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City of Beaufort
1911 Boundary Street
Beaufort Municipal Complex
Beaufort, South Carolina 29902
(843) 525-7070
City Council Regular Meeting Agenda
June 9, 2026

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 - 6:00 PM

Please note, this meeting will be broadcast via zoom and live-streamed on YouTube. You can view the meeting at the City's page; City Beaufort Government

- I. Call to Order - Philip Cromer, Mayor**
- II. Invocation and Pledge of Allegiance - Mayor Pro Tem, Michael McFee**
- III. Meeting Agenda Approval**
- IV. Proclamations/Commendations/Recognitions**
 - A. Character Education Proclamation, Kareena Desai, Beaufort Middle School
 - B. Proclamation honoring Dr. Stephen R. Wise upon his retirement
 - C. Proclamation observing and commemorating Carolina Day
 - D. Proclamation recognizing the 75th Anniversary of the Disabled American Veterans, Chapter 12
- V. Public Comment**
 - A. PLEASE LIMIT YOUR REMARKS TO FIVE MINUTES - The Mayor may interrupt public comments that continues past five minutes, or are disruptive - Persons violating these rules may be required to leave the meeting - [Public Comment Form](#)
- VI. Consent Agenda**
 - A. CIP 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

VII. Minutes

- A. Regular Meeting - May 12, 2026
- B. Capital Projects Quarterly Workshop - May 19, 2026
- C. Worksession - May 26, 2026

VIII. Old Business

- A. An ordinance to provide for the levy of taxes for the City of Beaufort for Fiscal Year beginning July 1, 2026, and ending June 30, 2027; to provide for execution of and to put into effect the consolidated budget; to provide budgetary control of the City's fiscal affairs - Second Reading
- B. Ordinance to approve the sale of City-Owned Property at 2153 Boundary Street - Second Reading

IX. New Business

- A. Resolution Recognizing National Trails Month and Celebrating the Spanish Moss Trail
- B. Request to host a 4th of July Celebration in the Henry C. Chambers Waterfront Park on Saturday, July 4, 2026, from 9:00 am to 1:00 pm, Kids Parade, City and SCDOT road closures, and partial use of the 500 Carteret Street Parking Lot
- C. Request from Historic Beaufort Foundation for use of the Henry C. Chambers Waterfront Park on Wednesday, July 1, 2026, from 12:00 pm - 4:00 pm for Putting Down the Roots of Liberty Event
- D. An ordinance to amend the City of Beaufort Zoning Map to rezone real property located at 1556 Salem Road, Beaufort County Tax Map R120 029 000 103E 0000 from T4-Neighborhood (T4-N) to Regional Mixed-Use (RMX) - First Reading
- E. An ordinance to amend the City of Beaufort Zoning District Map to rezone real property identified as 909 Church Street, Beaufort County Tax Map Number R120 004 000 0275 from T4-Neighborhood (T4-N) to T4-Historic Neighborhood District

(T4-HN) - First Reading

- F. Resolution recognizing the Waterfront Advisory Committee recommendation and expressing support for advancing Option 2 for the Henry C. Chambers Preserving the Promenade Project
- G. Authorization to allow the City Manager to enter into a Contractual Agreement for the Duke Street Streetscape Project
- H. Authorization to allow the City Manager to enter into a Contractual Agreement for Real Estate Brokerage Services
- I. Appointments/Reappointments to Boards, Commissions and Committees - Cultural District Advisory Board, Downtown Advisory Board, History District Review Board, Military Enhancement Committee, Planning Commission, Tourism, Development Advisory Board, Zoning Board of Appeals
- J. Consideration of Adjustment to City Manager Compensation

X. Reports

- A. City Manager's Report
- B. Mayor Report
- C. Reports by Council Members

XI. Executive Session

- A. Pursuant to Title 30, Chapter 4, Section 70 (a) (1) of the South Carolina Code of Law: Discussion regarding citizens appointed by City Council - Boards, Commissions and Committees - BJWSA Board of Directors
- B. Pursuant to Title 30, Chapter 4, Section 70 (a) (2) of the SC Code of Laws. "Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim" - Lady's Island Fire District Contract

XII. Adjourn



PROCLAMATION

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

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

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

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

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

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

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

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

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

WHEREAS, Kareena Desai was selected as the winner by Beaufort Middle School as the student of the month.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims May 2026 as

KAREENA DESAI AS BEAUFORT MIDDLE SCHOOL STUDENT OF THE MONTH

The City of Beaufort thereby pronounces *Responsibility/ Cooperation* as the word for the month of May and applauds Kareena Desai, the Beaufort County School District, and Beaufort Middle School for their work and specifically honors Kareena Desai as Beaufort Middle School student of the month.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 9th day of June 2026.

Philip E. Cromer

Attest:

Traci Guldner, City Clerk



PROCLAMATION

HONORING DR. STEPHEN R. WISE UPON HIS RETIREMENT

WHEREAS, Dr. Stephen R. Wise has dedicated decades of distinguished service to preserving and sharing the rich military history and cultural heritage of the United States Marine Corps and the Lowcountry region; and

WHEREAS, as Director of the Parris Island Museum and Cultural Resources Manager at Marine Corps Recruit Depot Parris Island, Dr. Wise has played an instrumental role in safeguarding the legacy of generations of Marines who trained at Parris Island and served our nation with honor; and

WHEREAS, through his leadership, scholarship, and unwavering commitment to historical preservation, Dr. Wise expanded educational opportunities, strengthened community connections, and enhanced public understanding of the profound significance of Parris Island in American military history; and

WHEREAS, Dr. Wise has earned widespread respect as a historian, author, educator, and steward of our shared heritage, leaving a lasting impact on the Beaufort community, the United States Marine Corps, and countless visitors from around the world; and

WHEREAS, throughout his tenure, Dr. Wise demonstrated professionalism, integrity, and a passion for service that reflects the very best of public leadership and cultural preservation; and

WHEREAS, the City of Beaufort is proud to recognize Dr. Wise for his remarkable career and to express its sincere gratitude for his many contributions to the preservation of history and the enrichment of our community;

NOW, THEREFORE, I, Philip E. Cromer, Mayor of the City of Beaufort, do hereby proclaim our appreciation and congratulations to

DR. STEPHEN R. WISE

upon the occasion of his retirement, and extend best wishes for continued health, happiness, and fulfillment in the years ahead.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Beaufort, South Carolina to be affixed this ____ day of _____, 2026.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



PROCLAMATION

Observing and Commemorating Carolina Day

WHEREAS, on June 28, 1776, brave patriots of South Carolina and Continental soldiers from several colonies, under the command of Colonel William Moultrie, defended the unfinished palmetto-log fort on Sullivan's Island against a powerful British naval assault; and

WHEREAS, the steadfast courage of these defenders, many of them from Beaufort District who were withstanding a British assault by land to the rear of the fort, secured a decisive victory that preserved Charleston, inspired the American cause, and rallied hope across the colonies; and

WHEREAS, the victory at Sullivan's Island proved that the desire for freedom could withstand the oppression of tyranny, and that it was followed one week later by the adoption of the Declaration of Independence on July 4, 1776, setting forth the ideals of liberty and self-government that still guide us today; and

WHEREAS, the people of South Carolina and our nation at large continue to honor the sacrifice, valor, and vision of those who stood firm on that day, marking it as Carolina Day, a commemoration of South Carolina's vital role in the birth of the United States; and

WHEREAS, it is fitting that our community join in observance of this historic anniversary, to remember the courage of the patriots of 1776, to educate future generations about our shared heritage, and to renew our commitment to the enduring principles of liberty and independence;

NOW, THEREFORE, on the occasion of the 250th Anniversary of the Battle of Sullivan's Island, I, Philip E. Cromer, Mayor of the City of Beaufort do hereby proclaim June 28, 2026, as

CAROLINA DAY

in the City of Beaufort and I encourage all citizens to observe this day and those between today and July 3rd as Carolina Days, with appropriate ceremonies, programs, and remembrances honoring the bravery and sacrifice of those who secured our freedom.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 9th day of June 2026.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



PROCLAMATION

WHEREAS, seventy-five years ago, on July 1st, 1951, a small group of just forty-five dedicated veterans came together with a shared mission to support and advocate for those who served our nation, as Disabled American Veterans, Chapter 12, Beaufort, South Carolina; and

WHEREAS, through steadfast commitment, compassion, and service, the organization has grown from its original forty-five members to more than 1,700-chapter members dedicated to serving veterans, their families, and the community; and

WHEREAS, for seventy-five years, the members of Disabled American Veterans Chapter 12 have worked tirelessly to ensure veterans receive the benefits, care, dignity, and respect they have earned through honorable military service; and

WHEREAS, the organization has made a lasting impact through volunteerism, transportation programs, advocacy, community outreach, and countless hours of service to veterans and their families; and

WHEREAS, the continued growth and success of the chapter reflects the strength, dedication, and patriotism of its members and the trust placed in the organization by the community it serves; and

WHEREAS, this seventy-fifth anniversary is a significant milestone honoring decades of leadership, sacrifice, and unwavering commitment to improving the lives of veterans while strengthening the community as a whole;

NOW, THEREFORE, BE IT PROCLAIMED, that I, Philip Cromer, do hereby recognize and congratulate the members of Disabled American Veterans, Chapter 12 on the occasion of their **75th Anniversary**, on July 1st 2026, and extend sincere appreciation for seventy-five years of outstanding service to veterans, their families, and the community.

BE IT FURTHER PROCLAIMED, that the growth from forty-five founding members to more than 1,700 members stands as a testament to the organization's enduring mission, dedication, and positive impact on the lives of veterans and citizens alike.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 9th day of June 2026.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Brian Ranger, Capital Projects Director
Item Name: CIP Monthly Report
Meeting Date: June 9, 2026
Department: City Managers Office

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. CIP Monthly Report



Memorandum

To: City Council

From: Brian Ranger, Interim CIP Director

Capital Improvement Projects Monthly Report for April 2026

I. Stormwater Projects

King Street Stormwater Project Update

Completed Work

- Installation and testing of new waterlines for BJWSA from Hamilton Street to Pinckney Street have been successfully completed.
- Storm drainage installation from Pinckney Street to New Street is complete.
- Potter Construction continued operations between New Street and Carteret Street, including pressure testing, installation of restraints, and preparation for upcoming tie-ins.
- J.H Hiers Construction has completed the Storm Drainpipes from intersection of King and Hamilton Street to the intersection of New and King Street.
- Bacteriological testing of the new waterlines has been completed. Waterline tie-ins at Pinckney and King Streets, along with a 2-inch tie-in near New Street, were completed during the week of April 13 with no service disruptions.

