

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87934490890?pwd=itrGRg6YihtQVdf5E9NQV6ybsG19Hh.1>

Passcode: 101089 +13092053325 Webinar ID: 879 3449 0890



CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL REGULAR MEETING AGENDA
December 10, 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 - 6:00 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. CITY COUNCIL ORGANIZATION

- A. Swearing In - Neil Lipsitz, Councilman
- B. Swearing In - Harold "Mitch" Mitchell, Councilman
- C. Swearing In - Philip Cromer, Mayor
- D. Mayor Pro Tem Election

IV. 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](#)

V. MEETING AGENDA APPROVAL

VI. CONSENT AGENDA

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

- H. Police Department Monthly Report
- I. Public Works Monthly Report
- J. Request from Holy Trinity to host the 6th annual Swing Bridge Run 5K on Saturday, November 1, 2025, from 6:00 am -10:30 am.
- K. Request from Beaufort County Ministerial Alliance to host the annual Martin Luther King Day Parade on Monday, January 20, 2025, beginning at 10:00 AM
- L. Project Freedom 326, empowering families and communities request to host a Juneteenth parade on Sunday, June 15, 2025, from 3:00 pm - 5:00 pm

VII. MINUTES

- A. Worksession and Regular Meeting - November 12, 2024
- B. Special Worksession - November 19, 2024

VIII. NEW BUSINESS

- A. Authorization to allow the City Manager to enter into Memorandum of Agreements with the Beaufort Jasper Water and Sewer Authority for Cost Sharing of Utility Relocation on the Downtown/Point Drainage Projects
- B. Ordinance to Amend Fiscal Year 25 Budget for Revenues and Expenditures of ARPA Fund and Capital Projects Fund- First Reading

IX. 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**

X. REPORTS

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

XI. EXECUTIVE SESSION

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

XII. ADJOURN



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/4/2024
FROM: JJ Sauve and Raul Dominguez
AGENDA ITEM TITLE: CIP Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

Monthly Report for October.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
CIP Monthly Report	Backup Material	12/4/2024

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 December 3, 2024

MEMORANDUM

To: City Council

From: J.J. Sauvé, *Assistant City Manager*
Raul Dominguez, *Capital Improvements Program Director*

Re: Capital Improvement Program Monthly Report

I. Summary Report

This report provides updates to our Capital Projects since the CIP Quarterly Worksession on November 26, 2024, at 5 pm. The CIP Team continues to work towards completion of all identified priority projects and prepare for both the 2025/26 Strategic Planning Session and the Capital Improvement Planning Process.

II. Project Updates

Downtown/Point Stormwater Projects

These projects are all nearing 100% design completion. The CIP Team is actively working with the engineers, SCOR, and RIA/SCIIP to develop bid packages for construction of the projects. The current holds on all the projects are all due to permitting and utility coordination. The King Street Project has received Army Corp of Engineers and OCRM permits.

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. The final construction phases in November and December involve sidewalk construction and road paving. Cold weather and utility coordination may cause a slight

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

delay in December, but the project remains on schedule as of this memorandum.

Southside Park Phase I and Phase II

Phase 1 ribbon cutting is tentatively scheduled for Wednesday December 18, 2024, at 10 am. The original date for the ribbon cutting needed to be pushed back due to several items that had to be completed prior to the certificate of occupancy being issued for the pavilion.

Phase II design is currently being discussed between the CIP Team and design team. The cost estimate and letter of authorization to begin design services for Phase II was discussed at the November 26, 2024 Quarterly CIP Worksession with Council, and the CIP Team will present a final letter of authorization to the City Manager for signature in December.

Washington Street Park Phase I

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 December. HDRB approval was granted in October with several staff and Board recommendations. Staff and the design team are looking into these recommendations and possibly cost savings associated with lowering the pavilion pad. Groundbreaking will most likely be scheduled for early 2025 considering the delay from Commerce and upcoming holidays.

Battery Shores Stormwater

McCormick Taylor has completed design and permitting is moving forward for the improved outfall and retention pond. The RFP for constructions services closed on Tuesday December 3, with two bids, both being significantly higher than budgeted. The CIP Team is reviewing options for moving forward with current or alternative funding.

Duke Street Streetscape and Stormwater

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

Davis & Floyd is currently working towards completion of permitting and utility coordination. The RFP for constructions services closed on Tuesday December 3, with a single bid significantly higher than budgeted. The CIP Team is reviewing options for moving forward with current or alternative funding. A construction start date is still expected in in Q-1 or Q-2 of 2025 pending final permitting and utility coordination and successful bidding.

Spanish Moss Trail/North Street Extension

This project is substantially completed and at the time of this report the only outstanding items relate to striping/painting.

Pigeon Point Landing

An RFP for design/build services has been issued and the City received a single bid at closing on October 31. The design build contract requested separable pricing for the boat ramp, dock, and master planning services. The CIP Team is currently engaging with the single bidder on pricing and phasing. The proposal from O'Quinn Marine Construction, Inc. was discussed with Council at the November 26, 2024 Quarterly CIP Worksession. Staff are currently incorporating into the proposed contract a requirement for determining feasibility of a short-term or temporary boat ramp and dock repair while overall design and construction are completed. Staff will present this contract to the City Manager for signature in December.

Pigeon Point Playground

Staff have worked with the state procurement contract to received proposed design ideas from approved vendors. A public survey went out in November and the project was presented to Council at the November 26 Quarterly CIP Worksession. The CIP Team is working with Kay Merrill of the Pigeon Point community to finalize a design for the playground equipment, and intend to present a contract to the City Manager for signature in December.

Carnegie Library Repairs

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

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 reviewed the three bids received and interviewed the top two qualified bidders. The top qualified bidder has been selected and the CIP Team is being prepared for City Manager signature in December. The proposal from McSweeney Engineers for phasing and initial pricing was presented to Council at the November 26, 2024 Quarterly CIP Worksession.

Battery Shores Paving

The City received a quote within budget from the County's contracted paving provider. County Council approved an MOU to provide the paving services for this project. The MOU was approved by City Council during the November 12, 2024 meeting. Paving is currently pending scheduling.

Pigeon Point Stormwater Study

The City has received a grant from SC Emergency Management Division for a stormwater study to be conducted in the Pigeon Point community. Staff are coordinating with SCEM on the steps necessary to publish an RFP/RFQ for this project.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Curt Freese, Community Development Director
AGENDA ITEM TITLE: Community Development Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Community and Economic Development

BACKGROUND INFORMATION:

Monthly Report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Community Development Monthly Report	Backup Material	12/3/2024



CURRENT PROJECTS

NOVEMBER 1, 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**
- 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**
- 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**
- Panda Express - 341-A Robert Smalls Pkwy – Tenant Upfit – **Issued 6/21/24**
- Hanover Park Apt Bldgs. – 139 Robert Smalls Pkwy – **Issued 8/27/24**
- Beaufort Station – 331-B Robert Smalls Pkwy – Tenant Upfit Nail Salon – **Issued 08/30/24**

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 – **(Outstanding Items – been reviewed)**
- ALDI – 361 Robert Smalls Pkwy – Building **(Outstanding Items – been reviewed)**
- Laundry Facility – 73 Schein Loop – New Building **(In review)**
- Pointe Grand Apartments -135 Hillpointe Circle **(In review)**

SF RESIDENTIAL (New Construction) ISSUED within the last month

- 1130 Salty Hammock Court (Salem Bay Subd)
- 1132 Salty Hammock Court (Salem Bay Subd)
- 1134 Salty Hammock Court (Salem Bay Subd)
- 1137 Salty Hammock Court (Salem Bay Subd)
- 1148 Salty Hammock Court (Salem Bay Subd)
- 1177 Salty Hammock Court (Salem Bay Subd)
- 1205 Cassander Creek Road (Salem Bay Subd)
- 1215 Egret Landing Drive (Salem Bay Subd)
- 1218 Egret Landing Drive (Salem Bay Subd)
- 1220 Egret Landing Drive (Salem Bay Subd)
- 1222 Egret Landing Drive (Salem Bay Subd)

SF RESIDENTIAL (New Construction) SUBMITTED within the last month

- 1132 Salty Hammock Court (Salem Bay Subd)
- 1220 Egret Landing Drive (Salem Bay Subd)
- 1134 Salty Hammock Court (Salem Bay Subd)
- 106 Lyford Place (Lyford)
- 1175 Salty Hammock Court (Salem Bay Subd)
- 1119 Salem Bay Dr (Salem Bay Subd)

Historic Review:

HRB (Historic Review Board) Scheduled:

- 1110 Greene Street – new construction of a single-family house
November 13, 2024 Meeting

Historic Technical Review Committee

Staff-Level

- **1008 Washington Street** – Remodel of brick home to include reroof, second bath addition, and shutters.
- **705 Washington Street** – Phase I tree removals requested for access and clearance for construction of a new garden house (by others).
- **205 Scott Street** – awning replacement at Blackstone’s, 303 Associates, LLC.
- **708 Duke Street** – proposed 10 x 16 tool shed.
- **802 Carteret Street** – proposed Sassy’s Café.
- **1609 Prince St** – proposed carriage house
- **1109 Craven St** – proposed window replacement
- **1013 Charles Street** – change-after certification proposing demolition of existing structure and build new.
- **1705 Duke Street** – proposing to alter the previously approved plan to change single-family approved plans to a duplex.
- **1001 Prince Street** – proposing to replace windows and paint the exterior a different color.

Technical Review Committee (TRC) (Development):

- Lot 34 – 101 Whitehall Drive – Proposed 3 story mixed use Commercial Bldg
- 1316 Tailbird Road – 2nd submittal – Preliminary Plat
- 203 Robert Smalls Pkwy – Renovations to Navy Federal Credit Union–
- 91 Sea Island Pkwy – Taproom (beer garden) and park– Submitted by Eusebio Faura b.–
- 1802 Narcissus Ln Subdivide parcel into 4 residential lots
- 73 Sea Island Pkwy – Repair and retrofits to Lady’s Island Marina -

City Council:

- None.

PC (Planning Commission):

PC (Planning Commission)

- Annexation/Rezone – 114 Parris Island Gtwy., 101 Broad River Blvd. & Katie Rivers Rd.
November 18, 2024 Meeting
- Rezoning – Cuthbert Park – off Lafayette Street
November 18, 2024 Meeting
- Code Amendments – Chapter 7 & 9
November 18, 2024 Meeting

ZBOA (Zoning Board of Appeals):

ZBOA (Zoning Board of Appeals) Scheduled:

- 106 S. Hermitage Road – variance for addition of a 2-car Carriage House
November 20, 2024 Meeting

Tenant Change (Safety Inspections)

- 35 Robert Smalls Pkwy – Proposed Bus: Dental Assistant Program (Howard Family Dental)
- 277 Sea Island Pkwy – Proposed Bus: Papos Barbershop (Supercuts Hair Salon)
- 2127 Boundary St – Proposed Bus: Mentoring – Boxing/Training

Permits Issued:

New Construction - Residential Dwellings & Commercial Structures 2024

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	14	0	0	68,537.00
Oct	11	0	0	26,633.80
Nov				
Dec				
Totals	130	404	8	\$730,727.98

Total Residential Units: 544

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



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/4/2024
FROM: Linda Roper, Downtown Operations and Community Services Director
AGENDA ITEM TITLE: Downtown Operations Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Monthly report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Downtown Operations Monthly Report	Backup Material	12/4/2024

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

Department Overview for the Month

Fall was abound in Downtown Beaufort during the month of October with many events throughout the month. There were a few Community Events to include Shrimp Festival (10/4 & 5), First Friday (10/4) and Halloween & JP Signature Movie in the Park (10/26). Other events included the Exchange Club of Beaufort Ghost Tours (10/11-27), Historic Beaufort Foundation Fall Homes & Gardens Tour (10/19).

A few Ribbon Cuttings Celebrations for new businesses included Rollin’ in Stitches and Chicken Salad Chick.

The Downtown Operations Team along with full support of Public Works and Finance executed the 30th Annual Shrimp Festival and Halloween events. The addition of a shuttle service for remote parking during the festival was well received with an estimated 300 riders during the two (2) day festival.

Tour activities increased this month with Thirty-eight (38) motor coaches permits issued.

