

CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL REGULAR MEETING AGENDA
February 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. Proclamation Proclaiming March 3, 2018 as "Old Commons Neighborhood Association 15th Anniversary Celebration Day"

IV. PUBLIC COMMENT

V. PUBLIC HEARING

VI. MINUTES

- A. Worksession and Regular Meeting January 23, 2018
- B. Worksession and Regular Meeting February 13, 2018

VII. OLD BUSINESS

- A. Ordinance approving the sale of surplus City property and authorizing the City Manager to execute documents to effect this transfer - 2nd Reading

VIII. NEW BUSINESS

- A. Request for Co-Sponsorship for use of the Waterfront Park from Tidal Creek Fellowship for Easter Festival event in the Waterfront Park Sunday, March 25, 2018
- B. Request for Co-Sponsorship for use of the Waterfront Park and Street Closure from Lowcountry Habitat for Humanity for Habitat Turkey Trot 5K event Thursday, November 22, 2018
- C. Request for Street Closure, Co-Sponsorship and Waiver of Fees for City Services

from the Cutltual District Advisroy Board and the Downtown Beaufort Merchants Association to host April's First Friday Spring Fling event on Friday, April 7, 2018

IX. REPORTS

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

X. ADJOURN



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM:
AGENDA ITEM Proclamation Proclaiming March 3, 2018 as "Old Commons Neighborhood
TITLE: Association 15th Anniversary Celebration Day"
MEETING 2/27/2018
DATE:
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Proclamation	Backup Material	2/22/2018

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

WHEREAS, John Gettys Smith, ardent preservationist and historian, founded the Old Commons Neighborhood Association (OCNA) on March 3, 2003; and

WHEREAS, the OCNA's mission is to preserve and protect a significant, historical neighborhood, its traditional mixed uses of residences, live-work residences, churches, and schools, its traditional historic architecture, and its traditional economic and racial diversity; and

WHEREAS, the Old Commons Neighborhood is the area within the boundaries of Charles and Carteret Streets from Craven to Boundary Streets; and

WHEREAS, the first OCNA Officers to serve were President: John Gettys Smith, Vice President: Charlotte Pazant Brown, Recording Secretary: Donna Alley, Correspondence Secretary: Maxine Lutz, Treasurer: Mary Mobley, and Historian: Katherine Doctor; and

WHEREAS, the first project the OCNA undertook was to raise funds and partner with the Historic Beaufort Foundation and the South Carolina Department of Archives and History to help stabilize and restore the historic Sons of Beaufort Lodge #36 Meeting Hall circa 1880; and

WHEREAS, subsequent OCNA fundraisers have been held to raise funds used to purchase and erect historical markers throughout the Old Commons Neighborhood.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims March 3, 2018 as the

**OLD COMMONS NEIGHBORHOOD ASSOCIATION
15th ANNIVERSARY CELEBRATION DAY**
Celebrating "An Uncommon Neighborhood with a Common Vision"

The current OCNA Executive Committee and members of the OCNA 15th Anniversary Committee invite you to join them on Saturday, March 3, 2018 to celebrate this special occasion as they replant live oak trees in the 800 block of Prince Street and then again for their next fundraiser, a walking tour of the "Sacred and Profane in Old Commons" on May 12, 2018.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 27th Day of February 2018.

BILLY KEYSERLING, MAYOR

ATTEST:

IVETTE BURGESS, CITY CLERK



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM:
AGENDA ITEM
TITLE: Worksession and Regular Meeting January 23, 2018
MEETING
DATE: 2/27/2018
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Minutes	Backup Material	2/22/2018

A work session of the Beaufort City Council was held on January 23, 2018 at 5:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilwoman Nan Sutton, Councilmen Mike McFee, Phil Cromer, and Stephen Murray, and Bill Prokop, city manager.

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

CALL TO ORDER

Mayor Keyserling called the work session to order at 5:00 p.m.

JOHNSON CONTROLS UPDATE

Neil Pugliese introduced members of the Johnson Controls team.

Kim Smith reviewed the timeline of Johnson Controls' work with the City of Beaufort on the energy performance contract. Mr. Pugliese said an early question was about why the city couldn't execute the control measures itself to save on costs; he said the answer has been borne out by Johnson Controls' work, which brought "all of these control measures together at one fell swoop" to achieve savings at a level that exceeded expectations. This also allowed results to be tracked and to get the city "that good rebate," Mr. Pugliese said (i.e., the \$100,000 check the city received from SCE&G).

There were "no surprises," Ms. Smith said, in the budget. Mr. Pugliese said with other projects, there have been cost overruns and change orders, but not with Johnson Controls, which "stuck with their plan" and "even accelerated" it to deliver ahead of schedule.

Ms. Smith reviewed the improvements that Johnson Controls made: installation of LED lighting; building envelope upgrades; control systems throughout the city's buildings, so adjustments can be made as needed (e.g., to the heat during a recent cold snap); "many significant mechanical upgrades" (e.g., replacing the old, loud, inefficient chillers); installation of solar arrays, which gets the city a rebate per kWh (kilowatt hour) for the first ten years, and then after that, the power can be used in the facilities; upgraded security systems at 4 city facilities, including installing a new, much clearer digital video camera system; an emergency generator system upgrade, and installation of a tankless water heater at the marina.

Ms. Smith said the program was originally to be completed in March 2018; it was completed in December 2017, and Johnson Controls is now only "handling some punch list items." She thanked Mr. Pugliese for being "a difference maker" on this. Mr. Pugliese said the local subcontractors were "phenomenal" and "far exceeded expectations."

Mr. Pugliese discussed "deletions and additions." Johnson Controls will continue to

evaluate this project to determine what is needed, what “will give us a cost benefit,” and what will further increase efficiency. For example, there was to be a fence put around the automatic transfer switch at City Hall, he said, but it would have made the space too confined for people to work in it, so that was not done. It was decided to “off-load some things that were just not going to be cost-beneficial to the project,” Mr. Pugliese said.

Mr. Prokop asked Mr. Pugliese to “highlight what we added in place of” those projects that were not “cost-beneficial.” Mr. Pugliese discussed an automatic chemical feeder “that was added to the cooling tower,” which saved the cost of mixing the chemicals manually, as well as reducing or eliminating human error. The irrigation at Fire Station #2 was “about a \$19,000 de-scope,” he said, because they learned the water there wasn’t being used, and “it didn’t pay for itself.” Now, there is an expanded service contract for all of the city’s buildings, he said, so there is one company that the city goes to for all of its HVAC requirements. During the project, it was discovered that the double doors at Fire Station #1 “were bent,” Mr. Pugliese said, so the city will have to take care of this issue separately; they work, but they’re not ready for a security system yet, “so we had to de-scope that” until the doors are fixed. Some of the funds that were saved were used to do “the architecture and engineering of the second floor” of the police department building, he said, which is “undeveloped space” that will now be “usable.”

Ms. Smith said Johnson Controls compared November through January of last year and compared it to that period this year. Electrical consumption went from 524,000 kWh to 231,000 kWh, she said, which meant a cost reduction from \$74,000 last year to \$26,000 this year. The bill credit for 22 days of solar generation so far is over \$1,900, Ms. Smith said. The “total savings for the 3-month period, year-over year is \$49,000,” which is a 67% savings, she said; the savings Johnson Controls had guaranteed was 37.5%. Mr. Pugliese said in the next quarter, he expects “even more striking” results because of the short period of solar generation during November through January.

Ms. Smith confirmed that the \$100,000 rebate check from SCE&G is separate from the savings she had detailed. She commended Mr. Prokop, who had experience working with performance contracts, and he commended Johnson Controls’ team and the “great job” they did on a project the city could not have done itself. Ms. Smith said Johnson Controls would continue to work with the city in the years ahead to ensure that “we continue to see these types of results.”

