourism Fund	Stormwater Fund	ARPA Fund	Capital Project Fund	Partners	Grants	Total FY25 Recommended
Parks								
Washington Street Park		$ 836,725					$ 330,000	$ 1,166,725
Southside Park		4,896,291						4,896,291
1st South Carolina Volunteer Park	100,000							100,000
Stormwater								
Calhoun Street Drainage			802,545	863,260			750,000	2,415,805
Charles/Craven and Port Republic/Carteret Street Drainage							2,000,000	2,000,000
King Street Drainage				1,196,700			2,700,000	3,896,700
Bayard Street			376,401				800,000	1,176,401
Battery Shores Drainage				150,000				150,000
Pigeon Point Drainage Study				54,000			162,000	216,000
Marina								
Marina Fuel Tank Replacement					700,000			700,000
Boat Landing								
Pigeon Point Boat Landing				80,000				80,000
Streets								
Duke Street Streetscape and Drainage				300,000				300,000
Depot Road Spanish Moss Trail						522,647	198,000	720,647
Allison Road			131,534			255,645	3,444,040	3,831,219
	$ 100,000	$ 5,733,016	$ 1,310,480	$ 2,643,960	$ 700,000	$ 778,292	$ 10,384,040	$ 21,649,789

ORDINANCE

AN ORDINANCE TO PROVIDE FOR THE LEVY OF TAXES FOR THE CITY OF BEAUFORT FOR FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025; 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 and statutes of the State to municipal corporations; and

WHEREAS, pursuant to S.C. Code Ann. § 5-13-10, *et seq*. (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, S.C. Code Ann. § 5-13-30 and Section 1-5003 of the City's Code of Ordinances require that the City Council 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 2024-2025 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 S.C. Code Ann. §§ 5-7-260, 6-1-80, and 6-1-330 and the City's Code of Ordinances; and

WHEREAS, heretofore, and acting pursuant to the various authorizations described in the foregoing recitals, the City Council, after due and proper notice, held a public hearing on May 14, 2024 on the adoption of the Budget and the various fees implemented or amended thereunder; 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 S.C. Code Ann. § 6-1-320, City Council is authorized to increase the millage rate imposed for general operating purposes; and

WHEREAS, S.C. Code Ann. § 6-1-330 authorizes City Council to charge and collect new service and user fees after public notice and hearing.

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, 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 such figures are received from the Auditor. The City Council reserves the right to modify these millage rates by resolution at its August 27, 2024 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 2024-2025 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 60.3 mills for operations and 13.6 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 S.C. Code Ann. § 12-43-285.

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:

Date	Penalty Assessed
After January 15, 2025	3%
After February 1, 2025	Additional 7%
After March 16, 2025	Additional 5%
After April 1, 2025	$75.00 Delinquent Charge
After September 1, 2025	$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 $55,762,403 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:

		Appropriations
General Fund		
Non-Departmental	$	822,823
City Council		345,321
City Manager		952,161
Finance		1,000,850
Human Resources		554,368
Information Technology		1,025,621
Municipal Court		637,050
Community Development		1,455,846
Police Operations		5,703,134
School Resource Officer		624,561
School Crossing Guard		23,470
Victims Rights		113,246
Beaufort Fire		6,773,028
Public Works		503,580
Streets & Traffic		1,035,281
Facilities Maintenance		828,479
Solid Waste		1,401,015
Debt Service		1,845,353
Total General Fund	$	25,645,187
Parks & Tourism Fund		
Police Operations	$	1,611,454
Marina Operations		25,969
Waterfront Park Operations		885,050
Parking		58,000
Parks Department		2,075,369
Other Downtown Operations		842,091
Tourism Marketing		176,900
Total Parks & Tourism Fund	$	5,674,833
Stormwater Fund		
Stormwater Operations	$	855,117
Debt Service		513,600
Total Stormwater Fund	$	1,368,717
State Accommodations Fund		
Police Operations	$	23,480
Other Tourism Operations		131,274
Designated Marketing Organization		272,500
ATAX Grant Awards		471,663
Total State Accommodations Fund	$	898,917

Fire Impact Fund		
Debt	$	63,654
	$	63,654
TIF II Fund		
Capital	$	109,000
	$	109,000
American Rescue Plan Act Fund		
Personnel	$	143,973
Operating		65,000
Capital		143,333
Total American Rescue Plan Act Fund	$	352,306
Capital Projects Fund		
Capital	$	21,649,789
Total Capital Projects Fund	$	21,649,789
Total Appropriations	$	55,762,403
	Other Financing Uses	
Transfers out		
Parks & Tourism Fund	$	5,733,016
Stormwater Fund		1,310,480
TIF II Fund		100,000
State Accommodations Tax Fund		70,416
American Rescue Plan Act Fund		2,643,960
Contribution to Fund Balance		
Fire Impact Fee Fund		41,346
Total Other Financing Uses	$	9,899,218
Total Appropriations and Other Financing Uses	$	65,661,621

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:

		Revenues
General Fund		
Property Taxes	$	9,598,632
Licenses & Permits		6,870,000
Intergovernmental		3,854,181
Franchise Fees		2,258,000
Charges for Services		2,056,665
Fines & Forfeitures		64,000
Miscellaneous		110,000
Interest		550,000
Total General Fund	$	25,361,478
Parks & Tourism Fund		
Other Taxes	$	4,375,000
Charges for Services		855,500
Interest		250,000
Total Parks & Tourism Fund	$	5,480,500
Stormwater Fund		
Charges for Services	$	1,288,717
Interest		80,000
Total Stormwater Fund	$	1,368,717
State Accommodations Fund		
Other Taxes	$	933,333
Interest		36,000
Total State Accommodations Fund	$	969,333
Fire Impact Fund		
Fire Impact Fee	$	100,000
Interest		5,000
Total Fire Impact Fund	$	105,000
TIF II Fund		
Interest	$	180,000
Total TIF II Fund	$	180,000
American Rescue Plan Act Fund		
Interest	$	302,306
Total American Rescue Plan Act Fund	$	302,306
Capital Projects Fund		
Intergovernmental	$	10,384,040
Partnerships		778,292
Total Capital Projects Fund	$	11,162,332
Total Revenues	$	44,929,666