Festival/Event Statistics

Festival	Estimated Attendance	Dwell Time	Visitor vs Resident Ratio	Comments
Shrimp Festival	10.6 K	87/92 min	76/24	Visitor spend \$98

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

Park Reservations October 2024

Location	Wedding	Special Event	Birthday	Other	Festival	Attendance	
						-50	50+
Waterfront Park	1	2	1	1	1	4	2
Pigeon Point Park		1	2	1		4	
Washington St. Park			1	4		5	
Southside Park				4		4	
Whitehall Park	1	1		1		1	2
The Bluff							
Other							
Totals	2	4	4	11	1	18	4



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Ivette Burgess, Human Resources Director
AGENDA ITEM TITLE: Human Resources Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Human Resources

BACKGROUND INFORMATION:

Monthly report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Human Resources Monthly Report	Backup Material	12/3/2024

Memorandum

To: Scott Marshall, City Manager
From: Ivette Burgess, Human Resources Director
Date: 10/23/2024
Re: Department Update – October 2024

New Hires and Onboarding

4 New Hires:

- Jenna Wilson, Public Works Associate I – Parks Division
- Braden Beck, PD Patrolman I
- David Chappellear Jr, PD Patrolman I
- Andrew Martin, PD Patrolman II

Training

- HR staff attended the Municipal Association Human Resources annual meeting in Myrtle Beach.
- HR staff met with Technical College of the Lowcountry to discuss Customer Service for all City staff. The proposed target start time for this staff training is February/March 2025.

Event(s)

- HR coordinated the annual Chili Cook Off event for City staff (October 25, 2024).

Interview Panels

Members of the HR team participated in an interview panel for Public Works.

Compensation Study

Pre-Bid meeting held on October 9, 2024. Bid proposal deadline is October 31, 2024.

SC Department of Employment and Workforce

City of Beaufort is now a S.T.A.Y.S (Stay To Apply Your Skills) participant. As a STAYS employer participant, we offer interview opportunities to veterans who use the SC Works system. This will be a good way to recognize transferable skills that are not always shown on an application or resume but are demonstrated in interviews.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Alan Eisenman, Finance Director
AGENDA ITEM
TITLE: Finance Department Monthly Report
MEETING
DATE: 12/10/2024
DEPARTMENT: Finance

BACKGROUND INFORMATION:

Monthly Report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Finance Department Monthly Report	Backup Material	12/3/2024

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 October 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 October being the 4th month of the fiscal year 2025, recurring revenues and expenditures should be 33% of budget. General Fund revenues are at 10.9% of the budget while expenditures are at 28.1% of the budget.

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

Thanks,

Alan Eisenman CPA CGFO
Finance Director

**CITY OF BEAUFORT, SOUTH CAROLINA
BALANCE SHEET
GOVERNMENTAL FUNDS
OCTOBER 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	\$ 11,962,922	\$ 176,324	\$ 2,357,333	\$ 4,308,333	\$ 4,710,094	\$ -	\$ 1,616,349	\$ 25,131,355
Taxes receivable, net	199,779	-	-	-	-	41,441	-	241,220
Other receivables	463,781	-	510,996	71,285	-	-	-	1,046,062
Due from other funds	-	-	-	-	36,950	-	-	36,950
Inventories and other assets	18,785	-	-	-	-	-	-	18,785
Restricted cash and cash equivalents	-	3,711,470	-	4,640,063	-	741,952	25,451	9,118,936
Total assets	<u>12,645,267</u>	<u>3,887,794</u>	<u>2,868,329</u>	<u>9,019,681</u>	<u>4,747,044</u>	<u>783,393</u>	<u>1,641,800</u>	<u>35,593,308</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES								
Liabilities:								
Accounts payable	1,396,896	-	366,650	57,506	2,854	179,680	-	2,003,586
Due to other funds	-	-	36,950	-	-	-	-	36,950
Due to other governments	57,339	-	-	-	-	-	-	57,339
Unearned revenue	-	-	-	-	4,443,295	-	-	4,443,295
Accrued liabilities	123,695	-	-	43,759	-	4,732	3,142	175,328
Deposits and escrow	479,483	-	-	13,900	-	-	23,617	517,000
Total liabilities	<u>2,057,413</u>	<u>-</u>	<u>403,600</u>	<u>115,165</u>	<u>4,446,149</u>	<u>184,412</u>	<u>26,759</u>	<u>7,233,498</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	26,355	-	-	-	-	-	-	26,355
Cemetery	-	-	-	-	-	-	7,246	7,246
Restricted	1,577,099	3,887,794	2,464,729	4,264,453	300,895	10,799	1,577,017	14,082,786
Committed for:								
Land Acquisition	1,057,028	-	-	-	-	-	-	1,057,028
Vehicle and equipment replacement	1,865,039	-	-	-	-	-	-	1,865,039
Redevelopment	1,573,499	-	-	-	-	-	-	1,573,499
Capital Projects	1,247,829	-	-	4,640,063	-	562,272	-	6,450,164
Law enforcement	-	-	-	-	-	-	30,778	30,778
Assigned for:								
Subsequent year's budget	73,615	-	-	-	-	-	-	73,615
Unassigned	2,690,911	-	-	-	-	-	-	2,690,911
Total fund balances	<u>10,111,375</u>	<u>3,887,794</u>	<u>2,464,729</u>	<u>8,904,516</u>	<u>300,895</u>	<u>573,071</u>	<u>1,615,041</u>	<u>27,857,421</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 12,645,267</u>	<u>\$ 3,887,794</u>	<u>\$ 2,868,329</u>	<u>\$ 9,019,681</u>	<u>\$ 4,747,044</u>	<u>\$ 783,393</u>	<u>\$ 1,641,800</u>	<u>\$ 35,593,308</u>

CITY OF BEAUFORT, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE MONTH ENDED OCTOBER 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	\$ 128,564	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 128,564
Other taxes	-	-	-	1,475,818	-	-	-	1,475,818
Franchise fees	248,503	-	-	-	-	-	-	248,503
Fines and forfeitures	37,308	-	-	-	-	-	-	37,308
Licenses and permits	743,839	-	-	-	-	-	127,285	871,124
Intergovernmental	1,235,330	-	532,689	-	-	-	-	1,768,019
Charges for services	86,348	-	-	234,479	-	19,830	-	340,657
Investment earnings	277,998	62,504	32,162	158,888	82,649	16,228	15,951	646,380
Miscellaneous	20,860	-	-	-	-	-	155	21,015
Total revenues	<u>2,778,750</u>	<u>62,504</u>	<u>564,851</u>	<u>1,869,185</u>	<u>82,649</u>	<u>36,058</u>	<u>143,391</u>	<u>5,537,388</u>
EXPENDITURES								
Current:								
General government	1,332,825	-	-	-	17,701	-	179,812	1,530,338
Law enforcement	1,979,010	-	-	426,607	-	-	-	2,405,617
Fire and emergency	2,314,876	-	-	-	-	-	-	2,314,876
Public works	681,590	-	-	-	-	214,985	-	896,575
Culture and recreation	-	-	-	574,003	-	-	-	574,003
Streets	208,529	-	-	-	-	-	-	208,529
Community development	369,112	-	-	388,006	-	-	-	757,118
Debt Service:								
Principal	203,915	-	-	276,858	-	115,000	52,358	648,131
Interest and other charges	178,635	-	-	207,768	-	58,355	11,296	456,054
Capital Outlay	-	7,557	1,785,326	89,336	63,935	-	-	1,946,154
Total expenditures	<u>7,268,492</u>	<u>7,557</u>	<u>1,785,326</u>	<u>1,962,578</u>	<u>81,636</u>	<u>388,340</u>	<u>243,466</u>	<u>11,737,395</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(4,489,742)</u>	<u>54,947</u>	<u>(1,220,475)</u>	<u>(93,393)</u>	<u>1,013</u>	<u>(352,282)</u>	<u>(100,075)</u>	<u>(6,200,007)</u>
OTHER FINANCING SOURCES (USES)								
Issuance of revenue bonds	-	-	-	-	-	-	-	-
Transfers in	-	-	2,279,811	-	-	-	-	2,279,811
Transfers out	-	-	-	(1,289,959)	(184,091)	(805,761)	-	(2,279,811)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>2,279,811</u>	<u>(1,289,959)</u>	<u>(184,091)</u>	<u>(805,761)</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(4,489,742)	54,947	1,059,336	(1,383,352)	(183,078)	(1,158,043)	(100,075)	(6,200,007)
Fund balances - beginning	14,601,117	3,832,847	1,405,393	10,287,868	483,973	1,731,114	1,715,116	34,057,428
Fund balances - ending	<u>\$ 10,111,375</u>	<u>\$ 3,887,794</u>	<u>\$ 2,464,729</u>	<u>\$ 8,904,516</u>	<u>\$ 300,895</u>	<u>\$ 573,071</u>	<u>\$ 1,615,041</u>	<u>\$ 27,857,421</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
COMBINING BALANCE SHEET
OTHER GOVERNMENTAL FUNDS
OCTOBER 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	\$ 1,163,552	\$ 414,773	\$ 30,778	7,246	\$ 1,616,349
Other receivables	-	-	-	-	-
Restricted cash and cash equivalents	-	-	25,451	-	25,451
Total assets	<u>1,163,552</u>	<u>414,773</u>	<u>56,229</u>	<u>7,246</u>	<u>1,641,800</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	-	-	-	-	-
Other accrued expenses	3,142	-	-	-	3,142
Deposits and escrow	-	-	23,617	-	23,617
Total liabilities	<u>3,142</u>	<u>-</u>	<u>23,617</u>	<u>-</u>	<u>26,759</u>
Fund balances:					
Nonspendable:					
Cemetery	-	-	-	7,246	7,246
Restricted	1,160,410	414,773	1,834	-	1,577,017
Committed for:					
Law enforcement	-	-	30,778	-	30,778
Total fund balances	<u>1,160,410</u>	<u>414,773</u>	<u>32,612</u>	<u>7,246</u>	<u>1,615,041</u>
Total liabilities and fund balances	<u>\$ 1,163,552</u>	<u>\$ 414,773</u>	<u>\$ 56,229</u>	<u>\$ 7,246</u>	<u>\$ 1,641,800</u>