Councilman McFee asked why diesel was “the optimum choice, as compared to natural gas,” to fuel the generator. He was told it was mainly because of the “response time”; with diesel, there is a much shorter period from loss of power to when the generator starts.

Ms. Smith said Johnson Controls will continue to look at and bring forward other opportunities for the city when it’s determined that there would be a cost benefit.

There being no further business to come before council, the work session was adjourned at 5:40 p.m.

EXECUTIVE SESSION

Pursuant to Title 30, Chapter 4, and Sections 70 (a) (1) and (2) of the South Carolina Code of Law, **Councilwoman Sutton made a motion, seconded by Councilman Murray, to enter into Executive Session for discussion of appointments to boards and commissions and receipt of legal advice. The motion passed unanimously.**

DRAFT

A regular meeting of the Beaufort City Council was held on January 23, 2018 at 7:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilwoman Nan Sutton, Councilmen Mike McFee, Phil Cromer, and Stephen Murray, and Bill Prokop, city manager.

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

CALL TO ORDER

Mayor Keyserling called the regular council meeting to order at 7:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman McFee led the invocation and the Pledge of Allegiance.

Councilman Murray made a motion, second by Councilman McFee, to adjourn the Executive Session. The motion passed unanimously. Mayor Keyserling said no action was taken.

CHARACTER EDUCATION PROCLAMATION

Councilman McFee made a motion, second by Councilman Murray, to approve the proclamation of Jermaine Smalls, Robert Smalls International Academy, as student of the month. Councilman McFee read the proclamation, and Mayor Keyserling presented it to Mr. Smalls, who thanked council for the award. Principal **Jennifer Morillo** commended Mr. Smalls and thanked council for recognizing him.

RESOLUTION COMMENDING BARBARA LAURIE FOR SERVICE ON THE HISTORIC DISTRICT REVIEW BOARD (HDRB)

Councilman Murray made a motion, second by Councilman McFee, to approve the resolution. Councilman McFee read the proclamation, and Mayor Keyserling presented it to **Barbara Laurie**. Ms. Laurie thanked council, **Libby Anderson** and **Lauren Kelly** of the city's planning department, and **Maxine Lutz** of Historic Beaufort Foundation (HBF) for her work with the HDRB.

PUBLIC HEARING: COMMUNITY DEVELOPMENT NEEDS ASSESSMENT

Mayor Keyserling opened this public hearing. Ms. Anderson introduced **Barbara Johnson**, the affordable housing manager at Lowcountry Council of Governments (LCOG). Ms. Johnson made a PowerPoint presentation about the Community Development Block Grants (CDBG). In Beaufort County, low- and moderate-income residents are one-person households that earn less than \$39,000 in gross taxable income, two-person households that make less than \$45,000, and so on, with the amount of income increasing with the number of people in the household, she said.

The CDBG program has been funded through the state by HUD (Housing and Urban

Development) since 1982, Ms. Johnson said. The 2018 allocation for CDBG funds for South Carolina is \$18,504,000.

The grant categories are Community Development, Business Development, and Regional Planning, Ms. Johnson said. Community Development subcategories are the following:

- Community infrastructure (water, sewer, drainage and road projects)
- Community enrichment (e.g., brownfield projects, building demolition, etc.)
- Special projects set-aside
- Ready-to-go, urgent needs set-aside
- Neighborhood Revitalization projects (infrastructure, housing, etc.) The City of Beaufort currently has such a project on Greenlawn Drive, Ms. Johnson said.

Business Development – Local government projects to create opportunities for new jobs, stimulating private investment, etc.

Regional Planning – The program provides councils of government with funds to assist local governments in building “capacity.”

Ms. Johnson reviewed the amounts available, the minimum and maximum amounts of funding that could be applied for, and the deadline to apply in each category.

Because the City of Beaufort currently has an open Neighborhood Revitalization project, it cannot apply for another grant in that subcategory at this time, Ms. Johnson said. She reviewed other general grant prohibitions.

For the second year, the Beaufort County and Lowcountry Regional Home Consortium is included, Ms. Johnson said, which is comprised of Beaufort, Colleton, Hampton, and Jasper Counties, and “all 20 municipalities in our region.” She reviewed the top 3 objectives for the consortium.

Ms. Johnson said she is asking for the City of Beaufort’s “list of your priority housing needs . . . for us to consider” for the 2018-2019 “annual action plan,” which is to be submitted to HUD by April 30, 2018.

Mike Sutton said the City of Beaufort has spent many years trying to revitalize the Northwest Quadrant, which is “one of the oldest neighborhoods in the area” and at one point was considered “the most blighted area in the entire county for residential use.” The housing stock there “is well beyond its lifespan,” he said, so for years, it’s been difficult to “maintain livable standards in that neighborhood.” Through grants obtained “many years ago,” the City of Beaufort “attracted jobs through [the] creation of things like water and sewer facilities in the Northwest Quadrant,” Mr. Sutton said. Mossy Oaks, which is also an aging neighborhood, was largely built in the 1970s, he said, but it’s very new housing stock compared to the Northwest Quadrant’s, some of which “dates to the early 1800s and later.”

Mr. Sutton suggested that housing maintenance programs are needed, such as “ways to put roofs on houses.” He discussed roofs that were put on approximately 30 houses in 2008, thanks to a block grant and “sweat equity,” but “15 or 20 years” later, “those roofs [will be] going again,” and many people can’t afford to replace them because of other living expenses and insufficient income.

Mr. Sutton said it’s important for the city to seize every opportunity it can to obtain CDBG funds. When the money is obtained, it “doesn’t take long to burn through” it, he said, so the city needs to ask for funds that will have the most impact. He reiterated the importance of applying for funds to help maintain and repair the current building stock in the Northwest Quadrant.

Ms. Laurie said she concurred with what Mr. Sutton said about the needs in the Northwest Quadrant. Many of the older homes there are owned by “elderly persons who are not able to do the upkeep” on their homes. The infill in the neighborhood “brings revenue to the city, which is a good thing,” but “many people can’t keep up” their homes, which “look worse and worse” next to newly constructed residences there. Ms. Laurie recommended looking at funding through CDBG to meet the “more prevalent needs” of current residents throughout the Northwest Quadrant, rather than a strategy of building new housing there.

Ms. Anderson said for a successful CDBG application, “the activity needs to be one of the top 3 priority needs,” so the “needs assessment effort is important.” She said staff had identified the following priorities:

- 1) Drainage improvements in areas that would benefit low- and moderate-income individuals, such as the West Royal Oaks area
- 2) Streetscape improvements – “Duke 3, which is Bladen to Ribaut,” a connector road on Sea Island Parkway and Lady’s Island Drive, Hazel Farm Road on Lady’s Island, which is currently unpaved, and the Salem Road sidewalk project
- 3) Housing, particularly in the Northwest Quadrant – This would include repairs, affordable housing, “construction of new housing and home ownership educational programs,” Ms. Anderson said.

Mayor Keyserling closed this public hearing.

PUBLIC HEARING: ORDINANCE ESTABLISHING A RETAIL FRONTAGE OVERLAY ON THE 1300, 1400, AND 1500 BLOCKS OF KING STREET

Mayor Keyserling opened this public hearing. Ms. Anderson said **Esther Harnett** had submitted an application to apply a “retail frontage overlay” to the old jail property at 1409 King Street in the Historic District. The overlay is a new tool in the Beaufort Development Code, she said, which allows certain uses – “primarily retail and restaurants” – to be located in buildings that “have direct frontage onto a street” that has a retail frontage overlay.”

Ms. Anderson showed the old jail property on a zoning map and the streets in the Historic District (Bladen and Charles) that already have a retail frontage overlay, as well streets not shown on that map: Carteret Street and Boundary Street between Carteret and Church Streets.

The old jail property has been vacant for many years, Ms. Anderson said. The HDRB has approved the building's demolition if it's determined by structural engineers that complete demolition must be done, but the applicant desires to redevelop the property and not demolish it completely, if possible. Ms. Harnett believes that the additional commercial uses the retail frontage overlay would allow there would help facilitate that redevelopment, Ms. Anderson said.

