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CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL REGULAR MEETING AGENDA
October 8, 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. PUBLIC COMMENT - AGENDA ITEMS

A. PLEASE LIMIT YOUR REMARKS TO FIVE MINUTES - The Mayor may interrupt public comments that continue past five minutes, are not related to an agenda item, or are disruptive - Persons violating these rules may be required to leave the meeting - Public Comment Form

IV. MEETING AGENDA APPROVAL

V. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

- A. Proclamation proclaiming October as Domestic Violence Awareness Month
- B. Proclamation proclaiming November 8, 2024, as National Parents as Teachers Day
- C. Proclamation proclaiming October 13 - 19, 2024, as Beaufort High School Tidal Wave, Class of 1964 Anniversary Week

VI. CONSENT AGENDA

- A. Capital Projects Monthly Report
- B. Community Development Monthly Report
- C. Downtown Operations Monthly Report
- D. Finance Department Monthly Report
- E. Fire Department Monthly Report
- F. Human Resources Monthly Report
- G. Municipal Court Monthly Report

- H. Police Department Monthly Report
- I. Public Works Monthly Report
- J. Request for Free Holiday Parking in the Marina Parking Lot from Thanksgiving 2024 to New Year's Day 2025

VII. MINUTES

- A. Worksession and Regular Meeting - September 10, 2024
- B. Special Worksession - September 17, 2024

VIII. OLD BUSINESS

- A. An ordinance to amend the Code of the City of Beaufort, South Carolina, to add a new Section 8-1010, in Part 8, Chapter 1, to prohibit through truck traffic on certain roads and highways in the City of Beaufort, South Carolina - Second Reading
- B. An ordinance to amend the Code of Ordinances for the City of Beaufort, South Carolina, to add a new Section 4-1002, in Part 4, Chapter 1, adopting regulations for the combined use of utility poles for electric and communication wires in the City of Beaufort, South Carolina - Second Reading

IX. NEW BUSINESS

- A. A resolution supporting the nomination of two properties to the Beaufort County Green Space Program
- B. A resolution to convey personal property to the Beaufort Jasper Water and Sewer Authority
- C. Ordinance approving the lease of real property located at City Hall and owned by the City of Beaufort, South Carolina to South Carolina Department of Environmental Services - First Reading
- D. Ordinance to amend Fiscal Year 25 Budget for Revenues and Expenditures of General Fund, ARPA Fund and Capital Projects Fund- First Reading
- E. Consideration of an Ordinance to amend the Code of the City of Beaufort, South Carolina, to amend Section 1-4006 to allow for the waiver of developmental fees and business license taxes associated with the repair or remediation of damage caused by natural disasters or other catastrophic events - First Reading

X. PUBLIC COMMENT - NON-AGENDA ITEMS

- A. PLEASE LIMIT YOUR REMARKS TO FIVE MINUTES - The Mayor may interrupt public comments that continue past five minutes, or are disruptive - Persons violating these rules may be required to leave the meeting - Public Comment Form

XI. REPORTS

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

XII. EXECUTIVE SESSION

- A. Pursuant to Title 30, Chapter 4, Section (70) (a) (1) of the South Carolina Code of Law: Discussion regarding personnel - Boards, Commissions, and Committees
- B. Pursuant to Title 30, Chapter 4, Section (70) (a) (2) of the South Carolina Code of

Law: Discussion regarding the purchase or sale of property

XIII.ADJOURN



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/17/2024
FROM: Traci Guldner, City Clerk
AGENDA ITEM TITLE: Proclamation proclaiming October as Domestic Violence Awareness Month
MEETING DATE: 10/8/2024
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Proclamation was requested by Hopeful Horizons.

PLACED ON AGENDA FOR: *Action*

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Proclamation	Backup Material	9/17/2024



PROCLAMATION

Whereas, Domestic Violence Awareness Month calls attention to the fact that domestic violence is a public health issue that impacts our entire community; and

Whereas, it is unacceptable that 1 in 4 women and 1 in 10 men will experience violence and/or abuse from an intimate partner during their lifetime; and

Whereas, Hopeful Horizons, our local Children’s Advocacy, Domestic Violence and Rape Crisis Center assisted approximately 1,406 victims of domestic violence in 2023; and

Whereas, we recognize that preventing domestic violence is possible by working together to increase education about healthy and unhealthy relationships and build awareness of the signs of domestic violence; and

Whereas, Thursday, October 17, 2024, is “Purple Thursday” in the City of Beaufort, to help raise awareness of the issue of domestic violence.

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

DOMESTIC VIOLENCE AWARENESS MONTH

The City of Beaufort urges all citizens to observe this month by becoming aware of the public health crisis of domestic violence and support those who are working at changing the culture of violence.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 8th day of October 2024.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/5/2024
FROM: Traci Guldner, City Clerk
AGENDA ITEM TITLE: Proclamation proclaiming November 8, 2024, as National Parents as Teachers Day
MEETING DATE: 10/8/2024
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

The proclamation was requested by Beaufort First Steps.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Proclamation	Backup Material	10/1/2024



PROCLAMATION

Whereas, the concept of Parents as Teachers (PAT), developed in the early 1970s, is an evidence-based parent education and support program designed to empower parents as their child's first teachers; and

Whereas, research shows that greater parent involvement is a critical link in the child's development of learning skills, including reading and writing; and

Whereas, PAT helps parents understand their child's development and connects them to the resources they need to make the best choices for their family; and

Whereas, PAT and their local affiliates help build strong communities, thriving families and children that are healthy, safe, and ready to learn by matching parents and caregivers with trained professionals who make regular personal home visits during a child's earliest years in life, from prenatal through kindergarten; and

Whereas, PAT helps children to develop, learn, and grow to realize their full potential.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims November 8, 2024 as

NATIONAL PARENTS AS TEACHERS DAY

The City of Beaufort encourages Parent Teacher Organizations and families in Beaufort to join forces to support children in the community in their educational goals.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 8th day of October 2024.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/5/2024
FROM: Traci Guldner, City Clerk
AGENDA ITEM TITLE: Proclamation proclaiming October 13 - 19, 2024, as Beaufort High School Tidal Wave, Class of 1964 Anniversary Week
MEETING DATE: 10/8/2024
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

This proclamation was requested by Judy Copeland for the Tidal Wave Class of 1964 for their 60th anniversary.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Proclamation	Backup Material	9/5/2024



PROCLAMATION

WHEREAS, education and educational institutions are critical to the long-term health and prosperity of the City of Beaufort; and

WHEREAS, Beaufort High School has educated generations of Beaufortians since 1909; and

WHEREAS, modern day Beaufort High School was formed from the consolidation of St. Helena School, Robert Smalls High School, and Beaufort High School in 1970; and

WHEREAS, elements of all three schools were incorporated into the new school. Beaufort High School was created to be inclusive of all three schools and included the name (Beaufort High School) from one, the mascot (Eagles) from St. Helena School, and the colors (Green and White) from Robert Smalls High School; and

WHEREAS, prior to 1970, Beaufort High School colors were Red and White, and they were known as the Tidal Wave; and

WHEREAS, the Beaufort High School Tidal Wave, Class of 1964 alumni, have made positive contributions in education, the military, healthcare, business, government, and non-profit organizations; and

WHEREAS, the Beaufort High School Tidal Wave, Class of 1964 is celebrating the 60th year since their graduation on October 18-19, 2024 in the City of Beaufort.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims:

OCTOBER 13 - 19, 2024

AS BEAUFORT HIGH SCHOOL TIDAL WAVE, CLASS OF 1964 ANNIVERSARY WEEK

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 8th day of October 2024.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: JJ Sauve
AGENDA ITEM TITLE: Capital Projects Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

Monthly Report and Project Updates Memorandum Attached.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
CIP September 2024 Monthly Memorandum	Cover Memo	10/2/2024

Scott Marshall
CITY MANAGER
843-525-7070

John Sauvé
ASSISTANT CITY MANAGER
843-379-7525



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

COUNCIL MEMBERS:
Philip E. Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

Tuesday October 1, 2024

MEMORANDUM

To: City Council

From: J.J. Sauvé, *Assistant City Manager*

Re: Capital Improvement Program Monthly Report

I. Summary Report

The CIP Team welcomes Raul Dominguez as our new Capital Improvement Program Director. Raul started on Monday September 30, 2024, and brings a wealth of project and program management experience to the City. He has already immersed himself in City projects and hit the ground running.

II. Project Updates

Downtown/Point Stormwater Projects

City staff have worked with neighborhood representatives and engineers over the past two months to rescope the King Street Stormwater Project. The end result involves a design that improves the collection and conveyance system as originally designed and modifies the existing outfall to allow for an acceptable level of stormwater drainage. This approach requires no permanent encroachment on any neighboring properties and does not require the installation of a pump station, new outfall, or generator housing.

In addition to the re-scoping of the King Street Project, staff continues to work with SCIIP, RIA, SCOR, Davis & Floyd, and McCormick Taylor to modify the grant awards to allow for maximum coverage of project expenses. These discussions are ongoing and have been a great collaborative approach.

Scott Marshall
CITY MANAGER
843-525-7070

John Sauvé
ASSISTANT CITY MANAGER
843-379-7525



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Mitch Mitchell
Josh Scallate

Allison Road Streetscape and Stormwater Project

This project remains on schedule. Stormwater infrastructure has been installed and partnering utilities continue to work to underground utilities. The roadway has opened back up to the public. Over the next sixty days undergrounding of utilities should be completed, sidewalk installations will occur, and road paving will be completed.

Southside Park Phase I

Playground equipment has been installed and supporting materials are being installed currently. Sidewalks were deemed unacceptable upon inspection and were replaced at no cost to the City. The pavilion is currently under construction. The project remains on schedule for a November completion.

Washington Street Park

The City received a single qualified bid on the Washington Street Park Project. The bid is currently under review by S.C. Commerce related to CDBG funding, and the construction award should be completed in November. The above ground structures are currently scheduled before the Historic District Review Board (HDRB) after HTRC collaboration.

Battery Shores Stormwater

McCormick Taylor is completing the design and permitting for the improved outfall and retention pond. Design is scheduled to be completed within sixty days.

Duke Street Streetscape and Stormwater

Davis & Floyd is currently working towards 90% design and permitting completion with the intent of bidding the project out for construction by the end of CY 2024 using ARPA funding.

Spanish Moss Trail/North Street Extension

Scott Marshall
CITY MANAGER
843-525-7070

John Sauvé
ASSISTANT CITY MANAGER
843-379-7525



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A purchase order for work has been provided to KTC Construction. Staff are awaiting a work start date from the contractor.

Pigeon Point Landing

An RFP for design/build services has been issued and results are expected in November 2024. The design build contract requested separable pricing for the boat ramp, dock, and master planning services.

Pigeon Point Playground

Staff have worked with the state procurement contract to received proposed design ideas from approved vendors. A public survey will go out the week of October 4 and be open for two weeks with the intention of bringing a contract forward in November.

Carnegie Library Repairs

This project was bid out for a third time with no qualified bidders. Staff are exploring emergency procurement options due to water incursion and air quality complaints from tenants.

Waterfront Park Facia Repairs

The City has received preliminary notification of a grant award for these repairs. Formal notice is forthcoming, and this project will be closely coordinated with the Waterfront Park Engineering Services Project.

Waterfront Park Engineering Services

Review committee has reviewed the three bids and interviewed the top two qualified bidders with the intention of bringing a proposed contract forward in November.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/9/2024
FROM: Curt Freese, Community Development Director
AGENDA ITEM TITLE: Community Development Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Monthly report for August 2024.

PLACED ON AGENDA FOR: *Action*

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Community Development Monthly Report	Backup Material	10/1/2024



COMMUNITY DEVELOPMENT MONTHLY REPORT

PERMITS, PLANNING CASES, BOARD AND PC, CODE ENFORCEMENT

AUGUST 2024

Issued Project Permits:

COMMERCIAL (Issued)

- Pine Court Apartments, 2305 - 2317 Pine Court S. – new 60-unit apartment complex (5 buildings) **issued – Resubmitted 8/2022 – Reissued 10/25/22- Reissued 7/25/24**
- New Commercial Shell Building – 3668 Trask Pkwy. (Unknown tenant) **Issued 1/10/22**
- Beaufort Station – 301 Robert Smalls Pkwy. – Site Work Only – **Issued 4/7/22**
- Tabby Place Expansion – 913 Port Republic St. – **Issued 12/20/22 (extended)**
- Site Work Only – 918 Craven St. – **Issued 12/20/22 (extended)**
- New Hotel – 800 Port Republic St. – **Issued 12/21/22 (extended)**
- Parking Garage – 918 Craven St. **Issued 12/21/22 (extended)**
- Gray Tract A Apt Bldgs. – 442 Robert Smalls Pkwy. – Site Work Only – **Issued 12/19/22**
- Gray Tract A Apt Bldgs. – 442 Robert Smalls Pkwy. – **Issued 1/31/23**
- Pintail Pointe Apts. – 2233 Boundary St. – 3 Apts. Buildings **Issued 5/23/23**
- South Atlantic Bank – 37 Robert Smalls Pkwy – New Building **Issued 12/19/23**
- BMH – 955 Ribaut Rd – Large Interior Renovations **Issued 12/19/23**
- Storage Facility – 1 Parris Island Gtwy. – **Issued 1/18/24**
- Carrington Manor - 2247 Boundary St. – Senior Living Bldg. **Issued 1/25/24**
- Commercial Use – 1401 Duke St – **Issued 2/20/24**
- Southside Park – 2614 Southside Blvd – **Issued 2/29/24**
- BMH Daycare – 5 Verdier Bluff Rd – **Issued 3/21/24**
- Hanover Park – 139 Robert Smalls Pkwy - Phase 1 Site Work Only **Issued 4/9/24**
- Hanover Park – 139 Robert Smalls Pkwy - Phase 2 Site Work Only **Issued 4/10/24**
- Pointe Grand Apts. – 135 Burton Hill Rd - Site Work Only **Issued 4/10/24**
- Parker’s Kitchen - 311 Robert Smalls Pkwy – New Building – **Issued 5/22/24**
- Old Navy - 367 Robert Smalls Pkwy – Tenant Upfit – **Issued 5/29/24**
- Books a Million – 11 Robert Smalls Pkwy (Unit A-1) – Tenant Upfit – **Issued 6/12/24**
- Americas Best – 341-C Robert Smalls Pkwy – Tenant Upfit – **Issued 6/17/24**
- Mattress Firm - 341-D Robert Smalls Pkwy – Tenant Finishes – **Issued 6/17/24**
- Panda Express - 341-A Robert Smalls Pkwy – Tenant Upfit – **Issued 6/21/24**

COMMERCIAL (Pending)

- Chambers Cottage – 809 Port Republic St. (**Outstanding items – been reviewed**) (**Extended**)
- Sweetwater at Battery Creek Apartments – Site & Buildings (**In review**)
- Watercrest Apartments – 211 Broad River Dr - Site Work Only (**Outstanding items – been reviewed**)
- 3-Story Apt Bldg. w/1st Floor as Comm’l – 211 Charles St. – (**In review**)
- ALDI – 361 Robert Smalls Pkwy - Site Work Only – (**in Review**)

SF RESIDENTIAL (New Construction) ISSUED within the last month

- 1143 Salty Hammock Ct (Salem Bay Subd)
- 1145 Salty Hammock Ct (Salem Bay Subd)
- 1147 Salty Hammock Ct (Salem Bay Subd)
- 1203 Cassander Creek Rd (Salem Bay Subd)
- 1204 Cassander Creek Rd (Salem Bay Subd)
- 1206 Cassander Creek Rd (Salem Bay Subd)
- 1207 Cassander Creek Rd (Salem Bay Subd)
- 1208 Cassander Creek Rd (Salem Bay Subd)
- 1209 Cassander Creek Rd (Salem Bay Subd)
- 1209 Windswept Oak Ln (Salem Bay Subd)
- 1211 Windswept Oak Ln (Salem Bay Subd)
- 2931 Marshfront Dr (Overlook Subd)
- 2933 Marshfront Dr (Overlook Subd)
- 149 Secession Dr (Blue Gray Estates)
- 3 Indigo Bay Ln (Camellia Banks Subd)
- 800 Distant Island Dr (Distant Island)
- 98 Grayson St (Hundred Pines)

SF RESIDENTIAL (New Construction) SUBMITTED within the last month

- 1143 Salty Hammock Ct (Salem Bay Subd)
- 1147 Salty Hammock Ct (Salem Bay Subd)
- 1212 Salty Hammock Ct (Salem Bay Subd)
- 1204 Cassander Creek Rd (Salem Bay Subd)
- 1206 Cassander Creek Rd (Salem Bay Subd)
- 1208 Cassander Creek Rd (Salem Bay Subd)
- 1210 Cassander Creek Rd (Salem Bay Subd)
- 1211 Windswept Oak Ln (Salem Bay Subd)
- 3 Indigo Bay Ln (Camellia Banks Subd)

Staff-Level Review by Planning:

Historic Review:

HRB (Historic Review Board) Scheduled:

- 801 Carteret Street – *USCB Sandstone Building Renovations*
August 14, 2024 Meeting

Staff-Level Review by Planning:

- None

Public Hearings:

- None.

City Council:

- None.

PC (Planning Commission):

PC (Planning Commission)

- 23 Horton Drive – Annexation/Rezone
August 19, 2024 Meeting
- 1140 Ribaut Road – Store & Go Self-Storage
August 19, 2024 Meeting

ZBOA (Zoning Board of Appeals):

ZBOA (Zoning Board of Appeals) Scheduled:

- None.

Tenant Change (Safety Inspections)

- 915 Bay St. Ste. 200– Proposed Bus: Tupper Grimsley& Canaday LLC
- 805 Bay St. Ste. 5 – Proposed Bus: Art Gallery on Second Floor
- 609 Carteret St – Proposed Bus: The Charcuterei Sip and Social
- 373 Robert Smalls Pkwy – Proposed Bus: Ulta Beauty Store and Beauty Bar (Prev. unoccupied)
- 365 Robert Smalls Pkwy – Proposed Bus: Five Below (Prev. unoccupied)
- 363 Robert Smalls Pkwy – Proposed Bus: Old Navy (Prev. unoccupied)
- 30 Robert Smalls Pkwy – Proposed Bus: Take -5 Oil Change Station (Prev. unoccupied)
- 11 Robert Smalls Pkwy – Proposed Bus: Books-A-Million (Prev. No Tenant)
- 149 Sea Island Pkwy – Proposed Bus: Automotive Maintenance/Lube Center
- 1609 North Street – Proposed Bus: Sharp Law Firm
- 1210 Greene Street – Proposed Bus: River Realty, Harolds R Us and Realst8
- 1215 Boundary Street – Proposed Bus: Chiropractic Business (Prev. Chiropractor)
- 27 Johnny Morrall Circle – Proposed Bus: Daycare (Prev. Daycare)

Building Permits

Month	Single Family	Multifamily	Commercial	Permit Fees
Jan	9	1 Bldg (64 Units)	1	\$97,492.70
Feb	15	0	3	108,909.68
Mar	10	0	1	40,491.70
Apr	23	0	0	68,641.30
May	12	0	1	44,063.70
Jun	10	0	0	30,085.20
Jul	15	5 (60 Units)	0	66,396.10
Aug	11	8 Bldgs. (280 Units)	2	179,476.80

Sep				
Oct				
Nov				
Dec				
Totals				
	105	644	8	\$635,557.18

Total Residential Units: 757

Note: The total permit fees collected does not include impact fees.