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

	<u>Special Revenue Funds</u>			<u>Permanent Fund</u>	<u>Total-Other Governmental Funds</u>
	<u>State Accommodations Tax Fund</u>	<u>Fire Impact Fees Fund</u>	<u>Drug Control and Prevention Fund</u>	<u>Cemetery Fund</u>	
REVENUES					
Other taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Licenses and permits	-	127,285	-	-	127,285
Intergovernmental	-	-	-	-	-
Investment earnings	15,573	-	378	-	15,951
Miscellaneous	-	-	155	-	155
Total revenues	<u>15,573</u>	<u>127,285</u>	<u>533</u>	<u>-</u>	<u>143,391</u>
EXPENDITURES					
Current:					
General government	179,812	-	-	-	179,812
Law enforcement	-	-	-	-	-
Debt Service					
Principal	-	52,358	-	-	52,358
Interest and other charges	-	11,296	-	-	11,296
Total expenditures	<u>179,812</u>	<u>63,654</u>	<u>-</u>	<u>-</u>	<u>243,466</u>
Excess of revenues over expenditures	<u>(164,239)</u>	<u>63,631</u>	<u>533</u>	<u>-</u>	<u>(100,075)</u>
OTHER FINANCING SOURCES (USES)					
Transfers out	-	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	(164,239)	63,631	533	-	(100,075)
Fund balances - beginning	1,324,649	351,142	32,079	7,246	1,715,116
Fund balances - ending	<u>\$ 1,160,410</u>	<u>\$ 414,773</u>	<u>\$ 32,612</u>	<u>\$ 7,246</u>	<u>\$ 1,615,041</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED OCTOBER 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	\$ 128,564	\$ (9,470,068)	1.3%
Franchise fees	2,258,000	2,258,000	248,503	(2,009,497)	11.0%
Fines and forfeitures	56,000	56,000	37,308	(18,692)	66.6%
Licenses and permits	6,870,000	6,870,000	743,839	(6,126,161)	10.8%
Intergovernmental	3,854,181	3,900,389	1,235,330	(2,665,059)	31.7%
Charges for services	2,064,665	2,064,665	86,348	(1,978,317)	4.2%
Investment earnings	550,000	550,000	277,998	(272,002)	50.5%
Miscellaneous	110,000	110,000	20,860	(89,140)	19.0%
Total revenues	<u>25,361,478</u>	<u>25,407,686</u>	<u>2,778,750</u>	<u>(22,628,936)</u>	<u>10.9%</u>
Expenditures:					
Current:					
General government					
City council	345,321	345,321	74,289	271,032	21.5%
City manager	952,161	952,161	280,164	671,997	29.4%
Finance	1,000,850	1,000,850	267,309	733,541	26.7%
Human resources	554,368	554,368	145,900	408,468	26.3%
Information technology	1,025,621	1,071,829	212,918	858,911	19.9%
Court and legal	637,050	637,050	226,204	410,846	35.5%
Non-departmental	822,823	822,823	126,041	696,782	15.3%
	<u>5,338,194</u>	<u>5,384,402</u>	<u>1,332,825</u>	<u>4,051,577</u>	<u>24.8%</u>
Law enforcement					
Police	5,703,134	5,703,134	1,744,400	3,958,734	30.6%
School resource officers	624,561	624,561	196,283	428,278	31.4%
Crossing guards	23,470	23,470	6,871	16,599	29.3%
Victims rights	113,246	113,246	31,456	81,790	27.8%
	<u>6,464,411</u>	<u>6,464,411</u>	<u>1,979,010</u>	<u>4,485,401</u>	<u>30.6%</u>
Fire and emergency					
City of Beaufort fire	6,773,028	6,773,028	2,314,876	4,458,152	34.2%
	<u>6,773,028</u>	<u>6,773,028</u>	<u>2,314,876</u>	<u>4,458,152</u>	<u>34.2%</u>
Public works					
Administration	503,580	503,580	164,688	338,892	32.7%
Maintenance	828,479	828,479	170,235	658,244	20.5%
Solid waste	1,401,015	1,401,015	346,667	1,054,348	24.7%
	<u>2,733,074</u>	<u>2,733,074</u>	<u>681,590</u>	<u>2,051,484</u>	<u>24.9%</u>

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

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final			
Streets	1,035,281	1,185,281	208,529	976,752	17.6%
	<u>1,035,281</u>	<u>1,185,281</u>	<u>208,529</u>	<u>976,752</u>	<u>17.6%</u>
Community development	1,455,846	1,455,846	369,112	1,086,734	25.4%
	<u>1,455,846</u>	<u>1,455,846</u>	<u>369,112</u>	<u>1,086,734</u>	<u>25.4%</u>
Total current	<u>23,799,834</u>	<u>23,996,042</u>	<u>6,885,942</u>	<u>17,110,100</u>	<u>28.7%</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>7,268,492</u>	<u>18,572,903</u>	<u>28.1%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(283,709)</u>	<u>(433,709)</u>	<u>(4,489,742)</u>	<u>(4,056,033)</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)	(4,489,742)	(3,870,804)	
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>\$ 10,111,375</u>	<u>\$ (3,870,804)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
TAX INCREMENT FINANCING DISTRICT II – SPECIAL REVENUE FUND
FOR THE MONTH ENDED OCTOBER 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	\$ 62,504	\$ (117,496)	34.7%
Total revenues	<u>180,000</u>	<u>180,000</u>	<u>62,504</u>	<u>(117,496)</u>	<u>34.7%</u>
Expenditures:					
Current:					
Capital Outlay	109,000	309,000	7,557	301,443	2.4%
Total expenditures	<u>109,000</u>	<u>309,000</u>	<u>7,557</u>	<u>301,443</u>	<u>2.4%</u>
Excess of revenues over expenditures	<u>71,000</u>	<u>(129,000)</u>	<u>54,947</u>	<u>(418,939)</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)	54,947	(283,947)	
Fund balance, beginning of year	3,832,847	3,832,847	3,832,847	-	
Fund balance, end of year	<u>\$ 3,803,847</u>	<u>\$ 3,603,847</u>	<u>\$ 3,887,794</u>	<u>\$ (283,947)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
CAPITAL PROJECTS FUND – SPECIAL REVENUE FUND
FOR THE MONTH ENDED OCTOBER 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	\$ 10,043,427	\$ 532,689	\$ (9,510,738)	5.3%
Investment earnings	-	-	32,162	32,162	100.0%
Total revenues	<u>11,162,332</u>	<u>10,043,427</u>	<u>564,851</u>	<u>(9,478,576)</u>	<u>5.6%</u>
Expenditures:					
Current:					
Capital Outlay	21,649,789	23,402,049	1,785,326	21,616,723	7.6%
Total expenditures	<u>21,649,789</u>	<u>23,402,049</u>	<u>1,785,326</u>	<u>21,616,723</u>	<u>7.6%</u>
Excess of revenues over expenditures	<u>(10,487,457)</u>	<u>(13,358,622)</u>	<u>(1,220,475)</u>	<u>(31,095,299)</u>	
Other financing sources:					
Transfers in	9,787,457	12,545,422	2,279,811	(10,265,611)	18.2%
Total other financing sources	<u>9,787,457</u>	<u>12,545,422</u>	<u>2,279,811</u>	<u>(10,265,611)</u>	<u>18.2%</u>
Net change in fund balance	(700,000)	(813,200)	1,059,336	(1,872,536)	
Fund balance, beginning of year	1,405,393	1,405,393	1,405,393	-	
Fund balance, end of year	<u>\$ 705,393</u>	<u>\$ 592,193</u>	<u>\$ 2,464,729</u>	<u>\$ (1,872,536)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
PARKS AND TOURISM – SPECIAL REVENUE FUND
FOR THE MONTH ENDED OCTOBER 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:					
Other taxes	\$ 4,375,000	\$ 4,375,000	\$ 1,475,818	\$ (2,899,182)	33.7%
Charges for services	855,500	855,500	234,479	(621,021)	27.4%
Investment earnings	250,000	250,000	158,888	(91,112)	63.6%
Total revenues	<u>5,480,500</u>	<u>5,480,500</u>	<u>1,869,185</u>	<u>(3,611,315)</u>	<u>34.1%</u>
Expenditures:					
Current:					
Law enforcement	1,611,454	1,611,454	426,607	1,184,847	26.5%
Culture and recreation	1,865,718	1,865,718	574,003	1,291,715	30.8%
Community development	1,032,461	1,032,461	388,006	644,455	37.6%
Debt Service:					
Principal	603,858	603,858	276,858	327,000	45.8%
Interest and other charges	365,743	365,743	207,768	157,975	56.8%
Capital Outlay	195,600	195,600	89,336	106,264	45.7%
Total expenditures	<u>5,674,834</u>	<u>5,674,834</u>	<u>1,962,578</u>	<u>3,712,256</u>	<u>34.6%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(194,334)</u>	<u>(194,334)</u>	<u>(93,393)</u>	<u>100,941</u>	
Other financing sources (uses):					
Issuance of revenue bonds	-	-	-	-	
Transfers out	(5,733,016)	(5,933,016)	(1,289,959)	(4,643,057)	
Total financing sources	<u>(5,733,016)</u>	<u>(5,933,016)</u>	<u>(1,289,959)</u>	<u>(4,643,057)</u>	
Net change in fund balance	(5,927,350)	(6,127,350)	(1,383,352)	4,743,998	
Fund balance, beginning of year	10,287,868	10,287,868	10,287,868	-	
Fund balance, end of year	<u>\$ 4,360,518</u>	<u>\$ 4,160,518</u>	<u>\$ 8,904,516</u>	<u>\$ 4,743,998</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
AMERICAN RESCUE PLAN ACT (ARPA) – SPECIAL REVENUE FUND
FOR THE MONTH ENDED OCTOBER 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	\$ 302,306	\$ 302,306	\$ 82,649	\$ (219,657)	27.3%
Total revenues	<u>302,306</u>	<u>302,306</u>	<u>82,649</u>	<u>(219,657)</u>	<u>27.3%</u>
Expenditures:					
Current:					
General government	208,973	308,973	17,701	291,272	5.7%
Capital Outlay	<u>143,333</u>	<u>206,593</u>	<u>63,935</u>	<u>142,658</u>	<u>30.9%</u>
Total expenditures	<u>352,306</u>	<u>515,566</u>	<u>81,636</u>	<u>433,930</u>	<u>15.8%</u>
Excess of revenues over expenditures	<u>(50,000)</u>	<u>(213,260)</u>	<u>1,013</u>	<u>(653,587)</u>	
Other financing (uses):					
Transfers out	<u>(2,643,960)</u>	<u>(4,867,340)</u>	<u>(184,091)</u>	<u>(4,683,249)</u>	<u>3.8%</u>
Total other financing uses	<u>(2,643,960)</u>	<u>(4,867,340)</u>	<u>(184,091)</u>	<u>(4,683,249)</u>	<u>3.8%</u>
Net change in fund balance	(2,693,960)	(5,080,600)	(183,078)	(4,897,522)	
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>\$ 300,895</u>	<u>\$ (4,897,522)</u>	

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

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final			
Revenues:					
Charges for services	\$ 1,288,717	\$ 1,288,717	\$ 19,830	\$ (1,268,887)	1.5%
Investment earnings	80,000	80,000	16,228	(63,772)	20.3%
Total revenues	<u>1,368,717</u>	<u>1,368,717</u>	<u>36,058</u>	<u>(1,332,659)</u>	<u>2.6%</u>
Expenditures:					
Current:					
Public works	855,117	855,117	214,985	640,132	25.1%
Debt Service:					
Principal	345,000	345,000	115,000	230,000	33.3%
Interest and other charges	168,600	168,600	58,355	110,245	34.6%
Total expenditures	<u>1,368,717</u>	<u>1,368,717</u>	<u>388,340</u>	<u>980,377</u>	<u>28.4%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>-</u>	<u>-</u>	<u>(352,282)</u>	<u>(2,313,036)</u>	
Other financing (uses):					
Transfers out	(1,310,480)	(1,418,480)	(805,761)	612,719	56.8%
Total other financing (uses)	<u>(1,310,480)</u>	<u>(1,418,480)</u>	<u>(805,761)</u>	<u>612,719</u>	<u>56.8%</u>
Net change in fund balance	(1,310,480)	(1,418,480)	(1,158,043)	(260,437)	
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>\$ 573,071</u>	<u>\$ (260,437)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
STATE ACCOMMODATIONS TAX SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED OCTOBER 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	15,573	(20,427)	43.3%
Total revenues	<u>969,333</u>	<u>969,333</u>	<u>15,573</u>	<u>(953,760)</u>	<u>1.6%</u>
Expenditures:					
General government	875,437	875,437	179,812	695,625	20.5%
Law enforcement	23,480	23,480	-	23,480	0.0%
Total expenditures	<u>898,917</u>	<u>898,917</u>	<u>179,812</u>	<u>719,105</u>	<u>20.0%</u>
Excess of revenues over expenditures	<u>70,416</u>	<u>70,416</u>	<u>(164,239)</u>	<u>(234,655)</u>	
Other financing uses:					
Transfers out	(70,416)	(100,416)	-	(100,416)	0.0%
Total other financing uses	<u>(70,416)</u>	<u>(100,416)</u>	<u>-</u>	<u>(100,416)</u>	<u>0.0%</u>
Net change in fund balance	-	(30,000)	(164,239)	(134,239)	
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>\$ 1,294,649</u>	<u>\$ 1,160,410</u>	<u>\$ (134,239)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
 FIRE IMPACT FEES SPECIAL REVENUE FUND
 BUDGET TO ACTUAL
 FOR THE MONTH ENDED OCTOBER 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	\$ 127,285	\$ 27,285	127.3%
Investment earnings	5,000	5,000	-	(5,000)	0.0%
Total revenues	<u>105,000</u>	<u>105,000</u>	<u>127,285</u>	<u>22,285</u>	<u>121.2%</u>
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	<u>63,654</u>	<u>63,654</u>	<u>63,654</u>	<u>-</u>	<u>100.0%</u>
Net change in fund balance	41,346	41,346	63,631	22,285	
Fund balance, beginning of year	<u>351,142</u>	<u>351,142</u>	<u>351,142</u>	<u>-</u>	
Fund balance, end of year	<u>\$ 392,488</u>	<u>\$ 392,488</u>	<u>\$ 414,773</u>	<u>\$ 22,285</u>	



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 11/20/2024
FROM: Tim Ogden, Fire Chief
AGENDA ITEM TITLE: Fire Department Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Fire

BACKGROUND INFORMATION:

Monthly report for October 2024.