When reviewing Ms. Harnett's application, staff felt ideally the retail frontage overlay would be applied to a 3-block area: the 1300, 1400 and 1500 blocks of King Street, Ms. Anderson said, which would connect it to the retail frontage overlay on Bladen Street. The current zoning in this area of King Street is T4-N (Neighborhood), which is "basically our old office/residential district," she said. All types of office and residential uses are allowed in this zoning. The retail frontage overlay would allow the uses to also include restaurants and "general retail uses."

Ms. Anderson said another issue to consider with this application is "the current street section," which in this area of King Street is designated as "Neighborhood Street 1," which is a "less intense, informal type of street. It does not require on-street parking; it may require a sidewalk on one side of the street." Staff recommends that if a retail frontage overlay is applied to this part of King Street, the street type should be "intensified . . . to an 'Avenue'-type street," she said; this would require sidewalks on both sides and on-street parking.

Ms. Anderson said the Comprehensive Plan designates the 1300 to 1500 blocks of King Street as Neighborhood Mixed-Use. Appropriate uses in this type of district include residential development, neighborhood-serving commercial uses (such as retail and offices), civic uses, and neighborhood centers, so staff feels "the proposed retail frontage overlay would be consistent with the "future land use" map in the Comprehensive Plan," she said.

The Civic Master Plan suggests redevelopment of this area of King Street as a mixed-use development, Ms. Anderson said; she showed an image from the plan that includes residential development, and "in particular, the Civic Master Plan recommended" redevelopment of the old jail site "into a building with a restaurant, boutique hotel, or condos."

Current land uses in the area were designated as "office-residential," and that's what's been developed in these blocks, Ms. Anderson said. She pointed out the DHEC office in the 1300 block of King Street, and that the rest of that parcel is vacant; the former

school board office, which is currently being used for adult education; a few offices, including “the county office”; the old jail property; a single-family rental property; the vacant south side of the 1500 block of King Street, which, like most of the vacant lots in this area, is used for parking; an office-type building with warehouses attached to it; a short-term rental, and a law office on the corner of King and Bladen Streets. Ms. Anderson said all of the lots that are developed in this area have commercial uses, except for one residential property, which is a long-term rental.

Ms. Anderson said the proposed zoning change to add the retail frontage overlay would allow more development opportunities for this area of King Street and would stimulate needed new development and redevelopment.

Public notification was made via letters sent to adjoining property owners and all owners of property that would be part of the retail frontage overlay (those with property facing King Street); the recipients were offered the opportunity to communicate with planning staff about the proposal, Ms. Anderson said. A public hearing notice ran in the *Beaufort Gazette*, and members of the Northwest Quadrant Neighborhood Association and HBF were notified of this application by email, she said. Several public comments were received, and they are included in council’s agenda package.

Ms. Anderson said staff recommends approval of applying the retail frontage overlay to the 3 blocks of King Street, as discussed. Any streetscape improvements required as a result of retail frontage development, such as sidewalks or on-street parking, would be at the developer’s expense, not the city’s. Staff also recommends that the street section in this area be changed to “Avenue” to “provide for sidewalks and on-street parking where possible,” she said.

Ms. Anderson addressed a question she had received from a member of the public about why the retail frontage overlay was expanded to 3 blocks of King Street, rather than just the half-block where the old jail site is. She said when Ms. Harnett’s application came in, staff looked at “the context” and realized that “from a redevelopment perspective, it would be very desirable to expand that retail frontage all the way to Bladen Street.” If the old jail were set in a different context – such as one that was “completely residential,” like the Hermitage neighborhood, for example – staff might have felt differently, she said, but this area is almost all offices and vacant lots, with one residential rental unit and a unit that appears residential but is a short-term rental. The expanded retail frontage overlay offers more opportunities for needed redevelopment and is more consistent with the vision of the Civic Master Plan, Ms. Anderson said.

Ms. Anderson reviewed the buildings currently in each of the 3 blocks of King Street that are proposed to have the retail frontage overlay; much of the property is vacant/undeveloped, she said, and the county office and DHEC buildings are “probably reaching the end of their lifespan without substantial investment.” The overlay “may

provide incentive for a decision to be made on the future of those buildings,” she said, and could “help the community capitalize” on the many development and redevelopment “opportunities” on King Street.

The Metropolitan Planning Commission (MPC) heard this application January 8 and recommended unanimously that the retail frontage overlay be applied to these 3 blocks of King Street and that the street section there be “upgraded” to “Avenue,” Ms. Anderson said.

Mark Green, 1405 North Street, said council had a copy of his written comments about the retail frontage overlay application. He and his wife bought their property in 1996 as a second home and have retired recently, so they are now making “the investment in renovation” of that property. “We strongly support the redevelopment of the old jail property, and essentially the north side of King Street,” he said, “but we have a problem with putting retail on the south side of King Street, specifically in the 1400 block,” which is across the street from the old jail. Retail businesses there would be “built in the backyard of some historic homes,” Mr. Green said, including homes on North Street. He said, “This is an example of ‘not in my backyard’,” because they are concerned about what retail on King Street “would do to the nature and the character of a historic block.”

Michele Lami, 500 Wilmington Street, read from the notification letter sent by the planning department, in which staff had stated that it recommended the extension of the retail frontage overlay, which Ms. Lami does not support. She favors the old jail’s redevelopment and “redevelopment of the entire area as outlined in the Civic Master Plan,” and she showed one of the plan’s graphics, which suggested “predominantly residential infill with the adaptive reuse of the old jail.” Ms. Lami said, “As a homeowner,” she believes “this is in the best interest of the residential neighborhood, the quality of life, and our property values.”

Ms. Lami’s concerns with staff’s recommendation include “the law of unintended consequences” with “a blanket rezoning.” There are 16 parcels in the area that are owned by 10 different owners, she said. Because no developer has brought forth a plan to develop the entire area being considered for the retail frontage overlay, Ms. Lami feels “there’s no cohesive plan that is bringing together all of the affected stakeholders.” To control future development, she said, the T4-N zoning should be kept as it is, or else commercial development there may be “haphazard . . . or undesirable.”

Ms. Lami said the retail frontage overlay would create “another downtown Beaufort commercial corridor,” which she feels is not needed because the existing commercial streets “don’t appear to be near capacity right now.” She went on to offer “an alternate” concept of putting “mixed-use residential” in the area with “a public green space in the center,” like the parks/squares in Savannah. Ms. Lami said, “It seems like there may be other proposals that are emerging tonight,” in addition to the Civic Master Plan “and other studies and recommendations that have been developed over the past

ten years.”

Ms. Lami asked “what can be done to incentivize the county to either sell or transfer ownership to the City of Beaufort” of its buildings on King Street. She quoted “Goal 4” of the city’s current strategic plan. In addition to appealing to council to deny the retail frontage overlay application for the 3 blocks of King Street, she “asked that” they “pass a resolution to form a special committee to review these emerging concepts and proposals,” as well as to provide recommendations for redevelopment in the area and “a plan of action.”

Charles Dalvini, 1311 North Street, said he lives “half a block to the south of this proposed rezoning.” He understands there has been “tremendous growth in Beaufort County,” but he feels council has “a responsibility to protect the interests of the residential people who have been here for years,” and who have “invested money” as well as “time in developing this small area,” which is “only 2 blocks wide and about 6 or 7 blocks long,” he said, referring to the Bluff neighborhood. Mr. Dalvini objects to “restaurants and retail half a block from the back of this very delicate residential area,” and he feels council should “look out for the interests of the” homeowners who have lived in his neighborhood “for some time.”