- On April 17, 2026, Potter Construction installed storm drain structures, sewer conflict boxes, and storm drain boxes at the intersection of New and King Streets.
 - Night work was scheduled for April 20 at the intersection of Carteret and King Streets from 7:00 PM to 2:00 AM. Additional night work prior to Friday’s road complete road closure.
 - On April 22, 2026, BJWSA relocated a 6-inch main line at the intersection of Carteret and King Streets was successfully completed.
 - A full intersection closure occurred over the weekend of April 24–26, beginning Friday afternoon and reopening early Monday morning.
-

Upcoming Work and Schedule

- Residents on King Street between Carteret Street and West Street may observe Potter Construction crews working primarily at the intersections of King & Scott Streets and King & West Street.
-

Construction Phasing and Road Restoration

- Grading and subgrade preparation began around April 15, followed by mobilization of materials and equipment.
 - Stone placement is scheduled to begin in the second week of May, with paving operations anticipated toward the end of May.
 - The project team will implement phased improvements to restore traffic access between Pinckney Street and New Street as efficiently as possible. Maintaining traffic flow and ensuring emergency access remain top priorities throughout construction.
-

Current Activities

- Archaeological monitoring remains on standby to respond to any significant discoveries.
-

Upcoming Utility Work & Traffic Impacts

- Crews will conduct preliminary evaluations of underground utilities through “potholing,” which involves digging small test holes within the utility easement to locate lateral pipes connecting homes to the main sewer line and to determine the elevation of existing infrastructure relative to the new system.

Next Scheduled Water Service Interruption

- **Wednesday, May 6, 2026 (10:00 PM) – Thursday, May 7, 2026 (2:00 AM):**
Beaufort-Jasper Water & Sewer Authority will temporarily shut off water service.

Meetings

- The next project meeting is scheduled for Wednesday, April 29, 2026.
- Discussion topics will include:
 - Stored materials and J.H. Hiers spend schedule
 - Work completed during the week of April 20, 2026
 - Look-ahead for the week of April 27, 2026

Project Status

- Work performed by J.H. Hiers and Potter Construction during the weekend of April 24–26 was highly successful.
- The project continues to progress as planned, with a strong emphasis on maintaining schedule, minimizing public disruption, and coordinating closely with King Street residents.

Projected Completion Date: June 29, 2026

Charles Street / Craven Street Stormwater Improvements

The City of Beaufort’s downtown stormwater system, originally constructed circa 1900, no longer provides sufficient capacity to manage major rainfall events. To address these deficiencies, the South Carolina Office of Resilience (SCOR) awarded \$11.9 million to Gulf Stream Constructors to implement critical system upgrades. Construction commenced on October 20, 2025.

Traffic Impacts and Access Coordination

The City, Gulf Stream Constructors, and McCormick & Taylor have coordinated closely with Tabernacle Baptist Church to establish alternative access routes following the closure of Charles Street. Additional coordination has been conducted with residents along West and North Streets to facilitate off-site parking accommodation.

A detailed access map has been prepared to assist the church congregation during temporary closures of Charles and Craven Streets.

The intersection of Port Republic Street and Charles Street remains closed. Asphalt removal at the intersection of Charles and Craven Streets began on March 31, 2026. The closure of Craven Street between Charles Street and West Street was scheduled for April 15, 2026, with public notification to be issued via the City's website upon confirmation from SCOR

The intersection of Charles Street and North Street is tentatively scheduled for closure on May 11, 2026, for approximately one week to facilitate installation of new drain boxes. This work is pending approval of the required SCDOT permit.

Construction Progress

As of April 10, 2026, Gulf Stream Constructors has completed installation of the following infrastructure components:

- 53 sections of 8' x 72' reinforced concrete pipe (RCP)
- 37 sections of 8' x 60' RCP
- 8 structural concrete boxes
- 6 inlet boxes
- 1 sanitary sewer manhole

Backfilling operations over installed piping are currently underway. Crews are also installing new waterlines and valves and relocating a fire hydrant at the intersection of Charles Street and Port Republic Street.

Additional Project Updates

Maintaining emergency access to Waterfront Park remains a top priority, particularly in advance of the Water Festival scheduled for July 17–26. Gulf Stream Constructors anticipates initiating work within the park in May or early June, with an estimated duration of three to four months.

Construction Challenges

During construction, previously unidentified abandoned sewer and water lines were encountered that were not reflected in the original construction drawings. In addition, an existing waterline crossing at the intersection of Charles and Craven Streets has been found to conflict with the proposed storm drainage system.

Operational challenges continue due to conflicts between horse-drawn carriage routes and construction vehicle traffic, particularly along Newcastle Street. Groundwater intrusion also remains an ongoing issue affecting storm drainage installation activities.

Upcoming Water Service Interruption

BJW&SA has scheduled a water service shutdown for May 7, 2026.

Current Activities

Archaeological monitoring by Brockington and Associates is ongoing within active construction zones and will continue until work progresses beyond historically sensitive areas.

Project Status

The project continues to advance, with current efforts focused on mitigating earlier schedule delays. Acceleration strategies under consideration include the addition of construction crews and engagement of qualified subcontractors.

Expected Completion Date

December 31, 2026

Bayard Street Stormwater Project (Project #22005) – EPA STAG Grant (Chris Major of Davis & Floyd)

Project Overview

This project addresses deteriorating drainage infrastructure serving **Bayard, Duke, New, and East Streets**. Existing storm pipes have significantly deteriorated and partially collapsed.

Permitting Status

- USACE and SCDOT permits received concurrently.
- SCDES confirmed the project qualifies for **automatic coverage under the NPDES Construction General Permit**.

Current Activities

- The city is finalizing an agreement with Davis & Floyd for **bidding and construction phase services**.
- Please see the request from Melissa McGee-Collier regarding the Bayard Street Project. She has asked whether it would be possible to include estimated dates for the milestones within the project workplan.
- According to the latest quarterly performance report, the design phase (including the bid package and bid evaluation) is approximately 95% complete, and the engineering design is nearing full completion. Including estimated milestone dates in the workplan—even if tentative—would provide additional clarity on the project timeline.
- The project is currently in the 12-day public notice period for CZC certification, which will be finished next week. Following this, the team anticipates receiving final CZC certification and proceeding accordingly.

Grant & Design Coordination

- Davis & Floyd submitted **Phase 2 (Bidding & Construction)** documentation to the City Finance Department on **February 24, 2026**.
- Updated cost estimates are expected mid-March 2026.
- EPA STAG grant requires **semiannual performance reporting** (next due April 2026).
- EPA required separation of Davis & Floyd's services into:
 1. Design & Engineering
 2. Bidding & Construction Administration

Upcoming Milestones- (Needs to be revised)

- **Contract Execution / NTP..... March 13, 2026**
- **Bid Document Preparation & ReviewMarch 27, 2026**
- **Bid Document Approval (City & EPA) April 10,2026**
- **Bid Advertisement May 1,2026**
- **Public Review Period Ends..... May 13,2026**
- **Bid Tabulation & Recommendation TBA**
- **City Counsil Approval..... TBA**
- **Contractor Notice of AwardTBA**
- **Construction Contract Prep & Execution... TBA**

- **Construction Notice to Proceed..... TBA**
-

Pigeon Point Stormwater Drainage Study

A comprehensive drainage study is being conducted to evaluate system deficiencies, flooding risks, and long-term capital improvement needs.

Construction Progress

Davis & Floyd is scheduled to complete all field work by April 30,2026

Steve Andrews of Davis and Floyd schedule a project Kick of Meeting on Wednesday March 25,2026 at 2pm

Current Status:

Davis & Floyd received the engineering contract on January 16, 2026, with City Council formally approving it on March 10, 2026. The City's CIP team is currently evaluating additional funding opportunities to support the project. A coordination meeting with Davis & Floyd is planned for March 25th

II. Parks

Waterfront Park Relieving Platform

- McSweeney Engineers are advancing conceptual design work for the promenade and relieving platform.
- The project has entered **Phase 2 analysis**.
- Design materials were presented to the Waterfront Advisory Committee at the **March 12, 2026, meeting**.
- The city continues to explore alternative funding sources.

Waterfront Park Timeline

- Waterfront Advisory Committee Approved by Council – Resolution 2024-19 adopted by Council on November 12, 2024.

- Waterfront Advisory Committee First Meeting – June 2, 2025
- RFQ Issued for Alternatives, August 2, 2024
- McSweeny Engineers Hired to Develop Alternative for Phase 1 of the Waterfront Park Project, December 16, 2024
- Promenade at Waterfront Park Closed to the Public – June 30, 2025
- Waterfront Park Design Concept /Information Meeting was held on Wednesday April 22, 2026, from 5:00pm until 6:30pm at Henry Chambers Waterfront Park Pavilion, The results of this meeting will be presented to the Waterfront Advisory Committee on May 4, 2026

Waterfront Park “Day Dock” Improvements

The City has awarded O’Quinn Marine a contract for improvements to the floating day dock at Waterfront Park, contingent upon permit approval from the South Carolina Department of Environmental Services (Coastal Management).

NOTE: The permit application was submitted January 23, 2026, and came off public notice on February 27, 2026. All work must be completed by June 1, 2026.

Procurement Schedule

DES permit has been approved and issued to the City

The lowest bid was submitted by O’Quinn in the amount of \$299,275 on April 6, 2026, which includes a \$7,500 credit for the existing gangway. Excluding this credit, the net bid amount is \$306,775. Based on the value of the credit, it is our opinion that it would be in the City’s best interest to retain ownership of the gangway for potential future use.

Scope Highlights

- **Aluminum 75 ft gangway** quote \$109K
- Fabricate and install new **75-ft aluminum gangway**
- Install new steel gangway support platform, Coat all steel members and piles with cold tar epoxy
- Fabricate and install new aluminum gangway platform on new steel platform.
- Fabricate and install **new 45 ft long aluminum gangway**, style to match existing gangway.
- Install Gangway #1 and 2 on new gangway support platform
- Minor associated site work

- Fabrication will be performed by **CMI Limited Co. / Gator Dock**, the original manufacturer.

Target Completion: June 1, 2026

Marina Day Dock Replacement (FEMA Project)

The downtown public day dock sustained **irreparable damage during Hurricane Helene (September–October 2024)**.

Project Status

- Notice to proceed was issued to O’Quinn Marine Dock on **March 12, 2026**
- US Coast Guard was issued both the Marina Day Dock and the WFP Access permit on April 15, 2026
- SCDES permit was issued on March 16, 2026
- **City council approved the Waterfront Park Modification Contract on April 14th Notice to Proceed was issued on April 15, 2026**

Construction Timeline

- Fabrication: 4–6 weeks after contract award
- Construction duration: Several weeks
- Target completion: **June–July 2026**

Environmental Requirement

All in-water work must be completed **before May 1, 2026**, due to **West Indian Manatee seasonal protections**.

Washington Street Park (Project #24009)

Current Status: The park is nearing completion; all the landscaping has been completed All Trash Receptacles and Picnic Benches were installed on April 9th the security cameras are still on order. The City of Beaufort is currently soliciting bids for the installation of temporary screening between the basketball court and the adjacent residence and a shade Sale to be installed over the children’s swing set.