PLACED ON AGENDA FOR: *Action*

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Fire Department Monthly Report	Backup Material	11/20/2024



City of Beaufort/Town of Port Royal Fire Department

October 2024 Report

Public Events

The Fire Department held several public education events throughout October.

- Pink uniform shirts worn for Breast Cancer Awareness Month
- Career Day at Beaufort Middle School
- Hosted the YMCA preschool for a firehouse tour.
- Visited Hobbit Hill for a fire safety class.
- Performed blood pressure checks at the Port Royal Senior Center
- Attended Lowes Safety Day
- Fire Truck Day at Beaufort Church of God
- Fire Extinguisher Training for Beaufort County DSN.
- Fire Safety Class for Blue Bird daycare.
- Fire Truck Day at Mossy Oaks Preschool
- Trunk or Treat – City of Beaufort, Town of Port Royal, Naval Hospital, DSS, and Caliber Collision.

Fire Training

The Training Division conducted 2, 104 hours of fire training.

We installed 1 car seat.

Special Training: Companies worked with the training division on hose line operations which involved flowing water, moving hose, and nozzle mechanics. Companies and off duty personnel participated in an auto extrication tool demo for battery powered extrication tools. Engine 3 on Shift 3 participated in a mass casualty drill on Parris Island with the Parris Island Fire Department. All companies utilized technical rescue skills during medical in-service training in which crews had to get a patient off a roof that was having a simulated medical emergency. Crews had to get the patient loaded up into a stokes basket and utilize the ladder truck to get the patient down off the roof.

Medical

The Medical Division held two public CPR classes, one CPR class for the City of Beaufort Public Works, and one Stop the Bleed class at Beaufort Elementary School.

Medical continuing education training was conducted for every shift on medical emergencies with roof rescue using Ladder 2.

Fire Marshal

The Fire Marshal Division completed 81 fire inspections.

ISO reports were prepared for the ISO audit we completed in November

Fire Codes and Standards Training and the Fire Instructor Recertification Workshop were completed.

Personnel

No new hires in the month of October.

Apparatus

Engine 3 returned in service from front end issue. Our 6-month PM on all apparatus started with Bluffton performing the service. This will take about 6 weeks to complete.

Major Incidents

- 1 Structure Fire in Port Royal contained to cooking area
- 2 vehicle fires
- 3 Gunshot wounds in a vehicle accident and fire on Ribaut Road

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

INCIDENT SUMMARY	BFT	P.R.
Structural Fires	0	1
Vehicle Fires	1	0
Brush, Trash Fire	0	0
Medical Calls	181	107
Vehicle Accident	20	8
Extrication (350-357)	0	0
Hazardous Condition	8	5
Service Calls (500)	25	8
Good Intent Calls (600)	24	22
False Calls (700)	31	15
Water Rescue	0	1
EMS Standby	0	1
Month	290	168
Total Month	458	

TRAINING/EDUCATION		
Local Instruction	2105	
TOTAL	2105	

VOLUNTEER		
Local Instruction	476	
Monthly Station Standby	17	
TOTAL	493	

AID SUMMARY - ALL	LI	BUR	PI	other
BEAUFORT				
Aid Given		4		1
Aid Received				
Mutual Aid Given				
Mutual Aid Received				
PORT ROYAL				
Aid Given			5	
Aid Received				
Mutual Aid Given				
Mutual Aid Received				

FIRE PREVENTION	BFT	P.R.
Inspections Conducted	38	43
Violations Noted	15	5
Violations Corrected	6	2
Knox Box Installations	2	1
Fire Plans Reviewed	6	0
Burning Permits Issued	6	0
Permission to Burn Given	0	0
Public Education Events	21	5
Public Edu. Man Hours	67	24
# of Adults	1091	243
# of Children	1722	170
Car Seats Installation	1	
Smoke Detectors	0	0
CPR Certifications	19	



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 11/22/2024
FROM: Sarah Farrow, Municipal Court Administrator
AGENDA ITEM TITLE: Municipal Court Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Municipal Court

BACKGROUND INFORMATION:

Monthly report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Municipal Court Monthly Report	Backup Material	11/22/2024

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

DEPARTMENT OVERVIEW:

Bench trials are held every Monday and Thursday at 3:00pm. Nine sessions of bench trials were held in October 2024 and 408 cases were tentatively scheduled.

CASE OVERVIEW:

- New cases filed: 174 (147 traffic/27 criminal)
- Cases disposed: 196 (149 traffic/ 47 criminal)

DISPOSED CASES BREAKDOWN:

- 149 traffic cases
 - 76 guilty indicators (forfeiture, plea, or trial)
 - 73 not guilty indicators (dismissal by officer, Judge, or trial)
- 47 criminal cases
 - 14 guilty indicators (by plea or trial)
 - 33 not guilty indicators (through plea agreement or trial)

ARREST WARRANT OVERVIEW: 50 ISSUED

- 47 issued for criminal offenses / 3 issued for traffic offenses

EXPUNGEMENTS:

- 31 cases initiated from court date.
- 40 cases processed and purged.

JURY TRIAL OVERVIEW:

- 16 jury trial requests received in October 2024
 - 7 traffic cases / 9 criminal cases
- 63 current pending cases
 - 36 traffic cases/ 27 criminal cases

Juror summonses were mailed to residents to appear for next session of jury trials to be held in November 2024.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 11/20/2024
FROM: Stephenie Price, Police Chief
AGENDA ITEM TITLE: Police Department Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Police

BACKGROUND INFORMATION:

Monthly report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Police Department Monthly Report	Backup Material	11/20/2024

BEAUFORT POLICE DEPARTMENT

1901 Boundary St. Beaufort, SC 29902
843-322-7900



Stephenie Price
Chief of Police

October 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
September	1	5	9	0	1	40	4	1
October	0	0	3	0	0	29	0	1

Total Calls for Service: 4,063

- Officer Initiated: 2,963
- 911 Line: 418
- Non-Emergency: 682
- Alarm: 0
- TT911 SMS: 0

Community Events Attended: 11

- 10/4 Shrimp Festival
- 10/17 Community Watch Meeting
- 10/25 SLB Community Event Wilderness Cove
- 10/26 Trunk or Treat Downtown
- 10/26 Trunk or Treat Charles Lynn Brown Center

Chief's Updates:

- Council Presentation-Safe Living Beaufort, October 8, 2024
- Meet w/Uniform Rep and Vest Rep, October 8, 2024
- MOES Student Awards, October 9, 2024
- PreStorm Meeting, October 9, 2024
- Beaufort County Awareness Group Meeting, October 15, 2024
- SLED FUSION Center Tour, October 23, 2024
- Frontline Solutions Meeting, October 24, 2024
- CAR Program 1st Training, October 28-November 1, 2024

Upcoming Events:

- Real-Time Crime Center Tour Flager County Sheriff's Office- November 4, 2024
- Veteran's Day Parade November 11, 2024
- Thanksgiving Meal Giveaway November 21, 2024



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Nate Farrow, Public Works Director
AGENDA ITEM TITLE: Public Works Monthly Report
MEETING DATE: 12/10/2024
DEPARTMENT: Public Works

BACKGROUND INFORMATION:

Monthly report for October 2024.

PLACED ON AGENDA FOR: Action

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Public Works Monthly Report	Backup Material	12/3/2024



CITY OF BEAUFORT PUBLIC WORKS DEPARTMENTS
MONTHLY ACCOMPLISHMENTS

MONTH OF: **December Council Meeting w/ October 2024 Accomplishments**

EVENTS: **HURRICANE HELENE: CLEAN UP (continued)**
ONE TIME DEBRIS REMOVAL FROM CURBSIDE
SHRIMP FESTIVAL: SET UP/WORK/TAKE DOWN
INTERVIEWS FOR OPEN PARKS DIVISION OF PUBLIC WORKS

Director Note: The Public Works Director would like to thank the 5 CDL drivers within Public Works that worked many weekend and evening hours to ensure an expedient debris clean up post storm.

Weekly Safety Briefs: Miguel Canela-Pena - Debris Removal Safety/***Due to Debris – Meetings Waived***
See/Click/Fix: Reported: 55
Resolved: 651
811 Locates Reported & Reviewed 112
PO's (PR's) Created and Processed 32
Banners Reserved and Hung 14
Weight Tickets Landfill/Olivers Processed 159
On-Call: Traffic Control: N Farrow / B Durrance / B Durrance / N Farrow
Weekend Parks: B. Glover / B. Greene / D. Wing/ M Alston / M Heru / C Moultrie

Standards:
Meetings: Daily Staff / Weekly Supervisor / Weekly Review of FY25 Budget

Update to reports: Drainage / Tree / Street / Banner / Credit Card / Budget
Spread Sheet / Payroll / Daily Weight Tickets

Stormwater/Street: 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)

Parks: 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.)
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

Administration:

- Organized storm debris pick up crews/areas/etc.
- Use knuckle boom to pick up storm debris.
- Manage the repair and replacement of pavers at the WFP.
- Repair sinkhole on Charles Street extension (Temporary).
- Manage Shrimp Festival set up and support, along with take-down.
- Manage the removal of a broken limb hanging over Church Street. Requested by SCDOT.
- Adjust traffic signal at Mossy Oaks Rd and Ribaut Rd.
- Called out after hours to 4 City of Beaufort traffic light malfunctions on Friday.
- Saturday pick up of storm debris with the knuckle boom.
- Called in to 1 traffic light malfunction in the City of Beaufort over weekend.
- Called in to 2 Traffic light malfunctions in Bluffton over weekend.
- Complete 4 drainage inspections in the City of Beaufort.
- Assist SCDOT with multiple debris piles that we picked up with the knuckle boom.
- Responded to a citizen complaint of storm debris piled on top of a storm drain.
- Checked on Public Works crews at Shrimp Festival on 2nd day of Festival.
- Managed the replacement of a Do Not Enter sign at the marina parking lot that was hit by a vehicle.
- Pushed up the storm debris pile at Public Works.
- Storm debris pick up with old knuckle boom truck.
- Change trailer tire on landscape trailer for stormwater dept.
- Email hydrant meter reading to BJWSA.
- Storm debris pick up and haul to Public Works.
- Push up debris pile daily.
- Two call outs after hours to traffic light in flash.
- Move man-lift from 500 Carteret to Pigeon Point Road.
- Remove tree leader hanging over the road on Pigeon Point Road.
- Install a new battery on dump trailer.
- Place two water-filled barricades on the Pigeon Point boat landing dock.
- Check on-site progress of the North Street Connector project.
- Called out by dispatch to a tree down in the road at the intersection of Duke and Scott on Saturday. Cut up and remove the tree.
- Responded to a traffic light malfunction at Carteret and Craven Streets.
- Meet with KTC Enterprises on site to discuss the North Street Connector project.

Office Administration:

- **HURRICANE HELENE UPDATE** – Staff worked multiple weekends cutting, dropping, pushing. Starting Monday 9/30/24 staff working 7:00 am to 7:00 pm through first 2 weeks. Week 1 of debris removal and continuing to try and remove hangers and trees that are blocking roads, driveway entrances, SMT, etc. ****WITH THE EXCEPTION OF TREES IN POWER LINES**** Staff will remove debris starting 10/7/24 until completed. Anticipated 3 to 4 weeks to complete.
- **SHRIMP FESTIVAL SET UP – WORK – TAKE DOWN**
- Review of Munis activity and updates to PW spread sheet FY25 spending.