Code Enforcement Stats

August 1 - August 31, 2024

Code Enforcement Activity

Total Cases	56
Total Violations	61

Complaint Type

Citizen complaints	23
Code Enforcement Observed	47
Total	56

Cases to Date CY 2023	448
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Complaints

OGL	22
Trash-Litter	11
Vehicles	1
Address	0
Trashcans	2
Construction	2
Permit	2
Unsafe	0
Fence	1
Housekeeping	0
Other	20
Total	61

Action Taken

TAG	15
TAG/Letter	2
Letter	6
TAG/In-person	0
In-person	11
Phone	8
TAG/Phone	0
N/A	13

In-person/Letter	0
Stop Work	1
Open/Active Cases	82

Silt Fence/Erosion Control Inspection:	18
(CY to date)	189





CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: Linda Roper, Downtown Operations and Community Services Director
AGENDA ITEM TITLE: Downtown Operations Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Monthly report for August 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Downtown Operations Monthly Report	Backup Material	10/2/2024

**City of Beaufort Downtown Operations & Community Services
Activity Report
August 2024**

DEPARTMENT OVERVIEW FOR THE MONTH

Main Street Beaufort hunkered down for Hurricane Debby during the first week of the month. Minimal to the Waterfront Park and Core Commercial area. The Carnegie Library experienced a flooded basement and required remediation.

Downtown Operations staff assisted with DBMA First Friday on August 2nd with Tailgate Party theme, sidewalk sale and street closure. The DTO team also participated in the Watermelon Crawl Sip and Stroll on August 24th.

Thirteen motorcoaches visited downtown Beaufort during August.

Park Reservations

Location	Wedding	Special Event	Birthday	Other	Festival	Attendance	
						-50	50+
Waterfront Park							
Pigeon Point Park							
Washington St. Park				4		4	
Southside Park				1			1
Whitehall Park				1		1	
The Bluff							
Other							
Totals	0	0	0	6	0	5	1



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: Alan Eisenman, Finance Director
AGENDA ITEM
TITLE: Finance Department Monthly Report
MEETING
DATE: 10/8/2024
DEPARTMENT: Finance

BACKGROUND INFORMATION:

Monthly Report for August 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Finance Department Monthly Report	Backup Material	10/2/2024

Scott Marshall
CITY MANAGER
843-525-7070
FAX 843-525-7013



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

COUNCIL MEMBERS:
Philip E. Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

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

The City of Beaufort August 2024 financial statement is included in your agenda packet. This financial statement includes the City's Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance (aka Income Statement). It also includes Budgetary Comparison Schedules for the City's fiscal year 2025 budgeted funds which include General Fund, TIF II Fund, Capital Projects Fund, Parks and Tourism Fund, American Rescue Plan Act (ARPA) Fund, Stormwater Fund, State Accommodations Tax Fund, and Fire Impact Fees Fund.

With August being the 2nd month of the fiscal year 2025, recurring revenues and expenditures should be 16.7% of budget. General Fund revenues are at 5.6% of the budget while expenditures are at 14.8% of the budget.

I'll be happy to answer any questions that may arise as you review the City's August 2024 financial statement.

Thanks,

A handwritten signature in blue ink that reads "Alan R. Eisenman".

Alan Eisenman CPA CGFO
Finance Director

**CITY OF BEAUFORT, SOUTH CAROLINA
BALANCE SHEET
GOVERNMENTAL FUNDS
AUGUST 31, 2024**

	<u>General Fund</u>	<u>TIF II Fund</u>	<u>Capital Projects Fund</u>	<u>Parks and Tourism Fund</u>	<u>American Rescue Plan Act Fund</u>	<u>Stormwater Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS								
Cash and cash equivalents	\$ 14,047,759	\$ 189,372	\$ 2,372,781	\$ 4,458,387	\$ 4,792,946	\$ 12,783	\$ 1,631,579	\$ 27,505,607
Taxes receivable, net	320,136	-	-	-	-	41,439	-	361,575
Other receivables	302,918	-	641,151	52,335	-	-	-	996,404
Inventories and other assets	23,605	-	-	-	-	-	-	23,605
Restricted cash and cash equivalents	-	3,665,090	-	5,158,878	-	1,079,649	25,269	9,928,886
Total assets	<u>14,694,418</u>	<u>3,854,462</u>	<u>3,013,932</u>	<u>9,669,600</u>	<u>4,792,946</u>	<u>1,133,871</u>	<u>1,656,848</u>	<u>38,816,077</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES								
Liabilities:								
Accounts payable	1,329,962	-	301,581	92,030	-	22,401	2,421	1,748,395
Due to other governments	57,339	-	-	-	-	-	-	57,339
Unearned revenue	-	-	-	-	4,443,295	-	-	4,443,295
Accrued liabilities	146,180	-	-	43,734	-	5,661	3,142	198,717
Deposits and escrow	477,543	-	-	13,633	-	-	23,617	514,793
Total liabilities	<u>2,011,024</u>	<u>-</u>	<u>301,581</u>	<u>149,397</u>	<u>4,443,295</u>	<u>28,062</u>	<u>29,180</u>	<u>6,962,539</u>
Deferred Inflows of Resources:								
Unavailable revenue - property taxes	476,479	-	-	-	-	25,910	-	502,389
Total deferred inflows of resources	<u>476,479</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,910</u>	<u>-</u>	<u>502,389</u>
Fund balances:								
Nonspendable:								
Inventories	40,304	-	-	-	-	-	-	40,304
Cemetery	-	-	-	-	-	-	7,246	7,246
Restricted	1,268,700	3,854,462	2,712,351	4,361,325	349,651	(582,271)	1,589,644	13,553,862
Committed for:								
Land Acquisition	692,258	-	-	-	-	-	-	692,258
Vehicle and equipment replacement	1,269,000	-	-	-	-	-	-	1,269,000
Redevelopment	977,460	-	-	-	-	-	-	977,460
Capital Projects	651,791	-	-	5,158,878	-	1,662,170	-	7,472,839
Law enforcement	-	-	-	-	-	-	30,778	30,778
Assigned for:								
Subsequent year's budget	106,590	-	-	-	-	-	-	106,590
Unassigned	7,200,812	-	-	-	-	-	-	7,200,812
Total fund balances	<u>12,206,915</u>	<u>3,854,462</u>	<u>2,712,351</u>	<u>9,520,203</u>	<u>349,651</u>	<u>1,079,899</u>	<u>1,627,668</u>	<u>31,351,149</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 14,694,418</u>	<u>\$ 3,854,462</u>	<u>\$ 3,013,932</u>	<u>\$ 9,669,600</u>	<u>\$ 4,792,946</u>	<u>\$ 1,133,871</u>	<u>\$ 1,656,848</u>	<u>\$ 38,816,077</u>

CITY OF BEAUFORT, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE MONTH ENDED AUGUST 31, 2024

	General Fund	TIF II Fund	Capital Projects Fund	Parks and Tourism Fund	American Rescue Plan Act Fund	Stormwater Fund	Other Governmental Funds	Total Governmental Funds
REVENUES								
Property taxes	\$ 11,883	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,883
Other taxes	-	-	-	787,029	-	-	-	787,029
Franchise fees	76,620	-	-	-	-	-	-	76,620
Fines and forfeitures	21,613	-	-	-	-	-	-	21,613
Licenses and permits	500,450	-	-	-	-	-	108,088	608,538
Intergovernmental	592,643	-	215,015	-	-	-	-	807,658
Charges for services	56,820	-	-	30,724	-	3,813	-	91,357
Investment earnings	151,568	16,123	8,297	63,863	46,711	8,834	4,214	299,610
Miscellaneous	19,104	-	-	-	-	-	155	19,259
Total revenues	<u>1,430,701</u>	<u>16,123</u>	<u>223,312</u>	<u>881,616</u>	<u>46,711</u>	<u>12,647</u>	<u>112,457</u>	<u>2,723,567</u>
EXPENDITURES								
Current:								
General government	601,658	-	-	-	-	-	136,250	737,908
Law enforcement	1,097,129	-	-	234,465	-	-	-	1,331,594
Fire and emergency	1,173,941	-	-	-	-	-	-	1,173,941
Public works	288,249	-	-	-	-	117,572	-	405,821
Culture and recreation	-	-	-	199,120	-	-	-	199,120
Streets	95,173	-	-	-	-	-	-	95,173
Community development	186,204	-	-	163,602	-	-	-	349,806
Debt Service:								
Principal	203,915	-	-	276,858	-	57,500	52,358	590,631
Interest and other charges	178,635	-	-	32,240	-	28,100	11,296	250,271
Capital Outlay	-	-	278,996	16,588	-	-	-	295,584
Total expenditures	<u>3,824,904</u>	<u>-</u>	<u>278,996</u>	<u>922,873</u>	<u>-</u>	<u>203,172</u>	<u>199,904</u>	<u>5,429,849</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(2,394,203)</u>	<u>16,123</u>	<u>(55,684)</u>	<u>(41,257)</u>	<u>46,711</u>	<u>(190,525)</u>	<u>(87,447)</u>	<u>(2,706,282)</u>
OTHER FINANCING SOURCES (USES)								
Issuance of revenue bonds	-	-	-	-	-	-	-	-
Transfers in	-	-	1,368,133	-	-	-	-	1,368,133
Transfers out	-	-	-	(726,410)	(181,033)	(460,690)	-	(1,368,133)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>1,368,133</u>	<u>(726,410)</u>	<u>(181,033)</u>	<u>(460,690)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(2,394,203)	16,123	1,312,449	(767,667)	(134,322)	(651,215)	(87,447)	(2,706,282)
Fund balances - beginning	14,601,118	3,838,339	1,399,902	10,287,870	483,973	1,731,114	1,715,115	34,057,431
Fund balances - ending	<u>\$ 12,206,915</u>	<u>\$ 3,854,462</u>	<u>\$ 2,712,351</u>	<u>\$ 9,520,203</u>	<u>\$ 349,651</u>	<u>\$ 1,079,899</u>	<u>\$ 1,627,668</u>	<u>\$ 31,351,149</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
COMBINING BALANCE SHEET
OTHER GOVERNMENTAL FUNDS
AUGUST 31, 2024**

	<u>Special Revenue Funds</u>			<u>Permanent Fund</u>	<u>Total-Other Governmental Funds</u>
	<u>State</u>	<u>Fire Impact Fees Fund</u>	<u>Drug Control and Prevention Fund</u>	<u>Cemetery Fund</u>	
	<u>Accommodations Tax Fund</u>				
ASSETS					
Cash and cash equivalents	\$ 1,197,979	\$ 395,576	\$ 30,778	7,246	\$ 1,631,579
Other receivables	-	-	-	-	-
Restricted cash and cash equivalents	-	-	25,269	-	25,269
Total assets	<u>1,197,979</u>	<u>395,576</u>	<u>56,047</u>	<u>7,246</u>	<u>1,656,848</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	2,421	-	-	-	2,421
Other accrued expenses	3,142	-	-	-	3,142
Deposits and escrow	-	-	23,617	-	23,617
Total liabilities	<u>5,563</u>	<u>-</u>	<u>23,617</u>	<u>-</u>	<u>29,180</u>
Fund balances:					
Nonspendable:					
Cemetery	-	-	-	7,246	7,246
Restricted	1,192,416	395,576	1,652	-	1,589,644
Committed for:					
Law enforcement	-	-	30,778	-	30,778
Total fund balances	<u>1,192,416</u>	<u>395,576</u>	<u>32,430</u>	<u>7,246</u>	<u>1,627,668</u>
Total liabilities and fund balances	<u>\$ 1,197,979</u>	<u>\$ 395,576</u>	<u>\$ 56,047</u>	<u>\$ 7,246</u>	<u>\$ 1,656,848</u>

CITY OF BEAUFORT, SOUTH CAROLINA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
OTHER GOVERNMENTAL FUNDS
FOR THE MONTH ENDED AUGUST 31, 2024

	Special Revenue Funds			Permanent Fund	Total-Other Governmental Funds
	State	Fire Impact Fees Fund	Drug Control and Prevention Fund	Cemetery Fund	
	Accommodations Tax Fund				
REVENUES					
Other taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	108,088	-	-	108,088
Intergovernmental	-	-	-	-	-
Investment earnings	4,017	-	197	-	4,214
Miscellaneous	-	-	155	-	155
Total revenues	4,017	108,088	352	-	112,457
EXPENDITURES					
Current:					
General government	136,250	-	-	-	136,250
Law enforcement	-	-	-	-	-
Debt Service					
Principal	-	52,358	-	-	52,358
Interest and other charges	-	11,296	-	-	11,296
Total expenditures	136,250	63,654	-	-	199,904
Excess of revenues over expenditures	(132,233)	44,434	352	-	(87,447)
OTHER FINANCING SOURCES (USES)					
Transfers out	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-
Net change in fund balances	(132,233)	44,434	352	-	(87,447)
Fund balances - beginning	1,324,649	351,142	32,078	7,246	1,715,115
Fund balances - ending	\$ 1,192,416	\$ 395,576	\$ 32,430	\$ 7,246	\$ 1,627,668