Ms. Lutz said HBF supported Ms. Harnett’s request to the HDRB for demolition of the old jail and supported her desire to save what she can of the building as she redevelops it. The proposal to “rezone all 3 blocks” of King Street “came to us during the Christmas holidays,” Ms. Lutz said, and the organization’s Preservation Committee met “during the snow week,” so there was not a quorum present “to discuss this thoroughly.” She feels “the rezoning of these 3 blocks needs more discussion” by HBF’s committee and by council, since “it seems to me it came . . . out of the blue,” and “it does counter what’s suggested in the Comprehensive Plan: that this be developed as residential and a mixed use.”

Ms. Harnett said she lived in Savannah for 40 years, and her house was across the street from the Hilton hotel, retail businesses, bars, a bank, and other residential properties like hers. Her goal in redeveloping the old jail property “is to see something really valuable and vital . . . happen there.” The building has been sitting vacant for years and is “a nasty mess,” she said, which it will continue to be “if we can’t get the zoning to work.” She would like to renovate the building and create something that causes “revitalization in the other 2 blocks” of King Street, such as a boutique hotel.

Mr. Sutton said he lives on Craven Street and has a lot of experience with “trying to get infill to happen” in the city and “was there for the journey” to the Civic Master Plan. He feels staff misunderstands “the very code that we put forward,” in that the retail frontage overlay was meant for areas that were “already developed in a residential nature” and that needed “the ability to change to a commercial use to continue [their] vitality . . . in a residential context.” He feels it was “never intended . . . to apply to an

area devoid of buildings.” Mr. Sutton read from 2.7.2 of the Beaufort Code, which says the “purpose and intent” of the retail overlay is its use “in certain districts” where it is “desirable to maintain a residential character while permitting mixed uses,” but he said that couldn’t be done if there is no residential character there to maintain. He feels the retail frontage overlay is being “misapplied” because “we want the form-based code – the city code – to work.”

Mr. Sutton said he knows no one among the people who worked on the Civic Master Plan who thought “it was ever possible to take the jail down.” The plan “was written around fixed obstacles,” including the jail, which is a historic structure, and Beaufort “has a long history of not allowing significant buildings to come down.” He’s “okay with” the HDRB’s approval of the jail’s demolition, and said he has looked at it with clients over the years and feels redeveloping it “will be very challenging,” so he understands the desire to take the building down and do infill development starting “with a clean slate.”

Mr. Sutton feels if the old jail weren’t there, there would not be talk of a “new commercial sector”; there would instead be a discussion of dividing it into residential lots and putting in “the people we need to service the existing commercial zones that we have” and make them successful, which they won’t be if the city’s zoning “detracts from adding people to the equation.” Mr. Sutton said putting restaurants and bars in a neighborhood “is already problematic,” but “forcing” these businesses on “blocks that the city doesn’t have control over – it’s not in private hands – ” is yet another issue.

Mr. Sutton said the “artisan overlay” that was proposed for this neighborhood included the old jail parcel, and he doesn’t know if that overlay still exists, but in the “context of the use code,” an area with “this type of zoning” is allowed “if you have an artisan overlay on it, to increase the usage to industrial use, including large automobile retail/repair facilities [and] marine sales and use – things you would never want in your backyard.”

The only uses that would be allowed with this retail frontage overlay are restaurants, general retail, and parking structures, Mr. Sutton said. He went on to discuss each of these, including saying that retail doesn’t do well if there are insufficient people to shop at it, and there are 12 restaurants currently downtown within walking distance of this location, which he thinks might not be a good spot for a restaurant. He suggested that if these 3 blocks of King Street are made into an Avenue street section – rather than a Neighborhood street section as they are now – there would be nowhere for the cars on King Street to go, and people might have to turn around in residents’ driveways. If a restaurant there served alcohol, “now you have a bar in your neighborhood,” Mr. Sutton said, and if there’s entertainment there, there will be noise issues. He said there are many other issues that go along with “changing the zoning of a neighborhood into a commercial corridor.” He thinks this was not the intent of the Civic Master Plan, which he believes was “to infill for residential to get people back in the neighborhood.

Mayor Keyserling closed this public hearing.

APPROVAL TO SUPPORT THE BEAUFORT COUNTY ORDINANCE BANNING THE USE OF SINGLE-USE PLASTIC BAGS

Councilman McFee made a motion, second by Councilman Murray, to approve the ordinance on second reading. Mayor Keyserling said that the previous night, Beaufort County Council passed the ordinance on third reading. He described where the county's municipalities are in their voting on it. Beaufort's council made a change that the county then made to the ordinance, and Bluffton Town Council made an amendment that county council found "inconsistent with what their real intent was" with the ordinance; that amendment exempted a bag holding a "to go" box (i.e., a doggie bag) from the ban. Mayor Keyserling said he would work with the municipalities' mayors to develop something that works for the county, "knowing that we might have to come back and modify it at some point." He personally feels the doggie bag use "is so limited" that it's "not worth the fight."

Mayor Keyserling said the Hilton Head and county councils have passed the ordinance with their respective number of required readings, and when the Town of Port Royal and Beaufort have their second readings, "it'll be up to the mayors" and any council members who'd like to participate to see if there's a way to get Bluffton "to conform with what we've done."

Councilman Cromer said if the state legislature passes House Bill (H.B.) 3529, it "supersedes and preempts any ordinance that we pass," and it "applies to regulations enacted after January 1, 2017." He asked if that would "undo what we're doing." **Rikki Parker**, Coastal Conservation League, said last year, Folly Beach and Isle of Palms had "their own ordinances grandfathered in, and our delegation has been incredibly strong on 3529," so it's hoped that "they would defeat" the bill, but "at the very least," that Beaufort County's ordinance would be "grandfathered in." There may also be a legal issue with the state "superseding some pending ordinances in the municipalities and the counties as well," Ms. Parker said.

Mayor Keyserling discussed an example of a time when the county's municipalities were using a "real estate property transfer fee" that was created by Beaufort County and was passed countywide. The state said, "You can't do that," Mayor Keyserling said, and only Hilton Head, which had "a really aggressive, strong senator," was grandfathered in, and today, "Hilton Head . . . still has a real estate property transfer fee." If H.B. 3529 passes, he said, the issue will be resolved "largely by the commitment of our delegation and their willingness to fight." Mayor Keyserling acknowledged that the matter is complicated: The Speaker of the House represents a district that has "a very large packaging company, and one of their subsidiaries makes single-use plastic bags." He said, "It's pretty easy to see what's driving this" effort by the state legislature, but the delegation may be able to "leverage a compromise."

Councilman Murray said he's been told that the Speaker has "been very moderate" on the single-use plastic bag issue and hasn't "forced it through," while the bill's sponsors "are some of the usual suspects, [who] like to erode home rule and attack municipalities."

Councilman McFee said city council and the other councils in the county are aware that businesses will have to find alternatives to single-use plastic bags and that there is a cost associated with that, but they also believe that constituents are "willing to help abate that" cost by either paying a few cents more for a bag or bringing their own to stores. Councilman Murray said there are 8 months after the ordinance is passed before it goes into effect, so it would be good to have a work session or a staff report on "how we communicate the expectations" to local businesses, whom this ordinance is in no way meant to punish.

Mayor Keyserling said county council sees the bag ban as a first step, and the next is "to look at our whole . . . littering ordinance" to see if there's a way to put "more teeth into it."

Michelle Weisman, Bluffton, said she is a photographer, a diver, and a conservationist. She has seen the "huge mess" of plastic below the surface of the ocean when she's diving and said there is "so much trash in the marshes." She shared photos to show how the dangers of "single-use plastics" (e.g., they break down into micro-plastics and people consume them when they eat seafood). There are "huge dumping sites, right by the water," Ms. Weisman said, and they're full of plastics, which go "into our oceans and the food that we eat." **The motion passed unanimously.**

AUTHORIZATION FOR THE CITY MANAGER TO ENTER INTO CONTRACTUAL AGREEMENT FOR SERVICES WITH HOST COMPLIANCE

Councilman Murray made a motion, second by Councilman Cromer, to authorize the city manager to enter into this contract. Mr. Prokop said this contract gives the city an "administrative tool to track every short-term rental" and get a monthly report on each of them. The city shows 75 active short-term rentals operating in Beaufort, he said, while Host Compliance shows there are 139. The annual subscription cost is \$8,195, but if Host Compliance is correct about the number of short-term rentals operating without business licenses, the city will "pick up additional business license" fees that will offset the cost of the contract, Mr. Prokop said. According to the contract, Host Compliance "will refund all our money" if the city is not satisfied after 6 months, he said.

