



**CITY OF BEAUFORT**  
1911 BOUNDARY STREET  
BEAUFORT MUNICIPAL COMPLEX  
BEAUFORT, SOUTH CAROLINA 29902  
(843) 525-7070  
**CITY COUNCIL REGULAR MEETING AGENDA**  
**February 25, 2020**

**NOTE: IF YOU HAVE SPECIAL NEEDS DUE TO A PHYSICAL CHALLENGE, PLEASE CALL IVETTE BURGESS 525-7070 FOR ADDITIONAL INFORMATION**

**STATEMENT OF MEDIA NOTIFICATION**

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

**REGULAR MEETING - Council Chambers, 2nd Floor - 7:00 PM**

**I. CALL TO ORDER**

- A. Billy Keyserling, Mayor

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

- A. Mike McFee, Mayor Pro Tem

**III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS**

- A. Character Education Proclamation - Cory Sharrow, Battery Creek High School

**IV. PUBLIC COMMENT**

**V. MINUTES**

- A. Worksession and Regular Meeting December 10, 2019
- B. Worksession and Regular Meeting January 14, 2020
- C. Worksession January 21, 2020
- D. Worksession and Regular Meeting January 28, 2020

**VI. OLD BUSINESS**

- A. FY 2020 Budget Amendment #1 - 2nd Reading
- B. Ordinance authorizing the Sale of City Property, Cemetery Plot in Evergreen Cemetery - 2nd Reading

**VII. NEW BUSINESS**

- A. Co-Sponsorship request for use of Waterfront Park from First Scots Presbyterian Church of Beaufort for Annual Easter Sunrise Service on Sunday, April 12, 2020
- B. Request for waiver of noise ordinance and request for street closure for 201 Laurens Street on May 2, 2020 for a private event
- C. Request from Beaufort County Community Center to close a portion of the 900 block

of Newcastle Street for the 3rd Annual Washington Street Playground Event "Celebrating Decoration Day", Monday, May 25, 2020

- D. Request from Beaufort Regional Chambers of Commerce to allow the sale of alcohol and permission for street closures for the annual Taste of Beaufort event, Friday, May 1 and Saturday, May 2, 2020
- E. Request for Co-Sponsorship from YMCA for use of the Downtown Marina boat ramp and grassy area in the Waterfront Park/Marina for Beaufort River Swim 5K event Saturday, June 6, 2020
- F. Request from Beaufort Waterfestival for use of Waterfront Park, street closures, sale of alcohol, use of seawall, waiver of noise ordinance, and Co-Sponsorship for Opening Ceremonies for Waterfestival 2020, July 13-27, 2020
- G. Request from Beaufort Regional Chambers of Commerce to allow the sale of alcohol, and street closures for annual Shrimp Festival, Friday, October 2 and Saturday, October 3, 2020
- H. Approval of Civil Rights Coordinator and Committee to include Transition Plan for Section 504 Compliance

## **VIII.REPORTS**

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

## **IX. ADJOURN**



## PROCLAMATION

**WHEREAS**, the character education movement reinforces the social, emotional and ethical development of students; and

**WHEREAS**, schools, school districts and states are working to instill important core ethical and performance values including caring, honesty, diligence, fairness, fortitude, responsibility, and respect for self and others; and

**WHEREAS**, character education provides long-term solutions to moral, ethical and academic issues that are of growing concern in our society and our schools; and

**WHEREAS**, character education teaches students how to be their best selves and how to do their best work; and

**WHEREAS**, the Eleven Principles of Effective Character Education include: Promoting core ethical and performance values; Teaching students to understand, care about and act upon these core ethical and performance values; Encompassing all aspects of the school culture; Fostering a caring school community; Providing opportunities for moral action; Supporting academic achievement; Developing intrinsic motivation; Including whole-staff involvement; Requiring positive leadership of staff and students; Involving parents and community members; and assess results and strives to improve; and

**WHEREAS**, the Beaufort County School District's Character Education program was formed to support parents' efforts in developing good character in their children; and

**WHEREAS**, the purpose of the Character Education program is to integrate good character traits into the total school environment, as well as into the community; and

**WHEREAS**, each school's counselor identified a list of character words and definitions deemed important regardless of a person's political leanings, race, gender or religious convictions; and

**WHEREAS**, the words are friendship, kindness, acceptance, courage, tolerance, respect, gratitude, compassion, citizenship, perseverance, honesty, integrity, self-control, forgiveness, responsibility and cooperation; and

**WHEREAS**, Cory Sharrow was selected as the winner by Battery Creek High School as the student of the month.

**NOW, THEREFORE**, the City Council of the City of Beaufort, South Carolina, hereby proclaims January 2020 as

### **CORY SHARROW AS BATTERY CREEK HIGH SCHOOL STUDENT OF THE MONTH**

The City of Beaufort thereby pronounces *perseverance* as the word for the month of January and applauds Cory Sharrow, the Beaufort County School District, and Battery Creek High School for their work and specifically honors Cory Sharrow as Battery Creek High School Student of the Month.

**IN WITNESS THEREOF**, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 25th day of February 2020

\_\_\_\_\_  
BILLY KEYSERLING, MAYOR

ATTEST:

\_\_\_\_\_  
IVETTE BURGESS, CITY CLERK



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/21/2020  
**FROM:** City Clerk, Ivette Burgess  
**AGENDA ITEM**  
**TITLE:** Worksession and Regular Meeting December 10, 2019  
**MEETING**  
**DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Worksession Minutes	Backup Material	2/21/2020
Regular Meeting Minutes	Backup Material	2/21/2020



City Council Worksession  
Meeting Minutes – City Hall Planning Conference Room, 1<sup>st</sup>  
Floor

December 10, 2019

**I. CALL TO ORDER**

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**5:02PM**

Mayor, Billy Keyserling - All members of Council in attendance (Mike McFee, Nan Sutton, Phil Cromer, Stephen Murray and Mayor Keyserling).

**II. EMPLOYEE NEW HIRE RECOGNITION**

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City Manager, Bill Prokop introduced Kathleen Williams, new City Communications/Marketing Manager.

**III. PRESENTATION**

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Americas Boating Club of Beaufort thanked City Council for all their support this past year. Steve Mendoza, past Commander, and Bob Corsaro, current Commander, presented a plaque to the Mayor.

**IV. DISCUSSION ITEMS**

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- A. Recommendation to change airport name from Beaufort County Airport to Beaufort Executive Airport - City Council not opposed however County Council needs to support as well. Item will come back to City Council once County Council has approved.
- B. Possible Text Amendment to Beaufort Code regarding Monument Signs - Community & Economic Development Director, David Prichard brought suggestions on recommendations for the possible change specifically for replacing the 10 square feet maximum for the T4 and T5 districts with the following formula 10 square feet multiplied by the number of lanes then divide by 2. After discussion City Council agreed to move forward with recommendation and placing on an agenda for action welcoming debate.
- C. City of Beaufort Projects Update / Strategic Plan - Director of Facilities and Maintenance, Matt St. Claire, and City Manager, William Prokop, gave updates on projects and accolades the City has received this past year.

**V. ADJOURN**

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**6:22PM**

Disclaimer: All City Council Worksession and Regular Meeting minutes are recorded. Live stream can be found on the City's website at [www.cityofbeaufort.org](http://www.cityofbeaufort.org) (Agenda section). Audio recordings are available upon request by contacting the City Clerk, Ivette Burgess at 843-525-7018 or by email at [iburgess@cityofbeaufort.org](mailto:iburgess@cityofbeaufort.org).