		Other Financing Sources
Transfers in		
General Fund	$	70,416
Capital Projects Fund		9,787,457
Release of Committed Fund Balance		
General Fund		213,293
Release of Fund Balance		
Parks and Tourism Fund		5,927,349
TIF II Fund		29,000
Stormwater Fund		1,310,480
American Rescue Plan Act Fund		2,693,960
Capital Projects Fund		700,000
Total Other Financing Sources	$	20,731,955
Total Revenues and Other Financing Sources	$	65,661,621

SECTION 5. CITY CAPITAL PROJECTS FUND

Capital Project Appropriations shall not lapse at June 30, 2024, 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 2025, 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 S.C. Code Ann. § 6-1-330, 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 13.6 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 2023-2024 ENCUMBRANCES AND REMAINING GRANT AUTHORIZATIONS REAPPROPRIATED, RECORDING OF ASSIGNMENTS OF AMOUNTS APPROPRIATED FROM FUND BALANCE.

A. Encumbrances in each fund at June 30, 2024, representing obligations made against 2023-2024 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 2024-2025 budget year as such obligations are satisfied, provided that such encumbrances, when taken together with the FY 2023-2024 expenditures, do not cause any fund to exceed its budgetary authorization for the year ended June 30, 2024.

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 2023-24 fiscal year, shall not lapse on June 30, 2024. 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 2024-25 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 as 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 contracts on behalf of the City 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 2025, 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 consistent with the SC Code and the City's Code of Ordinances.

SECTION 16. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2024. Approved and adopted on the second and final reading this 11th day of June 2024.

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PHILIP E. CROMER, MAYOR

ATTEST:

[SEAL]

____

TRACI GULDNER, CITY CLERK

1ST Reading:	May 14, 2024
Public Hearing:	May 14, 2024
2nd Reading & Adoption:	June 11, 2024

Reviewed by: Benjamin T. Coppage, City Attorney, May 3, 2024

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	$ 25,361,478	$ 302,306	$ 5,480,500	$ 1,368,717	$ 969,333	$ 180,000	$ 105,000	$ 11,162,332	$ 44,929,666
Transfers In	70,416	-	-	-	-	-	-	9,787,457	9,857,873
Total Other Financing Sources	70,416	-	-	-	-	-	-	9,787,457	9,857,873
Release of Committed Fund Balance	-	-	-	-	-	-	-	-	-
Release of Fund Balance	213,293	2,693,960	5,927,349	1,310,480	-	29,000	-	700,000	10,874,082
Salaries	10,478,363	100,000	1,908,435	413,681	16,728	-	-	-	12,917,207
Benefits	4,384,300	43,972	846,815	208,751	6,752	-	-	-	5,490,590
Operating	8,299,933	65,000	1,711,049	232,685	875,437	-	-	-	11,184,104
Capital	492,443	143,333	238,933	-	-	109,000	-	21,649,789	22,633,498
Debt	1,990,148	-	969,601	513,600	-	-	63,654	-	3,537,003
Total Expenditures	25,645,187	352,306	5,674,833	1,368,717	898,917	109,000	63,654	21,649,789	$ 55,762,403
Transfers Out	-	2,643,960	5,733,016	1,310,480	70,416	100,000	-	-	9,857,872
Total Other Financing Uses	-	2,643,960	5,733,016	1,310,480	70,416	100,000	-	-	$ 9,857,872
Contribution to Fund Balance	-	-	-	-	-	-	41,346	-	41,346
Net (Deficit) Surplus	$ (0)	$ 0	$ -	$ (0)	$ (0)	$ -	$ 0	$ -	$ 0

ATTACHMENT A

MASTER FEE SCHEDULE FOR FY 2024-2025

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

	INCOME: $0 - $2,000	INCOME OVER $2,000
RATE CLASS	**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, kiddy 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

2023 Business License Class Schedule by NAICS Code

NAICS Sector/Subsector	Industry Sector	Class
11	Agriculture, forestry, hunting and fishing	1
21	Mining	2
22	Utilities	1
31 - 33	Manufacturing	3
42	Wholesale trade	1
44 - 45	Retail trade	1
48 - 49	Transportation and warehousing	1
51	Information	4
52	Finance and insurance	7
53	Real estate and rental and leasing	7
54	Professional, scientific, and technical services	5
55	Management of companies	7
56	Administrative and support and waste management and remediation services	3
61	Educational services	3
62	Health care and social assistance	4
71	Arts, entertainment, and recreation	3
721	Accommodation	1
722	Food services and drinking places	2
81	Other services	4
Class 8	**Subclasses**	
23	Construction	8.1
482	Rail Transportation	8.2
517111	Wired Telecommunications Carriers	8.3
517112	Wireless Telecommunications Carriers (except Satellite)	8.3
517122	Agents for Wireless Telecommunications Services	8.3
5241	Insurance Carriers	8.4
5242	Insurance Brokers for non-admitted Insurance Carriers	8.4
713120	Amusement Parks and Arcades	8.51
713290	Nonpayout Amusement Machines	8.52
713990	All Other Amusement and Recreational Industries (pool tables)	8.6

2023 Class Schedule is based on a three-year average (2017 - 2019) of IRS statistical data.

DEVELOPMENT REVIEW CODES FEE SCHEDULE
Revised May 14, 2024

(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): $100.00 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 $100.00

(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 $150 for multifamily and commercial projects, and $100 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 $75.00 inspection fee

Master Sign Plan	$25.00 per tenant
Amendments to Master Sign Plan	$75.00

(15) **BANNER PERMITS**

Temporary Banner - $5.00 per day

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

Temporary tent or canopy over 400 Sq. Ft. $250.00

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

Single-Family Lot	$75.00
Commercial or Multifamily Lot	$100.00

(18) **SUBDIVISION FEES**

Plat Review	$50.00
Minor Subdivision (< 5 lots and no new streets)	$50.00 per lot (Includes Plat Review Fee)

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

Value	Fee
Improvements < $5,000	$100
Improvements > $5,000 but < $25,000	$150 + 0.25% x value above $5,000
Improvements > $25,000	$125 + 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) **<u>REVIEW BOARDS: HISTORIC REVIEW BOARD & DESIGN REVIEW BOARD</u>**

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.

