



**CITY OF BEAUFORT**  
1911 BOUNDARY STREET  
BEAUFORT MUNICIPAL COMPLEX  
BEAUFORT, SOUTH CAROLINA 29902  
(843) 525-7070  
**CITY COUNCIL REGULAR MEETING AGENDA**  
**March 27, 2018**

**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 - Jamyah Moore, Whale Branch Early College High School

**IV. PUBLIC COMMENT**

**V. PUBLIC HEARING**

**VI. MINUTES**

A. Worksession and Regular Meetings February 27, 2018

**VII. OLD BUSINESS**

- A. Ordinance amendment to Section 1-3001, Meetings of Council; Date and Time - 2nd Reading
- B. Ordinance amendment to Section 1-4051, Other Offices and Departments; Creation of other Departments - 2nd Reading

**VIII. NEW BUSINESS**

- A. Consideration to consider request letter from Gullah Festival regarding Gullah Festival May 25-27, 2018. In addition, organizers seeking Co-Sponsorship for use of the Waterfront Park for event.
- B. Request from the Memorial Day Committee to host annual Memorial Day Parade on Monday, May 28, 2018

**IX. REPORTS**

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

**X. 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**, Jamyah Moore was selected as the winner by Whale Branch Early College High School as the student of the month.

**NOW, THEREFORE**, the City Council of the City of Beaufort, South Carolina, hereby proclaims February 2018 as

### **JAMYAH MOORE AS WHALE BRANCH EARLY COLLEGE HIGH SCHOOL STUDENT OF THE MONTH**

The City of Beaufort thereby pronounces Honesty as the word for the month of February and applauds Jamyah Moore, the Beaufort County School District, and Whale Branch Early College High School for their work and specifically honors Jamyah Moore Whale Branch Early College 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 27<sup>th</sup> day of March 2018.

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BILLY KEYSERLING, MAYOR

ATTEST:

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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:** 3/23/2018  
**FROM:**  
**AGENDA ITEM**  
**TITLE:** Worksession and Regular Meetings February 27, 2018  
**MEETING**  
**DATE:** 3/27/2018  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

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*REMARKS:*



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## CITY OF BEAUFORT

### DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 3/23/2018  
**FROM:**  
**AGENDA ITEM** Ordinance amendment to Section 1-3001, Meetings of Council; Date and Time - 2nd  
**TITLE:** Reading  
**MEETING** 3/27/2018  
**DATE:**  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

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*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Ordinance	Backup Material	3/23/2018

## ORDINANCE

Amending Part 1 Chapter 3 Article A, Section 1-3001 of the City Code of Ordinances Pertaining to the Date and Times of Council Meetings

WHEREAS, City Council now meets periodically in worksession to engage in public discussion of agenda items; and,

WHEREAS, Council believes that the date and time of these worksession meetings should be stated in City Ordinances; and,

WHEREAS, Section 1-3001 of the City Code of Ordinances states the date and time of meetings of Council;

NOW THEREFORE, BE IT ORDAINED, by the City Council of Beaufort, in Council duly assembled, and by the authority of the same, that Section 1-3001 of the City Code of Ordinances shall be amended to state as follows:

### **Sec. 1-3001. - Date and time.**

(a) Worksession meetings of Council may be held on the second, third and fourth Tuesday of the month at 5:00 p.m. Regular meetings of Council shall be held on the second and fourth Tuesday of each month at 7:00 p.m., unless changed by a majority vote of members present at any regular or special meeting.

(b) Special meetings of council may be held on the call of the mayor or of a majority of the members. Notice of a special meeting shall be given immediately to all available members and the news media by the manager.

(c) All worksession, regular and special meetings of council shall be open to the public.

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:** 3/23/2018  
**FROM:**  
**AGENDA ITEM** Ordinance amendment to Section 1-4051, Other Offices and Departments; Creation of  
**TITLE:** other Departments - 2nd Reading  
**MEETING** 3/27/2018  
**DATE:**  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

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*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Ordinance	Backup Material	3/23/2018



## ORDINANCE

Amending Part 1 Chapter 4 Article E, Section 1-4051 of the City Code of Ordinances Pertaining to the Other Departments in the Municipal Government Administration of the City of Beaufort

WHEREAS, the City Manager, with the advice and consent of City Council, has reorganized the departments of City government; and,

WHEREAS, Section 1-4051 of the City Code of Ordinances states the departments within City administration;

NOW THEREFORE, BE IT ORDAINED, by the City Council of Beaufort, in Council duly assembled, and by the authority of the same, that Section 1-4051 of the City Code of Ordinances shall be amended to state as follows:

### **Sec. 1-4051. - Creation of other departments**

(a) There are hereby established and created other departments for the city as follows:

- (1) Police
- (2) Fire
- (3) Municipal Court
- (4) Human Resources
- (5) Finance
- (6) Public Works, Projects, Facilities and Emergency Management
- (7) Downtown Operations and Contract Management
- (8) Planning and Development Services

(b) Persons appointed to these departments and offices shall be responsible for the functions and duties as prescribed in this Code and other duties as the City Manager may from time to time determine.