The project is expected to be completed by April 24, 2026. The first event scheduled at the park will be the Taste of Beaufort, taking place on May 1 and 2.

Grand Opening is scheduled for May 20, 2026 at 10:00 am

Southside Park – Phase 2 (Project #22000)

On March 24, 2026, Brandon Turske, PE, of Davis & Floyd presented the conceptual drawings to the City of Beaufort Council, outlining two development options for Phase II.

The Council has elected to reduce the Phase II budget to \$275,000, with the remaining funds to be reallocated to improvements at Henry C. Chambers Waterfront Park. Considering ongoing challenges associated with the Waterfront Park project, the Council stated that while enhancements to Southside Park may be delayed, there remains an expectation that the project will ultimately be completed.

The Southside Park Phase II initiative is structured into five construction phases, with design for Phase II expected to be finalized by August 2026. Approximately \$1.2 million in Parks and Tourism Revenue Bond funding remains available to support future development. These funds were originally allocated for Phase II improvements, including the construction of small and large dog parks, a nine-hole disc golf course, and drainage enhancements within the park's interior multi-use field.

Open Issue

- McPherson property line dispute – status update requested from the City Attorney.

Current Status

The Southside Park project has reached the conclusion of the design and engineering phase. The City Council has approved the reallocation of funds to the Waterfront Park project, which will require an amendment to the ordinance authorizing the original bond issuance. A vote on this amendment is anticipated next month.

Next Steps

The next meeting with Davis & Floyd is scheduled for April 30, 2026. The primary topics of discussion will include weight limits for pathway bridges and the evaluation of various mulch types.

1st South Carolina Volunteers of African Descent (1st SCVAD) Park (Project #24007)

Project Overview

- Davis & Floyd was awarded a \$156,000 planning and design contract on December 30, 2025.
- The design process is being guided by the Master Plan dated July 7, 2025.
- The next Core Team meeting is scheduled for May 4, 2026.

Core Stakeholder Discussion Topics

- Funding status update
- Contract execution
- Review of design features
- Fundraising strategy
- Establishment of a nonprofit organization
- Formation of a storytelling subgroup

Current Status

The project is currently in the design phase. Stakeholders meet monthly with Davis & Floyd to review progress and advance planning efforts.

The Core Team has formally requested permission from the Historic Beaufort Foundation to relocate the existing historic marker from its current site. The proposal includes restoring the marker to its original condition and reinstalling it at the new 1st South Carolina Infantry of African Descent Park on Boundary Street.

In conjunction with this effort, the team is proposing a small Memorial Day commemoration on Monday, May 26, 2026, which would include the unveiling of the restored regimental marker.

Anticipated Construction

Construction is anticipated to begin in Fall 2027.

II. Streetscapes

Duke Street Streetscape (Project No. 24005)

The City of Beaufort is advancing the Duke Street Streetscape Project, which proposes a series of infrastructure and aesthetic enhancements along two blocks of Duke Street, extending from Bladen Street to Hamar Street. The project is intended to improve roadway conditions, pedestrian accessibility, drainage capacity, and overall streetscape appeal.

Scope of Work

The proposed improvements include roadway and streetscape upgrades designed to enhance both functionality and visual character. Key elements of the work consist of roadway resurfacing, installation of curb and gutter, and construction of ten (10) new on-street parking spaces utilizing permeable pavers. Additional improvements include the installation of new concrete sidewalks to support pedestrian mobility, replacement of the existing corrugated metal culvert pipe (CMCP) with a properly sized reinforced concrete pipe (RCP) to improve stormwater conveyance, and the addition of roadside landscaping to enhance the corridor's appearance.

Key Dates

- **Issue Date:** April 16, 2026
- **Pre-Bid Meeting:** April 23, 2026, at 2:00 PM
 - Location: 1911 Boundary Street, 1st Floor, Planning Conference Room
- **Questions Due:** April 30, 2026, by 4:00 PM
- **Responses Issued:** May 5, 2026, by 4:00 PM
- **Bid Submission Deadline:** May 8, 2026, at 2:00 PM
- **Public Bid Opening:** May 8, 2026, at 2:00 PM
 - Location: 1911 Boundary Street, 2nd Floor, Executive Conference Room #2

Funding

The project is funded through a combination of federal and local sources:

- \$625,000 from American Rescue Plan Act (ARPA) funds
- \$375,000 from the City's General Fund

Current Status

The project is currently in the advertisement phase, with weekly updates being provided to stakeholders. The South Carolina Department of Transportation (SCDOT) permit was approved on April 20, 2026. Minor review comments are presently being addressed by Bryan Webb of Davis & Floyd.

III. City Facilities

Carnegie Building Roof & Interior (Project #23008)

The Carnegie Library is a significant local historic site and a contributing structure within the City of Beaufort's National Historic Landmark District. The Beaufort Historic District is nationally recognized for its architectural and historical significance and is considered to possess irreplaceable cultural, material, and aesthetic value.

Project Updates:

- On March 30, 2026, the side entrance roof was removed, reconstructed, and a new roof system installed.
- Construction on the main building commenced on April 1, 2026.
- Roof Domers have been repaired and have been reinstalled

Current Status:

On April 20, 2026, Luna Roofing requested its first draw request for \$80,000.00

The anticipated duration of the repair work is approximately four to six weeks.

IV. Arsenal Walls & Windows Rehabilitation

The Beaufort Arsenal, located at 713 Craven Street, is a prominent historic landmark and a key contributing structure within the district. This project encompasses the restoration and rehabilitation of Arsenal's historic masonry walls.

The city has retained Meadors Architectural Conservation (Charleston, South Carolina) to provide specialized conservation design services.

The project will be executed in the following phases:

1. Window Assessment
2. Preparation of Architectural Drawings and Specifications
3. Bidding and Procurement
4. Construction Administration

The city intends to coordinate the restoration of the Carnegie Library's interior and exterior with the Arsenal walls restoration so that both projects may be undertaken concurrently.

VI. City Hall & Police Station Re-Roofing

Procurement Schedule

- Public Bid Opening: Friday April 30, 2026, Executive Conference Room #2
- Currently reviewing bids

Related Projects

- Police Station Renovation

- Police Station Second Floor Expansion – engineering study pending.
-

VII. Pigeon Point Boat Landing Improvements

Proposed Upgrades:

The project includes the replacement of the existing concrete boat ramp, installation of a new floating dock, improvements to the parking area, and enhancements to site drainage.

Current Status:

- During the public comment period, the South Carolina Department of Environmental Services received more than 20 comments which triggered a public hearing.
- Agency staff have reviewed the submitted application and determined that it is incomplete.
- The permit review process is currently on hold pending the outcome of the public hearing and the subsequent revision and resubmission of permitting documents.

Funding Coordination:

A meeting was held with representatives from the South Carolina Department of Natural Resources Boating Access Grant / State Water Recreation Funds program and the City on April 20, 2026 (via Microsoft Teams, with Andy Wicker) to discuss potential funding opportunities.

VIII. Marina

Marina Fuel Tank Replacement (Project #22015)

- Engineering has not yet begun.
 - Key decisions required:
 - Above-ground vs. underground tanks
 - Evaluation of fuel usage and delivery frequency
 - Schedule coordination underway with marina drainage and relieving wall improvements.
-

Upcoming Meetings

- **Waterfront Advisory Committee: next bid is scheduled for** Monday May4, 2026 (5:00–7:00 PM)
- McSweeney Engineers plan to present their Relieving Platform Renderings to the committee for review and discussion. This will give the committee an opportunity to provide feedback and suggest any adjustments before the public charrette. They will also share updates on the Dinghy Dock, the Waterfront Park Day Dock and the temporary Park Fencing.

New updates and pictures have been uploaded to Air table and if there is anything please let me know



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Curt Freese, Community Development Director
Item Name: Community Development Monthly Report
Meeting Date: June 9, 2026
Department: Community Development Department

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Community Development Monthly Report



COMMUNITY DEVELOPMENT REPORT

APRIL 2026

Issued Project Permits:

COMMERCIAL (Issued)

- Tabby Place Expansion – 913 Port Republic Street – **Issued 12/20/22 (extended)**
- Site Work Only – 918 Craven Street – **Issued 12/20/22 (extended)**
- New Hotel – 800 Port Republic Street – **Issued 12/21/22 (extended)**
- Parking Garage – 918 Craven Street – **Issued 12/21/22 (extended)**
- BMH – 955 Ribaut Road – Large Interior Renovations – **Issued 12/19/23**
- BMH – 955 Ribaut Road – ER Renovations – **Issued 12/09/24**
- Storage Facility – 1 Parris Island Gtwy. – **Issued 1/18/24 (extended)**
- Storage/Residential Living – 1140 Ribaut Road phase 2 and 3 – **Issued 03/29/25**
- Life Center – 1801 Duke Street – **Issued 07/09/2025**
- Cane Island Phase 1 – Site Work (Grading) – 5 Cane Island Farm Road – **Issued 07/09/25**
- Cherokee Brick – 3484 Trask Pkwy. – **Issued 7/30/2025**
- Small Parts Warehouse – 25 John Galt Road – **Issued 11/14/25**
- Mixed-use Bldg. - 119 Whitehall Drive – Café with 2 apartments **Issued 2/04/26**
- New Duplex - 1273 and 1275 Ribaut Road – 4 Units **Issued 3/27/26**
- Site work – 84 Sea Island Pkwy –site work for CTE building Beaufort High **Issued 03/30/26**

COMMERCIAL (Pending)

- 211 Charles Street - 3-Story Apt Bldg. w/1st Floor as Comm. (**Outstanding Items - Extended**)
- 123 Shork Road - Site Work for Warehouse (**Outstanding Items**)
- 3670 Trask Pkwy. - 4-Story Hotel (**In Review**)
- 4 Brookins Patch – Drainage work for Bridges Preparatory (**Outstanding Items**)
- 30 Cougar Drive – Site and Drainage work for Lady’s Island Middle School (**Outstanding Items**)
- 84 Sea Island Pkwy. – Renovations to Publix (**Outstanding Items**)
- 70 Ladys Island Drive – 6 Classroom Modular BLDG (**In Review**)
- 1013 Charles Street – Mixed use building (**Outstanding Items**)

SF RESIDENTIAL (New Construction) ISSUED within the last month

- 38 Middle Island Street (Camiellia Banks)

SF RESIDENTIAL (New Construction) SUBMITTED within the last month

- 104 Lyford Place
- 2208 Spanish Court (Live Oaks)
- 1705 Duke Street
- 1600 Palmetto Drive
- 1602 Palmetto Drive
- 109 Whitfield Street

Historic District Review Board:

HRB (Historic Review Board) Scheduled:

- 1511 King Street – new construction of a carriage house
April 8, 2026 Meeting
- 1411 North Street – new construction of carriage house/2-car garage
April 8, 2026 Meeting
- 710 Newcastle Street – alterations/additions
April 8, 2026 Meeting
- 1106 Craven Street – alterations
April 8, 2026 Meeting