<u>PROFESSIONAL ARCHITECT PLAN REVIEW FEES</u>

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

<u>PROFESSIONAL ENGINEER PLAN REVIEW FEES</u>

Senior Manager	$265/HR
Senior Project Manager	$210/HR
Senior Engineer	$185/HR
Project Manager	$180/HR
Engineer II	$150/HR
Designer II	$145/HR
Designer I	$130/HR
Environmental Professional II	$100/HR

(21) **<u>ZONING BOARD OF APPEALS</u>**

All Application Fees: $300.00

(22) **<u>REZONING</u>**

Rezoning to PUD	$750
Rezoning, non-PUD	$400 & $25/per lot

(23) **<u>TEXT AMENDMENT</u>**

Beaufort Code Text Amendment $500

(24) **OTHER FEES**

Trip to Storage (Request for documents from storage)	$50.00 (plus copying fee)
Flood Hazard Area Verification Letter	$50.00
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	$50.00
Zoning Review/Letter	$50.00
Traffic Impact Analysis Report Review Fee	$1,250.00
Administrative Adjustment	$100.00
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

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

The below library, parks and recreation, and road/transportation impact fees were adopted by Beaufort County. In accordance with an intergovernmental agreement, the City collects these impact fees and remits them to the County.

Library Development Impact Fee Schedule

Housing Unit Size	North Beaufort County Library Service Area Impact Fee
1,000 sf or less	$ 225
1,001 to 1,250 sf	273
1,251 to 1,500 sf	321
1,501 to 1,750 sf	369
1,751 to 2,000 sf	401
2,001 to 2,500 sf	466
2,501 to 3,000 sf	498
3,001 to 3,500 sf	546
3,501 to 4,000 sf	578
4,001 to more sf	$ 610

Parks and Recreation Development Impact Fee Schedule

Housing Unit Size	North Beaufort County Parks and Recreation Service Area Impact Fee
1,000 sf or less	$ 486
1,001 to 1,250 sf	590
1,251 to 1,500 sf	694
1,501 to 1,750 sf	798
1,751 to 2,000 sf	868
2,001 to 2,500 sf	1,006
2,501 to 3,000 sf	1,076
3,001 to 3,500 sf	1,180
3,501 to 4,000 sf	1,249
4,001 to more sf	$ 1,319

Road/Transportation Development Impact Fee Schedule- Priority 1 & 2

Housing Unit Size	North Beaufort County Road/Transportation Service Area Impact Fee
1,000 sf or less	$ 1,565
1,001 to 1,250 sf	1,966
1,251 to 1,500 sf	2,327
1,501 to 1,750 sf	2,608
1,751 to 2,000 sf	2,849
2,001 to 2,500 sf	3,249
2,501 to 3,000 sf	3,611
3,001 to 3,500 sf	3,892
3,501 to 4,000 sf	4,132
4,001 to more sf	$ 4,333

Parking Rates

Parking Violations & Fine Schedule			
Parking Violations		**30 Day Escalation**	**45 Day Escalation**
Expired Meter	$ 10.00	$ 25.00	$ 45.00
Parking in Fire Lane	$ 50.00	$ 125.00	$ 150.00
Parked on Wrong Side of Street	$ 25.00	$ 75.00	$ 100.00
Parked in No Parking Zone	$ 50.00	$ 125.00	$ 150.00
Double Parked	$ 25.00	$ 50.00	$ 75.00
Blocking Driveway	$ 50.00	$ 125.00	$ 150.00
Parked in Loading Zone	$ 50.00	$ 125.00	$ 150.00
Blocking Fire Hydrant	$ 75.00	$ 175.00	$ 200.00
Parking on Private Property	$ 25.00	$ 50.00	$ 75.00
Handicapped Space Violation	$ 500.00	$ 500.00	$ 500.00
Boot Fee	$ 60.00	$ 80.00	$ 100.00
Other Parking Violations	$ 25.00	$ 50.00	$ 75.00

Monthly Hangtags & Fees		Event / Parking Reservations	
Location	**Monthly Fee**	**Authorized Person(s)**	**Fee / per Day**
Carteret Gravel Lot	$ 20.00	Event Planner / Coordinator / City Official	$ 6.00
All 8 Hour Spaces / Lots	$ 35.00	Service Vendors / Contractors	$ 15.00

Parking Rates by Location

Parking Lots

Marina Lot 8 Hr Limit $1 per hour	***Saltus Lot*** 8 Hr Limit $1 per hour
Marina Playground Lot 2 Hr Limit $1 per hour	***Library Lot*** 2 Hr Limit $1 per hour
Carteret Lot 8 Hr Limit .50 per hour	

On Street Metered Spaces

Bay Street	***Bay Street Extension***
2 Hr Limit	8 Hr Limit
$1 per hour	$1 per hour
Port Republic Street	***Newcastle***
2 Hr Limit	8 Hr Limit
$1 per hr	$1 per hour
Craven Street (West of Visitor Center)	***Visitor Center on Craven St.***
8 Hr Limit	90 min Limit
.50 per hour	$1 per hour
West Street (South of Port Republic St)	***West Street (North of Port Republic St)***
2 Hr Limit	4 Hr Limit
$1 per hour	.50 Hour
Scott Street (South of Port Republic St)	***Scott Street (North of Port Republic St)***
2 Hr Limit	4 Hr Limit
$1 per hour	.50 Hour
Charles Street (South of Port Republic St)	***Charles Street (North of Port Republic St)***
2 Hr Limit	4 Hr Limit
$1 per hour	.50 Hour

City Council Worksession
Meeting Minutes – Planning Conference Room – 1st Floor

April 16, 2024

I. Call to order 5:00 PM

Michael McFee, Mayor Pro Tem

Members of Council in attendance – Neil Lipsitz, Michael McFee, Mitch Mitchell, Josh Scallate.