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final			
Revenues:					
Property taxes	\$ 9,598,632	\$ 9,598,632	\$ 11,883	\$ (9,586,749)	0.1%
Franchise fees	2,258,000	2,258,000	76,620	(2,181,380)	3.4%
Fines and forfeitures	56,000	56,000	21,613	(34,387)	38.6%
Licenses and permits	6,870,000	6,870,000	500,450	(6,369,550)	7.3%
Intergovernmental	3,854,181	3,900,389	592,643	(3,307,746)	15.2%
Charges for services	2,064,665	2,064,665	56,820	(2,007,845)	2.8%
Investment earnings	550,000	550,000	151,568	(398,432)	27.6%
Miscellaneous	110,000	110,000	19,104	(90,896)	17.4%
Total revenues	<u>25,361,478</u>	<u>25,407,686</u>	<u>1,430,701</u>	<u>(23,976,985)</u>	<u>5.6%</u>
Expenditures:					
Current:					
General government					
City council	345,321	345,321	29,227	316,094	8.5%
City manager	952,161	952,161	142,334	809,827	14.9%
Finance	1,000,850	1,000,850	120,276	880,574	12.0%
Human resources	554,368	554,368	81,528	472,840	14.7%
Information technology	1,025,621	1,071,829	65,116	1,006,713	6.1%
Court and legal	637,050	637,050	69,523	567,527	10.9%
Non-departmental	822,823	822,823	93,654	729,169	11.4%
	<u>5,338,194</u>	<u>5,384,402</u>	<u>601,658</u>	<u>4,782,744</u>	<u>11.2%</u>
Law enforcement					
Police	5,703,134	5,703,134	983,859	4,719,275	17.3%
School resource officers	624,561	624,561	95,304	529,257	15.3%
Crossing guards	23,470	23,470	2,296	21,174	9.8%
Victims rights	113,246	113,246	15,671	97,575	13.8%
	<u>6,464,411</u>	<u>6,464,411</u>	<u>1,097,130</u>	<u>5,367,281</u>	<u>17.0%</u>
Fire and emergency					
City of Beaufort fire	6,773,028	6,773,028	1,173,941	5,599,087	17.3%
	<u>6,773,028</u>	<u>6,773,028</u>	<u>1,173,941</u>	<u>5,599,087</u>	<u>17.3%</u>
Public works					
Administration	503,580	503,580	80,991	422,589	16.1%
Maintenance	828,479	828,479	91,400	737,079	11.0%
Solid waste	1,401,015	1,401,015	115,858	1,285,157	8.3%
	<u>2,733,074</u>	<u>2,733,074</u>	<u>288,249</u>	<u>2,444,825</u>	<u>10.5%</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	
	Original	Final			
Streets	1,035,281	1,185,281	95,173	1,090,108	8.0%
	<u>1,035,281</u>	<u>1,185,281</u>	<u>95,173</u>	<u>1,090,108</u>	<u>8.0%</u>
Community development	1,455,846	1,455,846	186,204	1,269,642	12.8%
	<u>1,455,846</u>	<u>1,455,846</u>	<u>186,204</u>	<u>1,269,642</u>	<u>12.8%</u>
Total current	<u>23,799,834</u>	<u>23,996,042</u>	<u>3,442,355</u>	<u>20,553,687</u>	<u>14.3%</u>
Debt service:					
Principal	1,541,915	1,541,915	203,915	1,338,000	13.2%
Interest	303,438	303,438	178,635	124,803	58.9%
Total debt service	<u>1,845,353</u>	<u>1,845,353</u>	<u>382,550</u>	<u>1,462,803</u>	<u>20.7%</u>
Total expenditures	<u>25,645,187</u>	<u>25,841,395</u>	<u>3,824,905</u>	<u>22,016,490</u>	<u>14.8%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(283,709)</u>	<u>(433,709)</u>	<u>(2,394,204)</u>	<u>(1,960,495)</u>	
Other financing sources (uses):					
Transfers in	70,416	70,416	-	(70,416)	0.0%
Transfers out	-	(255,645)	-	(255,645)	0.0%
Total financing sources (uses)	<u>70,416</u>	<u>(185,229)</u>	<u>-</u>	<u>(326,061)</u>	<u>0.0%</u>
Net change in fund balance	(213,293)	(618,938)	(2,394,204)	(1,775,266)	
Fund balance, beginning of year	14,601,117	14,601,117	14,601,117	-	
Fund balance, end of year	<u>\$ 14,387,824</u>	<u>\$ 13,982,179</u>	<u>\$ 12,206,913</u>	<u>\$ (1,775,266)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
TAX INCREMENT FINANCING DISTRICT II – SPECIAL REVENUE FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>	<u>Variance with Final Budget Percentage</u>
	<u>Original</u>	<u>Final</u>			
Revenues:					
Investment earnings	\$ 180,000	\$ 180,000	\$ 16,123	\$ (163,877)	9.0%
Total revenues	<u>180,000</u>	<u>180,000</u>	<u>16,123</u>	<u>(163,877)</u>	<u>9.0%</u>
Expenditures:					
Current:					
Capital Outlay	109,000	309,000	-	309,000	0.0%
Total expenditures	<u>109,000</u>	<u>309,000</u>	<u>-</u>	<u>309,000</u>	<u>0.0%</u>
Excess of revenues over expenditures	<u>71,000</u>	<u>(129,000)</u>	<u>16,123</u>	<u>(472,877)</u>	
Other financing (uses):					
Transfers out	(100,000)	(100,000)	-	(100,000)	0.0%
Total other financing uses	<u>(100,000)</u>	<u>(100,000)</u>	<u>-</u>	<u>(100,000)</u>	<u>0.0%</u>
Net change in fund balance	(29,000)	(229,000)	16,123	(245,123)	
Fund balance, beginning of year	3,838,339	3,838,339	3,838,339	-	
Fund balance, end of year	<u>\$ 3,809,339</u>	<u>\$ 3,609,339</u>	<u>\$ 3,854,462</u>	<u>\$ (245,123)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
CAPITAL PROJECTS FUND – SPECIAL REVENUE FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>	<u>Variance with Final Budget Percentage</u>
	<u>Original</u>	<u>Final</u>			
Revenues:					
Intergovernmental	\$ 11,162,332	\$ 10,906,687	\$ 215,015	\$ (10,691,672)	2.0%
Investment earnings	-	-	8,297	8,297	100.0%
Total revenues	<u>11,162,332</u>	<u>10,906,687</u>	<u>223,312</u>	<u>(10,683,375)</u>	<u>2.0%</u>
Expenditures:					
Current:					
Capital Outlay	21,649,789	23,565,309	278,996	23,286,313	1.2%
Total expenditures	<u>21,649,789</u>	<u>23,565,309</u>	<u>278,996</u>	<u>23,286,313</u>	<u>1.2%</u>
Excess of revenues over expenditures	<u>(10,487,457)</u>	<u>(12,658,622)</u>	<u>(55,684)</u>	<u>(33,969,688)</u>	
Other financing sources:					
Transfers in	9,787,457	11,845,422	1,368,133	(10,477,289)	11.5%
Total other financing sources	<u>9,787,457</u>	<u>11,845,422</u>	<u>1,368,133</u>	<u>(10,477,289)</u>	<u>11.5%</u>
Net change in fund balance	(700,000)	(813,200)	1,312,449	(2,125,649)	
Fund balance, beginning of year	1,399,902	1,399,902	1,399,902	-	
Fund balance, end of year	<u>\$ 699,902</u>	<u>\$ 586,702</u>	<u>\$ 2,712,351</u>	<u>\$ (2,125,649)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
PARKS AND TOURISM – SPECIAL REVENUE FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final			
Revenues:					
Other taxes	\$ 4,375,000	\$ 4,375,000	\$ 787,029	\$ (3,587,971)	18.0%
Charges for services	855,500	855,500	30,724	(824,776)	3.6%
Investment earnings	250,000	250,000	63,863	(186,137)	25.5%
Miscellaneous	-	-	-	-	0.0%
Total revenues	5,480,500	5,480,500	881,616	(4,598,884)	16.1%
Expenditures:					
Current:					
Law enforcement	1,611,454	1,611,454	234,465	1,376,989	14.5%
Culture and recreation	1,865,718	1,865,718	199,120	1,666,598	10.7%
Community development	1,032,461	1,032,461	163,602	868,859	15.8%
Debt Service:					
Principal	603,858	603,858	276,858	327,000	45.8%
Interest and other charges	365,743	365,743	32,240	333,503	8.8%
Capital Outlay	195,600	195,600	16,588	179,012	8.5%
Total expenditures	5,674,834	5,674,834	922,873	4,751,961	16.3%
Excess (deficiency) of revenues over (under) expenditures	(194,334)	(194,334)	(41,257)	153,077	
Other financing sources (uses):					
Issuance of revenue bonds	-	-	-	-	#DIV/0!
Transfers out	(5,733,016)	(5,933,016)	(726,410)	(5,206,606)	12.2%
Total financing sources	(5,733,016)	(5,933,016)	(726,410)	(5,206,606)	
Net change in fund balance	(5,927,350)	(6,127,350)	(767,667)	5,359,683	
Fund balance, beginning of year	10,287,870	10,287,870	10,287,870	-	
Fund balance, end of year	\$ 4,360,520	\$ 4,160,520	\$ 9,520,203	\$ 5,359,683	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
AMERICAN RESCUE PLAN ACT (ARPA) – SPECIAL REVENUE FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>	<u>Variance with Final Budget Percentage</u>
	<u>Original</u>	<u>Final</u>			
Revenues:					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	0.0%
Investment earnings	302,306	302,306	46,711	(255,595)	15.5%
Total revenues	<u>302,306</u>	<u>302,306</u>	<u>46,711</u>	<u>(255,595)</u>	<u>15.5%</u>
Expenditures:					
Current:					
General government	208,973	208,973	-	208,973	0.0%
Capital Outlay	143,333	143,333	-	143,333	0.0%
Total expenditures	<u>352,306</u>	<u>352,306</u>	<u>-</u>	<u>352,306</u>	<u>0.0%</u>
Excess of revenues over expenditures	<u>(50,000)</u>	<u>(50,000)</u>	<u>46,711</u>	<u>(607,901)</u>	
Other financing (uses):					
Transfers out	(2,643,960)	(5,030,600)	(181,033)	(4,849,567)	3.6%
Total other financing uses	<u>(2,643,960)</u>	<u>(5,030,600)</u>	<u>(181,033)</u>	<u>(4,849,567)</u>	<u>3.6%</u>
Net change in fund balance	(2,693,960)	(5,080,600)	(134,322)	(4,946,278)	
Fund balance, beginning of year	483,973	483,973	483,973	-	
Fund balance, end of year	<u>\$ (2,209,987)</u>	<u>\$ (4,596,627)</u>	<u>\$ 349,651</u>	<u>\$ (4,946,278)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
STORMWATER – SPECIAL REVENUE FUND
FOR THE MONTH ENDED AUGUST 31, 2024**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>	<u>Variance with Final Budget Percentage</u>
	<u>Original</u>	<u>Final</u>			
Revenues:					
Charges for services	\$ 1,288,717	\$ 1,288,717	\$ 3,813	\$ (1,284,904)	0.3%
Investment earnings	80,000	80,000	8,834	(71,166)	11.0%
Total revenues	<u>1,368,717</u>	<u>1,368,717</u>	<u>12,647</u>	<u>(1,356,070)</u>	<u>0.9%</u>
Expenditures:					
Current:					
Public works	855,117	855,117	117,572	737,545	13.7%
Debt Service:					
Principal	345,000	345,000	57,500	287,500	16.7%
Interest and other charges	168,600	168,600	28,100	140,500	16.7%
Total expenditures	<u>1,368,717</u>	<u>1,368,717</u>	<u>203,172</u>	<u>1,165,545</u>	<u>14.8%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>-</u>	<u>-</u>	<u>(190,525)</u>	<u>(2,521,615)</u>	
Other financing (uses):					
Transfers out	(1,310,480)	(1,418,480)	(460,690)	957,790	32.5%
Total other financing (uses)	<u>(1,310,480)</u>	<u>(1,418,480)</u>	<u>(460,690)</u>	<u>957,790</u>	<u>32.5%</u>
Net change in fund balance	(1,310,480)	(1,418,480)	(651,215)	(767,265)	
Fund balance, beginning of year	1,731,114	1,731,114	1,731,114	-	
Fund balance, end of year	<u>\$ 420,634</u>	<u>\$ 312,634</u>	<u>\$ 1,079,899</u>	<u>\$ (767,265)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
STATE ACCOMMODATIONS TAX SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED AUGUST 31, 2024**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final			
Revenues:					
Other taxes	\$ 933,333	\$ 933,333	\$ -	\$ (933,333)	0.0%
Investment earnings	36,000	36,000	4,017	(31,983)	11.2%
Total revenues	<u>969,333</u>	<u>969,333</u>	<u>4,017</u>	<u>(965,316)</u>	<u>0.4%</u>
Expenditures:					
General government	875,437	875,437	136,250	739,187	15.6%
Law enforcement	23,480	23,480	-	23,480	0.0%
Total expenditures	<u>898,917</u>	<u>898,917</u>	<u>136,250</u>	<u>762,667</u>	<u>15.2%</u>
Excess of revenues over expenditures	<u>70,416</u>	<u>70,416</u>	<u>(132,233)</u>	<u>(202,649)</u>	
Other financing uses:					
Transfers out	(70,416)	(130,416)	-	(130,416)	0.0%
Total other financing uses	<u>(70,416)</u>	<u>(130,416)</u>	<u>-</u>	<u>(130,416)</u>	<u>0.0%</u>
Net change in fund balance	-	-	(132,233)	(132,233)	
Fund balance, beginning of year	1,324,649	1,324,649	1,324,649	-	
Fund balance, end of year	<u>\$ 1,324,649</u>	<u>\$ 1,324,649</u>	<u>\$ 1,192,416</u>	<u>\$ (132,233)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
 FIRE IMPACT FEES SPECIAL REVENUE FUND
 BUDGET TO ACTUAL
 FOR THE MONTH ENDED AUGUST 31, 2024**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final			
Revenues:					
Licenses and permits	\$ 100,000	\$ 100,000	\$ 108,088	\$ 8,088	108.1%
Investment earnings	5,000	5,000	-	(5,000)	0.0%
Total revenues	105,000	105,000	108,088	3,088	102.9%
Expenditures:					
Debt Service:					
Principal	52,358	52,358	52,358	-	100.0%
Interest and other charges	11,296	11,296	11,296	-	100.0%
Total expenditures	63,654	63,654	63,654	-	100.0%
Net change in fund balance	41,346	41,346	44,434	3,088	
Fund balance, beginning of year	351,142	351,142	351,142	-	
Fund balance, end of year	\$ 392,488	\$ 392,488	\$ 395,576	\$ 3,088	



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/19/2024
FROM: Tim Ogden, Fire Chief
AGENDA ITEM TITLE: Fire Department Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: Fire

BACKGROUND INFORMATION:

Monthly Report for August 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Fire Department Monthly Report	Backup Material	9/19/2024



City of Beaufort/Town of Port Royal Fire Department

August 2024 Report

Public Events

The Fire Department held several public education events throughout August.

- Therapy dogs visited Fire Station
- Station tour at our Headquarters Station
- Firefighters & Admin Staff welcomed all students back to school at our area schools on the first day. (Beaufort Elementary, Mossy Oaks Elementary, Beaufort Middle School, Port Royal Elementary, Bridges Preparatory School, and Riverview Charter School)
- Teamed up with the Bluffton Fire Department to attend the STEAM Festival at the Port Royal Maritime Center
- Wet Down at a Boy Scout event
- 5th Friday meal at Washington Street Park

Fire Training

The Training Division conducted 881 hours of fire training.

We installed 9 car seats.

The department conducted the second portion of their required HAZMAT training which encompassed DECON, Emergency Response Guide use, and establishment of control zones for a working HAZMAT incident.

The department also had 3 members begin the recruit fire academy at the South Carolina Fire Academy. All 3 members will graduate Friday September 27th. We also participated in an active shooter / barricaded subject drill at the Navy Hospital.

Medical

The Medical Division held three regular CPR classes and two Stop the Bleed trainings at two Port Royal schools.

Medical continuing education training was conducted for every shift on trauma scenarios, gunshots, and multi life threats.

Fire Marshal

The Fire Marshal Division completed 152 fire inspections and 19 new construction inspections. Training for pre-fire plans conducted and crews will start in September with new software.

Personnel

Hired three firefighters in August. We had three firefighters start SCFA 8-week recruit class. Two Firefighters started Advance EMT class.

Lieutenant Gerald LaHay and Senior Firefighter Andy Vinson were selected to attend the South Carolina State Firefighters Association Company Officer Academy.

Apparatus

Engine 7587 had front suspension springs break. This engine was taken to Bluffton Maintenance Shop and is currently still out of service waiting for replacement parts.

Major Incidents

- Three cooking fires that were contained to the cooking area
- One dumpster fire at a commercial restaurant in Port Royal
- Two gunshot wounds, one in Beaufort and one in Port Royal
- 25 storm related calls from Tropical Storm Debby

PERSONNEL		
Part-Time	9	
Personnel Assigned	55	
Volunteer Personnel	18	
TOTAL PERSONNEL	82	

INCIDENT SUMMARY	BFT	P.R.
Structural Fires	1	2
Vehicle Fires	0	0
Brush, Trash Fire	0	1
Medical Calls	161	99
Vehicle Accident	9	10
Extrication (350-357)	0	0
Hazardous Condition	26	5
Service Calls (500)	24	14
Good Intent Calls (600)	37	7
False Calls (700)	27	14
Water Rescue	0	0
EMS Standby	0	0
Month	285	152
Total Month	437	

TRAINING/EDUCATION		
Local Instruction	855	
TOTAL	855	

VOLUNTEER		
Local Instruction		
Monthly Station Standby	24	
TOTAL	24	

AID SUMMARY - ALL	LI	BUR	PI	other
BEAUFORT				
Aid Given		1		
Aid Received				
Mutual Aid Given				
Mutual Aid Received				
PORT ROYAL				
Aid Given			2	
Aid Received				
Mutual Aid Given				
Mutual Aid Received				

FIRE PREVENTION	BFT	P.R.
Inspections Conducted	69	54
Violations Noted	107	69
Violations Corrected	5	1
Knox Box Installations	4	0
Fire Plans Reviewed	9	0
Burning Permits Issued	0	0
Permission to Burn Given	0	0
Public Education Events	17	5
Public Edu. Man Hours	52	24
# of Adults	111	318
# of Children	190	100
Car Seats Installation	9	
Smoke Detectors	4	4
CPR Certifications	33	



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/17/2024
FROM: Ivette Burgess, Human Resources Director
AGENDA ITEM TITLE: Human Resources Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: Human Resources

BACKGROUND INFORMATION:

Monthly report for August 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Human Resources Monthly Report	Backup Material	9/17/2024

Memorandum

To: Scott Marshall, City Manager
From: Ivette Burgess, Human Resources Director
Date: 8/26/2024
Re: Department Update – August 2024

New Hires and Onboarding

7 New Hires:

- Michael Danyov, PD Patrolman II
- Alexander Davis, PW Associate II-General Support
- Lamont Fripp, PW Associate I-Parks
- Emmanuel Sanford, FD Firefighter Recruit
- Eric McGee, FD Firefighter II
- Dameon Sanders, FD Firefighter III
- Alison McCarthy, Community Development Permit Tech

Training/Webinars

Brian and Ivette attended virtually Compensation Challenges webinar hosted by Public Sector HR Association.

Event(s)

Kristy coordinated CPR class for employees with the Fire Department. Class to be held on September 16, 2024

Interview Panels

All members of the HR team participated in interview panels for several departments (Public Works, Finance and Community Development).



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/17/2024
FROM: Sarah Farrow, Municipal Court Administrator
AGENDA ITEM TITLE: Municipal Court Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: Municipal Court

BACKGROUND INFORMATION:

Monthly report for August 2024.

PLACED ON AGENDA FOR: *Action*

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Municipal Court Monthly Report	Backup Material	9/17/2024

**City of Beaufort Municipal Court
Monthly Department Report
August 2024**

DEPARTMENT OVERVIEW:

Bench trials are held every Monday and Thursday at 3:00pm. Nine sessions of bench trials were held in August 2024 and 404 cases were tentatively scheduled.

CASE OVERVIEW:

- New cases filed: 120 (72 traffic/48 criminal)
- Cases disposed: 106 (77 traffic/ 29 criminal)

DISPOSED CASES BREAKDOWN:

- 146 traffic cases
 - 85 guilty indicators (forfeiture, plea, or trial)
 - 61 not guilty indicators (dismissal by officer, Judge, or trial)
- 23 criminal cases
 - 9 guilty indicators (by plea or trial)
 - 14 not guilty indicators (through plea agreement or trial)

RECORD KEEPING:

- Arrest warrants: 48 issued for criminal offenses.
- Bench warrant: 1 issued
- Expungements: 27 criminal records purged and destroyed
- Destruction of records in accordance with retention schedule

JURY TRIAL OVERVIEW:

- 49 current pending cases (21 criminal cases/28 traffic cases)

Next session of jury trials to be held in September 2024.

MASC SETOFF DEBT SUBMISSION FOR TAX YEAR 2024:

359 notices totaling \$228,710.22 mailed to defendants regarding outstanding fines and fees.