City Council Regular Meeting  
Meeting Minutes – City Hall Council Chambers, 2<sup>nd</sup> Floor

December 10, 2019

**I. CALL TO ORDER**

**7:06PM**

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Mayor, Billy Keyserling - All members of Council in attendance (Nan Sutton, Mike McFee, Mayor Keyserling, Stephen Murray, and Phil Cromer).

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

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Mike McFee, Mayor Pro Tem

**III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS**

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Character Education Proclamation - Anaya Milledge, Joseph Shanklin Elementary.

Proclamation read by Mike McFee, Mayor Pro Tem and presented to student by Billy Keyserling, Mayor. School principal, Elizabeth Rivera, spoke about the student.

**IV. PUBLIC COMMENT**

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**Maxine Lutz** - Sound system is inadequate and encourages the City to amp up the sound system so the public can adequately hear.

**V. PUBLIC HEARING**

- 
- A. Ordinance annexing a portion of parcel R200 015 000 0875 0000 into the corporate limits of the City of Beaufort, South Carolina

Heather Spade, Planning Technician - City of Beaufort Community and Economic Development Department gave presentation. Paul Trask has requested for his parcel consisting of 901 Sq. Ft. be annexed into the City as a T5-UC (Urban Corridor). The Metropolitan Planning Commission voted unanimously to recommend the annexation to City Council.

- B. Ordinance amending the City of Beaufort Zoning map to include a portion of parcel R200 015 000 0875 0000 to be Zoned as T5-UC.

Heather Spade, Planning Technician - City of Beaufort Community and Economic Development Department gave presentation. The Metropolitan Planning Commission voted unanimously to recommend the zoning to City Council. Councilman Murray requested Ms. Spade give a landmark of the property location for the audience.

## VI. MINUTES

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Worksession October 22, 2019 - Approved with change on page 4. Mr. Ragsdale should be Mrs. Ragsdale.

Regular Meeting October 22, 2019 - Approved as submitted.

## VII. OLD BUSINESS

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### A. Ordinance amending Chapter 10 of the Beaufort Development Code - 2<sup>nd</sup> Reading.

At the November 28, 2019 City Council Meeting Council amended the above ordinance to remove section 10.7, Historic Beaufort Review Board seat Historic Beaufort Foundation seat designation.

Councilman Murray moved to withdrawal section 10.7 from the ordinance and approve all other sections (10.2.1.D.1, 10.2.3.G, 10.3, 10.6, 10.8, and 10.8.3.G). Motion seconded by Mike McFee, Mayor Pro Tem. Amendment was passed unanimously.

Councilman Murray moved to approve section 10.7, Historic Beaufort Review Board removal of designated Historic Beaufort Foundation seat for discussion purposes only and for members of the public. Motion seconded by Mike McFee, Mayor Pro Tem.

Mike Mcfee, Mayor Pro Tem, moved to table discussion. Motion seconded by Councilwoman Nan Sutton. Motion to table was 3-2 (Councilman Cromer and Councilman Murray not in favor).

Mayor Keyserling proposed to create a panel consisting of six (6) total members - three (3) Historic Beaufort Foundation members - Director, Board President and Preservationist and three (3) representative of the City - Mike McFee, Phil Cromer and City Manager. The panel would be created to discuss the designated seat amongst other issues to include training, review of standards, a long-range preservation plan, and public education. The panel appointed is to create a report within sixty (60) days to be discussed at a Worksession.

Councilman Murray stated a point of order that it was improper to discuss the motion that had been tabled.

#### *Public Comment*

**John Toutman, HBF Board Chairman.** Mr. Troutman discussed the importance of preservation and why a designated seat for HBF should remain. The HBF Board and members strongly object to the removal of the designated seat.

**Cynthia Jenkins, HBF Executive Director.** Mrs. Jenkins discussed how we got here by giving some history and how preservation has played a role. Mrs. Jenkins also inquired about emails and letters submitted regarding this topic. Councilman Murray said that they would be included in the minutes. Mayor Keyserling stated that they had to be requested to be included in the record since members of Council receive a lot of correspondence.

Councilman Murray again stated as a point of order that it is improper to continue debate on an item that has been tabled and requested that the motion to table be withdrawn to allow

further discussion. Mayor Keyserling proceed with allowing the item to be tabled unless someone from the prevailing side asked to reconsider.

**David Taub, Resident.** Mr. Taub discussed Robert Rules of Order and stated that once an item is tabled you can't go backwards, it's a done issue. He also requested that the sixty (60) day cycle for panel report begin after the holidays.

Mayor Keyserling offered to stay after the meeting to discuss with individuals their concerns, at which time, Councilman Murray stated as a point of order that Mayor Keyserling tabled the motion, so this is non debatable and stated that Mayor Keyserling continues to violate procedure, either withdrawal the tabling or move on. Mayor Keyserling decided to move on with the agenda. Councilman Murray stated that this was a sad day for transparency in the City of Beaufort and exited the meeting as a formal protest. Ordinance amending section 4.5.7 Apartment Housing of the Beaufort Code by deleting subparagraph B.4 sizes - 2<sup>nd</sup> Reading.

Motion moved by Mayor Keyserling and seconded by Mike McFee.

David Prichard, Director of Community and Economic Development, was asked to give an update. He stated that the proposed amendment has not changed since 1<sup>st</sup> Reading. This amendment would remove the language of apartments "would not exceed 160 Ft. along any portion of the street frontage." Mr. Prichard addressed concerns on how this would appear from the public realm by stating that it would still be protected. T4 - would still remain at maximum building width at 100 Ft. at the street frontage and T5 would allow 160 Ft. building to be longer than 160 Ft. not along street frontage.

#### *Public Comment*

**Rikki Parker, Coastal Conservation League.** Stated she was encouraged by what she heard at the Affordable Housing work group by hearing some creative and innovative ideas and appreciates Councilman Cromer's leadership in the group in addition to Council giving consideration to the other ideas that are being considered. Mrs. Parker encouraged Council to really define what affordable housing should look like. She suggested that Developers should commit to the mechanisms put in place. She feels this amendment would allow Developers to build more cheaply.

**Samuel Levin, Developer.** This idea has to do with square footage, not everything fits the mold. Mr. Levin referred to the property that he owns off Allison Road that is 10 acres of ground and has no street frontage. He referred to Mr. Stewart's development on Boundary Street as it is a great addition and looks nice, but mass and scale should be considered with location.

Councilman Cromer stated that he is concerned with the mass and scale within the Historic District. He can support the amendment, but outside of the Historic District.

Vote for the amendment was carried 3-1 (Councilman Cromer not in favor).

## **VIII. NEW BUSINESS**

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- A. Request from Beaufort County Ministerial Alliance to hold the annual Martin Luther King Day Parade on Monday, January 20, 2020.

Motion made by Mayor Keyserling moved by Mayor Pro Tem Mike McFee and seconded by Councilman Cromer.

Ivette Burgess, City of Beaufort HR Director/City Clerk, stated that there is no change to the annual request and Beaufort Police Department is on board with supporting the event.

Event was approved unanimously.

B. Short Term Rental Penalty Appeal

Justin Rose, City of Beaufort Business License Inspector. Property owner for 1108 Charles Street was discovered by Host Compliance to be operating a short-term rental without proper zoning and business license. A notice was sent to the property owner, Dr. Kristie Wallace regarding this matter at which time she came in to pay the \$1,000 penalty incurred. She is appealing this fine due to not understanding that a different license was needed.

Mayor Pro Tem Mike McFee questioned if the penalty should be the same for a violation that is a month old versus a year or more acknowledging that nothing can really be done now since fees are set by Ordinance. He would like to revisit this subject.

Appeal was denied unanimously.