- Issue w/ an invoice rec'd @ office w/ a "June" invoice date – research and work w/ acct payable.
- Conducted "SPECIAL PAYROLL" reporting due to storm w/ storm related overtime to be included.
- Dumping of ALL debris will be at the Public Works Complex and once removal from parks, streets, rights-of-way, etc. is complete then the hauling to the landfill will begin.
- Munis /spread sheet reconciliation
- Fielding up-volume calls referencing "one time sweep" and multiple calls outside of city limits such as *Lady's Island, Town of Port Royal, Town of Bluffton and Hilton Head, along with Shell Pt*
- Staff worked w/ IT in assist with new log in with "duo token log in"
- Number of issues with desk phone after "duo" set up. Worked w/ IT
- **HURRICANE HELENE UPDATE** – Week 2 of "one time debris removal service" continues. (Tracking equipment, tracking trips to "dump", tracking tonnage weight, tracking streets cleared and videotaping each)
- Debris Cleared Streets being recorded by staff to confirm streets were serviced and were clear of debris that was on ROW/curbsides.
- Interviews for open position w/ Public Works
- Large Dump Tk broke down – switching to Olivers from Landfill for Storm Debris
- Reconciliation of Cintas/Uniform monthly collection, clean, distribution, payment.
- JCI invoices resolved. Payments made for Chiller Labor
- **HURRICANE HELENE UPDATE** – Week 3 Continues w/ "one time debris removal". Weight Tickets of only Storm Debris recorded, Areas of Debris Removed recorded (with time of reporting), etc.
- Introduction Set up New Employee with Parks Division in Public Works
- Reconciled Munis with PW spread sheet.
- Issues w/ porta potties on Spanish Moss Trail. Communication w/ company requiring following up with maintenance and cleaning.
- Processed payroll
- **HURRICANE HELENE UPDATE** – Week 4 Continues w/ "one time debris removal". Weight Tickets of only Storm Debris recorded, Areas of Debris Removed recorded (with time of reporting), etc.
- Set up class registration/travel/per diem/hotel for Driving requirements

Facility Maintenance Division

- PD furniture desk and hutch assembly
- Repair gutter at 500 Carteret Street
- Test run PD and City Hall Generators.
- FD 1 bunk room HVAC condensation line repair
- Repaired 25 chairs at City Hall conference room
- Repaired toilet at WFP rest room
- Repaired staircase handrail at 500 Carteret Street
- Repaired lighting fixture at 500 Carteret Street
- Hanged 3 picture frames at 500 Carteret Street
- Install exhaust fan on rooftop at City Hall
- Repair HVAC at PD mini split squirrel cage repair
- Repair HVAC at City Hall mini split control module
- Repair Flag poles at PD on Palmetto Street
- Fixed bad smell from drainage at PD building
- Meet with Terminix for pest control

- Fire Station HVAC unit 1 repaired
- WFP Marina Restroom sink faucet not shutting off, repaired
- Worked with compiling debris from storm
- Repaired Trash enclosure door at library on Carteret Street.
- Repair outside faucet bib at Fire station 1
- Repair lock out file cabinet at PD
- Fire station inspections on all 4 stations
- Worked on PD/CH chiller HVAC
- Remove furniture from PD to City Hall
- Repair outside faucet at CH

Stormwater / Street Division:

- Debris Removal from city streets/ROW/easement/etc.
- Repaired pavers at WFP/Marina for Shrimp Festival.

Parks Division

- Assisted with Storm Clean up
- Cleaned Debris from Parks
- Repaired Pavers and Sinkholes along seawall for Shrimp Festival
- Picked up Debris in Pigeon Point, The Point, and Higginsonville before start of the “city wide removal” to assist w/ heavy loads that are out.
- Staff Hauled Storm Debris from Helene to Olivers Burn
- Repaired dripping valve in water fountain at Broom Ln on Spanish Moss Trail
- Picked up Storm Debris inside Southside Park on Battery Creek side and Southside Blvd side of Trail.
- Planted shrubs at Wilson Park
- Weekend Duty was completed at Pigeon Point, Southside, and Whitehall by Brenden Glover and Jenna Wilson

Traffic Control / General Support:

- Set up and break down for the Teen Challenge
- Run the sweeper truck in the Core District
- Clean up debris from the storm in the Core District
- Inspect traffic signals throughout Beaufort for damages
- Inspect and fix the Broad River Signal
- Set up for the Shrimp Festival, electrical.
- Inspect and fix any damage to electrical panels for Shrimp Fest.
- Remove straps from flap gates 1 and 2
- Fix pothole in the marina lot
- Pick up dividers from the city hall basement
- Pick up shrimp fest supplies from 500 Carteret St.
- Complete Shrimp Festival setup
- Miguel and Alex work first night of Shrimp Festival
- Assisted with security cameras installed on the P.W. compound

- Complete office maintenance work
- Video recording all street that have been cleared of debris for the “one-time courtesy removal service” within city limits.
- Assisted Downtown Operations with moving trailers and equipment from the Marina after Shrimp Festival
- Emptied both enclosed trailers at 500 Carteret and moved trailers back to Public Works
- Removed banners
- Completed electrical installation of outlets in the Public Works Barn and Pole Barn to aid in camera installation
- Secured Pallet of water for the Public Works department
- Replaced the hinges on the trash enclosure in the downtown marina
- Replaced light components on streetlights on boundary
- Troubleshoot traffic cabinet at Broad River and Parris Island
- Troubleshoot traffic cabinet at reconfigure drip loops at Chowan Creek and Sea Island
- Pick up debris piles on Verdier Rd and Verdier Bluff (after storm clean up)

Fleet / Equipment:

- All month of October: Hurricane Helene Debris Removal from curbside, dump at PWC, assist w/ debris pile at PWC.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Ashley Brandon
AGENDA ITEM TITLE: Request from Holy Trinity to host the 6th annual Swing Bridge Run 5K on Saturday, November 1, 2025, from 6:00 am -10:30 am.
MEETING DATE: 12/10/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Request from Holy Trinity to host the 6th annual Swing Bridge Run 5K on Saturday, November 1, 2025, from 6:00 am -10:30 am.

PLACED ON AGENDA FOR: Action

REMARKS:

Staff recommends approval

ATTACHMENTS:

Description	Type	Upload Date
Swing bridge 25	Cover Memo	12/3/2024



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department 500
Carteret St Ste. B2 Beaufort, SC 29902

Phone: 843-379-7063 Fax: 843-986-5606

<p>Name of Event: Swing Bridge Run and Sunrise Gathering</p>	<p>Date(s) of Event: 11/1/2025 Setup start/end time: 6AM-7:30AM Actual event start/end time: 7:45AM - 9:30AM Take down start/end time: 9:30AM-10:30AM</p>
<p>Organization/Individual Name: Emma Roddey Holy Trinity Classical Christian School</p>	<p>Address: 302 Burroughs Ave Beaufort, SC 29902 Telephone: 843-379-9670 Email: eroddey@htccs.org cpruit@htccs.org</p>

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

Please mail completed application to:

City of Beaufort, Attn: Andrea Hackenberger 500 Carteret St. Suite B2 Beaufort, SC 29902,
 or scan and email to ahackenberger@cityofbeaufort.org.

All events must abide by and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7063 or visit our website at www.cityofbeaufort.org

Is the event open to the public? Yes
 Will admission be charged, or donation required? No
 Will alcoholic beverages be sold or served? No
 Will food be sold? No
 Served? Yes- water and bananas
 Will there be any retail sales? No
 Number of people expected to attend: 600

WFP Application Rev 082421

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

Security Deposit is due upon approval of application
Fee payment due no less than 30 days prior to event.

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

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 500.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 450.00	\$ 750.00	
Electric Fee	\$ 50.00	\$ 75.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

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

Did you know?

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

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

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

•\$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase) •Must provide proof one week before event

Alcohol

•To serve alcohol or liquor at your event, you must obtain City Council approval. •If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact the City Manager’s office at (843)-525-7070. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

Lessee/Applicant Signature Date

-----This section for City use-----

Events Coordinator -Andrea Hackenberger

Date Application Received

Deposit Paid:

Deposit to be Refunded:

Fees Paid:

WFP Application Rev 082421



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Ashley Brandon
AGENDA ITEM TITLE: Request from Beaufort County Ministerial Alliance to host the annual Martin Luther King Day Parade on Monday, January 20, 2025, beginning at 10:00 AM
MEETING DATE: 12/10/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Request from Beaufort County Ministerial Alliance to host the annual Martin Luther King Day Parade on Monday, January 20, 2025, beginning at 10:00 AM. Traditional Parade Route.

PLACED ON AGENDA FOR: Action

REMARKS:

Staff recommends approval

ATTACHMENTS:

Description	Type	Upload Date
MLK application	Cover Memo	12/4/2024

PUBLIC ASSEMBLY APPLICATION

City of Beaufort - City Clerk's Office (2nd Floor), 1911 Boundary St., Beaufort, SC.,
29902 p. 843-525-7070

To be filed NOT LESS than 30 days before event

\$25 non-refundable application fee is applied when 50 or more in attendance

Name of Applicant Carrie B. Allen

Phone Number 843-812-5978

Address: Street: City: 25 Big Road, Beaufort, SC 29906
State: Zip Code

Your email address cba726@yahoo.com

Name of Sponsoring Beaufort County Ministerial Alliance
Organization

Organization Mailing c/o Post Office Box 4385, Beaufort, SC 29903
Address

Date of Public Assembly January 20, 2025

Time Assembly will 10:00 am.
begin

Location of Assembly Adventure Street Beaufort, SC
Area

Type of Public Assembly Dr. Martin Luther King Parade with cars, trucks, floats, walkers
(including description of etc.
activities):

Description of Some groups will sing from floats or walking; signs and
Recording Equipment, banners will carry positive messages concerning Dr. King.
sound amplification
equipment, banners,
signs, or other devices
to be used:

Electronic Signature I agree.
Agreement

Electronic Signature Carrie B. Allen

(Section Break)

OFFICE USE ONLY:

Application Received *Field not completed.*
By:

Date Received: *Field not completed.*

Receipt #: *Field not completed.*

Approved By: *Field not completed.*



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/3/2024
FROM: Ashley Brandon
AGENDA ITEM TITLE: Project Freedom 326, empowering families and communities request to host a Juneteenth parade on Sunday, June 15, 2025, from 3:00 pm - 5:00 pm
MEETING DATE: 12/10/2024
DEPARTMENT: Downtown Operations

BACKGROUND INFORMATION:

Project Freedom 326 an empowering families and communities request to host a Juneteenth parade on Sunday, June 15, 2025, from 3:00 pm-5:00 pm. The same request as last year. Traditional Parade Route.

PLACED ON AGENDA FOR: Action

REMARKS:

Staff recommends approval

ATTACHMENTS:

Description	Type	Upload Date
Juneteenth parade 2025	Cover Memo	12/3/2024



PUBLIC ASSEMBLY AND PARADE APPLICATION

City of Beaufort – City Manager’s Office (2nd Floor)
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7070 / f. (843) 986-5606 | www.cityofbeaufort.org
To be filed **NOT LESS** than 30 days before event

Please Check One: Public Assembly Request Parade Request

Name of Applicant: Marlisha Robinson

Address: 60 Sheldon Dr Sheldon, SC 29941 Phone # 843-271-7759

Name of Sponsoring Organization: PROJECT FREEDOM 326

Address: 60 Sheldon Dr, Sheldon, SC 29941

PUBLIC ASSEMBLY: \$25.00 non-refundable application fee is applied when 50 or more in attendance

Date of Public Assembly: 06/15/2025 Time Assemble will begin: 5pm

Location of Assembly Area: 1300 Washington Street

Type of Public Assembly (including description of activities): Father's Day cookout after parade
food will be pre-cooked no grilling or food prep on site.

Description of Recording Equipment, sound amplification equipment, banners, signs, or other devices to be used: one small speaker for music and guest speaker, Juneteenth and Father's Day banners

PARADE: \$25.00 non-refundable application fee is payable when the application is submitted

Date of Parade: 06/15/2025

Time Parade Will Begin: 3PM Parade will Terminate: 5PM

Time Parade Line-Up Begins: 2PM Location(s) of Line-Up Area(s): Adventure St

Route Proposed (Giving Starting & Termination Points): Traditional parade route beginning
on Adventure St to Boundary St. to Carteret St to Bay St ending on Bladen St.

