



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

March 10, 2026

**I. CALL TO ORDER**

**6:03 PM**

Philip Cromer, Mayor

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

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

Michael McFee, Mayor Pro Tem

**III. PRESENTATIONS**

Lise Sundrla, with the Historic Beaufort Foundation and members of the Lafayette Bicentennial Planning Committee presented the City of Beaufort with a Time Capsule commemorating Beaufort's celebration of the visit of the Marquis de Lafayette on March 18, 1825.

**IV. PUBLIC COMMENT**

Paul Trask, Bladen Street, spoke regarding New Business Items D, H,I and J.  
Patricia Jaudon, Wateree Court, spoke regarding New Business Item G.  
Catherine Scarborough, Bay Street, spoke regarding New Business Item D.  
Chris Campbell, Chair of Keep Beaufort County Beautiful, spoke regarding New Business Item G.  
Bob Crimian, Coastal Conservation League, spoke regarding New Business Item G.  
Stanley Boyd, Sea Island Parkway, spoke regarding New Business Item G.  
Courtney Kimmell, Port Royal Sound Foundation, spoke regarding New Business Item G.  
Ivey Szalai, Country Road, spoke regarding New Business Item K.  
Mike Tomy, Craven Street, spoke regarding New Business Item E.

**V. MEETING AGENDA APPROVAL**

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

All were in favor, motion carried.

**VI. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS**

A. Character Education Proclamation, Hilario Lopez Gomez, Beaufort High School.

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

All were in favor, motion carried.

- B. Proclamation proclaiming March 2026 as Developmental Disabilities Awareness Month.

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

All were in favor, motion carried.

## **VII. PUBLIC HEARING**

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Community Development Block Grant (CDBG) 2026 Needs Assessment.

Tiffany Dantzler with the Lowcountry Council of Governments presented their CDBG Block Grant Program Needs Assessment for 2026. This Public Hearing must be held yearly by their organization. The presentation included Low and Moderate Income (LMI) threshold amounts, 2026 Action Plan, and grant program categories that included their application deadlines.

Mayor Cromer opened the Public Hearing.

There was no public comment.

Mayor Cromer closed the Public Hearing.

## **VIII. CONSENT AGENDA**

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

All were in favor, motion carried.

Items approved are listed below:

A. Capital Projects Monthly Report.

B. Community Development Monthly Report.

C. Downtown Operations Monthly Report.

D. Finance Department Monthly Report.

E. Fire Department Monthly Report.

F. Human Resources Monthly Report.

G. IT Monthly Report.

H. Municipal Court Monthly Report.

I. Police Department Monthly Report.

J. Public Works Monthly Report.

K. Request for co-sponsorship from Meadowbrook Church for the use of Whitehall Park to host a Sunrise Easter Service on Sunday, April 5, 2026, from 6:00 am to 8:30 am.

L. Request from Beaufort Area Hospitality Association to host the Oyster Boogie 5k Run/Walk on Saturday, January 16, 2027, from 6:30 am to 11:00 am with street and bridge closures. Use of Marina Lot and existing 5k route.

- M. Request from the First Scots Presbyterian Church/First African Baptist Church for co-sponsorship for the use of the Henry C. Chambers Waterfront Park on Sunday, April 5, 2026, from 6:00 am to 9:00 am to host Easter Sunrise Service.
- N. Request for co-sponsorship from Friends of Caroline Hospice to host Release & Remember Event in the Henry C. Chambers Waterfront Park on Saturday, April 25, 2026, from 9:00 am to 12:00 pm.

## **IX. MINUTES**

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A. Worksession - January 27, 2026.

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

B. Regular Meeting - February 10, 2026.

Motion to approve was made by Mayor Pro Tem, McFee and seconded by Councilman Lipsitz.  
Councilman Mitchell abstained as he was not in attendance.  
Minutes approved as presented.

C. Capital Projects Quarterly Workshop - February 17, 2026.

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

D. Worksession - February 24, 2026.

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

## **X. OLD BUSINESS**

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A. An ordinance to amend Part 8, Chapter 2, Parking, of the City of Beaufort Code of Ordinances - Second Reading.

Motion to approve was made by Mayor Pro Tem, McFee and seconded by Councilman Lipsitz.  
Scott Marshall, City Manager, provided a review.  
A scrivener's error was noted under Section 8-2016 (f) fifty should be one hundred.  
All were in favor, motion carried.