Absent: Philip Cromer.

II. Discussion Items

A. Code Edit Session: Chapter 5 Tree and Landscaping Standards.

Curt Freese, Community and Economic Development Director, started off by saying that they have put together some pretty major changes to the tree standards. This includes requiring a tree canopy. He stated that calculating a tree canopy standard would need to be done by a surveyor or a landscape architect/arborist. He then gave the percentages that are being proposed. Single Family lots are excluded. Encroachments, parking reduction, and fenestration/transparency were then discussed. There was discussion about increasing the percentages in these areas.

Revisions to the tree standards have also been made from permitting, removal, protection, and replanting. This will strengthen the standards and requirements. This will also allow the City to deny tree removal permits. Tree mitigation would change to $150.00 per caliper inch for specimen trees, and $250.00 per caliper inch for landmark trees. The replacement percentage per caliper inch would be 100 percent. He reported that staff has discussed the current mitigation requirements and found that this has not had the intended impact to save existing trees. Staff is proposing to eliminate the requirement, and instead charge or require replanting of trees. There was discussion on whether or not there should be legal consequences for those that do not comply. How severe are we allowed to be.

Regarding the 5 percent landscaping investment required on existing properties, not new construction, Mr. Freese stated that it does not seem to be working very well from his perspective. Staff feels this should be removed, and that allowing the freshening up of the perimeters landscaping should suffice. This is what the code requires at this point in time.

Changes have been made to the buffer area section of the landscape ordinance, particularly with new development, to help strengthen the requirements, and to help clarify the maintenance and maintaining of existing vegetation. The proposed changes are based off of The Town of Bluffton, and the Town of Hilton Head ordinances. Should language be added that clears up where the buffer starts if you have any utility lines running parallel in the area.

There was discussion about whether or not the items related to fencing should be included in Chapter 5, or if they should be included in the design section of Chapter 4. It is currently in the Encroachment section in Chapter 2. Should vegetation be required in front of a high fence to soften the look in certain locations. The section regarding the appearance under fencing 5.8.D needs to be better defined. Under section 5.4.2.B.3 Pedestrian Coverings, should the words reduced or eliminated be removed, or should this entire sentence be eliminated.

The following interacted with Council on the issues discussed:

Grant McClure, Coastal Conservation League.
Dianne Farrelly, 2415 Oak Haven Street.
George Trask, 1211 Bay Street.

A copy of the presentation is attached to these minutes.

III. ADJOURN 7:08 PM

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In accordance with South Carolina Code of Laws, 1976, Section 30-4-80 (a)(d)(e), as amended, notification of regular meetings was given at the beginning of the calendar year. A copy of the agenda was posted on the City's bulletin board and website www.cityofbeaufort.org twenty-four hours prior to the meeting. A copy of the agenda was given to the local news media and requested public on file.

City Council Worksession
Meeting Minutes – Planning Conference Room – 1st Floor

April 23, 2024

I. CALL TO ORDER 5:00 PM

Philip Cromer, Mayor

Members of Council in attendance – Philip Cromer, Neil Lipsitz, Michael McFee, Mitch Mitchell, Josh Scallate.

II. PRESENTATION

A. Fiscal Year 2025 recommended budget.

Scott Marshall, City Manager, began by stating that the recommended budget is $55,762,403.00. This figure includes $21.6 million in the Capital Project Fund. This amount represents an overall decrease of approximately $2 million from the approved Fiscal Year 2024 Consolidated Budget. The millage rate is staying the same at 73.9 mills. The value of the mill will increase from $122,069.00 to $126,453.00. The General Fund makes up 56 percent of the projected revenue sources and Capital Projects is 25 percent. He also went over the figures to be paid to our strategic partners to help provide support.

Departmental budget presentations will be given during a Special Worksession on April 30, 2024.

The public hearing and first reading on the Budget Ordinance will be held on May 14, 2024. The second and final reading will be held on June 11, 2024.

Alan Eisenman, Finance Director, went over the breakdown of each fund, showing expenditures and revenues related to each category. He, along with the City Manager, addressed Council's questions and concerns.

The following addressed Council:

Paul Trask, 910 Bladen Street
Dan Blackmon, 1010 Duke Street
Conway Ivy, 501 King Street
Dianne Farrelly, 2405 Oak Haven Street
Graham Trask, 1211 Bay Street

You can visit the City's Financial Transparency Portal by using this link:
https://www.cityofbeaufort.org/161/Financial-Transparency

III. 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) (2) of the South Carolina Code of Law: Discussion regarding the purchase and sale of property.

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

No actions from Executive Session.

IV. ADJOURN 7:06 PM

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

April 23, 2024

I. CALL TO ORDER 7:06 PM

Philip Cromer, Mayor

Members of Council in attendance – Philip Cromer, Neil Lipsitz, Michael McFee, Mitch Mitchell, Josh Scallate.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem, Michael McFee.

III. PUBLIC COMMENT

Dr. Charlene Spearen, Historic Penn Center, addressed Council regarding the Hospitality Tax Fund Recommendations.

Conway Ivy, 501 King Street, spoke about the King Street Drainage Project.

Jay Weidner, 1307 Calhoun Street, addressed Council about developing a stronger Tree Ordinance.

IV. MINUTES

A. Worksession and Regular Meeting – April 9, 2024.

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

Minutes approved as presented.

V. NEW BUSINESS

A. The Tabernacle Baptist Church is requesting to host the unveiling of the Harriet Tubman Memorial at 901 Craven Street on Saturday, June 1, 2024. They are requesting a street closure on Craven Street from Charles to West Streets from 7:00 am – 7:00 pm.

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

All were in favor, motion carried.

B. Request for street closures from Project Freedom 326 to host a parade on June 16, 2024, from 2:00 pm – 4:00 pm.

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

All were in favor, motion carried.