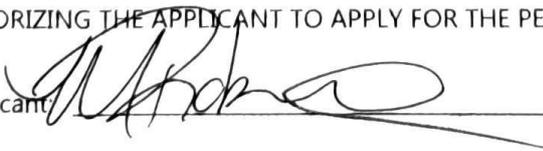
Approximate Number of Persons, Animals & Vehicles Constituting Parade: Estimated 100 to 150
participants, 5 horses, 30 to 50 vehicles

Parade Will Occupy All of the Width of the Streets to be Traversed Yes

Parade Will Occupy Only a Portion of the Width of the Streets to be Traversed _____

Interval of Space between Units in Parade: 25 to 50 ft between floats, automobiles

NOTE: IF THE PARADE IS DESIGNED TO BE HELD BY AND ON BEHALF OF OR FOR ANY PERSON OTHER THAN THE APPLICANT, THE APPLICANT FOR SUCH PERMIT SHALL FILE A LETTER FROM THAT PERSON WITH THE CITY MANAGER AUTHORIZING THE APPLICANT TO APPLY FOR THE PERMIT ON HIS BEHALF.

Signature of Applicant:  Date: 10/16/2024

OFFICE USE ONLY: Application Received By: _____ Date Received: _____ Receipt #: _____
Approved By: _____ 57



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

November 12, 2024

I. CALL TO ORDER

5:00 PM

Philip Cromer, Mayor

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

II. EMPLOYEE NEW HIRE RECOGNITION

A. Finance Department - Belinda Rivers.

Alan Eisenman, Finance Director, introduced Belinda Rivers.

B. Police Department - Braden Beck, David Chappellear, and Andrew Martin.

Stephenie Price, Police Chief, introduced Braden Beck, David Chappellear, and Andrew Martin.

C. Public Work Department - Jenna Wilson.

Nate Farrow, Public Works Director, introduced Jenna Wilson.

III. DISCUSSION ITEMS

A. General Agreement between the National Park Service and the City of Beaufort, South Carolina.

Scott Marshall stated that Laura Waller, Superintendent, Reconstruction Era National Park Service is here to present a draft agreement for the purpose to formalize park activities within the National Historic Landmark District, including public interpretive programming such as walking tours to ensure consistency with city ordinances relating to walking tour operations and motorcoach/bus loading and unloading. The city's ordinance pertaining to regulations of tours are geared toward regulating commercial, for-profit organizations, which is not an accurate description of the Reconstruction Era National Historic Park Service.

Ms. Waller started off by saying that in the Spring of 2024, it was brought to her attention walking tours in the Beaufort National Landmark District were often not consistent with existing ordinances for commercial walking tours. To ensure cooperation with the City, they are seeking to enter into a general agreement to clearly define their walking tours. They do not operate and will not operate on private property unless they have an agreement with the property owners like they do with the Tabernacle and First African Baptist Churches. She stated that as a federal entity, they do not carry liability insurance. They do not charge for these tours and do not take reservations, so on occasion, the participants do sometimes exceed 20 people. She then went over some of the statistics for their different tours. She stated prior to Fiscal Year 2023, they were not tracking this data.

Councilman Scallate asked questions of Ms. Waller regarding the Prior Approval section under Article VII - Standard Clauses of the General Agreement.

Some of Council's concerns included the blocking of private driveways, the use of motorcoaches/buses in the Old Point, and tours that contain more than 20 people. Ms. Waller stated that driveways would not be blocked, buses are not utilized, and they would be able to limit the number of participants to 20.

There were talks about the Robert Smalls House and its potential acquisition.

There was a discussion concerning the ordinance which limits the number of commercial companies who have walking tours to 6. Right now, the Park Service is being considered the 6th, even though they are not considered a commercial entity, and do not require a business license or charge for the tours. **Linda Roper, Downtown Operations and Community Services Director**, stated the limit was set at 6 walking tour companies because this is what they felt the Historic District could handle at any given time. She stated this is the first time that we have had a total of 6 in over 20 years. She inquired if we should start limiting the number of tours that each company can do per day and put them all in a rotation.

Should we reengage the Tourism Management Advisory Commission to some degree, reevaluate routes being taken, determine the impacts of the addition of golf carts, and looking into when the last tour of the day/evening should be able to start.

B. Beaufort SC 116 @ S-597 DOT Project.

JJ Sauv , Assistant City Manager, introduced Keith Riddle and Greg Joye with the South Carolina Department of Transportation (SCDOT). This project is being coordinated by SCDOT with Beaufort County, and a very small portion of the proposed traffic circle would be located within the city limits. They are requesting a resolution of support. This is a federally funded project. A single lane roundabout is being proposed at the intersection of Stanley Farm Road with Laurel Bay Road to help reduce vehicle collisions. They showed what the roundabout would look like and spoke about what makes them safer than traffic signals. Construction is expected to begin early 2026.

There were concerns about pedestrians being able to cross and wondered if some type of flashing light can also be incorporated into the design as a warning system. There was also some discussion about the bike path that is being constructed now on Laurel Bay Road. The crossing for them would be placed a little bit down on Stanley Farm Road.

Council is supportive of moving forward with the resolution.

C. CIP ARPA Funded Projects Update.

JJ Sauv , Assistant City Manager, and Raul Dominguez, Capital Improvements Program Director, provided a brief update. This discussion focused on ARPA funded capital projects mentioned in the October CIP monthly report. A detailed discussion for all projects will be held at the Capital Improvements Quarterly Workshop on November 26, 2024. Projects mentioned were the Downtown/Point Stormwater Project, Battery Shores Stormwater, Duke Street Streetscape and Stormwater, Pigeon Point Landing, Pigeon Point Playground, Carnegie Library Repairs, Waterfront Park Engineering Services and Battery Shores Street Paving.

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

Heather Winch, 309 Federal Street
Dave Russell, 411 Craven Street
Eric Wells, 601 Prince Street
Conway Ivy, 501 King Street
Lise Sundrla, Historic Beaufort Foundation
Cathryn Griffith, 504 Craven Street
Grant McClure, Coastal Conservation League
Dan Blackmon, 1010 Duke Street
Kay Merrill, 813 Audusta Place

IV. ADJOURN

6:44 PM

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

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



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

November 12, 2024

I. CALL TO ORDER

7:00 PM

Philip Cromer, Mayor

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

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Pro Tem, Michael McFee.

III. PUBLIC COMMENT – AGENDA ITEMS

Dianne Farrelly, 2415 Oak Haven Street, addressed Council regarding New Business Items E, F, and G.

IV. MEETING AGENDA APPROVAL

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

All were in favor, motion carried.

V. PRESENTATIONS

A. City Manager Employee Recognition of Development Review Coordinator, Martie Kay McTeer.

Scott Marshall, City Manager, presented a plaque to Martie Kay McTeer recognizing her for 27 years of service to the City of Beaufort and wished her a very happy retirement.

VI. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Character Education Proclamation - Jeremiah Brown, Beaufort Middle School.

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

All were in favor, motion carried.

B. Proclamation proclaiming November 2024, as Alzheimer’s Awareness Month.

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

All were in favor, motion carried.

C. Proclamation proclaiming December 1, 2024, as Artists Sunday.

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

All were in favor, motion carried.

D. Proclamation proclaiming December 6, 2024, as Arbor Day.

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

All were in favor, motion carried.

E. Resolution honoring the service and sacrifice of Veterans of the United States Armed Forces.

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

All were in favor, motion carried.

VII. CONSENT AGENDA

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

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

All were in favor, motion carried.

Items approved are listed below:

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. Approval of the Council Meetings Schedule and Holiday Schedule for 2025.

K. Request to host 2024 Holiday Weekend events to include street closures and other permissions, December 6 - 8, 2024.

L. The Beaufort Railroaders request 10 parking spaces for the 30th annual Railroad Exhibit at the Beaufort Library, December 8 - 15, 2024.

M. Request from Open Land Trust for street closure, waiver of drinking in public and waiver of noise ordinance to host Brunch on the Bluff on Saturday, April 26, 2025, from 11:00 am - 2:00 pm.

- N. Request permission to host the 44th annual Beaufort Motorcycle Toy Run on Sunday, December 15, 2024, at 1:00 pm.
- O. Request from the Beaufort Yacht Club for waiver of drinking in public in the Henry C. Chambers Waterfront Park on Saturday, December 7, 2024, from 5:00 pm to 8:00 pm for a Christmas Party.
- P. Request from Chabad Greater Hilton Head for co-sponsorship for Chanukah Menorah Lighting on Thursday, December 26, 2024, 3:00 pm - 7:30 pm in the Henry C. Chambers Waterfront Park.
- Q. Request for co-sponsorship from Dragon Boat Beaufort for use of the Henry C. Chambers Waterfront Park, Day Dock, and 50 complementary parking passes to host Dragon Boat Race Day 2025 on Saturday, June 28, 2025.
- R. The Gullah Traveling Theater requests co-sponsorship of the Henry C. Chambers Waterfront Park to host the Gullah Taste of Christmas on December 7, 2024, from 9:00 am - 4:30 pm.

VIII. MINUTES

- A. Worksession and Regular Meeting - October 8, 2024.

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

Councilman Scallate made a motion to amend the Worksession Minutes by adding a copy of the Safe Living Beaufort 1 year report that shows the statistics for July 2024, that were not in the original presentation. The motion was seconded by Mayor Pro Tem, McFee. All were in favor.

Minutes of the Regular meeting were approved, Worksession Minutes approved with addition.

IX. OLD BUSINESS

- A. 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 - Second Reading.

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

All were in favor, motion carried.

- B. 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 cause by natural disasters or other catastrophic events - Second Reading.

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

All were in favor, motion carried.

- C. Ordinance to amend Fiscal Year 2025 Budget for Revenues and Expenditures of General Fund, ARPA Fund and Capital Projects Fund - Second Reading.

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

All were in favor, motion carried.

X. NEW BUSINESS

- A. Holiday Magic Parking Program to provide one-time, two-hour free parking voucher from Thanksgiving to New Years Day.

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

All were in favor, motion carried.

- B. Freedman's Art District is requesting to host the Chalk It Up event from March 28 - 30, 2025, from 10:00 am - 5:00 pm both days and are requesting noise ordinance waiver, food truck waiver, and a waiver of the group business license fee.

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

All were in favor, motion carried.

- C. The Perry/Wernsing Wedding requests a waiver of drinking in public, drinking in a public park, and a waiver of the noise ordinance in the Whitehall Park on Saturday, March 22, 2025, from 11:00 am - 11:00 pm.

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

All were in favor, motion carried.

- D. The Black Chamber of Commerce is requesting a noise ordinance waiver and a request for street closure for Bladen Street from Prince to Duke Streets on Saturday, November 16, 2024, from 12:00 pm - 4:00 pm.

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

All were in favor, motion carried.

- E. A Resolution for the formation of a special purpose committee to advise City Council regarding the use of real property owned by the City of Beaufort, South Carolina known as Beaufort's Downtown Marina and Henry C. Chambers Waterfront Park.

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

Scott Marshall, City Manager, provided information about the Resolution that would establish a committee called the Waterfront Advisory Committee (WAC) and went over its proposed membership and purpose.

Councilman Scallate made a motion to amend the Resolution by adding language that the City Attorney, or a Contract Attorney, be added as an ex officio member. The motion was seconded by Mayor Pro Tem, McFee.

All were in favor of the amended motion.

All were in favor of the main motion, motion carried.

- F. Amendment to Resolution R-7-23 authorizing the City Manager to execute an American Rescue Plan Act (ARPA) stormwater infrastructure program agreement between the City of Beaufort and the South Carolina Office of Resilience to fund a stormwater infrastructure improvement project that will mitigate the impact of future disasters.

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

JJ Sauvé, Assistant City Manager, stated that this resolution is to accept an amended grant award from the South Carolina Office of Resiliency (SCOR) for the Charles/Craven Street Project for \$11,962,093.51. The original grant amount was \$7,527,351.00.

All were in favor, motion carried.

- G. Authorization to allow the City Manager to enter into an Intergovernmental Agreement (IGA) with Beaufort County for the paving of city owned roads in the Battery Shores community.

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

JJ Sauvé, Assistant City Manager, said this work would be completed by Blythe Construction. They are Beaufort County's contracted paving services provider. All roads in Battery Shores would be repaved. The quoted amount is \$497,529.30.

All were in favor, motion carried.

- H. A Resolution appointing the City Manager as City Council's designated Appeals Officer for appeals made pursuant to Sections 7-1012 and 7-1017 of the Code of Ordinances of Beaufort, South Carolina.