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:** 3/23/2018  
**FROM:** Linda Roper  
**AGENDA ITEM TITLE:** Consideration to consider request letter from Gullah Festival regarding Gullah Festival May 25-27, 2018. In addition, organizers seeking Co-Sponsorship for use of the Waterfront Park for event.  
**MEETING DATE:** 3/27/2018  
**DEPARTMENT:** City Managers Office

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*BACKGROUND INFORMATION:*

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***PLACED ON AGENDA FOR:***

***REMARKS:***

**ATTACHMENTS:**

Description	Type	Upload Date
Request Letter	Backup Material	3/23/2018
WFP Application	Backup Material	3/23/2018
Co-Sponsorship Form	Backup Material	3/23/2018

# Gullah Festival SC.29901



# of Beaufort

## Remember the Past; Preserve the Present; Shape the Future!

The Original Gullah Festival of SC Inc. is a non-profit, tax exempt organization of Beaufort, SC. Established by native Beaufortonians in 1986, and incorporated in 1987, the three day celebration's goal is to reclaim for future generations the beauty and history of the disappearing Gullah Culture, a compelling mix of West African legacy and American experience and to eventually be able to help arts in education.

The Gullah Festival of SC, Inc. is hereby making its annual request for use of the Waterfront Park facilities for May 26<sup>th</sup>, 27<sup>th</sup> and 28<sup>th</sup> Memorial Day weekend. Your assistance is requested in regards to the following items:

1. The City allows the Gullah Festival access to the park on Thursday, May 24<sup>th</sup> to prepare for the 3 day weekend.
2. The City acknowledges that the Gullah Festival will use the Waterfront Park on Friday, May 25<sup>th</sup> and Saturday, May 26<sup>th</sup> from 9a to 11pm and on Sunday, May 27<sup>th</sup> from 9a to 7pm.
3. The City closes the sidewalks and disables the water sprinklers on the Waterfront Park on:  
Friday, May 25<sup>th</sup> from 9a to 11pm.  
Saturday, May 26<sup>th</sup> from 9a to 11pm.  
Sunday, May 27<sup>th</sup> from 9a to 7pm.
4. The City allows access to the restrooms, water and power sources on the Waterfront Park on:  
Friday, May 25<sup>th</sup> from 9a to 11pm.  
Saturday, May 26<sup>th</sup> from 9a to 11pm.  
Sunday, May 27<sup>th</sup> from 9a to 7pm.
5. The City grants the Noise Ordinance for the following:  
Friday, May 25<sup>th</sup> from 9a to 11pm.  
Saturday, May 26<sup>th</sup> from 9a to 11pm.  
Sunday, May 27<sup>th</sup> from 9a to 7pm.
6. The City approves vending on Green II for vendors to keep food warm only.
7. The City approves or request to rent 169 metered parking spaces at the Waterfront Park from Thursday, May 24<sup>th</sup> through Sunday, May 27<sup>th</sup> 2018

8. The City waives all concessionaire fees and grant exclusive rights to the Gullah Festival on the dates indicated.
9. The City waives all rental fees for the use of the Park and its facilities.
10. The City waives all parking fees.
11. The (3) docking spaces along the sea wall near the bridge be reserved for excursion boats associated with the festival.
12. The City grants exclusive use of all available spaces at the Waterfront Park to the Gullah Festival on the dates indicated.
13. The City allows the unloading of Gullah Festival Patrons from charter buses on Bay Street.
14. Special Signs giving pedestrians the right of way be erected between Charles and Church streets May 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup>.
15. The City grants permission for the Gullah Festival to erect temporary signs.
16. The City loans various equipment used for other City sponsored events.
17. The City provides the necessary fencing and covering during the Gullah Festival May 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup>.
18. The City provides an electrician on an on-call basis during regular working free of charge. The City waives City of Beaufort fees.
19. The City provides an electrician after working hours.
20. That any disputable changes which directly affect the operations of the festival be discussed with the festival committee before the changes are implemented; and...
21. A suitable consensus cannot be reached on the changes in question between the Gullah Festival Committee and the Park Coordinator the Festival Committee has the right to get the opinion of a third party for dissolution of the problem.

The Gullah Festival Committee will...

1. Contract with the City electrician for after-hours service if needed.
2. Contract with the City Police Department for police protection at all events.
3. Use Golf carts to transport Gullah Festival patrons.
4. Provide a schedule of events weeks prior to the actual event.