C. <u>An ordinance to amend the City Code of Ordinances to add Section 9-1018, providing that a person who violates another with the intent to intimidate another person or persons in whole, or in part, because of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, gender identity, physical or mental disability, or national origin of the other person or persons, is guilty of the separate offense of hate intimidation – first reading.</u>

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

Kay Merrill, 813 Audusta Place, addressed Council.

JJ Sauve, Assistant City Manager, started off by saying that last year, Council passed a Resolution in support of the state adopting a Hate Crime Bill. The State of South Carolina is only one of two states that currently does not have a state statute or code addressing hate crimes. The other is the State of Wyoming. He listed the 9 cities/towns across the state that have adopted local hate crime ordinances. The proposed language used to make these recommended changes to Section 9, are identical to those ordinances. He stated that this is not a standalone offense.

Council members spoke individually about why they are in support of this ordinance.

All were in favor, motion carried.

VI. REPORTS

City Manager's Report

Announced that the Board of Voter Registration and Elections of Beaufort County will be holding a Community Forum at City Hall on Wednesday, May 1, 2024, at 6:00 pm.

The Taste of Beaufort will be held on May 3 – 4, 2024, in the Henry C. Chambers Park.

There will be an informational meeting on the Downtown/Point Stormwater Drainage Project on Friday, April 26, 2024, at 10:00 am in City Hall Council Chambers.

A second informational meeting with project contractors covering outfall, generator, and control buildings, will be held on Wednesday, May 8, 2024, at 3:30 pm in the City Hall Planning Conference Room. A special meeting of City Council will also be held this date at 6:00 pm in the Council Chambers.

Mayor's Report

Thanked Mayor Pro Tem, McFee for running the Code Edit Worksession in his absence.

Participated in the awards ceremony for Let History Speak Celebration at TCL.

Attended the USCB Institute for the Study of Reconstruction Era Symposium. The subject was the 1st South Carolina Volunteers of African Descent.

Will be attending the 75th Anniversary of the Beaufort Naval Hospital.

Will be attending the USCB Commencement Exercises on Friday, April 26, 2024.

Updated Council on the various meetings he had attended.

Councilman Mitchell

Attended the reception and symposium at USCB for an event titled Breathing Democracy into Spaces: 1st South Carolina Volunteers of African Descent.

Mayor Pro Tem, McFee

Attended the Duke University Charitable Concert.

Councilman Scallate

Attended the Soft Shell Crab Festival in Port Royal.

Is looking forward to the Project Freedom 326 One Community Parade and feels it will have a positive impact in the community.

Thanked Assistant City Manager, JJ Sauve, for stepping in while the City Manager was away.

Councilman Lipsitz

Attended a building dedication ceremony on Parris Island that was named in honor of Sergeant Major Louis Rountree with Councilman Mitchell.

Members of Council attended Ray Stock's 100th birthday celebration.

Members of Council attended the Synergy Medical Spa Ribbon Cutting.

VII. ADJOURN 7:57 PM

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

All were in favor, motion carried.

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City Council Special Worksession
Meeting Minutes – Planning Conference Room – 1st Floor

April 30, 2024

I. CALL TO ORDER 5:00 PM

Michael McFee, Mayor Pro Tem

Members of Council in attendance – Neil Lipsitz, Michael McFee, Mitch Mitchell, Josh Scallate.

Absent – Philip Cromer

II. PRESENTATION

A. Department level presentations for the recommended Fiscal Year 2025 Consolidated Budget.

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 2023 Actual, FY 2024 Original and Revised, and the FY 2025 Recommended Budget figures. Each department presentation concluded with the reasons for any requested increases.

You can visit the City's Financial Transparency Portal by using this link:
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The following addressed Council:

Paul Trask, 910 Bladen Street
Dan Blackmon, 1010 Duke Street
Graham Trask, 1211 Bay Street

III. ADJOURN 8:00 PM

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CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO:	CITY COUNCIL	**DATE:**	4/25/2024
FROM:	JJ Sauve and Stephenie Price		
AGENDA ITEM TITLE:	An ordinance to amend The City Code of Ordinances, to add a new Section 9-1018; Providing that a person who violates another with the intent to intimidate another person or persons in whole or in part because of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, gender identity, physical or mental disability, or national origin of the other person or persons is guilty of the separate offense of Hate Intimidation - second reading		
MEETING DATE:	5/14/2024		
DEPARTMENT:	City Managers Office		

BACKGROUND INFORMATION:

South Carolina is one of only two states, the other being Wyoming, that does not have a state statute or code addressing hate crimes. Several cities and towns across the state have taken it upon themselves to enact local ordinances addressing this issues. Staff recommends that Council, join these other communities in adopting the proposed ordinance adding a hate crime offense to Section 9 of the City Ordinances.

PLACED ON AGENDA FOR: *Action*

REMARKS:

Staff recommends adoption of this ordinance.

First reading was held on April 23, 2024.

ATTACHMENTS:

Description	Type	Upload Date
Hate Intimidation Ordinance	Ordinance	4/25/2024

ORDINANCE NO. 2024 – _____

CITY OF BEAUFORT, SOUTH CAROLINA

TO AMEND THE CODE OF THE CITY OF BEAUFORT, SOUTH CAROLINA, TO ADD A NEW SECTION 9-1018 PROVIDING THAT A PERSON WHO VIOLATES PART 9 OF THE CITY OF BEAUFORT CODE OF ORDINANCES WITH THE INTENT TO INTIMIDATE ANOTHER PERSON OR PERSONS IN WHOLE OR IN PART BECAUSE OF THE ACTUAL OR PERCEIVED RACE, COLOR, CREED, RELIGION, ANCESTRY, GENDER, SEXUAL ORIENTATION, GENDER IDENTITY, PHYSICAL OR MENTAL DISABILITY, OR NATIONAL ORIGIN OF THE OTHER PERSON OR PERSONS IS GUILTY OF THE SEPARATE OFFENSE OF HATE INTIMIDATION.