PC (Planning Commission):

PC (Planning Commission)

- Rezoning: 909 Church Street
- Sketch Plan, Novant Health, Robert Smalls Parkway
- Code Amendments for Chapter 2, 3 & 4
May 18, 2026 Meeting

TRC:

- Request to reuse former Beaufort Gazette property for commercial businesses (1556 Salem Road; PIN: R120 029 000 103E 0000) – Discussion on how vacant building & property of former Beaufort Gazette newspaper could be reused and/or possibly rezoned to make proposed commercial businesses relocated there;
- Discussion on possibility of annexation for future developability (Lady's Island Drive / Hazel Farm Road; PIN: various) – Applicant seeking advice on feasibility and process of annexation for properties along Hazel Farm Road behind Sea Point Apartments;
- New Townhome Community (1026 Ribaut Road; PIN: R120 005 000 0232 0000, et al.) – Discussion of several pre-development questions, including tree mitigation, pavers/impervious lot coverage, boardwalk, etc.;
- Minor Subdivision (611 Arnold Drive; PIN: R120 003 000 360D 0000) – Discussion of preliminary subdivision plans and scenarios in regard to meeting specific Zoning and Development Code requirements;

HTRC:

- 1203 Bay Street, Replacement of windows, screening of HVAC units

- 708 Hamilton Street (Contributing, c. 1925 – 2-story frame dwelling) – The Point neighborhood Request for erection of 4-foot-high metal fence in front (towards Hamilton St.) and along northern side (towards Hancock St.) of property;
- 607 Carteret Street (Non-contributing, c. 1955 – 2-story brick veneer dwelling) – The Point neighborhood Request for replacement of fifteen (15) weathered/damaged/dilapidated with new windows (Anderson 400 series) to match the existing ones at carriage house;
- 900 North Street (Contributing, c. 1875 – 1-story frame dwelling) – The Old Commons neighborhood Request for various landscaping & hardscaping improvements in back yard, including a new patio, plant potting area, fence/screen, pergola, fence & garden gate towards West St. as well as a water fountain;
- 1201 King Street (Contributing, c. 1930 – 1-story frame dwelling) – The Bluff neighborhood Request for replacement of siding (mineral to Hardie), including new paint colors for siding, trims, doors and shutters as well as repairs to trim/fascia boards, replacement of rear door & brick steps
- 910 West Street (Contributing, c. 1900 – 1-story frame dwelling) – The Old Commons neighborhood Discussion on proposed alleviation to structural foundation issues, including replacement of failing brick piers, flooring joists, etc
- 1511 King Street (Contributing, c. 1900 – 1-story frame dwelling) – The Northwest Quadrant neighborhood Discussion on latest revisions to proposed detached carriage house;

ZBOA

ZBOA (Zoning Board of Appeals) Scheduled:

- Factory Creek, Jim Mead, Appeal of Short Term Rental (Section 3.6.2.B (2))

Tenant Change (Safety Inspections)

- 903 Bay Street – Retail Business for Antiques (Pickle Juice Productions)
- 1011 Bay Street Suite 313 – Office for Construction Business (3-Gen Contracting, LLC)
- 1261 Ribaut Road – Medical Office (Georgia Skin and Cancer)
- 1261 Ribaut Road – Pathology Lab (Pathologic Diagnostics)
- 110 Industrial Village Road – Boat Repair and Paint (Marsh Boats & Fiberglass, LLC)
- 69 Robert Smalls Pkwy Suite 4E– Office (Berry’s Bookkeeping and Tax Service)
- 1817 Boundary Street – Esthetic and Facial Services (Ethereal Essence, LLC)
- 1011 Bay Street – Individual, Couples, and Family Therapy (Beaufort Family Therapy)
- 2201 Boundary Street Suite 101C– Message Therapy (A Good Day Massage and Bodywork, LLC)
- 2201 Boundary Street Suite 101B - Physical Therapy Clinic (Revive Rehab, LLC)
- 2015 Boundary Street Suites 266, 312, 315– Law Firm (Harper Law Firm)
- 2201 Boundary Street Suite 102 – hospice care (Crescent Hospice Inc)

PERMITS:

New Construction - Residential Dwellings & Commercial Structures 2026

Month	Single Family	Multifamily	Commercial	Permit Fees
Jan	8	0	0	\$21,431.40
Feb	10	0	1	\$39,867.20
Mar	0	2	0	\$6,057.40
Apr	1	0	0	\$3,506.20
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
Totals	19	0	1	\$70,862.20

Total Residential Units: 20

Note: The total permit fees collected does not include impact fees.

	2026	
Month	Total Permits	Permit Fees Collected
Jan	103	\$58,048.96
Feb	72	\$68,792.84
Mar	92	\$29,672.47
Apr	69	\$13,968.29
May		
Jun		
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Totals	336	\$170,482.56



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Linda Roper, Downtown Operations Director
Item Name: Downtown Operations Monthly Report
Meeting Date: June 9, 2026
Department: Downtown Operations

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Downtown Operations Monthly Report

MAIN STREET BEAUFORT

April Monthly Report



Meetings & Events Attended:

Leadership Beaufort April Session: Participated in the April session gained deeper insight into the Beaufort community.

Main Street Coffee Break: Joined the statewide Main Street check-in to share ideas and tools for supporting local businesses.

Cultural District Advisory Board Meeting: Prepared necessary materials and provided ongoing board support.

Execution & Planning:

First Friday: Successfully organized and hosted the monthly community event in Downtown Beaufort.

Main Street America Now: Attended the Main Street America Now National Conference and connected with other Main Street communities. Attended multiple sessions that will help benefit Beaufort.

Rotary Club Meeting: Attended a Rotary Club meeting to give a presentation on Main Street Beaufort, the Main Street Approach, and current Main Street initiatives and projects.

Beaufort History Museum Auction: Assisted with event setup and breakdown for the Beaufort History Museum Auction in support of the organization and event operations.

Social District Planning: Worked in collaboratively to develop signage, graphics, messaging, and operational materials needed for the launch of the Downtown Social District.

WEBSITE TOTAL VIEWS



2,302

Main Street Beaufort eNewsletter

Month	Recipients	Open Rate	Opened
Febuary	184	60%	103



INSTAGRAM INSIGHTS

TOP-PERFORMING CONTENT

1.5K
REACH
↑ 54.3%

1,065
Views

3.9K
VIEWS
↓ 0.1%

737
Reach



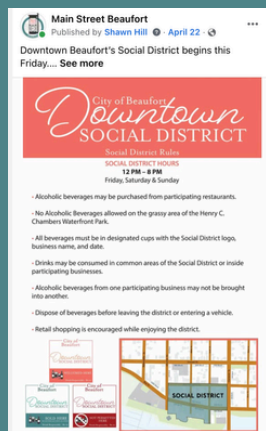
FACEBOOK INSIGHTS

TOP-PERFORMING CONTENT

91.9K
VIEWS
↑ 0.2%

26,540
Views

13,994
Reach



27.8K
REACH
↓ 8.6%

City of Beaufort Downtown Operations & Community Services Events & Tour Coordinator Activity Report April 2026

Highlights – April 2026:

- A Taste of Beaufort – Final Planning
 - Met with USCB regarding Taste of the Arts
 - Met with Washington Street Park committee regarding Taste of the Community
 - Held mandatory food vendor meeting at the Waterfront Pavilion one week prior to the event
 - Set up began for Taste of Beaufort 4/30/26
- Assisted Main Street Beaufort with First Friday
 - Street Closure
 - Dressed up like the Easter Bunny for Good Friday's First Friday Event
- Held a departmental meeting for the Gullah Festival
 - Public works
 - Police
 - Fire/EMS
 - Greenery
 - Parking
- Attended Washington Street Park construction update meetings
- Held a departmental meeting for the Lowcountry Music Festival
 - Public works
 - Police
 - Fire/EMS
 - Greenery
 - Parking
- Held a departmental meeting for the Water Festival
 - Public works
 - Police
 - Fire/EMS
 - Greenery
 - Parking
- Tours
 - Keeping tours updated on construction progress
 - Tours continue to proceed regardless of the intersection and construction closures
 - Working with Tour Companies on rerouting due to construction
 - Issued 9 new tour badges
- Parks
 - Reservations for spring and summer are picking up
 - Washington Street Park is open but not taking reservations at this time

City of Beaufort Downtown Operations & Community Services
Events & Tour Coordinator Activity Report
April 2026
Park Reservations April 2026

Location	Wedding	Special Event	Birthday or Baby Shower	Other	Festival	Attendance	
						-50	50+
Pigeon Point Park			2	1		3	
Southside Park			2	11		9	4
The Bluff							
Washington St. Park							
Waterfront Park				10		7	3
Whitehall Park	1	1		1		2	1
Other							
Totals	1	1	4	23	0	21	8



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Alan Eisenman, Finance Director
Item Name: Finance Department Monthly Report
Meeting Date: June 9, 2026
Department: Finance Department

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Finance Department Monthly Report

Scott Marshall
CITY MANAGER
843-525-7070
FAX 843-525-7013



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

COUNCIL MEMBERS:
Philip E. Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

Dear Mayor, Members of City Council and City of Beaufort Stakeholders:

The City of Beaufort April 2026 financial statement is included in your agenda packet. This financial statement includes the City's Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance (aka Income Statement). It also includes Budgetary Comparison Schedules for the City's fiscal year 2026 budgeted funds which include General Fund, TIF II Fund, Capital Projects Fund, Parks and Tourism Fund, American Rescue Plan Act (ARPA) Fund, Stormwater Fund, State Accommodations Tax Fund, and Fire Impact Fees Fund.

With April being the 10th month of the fiscal year 2026, recurring revenues and expenditures should be 83.3% of the budget. General Fund revenues are 77.3% of the budget while expenditures are 81.5% of the budget.

I'll be happy to answer any questions that you may have as you review the City's April 2026 financial statements.