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

Alan Eisenman, Finance Director, stated that this resolution appoints the City Manager as their designee to hear appeals that are brought on by a business license appeal. This language is located in Section 7-1017. This would alleviate Council having to hear these appeals.

All were in favor, motion carried.

XI. PUBLIC COMMENT – NON-AGENDA ITEMS

No public comment.

XII. REPORTS

City Manager's Report

Congratulated Mayor Cromer, and Councilmen Mitchell and Lipsitz on their reelection. And congratulated Councilman Scallate on a well-run campaign.

A swearing-in ceremony will be held on Tuesday, December 10, 2024, at 6:00 pm in the Council Chambers. There will be no worksession.

Stated that you may have noticed City Hall lit up in green on your way in this evening. This is done in support of OPERATION GREEN LIGHT; a national program to let veterans know they are in our thoughts and not forgotten. Thank you to Dr. Fermin at the Veterans Administration Office for inviting us to participate and thanked Public Works, in particular Al Amely, for turning City Hall green.

Reported that the next issue of the Beacon is being printed this week and should be in mailboxes soon.

Is excited to announce that we will hold a ribbon cutting at Southside Park on Wednesday, November 27, 2024, at 10:00 a.m. This is a celebration 20 years in the making, and we look forward to opening the City's newest amenity to our residents and visitors.

City offices will be closed in observance of Thanksgiving on November 28 - 29, 2024.

Mark your calendars as we head into the holiday season:

Night out on the Town, Friday, December 6, 2024, 6:00 pm to 9:00 pm. Tree lighting at 8:00 pm.

Events on Saturday, December 7, 2024, at the Henry C. Chambers Waterfront Park.

11:00 am - Gullah Taste of Christmas.

5:00 pm - Lighted Boat Parade.

Annual Christmas Parade will be on Sunday, December 8, 2024, beginning at 3:00 pm.

Best wishes to all for a safe and healthy Thanksgiving holiday!

Mayor's Report

Thanked all who supported him during the recent election.

Updated Council on the various meetings he had attended.

Councilman Mitchell

Welcomed all new businesses in the City.

Presented a Mayoral Proclamation to the Beaufort Garden Club on their 90th Anniversary.

Thanked all who supported him during the recent election.

Mayor Pro Tem, McFee

Congratulated Mayor Cromer, Councilman Lipsitz and Councilman Mitchell on their re-elections.

Attended the 9th annual Pat Conroy Literary Festival.

Councilman Scallate

Attended the Re-Imagine Ribaut Road Project Update Open House.

Spoke about his Leadership Beaufort session on the Environment, and his groups presentation.

Attended the First Friday event downtown.

Stated that he feels good following the recent election. Is not discouraged by the outcome. He is looking forward to his remaining term.

Councilman Lipsitz

Thanked all who supported him during the recent election.

Mentioned the Chanukah Menorah Lighting event that will take place at the Henry C. Chambers Waterfront Park on Thursday, December 26, 2024, beginning at 3:00 pm.

Members of Council attended the Veterans Day Parade.

Members of Council attended the Affordable Workforce Housing Forum.

Members of Council attended the 249th Marine Corps Birthday Celebration.

Members of Council wished all a very happy holiday season.

XIII. EXECUTIVE SESSION

- A. 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.

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 Mayor Pro Tem, McFee.

All were in favor, motion carried.

No actions from Executive Session.

XIV. ADJOURN

8:29 PM

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

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.

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



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/4/2024
FROM: JJ Sauve
AGENDA ITEM TITLE: Authorization to allow the City Manager to enter into Memorandum of Agreements with the Beaufort Jasper Water and Sewer Authority for Cost Sharing of Utility Relocation on the Downtown/Point Drainage Projects
MEETING DATE: 12/10/2024
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

This is an authorization by Council for the City Manager to enter into standard Memorandum of Agreements (MOA) with BJWSA for cost sharing of utility relocation pursuant to SC Act 36 of 2019. The attached MOA is a standard form used by BJWSA with the SCDOT and Beaufort County for these types of agreements. The costs associated with utility relocation are part of the existing budgets for these projects.

Staff recommends authorization by Council for the City Manager to enter into MOAs for the King St., Port Republic, and Charles/Craven Stormwater Projects.

PLACED ON AGENDA FOR: *Action*

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
MOA Template	Backup Material	12/4/2024
King St Project Letter	Backup Material	12/4/2024
Charles/Craven Project Letter	Backup Material	12/4/2024

**MEMORANDUM OF AGREEMENT
For In-Contract Utility Relocation
In Beaufort CITY**

This Agreement is made this ____ day of _____, 20__ by and between the City of Beaufort (hereinafter referred to as “**CITY**”) and the Beaufort-Jasper Water & Sewer Authority (hereinafter referred to as “**UTILITY**”) (collectively “the Parties”) to ensure the successful completion of the public water and/or sewer facilities relocation for the below described Project:

This document is to serve as a Memorandum of Agreement as to the specific responsibilities of **UTILITY** and **CITY** in completing this Project and associated Utility Work.

Section I - Definitions

1. The term “Project” shall refer to **CITY**’s Project along _____ in Beaufort CITY.
2. The term “Utility Work” shall refer to an adjustment necessitated by **CITY**’s Project of a public water system or public sewer system facility by removing and reinstalling the facility; a move, rearrangement, or change of the type of existing facilities; necessary safety and protective measures; or the construction of a replacement facility that is both functionally equivalent to, but not including any betterment of, the existing facility that is necessary for the continuous operation of the system’s service.

Section II - Agreements by the Parties

1. The Utility Work shall be included in **CITY**’s contract for the construction of the Project.
2. The Utility Work shall be performed by a contractor approved by **UTILITY** and licensed and qualified to perform the Utility Work. **CITY**’s contractor will select the contractor to perform the Utility Work from **UTILITY**’s list of preferred contractors. In the event the preferred contractors are not available, **CITY** will obtain written concurrence from **UTILITY** regarding the contractor selected to perform the Utility Work.

Section III - Funding

1. **CITY** shall be responsible for the cost of utility relocations where prior rights exist in accordance with SCDOT’s “A Policy for Accommodating Utilities on Highway Rights of Way” and 23 CFR 645A. Additionally, pursuant to SC Code § 57-5-880, **CITY** shall bear all of the relocation costs, including design costs, up to four percent of the original construction

- bid amount of the Project. Should more than one large public water utility or large public sewer utility be required to relocate due to the Project, the total cost share of up to four percent will be divided pro rata among the large public water or large public sewer utilities required to relocate.
2. **UTILITY** is responsible for the cost of any betterments.
 3. **CITY** estimates the original construction bid amount to be \$. Four percent of this estimate is \$, which is the maximum amount **CITY** will contribute to the non-prior rights Utility Work.
 4. **UTILITY** estimates the total cost of the Utility Work to be \$, with such costs to be allocated as follows:
 - a. **CITY's** share is estimated at \$. This consists of:
 - i. **Prior Rights** estimated at \$
 - ii. **Non-Prior Rights** estimated at \$
 - b. **UTILITY's** share is estimated at \$
 5. In accordance with its procurement practices and procedures, **CITY** will solicit bids for the construction of the Project, including the Utility Work, and will award the **CITY** contract to the contractor with the lowest qualified bid for the overall work of the Project.
 6. **CITY** shall notify **UTILITY** in writing as to the cost of the Utility Work included in the awarded **CITY** contract.
 7. **CITY's** share identified in 4.a. above shall be the maximum amount payable by **CITY** for the Utility Work. Any amount over this shall be the responsibility of **UTILITY**.
 8. If the Utility Work contains any betterments, work that is not an eligible cost under SC Code § 57-5-880, or if the cost exceeds **CITY's** maximum contribution, **CITY** will invoice **UTILITY** for that amount. **UTILITY** shall remit the invoiced amount to **CITY** within 30 days of receipt of the invoice. Any payment due must be received by **CITY** prior to execution of the construction contract.
 9. Should change orders for the Utility Work be needed, **CITY** reserves the right to approve change orders that are less than 10% of the bid price and to approve change orders that would result in the total cost of Utility Work remaining less than the estimated cost indicated in this Agreement.

Section IV - CITY's Responsibilities

1. Include the Utility Work in **CITY's** contract for the construction of the Project.
2. **CITY** will provide **CITY's** contractor with all documents provided to **CITY** by **UTILITY**.
3. Allow **UTILITY** or **UTILITY's** Consulting Engineer and/or Inspector full access to the site when the Utility Work is underway.

Section V - UTILITY's Responsibilities

1. Apply for and receive all necessary permits (including Construction Permit Application Water/Wastewater Facilities through DHEC) for the Utility Work. The cost of

these permits shall be reimbursable by **CITY** according to the terms of this Agreement.

2. Provide all engineering design services, sealed construction plans and specifications, bid tab sheet, itemized estimated cost, and a list of preferred contractors (minimum of 3) to meet **CITY**'s letting schedule for the Project. These costs shall be reimbursable by **CITY** according to the terms of this Agreement.
3. If construction plans and specifications provided by **UTILITY** are found to be inaccurate due to errors or omissions, **UTILITY** shall be responsible for any resulting damages, including delay damages and the costs attributable to such delays.
4. **UTILITY** must meet the bidding and construction schedule established by **CITY**. All documents necessary must be provided by **UTILITY** to **CITY** at least 180 days prior to receipt of bids for the Project. If the Project is under an accelerated schedule, **CITY** shall notify **UTILITY** of the date by which the documents must be provided.
5. Failure to meet the bidding and construction schedule requirements shall result in **UTILITY** having to bear all relocation costs.

Section VI - General Conditions

1. **CITY** shall have final approval on the location of all **UTILITY**'s facilities within **SCDOT** right-of-way.
2. All work covered under this Agreement and performed by **CITY**'s contractor shall be performed within **SCDOT** or **CITY** right-of-way.
3. Upon **UTILITY**'s acceptance of the Utility Work, or any specific portion thereof, in accordance with the plans and specifications, **UTILITY** will assume sole and complete responsibility for the new facility. For purposes of this Agreement, **UTILITY** will be considered to have accepted the Utility Work, or any specific portion thereof, by assuming control of the Utility Work and commencing to utilize it.
4. Following acceptance, **UTILITY** will have sole responsibility for the operation and maintenance of the Utility Work and sole liability for any claims made by third-parties that arise from the design, construction, operation, or maintenance of the Utility Work in its entirety or the portion that has been accepted.
5. Following acceptance, **UTILITY** assumes any and all liability for accidents or injuries to persons, or damage to property (including the highway) that may be caused by the maintenance, use, moving, or removing of the water and/or sewer line and related appurtenances constituting the Utility Work as described herein.
6. Prior rights will remain in locations where prior rights currently exist. This Agreement shall not grant prior rights in locations where they do not currently exist.
7. Where **UTILITY** is on **SCDOT** right-of-way by encroachment, **UTILITY** agrees that if, in the opinion of **SCDOT**'s Deputy Secretary of Engineering, it should ever become necessary to move or remove the Utility Work, including any future modifications thereto, on account of the change in locations of the highway, widening of the highway, or for any other

sufficient reason, such moving or removing shall be done on demand of **SCDOT** at **UTILITY's** expense.

8. **UTILITY** shall agree to hold consultations with **CITY** as may be necessary with regard to the execution of supplements to this Agreement during the course of the Project for the purpose of resolving any items that may have been unintentionally omitted from this Agreement. Such supplemental agreements shall be subject to the approval and proper execution of the Parties hereto. No amendment to this Agreement shall be effective or binding on any Party hereto unless such amendment has been agreed to in writing by all Parties hereto.

Section VII - Counterparts

This Agreement may be executed in counterparts, and if so executed, shall become effective when a counterpart has been executed and delivered by both Parties hereto. All counterparts taken together shall constitute one and the same Agreement and shall be fully enforceable as such. Delivery of counterparts via facsimile transmission or via email with scanned attachment shall be effective as if originals thereof were delivered.

[Signature blocks on next page]

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed and sealed by their authorized representatives.