C. Authorization to allow City Manager to execute contract for IDC Engineering Services

William Prokop, City Manager, stated that the City usually keeps two (2) Consulting Engineer firms. One of the contracts ran out, so an RFP (Request for Proposals) was done attaining eight (8) bids total. IDC was recommended by staff due to them specializing in stormwater. Mr. Prokop said they will only be used for stormwater projects.

Authorization was approved by Council unanimously.

D. Ordinance annexing a portion of parcel R200 015 000 0875 0000 into the corporate limits of the City of Beaufort, South Carolina - 1<sup>st</sup> Reading.

Ordinance was passed on 1<sup>st</sup> Reading unanimously.

E. Ordinance amending the City of Beaufort Zoning map to include a portion of parcel R200 015 000 0875 0000 to be Zoned as T5-UC - 1<sup>st</sup> Reading.

Rezoning was passed on 1<sup>st</sup> Reading unanimously.

## IX. REPORTS

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**City Manager's Report** - City Manager Bill Prokop began by stating what a great weekend was just had to kick off the Holiday Season. He thanked all those involved. He mentioned the Arbor Day Celebration that took place on December 6, 2019, in which two (2) Sabal Palms were planted on Craven Street and there are four (4) more to come. Mr. Prokop thanked PTAC and the Community Garden Clubs who donated generously towards the palms for this event. All involved did a good job. He thanked the Fire Department for hosting the CAPA Kids Pizza and Bowling Party. In addition, he mentioned this coming Friday the Beaufort Police Department will be hosting a Christmas movie in the Waterfront Park, at which time the Department will begin searching to select a child for "Shop with a Cop". He thanked Gail Westerfield, former

City Stenographer, for all her years of service to the City of Beaufort and mentioned that moving forward all City meetings will be recorded and no longer have verbatim minutes just as all communities are now doing. Mr. Prokop then advised that tomorrow the City would be hosting it's 2<sup>nd</sup> Annual Business Round Table regarding Business License and Permitting requirements. Lastly, he stated that this community is not about buildings, committees, and infrastructure. It's about people and who are the economic culture and engine of Beaufort. People are why we can proudly say that Beaufort is where history, charm and business thrive. Wished all a great Holiday season.

**Mayor's Report.** Mayor Keyserling echoed that the Holiday Night on the Town gets better and better every year. He thought it was fascinating how groups are expanding on entertainment.

**Reports by Council Members.** Councilwoman Sutton echoed Maxine's concerns regarding the mics. Council has got to speak into the mics. Mayor Pro Tem, McFee thanked all Citizens for being here this evening and thanked City Staff for all the work that has been done this year and for all to have a great Holiday Season. Councilman Cromer wished everyone a great Holiday Season. In addition, he mentioned that the first Affordable Housing Task Force meeting took place on December 4, 2019. The next meeting will be on Wednesday, January 15, 2020, at 3pm in the Planning Conference Room.

This will be the last meeting until next year. City Council will meet again on January 14, 2020. City Council Retreat will be on February 18 and 19, 2020 at the St. Helena Library.

## **X. ADJOURN**

**8:10PM**

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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/21/2020  
**FROM:** City Clerk, Ivette Burgess  
**AGENDA ITEM**  
**TITLE:** Worksession and Regular Meeting January 14, 2020  
**MEETING**  
**DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/21/2020  
**FROM:** City Clerk  
**AGENDA ITEM**  
**TITLE:** Worksession January 21, 2020  
**MEETING**  
**DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/21/2020  
**FROM:** City Clerk, Ivette Burgess  
**AGENDA ITEM**  
**TITLE:** Worksession and Regular Meeting January 28, 2020  
**MEETING**  
**DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/20/2020  
**FROM:** Kathy Todd, Finance Director  
**AGENDA ITEM**  
**TITLE:** FY 2020 Budget Amendment #1 - 2nd Reading  
**MEETING**  
**DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

1st Reading held on February 11, 2020

The Greenlawn Neighborhood Revitalization Project is a federally funded project through a \$500,000 Community Development Block Grant (CDBG) administered through the SC Department of Commerce. The total project budget was \$3,365,568, and comprised funding from Dominion Electric and Non Standard Service funds along with TIF II funding to shore up the difference between the grant award and the total budget.

Preferred Materials, Inc. is the construction contract award on this project. The total Contract value, previously approved by City Council was \$2,148,996. Due to overruns associated with additional duct bank quantities, utility conversion costs, additional site lighting quantities associated with street light ownership, and additional earthwork and asphalt quantities due to unexpected poor subsurface conditions of the roadway, an additional \$200,000 is necessary to complete the project.

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*PLACED ON AGENDA FOR:*

*REMARKS:*

Staff is requesting approval to Transfer \$200,000 from the TIF II funds available to the project budget to complete this project.



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/20/2020  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM TITLE:** Ordinance authorizing the Sale of City Property, Cemetery Plot in Evergreen Cemetery - 2nd Reading  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

Victoria Mix is looking to purchase a vacant plot in the Evergreen Cemetery.

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Ordinance	Backup Material	2/21/2020

## ORDINANCE

Ordinance Authorizing the Sale of City Property, Cemetery Plot in Evergreen Cemetery

WHEREAS, pursuant to Ordinance O-32-97, and Section 6-1-35(A) of the South Carolina Code of Laws, the City is the owner and has the jurisdiction to maintain Evergreen Cemetery, located within the city limits of Beaufort; and,

WHEREAS, pursuant to Section 3-4001 of the City Code of Ordinances, cemetery plots in Evergreen Cemetery are to be made available to individuals who currently have immediate relatives now buried in the Cemetery, at the rate per square foot set forth in the Ordinance; and,

WHEREAS, Victoria Mix's father and mother, are currently buried in Evergreen Cemetery; and,

WHEREAS, Victoria Mix, a resident of the City, has made application for the purchase of burial plot 663, located next to her father and mother, for the potential burial of her Aunt, Carol H. Temple, and,

WHEREAS, pursuant to Section 1-3021 of the City Code of Ordinances, an ordinance is required for the "conveyance or lease of any lands of the City";

NOW THEREFORE, be it ordained, by the City Council of Beaufort, South Carolina, in Council duly assembled, and by authority of the same, that the City Manager shall be authorized to sign any and all documents, and to take other appropriate measures, to sell and convey plot 663 in Evergreen Cemetery to Victoria Mix for the amount per square foot set forth in Section 3-4001.

This Ordinance shall be effective upon adoption.

\_\_\_\_\_  
BILLY KEYSERLING, MAYOR

Attest:

\_\_\_\_\_  
IVETTE BURGESS CITY CLERK

1<sup>st</sup> Reading \_\_\_\_\_  
2<sup>nd</sup> Reading & Adoption \_\_\_\_\_  
Reviewed by: \_\_\_\_\_

\_\_\_\_\_  
WILLIAM B. HARVEY, III, CITY ATTORNEY



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/19/2020  
**FROM:** Rhonda Carey, Events and Tour Operations Coordinator  
**AGENDA ITEM TITLE:** Co-Sponsorship request for use of Waterfront Park from First Scots Presbyterian Church of Beaufort for Annual Easter Sunrise Service on Sunday, April 12, 2020  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
event request	Backup Material	2/19/2020



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

**Phone: 843-379-7063**

**Fax: 843-986-5606**

Name of Event: <u>Annual Easter Sunrise Service</u>	Date(s) of Event: <u>April 12, 2020</u> Setup start/end time: <u>6:00 AM – 7:00 AM</u> Actual event start/end time: <u>7:00 AM-8:00 AM</u> Take down start/end time: <u>8:00 AM – 9:00 AM</u>
Organization/Individual Name: <u>First Scots Presbyterian Church of Beaufort</u>	Address: <u>PO Box 1774, Beaufort, SC 29901</u> Telephone: <u>843-941-8333</u> Email: <u><a href="mailto:caroletingram@yahoo.com">caroletingram@yahoo.com</a></u>

- 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: Rhonda Carey 500 Carteret St. Beaufort, SC 29902,

or scan and email to [rcarey@cityofbeaufort.org](mailto:rcarey@cityofbeaufort.org).