Councilman Murray said the price of \$8,195 is based on the city having 139 short-term rental units at approximately \$69 per unit, and it's billed annually. Once the contract is entered into, he asked Mr. Prokop how quickly Host Compliance would report back about the actual number of short-term rentals, because he's curious if some of the 139 short-term rentals look like they're in Beaufort but are actually outside the city's

jurisdiction. He also wondered if the price of the subscription would be adjusted if the number of units were less than 139. Mr. Prokop said the cost is based on the number of units that are determined to be in the city; Councilman Murray asked, if 100 total units are found in the city, if the cost would be \$6,900, not \$8,195, and Mr. Prokop said that's correct, though Host Compliance is not charging the city for 26 of the 75 short-term rental units it currently knows it has. **The motion passed unanimously.**

REQUEST FROM THE BEAUFORT REGIONAL CHAMBER OF COMMERCE FOR PERMISSION FOR ALCOHOL SALES, STREET CLOSURES, AND USE OF THE GREEN IN THE MARINA LOT FOR THE ANNUAL TASTE OF BEAUFORT EVENT

Councilman McFee made a motion, second by Councilman Cromer, to approve the requests for the May 4 and 5, 2018 event. Janessa Lowery, the Chamber of Commerce events manager, said the street closures are for a 5K run, and the green will be used for an arts and crafts market.

Councilman Murray said in previous years, Main Street Beaufort produced Taste of Beaufort, but he'd noticed that this was a Chamber of Commerce-produced event. Ms. Lowery said that's correct. Though she is new to the organization and doesn't know the event's history, she said, "We are hoping to make it a Chamber event."

Councilman McFee asked if there had been an arts and crafts market at the marina during past Taste of Beaufort events. Councilwoman Sutton said yes, there was. **The motion passed unanimously.**

APPOINTMENTS TO THE HISTORIC DISTRICT REVIEW BOARD (HDRB)

Councilman McFee made a motion, second by Councilman Murray, to appoint Marius Payne to the open seat on the HDRB. Mayor Keyserling said there were 7 "extraordinarily capable candidates" for the board position, and several own property in the Historic District, but Mr. Payne is the only one who is "a native" who owns and maintains property there. **The motion passed unanimously.**

CITY MANAGER'S REPORT

Mr. Prokop said city council's annual retreat would be held February 12 and 13 at the St. Helena Public Library. He said any members of the public with suggestions of discussion topics should call him or **Ivette Burgess** by the end of January.

Phase 1 of the "data gathering" about downtown Beaufort is concluding, Mr. Prokop said, but comments and data will be collected through January 26, so members of the public can offer comments by contacting **Linda Roper**, director of downtown operations. The report will be offered at a council work session, probably at the end of February, he said.

Mr. Prokop said he is reviewing staff's quarterly reports, and he offered some highlights:

- In 2017, the fire service had about 1,850 calls in the City of Beaufort alone (not

including Port Royal); more than 1,000 of those calls were for EMS, and 1,000 were from city residents, so both figures are running at about 60% of the total calls.

- The volume of police calls has gone up to 88,424.
- There were “753 total crimes” in 2017, compared to 946 the previous year. Last year’s goal was to reduce crime by 10%, but this is a reduction of 20%.
- Of all of the 753 crimes, 527 were larceny, and more than 50% of the larceny was “from taking stuff from cars,” most of which were unlocked.

Mr. Prokop thanked the police and fire departments, EMS, and the Burton Fire Service for their fast response and professionalism at an accident the day before at the corner of Charles and Craven Streets.

The results of the energy savings program with Johnson Controls have been “fantastic,” Mr. Prokop said. The goal of the program was to save 37.5% on energy costs, he said, and in the first 3 months, the savings are at 67%.

“We’re expecting the Boundary Street project to be completed by the end of March,” Mr. Prokop said, which is 3 months ahead of schedule, and it’s anticipated to be under budget.

“The Mossy Oaks flooding study” is a new project to solve a problem “that’s been around for a long time,” Mr. Prokop said, and it will begin soon with an engineering report on what needs to be done for the 800-acre Mossy Oaks area and other problem areas in the city.

Commercial and residential development “continue to be very strong,” Mr. Prokop said, and the revenues from development are badly needed for the city to accomplish major projects that lie ahead, especially with infrastructure.

Mr. Prokop told Councilman Murray that council’s approval of the engineering contract for Mossy Oaks had slipped off the agenda due to an administrative error, but it’s “all set to go” and might be brought forward at council’s retreat.

MAYOR’S REPORT

Mayor Keyserling said 2 days of Reconstruction “foundation development” was cancelled because the National Park Service “was out of business for a couple of days” due to the federal government shutdown, but it will be scheduled for a later date.

As of today, Mayor Keyserling said, six cities “have signed on to the lawsuit on seismic testing,” which will “only be filed if one or more of the six permits pending for seismic testing and drilling off the South Carolina coast are approved by the Marine Fisheries Service.”

"The Mayors' Heritage Tourism Group is still purring along," Mayor Keyserling said, and is following the model of the Beaufort County Economic Development Corporation. A board is in place, an existing 501(c)3 status is being transferred to the group, and the group has "agreed to commission a study" that takes any tourism data from the municipalities and "integrates it to look at it within the whole county," he said. In Beaufort, for example, most tourists come for the history, but the majority of them are disappointed in the product when they get here, Mayor Keyserling said, so one thing the Mayors' Heritage Tourism Group will do is look to the county for ATAX money to improve that product throughout Beaufort County's museums.

COUNCIL REPORTS

As the city's representative to the Beaufort History Museum, Councilman Cromer invited council and the public to its annual meeting on Thursday at 6:00 p.m. The meeting will feature a presentation on upgrades to the museum's exhibits, and a reception will follow.

Councilman Murray said Beaufort Digital Corridor has a local, 5-member board of directors now, which had met the Friday before and would meet monthly for 3 months, and then every other month. He is serving as the city's representative on the board.

The Leadership South Carolina Class of 2018 will be in Beaufort this week from Wednesday through Friday, Councilman Murray said.

The Southern Carolina Alliance board retreat is this week, and Councilman Murray said he would be attending.

Councilman Murray said he and Councilman Cromer attended the Northern Regional Plan meeting as substitutes for Councilman McFee and Mayor Keyserling. The group is "moving forward with the Lady's Island study," he said, and is forming a steering committee. They would like "a dedicated city appointee," and that person will be chosen from the MPC. There was also a presentation by **Eric Larson**, Beaufort County's stormwater utility manager, about "a regional stormwater authority." Councilman Murray was asked whether the City of Beaufort would be open to a regional stormwater authority, and he didn't commit to anything, but said, "We would be willing to hear a presentation and . . . open to the concept."

Councilman McFee said council would be attending "Legislative Action Days" for the South Carolina House of Representatives in Columbia during "the first full week in February." He described some of what would be taking place for them there and issues they would discuss with representatives.

Councilwoman Sutton said she's looking forward to the final product from the downtown strategic visioning group. She said most of the group was from Georgia, and they are working on "a strategic vision for the future of our downtown." She expects

there will be promotion of the idea of a downtown management group or individual “to watch over the heart of our city.” The group has been interviewing business and building owners, merchants, and the public.