Respectfully,

Roy Hicks

President of The Original Gullah Festival of Beaufort, SC



**CITY OF BEAUFORT  
WATERFRONT PARK APPLICATION**

1901 Boundary Street  
Phone: 843-525-7084 Fax: 843-986-5606

Name of Event: <u>The Original</u> <u>Gullah Festival</u>	Date(s) of Event: <u>May 25<sup>th</sup> - 27<sup>th</sup></u> Setup start/end time: <u>May 24<sup>th</sup> 7am</u> Actual event start/end time: <u>May 25<sup>th</sup> 10a - 12m</u> Take down start/end time: <u>May 27<sup>th</sup> 8a - 1a</u>
Organization/Individual Name: <u>The Original Gullah Festival</u> <u>inc.</u>	Address: <u>P.O. Box 83</u> <u>Beaufort, SC. 29901</u> Telephone: <u>678-865-9065</u> Email: <u>TR Hicks ii @ Gmail.com</u>

- Completed application must be received and approved by the Events Coordinator, Linda Roper.
- Full receipt of deposit must be received to ensure securing your requested date for rental of the Waterfront Park.
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Linda Roper, 1901 Boundary Street, Beaufort, SC 29902, or  
scan and email to [lroper@cityofbeaufort.org](mailto:lroper@cityofbeaufort.org).

All private events must follow the Special/Private Events Policy. To discuss specifics of the desired event, you must contact the Events Coordinator at 843-525-7084.

Is event open to the public? Yes

Will admission be charged or donation required? Yes on Saturday only

Will alcoholic beverages be sold? No Served? Yes

Will food be sold? Yes Served? Yes

Will there be any retail sales? Yes

Number of people expected to attend: 20,000 for 3 days

The Waterfront Park venue is rentable in sections with a 4, 6, or 12-hour limit of any chosen park area or areas. Set up and take down time needs to be factored into your chosen block of time. **NO exceptions will be made.**

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

Fill out by circling cost(s) in blocks of time desired for area(s) of interest including electrical needs.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Farmers Market	\$ 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
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.

Comments:

Will need a Noise Ordinance for that weekend.

*Thomas R. High*

Lessee/Applicant Signature

*3/16/18*

Date

-----Below this line for City use-----

Events Coordinator – Linda Roper

Date Application Received

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



# REQUEST FOR CO-SPONSORSHIP

## Henry C. Chambers Waterfront Park

Name of Event The Original Gullah Festival

Date of Event: May 26<sup>th</sup>, 27<sup>th</sup>  
and 28<sup>th</sup>

Contact person: Roy Hicks  
Telephone: 678-865-9065

Please check all that apply.

	Yes	No
<i>Are you a "For Profit" entity?</i>		**
<i>Is this a fund raising event?</i>	<input checked="" type="checkbox"/>	
<i>Is this event open to the public?</i>	<input checked="" type="checkbox"/>	
<i>Is there a required fee / donation to attend this event?</i>	<input checked="" type="checkbox"/>	
<i>Are you requesting more than two (2) park areas for this event?</i>		<input checked="" type="checkbox"/>
<i>Will there be any type of "sales" for this event?</i>	<input checked="" type="checkbox"/>	
<i>Will this event require more than four (4) hours (includes setup &amp; take down)?</i>	<input checked="" type="checkbox"/>	
<i>Will alcohol be sold / served?</i>		<input checked="" type="checkbox"/>

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

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

Events Coordinator Recommendation:      Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Forward for Council Deliberation: \_\_\_\_\_  
Date of Council Meeting

Council:      Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





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## CITY OF BEAUFORT

### DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 3/23/2018  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM** Request from the Memorial Day Committee to host annual Memorial Day Parade on  
**TITLE:** Monday, May 28, 2018  
**MEETING**  
**DATE:** 3/27/2018  
**DEPARTMENT:** City Clerk

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***BACKGROUND INFORMATION:***

Annual event with traditional parade route. City Staff approves and provides support for this event.

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***PLACED ON AGENDA FOR:***

***REMARKS:***

**ATTACHMENTS:**

Description	Type	Upload Date
Parade Application	Backup Material	3/23/2018

**CITY OF BEAUFORT, SOUTH CAROLINA  
APPLICATION FOR PARADE OR PUBLIC ASSEMBLY PERMIT**

To be filed NOT LESS than ten days before event

1911 Boundary Street Beaufort, SC 29902

Phone (843) 525-7070

Name of Applicant: Memorial Day Committee

Address: P.O. Box 1961 Beaufort SC 29901 Phone # 843-263-4620

Name of Sponsoring Organization: Same (Elijah Washington Chairman)

Address: P.O. Box 1961 Beaufort, SC 29901

Date of Parade/Public Assembly: 5/28/18

Route Proposed (Giving Starting & Termination Points): Rogers & Boundary → Cartered  
→ Bay → Bladen → Rogers & Boundary

Approximate Number of Persons, Animals & Vehicles Constituting Parade: 600

Time Parade Will Begin : 10:00 AM Parade will Terminate: 11:30 AM

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 \_\_\_\_\_

Location of Assembly Area: Corner, Rogers & Boundary

Time Units Will Begin to Assemble: 9 AM

Interval of Space between Units in Parade: 5 ft

Type of Public Assembly (including description of activities) \_\_\_\_\_

Cars, trucks, floats, vans, decorated with

Description of Recording Equipment, sound amplification equipment, banners, signs, or other devices to be used: Decorated with signs banners,

Flags etc

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.

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

Signature of Applicant: Elijah Washington

Application Received By: K. Cruz Receipt # 112226 DB

Date Application Received: 3/19/18

Approved By: \_\_\_\_\_