All events must abide and are governed by the City's Special/Private Events Policy. Organizers will receive a copy of the policy for review. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7063.

Is event open to the public? YES

Will admission be charged, or donation required? NO

Will alcoholic beverages be sold? NO Served? NO

Will food be sold? NO Served? YES

Will there be any retail sales? NO

Number of people expected to attend: 400

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 need for electrical hookup.

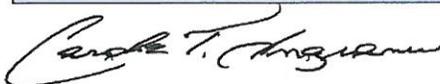
<b>WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS</b>			
<b>Park Area</b>	<b><u>4 HR Block</u></b>	<b><u>6 HR Block</u></b>	<b><u>12 HR Block</u></b>
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	<b>\$ 350.00</b>	\$ 500.00	
Green 1	<b>\$ 300.00</b>	\$ 500.00	
Green 2	\$ 450.00	\$ 750.00	
Electric Fee	<b>\$ 50.00</b>	\$ 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!**



February 17, 2020

\_\_\_\_\_  
Lessee/Applicant Signature

\_\_\_\_\_  
Date

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

Rhonda Carey

2/17/2020

\_ Events Coordinator - Rhonda Carey

Date Application Received

Deposit Paid: \_\_\_\_\_ Fees Paid: \_\_\_\_\_ Deposit to be Refunded: \_\_\_\_\_





**FIRST SCOTS**  
**PRESBYTERIAN CHURCH OF BEAUFORT**  
*a congregation of the Presbyterian Church in America.*

PO Box 1774  
Beaufort, SC 29901  
(843) 593-0176

*Pastor Alex Mark*

*Assistant Pastor Steve Walton*

City of Beaufort  
1901 Boundary Street  
Beaufort, SC 29902

February 17, 2020

To Whom It May Concern:

First African Baptist Church and First Scots Presbyterian Church are proud to host the annual Community Easter Sunrise Service again this year, Sunday, April 12, 2020, in the historic Henry C. Chambers Waterfront Park. This event will last from 7:00 – 8:30 AM and will include singing, prayer, and a message. The event is free-of-charge and open to the public. Nothing will be available for purchase during the event.

This year we once again humbly request, as we have since 2014, co-sponsorship by the Beaufort City Council in order to help offset the cost. We sincerely appreciate your support in the past for this special community event. We are happy to answer any questions you may have. Thank you for your city leadership for our community.

Sincerely,

Alex D. Mark  
Pastor, First Scots Presbyterian Church



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

---

**TO:** CITY COUNCIL **DATE:** 2/7/2020  
**FROM:** City Clerk  
**AGENDA ITEM TITLE:** Request for waiver of noise ordinance and request for street closure for 201 Laurens Street on May 2, 2020 for a private event  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

Street closure of the 201 Laurens Street on May 2, 2020 from 4:30pm-10:00pm.

Noise ordinance waiver would be from 9-10:30pm.

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
event request	Backup Material	2/19/2020

## Katherine Cruz

---

**From:** Ivette Burgess  
**Sent:** Tuesday, February 18, 2020 1:12 PM  
**To:** Katherine Cruz  
**Subject:** Fwd: Request for street closure for private event.

For next weeks agenda.

Ivette Burgess  
Human Resources Director  
City Clerk  
City of Beaufort

---

**From:** jodie plum-productions.com <jodie@plum-productions.com>  
**Sent:** Tuesday, February 18, 2020 1:03 PM  
**To:** Ivette Burgess  
**Subject:** Request for street closure for private event.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Attn: Ivette Burgess

City of Beaufort

Re: May 2, 2020

Please consider this a formal request for the closure of the 200 block of Laurens Street downtown Beaufort on May 2, 2020 from 4:30pm-6:30pm. This is for a private event preceding the wedding reception of Georgia Hoyler, niece of John and Molly Gray. The wedding reception will take place at the Gray's home immediately after at 201 Laurens St. There will be approx 100 people in attendance for the one hour private event.

Please also consider this request for an exception to the noise ordinance/extension from 9pm until 10:30 pm. I will ensure the music stops no later than that.

I'll be happy to provide any additional information that might be helpful. Thank you so much!

Jodie Miller

Founder & Event Engineer



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/19/2020  
**FROM:** Rhonda Carey, Events and Tour Operations Coordinator  
**AGENDA ITEM TITLE:** Request from Beaufort County Community Center to close a portion of the 900 block of Newcastle Street for the 3rd Annual Washington Street Playground Event "Celebrating Decoration Day", Monday, May 25, 2020  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

---

*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Event Request	Backup Material	2/19/2020



**CITY OF BEAUFORT**

**Washington 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

Name of Event: "CELEBRATING DECORATION DAY"  <u>3RD ANNUAL WASHINGTON STREET</u> <u>PLAYGROUND EVENT</u>	Date(s) of Event: <u>Monday, May 25, 2020</u> Setup start/end time: <u>7AM / 11AM</u> Actual event start/end time: <u>12 Noon / 6PM</u> Take down start/end time: <u>6PM / 8PM</u>
Organization/Individual Name: <u>BEAUFORT COUNTY COMMUNITY CTR</u> <u>&amp; Fred S. Washington, Jr.</u>	POB 882 Address: <u>Beaufort, SC 29901</u> Telephone: <u>843-812-9531</u> Email: <u>fwashingtonjr@embarqmail.com</u>

- 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: Rhonda Carey 500 Carteret St. Beaufort, SC 29902,

or scan and email to [rcarey@cityofbeaufort.org](mailto:rcarey@cityofbeaufort.org).

All events must abide and are governed by the City's Special/Private Events Policy. Organizers will receive a copy of the policy for review. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7063.

Is event open to the public? YES

Will admission be charged, or donation required? NO

Will alcoholic beverages be sold? NO Served? NO

Will food be sold? YES Served? NO

Will there be any retail sales? YES. Primarily Food Vendors

Number of people expected to attend: 1-300

## Rhonda Carey

---

**From:** FRED JRWASHINGTON <fwashingtonjr@embarqmail.com>  
**Sent:** Thursday, February 13, 2020 11:26 AM  
**To:** Rhonda Carey  
**Subject:** Fwd: Request to Co-Sponsor Beaufort County Community Center's 3rd Annual Washington St. Playground EVENT

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

----- Forwarded Message -----

**From:** FRED JRWASHINGTON <fwashingtonjr@embarqmail.com>  
**To:** rhonda <rhonda@cityofbeaufort.org>  
**Sent:** Wed, 12 Feb 2020 10:47:01 -0500 (EST)  
**Subject:** Request to Co-Sponsor Beaufort County Community Center's 3rd Annual Washington St. Playground EVENT

Dear Ms. Carey,

As we have for the past two years, the Beaufort County Community Center Board is requesting the City of Beaufort to Co-Sponsor our 2020 Third Annual Washington Street Playground EVENT:

- **Event Date - Monday, May 25, 2020**
- **Time of EVENT - 12 Noon to 6:00PM**
- **Theme - 'Celebrating Decoration Day'**

On site we will have food vendors; activities and games for young people and entertainment (music and dance). Again this year, we are attempting to coordinate our activities with those of Ms. Anita Singleton Prather (Aunt Pearlie Sue).

We anticipate meeting with City representatives, at your convenience, to ensure everything is well coordinated. Should you have questions, please don't hesitate to contact me.