PROFESSIONAL DEVELOPMENT:

Taneisha Belton attended annual conference of the Municipal Court Administration Association of SC.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/9/2024
FROM: Stephenie Price, Police Chief
AGENDA ITEM
TITLE: Police Department Monthly Report
MEETING
DATE: 10/8/2024
DEPARTMENT: Police

BACKGROUND INFORMATION:

Monthly Report for August 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Police Department Monthly Report	Backup Material	9/9/2024

BEAUFORT POLICE DEPARTMENT

1901 Boundary St. Beaufort, SC 29902

843-322-7900



Stephenie Price
Chief of Police

August 2024 Monthly Report

Part-1 Crimes Statistics

	Arson	Aggravated Assault	Burglary B/E	CSC	Homicide	Larceny	Mv Theft	Robbery
January	0	4	8	0	0	44	1	6
February	0	3	3	2	0	27	2	2
March	0	2	2	0	1	38	1	0
April	0	11	4	0	0	36	2	2
May	0	8	0	1	0	39	1	0
June	0	6	3	1	0	52	1	2
July	0	9	10	0	0	50	2	2
August	0	3	1	0	1	35	3	0

Total Calls for Service: 4,448

- Officer Initiated: 3,332
- 911 Line: 442
- Non-Emergency: 673
- Alarm: 1
- TT911 SMS: 0

Community Events Attended: 10

- Spanish Trace BBQ, August 2, 2024
- Blood Drive, August 8, 2024
- Parent's Against Drugs Meeting, August 21, 2024

Chief's Updates:

- Hurricane Tabletop Exercise
- TS Debby Storm Prep/Brief
- Spanish Trace Community Event
- Flock Kick Off Call/Training
- CAR Program Initial Visit
- Chaplain Program
- The Cummings Foundation for Behavioral Health Grant
- 1st Sergeant Board
- MDT Advisory Council Meeting
- Competency Evaluation Procedures Meeting
- Voice Volunteer Appreciation Breakfast

Upcoming Events:

- Mossy Oaks Village Labor Day BBQ, September 2, 2024
- OPFOB First Responder Appreciation Day, September 7, 2024
- Penn Center Tour- Command Staff, September 10, 2024



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: Nate Farrow, Public Works Director
AGENDA ITEM TITLE: Public Works Monthly Report
MEETING DATE: 10/8/2024
DEPARTMENT: Public Works

BACKGROUND INFORMATION:

Monthly report for August 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Public Works Monthly Report	Backup Material	10/2/2024



CITY OF BEAUFORT PUBLIC WORKS DEPARTMENTS
MONTHLY ACCOMPLISHMENTS

MONTH OF AUGUST 2024

EVENTS:

TROPICAL STORM DEBBY – PREP/DURING/AFTER

(includes debris removal for One Time City Wide from Curbside)

<u>Weekly Safety Briefs:</u>	Miguel Canela-Pena - <u>Storm/Hand Tools Safety/"Read your City Benefits"</u>
<u>See/Click/Fix:</u>	Reported: <u>80</u>
	Resolved to date: <u>573</u>
<u>811 Locates</u>	Reported & Reviewed <u>194</u>
<u>PO's (PR's)</u>	Created and Processed <u>40</u>
<u>Banners</u>	Reserved and Hung <u>5</u>
<u>Weight Tickets</u>	Debris to Landfill <u>23</u>
<u>On-Call:</u>	Traffic Control: <u>N Farrow / B Durrance (multi weeks each)</u>
	Weekend Parks: <u>C Greene / Tre Fripp / M Fripp / W Smalls / D Morrell</u>
<u>Standards:</u> _____	
<i>Meetings:</i>	<i>Daily Staff / Weekly Supervisor / Weekly Review of FY25 Budget</i>
<i>Update to reports:</i>	<i>Drainage / Tree / Street / Banner / Credit Card / Budget Spread Sheet / Payroll / Daily Weight Tickets</i>
<i>Stormwater/Street:</i>	<i>Routine Easement maintenance / Flap Gate inspection & Maintenance / inspection and maintenance all Equipment / routine drainage maintenance Maintenance of Open Land Trust areas and large park/city owned Area (Commerce Park)</i>
<i>Parks:</i>	<i>Inspection and maintenance to all Parks & playgrounds, restrooms, buildings, benches, etc; along with all ground maintenance (cutting, weed eating, weed maintenance, plantings, tree trimming, etc) – includes White Hall Park Routine restroom cleaning in multiple parks Routine full upkeep of Spanish Moss Trail litter control/water fountains / cross walks weekly City wide trash run all parks weekly Watering for beds and areas without irrigation</i>

Administration / Operations Mgr.:

- Assist with sediment removal from valley drain at 123 Fuller Street
- 3 Traffic Light callouts after hours.
- Assisted with traffic signal replacement that was hit at Hermitage Road.
- Assist with streetlight change out in front of USCB dorms.
- **City-wide storm debris pick-up all week.**
- Assist Stormwater Dept. with investigating a drainage issue in low area at Washington and Church Streets.
- Assist Traffic Dept. with Palm Tree trimming on Boundary Street.
- Answered a call from Dispatch at 2300 concerning a tree down at 2600 Lafayette Street. Coordinated a crew to respond.
- Sent Hydrant Meter reading to BJWSA for the month of August.
- Plan and assist Traffic Dept. with right-of-way trimming on Washinton Street. Operate Knuckle Boom to pick up trimmings.
- Operated the Knuckle Boom and picked up 2 debris piles.
- Check Southside Park to see if Dominion had installed the new meter.
- Took pictures of Pipe Washer operation on Riverside Dr.
- Perform Park Inspections with Public Works Director.
- Inspect City Hall Building for maintenance needs.
- Assist Traffic with the removal of a Streetlight base at Robert Smalls Pkwy. And Boundary Street.
- Assist Parks Dept. with Shade Sail install at Southside Park.
- Called to Hermitage Road and SMT by Ken Meola concerning a lot being cleared.
- Assist Traffic Dept. with the installation of a Streetlight at Robert Smalls Pkwy. And Boundary Street.
- Assist Traffic Dept. with pick up and transport of Streetlight poles and fixtures from Southside Park to Public Works.
- Plan and ensure the mowing of the Police Impound Lot at Public Works.
- Straighten pole on Bay Street at Finders Keepers. (6 am).
- Assist General Support division with changing out outlets on streetlights on Bay Street.
- Met with a citizen at Hay Street and the SMT, concerning port-a-potty placement.
- Assist Traffic Dept. with changing a Green Ball at Broad River Blvd. and Parris Island gateway.
- Answered a resident concerning wasps on playground equipment at Tic-Toc Park.
- Obtain a tree removal quote for a hazardous tree on Heyward Street.
- Assisted the Fleet Dept. with installing a hydraulic cylinder on the mini excavator.
- Replace sewer clean-out cap on Southside Blvd. (damaged by Easement crew).
- Respond after hours to traffic light malfunction at Ribaut Rd. and Lady's Island Drive.
- Investigate citizen complaint for yellow paint on curb on Port Republic and New Street.
- Changed tire on trailer at Whitehall Park for a Stormwater Crew.
- Went to 500 Carteret for the Manlift breakdown, troubleshoot, and fix.
- Used Manlift to carry the A/C maintenance guys to the roof of 500 Carteret Street.
- (1) Drainage Inspection in Battery Shores.
- (4) Drainage Inspections in Salem Bay.
- (3) Drainage Inspections in the Core District.
- (2) Drainage Inspections in Camelia Banks.
- Went to Lowe's to purchase material for two concrete pads for benches at WFP.
- Assisted crew with form boards/mixing/pouring/stamping for concrete pads for benches at WFP.
- Investigate citizen complaint for yellow paint on curbs on Scott Street.
- Follow-up with KTC for a quote for the North Street Connector project.

Office Administration:

- **STORM PREP**
- Reconciled credit cards
- New Hire Documentation and Log In for HR and PW filing.
- **STORM DOCUMENT:** (FEMA reports, Payroll reports, Tree reports, Weight Tickets report), etc
- Payroll
- Pothole repair request set up for Otter Circle (this is a See/Click/Fix) additional work.
- Follow up w/ SMT port-a-potty provider.
- Follow up w/ “Directors List” of items to complete.
- Reconciliation of FY25 Munis w/ PW spread sheets
- Working w/ Payroll Division so Munis will reflect “overtime” in dept 506.
- Payroll Completed
- Updates to “roll call” and “payroll” log sheets showing new employees.
- Work w/ HR referencing new employee ID badges, and replacement of lost ones.
- Multi trips to landfill dumping STORM debris. Will continue through early September.
- Updates to Public Work spread sheets due to multiple name changes to companies for monthly payments and budget needs
- Continued: needs for payroll to reflect all “overtime” in correct Munis line item for all employees within their department. Working w/ Finance staff. Correction and Munis updated by Finance; PW updated all spread sheets to reflect corrections.
- Created templates for Work Schedule reporting: Sept/Oct/Nov/Dec 2024
- Sept Council meeting report of Public Works July accomplishments.

Facility Maintenance Division

- **Storm Prep for storm Debby**
- **Remove and install Sump pump at Carnegie**
- Water leak City Manager’s office
- Ceiling leak at PD training office
- Repair HVAC Fire Station 2
- Public Works roof top inverter repair
- Broken irrigation line at PD lot
- Reset electrical breaker at PD training room
- **Storm cleanup Bellamy to CH/PD**
- Fire Station 2 overflowing condensation pan repaired
- Repair and remove electrical panel at WFP
- Restore Chiller at PD lot
- Carnegie HVAC repair
- Arsenal HVAC repair
- Beaufort FD #2 HVAC repair
- Fire station 2 repair water in light fixtures
- Order Bollards more bollards for SMT
- **FEMA paperwork**
- Follow up with Grayco concerning window order
- **Cleanup of Beaufort due to Storm Debby**
- Carpet cleaned at PD office due to rain damage

- Repair irrigation water line leak on Bladen Street
- Worked on PD chiller after hours
- Repair irrigation at PD, damaged heads and valve body
- Escort Stanley Steamers @ PD building
- Repair and rebuild toilet flush valve at Courts
- Upgrade power source for Courts Jury room restroom
- Escort JCI at PD
- Replace parts for HVAC at Fire station 2
- Condensation ceiling repair at Fire Station 2
- Escort HVAC contractor at Carnegie building
- Repair ceiling lighting at PD sally port
- Remove and install two full size windows at PW
- Trim and paint at public works Parks and traffic offices
- Repairing WFP Marina hallway lighting
- Repaired chiller shut down
- Fire station 2 HVAC repair
- Repaired PD Fire alarm system
- Repaired Fire damper at FD 2
- Escort Beaufort Air for Fire station 2
- Escorted Southeastern For protection at PD
- Develop list of all HVAC systems own by the City of Beaufort.
- Monthly inspection walk-through of 500 Carteret St, Arsenal, Carnegie and marina store and restroom buildings
- Monitored Metasys for HVAC conditions and needs
- Called in over the weekend of Aug 24 and 25, due to “chiller down” issues.

Stormwater / Street Division:

- **Picked up piles of storm debris throughout the city. Hauled debris to PW staging area using the knuckle boom, small dump truck, and the u dump trailers.**
- Performed easement maintenance in the Core District and on Southside Blvd.
- Swept roadways - Boundary St, Ribaut Rd, and Bay St. (Sweeper Truck).
- Performed easement maintenance in the Core District area, Hundred Pines area, Battery Creek Rd, and Southside Blvd area.
- Mowed inside and outside of the Police Impound.
- **Hauling storm debris from Tropical Storm Debby to the landfill.**
- Bush hogged around the City’s ponds, roadways, and outfall ditches.
- Jetted out clogged drainage pipe at the corner of Washington St / Church St and driveway pipes at Riverside Dr to help with flooding issues.
- Trimmed bushes and low over hanging canopy at the corner of Washington St/ Church St.

Parks Division

- **Assisted with storm clean up throughout the city limits and annexed areas within Beaufort**
- Repaired broken sprinkler head within Bladen St Irrigation System
- **Video Recorded each street as debris cleanup was completed**
- Repaired broken irrigation on Bladen St

- Trimmed Trees and cleared walkway on Bladen St inside zone one by tennis courts
- Trimmed down growth on bluff inside Wilson Park
- Sprayed Pigeon Point Park Trails and Walkways
- Sprayed Southside Park Trails and Walkways
- Sprayed Whitehall Park's Parking Area
- Cut up Tree inside Whitehall Park
- End of the Month Inspection of the Spanish Moss Trail
- Hauled Storm Debris to the Landfill
- Dug-out and placed forms for concrete slabs inside Waterfront Park
- Poured and Stamped concrete for two slabs inside the Waterfront Park
- Raised and Trimmed Canopies at Clarendon Trail Head on the Spanish Moss Trail, as well as assisted The Greenery with cutting and maintenance of the turf and parking area.
- Assisted with cutting up and removing a downed tree on the Southside Trail near the Tennis Courts.

Traffic Control / General Support:

- **Secure Pigeon Point Dock due to impending Trop Storm Debby**
- **Prepare Allison Rd. signal cabinet for storm.**
- **Fill sandbags for tropical storm "Debby"**
- **Distribute sandbags to Carnegie Building also to 500 Carteret St.**
- Assist with securing tree at Mercy Cemetery, place on the ground
- **Photograph City Hall and Police Department prior to "Debby"**
- Limb removal on Spanish Moss Trail near Riverside Dr.
- **Storm drains inspections, Spanish Point, Otter Cir., Mossy Oaks, 100 Pines Core District**
- Scott St. limb hanger removed, and tree removal from roadway
- Assist with tree removal at Mercy Cemetery, haul to public works
- **Man 3" pump AT Bayard St. and East St**
- Remove banner at Bay and Ribaut
- **Continue pumping water Bayard St. and East St**
- Remove tarp from Allison cabinet
- **Pick-up limbs on Prince St to Reynolds**
- **Pick up limbs at White Hall Park**
- Remove items for trucks not needed
- **FEMA paperwork**
- Reset three cameras core district
- Lady's island middle school install timings to match school schedule
- Install Holophane light fixtures on poles
- Install new Holophane light on Bay St./ this replaced one destroyed by accident
- Hermitage traffic head replacement due to oversized vehicle, also replaced 2 red balls and 1 green, and remove Spanish Moss from signal heads
- USCB dorm lighting project, manually trench in 100 feet of conduit, pull wire
- Painted 3 intersections
- Finished Dorm light install
- Trimmed palm trees in front of dorms
- Troubleshoot and fix 8 lights on Boundary

- Trim palm trees around Public Works Complex
- Replace photocell on light on Boundary
- Replace Pedestrian button at Carolina Cove crossing
- Assist Parks Department with shade canopies at Southside Park
- Removed old and installed new screw-in base and installed light post by McDonalds on Boundary
- Troubleshoot outlets on Boundary
- Light Survey Downtown
- Replace two light posts on Port Republic St
- Replaced green bulb on Parris Island and Broad River Blvd.
- Fixed outlets on light poles downtown core area
- Moved kissing booth Downtown from Southside Park and returned after event.
- Trouble shoot traffic light at Ribaut Rd. and Lady's Island Dr.
- Replaced 2 Pedestrian heads and one Pedestrian button
- Install flashing and roof extension in preparation for gutter install
- Conduct take-off for gutter install on pole barn
- Gather materials for gutter install
- Trim easement along Pigeon Pt. and Laudonnie St.
- Complete gutter install
- Request Purchase order for downtown electrical disconnect
- Solicit quotes for city hall trash enclosure
- Preemption Survey per SCDOT request
- Move trash cans to Southside Park and the greenery downtown
- Troubleshoot and fix one streetlight in front on Boundary St. in front of Volunteer Park

Fleet / Equipment:

- **Pick up debris all week in Knuckle Boom with Vehicle 419**
- D.O.T. physical
- P/U cylinder from Savannah Driveline
- Install cylinder on Bobcat Mini excavator
- Replaced tire and rim – 4 cutting deck rollers and 3 cutting blades on Street Dept mower
- Repaired 3 Trimmers – 1 Hedge Trimmer – 2 handheld blowers
- Went to Campobella, SC to pick up new U-Dump
- Replaced tire on Vehicle – 530 and replaced brake light
- Had rear window replaced on vehicle – 701
- Helped repair sign pole for Finder – Keepers on Bay Street
- Cut grass at PW
- Repaired handle on U-Dump
- Ordered new equipment for vehicle 25-001
- Cut grass at PW compound
- Replaced 6 sets of cutting mower blades for Street Dept. and Parks Dept.
- Replaced 2 cutting deck rollers on riding mower
- Installed tool chest and strobe light system back on vehicle – 701
- Repaired handheld blower for traffic dept.
- Replaced damage shaft on trimmer
- Installed storage system and truck bed cover on vehicle 25-001



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/1/2024
FROM: Ashley Brandon
AGENDA ITEM TITLE: Request for Free Holiday Parking in the Marina Parking Lot from Thanksgiving 2024 to New Year's Day 2025
MEETING DATE: 10/8/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Request for Free Holiday Parking in the Marina Parking Lot from Thanksgiving 2024 to New Year's Day 2025.

PLACED ON AGENDA FOR: Action

REMARKS:

Staff recommends approval

ATTACHMENTS:

Description	Type	Upload Date
Free Holiday parking	Cover Memo	10/1/2024



CITY OF BEAUFORT

MEMORANDUM

TO: Scott Marshall, City Manager

FROM: Ashley Brandon, Downtown Manager and Events Coordinator

DATE: October 1, 2024

SUBJECT: Request for Free parking in the Marina Parking Lot from Thanksgiving to New Year's Day

1. Permission to allow free all-day parking in the Marina Parking lot off Bay Street from Thanksgiving (November 28rd, 2024) to New Year's Day (January 1st, 2025). This opportunity will allow visitors more time to shop, dine, and enjoy all that Downtown Beaufort has to offer. The Downtown Marina Parking Lot, located on the waterfront and accessed from Bay Street at the intersection of Charles Street or Newcastle Street.
2. This will be a first come first serve basis and there will be no time limit to the 167-parking spaces that are available.
3. All other metered parking spaces/areas in the downtown will be paid parking, including Bay Street, and their respective time limits will be enforced. Paid parking is enforced from 11 AM – 7 PM Monday –Saturday.

ldr



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

September 10, 2024

I. CALL TO ORDER

5:00 PM

Philip Cromer, Mayor

Members of Council in attendance - Philip Cromer, Neil Lipsitz, Mitch Mitchell, Josh Scallate.

Absent - Michael McFee

II. EMPLOYEE NEW HIRE RECOGNITION

A. Community Development Department - Alison McCarthy.

Curt Freese, Community Development Director, introduced Alison McCarthy.

B. Fire Department - Maeve McDonough, Eric McGee, Dameon Sanders, Emmanuel Sanford.

Tim Ogden, Fire Chief, introduced Maeve McDonough, Eric McGee, Dameon Sanders, and Emmanuel Sanford.

C. Police Department - Michael Danyov.

Stephanie Price, Police Chief, introduced Michael Danyov.

D. Public Works Department - Davis Alexander, Fripp Lamont.

Nate Farrow, Public Works Director, introduced Davis Alexander and Fripp Lamont.

III. DISCUSSION ITEMS

A. Discussion of establishing a path forward for renegotiations with SHM Beaufort, LLC regarding a lease and/or operating agreement for the Downtown Marina.

Scott Marshall, City Manager, started off by mentioning that he had drafted a proposed plan to prepare for negotiations with Safe Harbor. He spoke about establishing a Negotiating Committee, putting out a community survey, and what questions the survey should contain. He is open to any changes that are recommended but feels the Negotiating Committee is a must.

He stated that Safe Harbor is willing to negotiate.

Mayor Cromer stated that before the discussions, he wanted to recommend an alternative option with the Ad-Hoc Negotiating Committee. Regarding item number 4, he would like to see each Council member appoint a Citizen Representative. They would be the ones to review the lease, go through the public survey, and prepare a report of recommendations. Then the recommendations would go to another Negotiating Team, for a two-tiered process. The Negotiating Team would be one member from Council, City Manager, Assistant City Manager,

City Attorney, and a Contractual Attorney. It is imperative to have an attorney that knows contractual law.

Councilman Lipsitz feels the Council member could be removed from the first tier since there will be a member in place during the second. Would also like to see the Historic District Review Board Member removed, as this individual may be one that a Council member might select. Likes the idea of having five members, one appointed by each member of Council.

There were further discussions to ensure that everyone was clear on what the Mayor had proposed regarding the makeup of the two-tier Negotiating Committee.

The following addressed Council with their questions, comments, and concerns.

Catherine Scarborough, 1207 Bay Street.
Rob Cahill, 608 Water Street.
Paul Trask, 610 Bladen Street.
Lise Sundrla, Historic Beaufort Foundation.
Dan Sulka, Charlesfort Street.
Wallace Scarborough, 1207 Bay Street.
Graham Trask, 1211 Bay Street.
Maxine Lutz, 811 North Street.
Howell Beach, 310 Federal Street.
Deborah Gray, 1300 Barnwell Bluff.
Kim McFann, 709 King Street.

There was a discussion about whether or not the marina should be city run or continue to contract that responsibility out. Is it considered an asset or an amenity. Assets depreciate. Need to think about long term maintenance. Councilman Mitchell said he would never want an operating deficit to be passed along to the citizens. Councilman Lipsitz feels that the marina is an asset.