Thanks,

Alan Eisenman CPA CGFO
Finance Director

CITY OF BEAUFORT, SOUTH CAROLINA
BALANCE SHEET
GOVERNMENTAL FUNDS
APRIL 30, 2026

	General Fund	TIF II Fund	Capital Projects Fund	Parks and Tourism Fund	American Rescue Plan Act Fund	Stormwater Fund	Other Governmental Funds	Total Governmental Funds
ASSETS								
Cash and cash equivalents	\$ 17,663,166	\$ 195,977	\$ 1,115,241	\$ 3,843,642	\$ 1,637,768	\$ 620,567	\$ 2,329,615	\$ 27,405,976
Taxes receivable, net	244,426	-	-	-	-	57,205	-	301,631
Other receivables	685,308	-	230,795	117,825	-	-	-	1,033,928
Inventories and other assets	-	-	-	-	-	-	-	-
Restricted cash and cash equivalents	-	3,445,322	-	1,776,162	-	571,642	26,809	5,819,935
Total assets	<u>18,592,900</u>	<u>3,641,299</u>	<u>1,336,036</u>	<u>5,737,629</u>	<u>1,637,768</u>	<u>1,249,414</u>	<u>2,356,424</u>	<u>34,551,470</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES								
Liabilities:								
Accounts payable	57,691	-	9,918	13,239	-	1,228	-	82,076
Due to other governments	57,339	-	-	-	-	-	-	57,339
Unearned revenue	1,846,090	-	-	-	1,345,601	-	-	3,191,691
Accrued liabilities	119,836	-	-	60,855	662	2,775	3,142	187,270
Deposits and escrow	503,909	-	-	20,950	-	-	23,617	548,476
Total liabilities	<u>2,584,865</u>	<u>-</u>	<u>9,918</u>	<u>85,044</u>	<u>1,346,263</u>	<u>4,003</u>	<u>26,759</u>	<u>4,056,852</u>
Deferred Inflows of Resources:								
Unavailable revenue - property taxes	245,328	-	-	-	-	40,614	-	285,942
Unavailable revenue - grants	-	-	230,795	-	-	-	-	230,795
Total deferred inflows of resources	<u>245,328</u>	<u>-</u>	<u>230,795</u>	<u>-</u>	<u>-</u>	<u>40,614</u>	<u>-</u>	<u>516,737</u>
Fund balances:								
Nonspendable:								
Inventories	32,120	-	-	-	-	-	-	32,120
Cemetery	-	-	-	-	-	-	7,246	7,246
Restricted	1,669,236	3,641,299	1,095,323	3,876,423	291,505	633,155	2,285,816	13,492,757
Committed for:								
Land Acquisition	1,376,516	-	-	-	-	-	-	1,376,516
Vehicle and equipment replacement	2,184,527	-	-	-	-	-	-	2,184,527
Redevelopment	1,892,987	-	-	-	-	-	-	1,892,987
Capital Projects	1,567,317	-	-	1,776,162	-	571,642	-	3,915,121
Law enforcement	-	-	-	-	-	-	36,603	36,603
Assigned for:								
Subsequent year's budget	221,942	-	-	-	-	-	-	221,942
Unassigned	6,818,062	-	-	-	-	-	-	6,818,062
Total fund balances	<u>15,762,707</u>	<u>3,641,299</u>	<u>1,095,323</u>	<u>5,652,585</u>	<u>291,505</u>	<u>1,204,797</u>	<u>2,329,665</u>	<u>29,977,881</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 18,592,900</u>	<u>\$ 3,641,299</u>	<u>\$ 1,336,036</u>	<u>\$ 5,737,629</u>	<u>\$ 1,637,768</u>	<u>\$ 1,249,414</u>	<u>\$ 2,356,424</u>	<u>\$ 34,551,470</u>

CITY OF BEAUFORT, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE MONTH ENDED APRIL 30, 2026

	General Fund	TIF II Fund	Capital Projects Fund	Parks and Tourism Fund	American Rescue Plan Act Fund	Stormwater Fund	Other Governmental Funds	Total Governmental Funds
REVENUES								
Property taxes	\$ 10,902,595	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,902,595
Other taxes	-	-	-	3,799,768	-	-	695,276	4,495,044
Franchise fees	870,840	-	-	-	-	-	-	870,840
Fines and forfeitures	51,217	-	-	-	-	-	-	51,217
Licenses and permits	4,061,771	-	-	-	-	-	38,290	4,100,061
Intergovernmental	3,175,364	-	977,165	20,000	596,532	-	-	4,769,061
Charges for services	1,966,496	-	-	399,409	-	1,320,224	-	3,686,129
Investment earnings	627,276	125,288	62,160	210,096	70,896	19,023	32,523	1,147,262
Miscellaneous	258,909	-	-	125,052	-	-	1,051	385,012
Total revenues	<u>21,914,468</u>	<u>125,288</u>	<u>1,039,325</u>	<u>4,554,325</u>	<u>667,428</u>	<u>1,339,247</u>	<u>767,140</u>	<u>30,407,221</u>
EXPENDITURES								
Current:								
General government	4,490,959	-	-	-	119,899	-	584,837	5,195,695
Law enforcement	6,020,619	-	-	1,347,403	-	-	496	7,368,518
Fire and emergency	7,513,095	-	-	-	-	-	-	7,513,095
Public works	2,004,557	-	-	-	-	598,266	-	2,602,823
Culture and recreation	-	-	-	1,482,643	-	-	-	1,482,643
Streets	877,838	-	-	-	-	-	-	877,838
Community development	1,054,711	-	-	902,840	-	-	-	1,957,551
Debt Service:								
Principal	1,604,230	-	-	646,212	-	295,833	-	2,546,275
Interest and other charges	271,668	-	-	328,284	-	164,475	-	764,427
Capital Outlay	-	341,086	4,375,165	150,710	-	-	-	4,866,961
Total expenditures	<u>23,837,677</u>	<u>341,086</u>	<u>4,375,165</u>	<u>4,858,092</u>	<u>119,899</u>	<u>1,058,574</u>	<u>585,333</u>	<u>35,175,826</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,923,209)</u>	<u>(215,798)</u>	<u>(3,335,840)</u>	<u>(303,767)</u>	<u>547,529</u>	<u>280,673</u>	<u>181,807</u>	<u>(4,768,605)</u>
OTHER FINANCING SOURCES (USES)								
Issuance of financed purchases	684,000	-	-	-	-	-	-	684,000
Transfers in	-	-	2,529,232	106,288	87,829	-	-	2,723,349
Transfers out	-	(100,000)	-	(1,375,205)	(1,023,135)	(225,010)	-	(2,723,350)
Total other financing sources (uses)	<u>684,000</u>	<u>(100,000)</u>	<u>2,529,232</u>	<u>(1,268,917)</u>	<u>(935,306)</u>	<u>(225,010)</u>	<u>-</u>	<u>683,999</u>
Net change in fund balances	(1,239,209)	(315,798)	(806,608)	(1,572,684)	(387,777)	55,663	181,807	(4,084,606)
Fund balances - beginning	<u>17,001,916</u>	<u>3,957,097</u>	<u>1,901,931</u>	<u>7,225,269</u>	<u>679,282</u>	<u>1,149,134</u>	<u>2,147,858</u>	<u>34,062,487</u>
Fund balances - ending	<u>\$ 15,762,707</u>	<u>\$ 3,641,299</u>	<u>\$ 1,095,323</u>	<u>\$ 5,652,585</u>	<u>\$ 291,505</u>	<u>\$ 1,204,797</u>	<u>\$ 2,329,665</u>	<u>\$ 29,977,881</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
COMBINING BALANCE SHEET
OTHER GOVERNMENTAL FUNDS
APRIL 30, 2026**

	<u>Special Revenue Funds</u>			<u>Permanent Fund</u>	
	<u>State Accommodations Tax Fund</u>	<u>Fire Impact Fees Fund</u>	<u>Drug Control and Prevention Fund</u>	<u>Cemetery Fund</u>	<u>Total-Other Governmental Funds</u>
ASSETS					
Cash and cash equivalents	\$ 1,660,746	\$ 625,020	\$ 36,603	7,246	\$ 2,329,615
Other receivables	-	-	-	-	-
Restricted cash and cash equivalents	-	-	26,809	-	26,809
Total assets	<u>1,660,746</u>	<u>625,020</u>	<u>63,412</u>	<u>7,246</u>	<u>2,356,424</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	-	-	-	-	-
Other accrued expenses	3,142	-	-	-	3,142
Deposits and escrow	-	-	23,617	-	23,617
Total liabilities	<u>3,142</u>	<u>-</u>	<u>23,617</u>	<u>-</u>	<u>26,759</u>
Fund balances:					
Nonspendable:					
Cemetery	-	-	-	7,246	7,246
Restricted	1,657,604	625,020	3,192	-	2,285,816
Committed for:					
Law enforcement	-	-	36,603	-	36,603
Total fund balances	<u>1,657,604</u>	<u>625,020</u>	<u>39,795</u>	<u>7,246</u>	<u>2,329,665</u>
Total liabilities and fund balances	<u>\$ 1,660,746</u>	<u>\$ 625,020</u>	<u>\$ 63,412</u>	<u>\$ 7,246</u>	<u>\$ 2,356,424</u>

CITY OF BEAUFORT, SOUTH CAROLINA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
OTHER GOVERNMENTAL FUNDS
FOR THE MONTH ENDED APRIL 30, 2026

	Special Revenue Funds			Permanent Fund	Total-Other Governmental Funds
	State Accommodations Tax Fund	Fire Impact Fees Fund	Drug Control and Prevention Fund	Cemetery Fund	
REVENUES					
Other taxes	\$ 695,276	\$ -	\$ -	\$ -	\$ 695,276
Licenses and permits	-	38,290	-	-	38,290
Investment earnings	31,800	-	723	-	32,523
Miscellaneous	-	-	1,051	-	1,051
Total revenues	<u>727,076</u>	<u>38,290</u>	<u>1,774</u>	<u>-</u>	<u>767,140</u>
EXPENDITURES					
Current:					
General government	584,837	-	-	-	584,837
Law enforcement	-	-	496	-	496
Total expenditures	<u>584,837</u>	<u>-</u>	<u>496</u>	<u>-</u>	<u>585,333</u>
Excess of revenues over expenditures	<u>142,239</u>	<u>38,290</u>	<u>1,278</u>	<u>-</u>	<u>181,807</u>
OTHER FINANCING SOURCES (USES)					
Transfers out	-	-	-	-	-
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balances	142,239	38,290	1,278	-	181,807
Fund balances - beginning	<u>1,515,365</u>	<u>586,730</u>	<u>38,517</u>	<u>7,246</u>	<u>2,147,858</u>
Fund balances - ending	<u>\$ 1,657,604</u>	<u>\$ 625,020</u>	<u>\$ 39,795</u>	<u>\$ 7,246</u>	<u>\$ 2,329,665</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED APRIL 30, 2026**

					Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
			Budgeted Amounts			
			Original	Final	Actual	
Revenues:						
Property taxes	\$	9,969,172	\$	9,969,172	\$ 10,902,595	\$ 933,423 109.4%
Franchise fees		2,384,440		2,384,440	870,840	(1,513,600) 36.5%
Fines and forfeitures		59,000		59,000	51,217	(7,783) 86.8%
Licenses and permits		7,817,000		7,817,000	4,061,771	(3,755,229) 52.0%
Intergovernmental		3,869,680		5,369,680	3,175,364	(2,194,316) 59.1%
Charges for services		2,088,745		2,088,745	1,966,496	(122,249) 94.1%
Investment earnings		600,000		600,000	627,276	27,276 104.5%
Miscellaneous		60,000		60,000	258,909	198,909 431.5%
Total revenues		26,848,037		28,348,037	21,914,468	(6,433,569) 77.3%
Expenditures:						
Current:						
General government						
City council		318,249		318,249	474,877	(156,628) 149.2%
City manager		1,006,844		1,011,226	707,173	304,053 69.9%
Finance		1,103,554		1,111,296	901,251	210,045 81.1%
Human resources		514,604		519,993	365,465	154,528 70.3%
Information technology		939,137		939,137	733,511	205,626 78.1%
Court and legal		690,911		706,300	479,049	227,251 67.8%
Non-departmental		815,171		815,171	829,634	(14,463) 101.8%
		5,388,470		5,421,372	4,490,960	930,412 82.8%
Law enforcement						
Police		6,272,804		6,462,388	5,342,759	1,119,629 82.7%
School resource officers		734,983		734,983	555,292	179,691 75.6%
Crossing guards		24,945		24,945	24,871	74 99.7%
Victims rights		123,030		123,030	97,698	25,332 79.4%
		7,155,762		7,345,346	6,020,620	1,324,726 82.0%
Fire and emergency						
City of Beaufort fire		8,696,627		9,135,095	7,513,095	1,622,000 82.2%
		8,696,627		9,135,095	7,513,095	1,622,000 82.2%
Public works						
Administration		545,431		578,223	406,056	172,167 70.2%
Maintenance		718,115		718,115	494,836	223,279 68.9%
Solid waste		1,476,050		1,476,050	1,103,665	372,385 74.8%
		2,739,596		2,772,388	2,004,557	767,831 72.3%

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED APRIL 30, 2026**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Streets	1,216,546	1,364,849	877,838	487,011	64.3%
	1,216,546	1,364,849	877,838	487,011	64.3%
Community development	1,356,171	1,363,259	1,054,711	308,548	77.4%
	1,356,171	1,363,259	1,054,711	308,548	77.4%
Total current	26,553,172	27,402,309	21,961,781	5,440,528	80.1%
Debt service:					
Principal	1,604,230	1,604,230	1,604,230	-	100.0%
Interest	243,568	243,568	271,668	(28,100)	111.5%
Total debt service	1,847,798	1,847,798	1,875,898	(28,100)	101.5%
Total expenditures	28,400,970	29,250,107	23,837,679	5,412,428	81.5%
Excess (deficiency) of revenues over (under) expenditures	(1,552,933)	(902,070)	(1,923,211)	(1,021,141)	
Other financing sources (uses):					
Issuance of capital lease	833,472	833,472	684,000	(149,472)	82.1%
Transfers in	69,584	69,584	-	(69,584)	0.0%
Transfers out	(375,000)	(375,000)	-	(375,000)	0.0%
Total financing sources (uses)	528,056	528,056	684,000	(594,056)	129.5%
Net change in fund balance	(1,024,877)	(374,014)	(1,239,211)	(865,197)	
Fund balance, beginning of year	17,001,916	17,001,916	17,001,916	-	
Fund balance, end of year	\$ 15,977,039	\$ 16,627,902	\$ 15,762,705	\$ (865,197)	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
TAX INCREMENT FINANCING DISTRICT II – SPECIAL REVENUE FUND
FOR THE MONTH ENDED APRIL 30, 2026**

		Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
		Original	Final			
Revenues:						
Investment earnings		\$ 120,000	\$ 120,000	\$ 125,288	\$ 5,288	104.4%
	Total revenues	120,000	120,000	125,288	5,288	104.4%
Expenditures:						
Current:						
Capital Outlay		740,000	740,000	341,086	398,914	46.1%
	Total expenditures	740,000	740,000	341,086	398,914	46.1%
Excess of revenues over expenditures		(620,000)	(620,000)	(215,798)	(393,626)	
Other financing (uses):						
Transfers out		(1,100,000)	(1,200,000)	(100,000)	(1,100,000)	8.3%
	Total other financing uses	(1,100,000)	(1,200,000)	(100,000)	(1,100,000)	8.3%
Net change in fund balance		(1,720,000)	(1,820,000)	(315,798)	(1,504,202)	
Fund balance, beginning of year		3,957,097	3,957,097	3,957,097	-	
Fund balance, end of year		\$ 2,237,097	\$ 2,137,097	\$ 3,641,299	\$ (1,504,202)	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
CAPITAL PROJECTS FUND – SPECIAL REVENUE FUND
FOR THE MONTH ENDED APRIL 30, 2026**

			Variance with	Variance with
			Final Budget	Final Budget
			Positive	Percentage
			(Negative)	
Budgeted Amounts				
	Original	Final	Actual	
Revenues:				
Intergovernmental	\$ 21,593,759	\$ 21,755,759	\$ 977,165	\$ (20,778,594) 4.5%
Investment earnings	-	-	62,160	62,160 100.0%
Total revenues	21,593,759	21,755,759	1,039,325	(20,716,434) 4.8%
Expenditures:				
Current:				
Capital Outlay	28,449,471	28,865,471	4,375,165	24,490,306 15.2%
Total expenditures	28,449,471	28,865,471	4,375,165	24,490,306 15.2%
Excess of revenues over expenditures	(6,855,712)	(7,109,712)	(3,335,840)	(45,206,740)
Other financing sources:				
Transfers in	6,155,712	6,409,712	2,529,232	(3,880,480) 39.5%
Total other financing sources	6,155,712	6,409,712	2,529,232	(3,880,480) 39.5%
Net change in fund balance	(700,000)	(700,000)	(806,608)	106,608
Fund balance, beginning of year	1,901,931	1,901,931	1,901,931	-
Fund balance, end of year	\$ 1,201,931	\$ 1,201,931	\$ 1,095,323	\$ 106,608

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
PARKS AND TOURISM – SPECIAL REVENUE FUND
FOR THE MONTH ENDED APRIL 30, 2026**

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	<u>Original</u>	<u>Final</u>	<u>Actual</u>		
Revenues:					
Other taxes	\$ 4,445,000	\$ 4,445,000	\$ 3,799,768	\$ (645,232)	85.5%
Charges for services	717,500	717,500	399,409	(318,091)	55.7%
Investment earnings	350,000	350,000	210,096	(139,904)	60.0%
Total revenues	<u>5,512,500</u>	<u>5,512,500</u>	<u>4,554,325</u>	<u>(958,175)</u>	<u>82.6%</u>
Expenditures:					
Current:					
Law enforcement	1,731,909	1,795,104	1,347,403	447,701	75.1%
Culture and recreation	2,333,175	2,365,967	1,482,643	883,324	62.7%
Community development	1,108,256	1,126,273	902,840	223,433	80.2%
Debt Service:					
Principal	646,212	646,212	646,212	-	100.0%
Interest and other charges	323,284	323,284	328,284	(5,000)	101.5%
Capital Outlay	229,800	229,800	150,710	79,090	65.6%
Total expenditures	<u>6,372,636</u>	<u>6,486,640</u>	<u>4,858,092</u>	<u>1,628,548</u>	<u>74.9%</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(860,136)</u>	<u>(974,140)</u>	<u>(303,767)</u>	<u>670,373</u>	
Other financing sources (uses):					
Transfers in	-	-	106,288	106,288	
Transfers out	(2,561,185)	(2,661,185)	(1,375,205)	(1,285,980)	
Total financing sources	<u>(2,561,185)</u>	<u>(2,661,185)</u>	<u>(1,268,917)</u>	<u>(1,179,692)</u>	
Net change in fund balance	(3,421,321)	(3,635,325)	(1,572,684)	2,062,641	
Fund balance, beginning of year	7,225,269	7,225,269	7,225,269	-	
Fund balance, end of year	<u>\$ 3,803,948</u>	<u>\$ 3,589,944</u>	<u>\$ 5,652,585</u>	<u>\$ 2,062,641</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
AMERICAN RESCUE PLAN ACT (ARPA) – SPECIAL REVENUE FUND
FOR THE MONTH ENDED APRIL 30, 2026**

	<u>Budgeted Amounts</u>			<u>Variance with Final Budget Positive (Negative)</u>	<u>Variance with Final Budget Percentage</u>
	<u>Original</u>	<u>Final</u>	<u>Actual</u>		
Revenues:					
Intergovernmental	\$ -	\$ -	\$ 596,532	\$ 596,532	0.0%
Investment earnings	133,871	133,871	70,896	(62,975)	53.0%
Total revenues	133,871	133,871	667,428	533,557	498.6%
Expenditures:					
Current:					
General government	233,871	238,253	119,899	118,354	50.3%
Capital Outlay	-	-	-	-	0.0%
Total expenditures	233,871	238,253	119,899	118,354	50.3%
Excess of revenues over expenditures	(100,000)	(104,382)	547,529	415,203	
Other financing (uses):					
Transfers in	-	-	87,829	87,829	
Transfers out	(1,352,827)	(1,352,827)	(1,023,135)	(329,692)	75.6%
Total other financing uses	(1,352,827)	(1,352,827)	(935,306)	(241,863)	69.1%
Net change in fund balance	(1,452,827)	(1,457,209)	(387,777)	(1,069,432)	
Fund balance, beginning of year	679,282	679,282	679,282	-	
Fund balance, end of year	\$ (773,545)	\$ (777,927)	\$ 291,505	\$ (1,069,432)	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
STORMWATER – SPECIAL REVENUE FUND
FOR THE MONTH ENDED APRIL 30, 2026**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Charges for services	\$ 1,375,000	\$ 1,375,000	\$ 1,320,224	\$ (54,776)	96.0%
Investment earnings	28,346	28,346	19,023	(9,323)	67.1%
Total revenues	1,403,346	1,403,346	1,339,247	(64,099)	95.4%
Expenditures:					
Current:					
Public works	884,446	917,238	598,266	318,972	65.2%
Debt Service:					
Principal	355,000	355,000	295,833	59,167	83.3%
Interest and other charges	163,900	163,900	164,475	(575)	100.4%
Total expenditures	1,403,346	1,436,138	1,058,574	377,564	73.7%
Excess (deficiency) of revenues over (under) expenditures	-	(32,792)	280,673	(441,663)	
Other financing (uses):					
Transfers out	(398,061)	(467,061)	(225,010)	242,051	48.2%
Total other financing (uses)	(398,061)	(467,061)	(225,010)	242,051	48.2%
Net change in fund balance	(398,061)	(499,853)	55,663	(555,516)	
Fund balance, beginning of year	1,149,134	1,149,134	1,149,134	-	
Fund balance, end of year	\$ 751,073	\$ 649,281	\$ 1,204,797	\$ (555,516)	

**CITY OF BEAUFORT, SOUTH CAROLINA
STATE ACCOMMODATIONS TAX SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED APRIL 30, 2026**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Other taxes	\$ 916,667	\$ 916,667	\$ 695,276	\$ (221,391)	75.8%
Investment earnings	30,000	30,000	31,800	1,800	106.0%
Total revenues	946,667	946,667	727,076	(219,591)	76.8%
Expenditures:					
General government	1,075,717	1,075,717	584,837	490,880	54.4%
Law enforcement	25,729	25,729	-	25,729	0.0%
Total expenditures	1,101,446	1,101,446	584,837	516,609	53.1%
Excess of revenues over expenditures	(154,779)	(154,779)	142,239	297,018	
Other financing uses:					
Transfers out	(438,223)	(538,223)	-	(538,223)	0.0%
Total other financing uses	(438,223)	(538,223)	-	(538,223)	0.0%
Net change in fund balance	(593,002)	(693,002)	142,239	835,241	
Fund balance, beginning of year	1,515,365	1,515,365	1,515,365	-	
Fund balance, end of year	\$ 922,363	\$ 822,363	\$ 1,657,604	\$ 835,241	