## **XI. NEW BUSINESS**

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- A. Request for co-sponsorship of the Henry C. Chambers Waterfront Park by the Beaufort Area Hospitality Association to host the 2027 Oyster Festival, January 16 and 17, 2027. Also requested is access to Public Works resources, including fencing, water, and electrical support, request to sell beer and wine during festival hours, waiver of loud and unseemly noise, and waiver of fees for Police, Fire, and EMS.

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

All were in favor, motion carried.

- B. Request for co-sponsorship of Henry C. Chambers Waterfront Park for the Beaufort Area Hospitality Association's New Year's Eve Fireworks Display on December 31, 2026, at 9:00 pm, approval of the fireworks display, and unseemly noise.

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

All were in favor, motion carried.

- C. Request from Downtown Operations for use of the Marina Parking Lot and Craft Market Lawn from June 28, 2026, through July 5, 2026, for a Carnival with amusement rides to be held Thursday and Friday, July 2-3, 2026, 5:00 pm - 10:00 pm and July 4, 2026, 3:00 pm - 10:00 pm. Request Waiver of Noise Ordinance, Regulation of Food Truck Ordinance, Business License Fees and Police, Fire and Public Works services.

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

Linda Roper, Downtown Operations Director, provided an overview of the event and addressed Council's questions and concerns. Councilman Lipsitz inquired about the cost to the City, spoke about liability issues and parking concerns. Councilman Mitchell and Councilman Scallate sees value in holding the event but stated this does not need to become a yearly event moving forward.

Ms. Roper stated the organizer will need an answer as soon as possible. There are two options. Vision A: being an Annual Regional Carolina Days Event and Vision B: being a Community Centered Celebration.

The motion passed with a 4 - 1 vote. Councilman Lipsitz voted against.

- D. An ordinance to amend Part 9, Chapter 1, Section 9-1008, Loud and Unseemly Noise, of the City of Beaufort Code of Ordinances - First Reading.

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

Police Captain Jason Day provided an overview of the proposed ordinance and answered Council's questions and addressed their concerns.

Councilman Lipsitz made a motion to add City Contracted Vehicles into the exemptions under B2. The motion was seconded by Councilman Mitchell.

Councilman Lipsitz withdrew his motion, and Councilman Mitchell withdrew his second.

Councilman Scallate made a motion to amend Sec. 9-1008 Noises Prohibited as follows:

- (1) Any sound made that exceeds 75 decibels when measured from the property line.
- (2) Amplified music that exceeds 75 decibels when measured from the property line.

Under (b) Exceptions (3) change the times to read 8:00 am to 9:00 pm.

Under (b) (8) change the beginning to read Amplified music which exceeds 75 decibels which is played in the Nighttime Music District and striking (which exceeds 60db but does not exceed 70db) The rest remains unchanged.

Under (b) (3) add City Contracted Services to the list.

Councilman Lipsitz seconded the motion.

All were in favor of the amended motion.

All were in favor of the main motion.

- E. An ordinance to amend Part 7 of the Code of Ordinances of the City of Beaufort, South Carolina, and Section 3.6.2.C.2 of the Beaufort Development Code to adopt provisions regarding Short-Term Rentals - First Reading.

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

Curt Freese, Community Development Director provided an overview and answered Council's questions and addressed their concerns.

Councilman Scallate made a motion to amend Section 7-18002 - Requirements for Licenses of STR's by striking the current language in (a) (1) (3) (4) and (c) (1) and replacing it with the following amended text.

(a) (1) - No more than 6% of the residential lots in the neighborhoods as shown on the City of Beaufort Neighborhoods Map may be STRs.

(a) (3) - There should be no more than one STR per parcel of real property except as provided in Subsection (4) below.

(a) (4) - Special exception for Multiple Short-Term Rentals per parcel. The appropriate designated review body may grant a special exception to allow more than one STR per parcel upon application and public hearing, provided the applicant demonstrates: (1) the multiple STR's were lawfully established and operating (or permitted) prior to the effective date of this amendment; (2) the property was purchased or developed with reasonable reliance on the ability to maintain multiple STRs (e.g., based on prior approvals, site plans, or vested rights); and (3) granting the exception will not materially undermine the purposes of the city-wide cap, adjacency requirements, or neighborhood character. The special exception shall be subject to such conditions as the reviewing body deems necessary to mitigate impacts.

Strike (c) (1) in its entirety and amend (c) (2) to read as follows and will then become (c) (1) - Accessory structures may be used as subject to the provision that there shall be no more than one STR per parcel of real property.

There was a comment made that the section that deals with enforcement should include infractions (three-strike rule) with reference to nuisances, etc. Mr. Freese will discuss this with the City Attorney.