Councilman Scallate would like to see two Council members on the Ad-Hoc Negotiating Committee. Would like to see three Council-appointed Citizen Representatives that are placed by the other three remaining Council members who are not on the Committee. He sees value in having an HDRB member, and one representative from Beaufort County Council. He would also like to add a Contract Attorney. The Attorney can be *ex officio*. This would give you seven members. Under the Methods of Survey, he would like to see in-person meetings included.

Councilman Mitchell feels that citizen input should be the first order of business. He also likes each member of Council appointing a member. Believes a professional should help with the questions to be asked on the survey to get objective results.

Mayor Cromer likes the idea of a professional planning charrette. He mentioned the discussion about the city taking over the daily operations of the marina. Said there is another option, should negotiations with Safe Harbor not materialize, and the city is forced to take over operations. The city could contract with a saltwater marina operator, pay them a flat fee, and put the other revenues generated into an Enterprise Fund. He stated that government do some things well, but running a marina is not one of them.

There was a discussion regarding the best way to get the word out about having survey input and charrettes. Neighborhood Associations could help with this. It was pointed out that not all neighborhoods have an association. The city does a very good job of spreading the word.

The City Manager feels he has a starting point and will move forward.

IV. ADJOURN

6:35 PM

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

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.

DRAFT



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

September 10, 2024

I. CALL TO ORDER

7:00 PM

Philip Cromer, Mayor

Members of Council in attendance - Philip Cromer, Neil Lipsitz, Mitch Mitchell, Josh Scallate.

Absent - Michael McFee.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman, Neil Lipsitz

III. PUBLIC COMMENT – AGENDA ITEMS

Margo Ellis, 204 Battery Lane, asked Council to consider postponing the second reading on the Fiscal Year 25 Budget Amendment until consideration could be given to possibly allocating funds for mental healthcare.

IV. MEETING AGENDA APPROVAL

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

All were in favor, motion carried.

V. PRESENTATIONS

- A. City of Beaufort Municipal Achievement Award Presentation by Eric Budds, Municipal Association of South Carolina.

Eric Budds, Municipal Association of South Carolina, Deputy Executive Director, presented Council with a 2024 Honor Roll Plaque recognizing all members of Council as being graduates of the Municipal Elected Officials Institute of Governments.

VI. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

- A. Proclamation proclaiming September 15 - 21, 2024, as Constitution Week.

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

All were in favor, motion carried.

VII. CONSENT AGENDA

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

Councilman Scallate asked questions of the Community Development, Finance, Fire and Public Works Departments regarding their monthly reports.

All were in favor, motion carried.

Items approved are listed below:

- A. Community Development Monthly Report.
- B. Downtown Operations Monthly Report.
- C. Finance Department Monthly Report.
- D. Fire Department Monthly Report.
- E. Human Resources Monthly Report.
- F. Municipal Court Monthly Report.
- G. Police Department Monthly Report.
- H. Public Works Monthly Report.
- I. Request from JP Signature Events for co-sponsorship, waiver of the noise ordinance, drinking in public, and a waiver of alcohol in the Henry C. Chambers Waterfront Park to host the second annual Beaufort Lowcountry Music Festival on Saturday, June 7, 2025, from 1:00 pm - 10:00 pm.
- J. The Beaufort History Museum requests permission to host the NY Highlanders Encampment on November 1 - 3, 2024, along with the request for parking spaces and trashcans.

VIII. MINUTES

- A. Capital Projects Workshop - August 20, 2024.

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

Minutes approved as presented.

- B. Worksession and Regular Meeting - August 27, 2024.

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

Minutes approved as presented.

IX. OLD BUSINESS

- A. Ordinance approving the sale of real property located in the Beaufort Commerce Park and owned by the City of Beaufort, South Carolina to Dolnik Properties, LLC - Second Reading.

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

Scott Marshall, City Manager, provided a summary. First Reading was held on August 27, 2024.

All were in favor, motion carried.

- B. An ordinance to amend the Comprehensive Plan of the City of Beaufort, to add a Housing Impact Analysis as an appendix item to the Housing Chapter - Second Reading.

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

JJ Sauv , Assistant City Manager, provided a summary. First Reading was held on August 27, 2024.

All were in favor, motion carried.

- C. An ordinance to amend the Code of Ordinances for the City of Beaufort, South Carolina, Chapter 12, Sec. 7-12006, Permitted Uses of Fees - Second Reading.

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

JJ Sauv , Assistant City Manager, provided a summary. First Reading was held on August 27, 2024.

All were in favor, motion carried.

- D. An Ordinance to amend the Code of Ordinances for the City of Beaufort, South Carolina, Chapter 12, Sec. 7-13006, Permitted Uses of Fees - Second Reading.

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

JJ Sauv , Assistant City Manager, provided a summary. First Reading was held on August 27, 2024.

All were in favor, motion carried.

- E. An ordinance approving the grant of a Utility Easement encumbering real property owned by the City of Beaufort, South Carolina to Beaufort Jasper Water and Sewer Authority - Second Reading.

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

JJ Sauv , Assistant City Manager, provided a summary. First Reading was held on August 27, 2024.

All were in favor, motion carried.

- F. Ordinance to amend Fiscal Year 24 Budget for Revenues and Expenditures of General Fund, and Parks and Tourism Fund - Second Reading.

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

Alan Eisenman, Finance Director, provided a summary. First Reading was held on August 27, 2024.

All were in favor, motion carried.

- G. Ordinance to amend Fiscal Year 25 Budget for Revenues and Expenditures of General Fund, ARPA Fund, and Capital Projects Fund - Second Reading.

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

Alan Eisenman, Finance Director, provided a summary. First Reading was held on August 27, 2024.

Councilman Scallate asked if Margo Ellis would be able to address Council again and provide some more information about the comments she made regarding ARPA funding for mental healthcare.

Scott Marshall, City Manager, reminded Council that the discussion during the Special Worksession to take place on September 17, 2024, is to discuss remaining ARPA funds and where they are to be allocated.

Ms. Ellis addressed Council on what she is proposing.

Mayor Cromer asked if she has reached out to Beaufort County, as this issue would fall under their purview.

Councilman Scallate personally feels that this should be a priority. Feels this is an effort worth getting behind.

Councilman Lipsitz wants to keep moving forward with these amendments as they are. He stated that the County provides most of the funding for this and not the City.

Councilman Mitchell stated he would be in favor of allowing some time for conversations to take place to obtain more clarity before deciding.

All were in favor, motion carried.

X. NEW BUSINESS

- A. An ordinance to amend the Code of the City of Beaufort, South Carolina, to add a new Section 8-1010, in Part 8, Chapter 1, to prohibit through truck traffic on certain roads and highways in the City of Beaufort, South Carolina - First Reading.

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

Stephenie Price, Police Chief, gave a summary of this proposed new section in the ordinance. This was discussed during the Worksession on August 27, 2024. This came about to address the concerns regarding frequent through truck traffic in the historic district downtown, and on the Woods Memorial Bridge.

All were in favor, motion carried.

- B. An ordinance to amend the Code of the City of Beaufort, South Carolina, to add a new Section 4-1002, in Part 4, Chapter 1, adopting regulations for the combined use of utility poles for electric and communication wires in the City of Beaufort, South Carolina - First Reading.

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

JJ Sauv , Assistant City Manager, gave a summary of this proposed new section in the ordinance. This was discussed during the Worksession on August 27, 2024. This would require all utility wires to be consolidated whenever a new utility pole is erected, or an existing pole is replaced. This was requested by Dominion Energy.

All were in favor, motion carried.

XI. PUBLIC COMMENT – NON-AGENDA ITEMS

No public comment.

XII. REPORTS

City Manager's Report

Congratulations to City Council on their MASC Honor Roll Status.

Thank you to Communications Manager Kathleen Williams and our Assistant City Manager, JJ Sauvé for the Neighborhood Meeting the City hosted last Tuesday, September 3, 2024. And a special thank you to Beaufort Memorial Hospital CEO, Russell Baxley, for attending and speaking to everyone about the hospital's new PATH program for employee development. PATH stands for People Achieving Their Highest.

Thanked those who attended the September 5, 2024, Marina Design Layout Charette. We are getting a good response to the survey. The design and the survey are available on the City's web page.

Patriot Day Commemoration Ceremony is tomorrow at 5:30 pm at the Henry C. Chambers Waterfront Park. The event is co-sponsored by the Exchange Club and the City to commemorate the victims of 9/11 and the continuing sacrifices of their families.

Announced Police Department promotions to Sergeant.

Officer Jacob Brainerd
Officer Lane Fontaine
School Resource Officer Alexis Gallivan

The bid period on the RFQ for Waterfront Park consulting services closed on September 6, 2024. Three bids were received and are being evaluated by Staff.

Reported that we will be able to name a Capital Projects Director soon.

There will be a Special Worksession on Tuesday, September 17, 2024, to discuss ARPA funding opportunities.

The Beaufort Shrimp Festival will be happening October 4 - 5, 2024.

Mayor's Report

Thanked all who attended today's meetings, and the Charette put on by Safe Harbor regarding the marina last week.

Updated Council on the various meetings he had attended.

Attended the First Friday event downtown.

Councilman Mitchell

Patriot Day remembrance will take place at the Henry C. Chambers Waterfront Park starting at 5:30 pm on Wednesday, September 11, 2024.

Thanked the Police Department staff for visiting Penn Center. Thanked Dr. Adams for showing them around.

Stated that he has been working with Penn Center to help people with the challenges of heir's property. The delinquent tax sale will take place on Monday, October 7, 2024. They have been conducting

workshops to educate heir's property owners on how they can seek relief. Thanked Maria Smalls, and Ebony Sanders, with Beaufort County for their assistance.

Councilman Scallate

Thanked all who attended today's meetings.

Attended the Lady's Island Business meeting.

Spoke about attending the Poverty Simulation last year. Reported that Beaufort County has a 9 percent poverty rate, while Jasper County's is 19 percent.

Appreciates Ms. Ellis's effort to advocate for mental health.

Attended the first retreat for Leadership Beaufort.

Will be helping with the Poverty Simulation on September 14, 2024. This will take place at United Way, 1277 Ribaut Road, from 10:00 am - 1:00 pm.

Councilman Lipsitz

Attended the Grand Opening of the Library in Port Royal.

Spoke to the Government Class at The Complete Student.

XIII. EXECUTIVE SESSION

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

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

All were in favor, motion carried.

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

All were in favor, motion carried.

No actions from Executive Session.

XIV. ADJOURN

9:00 PM

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

All were in favor, motion carried.

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

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DRAFT



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

September 17, 2024

I. CALL TO ORDER

5:00 PM

Philip Cromer, Mayor

Members of Council in attendance - Philip Cromer, Neil Lipsitz, Mitch Mitchell, Josh Scallate.

Absent - Michael McFee

II. PRESENTATION

A. American Rescue Plan Act (ARPA) available funds discussion.

Scott Marshall, City Manager, stated that the scenarios that Alan Eisenman, Finance Director, will go over are not an either or. They are very dynamic, and once there is an understanding of how Council wishes to proceed, an ordinance will be structured to allow for some discretion.

Alan Eisenman, Finance Director, gave some background information on the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) Program that was authorized by the American Rescue Plan Act (ARPA). Funds must be obligated by December 31, 2024, and expended by December 31, 2026. He stated that the City had budgeted \$863,260.00 in ARPA funds for the Calhoun Street Drainage Project in Fiscal Year 2025. Due to unforeseen circumstances, it is not possible to proceed with the project at this time, which frees up the funds to be used elsewhere.

JJ Sauv , Assistant City Manager, stated that the timeline for getting the project out to bid, and under contract, will not work with the requirements for funding set by ARPA. We are at least six months out before we are at that point.

Mr. Eisenman then went over the four scenarios that are being proposed. He also went over a listing of unfunded requirements that were placed in priority order by staff.

A discussion took place regarding the Vehicle for the Capital Projects Director. Would it be cost effective to lease the vehicle rather than buy. Went over the pros and cons if they were offered a vehicle allowance to use their own vehicle.

The Neighborhood Revitalization/Home Repair Program was mentioned by Mayor Cromer. \$50,000.00 was previously put towards this effort. During the discussion, it was recommended to allocate another \$100,000.00. The City Manager asked Mr. Eisenman if these funds were given to the Beaufort Jasper Housing Trust that helps property owners with repairs through their program, if a Memorandum of Understanding was made between the two parties, does that qualify as committing those funds. Mr. Eisenman said yes. Claude Hicks, Executive Director of the Beaufort Jasper Housing Trust, agreed and stated that whatever contractual obligations are needed to fulfill the ARPA requirements would be no issue. Council wants to ensure that monies given by the City will stay to help homeowners in the City of Beaufort.

Can they be utilized for heirs' property. Mr. Hicks stated that the contract with the City can be written as the City deems necessary. There was some discussion about the utilization of grants versus low interest loans. Mr. Hicks stated he would need to speak with his Board Members but feels that if the City were to allocate \$100,000.00, the Trust would match those funds.

Members of Council then proceeded to give their priorities on how they would like to see the funds allocated and gave the reasons why.

The City Manager gave a recap of the priorities that he heard from Council, spoke about items that need to be looked into, and funds that need to be reallocated. Staff will move forward with necessary budget amendments.

The following addressed Council with their questions, comments and concerns:

Patrick Canning, 212 Burroughs Avenue.
Dan Sulka, 905 Charlesfort Street.
Dan Blackmon, 1010 Duke Street.
Joe Macdermant, 1809 Boundary Street.
Stacey Applegate, 1301 Greene Street.

III. ADJOURN

6:17 PM

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CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/10/2024
FROM: Stephenie Price, Police Chief
AGENDA ITEM TITLE: An ordinance to amend the Code of the City of Beaufort, South Carolina, to add a new Section 8-1010, in Part 8, Chapter 1, to prohibit through truck traffic on certain roads and highways in the City of Beaufort, South Carolina - Second Reading
MEETING DATE: 10/8/2024
DEPARTMENT: Police

BACKGROUND INFORMATION:

First Reading was held on September 10, 2024.

PLACED ON AGENDA FOR: *Action*

REMARKS:

Staff recommends approval of this ordinance.

ATTACHMENTS:

Description	Type	Upload Date
Memorandum	Backup Material	9/10/2024
Ordinance	Backup Material	9/10/2024



Office of the City Manager

Interoffice Memorandum

To: Stephenie Price, Chief of Police

From: Scott M. Marshall, City Manager

cc: Ben Coppage, City Attorney

Date: June 20, 2024

Re: Request for Thru Truck Ordinance, reference your memo of June 20, 2024

Chief –

Thank you for the great work in putting together the background and analysis on the subject issue relative to the stress that commercial trucks are placing on the aging Woods Memorial Bridge. I agree with your assessment and recommendation to codify restrictions at the municipal level to reinforce the existing statutes. The missing component, however, is the penalty for violating and whether we need to specify in the language of our ordinance.

I encourage you to work with City Attorney Ben Coppage to prepare an ordinance for Council's consideration. The background material supporting your memo should be included in your staff report. Once this is drafted, let me know and I will place it on a work session agenda for presentation and discussion.

Thanks again for this.



BEAUFORT POLICE DEPARTMENT

1901 BOUNDARY STREET
Suite 102
BEAUFORT, SC 29902

To: Scott Marshall, City Manager
From: Stephenie Price, Chief of Police
Subject: Request for Thru Truck Ordinance
Date: 06/20/2024

The purpose of this memorandum is to request consideration for a thru truck ordinance for the City of Beaufort.

SCDOT has restricted truck traffic as a through truck route from Ribault Road southbound Boundary Street to Carteret Street to the Woods Memorial/Lady's Island Bridge. Further, is restricted from southbound Ribault Road at the eastbound intersection of Bay Street unless the truck is loading/unloading in the downtown area. Attachment #1 details the signs in place for the observance of the truck route.

The truck designation route is crucial because large, multi-axle trucks pose significant safety risks within the historic downtown area. This predominantly residential neighborhood, which lacks sidewalks, is not suitable nor was it designed for heavy truck traffic. Such traffic can lead to noise pollution, pedestrian safety hazards, increased traffic congestion, environmental harm due to tree foliage clearances, damage to historic infrastructure, and deterioration of the quality of life. Furthermore, the area's narrow streets are not designed to handle large trucks. Preserving this route is also beneficial for the local economy, as it supports tourism by maintaining the area's appeal and safety.

Currently, enforcement of the thru truck traffic has relied on SC Code SECTION 56-5-950. Obedience to and required traffic-control devices. Attachment #2.

- (a) The driver of any vehicle shall obey the instructions of any official traffic-control device, applicable thereto placed or held in accordance with the provisions of this chapter, unless otherwise directed by a police officer, subject to the exceptions granted the driver of an authorized emergency vehicle in this chapter.
- (b) No provision of this chapter for which official traffic-control devices are required shall be enforced against an alleged violator if at the time and place of the alleged violation an official device is not in proper position and sufficiently legible to be seen by



BEAUFORT POLICE DEPARTMENT

1901 BOUNDARY STREET

Suite 102

BEAUFORT, SC 29902

an ordinarily observant person. Whenever a particular section does not state that official traffic-control devices are required, such section shall be effective even though no devices are erected or in place.

(c) Whenever official traffic-control devices are placed or held in position approximately conforming to the requirements of this chapter, such devices shall be presumed to have been so placed or held by the official act or direction of lawful authority unless the contrary shall be established by competent evidence.

(d) Any official traffic-control device placed or held pursuant to the provisions of this chapter and purporting to conform to the lawful requirements pertaining to such devices shall be presumed to comply with the requirement of this chapter, unless the contrary shall be established by competent evidence.

HISTORY: 1962 Code Section 46-304; 1952 Code Section 46-304; 1949 (46) 466; 1977 Act No. 147 Section 4.

In October of 2020, with collective community effort the city of Beaufort and the Historic Beaufort Foundation began the project for the Woods Memorial Bridge to be designated as a historic treasure. In January of 2023, the Woods Memorial Bridge was listed on the National Register of Historic Places. As the Historic Beaufort Foundation article states, "This designation gives the community the opportunity to protect the bridge and potential impacts on Beaufort's National Historic Landmark District." Attachment #3.

The potential damage to the historic swinging bridge is also a significant concern. This iconic structure is vulnerable to the stresses imposed by heavy trucks. Although heavy truck traffic is prohibited, we currently lack the effective means to enforce this restriction within the city limits. Implementing better enforcement mechanisms through a city ordinance is essential to preserve this bridge, which is not only a vital part of our heritage but also a key attraction for tourists, contributing positively to the local economy.

Our research has revealed that unless a truck driver uses a professional truck route service for navigation, it is impossible to modify the preeminent mapping software, such as Google Maps, to reflect the designated truck routes. Numerous forums and complaint channels have been inundated with requests for these changes, yet the company has not made the changes. This lack of responsiveness from the service providers exacerbates the problem, leaving the community vulnerable to the unintended presence of heavy trucks in restricted areas.