Councilman Murray said protocol is that council is to withhold its comments during public hearings, but he wanted to say that Ms. Harnett’s “true desire” is to save as much of the old jail building “as possible,” though “conditions and economics may dictate otherwise.” He thanked her for taking on the project and “continuing to make investments in the city.”

There being no further business to come before council, Councilman Cromer made a motion, second by Councilman Murray, to adjourn the regular council meeting. The motion passed unanimously, and the meeting was adjourned at 8:53 p.m.



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM:
AGENDA ITEM
TITLE: Worksession and Regular Meeting February 13, 2018
MEETING
DATE: 2/27/2018
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Minutes	Backup Material	2/22/2018

A regular meeting of the Beaufort City Council was held on February 13, 2018 at 6:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, Phil Cromer, and Stephen Murray, and Bill Prokop, city manager. Councilwoman Nan Sutton was absent.

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

CALL TO ORDER

Mayor Keyserling called the regular council meeting to order at 6:01 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Councilman McFee led the invocation and the Pledge of Allegiance.

Mayor Keyserling requested that the agenda be amended to include a request from the Beaufort Film Festival to extend the noise ordinance to 10:45 p.m. for an event at Q on Bay that would have acoustic music. **Councilman McFee made a motion to amend the agenda, seconded by Councilman Cromer. The motion passed unanimously.**

Councilman McFee said the item would be included as the last item of new business.

MINUTES

Councilman McFee made a motion, second by Councilman Murray, to approve the minutes of council's work session and regular meeting January 9, 2017. Councilman Cromer said, on page 4, in the third paragraph, "relative" should be "relatively." On page 6, in the eighth paragraph, the word "said" should be stricken before "another component of this project," he said, and on page 10, the "Board" River should be the "Broad River." **The motion to approve the minutes as amended passed unanimously.**

Councilman McFee made a motion, second by Councilman Cromer, to approve the minutes of council's work session January 16, 2017. Councilman Cromer and Councilman McFee discussed whether the state's shortfall is projected to be \$40 million – as stated on page 5 of the minutes – or \$400 million. *[After reviewing the audio of the meeting, at 1:28:43 in the recording, Councilman Cromer had stated the amount was \$40 million. – steno.]* **The motion to approve the minutes as submitted passed unanimously.**

REQUEST FOR CO-SPONSORSHIP FOR USE OF THE WATERFRONT PARK FOR DRAGONBOAT RACE DAY 2018

Councilman McFee made a motion, second by Councilman Murray, to approve the request for the June 23, 2018 event. Connie Wegmann described what the DragonBoat Beaufort organization does. Jodie Miller described this year's event. Councilman Murray asked Neal Pugliese when the completion date of the new day dock is; Mr. Pugliese said it would be completed by the third week in May. **The motion passed unanimously.**

REQUEST FOR CO-SPONSORSHIP FOR USE OF THE WATERFRONT PARK FROM HOPEFUL HORIZON FOR THE ANNUAL TAKE BACK THE NIGHT EVENT IN THE WATERFRONT PARK

Councilman McFee made a motion, second by Councilman Cromer, to approve the request for the April 20, 2018 event. The motion passed unanimously.

AUTHORIZATION TO ALLOW CITY MANAGER TO EXECUTE CONTRACT FOR SOUTHSIDE PARK MULTI-USE TRAIL

Councilman Murray made a motion, second by Councilman Cromer, to approve authorizing the city manager to execute this contract. Kathy Todd discussed the process for the \$100,000 trail grant, which has a committed match of \$54,335. The city received 3 proposals for the multi-use trail and pedestrian bridge construction: O'Quinn Marine Construction for \$305,546.75, Quality Enterprises for \$337,425, and Carolina Recreation & Design for \$152,264.26. The committee, comprised of Mr. Pugliese, **Lamar Taylor**, and **Brian Franklin**, chose Carolina Recreation and Design after interviewing its representatives. Ms. Todd said the company received "glowing recommendations," and the "quality of their work" was said to be "exceptional," as were their materials. Also, their price falls within the grant budget, she said. **The motion passed unanimously.**

AUTHORIZATION TO ALLOW CITY MANAGER TO ENTER INTO CONTRACT FOR ENGINEERING SERVICES

Councilman McFee made a motion, second by Councilman Murray, to approve authorizing the city manager to enter into this contract. Ms. Todd said this is the engineering contract for stormwater in Mossy Oaks and other parts of the city. Infrastructure Construction and Engineering's proposal for the drainage study is broken down as follows: \$123,575.52 for Mossy Oaks Basin 1; \$112,385.52 for Mossy Oaks Basin 2; \$16,713.61 for the Lafayette Street outfall; \$17,434.77 for Calhoun Street drainage; \$19,061.33 for the King's Ridge outfall; \$9,897.84 for the Broad Street drainage ditch; \$5,647.84 for the Johnny Morrall pipe outfall, and \$39,414.57 for the Hay Street outfall, "for a total engineering contract price of \$344,131.00."

Ms. Todd said, "There are sufficient resources carried forward in stormwater" monies to cover this contract for the engineering study. Mayor Keyserling said the expenses will "hopefully be shared by other entities," which "committed before they knew the number."

Councilman Murray said there had been a task force meeting since the last council work session about this project, in which the breakdown of the requests to various entities was presented. He asked Mr. Pugliese if there had been "any further commitment from those jurisdictions to participate in the project." Mr. Pugliese said the city has verbal commitments "from each one of the entities"; letters will be sent for a formal ask. He feels "pretty confident" these entities will contribute funds, but "probably not" for the full amount the city is asking of them. The city has reached out to the school district, Mr. Pugliese said, but it has indicated that it doesn't have the funds in this year's budget for

this kind of expenditure. The school district's portion is 16%, which is approximately \$20,000, he said.

Mr. Pugliese said the plan is for the study to be completed in 6 to 8 weeks; the most time-consuming part of it will be the survey.

Councilman Murray said on page 7 of the breakdown, under "Hay Street outfall," "permitting" and "bid/award and construction administration" are shown, but these are not "included in other projects on the list." Mr. Pugliese said these are specific to the Hay Street outfall, which is "a little further along than the others" in the project. He then described the various phases of the project for the other areas. **The motion passed unanimously.**

Mr. Pugliese said the analysis by the county was good, but "it was not as complete as we would have liked . . . Some critical elements" were missing "from the total analysis. Therefore, we're going back to the original ask, which is based on acreage, not on impervious."

ORDINANCE APPROVING THE SALE OF SURPLUS CITY PROPERTY AND AUTHORIZING THE CITY MANAGER TO EXECUTE DOCUMENTS TO EFFECT THIS TRANSFER

Councilman McFee made a motion, second by Councilman Cromer, to approve this ordinance on first reading. Mr. Prokop said this is "a small, excess piece" of city property. The city declined the original offer by the buyer, **Steve Tully**, and said the minimum amount it would accept was \$2,000. Mr. Tully's latest bid met that amount, Mr. Prokop said, so the property will sold to him, and it will "be put back on the tax rolls." **The motion passed unanimously.**

REQUEST TO GRANT AN EXTENSION TO THE NOISE ORDINANCE FOR A BEAUFORT FILM FESTIVAL EVENT

Councilman Murray made a motion, second by Councilman Cromer, to grant a noise waiver until 10:45 p.m. for the February 22, 2018 event at Q on Bay. The motion passed unanimously.

CITY MANAGER'S REPORT

Mr. Prokop said the city would begin its "aggressive . . . landscape planting on Boundary Street" beginning the following day.

COUNCIL REPORTS

Councilman Murray thanked Mr. Prokop and staff for a "great retreat." Councilman McFee and Councilman Cromer agreed.

There being no further business to come before council, Councilman Cromer made a motion, second by Councilman Murray, to adjourn the regular council meeting. The motion passed unanimously, and the meeting was adjourned at 6:25 p.m.