**CITY OF BEAUFORT, SOUTH CAROLINA
FIRE IMPACT FEES SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED APRIL 30, 2026**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Licenses and permits	\$ 200,000	\$ 200,000	\$ 38,290	\$ (161,710)	19.1%
Investment earnings	5,000	5,000	-	(5,000)	0.0%
Total revenues	205,000	205,000	38,290	(166,710)	18.7%
Expenditures:					
Debt Service:					
Principal	-	-	-	-	0.0%
Interest and other charges	-	-	-	-	0.0%
Total expenditures	-	-	-	-	0.0%
Net change in fund balance	205,000	205,000	38,290	(166,710)	
Fund balance, beginning of year	586,730	586,730	586,730	-	
Fund balance, end of year	<u>\$ 791,730</u>	<u>\$ 791,730</u>	<u>\$ 625,020</u>	<u>\$ (166,710)</u>	

**CITY OF BEAUFORT, SOUTH CAROLINA
FIRE IMPACT FEES SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED APRIL 30, 2026**

	1% Fire Fund	Beaufort 300 Fund	Beaufort History Museum Fund	Beaufort Pride of Place Fund	Total
ASSETS					
Cash and cash equivalents	\$ 210,357	\$ 11,463	\$ 40,600	\$ 98,853	\$ 361,273
Total assets	<u>210,357</u>	<u>11,463</u>	<u>40,600</u>	<u>98,853</u>	<u>361,273</u>
NET POSITION					
Restricted:					
Individual, organizations, and other governments	210,357	11,463	40,600	98,853	361,273
Total net position	<u>\$ 210,357</u>	<u>\$ 11,463</u>	<u>\$ 40,600</u>	<u>\$ 98,853</u>	<u>\$ 361,273</u>



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Tim Ogden, Fire Chief
Item Name: Fire Department Monthly Report
Meeting Date: June 9, 2026
Department: Fire Department

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Fire Department Monthly Report



City of Beaufort/Town of Port Royal Fire Department

April 2026 Report

Public Events

The Fire Department held several public education events throughout April.

- Career Day at Beaufort Elementary School.
- Funeral at the National Cemetery.
- Attended a child's birthday party off Capers Street.
- Wet down after field day at Mossy Oaks Elementary.
- Spring Fling with Port Royal PD.
- Spring Fling with Beaufort PD.
- Wet down after tennis camp.
- Her2Be event at Headquarters (20 teenagers girls came to the station to see what it is like to be a firefighter).
- Boy Scout event at Station 2.
- Fire Station tour at Station 3 for Broad River Elementary.

Fire Training

The Training Division conducted 872 hours of training.

Special Training:

This month the department sent 4 members to FDIC, which is an international fire training conference held in Indianapolis. Members spent a week there attending hands-on-training classes, lecture sessions, and seeing the latest and greatest new items that have come out in the fire service.

All 3 shifts completed communication training and heavy water training with the Training Division. This gave us time to ensure we are getting the proper information out over the radio on incidents and allowed us to focus on flowing water in the event of a large fire. It also allowed us to let our driver operators see the capacity of their apparatus when flowing with big water. The department also had 4 new drivers complete their required training and testing to become drivers within the department.

Deputy Chief Vezin and Deputy Chief Dontje attended the South Carolina Chief Officer Program, while Battalion Chief W. Carter attended Active Shooter Incident Management through Texas A&M University hosted by Beaufort County on Laurel Bay.

Medical

Public CPR training classes: 3
Public First Aid training class: 1
Senior BP Checks: 1
Opioid Training Class: 1

Monthly Medical Training all shifts: Trauma assessment

Pharmacy License Renewed.
Pharmacy Inspection by the state pharmacy completed and passed.

Sent the new Clinical Operating Guidelines, Letter of Understanding for TXA, and Paperwork for new medications (TXA, Metoprolol, Keppra) to State for approval.

Capt. Evans and LT. Domanowski received certifications as ACLS and PALS instructors.

Fire Marshal

The Fire Marshal division completed 144 certified inspections, and 178 Engine Company inspections were completed.

- The Fire Marshal division attended virtual Fire Codes and Standards training for 3 hours CEUs.
- Pub Ed at Beaufort Elementary, made video about smoke alarm program with translator, hoping to reach Hispanic parents.
- Pub Ed Port Royal Elementary talked about smoke alarm program and general fire and electrical safety to Spanish speaking attendees with translator.
- Capt. Evans and Chief Badgett met with Rotary Club, Capt. spoke about Narcan, medicine disposal bags, CPR. I spoke to attendees about smoke alarm program, general fire safety, electrical safety, and lithium -ion battery safety. Attendees used the fire extinguisher prop as well.

Personnel

- Certified three new EMT's Firefighter Day, Daughtery, and Shytle.

Apparatus

- E7587 back from Superior in N. Charleston and in service.
- E7587 PM Service completed by BTFD Maintenance
- Second mobile radio added to Battalion 1 to allow Battalion Chiefs to monitor Fire Dispatch 1 & 2.
- Car 5 PM Service
- L1053 repairs complete at Spartan Fire- Bumper line plumbing repairs, headlight flashers and brow light.
- E7648 sent to Spartan for brake job and siren repairs.
- Car 2 recall repair at JC Lewis

Major Incidents

- 559 total calls for service

PERSONNEL		
Part-Time	9	
Personnel Assigned	56	
Volunteer Personnel	18	
TOTAL PERSONNEL	83	

INCIDENT SUMMARY	BFT	P.R.
Structural Fires	1	0
Vehicle Fires	2	1
Brush, Trash Fire	9	5
Medical Calls	245	129
Vehicle Accident	20	7
Extrication (350-357)	2	0
Hazardous Condition	13	4
Service Calls (500)	43	14
Good Intent Calls (600)	10	8
False Calls (700)	22	24
Water Rescue	0	0
EMS Standby	0	0
Month	367	192
Total Month	559	

TRAINING/EDUCATION		
Local Instruction	872	
TOTAL	872	

VOLUNTEER		
Local Instruction	0	
Monthly Station Standby	235	
TOTAL	235	

AID SUMMARY - ALL	LI	BUR	PI	other
BEAUFORT				
Aid Given		2		2
Aid Received				
Mutual Aid Given				
Mutual Aid Received				
PORT ROYAL				
Aid Given			3	
Aid Received				
Mutual Aid Given				
Mutual Aid Received				

FIRE PREVENTION	BFT	P.R.
Inspections Conducted	107	37
Violations Noted	26	20
Violations Corrected	31	12
Knox Box Installations	0	1
Fire Plans Reviewed	7	3
Burning Permits Issued	5	0
Permission to Burn Given	11	0
Public Education Events	19	4
Public Edu. Man Hours	111	28
# of Adults	209	225
# of Children	512	187
Car Seats Installation	2	
Smoke Detectors	7	0
CPR Certifications	20	



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Ivette Burgess, Human Resources Director
Item Name: Human Resources Monthly Report
Meeting Date: June 9, 2026
Department: Human Resources Department

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Human Resources Monthly Report

Memorandum

To: Scott Marshall, City Manager
From: Ivette Burgess, Human Resources Director
Date: 5/5/2026
Re: Department Update – April 2026

Onboarding/New Hires

3 New Hires:

- Samantha Witt – Business License Administrator, Finance Department
- Markell Mulligan – Associate I (Stormwater Division), Public Works
- Evan Silva, Patrolman I, Police Department

HR Highlight

- Went live with NEOGOV Onboard module and provided training to staff.
- Prepared for Open Enrollment FY27.
- HR staff attended a Beaufort County School District Internship Parent Q & A meeting regarding summer high school interns.

Interviews

- HR staff participated in interview panels for Municipal Court and Public Works.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Charles Prezalar, Interdev IT Systems Engineer
Item Name: IT Monthly Report
Meeting Date: June 9, 2026
Department: City Managers Office

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. IT Monthly Report

City of Beaufort Monthly Report



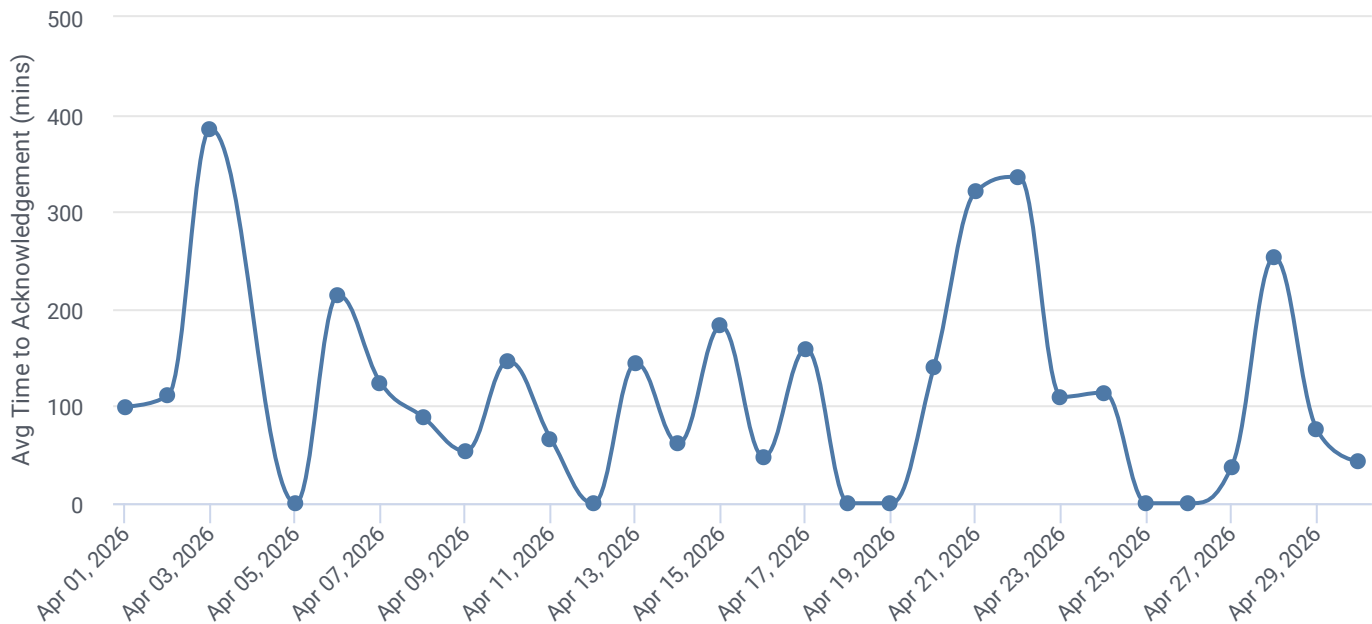
Prepared for: City of Beaufort Created on: May 1, 2026 Created by: Joe Riggs