BEAUFORT POLICE DEPARTMENT

1901 BOUNDARY STREET

Suite 102

BEAUFORT, SC 29902

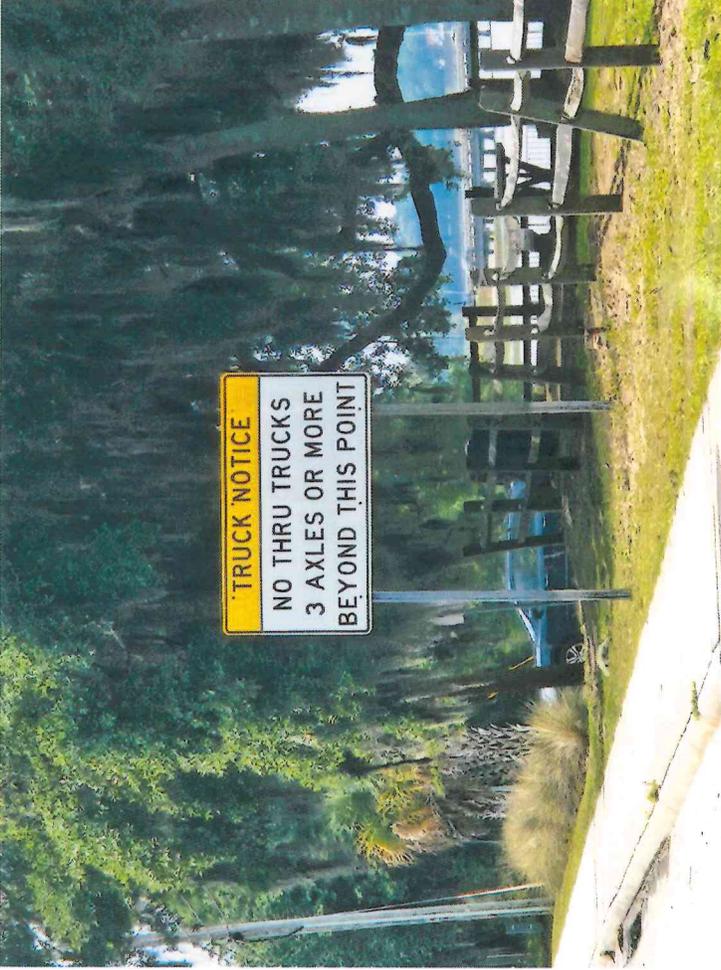
We have conducted research required with all due diligence to ensure the safety of our community, I request consideration of the administration and city council for a thru truck ordinance in Beaufort City. Attachment #4 is the proposed ordinance language.

Respectfully submitted,

Chief Stephenie Price

Chief Stephenie Price

Lady's Island Drive and Meridian Road



Boundary Street near Carolina Cove



Boundary Street and Marsh Drive



Ribaut Road and Bay Street



Ribaut Road near Beaufort Memorial Hospital



Woods Memorial Bridge

- **Restrictions**
 - Trucks are required to have less than 3 axles
 - Weight limit of 40,000 pounds
- **Malfunctions in 2024**
 - Nine reported malfunctions

South Carolina Code of Laws
Unannotated

Title 56 - Motor Vehicles

CHAPTER 5

Uniform Act Regulating Traffic on Highways

ARTICLE 1

General Provisions

SECTION 56-5-950. Obedience to and required traffic-control devices.

- (a) The driver of any vehicle shall obey the instructions of any official traffic-control device, applicable thereto placed or held in accordance with the provisions of this chapter, unless otherwise directed by a police officer, subject to the exceptions granted the driver of an authorized emergency vehicle in this chapter.
- (b) No provision of this chapter for which official traffic-control devices are required shall be enforced against an alleged violator if at the time and place of the alleged violation an official device is not in proper position and sufficiently legible to be seen by an ordinarily observant person. Whenever a particular section does not state that official traffic-control devices are required, such section shall be effective even though no devices are erected or in place.
- (c) Whenever official traffic-control devices are placed or held in position approximately conforming to the requirements of this chapter, such devices shall be presumed to have been so placed or held by the official act or direction of lawful authority unless the contrary shall be established by competent evidence.
- (d) Any official traffic-control device placed or held pursuant to the provisions of this chapter and purporting to conform to the lawful requirements pertaining to such devices shall be presumed to comply with the requirement of this chapter, unless the contrary shall be established by competent evidence.

HISTORY: 1962 Code Section 46-304; 1952 Code Section 46-304; 1949 (46) 466; 1977 Act No. 147 Section 4.



Woods Memorial Bridge now on National Register of Historic Places

Posted on January 12, 2023 | By Historic Beaufort Foundation | In NEWS



BEAUFORT, S.C. – The Woods Memorial Bridge, the iconic swing bridge connecting downtown Beaufort with Lady's Island, was listed on the National Register of Historic Places on Jan. 6.

The designation gives the community an opportunity to protect the bridge and potential impacts on Beaufort's National Historic Landmark District. With the designation, any federal undertaking regarding licensing, permitting, or funding requires a mitigating review by the State Historic Preservation Office and also requires public comment.

"This designation is important for our City," said Mayor Stephen Murray. "With so few working swing bridges in the state, we need to protect the ones we have. The Woods Memorial Bridge adds to Beaufort's character, distinction and beauty, and the National Register listing recognizes that."

"Historic Beaufort Foundation is grateful to the City of Beaufort for working toward this official recognition of the significance the Woods Bridge plays in helping Beaufort retain its unique sense of place and its association with our maritime and transportation history," said HBF Executive Director Cynthia Cole Jenkins. "We value the six decades of partnership with the City in protecting and promoting the architectural history of Beaufort."

The effort to win the designation began in October of 2020. It was a joint project of the City of Beaufort, under the leadership of then-Mayor Billy Keyserling, and Historic Beaufort Foundation.

The City and HBF launched a fund-raising campaign through the City's Pride of Place Program to hire a professional preservation consultant to put together the research and paperwork necessary for the application to the National Register.

Upon learning of the listing, the consultant, Kyle Campbell of Preservation South, LLC, said, "The Woods Memorial Bridge is one of the historic resources in Beaufort that almost everyone interacts with whether they are a resident or a tourist. It has been an honor to research and prepare the National Register nomination and I hope it will continue to be a landmark for the Beaufort Community for generations to come."

The Woods Memorial Bridge is now one of five bridges in South Carolina listed on the National Register. The others are in Greenville, Horry, and Richland counties.

The bridge opened in 1959, replacing a swing bridge built in 1927. Originally known as the Lady's Island Bridge, it was renamed in 1971 in honor of Richard V. Woods, a local South Carolina Highway Patrol trooper killed in the line of duty.

The bridge's center span pivots open horizontally on a regular basis to allow boat traffic on the Intracoastal Waterway to pass through. In 2022, the bridge opened 1,659 times to allow commercial and private vessels to pass through. That ranged from a low in September of 70 to a high in November of 269. Traffic data for 2022 is not yet final but in 2021, the bridge averaged 13,700 vehicle crossings a day.

The application process, which included researching not only the history but the engineering significance of the bridge, began over a year ago. It was reviewed by the staff of the State Historic Preservation Office, and then moved to the State Board of Review, comprising preservation, history, and planning experts. The State Board of Review approved it in November 2022. The application was then submitted to the National Park Service, which oversees the National Register, for final vetting.

In order to be listed on the National Register, a site must meet seven aspects of "integrity" to achieve a listing: location, design, setting, materials, workmanship, feeling, and association. The structure must be at least 50 years old, and possess some significance in American history and culture. The Woods Memorial Bridge was immortalized in the 1994 Best Picture, *Forrest Gump*. In one of the most famous scenes a bearded Tom Hanks as Forrest is shown running across a Mississippi River bridge, but in actuality, the scene was filmed on the Woods Memorial Bridge.

Definitions.

- The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:
- *Deviating truck* means any truck in the restricted vehicle classification which travels over a no-through truck route.
- *Hazard material warning placard* means the standard diamond-shaped sign as required by 49 CFR 172, as part of the Hazardous Materials Transportation Act.
- *Person* means any individual, or agent, servant, employee, or owner of a corporation or other business entity, driving or operating a truck, as defined in this section, within the Town limits.
- *Truck* means any vehicle designed, used, or maintained for the transportation of material or property in the following classifications:
- (1) The term "nonregulated vehicles" (light trucks) means personal pickups and passenger vans, including church school, and public buses. Nonregulated vehicles may operate anywhere within the City limits.
- (2) The term "regulated vehicles" (medium and heavy trucks) means any vehicle, other than the nonregulated vehicles described in subsection (1) of this definition, that is designed, used, or maintained for the transportation of material, including dump trucks, tractor trailers, and semitrailer combinations.
- *No through truck route* means certain streets as designated by appropriate signage by the City Manager or his designee for no through truck traffic.

Observance of truck routes required; exceptions.

- (a) All trucks in the regulated vehicle classification within the City shall not be operated over and along the no-through truck routes established pursuant to this article unless otherwise provided herein. The following routes shall be designated as no-through truck routes: US State Highway 21 Business (Boundary Street) between SC State Highway 281 (Ribaut Road) and US State Highway 21 (Lady's Island Drive) including the Woods Memorial Bridge. US Secondary Road 6 (Bay Street) between SC State Highway 281 (Ribaut Road) and US 21 Business (Carteret Street). Future additions or modifications to the no through truck routes may be established by a Resolution approved by the City Council.
- (b) This article shall not prohibit:
 - (1) Operation of regulated vehicles that are making pickups, deliveries or which have other specific business such as being en route to repairs provided that the driver can show proof of said business through documents such as bills of lading;
 - (2) Authorized emergency vehicles or other vehicles operated by units of local government; or
 - (3) Detoured trucks, on an officially established detour, if such trucks could lawfully be operated upon the street for which the detour is established.

ORDINANCE 2024/

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF BEAUFORT, SOUTH CAROLINA, TO ADD A NEW SECTION 8-1010 TO PROHIBIT THROUGH TRUCK TRAFFIC ON CERTAIN ROADS AND HIGHWAYS IN THE CITY OF BEAUFORT, SOUTH CAROLINA

WHEREAS, S.C. Code Ann. § 5-7-30 confers upon municipalities the power to enact ordinances relating to roads, streets, and order within the municipality and provides that a municipality may fix fines and penalties for the violation of municipal ordinances;

WHEREAS, S.C. Code Ann. § 56-5-4210 allows restrictions on loads and weights for certain roads and highways under the jurisdiction of local authorities when necessary to provide for the public safety and convenience on certain roads and highways;

WHEREAS, The City of Beaufort, South Carolina (hereinafter “City”) has received approval from the South Carolina Department of Transportation for the enactment of this ordinance pursuant to S.C. Code Ann. § 56-5-4212;

WHEREAS, The City desires to provide and promote for the public safety and convenient travel along such roadways; and

WHEREAS, the City Council of the City (hereinafter “Council”) has determined that a prohibition on through truck traffic on certain roads and highways in the City is appropriate at this time.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE CITY COUNCIL, 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 8-1010, which section shall read as follows:

Sec. 8-1010. – Through truck traffic prohibited.

- (a) No medium truck, heavy truck, or other like vehicle that is designed, used, or maintained for the transportation of material, including without limitation dump trucks, tractor trailers, and semitrailer combinations, shall operate on any streets, roads, or highways which are designated as not being open to through truck traffic by signage placed by the City or the South Carolina Department of Transportation, unless the operator of such truck is carrying out specific business which requires his or her operation of the truck along such streets, roads, or highways.
- (b) The streets, roads, or highways on which the truck traffic described in subsection (a) is prohibited are:

- (1) U.S. Highway 21 Business (Boundary Street, Carteret Street, and Sea Island Parkway) between S.C. Highway 281 (Ribaut Road) and U.S. Highway 21 (Ladys Island Drive), including the Woods Memorial Bridge;
- (2) S.C. Road S-6 (Bay Street) between S.C. Highway 281 (Ribaut Road) and U.S. Highway 21 Business(Carteret Street); and
- (3) Any streets, roads, or highways designated by signage placed by the South Carolina Department of Transportation as not being open to through truck traffic.

(c) This section shall not prohibit the operation of the following on the streets, roads, or highways designated in subsection (b):

- (1) Emergency vehicles or other vehicles operated by units of local government;
- (2) Trucks that would otherwise be prohibited if such trucks have been detoured at the instruction of local authorities or traffic control devices; or
- (3) Personal pickup trucks, passenger vans, and buses.

(d) A violation of this section shall be punishable by a fine of not more than \$500.00 or imprisonment for not more than 30 days.

(e) Notice of the requirements of this section shall be posted at conspicuous places at terminals of and all intermediate cross-roads and road junctions with the section of street, road, or highway to which such notice shall apply.

DONE, RATIFIED AND ENACTED this _____ day of _____, 2024.

Philip E. Cromer, Mayor
City of Beaufort, South Carolina

Traci Guldner
City Clerk, City of Beaufort, South Carolina

Reviewed as to form by Benjamin T. Coppage, City Attorney



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/10/2024
FROM: JJ Sauve
AGENDA ITEM TITLE: An ordinance to amend the Code of Ordinances for the City of Beaufort, South Carolina, to add a new Section 4-1002, in Part 4, Chapter 1, adopting regulations for the combined use of utility poles for electric and communication wires in the City of Beaufort, South Carolina - Second Reading
MEETING DATE: 10/8/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

There have been previous conversations with utility providers regarding consolidation of utility lines and wires over the past few years. The City Attorney has worked with staff and utility providers to develop an ordinance that would require all utility wires to be consolidated whenever a new utility pole is erected or an existing pole is replaced. This ordinance language is in-line with other municipal ordinances found in the state, including the City of Charleston.

PLACED ON AGENDA FOR: Action

REMARKS:

First Reading was held on September 10, 2024. Staff recommends approval.

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	9/10/2024

ORDINANCE 2024/19

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF BEAUFORT, SOUTH CAROLINA, TO ADD A NEW SECTION 4-1002, ADOPTING REGULATIONS FOR THE COMBINED USE OF UTILITY POLES FOR ELECTRIC AND COMMUNICATIONS WIRES IN THE CITY OF BEAUFORT, SOUTH CAROLINA

WHEREAS, the City of Beaufort, South Carolina (hereinafter “City”) wishes to protect and enhance the aesthetic character of its streetscapes;

WHEREAS, the co-location of electric and communications wires on utility poles which occupy the same right-of-way, and the elimination of unused poles, where practicable, will add to the aesthetic character of the City’s streetscapes;

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE CITY COUNCIL, 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 4-1002, which section shall read as follows:

Sec. 4-1002. – Co-location of Electric and Communications Wires.

All companies attaching new electric or communications wires shall install such wires on existing poles wherever such combined use is practicable, as determined by the pole owner, and such combined use shall be subject to applicable federal and state law. In the event that a pole is replaced in a manner such that a second pole is erected within the same public right-of-way, each entity that occupies the pole so replaced shall transfer its facilities thereon to the replacement pole within ninety (90) days. In no event shall a pole owner be responsible for any attaching entity’s failure to comply with this section.

DONE, RATIFIED AND ENACTED this _____ day of _____, 2024.

Philip E. Cromer, Mayor
City of Beaufort, South Carolina

Traci Guldner
City Clerk, City of Beaufort, South Carolina

Reviewed as to form by Benjamin T. Coppage, City Attorney on August 8, 2024



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 9/30/2024
FROM: Curt Freese, Community Development Director
AGENDA ITEM TITLE: A resolution supporting the nomination of two properties to the Beaufort County Green Space Program
MEETING DATE: 10/8/2024
DEPARTMENT: Community and Economic Development

BACKGROUND INFORMATION:

The Messick tracts (properties located at Ferry Drive and Inlet Road behind Publix), made a fee simple application to the Beaufort County Green Space program. The application was denied on August 9, 2024, primarily for the need of a formal recommendation by the City Council. The request was presented to the City Council Work session on August 20, 2024.

Property Details:

- **Property Address:** Not set, properties located at Ferry Drive and Inlet Rd.
 - **Property Size:** 2.71 acres
 - **Parcel Numbers:** R123 018 000 0528 0000; R123 018 000 0774 0000
 - **Comprehensive Plan:** Urban Center (Retail, apartments, office)
 - **Zoning District:** T-4 N
- Uses (some conditional) include houses, 4 story apartments, retail and office, schools, vehicle repair

PLACED ON AGENDA FOR: *Action*

REMARKS:

The property is assessed at \$998,000 and is being marketed by Beaufort Properties/Lee Gray as commercial property. The zoning is T-4 N, which is a mixed-use district which allows a variety of uses, from single and multi-family to the majority of commercial uses. The application does satisfy the core eligibility requirements for the County Green Space Program which include the following:

Property is not under Consideration for Development Permit
Property has not received a development permit in five years

Has not sought or currently seeking a rezoning or annexation

Has not been rezoned or annexed within the last five years.

Is not subject to a Development Agreement.

Staff finds the properties would satisfy the intent of the County Green Space program, which is found below:

"The overall purpose of the program is to preserve open space, to protect critical and natural resources, and/or to provide land for recreation. It allows for the purchase of development rights and fee simple interest in lands that are threatened by development, which if it occurs, will have a detrimental effect on land use patterns, traffic, public safety, storm water runoff, water quality, or other conservation objectives."

The property is in a prime development area, which if developed, may have a detrimental effect on the aforementioned "land use patterns, traffic, public safety, storm water runoff, water quality, or other conservation objectives." Preserving the property improves the overall stormwater and runoff of the surrounding areas and reduces the potential for additional traffic for the possible high density development T-4 N allows. Preserving the land would also be fully supported by the objectives and vision of the Comprehensive Plan. In addition, preserving open space on the property allows for a more natural and ecological development pattern, wherein wetlands and established tree canopies are preserved next to high density development. This is a pattern not regularly found in the county, and an asset that Beaufort treasures.

ATTACHMENTS:

Description	Type	Upload Date
Memo	Cover Memo	9/30/2024
Resolution	Backup Material	10/1/2024
Support Letter	Cover Memo	9/30/2024



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

CURT FREESE
Community Development
Director

Date: October 8, 2024

From: Curt Freese, Community Development Director

To: City Council

ISSUE: Beaufort Green Space Nomination

Background:

The Messick tracts (properties located at Ferry Drive and Inlet Road behind Publix), made a fee simple application to the Beaufort County Green Space program. The application was denied on August 9, 2024, primarily for the need of a formal recommendation by the City Council. The request was presented to the City Council Work session on August 20, 2024.