SIGNED, SEALED, AND DELIVERED

IN THE PRESENCE
OF:

Beaufort-Jasper Water & Sewer Authority

BY: _____

Title: _____

WITNESS

BEAUFORT CITY

BY: _____

CITY MANAGER

WITNESS

RECOMMENDED BY:

Director of Engineering

REVIEWED BY:

Program Manager



6 SNAKE ROAD, OKATIE, SC 29909-3937
Phone 843.987.8100 | Fax 843.548.0096
Customer Service 843.987.9200
Operations & Maintenance 843.987.8046
Engineering 843.987.8065
www.bjwsa.org

Our mission: Provide quality water and wastewater services to our current and future customers in the Lowcountry

VERNA ARNETTE, GENERAL MANAGER

November 12, 2024

John Sauv , JD, MPA
Assistant City Manager
City of Beaufort
1911 Boundary St
Beaufort, SC 29902

RE: King Street Drainage Improvement Project

Dear Mr. Sauv :

Beaufort Jasper Water & Sewer Authority (BJWSA) owns, operates, and maintains various drinking water and wastewater infrastructure pipes, and related appurtenances along and within the project boundaries of the above referenced project. These facilities, along with facilities beyond the project’s boundaries, will be impacted by the project as outlined in the plan markup prepared and provided by BJWSA on 11/12/2024. BJWSA is preparing alignments and preliminary approaches to the relocation of this infrastructure to avoid, minimize or mitigate these impacts.

BJWSA is a publicly owned drinking water and wastewater system. We treat and deliver an average of 20 million gallons of drinking water each day to more than 60,000 retail customers. For wastewater, we collect and treat nearly nine million gallons of wastewater on a daily basis across over 1,400 miles of infrastructure. We serve over 43,000 sewer accounts. In total, our water production and wastewater treatment services include a population of over 150,000 residents, with consideration for our wholesale customers.

Therefore, BJWSA should be considered a large public water/wastewater utility as defined in Act 36 of 2019.

Please consider this letter as an official request from BJWSA asking the City of Beaufort to bear the costs related to relocating all water and wastewater facilities impacted by this project including, but not limited to, design, engineering, permitting, removal, installation, inspection, materials, testing, and labor costs in accordance with Act 36 of 2019.

GREGORY A. PADGETT
CHAIR

ANDERSON M. KINGHORN, JR
VICE CHAIR

WILLIAM SINGLETON, Ed. D
SECRETARY/TREASURER

JAMES E. BAKER, JR
IMMEDIATE PAST CHAIR

JEFFERSON P. ACKERMAN, P. E.
R. THAYER RIVERS, JR

MICHAEL L. BELL
GERALD H. SCHULZE

LORRAINE W. BOND
DAVID R. STRANGE

J. ROBERT McFEE, P. E.

BJWSA understands that to be eligible for payment for the relocation costs:

- The relocation must be placed under the control of the general contractor for the project.
- BJWSA must meet the bidding and construction schedule established by the City of Beaufort, such as design conferences and submittals of all relocation drawings and bid documents.
- Failure to meet the bidding and construction schedule requirements shall result in BJWSA having to bear all relocation costs, except in the delay is due to an event beyond the control of BJWSA

Please feel free to contact me with any questions at 843.987.8061 or michael.hansen@BJWSA.org

Sincerely,



Michael Hansen, PE
Chief of Engineering

Cc: Rahul Yaramati, BJWSA
Wesley Partin, BJWSA
Matthew Michaels, BJWSA
File



6 SNAKE ROAD, OKATIE, SC 29909-3937
Phone 843.987.8100 | Fax 843.548.0096
Customer Service 843.987.9200
Operations & Maintenance 843.987.8046
Engineering 843.987.8065
www.bjwsa.org

Our mission: Provide quality water and wastewater services to our current and future customers in the Lowcountry

VERNA ARNETTE, GENERAL MANAGER

November 12, 2024

John Sauvé, *JD, MPA*
Assistant City Manager
City of Beaufort
1911 Boundary St
Beaufort, SC 29902

RE: COB-Charles/Craven & Port Republic/Carteret Drainage Improvement (BJWSA-2025-005)

Dear Mr. Sauvé:

Beaufort Jasper Water & Sewer Authority (BJWSA) owns, operates, and maintains various drinking water and wastewater infrastructure pipes, and related appurtenances along and within the project boundaries of the above referenced project. These facilities, along with facilities beyond the project’s boundaries, will be impacted by the project as outlined in the plan markup prepared and provided by BJWSA on 11/4/2024. BJWSA is preparing alignments and preliminary approaches to the relocation of this infrastructure to avoid, minimize or mitigate these impacts.

BJWSA is a publicly owned drinking water and wastewater system. We treat and deliver an average of 20 million gallons of drinking water each day to more than 60,000 retail customers. For wastewater, we collect and treat nearly nine million gallons of wastewater on a daily basis across over 1,400 miles of infrastructure. We serve over 43,000 sewer accounts. In total, our water production and wastewater treatment services include a population of over 150,000 residents, with consideration for our wholesale customers.

Therefore, BJWSA should be considered a large public water/wastewater utility as defined in Act 36 of 2019.

Please consider this letter as an official request from BJWSA asking the City of Beaufort to bear the costs related to relocating all water and wastewater facilities impacted by this project including, but not limited to, design, engineering, permitting, removal, installation, inspection, materials, testing, and labor costs in accordance with Act 36 of 2019.

GREGORY A. PADGETT
CHAIR

ANDERSON M. KINGHORN, JR
VICE CHAIR

WILLIAM SINGLETON, Ed. D
SECRETARY/TREASURER

JAMES E. BAKER, JR
IMMEDIATE PAST CHAIR

JEFFERSON P. ACKERMAN, P. E.
R. THAYER RIVERS, JR

MICHAEL L. BELL
GERALD H. SCHULZE

LORRAINE W. BOND
DAVID R. STRANGE

J. ROBERT MCFEE, P. E.

BJWSA understands that to be eligible for payment for the relocation costs:

- The relocation must be placed under the control of the general contractor for the project.
- BJWSA must meet the bidding and construction schedule established by the City of Beaufort, such as design conferences and submittals of all relocation drawings and bid documents.
- Failure to meet the bidding and construction schedule requirements shall result in BJWSA having to bear all relocation costs, except in the delay is due to an event beyond the control of BJWSA

Please feel free to contact me with any questions at 843.987.8061 or michael.hansen@BJWSA.org

Sincerely,



Michael Hansen, PE
Chief of Engineering

Cc: Rahul Yaramati, BJWSA
Wesley Partin, BJWSA
Matthew Michaels, BJWSA
File



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 12/4/2024
FROM: Alan Eisenman, Finance Director
AGENDA ITEM TITLE: Ordinance to Amend Fiscal Year 25 Budget for Revenues and Expenditures of ARPA Fund and Capital Projects Fund- First Reading
MEETING DATE: 12/10/2024
DEPARTMENT: Finance

BACKGROUND INFORMATION:

The City recently received bids for two ARPA funded projects, Battery Shores Drainage and Duke Street Construction, that were over fiscal year 2025 budget estimates and are no longer reflective of the changes made in Ordinance 2024/26. To meet the Treasury's obligation deadline of December 31, 2024 an updated budget amendment is needed.

The remaining calculated ARPA unobligated balance of \$243,756 needs to be appropriated and obligated to remain in compliance with the Treasury's obligation deadline. This unobligated amount does not reflect interest earned on ARPA funds, as staff was recently advised by Treasury that interest earned is not subject to the December 31, 2024 obligation deadline.

This budget amendment supersedes budget ordinance 2024/26 approved on November 12, 2024 for City Council to grant authorization to City Manager to execute a purchase order or other appropriate spending mechanism based on availability of ARPA funds and prioritization of existing projects and/or unfunded department requirements.

PLACED ON AGENDA FOR: Action

REMARKS:

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

ATTACHMENTS:

Description	Type	Upload Date
Budget Amendment	Ordinance	12/5/2024
ARPA Financial 11.30.24	Cover Memo	12/4/2024

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 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 received bids for two American Rescue Plan Act (ARPA) funded projects consisting of Battery Shores Drainage Project and Duke Street Construction Project that were over fiscal year 2025 budget and the City may not be able to meet the Treasury’s obligation deadline of December 31, 2024 and therefore needs to reallocate the funds; and

WHEREAS, it is necessary for the City to adopt a superseding budget amendment ordinance to appropriate the remaining calculated ARPA unobligated balance of \$243,756 along with any additional unobligated amount to remain in compliance with the Treasury’s obligation deadline; and

WHEREAS, it is necessary for the City to budget any remaining amount of ARPA funds prior to December 31, 2024 between the projects currently funded in part and prioritized and identified in the existing fiscal year 2025 budget ordinance and/or unfunded department requirements from the ARPA funds as prioritized in Exhibit C, in which City Council grants authorizations to the City Manager to execute a purchase order or other appropriate spending mechanism based on availability of ARPA funds and prioritization of existing projects and/or unfunded department requirements; and

WHEREAS, final allocations for each project and/or unfunded need pursuant to this ordinance will be memorialized and adopted through a future ordinance amendment; 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 2024/26 is hereby superseded 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. 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 December 10, 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
		<hr/> <hr/> 1,220,830

ARPA Fund Financials as of 11.30.24

Revenues	Notes
ARPA Federal Grant	\$ 6,689,031
ARPA Beaufort County Grant	1,000,000
Interest	566,621
	Interest earned is not subject to program restrictions for Treasury obligation amount.
Total Revenues	<u>8,255,653</u>
Expenditures	
Projects Using ARPA Federal Grant	
<hr/>	
Paramedic/AEMT Training	53,395
Essential Worker Pay & Health Insurance Credit	320,913
Bucket Truck	169,669
Body Camera's (53 Different)	91,024
Camera's for Cars-Video System	323,995
USCB Contribution to Arts Center	185,000
AC Unit Replacements - 500 Carteret	90,038
500 Carteret Street Upfit	97,961
Cardiac Monitors (4)	118,375
Economic Partnerships	95,000
Fire Station 3 Improvements	14,575
Southside Park at Battery Creek Drainage Project	97,560
Storm Drain Trailer Mounted Pipe Jetter and Root Cutter	120,000
Cyber security enhancements to City's IT Infrastructure	147,827
King Street Drainage Project	815,888
Duke Street Streetscape and Drainage Project- Engineering	96,708
Battery Shores Drainage Project- Study	26,962
Security Camera Upgrades	50,235
Capital Projects Director- 2.5 Year Term	17,316
Bank Fees	205
	<u>2,932,646</u>
Projects Using ARPA Beaufort County Grant	
<hr/>	
Bridges Building for Workforce Development	500,000
Contribution to County Housing Trust Fund	200,671
Nurse Retention Scholarship Fund	24,000
Grant to TCL for Nursing School Equipment	80,000
Beaufort Digital Corridor Cyber Scholarship Fund	100,000
	<u>904,671</u>
	<u>3,837,317</u>
Total Expenditures	
	<u>4,418,335</u>
Net Change in Fund Balance	
	<u>4,418,335</u>
Projects with Current City Obligations	
<hr/>	
King Street Drainage Project	853,577
Duke Street Streetscape and Drainage Project- Engineering	303,293
Capital Projects Director- 2.5 Year Term	342,614
Contribution to County Housing Trust Fund	95,329
Security Camera Upgrades	388
Police Radios	43,333
Capital Project Director Vehicle	30,618
Fire Station 3 Improvements	29,600
Battery Shores Drainage Project- Study	13,038
Economic Partnerships	55,000
Pigeon Point Playground Equipment	300,000
500 Carteret Street Stucco and Window Repair	100,000
Carnegie Building Roof- Exterior	224,559
Carnegie Building Roof- Interior	157,761

Waterfront Park Reliving Platform- Consulting Services	450,000
Battery Shores Repaving Project	497,589
Pigeon Point Boat Landing- Master Plan Study- Phase 1	58,000
Pigeon Point Boat Landing- Permitting and Engineering- Phase 2	22,000

Total Current City Obligations	3,576,698
---------------------------------------	-----------

Interest (Not Subject to Treasury 12/31/24 Obligation Deadline)	(566,621)
Unfunded Department Requirements budgeted, but not yet obligated	31,260

ARPA Funds Remaining Obligation Balance	\$ 243,756
--	------------

Scenario #1	
Battery Shores Drainage Project or other identified capital project	243,756
Capital Projects	243,756

Council

Prioritization	Scenario #2	
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
		1,220,830