Sincerely,

Fred (S. Washington, Jr.), Chairman  
Beaufort County Community Center Board  
POB 882  
Beaufort, SC 29901  
843-812-9531 (c)

## Rhonda Carey

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**From:** FRED JRWASHINGTON <fwashingtonjr@embarqmail.com>  
**Sent:** Thursday, February 13, 2020 11:27 AM  
**To:** Rhonda Carey  
**Subject:** Fwd: Request to Close Street May 25th 2020

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

----- Forwarded Message -----

**From:** FRED JRWASHINGTON <fwashingtonjr@embarqmail.com>  
**To:** rhonda <rhonda@cityofbeaufort.org>  
**Sent:** Wed, 12 Feb 2020 10:46:34 -0500 (EST)  
**Subject:** Request to Close Street May 25th 2020

Dear Ms. Carey,

On behalf of the Beaufort County Community Center Board I am requesting a **Street Closure** to help facilitate the smooth operation of our Third Annual Washington Street Playground EVENT:

- **900 Block of Newcastle Street - same as 2017 & 2018 EVENT**
- **Date - Monday, May 25, 2020**
- **Time - 9:00AM to 6:00PM**
- **Upon approval we will coordinate security with Beaufort City Police**

Should there be any questions about our request, I will be happy to respond.

Sincerely,

Fred (S. Washington, Jr.), Chairman  
Beaufort County Community Center Board  
POB 882  
Beaufort, SC 29901  
843-812-9531 (c)



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/19/2020  
**FROM:** Rhonda Carey, Events and Tour Operations Coordinator  
**AGENDA ITEM TITLE:** Request from Beaufort Regional Chambers of Commerce to allow the sale of alcohol and permission for street closures for the annual Taste of Beaufort event, Friday, May 1 and Saturday, May 2, 2020  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
event request	Backup Material	2/19/2020



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

Phone: 843-379-7063

Fax: 843-986-5606

Name of Event: <u>A Taste of Beaufort</u>	Date(s) of Event: <u>May 1+2, 2020</u> Setup start/end time: <u>April 29, 2020</u> Actual event start/end time: <u>May 1, 6 PM</u> Take down start/end time: <u>May 2, 8 PM</u> <u>Breakdown begins at 8 PM</u>
Organization/Individual Name: <u>Beaufort Regional Chamber of Commerce</u>	Address: <u>701 Craven Street, 29902</u> Telephone: <u>843-525-8525</u> Email: <u>ginger@beaufortchamber.org</u>

- 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: Rhonda Carey 500 Carteret St. Beaufort, SC 29902,

or scan and email to [rcarey@cityofbeaufort.org](mailto:rcarey@cityofbeaufort.org).

All events must abide and are governed by the City's Special/Private Events Policy. Organizers will receive a copy of the policy for review. To discuss specifics of the policy contact the Events Coordinator at 843-379-7063.

Is event open to the public? yes

Will admission be charged or donation required? No

Will alcoholic beverages be sold? yes Served? yes

Will food be sold? yes Served? yes

Will there be any retail sales? yes

Number of people expected to attend: 5000 +

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 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>
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	
<u>Entire Park</u>			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	<del>\$1,100.00</del> \$1,000.00 RHC

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

Comments:

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M. Zyewski  
Lessee/Applicant Signature

1/29/2020  
Date

-----This section for City use-----  
Rhonda P Carey  
Events Coordinator Rhonda Carey

1/30/2020  
Date Application Received

Deposit Paid: \_\_\_\_\_ Fees Paid: \_\_\_\_\_ Deposit to be Refunded: \_\_\_\_\_



# BEAUFORT, SC

REGIONAL CHAMBER OF COMMERCE

**Evan Wheeler, Chairman**  
*Dominion Energy*

**Ben Coppage, Chair-Elect**  
*Coppage Law Firm*

**Whitney McDaniel, Treasurer**  
*Wells Fargo Advisors*

**Jessica Bridges**  
*Technical College of the Lowcountry*

**Chip Dinkins**  
*Plums, Inc.*

**Ed Duryea**  
*Agape Hospice*

**Jason Ferrell**  
*Blythe Construction*

**Hope Freeman**  
*BP America*

**Malcolm Goodridge**  
*Investor*

**Andy Klosterman**  
*Andrews Engineering*

**Liz Mitchum**  
*Adams Outdoor Advertising*

**Graham Sommerall**  
*Hargray*

**Whit Suber**  
*Gray Ghost Development*

**Jay Taylor**  
*Kinghorn Insurance Agency of Beaufort*

**Jim Wegmann**  
*Weidner, Wegmann & Harper Law Firm*

**Christina Wilson**  
*Child Abuse Prevention Agency*

**Blakely Williams, President/CEO**  
*Beaufort Regional Chamber of Commerce*

January 6, 2020

Mr. Bill Prokop  
City Manager  
City of Beaufort  
1911 Boundary Street  
Beaufort, SC 29902

RE: Requests for **A Taste of Beaufort**, scheduled for Friday, May 1, and Saturday, May 2, 2020.

Dear Mr. Prokop:

The Beaufort Regional Chamber of Commerce respectfully requests permission from the City Council of the City of Beaufort to allow the following items during A Taste of Beaufort: Music, Arts, & Seafood Festival. The festival features a Friday night concert and a Saturday full of activities throughout the Henry C. Chambers Waterfront Park.

- Permission for alcohol sales (beer and wine) and to allow open alcohol containers in the Henry C. Chambers Waterfront Park during the festival from 5:00 p.m. Friday evening, May 1, 2020, until 8:00 p.m. Saturday, May 2, 2020. We will apply for a temporary Special Event beer and wine license from the South Carolina Department of Revenue – Alcohol and Beverage Licensing. We will contract with the Beaufort Police Department and Fire Department for services in order to provide and ensure a safe event site.
- Permission for street closures to host the Beaufort Crab Crawl 5K Bridge Run/Walk Saturday, May 2, 2020, from 6:45 a.m. – 9:30 a.m. to include a mini-festival with beer & food tastings for participants. The route is as follows: Start/Finish line at Freedom Mall at 8:00 a.m., down Bay Street crossing the Woods Memorial Bridge, to Lady's Island, down Meridian Road then back the same route to Freedom Mall. The route will follow the City's standard run/walk from 8:00 a.m.-9:00 a.m. We will coordinate with the City of Beaufort Police Department, Beaufort County Sheriff's Department, SC DOT, and the Bridge Section of the Seventh Coast Guard District.



## BEAUFORT, SC

REGIONAL CHAMBER OF COMMERCE

- Permission for street closures at the following times, days, and locations: One direction of Charles Street Extension Friday, May 1, 2020, and Saturday May 2, 2020, to allow loading and unloading of equipment for bands and vendors. Vendors will be required to move their vehicle to an appropriate parking spot after loading/unloading. The other lane of Charles Street Extension will be used for Emergency Vehicles.
- Permission to host an arts and crafts market on the green area across from the Downtown Marina store on Friday, May 1, 2020 from noon – 10:00 p.m. and Saturday, May 2, 2020 from 11:00 a.m. – 5:00 p.m.

Thank you for your consideration and support as we continue to plan successful events that draw both area residents and tourists to our historic downtown district.

Sincerely,

A handwritten signature in cursive script that reads "Ginger Olszewski".