The motion was seconded by Mayor Pro Tem, McFee.

The amended motion passed by a vote of 3 - 2. Mayor Pro Tem, McFee, Councilman Mitchell and Councilman Scallate voted in favor. Mayor Cromer, Councilman Lipsitz voted against.

The main motion passed by a vote of 3 - 2. Mayor Pro Tem, McFee, Councilman Mitchell and Councilman Scallate voted in favor. Mayor Cromer, Councilman Lipsitz voted against.

- F. An ordinance to amend Chapters 2 and 3 of Part 6 of the City Code of Ordinances to revise sections relating to Weeds, Litter, Trash and other matters related thereto - First Reading.

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

Curt Freese, Community Development Director, and Ken Meola, Codes Enforcement Officer provided a summary of the proposed changes and additions being made to the existing ordinance. They answered Council's questions and addressed their concerns.

All were in favor, motion carried.

G. Ordinance amending Part 6 - Health and Sanitation, Chapter 6 - Single-Use Plastic Bags - First Reading.

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

Scott Marshall, City Manager, provided an overview of the policy. He was joined by Juliana Zadik, Environmental Long Range Planner for the Beaufort County Planning and Zoning Department. Together, they addressed Council's concerns and answered their questions.

Councilman Lipsitz made a motion to remove any mention of plastic straws and plastic cutlery completely from this ordinance.

The motion did not receive a second. The motion failed.

Councilman Scallate made a motion to amend Section 6-6004 Exemptions, Item M to read Plastic straws and plastic cutlery (i.e., forks, spoons and knives); upon request only. The motion was seconded by Councilman Mitchell.

All were in favor of the amended motion.

All were in favor of the main motion.

H. An Ordinance authorizing the City Manager to Execute a Purchase and Sale Agreement Between the City of Beaufort, South Carolina, and Clarendon Farms, L.L.C., for the Sale of Approximately 31.79 Acres Located at 90 Schork Road (Tax Parcel R120 020 000 0269 0000); and Other Matters Related Thereto - First Reading.

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

Scott Marshall, City Manager, provided details of the proposed sale. This agreement would be between the City of Beaufort and Clarendon Farms, LLC for the sale of approximately 31.79 acres located at 90 Schork Road (Tax Parcel R120 020 000 0269 0000) for the purchase price of \$2,271,600.00.

John O' Toole, Executive Director of the Beaufort County Economic Development Corporation, responded to a question asked by Councilman Scallate.

Councilman Scallate made a motion and was seconded by Mayor Pro Tem, McFee, that upon second reading, specific language be included in the purchase agreement - or as an exhibit to it - detailing the designated use of funds totaling one million dollars in excess of the \$40,000 per acre purchase price for the lot. This language must clearly reference and explain its connection to the Borrow Pit.

All were in favor of the amended motion.

All were in favor of the main motion.

I. A resolution of the City Council of the City of Beaufort, South Carolina, prioritizing transportation projects for submittal to Beaufort County's Transportation Advisory Committee in consideration on a 2026 Transportation Sales Tax Referendum.

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

Eric Claussen, Assistant City Manager, went over the project priority list from highest to lowest that will be presented to the Beaufort County's Transportation Advisory Committee.

An item will be added under Number 5. Traffic Signal Additions and Intersection Improvements - Implementation of pedestrian crossing safety improvements on Boundary and Carteret Streets to reflect those identified in the LATS Safety Action Plan.

Also being added is an ITS Master Plan. Safety and Intersection Improvements (LATS Study) Evaluation, design, and implementation of Intelligent Transportation Systems strategies to mitigate crashes, improve safety and traffic flow, and provide critical information to drivers in real-time.

**All were in favor, motion carried.**

- J. Authorization to allow the City Manager to enter into a Contractual Agreement for the Pigeon Point Drainage Study Project.

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

Eric Claussen, Assistant City Manager, provided an overview of the components of the contract.

**All were in favor, motion carried.**

- K. An Ordinance to amend City of Beaufort Ordinance 2025/13 regarding the Fiscal Year 2025-2026 City of Beaufort budget to provide for the revenue and expenditures of Parks and Tourism Fund and Capital Projects Fund and amend Freedom of Information Act (FOIA) Fee Schedule- First Reading.

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

Alan Eisenman, Finance Director, provided an overview of the amendments.

**All were in favor, motion carried.**

- L. Authorization to allow the City Manager to enter into a Contractual Agreement for Marina Day Dock Project.

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

Alan Eisenman, Finance Director, provided an overview of the components of the contract.