WHEREAS, The State of South Carolina has yet to adopt a statewide Hate Crime Legislation, being only one of two states nationwide who have yet to adopt such protections for its citizens; and

WHEREAS, The Beaufort City Council desires to take action to protect its residents from intimidation based on a bias or hate towards a person or persons in whole or in part because of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, gender identity, physical or mental disability, or national origin of any person; and

WHEREAS, The Beaufort City Council desires to adopt an Ordinance that will create a new offense entitled “Hate Intimidation,” violation of which will be punishable as outlined in Section 9-1018 of the City of Beaufort’s Code of Ordinances.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF BEAUFORT, SOUTH CAROLINA, in accordance with the foregoing, that the Code of Ordinances, City of Beaufort, South Carolina, is hereby amended by adding a section to be numbered 9-1018, which section reads as follows:

Sec. 9-1018. - Hate Intimidation.

(a) A person who violates Part 9 of the City of Beaufort Code of Ordinances with the intent to intimidate a person or persons in whole or in part because of the actual or perceived race, color, creed, religion, ancestry, gender, sexual orientation, gender identity, physical or mental disability, or national origin of any person is guilty of the separate offense of hate intimidation and shall be punished as provided in item (b) of this section.

(b) A violation of this section shall be a misdemeanor and punishable by a fine of not more than $500.00, by imprisonment for not more than 30 days, and/or community service or participation in an educational program.

(1) Sentences imposed for contemporaneous or concurrent violations of this section shall run consecutive to one another unless the court specifies on the record good cause why they should run concurrently. The sentence imposed must be consecutive to the sentence for the underlying criminal offense unless the court articulates on the record the reasons why the sentences should run concurrently.

(2) Fines imposed under this section for contemporaneous or concurrent violations of this section shall be assessed for each violation. The court may designate all or part of the imposed fine be directed to the support of programs designed to combat bias based on ethnicity, national origin, color, religion, sexual orientation, gender and gender identity or physical or mental disability

(3) The court, in its discretion, may suspend a sentence imposed for violation of this section upon completion by the defendant of appropriate education, counseling or community service employment as ordered by the court.

(c) Restitution authorized. In addition to the penalties provided for above, the court may order restitution up to the limits of the court's jurisdiction for damages sustained by the victim of this offense directly related to the commission of the crime which may include compensation for medical bills, counseling or therapy or damage to property sustained by the victim as a result of the underlying criminal offense.

DONE, RATIFIED AND ENACTED this ______ day of _____________, 2024.

____
Philip E. Cromer, Mayor

Attest:

____
Traci Guldner, City Clerk

First Reading: ________________________________

Second Reading and Adoption: _____________________________

Approved in form: Benjamin T. Coppage, City Attorney

CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO:	CITY COUNCIL	**DATE:** 4/29/2024	
FROM:	Ashley Brandon		
AGENDA ITEM TITLE:	Beaufort High School Interact Club and the Rotary Club of the Lowcountry request co-sponsorship and permission to host a year end picnic on Saturday, May 18, 2024, from 9:00 am to 1:00 pm at Whitehall Park		
MEETING DATE:	5/14/2024		
DEPARTMENT:	Downtown Operations		

BACKGROUND INFORMATION:

Beaufort High School Interact Club and the Rotary Club of the Lowcountry request co-sponsorship and permission to host a year end picnic on May 18, 2024 from 9:00 am to 1:00 pm at Whitehall Park. They are requesting a waiver of park fees for the event. They are expecting 30-40 people.

PLACED ON AGENDA FOR: *Action*

REMARKS:

Staff recommends approval

ATTACHMENTS:

Description	Type	Upload Date
Intereact Club Picnic Letter	Backup Material	5/9/2024

CITY OF BEAUFORT

Whitehall Park Application

Downtown Operations & Community Services Department 500

Carteret St Ste. B2 Beaufort, SC 29902

Phone: 843-525-7084

Name of Event: Beaufort High School Interact Club Year End Picnic	Date(s) of Event: 5/15/2024 Setup start/end time: 9:00 AM - 10:00 AM Actual event start/end time: 10:00AM-12:00PM Take down start/end time: 12:00PM - 1:00PM
Organization/Individual Name: Rotary Club of the Lowcountry	Address: PO Box 522 Telephone: 843-441-1587 Email: dickdeuel415@gmail.com

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

Please mail completed application to:

City of Beaufort, Attn: Linda Roper, 500 Carteret St. Suite B2 Beaufort, SC 29902,

or scan and email: events@cityofbeaufort.org

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-525-7084 or visit our website at www.cityofbeaufort.org

Is event open to the public? No

Will admission be charged, or donation required? No

Will alcoholic beverages be sold? No Served? No

Will food be sold? No Served? Yes

Will there be any retail sales? No

Number of people expected to attend: 30 - 40

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

Security Deposit is due upon approval of application

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

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

WHITEHALL PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	**4 HR Block**	**6 HR Block**	**12 HR Block**
Pavilion	$ 350.00	$ 600.00	
Event Lawn	$ 500.00	$ 800.00	
Pavilion & Event Lawn			$2,500.00
Electric Fee	$ 75.00	$100.00	
Refundable Security Deposit	$ 500.00	$ 800.00	$2,250.00

See this link http://www.cityofbeaufort.org/group-events-business-license.aspx to obtain a group business license application for vendors.

Did you know?

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

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact the City Manager's office @ 843-525-7070 or visit, http://Cityofbeaufort.org/270/Beaufort-Pride-of-Place THANK YOU!

REQUEST FOR CO-SPONSORSHIP

Name of Event Beaufort HS Interact Club Year End Picnic

Date of Event: 5/16/2024 Contact person: Dick Deuel

Telephone: 843-441-1587

Please check all that apply.