Ginger Olszewski

Member Services Manager | Beaufort Regional Chamber of Commerce



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/20/2020  
**FROM:** Rhonda Carey, Events and Tour Operations Coordinator  
**AGENDA ITEM TITLE:** Request for Co-Sponsorship from YMCA for use of the Downtown Marina boat ramp and grassy area in the Waterfront Park/Marina for Beaufort River Swim 5K event Saturday, June 6, 2020  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
event request	Backup Material	2/20/2020



**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

Name of Event: <u>Beaufort River Swim / 5K</u>	Date(s) of Event: <u>June 6<sup>th</sup> 2020</u> Setup start/end time: <u>5 A.M (swim) / 7:00 AM Run</u> Actual event start/end time: <u>7:15 AM - swim 9am Run</u> Take down start/end time: <u>10:30am</u>
Organization/Individual Name: <u>Beaufort-Jasper YmCA of the lowcountry.</u>  <u>Denise Fanning</u>	Address: <u>1801 Richmond Ave</u> <u>PORT ROYAL</u> Telephone: <u>843-522-9622</u> Email: <u>d.fanning@wardlefamilyymca.org</u>

- 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: Rhonda Carey 500 Carteret St. Beaufort, SC 29902,

or scan and email to [rcarey@cityofbeaufort.org](mailto:rcarey@cityofbeaufort.org).

All events must abide and are governed by the City's Special/Private Events Policy. Organizers will receive a copy of the policy for review. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7063.

Is event open to the public? Yes

Will admission be charged, or donation required? yes

Will alcoholic beverages be sold? No Served? \_\_\_\_\_

Will food be sold? No Served? \_\_\_\_\_

Will there be any retail sales? No

Number of people expected to attend: 150 Plus

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 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>
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!**

Denise Fanning  
Lessee/Applicant Signature

2/17/2020  
Date

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

Rhonda Carey  
Events Coordinator - Rhonda Carey

2/18/2020  
Date / Application Received

Deposit Paid: \_\_\_\_\_ Fees Paid: \_\_\_\_\_ Deposit to be Refunded: \_\_\_\_\_



February 18<sup>th</sup>, 2020

To Whom it May Concern,

Hello, I would like to request on behalf of the Beaufort-Jasper YMCA of the Lowcountry, and Beaufort Memorial Hospital the continued use of the boat ramp and surrounding area for our annual Beaufort River Swim. In efforts to grow our fundraiser we would like to include/attach a 5k to our current swim. It's a perfect set up as the finish of the swim is not very far from the start of the 5k on Bay St. We understand that it is preferred to hold a 5k earlier in the morning due to road closures and impact on downtown businesses. However, because the tide of the Beaufort River impacts our swim, we are requesting the start of the 5k to be at 9 a.m. I have no doubt that the combination of events will benefit many of the downtown businesses. We anticipate our event to attract many participants from out of town. Especially due to the multi-sport nature of our event.

The River Swim began in 2006 to promote the sport of swimming while the Local Water Festival was occurring. It quickly began to take shape as an event all its own! The YMCA took charge of the event and hosted it to start 2008. While initially the competitive swim had two different lengths, we realized that having everyone swim the same distance and start together was much clearer and fun for the competitors.

Proceeds of our Beaufort River Swim benefit our learn to swim program. Last year we raised over \$14,000 at the Beaufort River Swim. Individuals who wouldn't have the access or means to learn to swim are able to, through generous donations and support from our sponsors and participants. In addition to support from the River Swim, our own scholarship program and outside grants such as the Y-USA Safety Around the Water grant, allowed over 850 individuals to be positively impacted through swim lessons and aquatic programming and education at the Y. In 2019 the Y taught over 900 kids and adults to swim!

Swimmers of all levels participate in the River Swim: triathletes, recreational lap swimmers and competitive age group swimmers. The race starts at Port Royal Landing Marina, travels around the bend, passes the Hospital, and finishes at the Boat Ramp at the corner of the Downtown Marina, adjacent to Waterfront Park.

I thank you for your consideration in our efforts to grow our event and continue to impact the needs of the community. We believe no one in Beaufort or Jasper County should go without the opportunity to learn to swim because of lack of funds.

Thank you,

Denice Fanning, Healthy Living Program Director  
Beaufort-Jasper YMCA of the Lowcountry

The YMCA is a not for profit organization promoting youth development, healthy living, and social responsibility. The organization is overseen by a volunteer board of directors within the community.



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

---

**TO:** CITY COUNCIL **DATE:** 2/19/2020  
**FROM:** Rhonda Carey, Events and Tour Operations Coordinator  
**AGENDA ITEM TITLE:** Request from Beaufort Waterfestival for use of Waterfront Park, street closures, sale of alcohol, use of seawall, waiver of noise ordinance, and Co-Sponsorship for Opening Ceremonies for Waterfestival 2020, July 13-27, 2020  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
event request	Cover Memo	2/19/2020



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

**Phone: 843-379-7063**

**Fax: 843-986-5606**

Name of Event: <u>65<sup>th</sup> Annual Beaufort Water Festival</u>	Date(s) of Event: <u>July 13 – 27, 2020</u> Setup start/end time: <u>0700-1700</u> Actual event start/end time: <u>0700-2300</u> Take down start/end time: <u>0700-2300</u>
Organization/Individual Name: <u>Annual Beaufort Water Festival</u> POC: Robert Averill, Parks Coordinator <u>averillrob@gmail.com / 843-441-6741</u>	Address: <u>P.O. Box 52, Beaufort, SC 29901</u> Telephone: <u>843-524-0600</u> Email: <u>info@bftwaterfestival.com</u>

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

Please mail completed application to:

City of Beaufort, Attn: Rhonda Carey 500 Carteret St. Beaufort, SC 29902,

or scan and email to [rcarey@cityofbeaufort.org](mailto:rcarey@cityofbeaufort.org).

All events must abide and are governed by the City's Special/Private Events Policy. Organizers will receive a copy of the policy for review. To discuss specifics of the policy contact the Events Coordinator at 843-379-7063.

Is event open to the public? YES

Will admission be charged or donation required? Yes – Nightly Admission

Will alcoholic beverages be sold? Yes Served? Yes - Nightly

Will food be sold? Yes Served? Yes

Will there be any retail sales? Yes

Number of people expected to attend: 30,000+

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 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>
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	<del>\$1,100.00</del> \$ 1,000.00 RRC

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

Comments:

\*2020 deposit is on the books RRC

Robert Averill Parks Coordinator

12 December 2019

Lessee/Applicant Signature

Date

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

Rhonda R Carey  
Rhonda Carey Date Application Received

Events Coordinator -

Deposit Paid: \$1000.00  
RRC

Fees Paid: \_\_\_\_\_

Deposit to be Refunded: \_\_\_\_\_



# 65th Beaufort Water Festival

*"What A Beautiful Sight"*

July 17-26, 2020

P.O. Box 52, Beaufort, South Carolina 29901

## COMMODORE

Erin "Tank" Morris  
843-247-1649

## PROGRAM COORDINATOR

Shawna Doran  
(843) 592-1037

COMMODORES	Year
Brain Patrick	2019
Stacey Canaday	2018
Jason Berry	2017
Chris Canaday	2016
Bill Damude	2015
Brandy Gray	2014
Dan Thompson	2013
John Gentry*	2012
Bob Bible	2011
Sheri Little	2010
Wilnot Schott	2009
Les Brediger	2008
Erin Dean	2007
Keith Cummins*	2006
Richard Norris	2005
Marvin Morrison	2004
G.J. "Geordie" Madlinger, III	2003
Scott Seelhoff	2002
Ed Saxon	2001
Craig McTeer	2000
David Tempel	1999
Michael Yoakum	1998
Charles H. Steinmeyer	1997
Kevin D. Cuppia	1996
Frank O. Plair	1995
Mark A. Buskirk	1994
Lowell Keene	1993
Danny Charpentier	1992
Edward M. Wise	1991
W.K. "Pete" Pillow	1990
H. Ronald Tanner	1989
D.R. "Rusty" Simpson	1988
Hutson "Buster" Davis, Jr.	1987
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James D. Williamson*	1981
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Curt Copeland*	1975
John M. Finn*	1974
James G. Thomas*	1973
Thomas R. Garrett*	1972
Don Perry	1971
Robert Welden*	1970
Elrid Moody*	1969
Arthur Horne*	1968
W. Henry Jackson	1967
Colden R. Battey, Jr.	1966
C.R. Powell*	1965
R. Ray Kearns*	1964
Henry V. Boyce, Jr.*	1963
Marvin H. Dukes*	1962
Robert G. McDowell*	1961
Roy Smith	1960
Mrs. Mazie Terhune*	1959
Sammy Gray*	1958
Ed Pike*	1957
John M. Bigbee*	1956