**All were in favor, motion carried.**

- M. Authorization to allow the City Manager to enter into a Contractual Agreement for Now We Know! Program.

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

Alan Eisenman, Finance Director, provided an overview of the components of the contract.

**All were in favor, motion carried.**

- N. Appointments to Boards, Commissions and Committees - Cultural District Advisory Board.

**Mayor Cromer recused himself from the vote. A copy of his recusal form is attached.**

Mayor Pro Tem, McFee stated Libby Cohen is the appointment for the Historic Beaufort Foundation and Amelia Cromer for the Beaufort History Museum. These will be for 3 year terms to expire on June 30, 2026.

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

All were in favor, motion carried.

## **XII. PUBLIC COMMENT – NON-AGENDA**

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Rob Cahill, Water Street, spoke about a possible Car Free Promenade on Port Republic Street. He withdrew his desire to see one on Bay Street.

Graham Trask, Bay Street, addressed Council on the length of the meeting tonight, the placement of the public comment periods, the Noise Ordinance and the sale of property in the Commerce Park.

Wallace Scarborough, Bay Street, stated the amendment to exempt city contracted vehicles/equipment should have been placed under number 2 and not number 3 of the Noise Ordinance under exemptions.

## **XIII. REPORTS**

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### **City Manager's Report**

Thanked Nate Farrow and Public Works for acting quickly when our HVAC system went down. Their quick response made sure the meeting could still go on.

To stay up to date on City happenings, from the City Manager's perspective on a weekly basis, all are invited to subscribe to the City Manager's Bridge Report, published every Monday morning. You can subscribe to it through the City's website.

The Beaufort History Museum will be celebrating 250 Years of America's History on April 10 - 11, 2026.

On Friday, April 10, 2026, from 2:00 pm - 3:00 pm at the St. Helena Branch Library, Dr. Tray Dunaway - a retired surgeon from Camden, S.C. and former chairman of Historic Camden, as well as former Natural Resources Director for the Camden Battlefield and Longleaf Pine reserve - teams up with Liberty Live to present the interactive program Battle & Bones. Through archaeology and modern science, audiences of all ages will help uncover the mysteries of long-lost battlefields.

On Saturday, April 11, 2026, from 10:00 am - 4:00 pm, come experience "Family Day at the Museum" in the courtyard of the Beaufort Arsenal. Experience the 18th century firsthand with interactive demonstrations, battlefield simulations, live cannon fire, and the immersive film Beaufort on the Brink of Revolution.

He was pleased to attend the Beaufort Regional Chamber of Commerce's annual State of the Community Breakfast, along with the Mayor and several members of Council. It was clear through presentations and associated discussions that there remain two clear challenges to growing our local economy. The need for attainable housing and the shortage of available childcare; as well as the ability of young working families to afford either or both.

We were very pleased to end the week last week on a high note. On Friday afternoon, a brief ceremony was held at Southside Park renaming Southside Loop to Clayton Cooler Loop, in memory of a former director of the City's Public Works Department. Though Mr. Marshall did not have the privilege of knowing Mr. Cooler, by virtue of the people who were on hand for the renaming, his influence on the city is undeniable. Colonel and Mrs. Warren Parker, his son-in-law and daughter, and other family members, were joined by former State Representative Edie Rodgers, former Mayor Billy Keyserling, former City Manager Ed Duryea as well as Mayor Cromer and other members of City Council.

Next Friday, March 13, 2026, at 9:30 am, we hope you will join us for a second street naming ceremony. This time we will designate the newly constructed connector road near Beaufort Executive Airport on Lady's Island as Donnie Beer Drive. This is a fitting memorialization of Mrs. Beers' contributions in her 23 years on City Council, several of which were as Mayor Pro-Tem.

Beaufort County Engineering is hosting two public meetings to share information and answer questions about the Local Area Transportation Study (LATS) funded SC 170 Corridor Study. The meetings will be from 6:00 pm - 8:00 pm, Wednesday, March 11, 2026, and Thursday, March 12, 2026. The purpose of the meetings is to help County residents understand current and future conditions along the SC 170 corridor by discussing proposed improvements that enhance safety, reduce crash risk, and improve roadway network connectivity as the area grows. The meeting on Wednesday, March 11, 2026, will be at Palmetto Electric, 1 Cooperative Way, Hardeeville. The meeting on Thursday, March 12, 2026, will be at the Robert Smalls Leadership Academy, 43 W.K. Alston Drive in Beaufort.