	Yes	No
Are you a "For Profit" entity?		***
Is this a fund-raising event?		✓
Is this event open to the public?		✓
Is there a required fee / donation to attend this event?		✓
Are you requesting more than two (2) park areas for this event?		✓
Will there be any type of "sales" for this event?		✓
Will this event require more than four (4) hours (includes setup & take down)? This is a multiple day display		✓
Will alcohol be sold / served?		✓

**If you answered "no" to the first question, what is your non-profit status? (501 (C) (3), (4) or (6))? (501)(c)(3)

Request for waivers/co-sponsorship of events must be approved by City Council prior to the event.

- -

Events Coordinator Recommendation: Approved:______ Denied: ______

Explanation: ____

Forward for Council Deliberation: ____________________
Date of Council Meeting

Council: Approved:______________ Denied: ______________

Explanation: ____

CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO:	CITY COUNCIL	**DATE:** 5/7/2024
FROM:	Alan Eisenman, Finance Director	
AGENDA ITEM TITLE:	Ordinance to Amend Fiscal Year 24 Budget for Revenues and Expenditures of TIF II Fund and Capital Projects Fund- 1st Reading	
MEETING DATE:	5/14/2024	
DEPARTMENT:	Finance	

BACKGROUND INFORMATION:

The City budgeted $190,244 for SC-170 Sidewalk Extension Project in Fiscal Year 2024 approved capital project fund. The City issued Request for Proposals 2024-108 SC-170 Sidewalk Extension Project on March 7, 2024 and received proposals on April 19, 2024.

The bids received were above the approved SC-170 Sidewalk Extension project budget. City staff recommends a budget amendment for an additional $150,000 from TIF II Fund to fully fund the capital project.

PLACED ON AGENDA FOR: *Action*

REMARKS:

Staff recommends Council's consideration to approve first reading of budget ordinance. The second reading will occur on May 28, 2024 along with request of authorization for City Manager to enter into a contract for SC-170 Sidewalk Extension Project.

ATTACHMENTS:

Description	Type	Upload Date
Budget Amendment	Cover Memo	5/7/2024

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 REVENUES AND EXPENDITURES OF TIF II FUND AND CAPITAL PROJECTS 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 Fiscal Year 2023-2024 budget and associated expenditures; and

WHEREAS, the City budgeted $190,244 for SC-170 Sidewalk Extension Project in Fiscal Year 2023-2024 approved capital projects fund; and

WHEREAS, the City issued Request for Proposals 2024-108 SC-170 Sidewalk Extension Project on March 7, 2024 and received proposals on April 19, 2024; and

WHEREAS, the bids received were above the approved SC-170 Sidewalk Extension project budget; and

WHEREAS, the City will allocate an additional $150,000 from TIF II funds for SC-170 Sidewalk Extension Project; 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

TIF II Fund	
Expenditures	
Transfers Out- SC 170 Sidewalk Extension	150,000
Total Expenditures	$ 150,000
Capital Projects Fund	
Revenues	
Transfers In- SC 170 Sidewalk Extension	150,000
Total Revenues	$ 150,000
Expenditures	
Capital- SC 170 Sidewalk Extension	150,000
Total Expenditures	$ 150,000

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 May 14, 2024

2nd Reading & Adoption ______________________

Exhibits:

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
Revenues					
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
Appropriations					
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

EXHIBIT B

	General Fund	ARPA Fund	Parks & Tourism Fund	Stormwater Fund	State Accommodations Fund	Fire Impact Fund	TIF II Fund	Capital Project Fund	Total
Revenues	$ 25,684,048	$ 100,000	$ 4,393,852	$ 1,332,779	$ 800,000	$ 405,000	$ 100,000	$ 8,794,785	$ 41,610,464
Transfers In	63,750	-	-	-	-	-	-	18,396,976	18,460,726
Issuance of Revenue Bonds	-	-	6,945,000	-	-	-	-	-	6,945,000
Total Other Financing Sources	63,750	-	6,945,000	-	-	-	-	18,396,976	25,405,726
Release of Committed Fund	1,565,476	-	-	-	-	-	-	-	1,565,476
Release of Fund Balance	-	4,707,485	590,585	1,655,915	60,000	-	3,875,054	1,245,866	12,134,905
Salaries	$ 9,847,643	$ -	$ 1,851,930	$ 413,857	$ 17,226	$ -	$ -	$ -	$ 12,130,656
Benefits	3,766,377	-	716,025	174,512	6,675	-	-	-	4,663,589
Operating	10,046,213	215,091	1,396,199	232,610	712,349	-	-	-	12,602,462
Capital	552,570	500,000	120,600	-	-	-	100,000	28,437,627	29,710,797
Debt	1,922,443	-	309,098	511,800	-	129,239	-	-	2,872,580
Total Expenditures	$ 26,135,246	$ 715,091	$ 4,393,852	$ 1,332,779	$ 736,250	$ 129,239	$ 100,000	$ 28,437,627	$ 61,980,084
Transfers Out	1,178,028	4,092,394	7,535,585	1,655,915	123,750	-	3,875,054	-	18,460,726
Total Other Financing Uses	1,178,028	4,092,394	7,535,585	1,655,915	123,750	-	3,875,054	-	18,460,726
Contribution to Fund Balance	-	-	-	-	-	275,761	-	-	275,761
Net (Deficit) Surplus	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO:	CITY COUNCIL	**DATE:** 5/7/2024
FROM:	Alan Eisenman, Finance Director	
AGENDA ITEM TITLE:	Hospitality Tax Fund Recommendations	
MEETING DATE:	5/14/2024	
DEPARTMENT:	Finance	

BACKGROUND INFORMATION:

Background

City of Beaufort Ordinance 7-13003 (2) stipulates that:

> *One and one-tenth (1.1) percent shall be available through appropriation, for advertising to increase tourism and revitalization of the downtown economy. The allocation will be awarded by the Beaufort City Council through the annual budget process, based on budget presentation of certain non-profit organizations invited by city council to present. The presentation to the city council will be conducted during the normal budget period. An allocation of these funds shall be based on the objectives that best achieve city council goals and purposes.*

The FY 2024 budget adopted $28,600 to be allocated in accordance with the Ordinance above.