\*Deceased

Monday, January 27, 2020

City of Beaufort  
Attn: Bill Prokop, City Manager  
1911 Boundary Street  
Beaufort, SC 29902

Dear Mr. Prokop,

The Beaufort Water Festival would like to thank the Mayor and City Council for their continued support of our Annual Festival. We appreciate your support along with your staff to help us with all the logistics needed to utilize the park and the police services. Our relationship is strong, and we continue to be a good partner and engage actively in promoting Beaufort.

We request the utilization of the Henry C. Chambers Waterfront Park for the 65<sup>th</sup> Annual Beaufort Water Festival, from set-up on Tuesday, July 14, 2020 through close-down on Monday, July 28, 2020. The application (and deposit) for the use of the park on those dates has been submitted.

The following are requests for use, permissions, and waivers necessary to the logistical and safety purposes of the Festival:

1. Request permission to place a mobile home headquarters at the Downtown Marina restroom area and a mobile home on Freedom Park as law enforcement headquarters. Placement will be from 7:00 AM July 14, 2020 and removal by 8:00 AM July 28, 2020. In the event of severe weather (hurricane) these will be removed from the Downtown Marina in Beaufort.
2. Request closure of Waterfront Park seawall with exception of safety water event vessels, from July 17-26, 2020.
3. Request permission to erect temporary signage at the intersection of Ribaut and Bay and on Highway 170 pending utility inspection and approval from the Open Land Trust.



# 65th Beaufort Water Festival

*"What A Beautiful Sight"*

July 17-26, 2020

P.O. Box 52, Beaufort, South Carolina 29901

## COMMODORE

Erin "Tank" Morris  
843-247-1649

## PROGRAM COORDINATOR

Shawna Doran  
(843) 592-1037

COMMODORES	Year
Brain Patrick	2019
Stacey Canaday	2018
Jason Berry	2017
Chris Canaday	2016
Bill Damude	2015
Brandy Gray	2014
Dan Thompson	2013
John Gentry*	2012
Bob Bible	2011
Sheri Little	2010
Wilmot Schott	2009
Les Brediger	2008
Erin Dean	2007
Keith Cummins*	2006
Richard Norris	2005
Marvin Morrison	2004
G.J. "Geordie" Madlinger, III	2003
Scott Seelhoff	2002
Ed Saxon	2001
Craig McTeer	2000
David Tempel	1999
Michael Yoakum	1998
Charles H. Steinmeyer	1997
Kevin D. Cuppia	1996
Frank O. Plair	1995
Mark A. Buskirk	1994
Lowell Keene	1993
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Mrs. Mazie Terhune*	1959
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John M. Bigbee*	1956

\*Deceased

4. Request permission to install temporary power service in several locations subject to building code inspection.
5. Request permission to erect surface mounted sign near pavilion to showcase sponsors.
6. Request waiver of noise limitation ordinance from July 17-26, 2020.
7. Request sole permitting authority for concessionaires in the park from July 17-26, 2020. The Beaufort Water Festival will act as the sole agent for concessionaires during this time frame to determine fee amounts, types, and method of sale for all types of concessions to be marketed.
8. Request a waiver of the City Code prohibiting placement of banners, ribbons and similar devices for July 17-26, 2020.
9. Request closure of Charles Street Extension to public traffic for loading, unloading and emergency egress of safety personnel for July 15-27, 2020.
10. Request permission to sell alcoholic beverages during the Beaufort Water Festival. We have applied to the State of SC for a permit and a license for that time frame. Water Festival will not sell alcoholic beverages on either Sunday of the Festival.
11. Request closure of Bay Street from Bladen to Newcastle during the hours of 4:30PM to 6:30PM on Friday, July 24, 2020 to conduct the annual bed races.
12. Request parade permit for Saturday, July 25, 2020. Parade times will be from 10:00AM to 12:00PM. The parade route will follow Boundary to Carteret to Bay and conclude at the corner of Bladen and the old Federal Courthouse.



# 65th Beaufort Water Festival

*"What A Beautiful Sight"*

July 17-26, 2020

P.O. Box 52, Beaufort, South Carolina 29901

## COMMODORE

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843-247-1649

## PROGRAM COORDINATOR

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(843) 592-1037

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\*Deceased

13. The Beaufort Water Festival is in negotiations with our safety partners, Police, Fire/Rescue, EMS and SP+ to ensure all our guests are safe always while visiting the Waterfront Park during our events.

14. We are also requesting the City's continued sponsorship of our fireworks display, in the amount of five thousand dollars (\$5,000.00) credited towards our invoice from the City.

As in the past, we will participate with all your departments in a cooperative discussion of the requests listed. Any changes and/or modification will be subject to your approval.

Thank you in advance for your support and assistance in putting on another safe and memorable Water Festival.

Sincerely,

Erin "Tank" Morris

Commodore

65th Annual Beaufort Water Festival



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/19/2020  
**FROM:** Rhonda Carey, Events and Tour Operations Coordinator  
**AGENDA ITEM TITLE:** Request from Beaufort Regional Chambers of Commerce to allow the sale of alcohol, and street closurers for annuak Shrimp Festival, Friday, October 2 and Saturday, October 3, 2020  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
event request	Backup Material	2/19/2020



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

Phone: 843-379-7063

Fax: 843-986-5606

Name of Event: <u>Annual Beaufort Shrimp Festival</u>	Date(s) of Event: <u>October 2+3, 2020</u> Setup start/end time: <u>September 30, 2020</u> Actual event start/end time: <u>October 2 - 6AM</u> Take down start/end time: <u>October 3 - 8pm</u> Breakdown begins @ <u>8pm, Oct. 3</u>
Organization/Individual Name: <u>Beaufort Regional Chamber of Commerce</u>	Address: <u>701 Craven Street, 29902</u> Telephone: <u>843-525-8525</u> Email: <u>ginger@beaufortchamber.org</u>

- 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: Rhonda Carey 500 Carteret St. Beaufort, SC 29902,

or scan and email to [rcarey@cityofbeaufort.org](mailto:rcarey@cityofbeaufort.org).

All events must abide and are governed by the City's Special/Private Events Policy. Organizers will receive a copy of the policy for review. To discuss specifics of the policy contact the Events Coordinator at 843-379-7063.

