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

August 19, 2025

I. CALL TO ORDER 5:00 PM

Philip Cromer, Mayor

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

II. EMPLOYEE NEW HIRE RECOGNITION

A. Finance Department.

Alan Eisenman, Finance Director, introduced Charlese Gregory.

B. Public Works Department.

Nate Farrow, Public Works Director, introduced Leroy Jenkins.

C. Fire Department.

Tim Ogden, Fire Chief, introduced Daniel Giglio, Barry Weilacher.

III. DISCUSSIONS

A. Parking for employees of Downtown Businesses.

Councilman Scallate started off by saying citizen, Jared Madison, came to a Regular Meeting of Council and spoke during Public Comment about the struggles of employees of downtown businesses finding places to park. Councilman Scallate stated he put out a survey on his social media account that yielded approximately 500 votes. 95 percent felt there was a parking problem downtown and the City should designate employee parking.

Mr. Madison went over his presentation with Council. He discussed items like safety concerns, lighting considerations and the functionality of the parking lot at 500 Carteret Street.

B. Short-Term Rental Policies.

Curt Freese, Community Development Director, stated an internal committee was created to develop a Short-Term Rental Ordinance. Staff attempted to address the following subjects within the ordinance.

A. The 6% cap which applies to lots, not structures.
B. The owner exemption.
C. The allowance for Additional Dwelling Units (ADU's) to be utilized as Short-Term Rentals.

D. (STR's) with no restriction or multiple structures on one lot to be utilized as ADU's, and not counted individually against the cap.
E. Clustering of STRS.
F. Nuisance issues related to STRS, including noise and events.
G. Violations of STRS.
H. Licensing, annual licensing and waitlists.

Mr. Freese addressed Council's questions and concerns which included clustering, grandfathering, waiting lists, parking spaces, the closing of the T4-N exemption, owner occupied properties, and having the cap be based on licenses and not by lots. Also discussed was whether properties should have announced inspections each year or have random/lottery style inspections.

C. Fire Truck Leasing Bank Bid RFP Results.

Alan Eisenman, Finance Director, spoke about the financing of a new fire truck. The city received 7 bids and the city's intention is to proceed with Bank of America. They provided the lowest rate with a 3.78% interest rate with no additional legal fees. This will be a 10 year capital lease. A resolution will be brought before Council on September 9, 2025. The Town of Port Royal will be contributing $180,000.00 towards the downpayment.

Tim Ogden, Fire Chief, stated the truck is in production and should be completed around the beginning of October.

D. Brightly Asset Management System.

Nate Farrow, Public Works Director, reported he has been looking around for ways to better assist with asset management and not just for the fleet or facilities. A company that would benefit every division within Public Works. This management system will provide the following and more:

A. Allow Public Works to be more transparent when providing budgetary numbers.
B. Detailed breakdown of assets and what has been spent.
C. Full Asset Management (Fleet, Facilities, HVAC, Streetlights, Easements, Drainage, etc.)
D. Integrated with the City of Beaufort GIS system for asset location.
E. Fleet Preventative Maintenance (PM) schedules.
F. Monthly/Quarterly/Yearly inspections will automatically be created within the Work Order System.
G. Work Orders will be created by staff from See Click Fix requests (SCF).
H. Automated reminders when consumable materials are running low.
I. A more detailed monthly report.

Jon Hunt, Senior Sales Manager with Brightly Software, spoke about the company and what they offer which includes Labor and Material Tracking, Comprehensive Asset Management, Managing Consumable Inventory, Recurring Work Orders for Routine Tasks. This system will also be able to integrate with the City's GIS System.

E. Tiger Team Study.

Linda Roper, Downtown Operations Director, reported the city allocated $100,000.00 for a downtown twilight hours initiative. The purpose of this initiative was to bring together representatives from the downtown merchants and hospitality businesses with city staff to outline ideas and opportunities for expanding business hours and coordinating short and longterm economic initiatives. Two separate surveys were conducted. The Community Survey had 26 questions with 3,194 responses. A Business Survey was also completed with 21 questions with 35 responses. She went over driving downtown vitality through foot traffic, enhancing downtown through strategic events, and the committee's goals and responsibilities.

Councilman Lipsitz inquired about the crime statistics Mr. Madison researched. He wanted to know if local or state statistics were looked into instead of using an international location like London as the statistics would be quite a bit different. He mentioned employees could use the Buddy System when walking to their vehicles. He does not want to see customers stop coming because of prime parking spots being given to employees. Customers should be priority one.

Councilman Mitchell asked about the proposed boundaries of the Social District.

Councilman Scallate supports a Social District with the focus placed on supporting local businesses. He is in favor of a Shuttle being used. He sympathizes with the employees downtown and knows that this goes both ways. You must have customers to have employees, and you must have employees to have customers. He favors a Pilot Program for employee dedicated parking.

Mayor Cromer asked about the Charleston Hospitality Worker Pilot Program which was in Mr. Madison's presentation. It was mentioned that those employees still have to walk to get to their jobs from the designated parking areas.

The following addressed Council with their comments and concerns:

Martha Spears, 1201 King Street
Felice LaMarca, 802 Godfrey Street
Stacey Applegate, 1301 Greene Street
Henrietta Good, 1308 Duke Street
Daniel Blackmon, 1010 Duke Street
Joe Macdermant, 1809 Boundary Street

IV. ADJOURN 7:02 PM

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

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

approved: September 9, 2025
Traci Guldner

CITY OF BEAUFORT
FOUNDED 1711
SOUTH CAROLINA