You may have noticed the stairs on West Street Extension which connect the road to Henry C. Chambers Waterfront Park are in disrepair. This week you will see activity to replace the stairs in their entirety with a ramp which will be constructed to match the existing pavers. The ramp will provide a safer alternative for pedestrians entering the park while being more conducive to access for emergency vehicles.

We haven't talked about the social district pilot program for a while. It isn't because we have forgotten about it, or that we are not planning to go through with it. We are gaining feedback on the proposed schedule before launching the program, which we still intend to do in April. In response to input received, I have asked our Downtown Operations staff to meet individually with each proprietor in the core downtown business district to receive their candid thoughts on the concept of the social district as well as the proposed hours of activation which were Wednesday through Saturday, from 4:00 pm - 10:00 pm.

He wanted to provide a brief update on Waterfront Park issues to assure everyone that progress continues toward restoration even in the absence of newsworthy events. Engineers are finalizing products for presentation to gain feedback on design alternatives in a public charette, which we now believe will be in April. As you heard this evening, Council has approved the award of a contract to reconstruct the Dinghy Dock. We hope to have this complete by May 1, 2026. Staff continues to maintain contact with the South Carolina's Land Water Conservation Fund on future construction funding grant opportunities. We have also worked with our bond attorneys and our Parks and Tourism Revenue Bond lending institution for additional flexibility in the allowance of the use of bond proceeds for the benefit of Waterfront Park.

Though there is a plethora of information available on our website related to the Waterfront Park issue through our Capital Projects Dashboard, Waterfront Advisory Committee meeting minutes, Council Work Session meeting minutes, etc., the City will be putting together a web page devoted solely to all things Waterfront Park for one-stop shopping for engineering reports, progress updates, Waterfront Advisory Committee minutes, and any other matters or announcements related to Waterfront Park.

He recognized our Public Information Officer, Ashley Brandon. After nearly three years with us, she is moving on to bigger and brighter opportunities. Her last day with us will be March 13, 2026. He thanked her for her service to the City and wished her all the best in future endeavors.

Lastly he reported the gentleman sitting to his right, is the new Assistant City Manager, Eric Claussen, who we are very excited about having on Team Beaufort. If you haven't met him yet, please introduce yourself when you have the opportunity.

### **Mayor's Report**

He attended many events and meetings which included the Converge Summit and the Beaufort Charities Oyster Roast.

### **Councilman Mitchell**

Reported the Charles Lind Brown Center improvements are in full swing and encourages all to stop by.

Stated there will be a meeting regarding the 1st South Carolina Volunteers Park on Thursday, May 12, 2026.

Asked those that were willing to stand for a moment of silence for the Reverend Jesse Jackson to honor his passing.

### **Mayor Pro Tem, McFee**

Reported March 13, 2026, will be their next Lowcountry Area Transportation Study (LATS) meeting and mentioned the Transportation Meeting being held on March 12, 2026 at the Robert Smalls Leadership Academy.

### **Councilman Scallate**

Nothing to report.

### **Councilman Lipsitz**

Nothing to report.

Members of Council wished Ashley Brandon all the best in the future.

## **XIV. EXECUTIVE SESSION**

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- A. Pursuant to Title 30, Chapter 4, Section (70) (a) (2) of the South Carolina Code of Law:  
Discussion regarding the purchase or sale of property.

**Councilman Lipsitz made a motion to go into Executive Session and seconded by Mayor Pro Tem, McFee.**

**All were in favor, motion carried.**

**Councilman Lipsitz made a motion to come out of Executive Session and seconded by Mayor Pro Tem, McFee.**

**All were in favor, motion carried.**

## **XV. ADJOURN**

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**10:54 PM**

**Motion to adjourn was made by Councilman Lipsitz and seconded by Councilman Scallate.**

**All were in favor, motion carried.**

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Disclaimer: This document captures all actions taken by Council and summarizes discussions. All City Council Worksessions and Regular Meetings are recorded. Live stream can be found on the City's website at [www.cityofbeaufort.org](http://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](mailto: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](http://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: April 14, 2024  
Traci Guldner





# RECUSAL STATEMENT

Member Name: Philip E. Cromer

Meeting Date: March 10, 2024

Agenda Item: Section New BUSINESS Number: N

Topic: Appointments to boards, commissions, and committees - Cultural District Advisory Board

*The Ethics Act, SC Code §8-13-700, provides that no public official/board member may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official/board member may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member/board member. (1991 Op. Atty. Gen. No. 91-37.) A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.*

**Justification to Recuse:**

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: \_\_\_\_\_

Date: 3/10/24

Philip E. Cromer  
Member Signature