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM: William Prokop, City Manager
AGENDA ITEM TITLE: Ordinance approving the sale of surplus City property and authorizing the City Manager to execute documents to effect this transfer - 2nd Reading
MEETING DATE: 2/27/2018
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	2/22/2018

ORDINANCE

Approving the sale of surplus City property and authorizing the City Manager to execute documents to effect this transfer

WHEREAS, over the years the City has acquired title to property within the City limits which it does not use or need; and,

WHEREAS, with the approval of Council, City staff compiled a list of surplus properties, which were offered to interested parties by closed bids; and,

WHEREAS, the high bidder for the sliver of property located at Beaufort County Tax Map Number R120 003 000 039A 0000 , was Steve Tully; and,

WHEREAS, a condition of this sale is that the purchaser shall be responsible for all closing costs; and,

WHEREAS, Council finds that this bid is reasonable, and that the sale of this properties is in the best interest of the City and its citizens; and,

WHEREAS, Section 1-3021 of the City Code of Ordinances provides that an Ordinance is required for the conveyance of any lands of the City;

NOW THEREFORE, BE IT ORDAINED, by Beaufort City Council, duly assembled and by the authority of the same, as follows:

That Council approves and authorizes the sale of the following property to Tully, LLC, for the sum of \$2,000:

ALL of those certain pieces, parcels or lots of land, situate, lying and being designated as Lots 13 and 14, Block B, City of Beaufort, Beaufort County, South Carolina, as shown on that certain subdivision plat entitled "Plan of New Building Lots West of Town of Beaufort" dated December 1910 and recorded in the office of the Register of Deeds in Plat Book 2 at Page 13. Said property has a Beaufort County Tax Map Number of R120 003 000 039A 0000.

The City Manager is authorized to execute on behalf of the City such documents as may be necessary to fully complete this conveyance.

This Ordinance shall become effective upon adoption.

BILLY KEYSERLING, MAYOR

ATTEST:

IVETTE BURGESS, CITY CLERK

1st Reading_____

2nd Reading and adoption_____

Reviewed by

William B. Harvey, III, City Attorney



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM: Linda Roper
AGENDA ITEM Request for Co-Sponsorship for use of the Waterfront Park from Tidal Creek
TITLE: Fellowship for Easter Festival event in the Waterfront Park Sunday, March 25, 2018
MEETING
DATE: 2/27/2018
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Request Letter and Co-Sponsorship Form	Backup Material	2/22/2018

To whom it may concern:

In 2017, with the help of our local businesses, Tidal Creek Fellowship's children's department, Creek Kids, was able to serve over 2500 guests at our first large-scale community event! Due to our overwhelmingly positive feedback, Creek Kids is hosting our second-annual community Easter Festival on March 25th, 2018! We are requesting that the event be held on the lawn along the Waterfront Park in Downtown Beaufort, where members of Tidal Creek will offer a variety of free entertainment, such as bounce houses, refreshments, crafts, music, and prizes, including Easter baskets for the first 500 children who attend the event and gift certificates to local businesses.

We would deeply appreciate your partnership through a co-sponsorship as we continue to serve our surrounding community. Our desire is to support the families of Beaufort city by investing in their children through a safe, interactive, relational environment.

Tidal Creek will not receive any profit as a result of the event and will not charge an entrance fee or amenity/concession fees. The event is solely designed as an opportunity for Tidal Creek to give back to our community in a manner that brings families together.

Thank you,

Kali Cantrell

Creek Kids Children's Director

kali@tidalcreek.net

864-561-8491

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event Tidal Creek Easter Festival
 Date of Event: March 25th
2018 Contact person: Kali Contrell
 Telephone: 864-561-8491

Please check all that apply.

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

**If you answered "no" to the first question, what is your non-profit status? (501 (C) (3), (4) or (6))? 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: 2-27-18
 Date of Council Meeting

Council: Approved: _____ Denied: _____

Explanation: _____



**CITY OF BEAUFORT
WATERFRONT PARK APPLICATION**

1901 Boundary Street

Phone: 843-525-7084

Fax: 843-986-5606

Name of Event: <u>Tidal Creek Easter Festival</u>	Date(s) of Event: <u>March 25th</u> Setup start/end time: <u>8:00 AM - 8:00 PM</u> Actual event start/end time: <u>TBD</u> Take down start/end time: <u>TBD</u> (All day reservation)
Organization/Individual Name: <u>Tidal Creek Fellowship / Kali</u> <u>Centrell</u>	Address: <u>Waterfront Park</u> Telephone: <u>864-561-8491</u> Email: <u>Kali@tidalcreek.net</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.

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? 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: 2,000 +

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:

Last year we rented the park for free due to being a non-profit organization. We are requesting that be granted again. Thanks!

Bob Carr
Lessee/Applicant Signature

1/8/18
Date

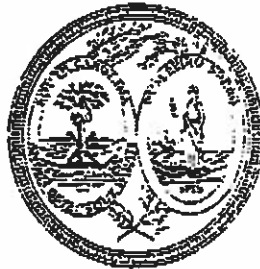
-----Below this line for City use-----

Events Coordinator – Linda Roper

Date Application Received

Deposit Paid: _____ Fees Paid: _____ Deposit to be Refunded: _____

The State of South Carolina



Office of Secretary of State Mark Hammond

Certificate of Incorporation, Nonprofit Corporation

I, Mark Hammond, Secretary of State of South Carolina Hereby certify that:

TIDAL CREEK FELLOWSHIP,

a nonprofit corporation duly organized under the laws of the state of South Carolina on February 6th, 2003, and having a perpetual duration unless otherwise indicated below, has as of the date hereof filed a Declaration and Petition for Incorporation of a nonprofit corporation for Religious, Educational, Social, Fraternal, Charitable or other eleemosynary purpose.

Now, therefore, I Mark Hammond, Secretary of State, by virtue of the authority in me vest by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto, do hereby declare the organization to be a body politic and corporate, with all the rights, powers, privileges and immunities, and subject to all the limitations and liabilities, conferred by Chapter 31, Title 33, Code of 1976 and Acts amendatory thereto.

Given under my Hand and the Great Seal of the State of South Carolina this 12th day of February, 2003.

Mark Hammond

Mark Hammond, Secretary of State

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 21 2003**

TIDAL CREEK FELLOWSHIP
C/O DAVID HOLLAND
PO BOX 70223 7 SPRING KNOB CIR
BEAUFORT, SC 29907

Employer Identification Number:
71-0888648
DLN:
17053056032013
Contact Person:
LYNN A BRINKLEY ID# 31435
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Form 990 Required:
No
Addendum Applies:
No

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(i).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. This does not apply, however, if you make or have made a timely election under section 3121(w) of the Code to be exempt from such tax. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely

Letter 947 (DO/CG)

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TIDAL CREEK FELLOWSHIP

on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free

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TIDAL CREEK FELLOWSHIP

number shown above.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are expended only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), there should be evidence that the funds will remain dedicated to the required purposes and that they will be used for those purposes by the recipient.

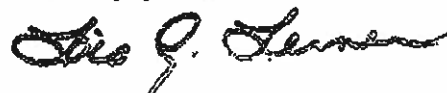
If distributions are made to individuals, case histories regarding the recipients should be kept showing names, addresses, purposes of awards, manner of selection, relationship (if any) to members, officers, trustees or donors of funds to you, so that any and all distributions made to individuals can be substantiated upon request by the Internal Revenue Service. (Revenue Ruling 56-304, C.B. 1956-2, page 306.)