Staff, under the direction of the City Manager, developed a standard procedure to solicit interest from local non-profit groups as well as review submitted proposals for concurrence to the ordinance requirements and make recommendations to City Council.

The City received seven (7) proposals by the submission date of March 8, 2024. Proposals were received from:

Downtown Beaufort Merchants Association	$ 20,000
Beaufort Area Hospitality Association	22,500
Freedman Arts District	15,000
The Original Gullah Festival of SC, Inc.	12,000
Beaufort History Museum	4,400
The Friends of Spanish Moss Trail	749
Penn Center Inc.	15,000
Total Amount of Requests	$ 89,649

Staff committee, consisting of Alan Eisenman, J.J. Sauve and Linda Roper reviewed and rated the proposals based on the criterial stipulated in the Ordinance as well as adhere to City Council's strategic goals.

Staff Recommendations

1. Downtown Beaufort Merchants Association has been the recipient of the funds for the past several years, seeing growth in downtown merchant participation, branding the First Friday event into a successful community gathering, and focusing on other events throughout the year that involves community and merchant participation. Staff recommends City Council allocate $14,351.

2. Beaufort Area Hospitality Association requested funds to support and advertise Activate Beaufort activities and events that will attract consumers to downtown core district. Staff recommends City Council allocate $10,500.

3. Freedman Arts District requested funds to advertise the District and support its economic revitalization programming. Staff recommends City Council allocate $1,000.

4. The Original Gullah Festival, Inc. requested funds for advertising costs to promote the newly developed Thursday attraction, The Gullah Festival Educator's Excursion Conference. Staff recommends City Council allocate $1,000.

5. Beaufort History Museum requested funds to execute their promotional plan, attract new visitors and achieve their visitation goals for 2024 and beyond. Staff recommends City Council allocate $1,000.

6. Friends of the Spanish Moss Trail requested funds to update trailhead signs. Staff recommends City Council allocate $749.

PLACED ON AGENDA FOR: *Action*

REMARKS:

Council discuss these recommendations in April 9th work session and staff will bring forward for Council's consideration and approval on May 14th regular meeting.

ATTACHMENTS:

Description	Type	Upload Date
Recommendation Memo	Cover Memo	5/7/2024
Hospitality Tax Committee Recommendation	Cover Memo	5/7/2024

CITY OF BEAUFORT - INTERNAL MEMORANDUM

TO: SCOTT MARSHALL

FROM: ALAN EISENMAN, J.J. SAUVE & LINDA ROPER

SUBJECT: 1.1% LOCAL HOSPITALITY FUND RECOMMENDATION

DATE: 4/2/24

Background

City of Beaufort Ordinance 7-13003 (2) stipulates that:

> *One and one-tenth (1.1) percent shall be available through appropriation, for advertising to increase tourism and revitalization of the downtown economy. The allocation will be awarded by the Beaufort City Council through the annual budget process, based on budget presentation of certain non-profit organizations invited by city council to present. The presentation to the city council will be conducted during the normal budget period. An allocation of these funds shall be based on the objectives that best achieve city council goals and purposes.*

The FY 2024 budget adopted $28,600 to be allocated in accordance with the Ordinance above.

Staff, under the direction of the City Manager, developed a standard procedure to solicit interest from local non-profit groups as well as review submitted proposals for concurrence to the ordinance requirements and make recommendations to City Council.

The FY 2024 solicitation was published in the local newspaper on February 22, 2024 as well as posted on the City's website.

The City received seven (7) proposals by the submission date of March 8, 2024. Proposals were received from:

Downtown Beaufort Merchants Association	$ 20,000
Beaufort Area Hospitality Association	22,500
Freedman Arts District	15,000
The Original Gullah Festival of SC, Inc.	12,000
Beaufort History Museum	4,400
The Friends of Spanish Moss Trail	749
Penn Center Inc.	15,000
Total Amount of Requests	$ 89,649

Staff committee, consisting of Alan Eisenman, J.J. Sauve and Linda Roper reviewed and rated the proposals based on the criterial stipulated in the Ordinance as well as adhere to City Council's strategic goals.

Staff Recommendations

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4. The Original Gullah Festival, Inc. requested funds for advertising costs to promote the newly developed Thursday attraction, The Gullah Festival Educator's Excursion Conference. Staff recommends City Council allocate $1,000.
5. Beaufort History Museum requested funds to execute their promotional plan, attract new visitors and achieve their visitation goals for 2024 and beyond. Staff recommends City Council allocate $1,000.
6. Friends of the Spanish Moss Trail requested funds to update trailhead signs. Staff recommends City Council allocate $749.

CITY OF BEAUFORT

FY2024 HOSPITALITY TAX ALLOCATIONS

Applicant	FY2020 Award	FY2021 Award	FY 2022 Award	FY2023 Award	FY2024 Amt. Requested	FY24 Avg. Sccore	Score Rank	FY24 Committee Recomm	FY24 Council Award
Downtown Beaufort Merchants Association	22,500	8,600	9,034	10,000	20,000	88	1	14,351	
Beaufort Area Hospitality Association	-	12,784		10,000	22,500	85	2	10,500	
Freedman Arts District					15,000	69	3	1,000	
The Original Gullah Festival of SC, Inc.					12,000	67	4	1,000	
Beaufort History Museum					4,400	66	5	1,000	
The Friends of the Spanish Moss Trail	-	-	4,000		749	65	6	749	
Penn Center Inc	-	-	-		15,000	52	7	-	
Beaufort Art Association	-	-	9,034		*did not apply*	-			
Beaufort County Black Chamber of Commerce	-	-	-		*did not apply*	-			
Beaufort Digital Corridor	-	-	-	2,000	*did not apply*	-			
Port Royal Sound Foundation	-	-	-		*did not apply*	-			
The Gullah Traveling Theater	-	-	-	5,500	*did not apply*	-			
Total Requested					89,649				
32000-5512 Budget Amount	**22,500**	**21,684**	**22,068**	**27,500**	**28,600**			**28,600**	
					(61,049)				