Property Details:

- **Property Address: Not set, properties located at Ferry Drive and Inlet Rd.**
- **Property Size: 2.71 acres**
- **Parcel Numbers: R123 018 000 0528 0000; R123 018 000 0774 0000**
- **Comprehensive Plan: Urban Center (Retail, apartments, office)**
- **Zoning District: T-4 N**
Uses (some conditional) include houses, 4 story apartments, retail and office, schools, vehicle repair

Analysis:

The property is assessed at \$998,000 and is being marketed by Beaufort Properties/Lee Gray as commercial property. The zoning is T-4 N, which is a mixed-use district which allows a variety of uses, from single and multi-family to the majority of commercial uses. The application does satisfy the core eligibility requirements for the County Green Space Program which include the following:

- ✓ Property is not under Consideration for Development Permit



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

CURT FREESE
Community Development
Director

- ✓ Property has not received a development permit in five years
- ✓ Has not sought or currently seeking a rezoning or annexation
- ✓ Has not been rezoned or annexed within the last five years.
- ✓ Is not subject to a Development Agreement.

Staff finds the properties would satisfy the intent of the County Green Space program, which is found below:

"The overall purpose of the program is to preserve open space, to protect critical and natural resources, and/or to provide land for recreation. It allows for the purchase of development rights and fee simple interest in lands that are threatened by development, which if it occurs, will have a detrimental effect on land use patterns, traffic, public safety, storm water runoff, water quality, or other conservation objectives."

The property is in a prime development area, which if developed, may have a detrimental effect on the aforementioned "land use patterns, traffic, public safety, storm water runoff, water quality, or other conservation objectives." Preserving the property improves the overall stormwater and runoff of the surrounding areas and reduces the potential for additional traffic for the possible high density development T-4 N allows. Preserving the land would also be fully supported by the objectives and vision of the Comprehensive Plan. In addition, preserving open space on the property allows for a more natural and ecological development pattern, wherein wetlands and established tree canopies are preserved next to high density development. This is a pattern not regularly found in the county, and an asset that Beaufort treasures.

Staff Recommendation

Approve Resolution in support of the Messick properties Green Space Nomination.

**RESOLUTION
2024/16**

**A RESOLUTION SUPPORTING THE NOMINATION OF TWO
PROPERTIES TO THE BEAUFORT COUNTY GREEN SPACE PROGRAM**

WHEREAS, the City Council discussed the Green Space application for the properties identified by Tax Map Parcels R-123-018-000-0528-0000; R-123-018-000-0774-0000 at its August 20, 2024 Work Session; and

WHEREAS, the properties are in a prime development area, which if developed, may have a detrimental effect on the goals and objectives of the City of Beaufort Comprehensive Plan including, land use patterns, traffic, public safety, storm water runoff, water quality, or other conservation objectives; and

WHEREAS, preserving the property improves the overall stormwater and runoff of the surrounding areas and reduces the potential for additional traffic for the possible high density development T-4 N allows; and

WHEREAS, preserving open space on the property allows for a more natural and ecological development pattern, wherein wetlands and established tree canopies are preserved next to high density development. This is a pattern not regularly found in the county, and an asset that Beaufort treasures; and

WHEREAS, preserving the land would be fully supported by the objectives and vision of the Comprehensive Plan; and

WHEREAS, the applicant satisfies the policies of the Beaufort County Green Space program.

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Beaufort, South Carolina, that the City of Beaufort respectfully supports the properties located at Tax Map Parcels R-123-018-000-0528-0000; R123-018-000-0774-0000 for the Beaufort County Green Space Program.

ADOPTED THIS _____ DAY OF OCTOBER 2024.

Philip E. Cromer, Mayor
City of Beaufort

Attest:

Traci Guldner
Clerk to Council



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

CURT FREESE
Community Development
Director

October 8, 2024

Mr. Mark Davis
Deputy Director
Beaufort County Planning and Zoning
Post Office Drawer 1228
Beaufort SC, 29901

Re: Beaufort County Greenspace Program, City of Beaufort, Messick Properties

To Whom It May Concern,

On behalf of the City of Beaufort, I am writing to support the favorable consideration of the application of the Messick properties on Lady's Island for the County's Greenspace program.

The City adopted its Comprehensive Plan in 2021, which prioritized protecting the natural environment and resiliency. In fact, some of the key objectives of the comprehensive plan would be met by supporting this application to permanently protect open space in the City:

Objective 2: Maximize the purpose and function of open space within the city and work with Beaufort Open Land Trust to provide more public access and link these open spaces into a functioning network of green space.

Objective 3: Protect and expand the tree canopy into an urban forest that provides shade, habitat, and a setting for context-sensitive building and developments.

Objective 4: Work collaboratively with regional partners and municipalities on shared standards and preservation goals and metrics.

Objective 5: Continue to balance growth/development, historic preservation, and the protection of the natural environment.



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

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CURT FREESE
Community Development
Director

Moreover, the City believes preserving open space on the property allows for a more natural and ecological development pattern, wherein wetlands and established tree canopies are preserved next to high density development. This is a pattern not regularly found in the county, and an asset that Beaufort treasures. Staff finds the properties would satisfy the intent of the County Green Space program, while furthering the City's Comprehensive Plan and values. As such, the City is fully supportive of the application which has been submitted for these properties to be protected from future development through the Beaufort County Greenspace program.

Sincerely,

Philip Cromer
Mayor, City of Beaufort



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: JJ Sauve
AGENDA ITEM TITLE: A resolution to convey personal property to the Beaufort Jasper Water and Sewer Authority
MEETING DATE: 10/8/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

As part of the Southside Park Phase 1 Project, an additional waterline and a new fire hydrant were installed at Southside Park. Council has previously granted an utility easement to BJWSA for this water line and hydrant, and this resolution is to convey the waterline and hydrant, both personal property, themselves to BJWSA for full ownership and maintenance responsibility.

PLACED ON AGENDA FOR: *Action*

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Resolution Authorizing the Sale of Personal Property Located at Southside Park to the Beaufort Jasper Water and Sewer Authority	Resolution Letter	10/2/2024
Bill of Sale of Water Line and Hydrant	Exhibit	10/2/2024
Bill of Sale Exhibit A Description of Property	Exhibit	10/2/2024

RESOLUTION # _____

Resolution Authorizing the Sale of Personal Property Located at Southside Park, and Identified as a 36 LF Water Pipe and Hydrant, to the Beaufort Jasper Water and Sewer Authority

WHEREAS, as part of a parks improvement project, the City of Beaufort has installed a water line and hydrant on the property known as Southside Park; and,

WHEREAS, the Beaufort Jasper Water and Sewer Authority (BJWSA) provides water and sewer services to the Southside Park; and,

WHEREAS, it is in the public interest of maintaining and operating said water line and hydrant, that these items be conveyed to the BJWSA; and,

WHEREAS, a bill of sale and attachment describing said personal property is attached to this resolution,

THEREFORE, BE IT RESOLVED, by the City Council of the City of Beaufort, South Carolina, in council duly assembled and by authority of the same, that the City Manager shall be authorized and empowered to convey such personal property to the Beaufort Jasper Water and Sewer Authority so that BJWSA may own and maintain such personal property.

This Resolution shall become effective immediately upon adoption.

Philip Cromer, Mayor

Adopted this ____ day of _____ 2024

Attest:

Traci Guldner, City Clerk

STATE OF SOUTH CAROLINA)

BILL OF SALE

)

COUNTY OF BEAUFORT)

KNOW ALL MEN BY THESE PRESENTS, that City of Beaufort (Grantor) for and in consideration of the sum of One (\$1.00) Dollar to it in hand paid, at and before the sealing and delivery of these presents by BEAUFORT JASPER WATER AND SEWER AUTHORITY (the receipt of which is hereby acknowledged), has bargained and sold, and by these Presents does bargain, sell, and deliver to the said BEAUFORT JASPER WATER AND SEWER AUTHORITY, the following described property, to-wit:

PERSONAL PROPERTY DESCRIBED IN EXHIBIT "A", WHICH IS ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE, AND LOCATED ON OR AFFIXED TO THE REAL PROPERTY DESCRIBED IN EXHIBIT "B", WHICH IS ALSO ATTACHED HERETO AND INCORPORATED HEREIN BY REFERENCE.

To have and to hold the same unto the said BEAUFORT JASPER WATER AND SEWER AUTHORITY, its successors and assigns forever.

IN WITNESS WHEREOF, Grantor has set its hand and seal on the day and year first above written.

Grantor: City of Beaufort

By: Scott Marshall

Its: City Manager

STATE OF SOUTH CAROLINA)

)

COUNT OF BEAUFORT)

I, the undersigned Notary Public do hereby certify that Scott Marshall personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal this ____ day of _____, 20____.

Notary Public for _____

My commission expires: _____

EXHIBIT "A"

Southside Park – Phase 1 Personal Property Conveyance

WATER: 36 LF 6" Waterline, and 1 Fire Hydrant located on the property known as Southside Park and identified as placed within the attached exhibit to the easement granted by the City of Beaufort to Beaufort Jasper Water and Sewer Authority by ordinance authority on September 10, 2024.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: Linda D. Roper
AGENDA ITEM TITLE: Ordinance approving the lease of real property located at City Hall and owned by the City of Beaufort, South Carolina to South Carolina Department of Environmental Services - First Reading
MEETING DATE: 10/8/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

South Carolina Department of Environmental Services would like to lease office space within City Hall for four (4) members of their staff for a three (3) year term.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Lease Ordinance for DHEC	Backup Material	10/2/2024
SCDES Lease Agreement for Office Space at City Hall	Exhibit	10/2/2024

ORDINANCE NO. 2024 - _____

AN ORDINANCE FOR THE LEASE OF A PORTION OF REAL PROPERTY OWNED BY THE CITY OF BEAUFORT, SOUTH CAROLINA, KNOWN AS CITY HALL AND LOCATED AT 1911 BOUNDARY STREET, TO THE SOUTH CAROLINA DEPARTMENT OF ENVIRONMENTAL SERVICES.

WHEREAS, the City of Beaufort, South Carolina (hereinafter “City”) owns Real Property located at 1911, Boundary Street, Beaufort South Carolina known as City Hall;

WHEREAS, a portion of City Hall is currently vacant and unused by the City, and it is unlikely that the City will need to use this space for administrative purposes or any other purpose within the next five years;

WHEREAS, the South Carolina Department of Environmental Services (hereinafter “SCDES”) needs office space in Beaufort for its employees;

WHEREAS, S.C. Code Ann. § 5-7-40 provides that any lease of real property owned by a municipality must be effected by ordinance;

WHEREAS, the City and SCDES have negotiated the terms of a potential lease of the space and prepared a draft lease, which is included herewith as Exhibit 1;

WHEREAS, the space to be leased is a one hundred ninety-seven and one half (1,197.5) square foot portion of City Hall more particularly described as the area outlined in yellow and labeled “Leased Premises” on Exhibit A of the lease;

WHEREAS, City Council believes it is in the best interest of the City, and its citizens, to lease the space to SCDES pursuant to the provisions of the lease included herewith as Exhibit 1, and to give authority to the City Manager to execute such documents as may be necessary and appropriate to give effect to such lease.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE CITY COUNCIL, in accordance with the foregoing, that the City Manager is authorized to execute the lease, which is attached hereto as Exhibit 1, and to execute such other documents as are necessary to effectuate the lease of the premises to SCDES upon the provisions contained in the lease.

DONE, RATIFIED AND ENACTED this _____ day of _____, 2024.

Philip E. Cromer, Mayor
City of Beaufort, South Carolina

Attest:

Traci Guldner
City Clerk

First Reading: _____

Second Reading: _____

Reviewed as to form by Benjamin T. Copping.

installments of one thousand nine hundred ninety-five dollars and eighty-three cents (\$1,995.83) on the first day of each month, beginning on the Commencement Date.

3.2 Rental Rate Adjustments. The Rental Rate shall be increased on each anniversary of the Commencement Date in an amount equal to the South Region Consumer Price Index twelve-month percentage change multiplied by the Rental Rate for the preceding year. These Rental Rate Adjustments shall apply to both the initial term and any renewal term.

3.3 Late Payment of Rent. If any monthly rental payment is paid more than ten (10) days after the date the same was due, there shall be a late payment fee of One Hundred and 00/100 (\$100.00) Dollars. If rent remains delinquent for more than thirty (30) days, then an additional late fee will be assessed, equal to Twenty-five and 00/100 (\$25.00) Dollars per day.

3.4 Utilities and Janitorial Services. In addition to the Rental Rate specified herein, Tenant shall be responsible for the payment of the Tenant's pro-rata share of all utilities and janitorial services for the Property based upon the prior year's cost for utilities and janitorial services. The term "utilities" as used herein shall include without limitation the alarm system, elevator maintenance, pest control, electricity, and water for the property. The Landlord shall notify the Tenant of the amount due for utilities and janitorial services on the Commencement Date and on each anniversary of the Commencement Date. The amount due under this section shall be payable in equal monthly installments in the same manner as the Rental Rate.

ARTICLE IV INSURANCE

4.1 Tenant shall not without the City's prior written consent do anything in or about the premises which will in any way tend to increase insurance rates on such premises or the building in which the same are located. Furthermore, Tenant agrees not to install, or permit to be installed, in the leased premises, any equipment, supplies or other items which could reasonably be expected to substantially increase the risk of fire damage to the premises, without City's written consent being first obtained.

ARTICLE V USE OF PREMISES

5.1 Use. Tenant shall use the Premises as an office for its staff.

5.2 Compliance with Law. Tenant shall comply with any and all applicable local, state and federal ordinances and regulations, including, without limitation, OSHA requirements and rules imposed by permit issuers charged with the regulation of Tenant's activities.

ARTICLE VI UTILITIES

6.1 Tenant shall pay monthly an amount estimated by the City to be the pro-rata share of the utilities, as stated above in Article 3.4.

ARTICLE VII
IMPROVEMENTS, ALTERATIONS AND MAINTENANCE

7.1 Improvements. Tenant may develop, construct and operate upon the Premises, at its sole cost and expense, any additional improvements (the "Tenant's Improvements") necessary for Tenant to conduct its business, provided it first receives written permission from City. Tenant's Improvements shall remain the property of Tenant and Tenant shall have the right to remove the Tenant's Improvements at the expiration of the Term; provided, however, that Tenant restores the Premises to its original condition, normal wear and tear excepted. Before making any improvements to the Premises or which could cause harm to the Premises, Tenant shall receive written permission from the City, and said permission shall not be unreasonably withheld. It is Tenant's sole responsibility to make any repairs or improvements to bring the Premises into compliance with any regulations that arise out of the nature of Tenant's use of the Premises.

7.2 Maintenance. Tenant agrees, except for normal wear and use, to keep and maintain the Premises, including doors, windows and walls clean, in good condition and repair. Tenant shall keep the premises free of trash, and Tenant shall dispose of trash in the proper receptacle. The Landlord shall keep the foundation, sub-floor, exterior walls (except glass or other breakable materials used in the structural portions), utility and plumbing systems up to the tenant's premises, and roof of the building in which the leased premises is located, in good repair, except that Landlord shall not be required to make any such repairs which become necessary or desirable by reason of any negligent act of Tenant, its agents, servants, employees, guests, licensees, or invitees.

ARTICLE VIII
DEFAULTS

8.1 Default by Tenant. The following shall constitute an "Event of Default" under this Lease:

(a) The Tenant's failure to perform any other of the terms, conditions or covenants of this Lease to be observed or performed by the Tenant; and

(b) If the Tenant fails to make any obligated payment or to perform any other of the terms, conditions or covenants under the Lease, City shall send written notice of the Tenant's breach and Tenant shall have (15) days after written notice to cure the alleged default.

(c) If an Event of Default, the City may elect to re-enter the Premises, as herein provided or take possession pursuant to legal proceedings or pursuant to any notice provided for herein and terminate this Lease and all rights of the Tenant under this Lease shall cease. Any reletting shall be done in a commercially reasonable manner. Any election under this paragraph shall not limit Landlord's ability to seek any relief available to it at law or in equity.

8.2 Default by Landlord. The following shall constitute an "Event of Default" under this Lease:

(a) Failure of the City to pay any obligation pursuant to this Lease or affecting the Premises on or before the due date thereof;

(b) The City's failure to perform any other of the terms, conditions or covenants of this Lease to be observed or performed by the City; and

(c) If the City fails to make any obligated payment or to perform any other of the terms, conditions or covenants under the Lease, Tenant shall send written notice of the City's breach and City shall have (15) days after written notice to cure the alleged default.

(d) If an Event of Default occurs and after the expiration of City's right to cure with fifteen (15) days written notice, the Tenant may elect to terminate this Lease.

ARTICLE IX
NOTICE

9.1 Any notice to be given by either party to the other pursuant to the provisions of this Lease shall be given by personal delivery or by regular United States mail addressed to the party for whom it is intended at the best available address.

As to the Tenant: South Carolina Department of Environmental Services
c/o _____
2600 Bull Street
Columbia, SC 29201

As to the City: The City of Beaufort
c/o Scott Marshall, City Manager
1911 Boundary Street
Beaufort, South Carolina 29902

With a copy to: Coppage Law Firm
c/o Benjamin Coppage, City Attorney
Post Office Box 2473
Beaufort, SC 29901

ARTICLE X
SUCCESSORS AND ASSIGNS

10.1 The covenants, conditions and agreements contained in this Lease shall bind and inure to the benefit of the Landlord and Tenant and their respective successors and assigns. Unless repugnant to the context, the words "Landlord" and "Tenant" appearing in this Lease shall be construed to mean those named above and their respective heirs, administrators, successors and assigns, and those claiming through or under them respectively.

ARTICLE XI
MISCELLANEOUS

11.1 Compliance with Laws and Regulations. Tenant warrants that it is in compliance with the requirements of S.C. Code §§ 1-11-55, 1-11-56, and 1-11-65 and S.C. Code Regs. § 19-447.1000, and any other applicable statute or regulation relating to its leasing of real property.

11.2 Quiet Enjoyment. City agrees that upon Tenant's payment of the rent and performing and observing the terms, covenants, conditions and provisions on its part to be performed and observed, Tenant shall and may peaceably and quietly have, hold and enjoy the Premises during the Term without any manner of hindrance, interruption or molestation from City or anyone claiming under City, subject, however, to the terms of this Lease and such regulatory powers as may be required.

11.3 Binding Effect. The obligations of this Lease shall run with the land, and this Lease shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

11.4 Construction. If any term of this Lease shall be declared invalid or unenforceable, the remaining terms of this Lease shall not be affected thereby and shall continue to be enforced and recognized as valid agreements of the parties.

11.5 Entire Agreement. This agreement represents the entire understanding of the parties with reference to the subject matter hereof, and shall be construed and enforced in accordance with the laws of South Carolina.

WITNESS OUR HANDS AND SIGNATRURES as of the date first above written.