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations

Letter 947 (DO/CG)



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM: Linda Roper
AGENDA ITEM TITLE: Request for Co-Sponsorship for use of the Waterfront Park and Street Closure from Lowcountry Habitat for Humanity for Habitat Turkey Trot 5K event Thursday, November 22, 2018
MEETING DATE: 2/27/2018
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Request Letter and Co-Sponsorship Form	Backup Material	2/22/2018



February 15, 2018

Beaufort City Council
1911 Boundary Street
Beaufort, SC 29902

Dear Beaufort City Council:

LowCountry Habitat for Humanity would like to partner with the City of Beaufort to start a *NEW* downtown 5K Race on Thanksgiving as a fundraising event. Funds from this event will enable LowCountry Habitat to increase the number of families we are able to serve in Northern Beaufort County. A Turkey Trot 5K fills a void for an event that is not currently offered in Beaufort County, while at the same time allowing a highly respected non-profit to benefit from the proceeds of this event. Last year, Tim Waz, Owner of Grounded Running, held a group run on the morning of Thanksgiving Day and had 50 people participate in the pouring rain. A Beaufort Turkey Trot would bring visitors to the city drawing from all of Beaufort County. Turkey Trot Events are very popular across the country providing a healthy family fun excursion before the Thanksgiving Day festivities begin.

We plan to come up with a catchy name but at this point, we are referring to the 5K race as the "Habitat Turkey Trot". The race will follow the already certified course that the town uses for the Shrimp Race 5K. We would like to use the Freedom Mall area for our headquarters on race day, offering onsite registration, packet pick-up as well as the distribution of awards following the race in this location. The race will begin at 8am and should conclude by no later than 9:15am and would road closures during this timeframe. The event will begin set-up at 6:30am and have takedown completed by no later than 11am on the day of the race, Thanksgiving Day.

LowCountry Habitat has a proven track record of managing successful 5K events. The Resolution Run 5K on Dataw Island just finished its seventh year with an event on January 13th, 2018. Our Development Director, Janie Lackman, has also coordinated 5K race events on Fripp Island for the Fripp Island Turtle Program for the last 10 years with over 400 participants at each race. We feel that our experience combined with Tim Waz from Grounded Running and his 14 years of industry knowledge provides a winning planning team.

We understand that a downtown route over the Woods Bridge requires a good deal of input, approval and coordination with various organizations including Police Departments from the City of Beaufort & County Police, Coast Guard as well as Beaufort Town Council. We plan to be proactive in handling all needed approvals and look forward to the ability to partner with new organizations on this event.



616 Parris Island Gateway
Beaufort, SC 29906
843-522-3500

info@lowcountryhabitat.org
www.lowcountryhabitat.org
843-522-3553 fax

Summary of event:

Date: Thursday, November 22, 2018

Event Type: 5K Race to benefit LowCountry Habitat for Humanity

Start of Race: 8am

Road closure needed: 7:55-9:15am

Complete Timeframe: 6:30am – 11am (includes set-up and take down)

Anticipated Participants: 200 people (1st year with ability to grow)

Experience Level of Organizer: Proven track record of Race Management

Alcohol/Food: Not sold at event.

We would like the support of the Beaufort City Council to move forward with event planning for a 2018 Habitat Turkey Trot 5K to be held on Thanksgiving Day. We are truly exciting about working on this fun family event with the City of Beaufort and hope to make it an event that everyone looks forward to in the years to come.

Thank you for your time and consideration in this matter. In addition to our letter of explanation, we have also included a Request for Co-Sponsorship Form and the Waterfront Park Application. Please let me know if you require anything additional regarding this event. We look forward to your reply.

Best regards,



Chet Houston
Executive Director

About LowCountry Habitat for Humanity

Habitat for Humanity was founded on the conviction that every man, woman and child should have a simple, durable place to live in dignity and safety and that decent shelter in decent communities should be a matter of conscience and action for all. Habitat ReStores were developed to provide Habitat affiliates with another income stream for building houses while providing a place where still useful building materials and supplies can be recycled and gently-used home furnishings can be resold to new owners reducing the burden on local landfills.

LowCountry Habitat for Humanity has built 48 homes since its inception in 1990, including houses in the City of Beaufort, Port Royal, St. Helena, Seabrook and Yemasee. The end result of these has been the provision of safe, affordable housing for over 61 adults and 122 children.

For more information about LowCountry Habitat for Humanity, please call the Habitat office at [\(843\) 522-3500](tel:843-522-3500).



616 Parris Island Gateway
Beaufort, SC 29906
843-522-3500

info@lowcountryhabitat.org
www.lowcountryhabitat.org
843-522-3553 fax

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event Habitat Turkey Trot

Date of Event: Nov 22, 2018

Contact person: Janie Lackman
Telephone: 843 522 3500

Please check all that apply.

	Yes	No
Are you a "For Profit" entity?		** ✓
Is this a fund raising event?	✓	
Is this event open to the public?	✓	
Is there a required fee / donation to attend this event? (Fee to participate not attend)		✓
Are you requesting more than two (2) park areas for this event?		
Will there be any type of "sales" for this event?		✓
Will this event require more than four (4) hours (includes setup & take down)?	✓	
Will alcohol be sold / served?		✓

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

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

Events Coordinator Recommendation: _____ Approved: _____ Denied: _____

Explanation: _____

Forward for Council Deliberation: _____
Date of Council Meeting

Council: _____ Approved: _____ Denied: _____

Explanation: _____



**CITY OF BEAUFORT
WATERFRONT PARK APPLICATION**

1901 Boundary Street

Phone: 843-525-7084

Fax: 843-986-5606

Name of Event: <u>Habitat Turkey</u> <u>Trot</u>	Date(s) of Event: <u>Nov. 22, 2018</u> Setup start/end time: <u>6:30am - 11am</u> Actual event start/end time: <u>8am</u> Take down start/end time: <u>10am - 11am</u>
Organization/Individual Name: <u>Low Country Habitat</u> <u>for humanity</u>	Address: <u>616 Parris Island Gateway</u> <u>Beaufort SC 29902</u> Telephone: <u>843 522-3500</u> Email: <u>janie@lowcountryhabitat.org</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.

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? Fee to participate in race

Will alcoholic beverages be sold? No Served? _____

Will food be sold? No Served? _____

Will there be any retail sales? No - Exception on-site registration

Number of people expected to attend: 200+

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:

Freedom Mall - Race Registration and
present awards.


Lessee/Applicant Signature

2/15/2018
Date

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

Events Coordinator – Linda Roper

Date Application Received

Deposit Paid: _____ Fees Paid: _____ Deposit to be Refunded: _____



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 2/22/2018
FROM: Linda Roper
AGENDA ITEM TITLE: Request for Street Closure, Co-Sponsorship and Waiver of Fees for City Services from the Cultural District Advisory Board and the Downtown Beaufort Merchants Association to host April's First Friday Spring Fling event on Friday, April 7, 2018
MEETING DATE: 2/27/2018
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR:

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Request Memo	Backup Material	2/22/2018



CITY OF BEAUFORT

MEMORANDUM

TO: William Prokop, City Manager
City Council

FROM: Linda Roper, Dir. Downtown Operations & Community Service

DATE: February 22, 2018

SUBJECT: Request for Street Closure for April First Friday Events

On behalf of the Cultural District Advisory Board and the Downtown Beaufort Merchants Association, we request permission to close a section of Bay Street from 4:00 PM to 9:30 PM on Friday, April 7, 2018 to allow for set-up and removal of entertainment activities for April's *First Friday Spring Fling*.

The details of the closing beginning at 4:00 PM includes:

- Bay Street from Carteret Street to Charles (allowing First Citizens Bank customer's drive through and bank access and exiting right only onto Bay Street for West bound traffic towards Charles Street)
- West Street from Bay Street to Port Republic Street
- Scott Street from the entrance of Scott Street Lot to Bay Street

The event will include a live band, V-Tones from Charleston who will be performing at the Clock, Old fashioned games scattered throughout the Core Commercial District, Silent Disco and vintage cars parked along Bay Street. We feel the closing of the street(s) will enhance both the First Friday event as well as the Art Walk which is also scheduled this evening and brings locals and visitors to Downtown.

In addition, we are requesting the City to Co-sponsor this event by providing at no cost the Police, Fire and Public Works services needed to provide a safe and successful event.