Is event open to the public? Yes

Will admission be charged or donation required? No

Will alcoholic beverages be sold? Yes Served? Yes

Will food be sold? Yes Served? Yes

Will there be any retail sales? Yes

Number of people expected to attend: 8000 +

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 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>
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	<del>\$1,100.00</del> 1,000.00

RRC

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

Comments:

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*[Signature]*  
Lessee/Applicant Signature

1/21/2020  
Date

*[Signature]* This section for City use  
Events Coordinator - Rhonda Carey

1-27-2020  
Date Application Received

Deposit Paid: \_\_\_\_\_ Fees Paid: \_\_\_\_\_ Deposit to be Refunded: \_\_\_\_\_



# BEAUFORT, SC

REGIONAL CHAMBER OF COMMERCE

**Evan Wheeler, Chairman**  
*Dominion Energy*

**Ben Coppage, Chair-Elect**  
*Coppage Law Firm*

**Whitney McDaniel, Treasurer**  
*Wells Fargo Advisors*

**Jessica Bridges**  
*Technical College of the Lowcountry*

**Chip Dinkins**  
*Plums, Inc.*

**Ed Duryea**  
*Agape Hospice*

**Jason Ferrell**  
*Blythe Construction*

**Hope Freeman**  
*BP America*

**Malcolm Goodridge**  
*Investor*

**Andy Klosterman**  
*Andrews Engineering*

**Liz Mitchum**  
*Adams Outdoor Advertising*

**Graham Sommerall**  
*Hargray*

**Whit Suber**  
*Gray Ghost Development*

**Jay Taylor**  
*Kinghorn Insurance Agency of Beaufort*

**Jim Wegmann**  
*Weidner, Wegmann & Harper Law Firm*

**Christina Wilson**  
*Child Abuse Prevention Agency*

**Blakely Williams, President/CEO**  
*Beaufort Regional Chamber of Commerce*

16 January 2020

Mr. Bill Prokop  
City Manager  
City of Beaufort  
1911 Boundary Street  
Beaufort, SC 29902

RE: Requests for **Annual Beaufort Shrimp Festival**, scheduled for Friday, October 2, and Saturday, October 3, 2020.

Dear Mr. Prokop:

The Beaufort Regional Chamber of Commerce respectfully requests permission from the City Council of the City of Beaufort to allow the following items during the Annual Beaufort Shrimp Festival. The festival features a Friday night concert and full day of food and entertainment on Saturday.

- Permission for alcohol sales (beer and wine) and to allow open alcohol containers in the Henry C. Chambers Waterfront Park during the festival from 5:00 p.m. Friday evening, October 2, 2020, until 8:00 p.m. Saturday, October 3, 2020. A temporary Special Event beer and wine license from the South Carolina Department of Revenue – Alcohol and Beverage Licensing will be obtained. We will also contract with the Beaufort Police Department and Fire Department for services in order to ensure a safe event site.
- Permission for street closures to host the Run Forrest Run 5K Bridge Run/Walk Saturday, October 3, 2020, from 6:45 a.m. - 10:00 a.m. The route is as follows: Start/Finish line at Freedom Mall at 8:00 a.m., down Bay Street and crossing the Woods Memorial Bridge to Lady's Island, down Meridian Road then back the same route to Freedom Mall. We will request approval from SCDOT regarding closure for Woods Memorial Bridge from 8:00 a.m.-9:00 a.m. We will coordinate with the City of Beaufort Police Department, Beaufort County Sheriff's Department, SCDOT, and the Bridge Section of the Seventh Coast Guard District.



## BEAUFORT, SC

REGIONAL CHAMBER OF COMMERCE

- Permission for street closures at the following times, days, and locations: One direction of Charles Street Extension Friday, October 2, 2020, and Saturday, October 3, 2020, to allow loading and unloading of equipment for bands and vendors. Vendors will be required to move their vehicle to an appropriate parking spot after loading/unloading. The other lane of Charles Street Extension will be used for Emergency Vehicles.
- Permission to host an arts and crafts market on the green area across from the Downtown Marina store on Friday, October 2, 2020, from noon – 10:00 p.m. and Saturday, October 3, 2020, from 11:00 a.m. – 5:00 p.m.

Thank you for your consideration and support as we continue to plan successful events that draw both area residents and tourists to our historic downtown district.

Sincerely,

Ginger Olszewski

Member Services Manager | Beaufort Regional Chamber of Commerce



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 2/21/2020  
**FROM:** Ivette Burgess and Kathy Todd  
**AGENDA ITEM TITLE:** Approval of Civil Rights Coordinator and Committee to include Transition Plan for Section 504 Compliance  
**MEETING DATE:** 2/25/2020  
**DEPARTMENT:** Finance

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*BACKGROUND INFORMATION:*

Meeting the requirements of Section 504 of the Rehabilitation Act.

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Committee Document	Backup Material	2/21/2020
Transition Plan	Backup Material	2/21/2020

**CIVIL RIGHTS CONTACT INFORMATION**  
**CIVIL RIGHTS COMMITTEE**

**COORDINATOR:** Ivette Burgess

**COMMITTEE:**

	<u>NAME</u>	<u>OCCUPATION AND PHONE #</u>
1.	Kathy Todd	City of Beaufort Staff
2.	Bruce Skipper	City of Beaufort Staff – Building Inspector
3.	Damian Ashcraft	Beaufort County VA Staff

**CIVIL RIGHTS FILE INCLUDES BUT NOT LIMITED TO FAIR HOUSING, SECTION 504 (ADA), TITLE VI, LIMITED ENGLISH PROFICIENCY AND SECTION 3 OF THE CIVIL RIGHTS ACT**

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Beaufort City Council

\_\_\_\_\_



William A. Prokop  
City Manager

**CITY OF BEAUFORT**  
1911 BOUNDARY STREET  
BEAUFORT, SC 29902

**City Council Members**  
Billy Keyserling, Mayor  
Mike McFee, Mayor Pro Tem  
Phillip Cromer  
Stephen Murray  
Nan Sutton

**Section 504 Compliance  
Barrier Removal/Transition Plan  
February 2020**

<b>January 2018 Facility 1: Beaufort City Hall</b>	
1911 Boundary Street Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 2: Beaufort Municipal Court and Beaufort Police Department</b>	
1901 Boundary Street Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 3: Beaufort Fire Department Main Headquarters</b>	
135 Ribaut Road Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 4: Beaufort Fire Department Station 2</b>	
1120 Ribaut Road Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 5: Beaufort Public Works Department</b>	
16 Burton Hill Road Beaufort, SC	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 6: Waterfront Park</b>	
950 Bay Street Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 7: Pigeon Point Park</b>	
1512 Pigeon Point Road Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 8: Washington Street Park</b>	
1011 Washington Street Beaufort, SC 29902	
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 9: Carnegie Building</b>	
701 Craven Street Beaufort, SC 29902	Leased to Beaufort Regional Chamber of Commerce
Necessary Structural Changes:	No building access for individuals in wheelchairs No access between floors for individuals in wheelchairs No handicapped restrooms
Action to be Taken:	
Responsible Individual:	Bill Prokop, City Manager
Project Start Date:	Immediate
Project Completion Date:	ongoing
Project Cost:	
Reasonable Accommodations	Staff will meet with disabled individuals at adjacent City facility. Handicapped employees will be provided office space at adjacent City facility

<b>Facility 10: City of Beaufort Downtown Operations</b>	
713 Craven Street Beaufort, SC 29902	Leased to Greater Beaufort Port Royal Convention & Visitor's Bureau
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 11: City of Beaufort Downtown Operations</b>	
500 Carteret Street Beaufort, SC 29902	The Downtown Operations is a department of the City. They oversee the Downtown and the parks and act as a liaison between downtown businesses and business groups and the City. The building is also leased out to a few businesses and a non-profit business.
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A

<b>Facility 12: Beaufort/Port Royal Fire Station</b>	
571 Robert Smalls Pwky Beaufort, SC 29906	The Fire Station is not used for voting or other public activities.
Necessary Structural Changes:	None
Action to be Taken:	N/A
Responsible Individual:	N/A
Project Start Date:	N/A
Project Completion Date:	N/A
Project Cost:	N/A
Reasonable Accommodations	N/A