WITNESSES:

The City of Beaufort

By: _____

Scott Marshall

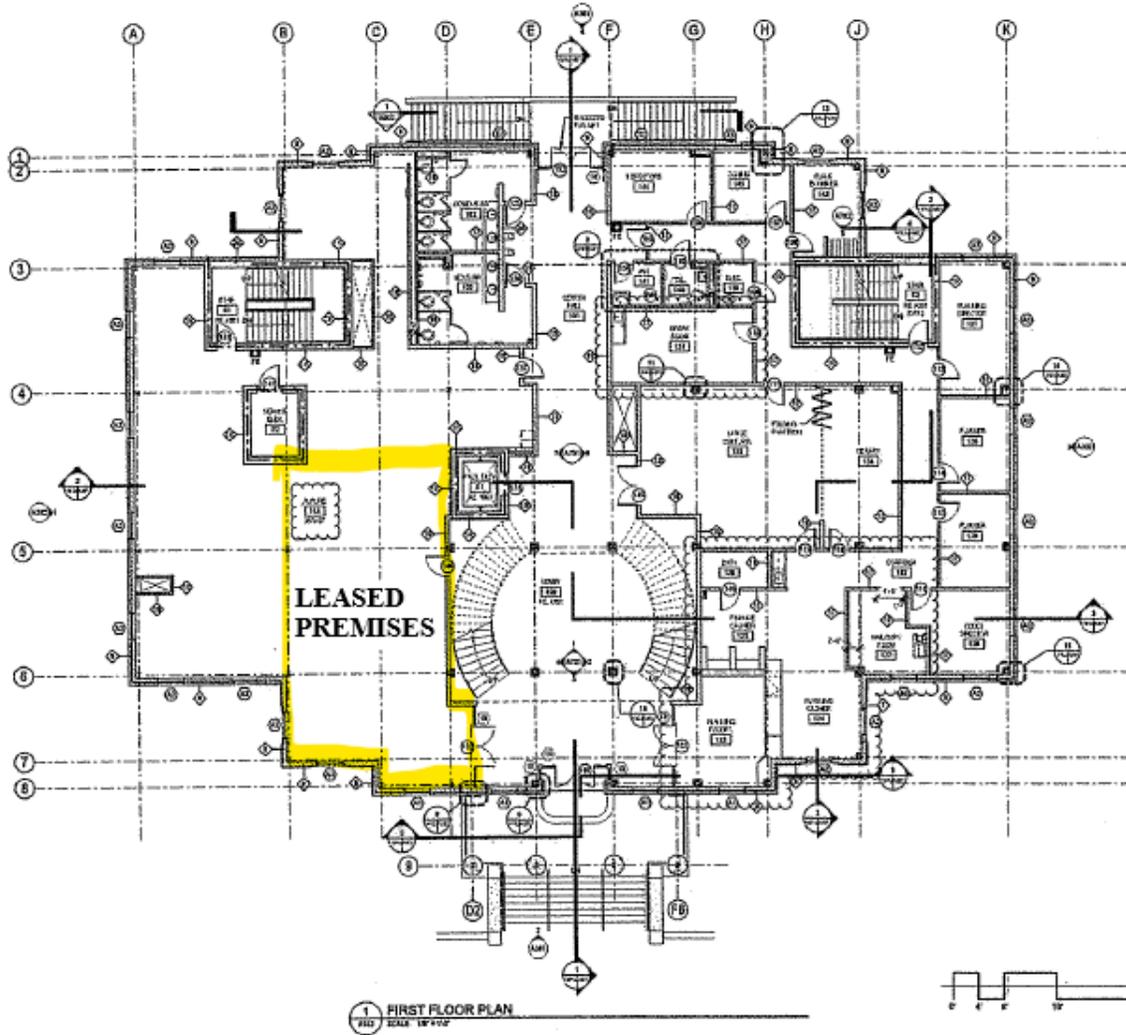
Its: City Manager

South Carolina Department of Environmental Services

By: _____

Its: _____

EXHIBIT A





CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/2/2024
FROM: Alan Eisenman, Finance Director
AGENDA ITEM TITLE: Ordinance to amend Fiscal Year 25 Budget for Revenues and Expenditures of General Fund, ARPA Fund and Capital Projects Fund- First Reading
MEETING DATE: 10/8/2024
DEPARTMENT: Finance

BACKGROUND INFORMATION:

During September 17, 2024 Council Worksession, City Staff presented for Council's considerations different scenarios to reallocate the remaining \$863,260 of ARPA funds that will not meet the Treasury's obligation deadline on Calhoun Street Drainage Project. Here is a summary of the proposed budget amendment for Council's consideration:

1. \$500,000 for repaving city-owned Battery Shores Neighborhood Road from ARPA funds. City Council requested that this amount be lowered to \$450,000, but a recent quote for this job came in just shy of \$500,000. City staff recommends keeping the budgeted amount at \$500,000 so that the project is fully funded.
2. \$200,000 for additional funding for consulting services at Henry C. Chamber Waterfront Park from ARPA funds.
3. \$32,000 for vehicle purchase for Capital Projects Director from ARPA funds. City staff researched and compared the cost difference between outright purchase and 3-year vehicle lease. City staff recommends purchasing the mid-sized truck outright.
4. \$100,000 for Neighborhood Revitalization Program from ARPA funds. Council already approved \$50,000 for the program in fiscal year 2025 approved budget. The total of \$150,000 will be reallocated to the General Fund in exchange for \$150,000 from General Fund Economic Partnership to remain in compliance with Treasury's obligation deadline of 12/31/24. This will provide City staff and Council more time to work on a contract with Beaufort Jasper Housing Trust.
5. The remaining \$31,260 will be budgeted for the prioritized list of unfunded department requirements as detailed in Exhibit C. City Council grants authorization to City Manager to execute a purchase order based on availability of ARPA funds and prioritization.

PLACED ON AGENDA FOR: Action

REMARKS:

Staff recommends Council's consideration to approve first reading of the budget ordinance. Second reading is

planning on being held on November 12, 2024.

ATTACHMENTS:

Description	Type	Upload Date
Budget Amendment	Cover Memo	10/2/2024

ORDINANCE

AN ORDINANCE TO AMEND CITY OF BEAUFORT ORDINANCE 2024/11 REGARDING THE FISCAL YEAR 2024-2025 CITY OF BEAUFORT BUDGET TO PROVIDE FOR THE REVENUES AND EXPENDITURES OF GENERAL FUND, ARPA 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 11, 2024, the City of Beaufort (hereinafter “City”) adopted Ordinance No. 2024/11 which set the City’s FY 2024- 2025 budget and associated expenditures; and

WHEREAS, the City budgeted \$863,260 in ARPA Funds in fiscal year 2025 for Calhoun Street Drainage Project, but will not be able to meet the Treasury’s obligation deadline of December 31, 2024 and therefore needs to reallocate the funds to the following projects; and

WHEREAS, it is necessary for the City to allocate \$500,000 for repaving city-owned Battery Shores neighborhood roads from the ARPA Fund; and

WHEREAS, it is necessary for the City to appropriate \$200,000 from ARPA funds for consulting services for Waterfront Park Relieving Platform; and

WHEREAS, it is necessary for the City to obligate \$32,000 for vehicle purchase for Capital Projects Director from the ARPA Fund; and

WHEREAS, it is necessary for the City to appropriate \$100,000 of ARPA funds for Neighborhood Revitalization Program along with \$50,000 already approved in fiscal year 2025 budget and reallocate the total of \$150,000 to the General Fund in exchange for \$150,000 Economic Partnership from the General Fund to remain in compliance with the Treasury’s obligation deadline; and

WHEREAS, it is necessary for the City to budget the remaining amount of \$31,260 for unfunded department requirements from the ARPA Fund as prioritized in Exhibit C, in which City Council grants authorization to City Manager to execute a purchase order based on availability of ARPA funds and prioritization of unfunded department requirements; and

WHEREAS, it is necessary and proper to appropriate, obligate, and budget 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 the City of Beaufort Council that the FY 2024-2025 City of Beaufort Ordinance 2024/11 is hereby amended by the addition of the following, such that the General Fund FY25

Budget and the Consolidated FY25 Revised Budget are as shown on Exhibits A and B, hereto:

SECTION 1. AMENDMENT

Expenditures	
Non-Departmental- Operating- Economic Partnership	(150,000)
Non-Departmental- Operating- Neighborhood Revitalization Program	<u>150,000</u>
Total Expenditures	<u><u>-</u></u>

ARPA Fund

Expenditures	
Transfers Out- Calhoun Street Drainage Project	(863,260)
Operating- Economic Partnership	150,000
Operating- Neighborhood Revitalization Program	(150,000)
Operating- Neighborhood Revitalization Program	100,000
Capital- Vehicle Purchase for Capital Projects Director	32,000
Transfers Out- Repaving Battery Shores Neighborhood Roads	500,000
Transfers Out- Waterfront Park Relieving Platform- Consulting Services	200,000
Capital- Unfunded Department Requirements	<u>31,260</u>
Total Expenditures	<u><u>\$ -</u></u>

Capital Projects Fund

Revenues	
Transfers In- Calhoun Street Drainage Project	(863,260)
Transfers In- Repaving Battery Shores Neighborhood Roads	500,000
Transfers In- Waterfront Park Relieving Platform- Consulting Services	<u>200,000</u>
Total Revenues	<u><u>\$ (163,260)</u></u>

Expenditures	
Capital- Calhoun Street Drainage Project	(863,260)
Capital- Repaving Battery Shores Neighborhood Roads	500,000
Capital- Waterfront Park Relieving Platform- Consulting Services	<u>200,000</u>
Total Expenditures	<u><u>\$ (163,260)</u></u>

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 October 8, 2024

2nd Reading & Adoption _____

Attachments:

- A. General Fund FY25 Budget
- B. Consolidated FY25 Revised Budget
- C. Unfunded Department Requirements- Prioritization List

EXHIBIT A

General Fund FY25 Budget

	Adopted FY25 Budget	Budget Amendment #2	Revised FY25 Budget
<u>Revenues</u>			
Property Taxes	\$ 9,598,632	\$ -	\$ 9,598,632
Licenses & Permits	6,870,000	-	6,870,000
Intergovernmental Revenue	3,854,181	46,208	3,900,389
Franchise Fees	2,258,000	-	2,258,000
Charges for Services	2,056,665	-	2,056,665
Fines & Forfeitures	64,000	-	64,000
Miscellaneous	110,000	-	110,000
Interest	550,000	-	550,000
Total General Fund Revenues	\$ 25,361,478	\$ 46,208	\$ 25,407,686
<u>Appropriations</u>			
Non-Departmental	\$ 822,823	\$ -	\$ 822,823
City Council	345,321	-	345,321
City Manager	952,161	-	952,161
Finance	1,000,850	-	1,000,850
Human Resources	554,368	-	554,368
Information Technology	1,025,621	46,208	1,071,829
Municipal Court	637,050	-	637,050
Community & Economic Development	1,455,846	-	1,455,846
Police Operations	5,703,134	-	5,703,134
School Resource Officer	624,561	-	624,561
School Crossing Guard	23,470	-	23,470
Victims Rights	113,246	-	113,246
Beaufort Fire	6,773,028	-	6,773,028
Public Works	503,580	-	503,580
Streets & Traffic	1,035,281	150,000	1,185,281
Facilities Maintenance	828,479	-	828,479
Solid Waste	1,401,015	-	1,401,015
Debt Service	1,845,353	-	1,845,353
Transfers Out	-	255,645	255,645
Total General Fund Appropriations	\$ 25,645,187	\$ 451,853	\$ 26,097,040

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	\$ 25,407,686	\$ 302,306	\$ 5,480,500	\$ 1,368,717	\$ 969,333	\$ 105,000	\$ 180,000	\$ 10,906,687	\$ 44,720,229
Transfers In	70,416	-	-	-	-	-	-	11,682,161	11,752,577
Total Other Financing Sources	70,416	-	-	-	-	-	-	11,682,161	11,752,577
Release of Committed Fund	618,938	-	-	-	-	-	-	-	618,938
Release of Fund Balance	-	4,312,280	6,027,349	1,364,480	30,000	-	129,000	813,201	12,676,310
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	8,346,141	197,000	1,711,049	232,685	875,437	-	-	-	11,362,312
Capital	642,443	174,594	238,933	-	-	-	209,000	23,402,049	24,667,019
Debt	1,990,148	-	969,601	513,600	-	63,654	-	-	3,537,003
Total Expenditures	\$ 25,841,395	\$ 515,566	\$ 5,674,833	\$ 1,368,717	\$ 898,917	\$ 63,654	\$ 209,000	\$ 23,402,049	\$ 57,974,131
Transfers Out	255,645	4,099,020	5,833,016	1,364,480	100,416	-	100,000	-	11,752,577
Total Other Financing Uses	255,645	4,099,020	5,833,016	1,364,480	100,416	-	100,000	-	11,752,577
Contribution to Fund Balance	-	-	-	-	-	41,346	-	-	41,346
Net (Deficit) Surplus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

EXHIBIT C

Staff

Prioritization

1	Public Works Department IT HVAC System	25,000
2	Public Works Department HVAC System	30,000
3	Police Department Flock Cameras/Dashboard	22,000
4	Police Department Cellebrite	10,000
5	Fire Department Extrication Tool	16,000
6	Downtown Operations Storage Shed for Event Items	15,000
7	Fire Department Mobile Data Computer	12,000
8	Police Department Crime Analysis Equipment	12,830
9	Public Works Department Electrical Hookup for Generator	30,000
10	Fire Department Life Pak Monitor	60,000
11	Fire Department Self-Contained Breathing Apparatus	48,000
12	Downtown Operations Arsenal Window Repairs Project	100,000
13	Police Department Side by Side UTV	20,000
14	Public Works Department Knuckleboom	275,000
15	Public Works Department Bucket Truck	200,000
16	Police Department Boat	45,000
17	Downtown Operations Concession Trailer	20,000
18	Downtown Operations Mobile Stage with Guardrails	55,000
19	Downtown Operations Portable Sound System for Bands	25,000
20	Downtown Operations Café Lights with Poles	100,000
21	Downtown Operations 500 Carteret Balcony Repairs	100,000
		<u>1,220,830</u>



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 10/7/2024
FROM: Scott Marshall, City Manager
AGENDA ITEM TITLE: Consideration of an Ordinance to amend the Code of the City of Beaufort, South Carolina, to amend Section 1-4006 to allow for the waiver of developmental fees and business license taxes associated with the repair or remediation of damage caused by natural disasters or other catastrophic events - First Reading
MEETING DATE: 10/8/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

Currently, there are no provisions in the City's Code of Ordinances that allow for the waiver of permit fees and business license taxes for remediation/repair of storm damaged structures.

PLACED ON AGENDA FOR: Action

REMARKS:

The draft ordinance presented for City Council's consideration would grant discretionary authority to the City Manager to waive fees associated with permits for repair of storm damage or damage due to other catastrophic events. It would also allow for business license fees to be waived for vendors who otherwise would have no cause for a city business license. As written, upon second reading it is retroactive to September 1, 2024, prior to Tropical Storm HELENE.

ATTACHMENTS:

Description	Type	Upload Date
Ordinance for consideration	Ordinance	10/7/2024

ORDINANCE NO. 2024 - _____

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF BEAUFORT, SOUTH CAROLINA, TO AMEND SECTION 1-4006 TO ALLOW FOR THE WAIVER OF DEVELOPMENT FEES AND BUSINESS LICENSE TAXES ASSOCIATED WITH THE REPAIR OR REMEDIATION OF DAMAGE CAUSED BY NATURAL DISASTERS OR OTHER CATASTROPHIC EVENTS

WHEREAS, the coastal location of the City of Beaufort (hereinafter “City”) makes it vulnerable to the effects of natural disasters, including without limitation, hurricanes and tropical storms;

WHEREAS, such disasters often cause damage to real property located in the City, and the improvements thereon, which require immediate response and repair in order to ensure the protection of the health, safety, and welfare of the citizens and businesses of the City;

WHEREAS, Section 5-1004(a) of the Code of the City of Beaufort South Carolina provides for the imposition fees associated with the issuance of building, plumbing, mechanical, fuel gas, residential, private sewage disposal, electrical and fire permits, and other permits required by the city for construction, alteration, removal or improvements of buildings and structures (hereinafter “Development Fees”);

WHEREAS, Sections 7-1001 and 7-1004 of the Code of the City of Beaufort South Carolina requires the payment of business license taxes by every person engaged or intending to engage in any business, calling, occupation, profession, or activity engaged in with the object of gain, benefit, or advantage, in whole or in part within the limits of the City (hereinafter “Business License Tax”);

WHEREAS, the City Council of the City (hereinafter “Council”) believes that, when a state of emergency affecting the City has been declared by the Governor of South Carolina or by local authorities, it is in the best interest of the City and its citizens that the City Manager have the authority, in the City Manager’s discretion, to waive Development Fees associated with construction and repairs which are necessary due to natural disasters or other catastrophic events, and to waive Business License Taxes for businesses undertaking such construction and repairs.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE CITY COUNCIL, in accordance with the foregoing, that, effective as of September 1, 2024, Section 1-4006 of the Code of Ordinances, City of Beaufort, South Carolina, is hereby amended to read as follows:

Sec. 1-4006. – Emergencies and Natural Disasters.

- (1) In case of accidents or other circumstances creating an emergency, the manager may, with the consent of the governing body, award contracts and make purchases for the purpose of repairing damages caused by the accident or meeting the public emergency; but he shall

file promptly with the council a certificate showing such emergency and the necessity for such action, together with an itemized account of all expenditures.

(2) When a state of emergency affecting the City has been declared by the Governor of South Carolina or by local authorities, the manager shall have the authority, in the manager's discretion, to:

- (a) Waive the requirement for the payment of fees associated with the issuance of building, plumbing, mechanical, fuel gas, residential, private sewage disposal, electrical and fire permits, and other permits required by the city for construction, alteration, removal or improvements of buildings and structures when such activities are directly associated with the repair or remediation of damages caused by the natural disaster or catastrophic event which was the basis for the declaration of the state of emergency;
- (b) Waive the requirement for the payment of business license taxes for any businesses which would otherwise not be required to pay a business license tax except for such business's provision of goods or services associated with the repair or remediation of damages caused by the natural disaster or catastrophic event which was the basis for the declaration of the state of emergency; and
- (c) Determine reasonable time limits during which the above-referenced fees and taxes may be waived.

DONE, RATIFIED AND ENACTED this _____ day of _____, 2024.

This Ordinance was read and passed at first reading on _____, 2024.

Philip Cromer, Mayor
City of Beaufort, South Carolina

Traci Guldner
City Clerk, City of Beaufort, South Carolina

This Ordinance was read and passed at second reading on _____, 2024.

Philip E. Cromer, Mayor
City of Beaufort, South Carolina

Traci Guldner
City Clerk, City of Beaufort, South Carolina

Reviewed as to form by Benjamin T. Coppage, City Attorney