147.62 Avg Ticket Response 30 Days Rolling
mins

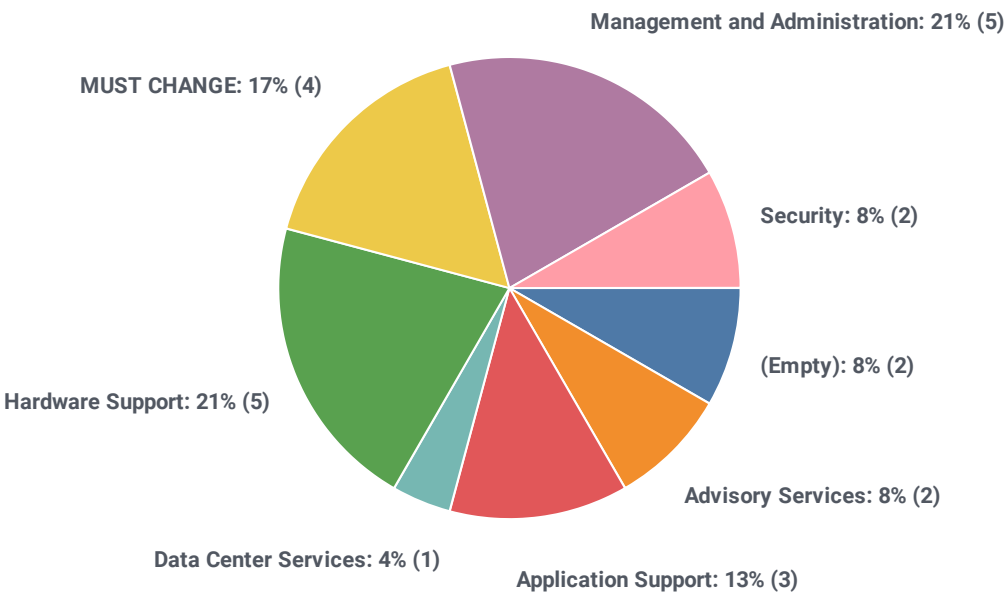
139 1st Response Resolution - Last 30 Days
1st Response Resolution

364 Tickets Closed in the Last 30 Days
Tickets Closed in the Last 30 Days

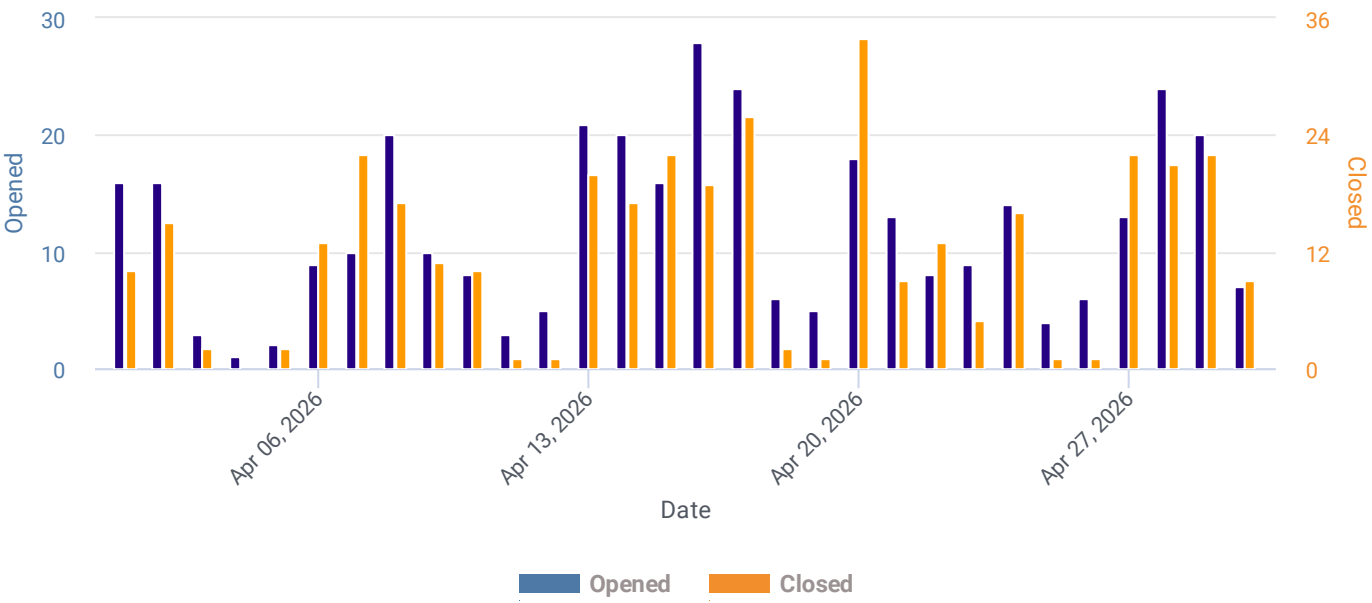
Average Time to Acknowledgement - Trailing 30 Days



Open Tickets by Type



Open vs. Closed Tickets Last 30 Days





City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Dana Wessels, Court Administrator
Item Name: Municipal Court Monthly Report
Meeting Date: June 9, 2026
Department: Municipal Court

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Municipal Court Monthly Report

City of Beaufort Municipal Court

Monthly Department Report

April 2026

DEPARTMENT OVERVIEW:

Bench trials are held every Monday and Thursday at 3:00pm. Nine sessions of bench trials were held in April 2026 and 353 cases were tentatively scheduled.

Case Overview:

- New cases filed: 112 (64 traffic / 48 criminal)
- Cases disposed: 142 (92 traffic / 50 criminal)

Disposed Cases Breakdown:

- 92 traffic cases
 - 34 guilty indicators (forfeiture, plea, or trial)
 - 58 not guilty indicators (dismissal by officer, Judge, or trial)
- 50 criminal cases
 - 17 guilty indicators (by plea or trial)
 - 33 not guilty indicators

Arrest Warrant Overview:

- 31 arrest warrants issued
- 2 Bench warrant issued

Expungements:

- 47 cases executed in the month of April

Jury Trial Overview:

- Jury Trial Period April 27 through May 1: 33 cases were scheduled. 18 cases were disposed. 16 cases were disposed at the roster meeting on April 27th, and one jury trial for 2 cases was held on Thursday, April 29th resulting in two guilty convictions.
- 29 cases pending: 16 criminal / 13 traffic
- Next session of jury trials to be held on July 13-17.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Stephenie Price, Police Chief
Item Name: Police Department Monthly Report
Meeting Date: June 9, 2026
Department: Police Department

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Police Department Monthly Report

BEAUFORT POLICE DEPARTMENT

1901 Boundary St. Beaufort, SC 29902

843-322-7900



Stephenie Price
Chief of Police

April 2026 Monthly Report

Part-1 Crimes Statistics

	Arson	Aggravated Assault	Burglary B/E	CSC	Homicide	Larceny	Mv Theft	Robbery
January	1	2	4	1	0	30	1	0
February	0	3	3	0	0	32	1	0
March	0	2	3	1	0	37	1	0
April	0	2	4	0	0	29	0	0

Total Calls for Service: **3,494**

- Officer Initiated: 2,361
- 911 Line: 398
- Non-Emergency: 734
- SMS T-911: 1

Community Events Attended: **8**

- April 2, Career Day BES
- April 3, First Friday Event
- April 10, Blood Drive
- April 11, Attended a citizen's birthday
- April 14, Southside Park SRO Field Day Event
- April 17, Walmart Grant Opening
- April 17, Ray Stock's Birthday
- April 27, Safe Living Beaufort Community Event, Garden Oaks

Chief's Updates:

- April 14, Southside Park SRO Field Day Event
- April 16, 100 Women of Habersham PD Tour
- April 17, Cummings Foundation Leadership Mtg
- April 17, Walmart Lady's Island Grand Opening
- April 20-22, Award Presentation Events in Washington DC
- April 23, Sam Levin Mtg
- April 27, E. Silva Swear In
- April 28, Command Birding with Heroes
- April 29, Spanish Moss Trail Mtg
- April 29, COB Camera Review Mtg

Upcoming Events:

- May 1-2, Taste of Beaufort
- May 7, Neighborhood Meet and Greet at Greene Street
- May 8, National Bike to School Day
- May 10-16, National Police Week
- May 22-23, Gullah Festival
- May 25, Memorial Day Parade



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 04/30/2026
From: Bryan Durrance, Public Works Asst Director
Item Name: Public Works Monthly Report
Meeting Date: June 9, 2026
Department: Public Works Department

Background Information:

Introduction:

Monthly Report for April 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Public Works Monthly Report



CITY OF BEAUFORT PUBLIC WORKS DEPARTMENTS
MONTHLY ACCOMPLISHMENTS

MONTH OF: JUNE COUNCIL MEETING, APRIL ACCOMPLISHMENTS

EVENTS:*

Weekly Safety Briefs: M. Canela-Pena: Ladder Safety, Window Openings & Holes, Dangerous Distractions, Work Zone Awareness Week, Heat Stroke Prevention

See/Click/Fix: Reported: 54
Resolved to date: 1713

811 Locates Reported & Reviewed: 49

PO's (PR's) Created and Processed: 72

Banners Reserved and Hung: 6

On-Call Traffic: A.Davis / Miguel Canela-Pena

Weekend Parks: T Olivieri, C Pinckney

Recurring:

Office Administration:

- Assisted:
 - Asset list completed for the Accounting team
 - Weekly & Monthly Accomplishments
 - Dept FY27 Budget presentation prep
 - PTAC April meeting prep & meeting transcription
 - Social media management
 - HR Neogov Training
 - Develop and deploy a project summary sheet to track hours, materials, and utilities relative to daily tasks

- Helped sit in on Stormwater Associate I interviews
- Help draft IPM packet, slideshow & other relative docs
- Creation of the Brightly asset management system
- PO/Receipt reconciliation
- Other:

Facility Maintenance Division: *(The Facility Maintenance Division will be working within the supervisory overview of General Support")*

Stormwater / Street Division:

- Repairs
 - Sinkhole /paver repair on seawall at the Waterfront Park.
 - Reset pavers / trip hazards on Charles St Ext.
 - Sinkhole repair on sidewalk at TCL. (Final repair, repair still holding up)
- Maintenance:
 - Removed spoil from ditch bank on Battery Green Ct.
 - Removed fence panels at the Waterfront Park.
 - Pressure washed playground equipment at the Waterfront Park
 - Picked up the Cat 308 from Cat in Hardeeville.
 - Mowing and weed eating the Police Impound area.
 - Hauled debris to the landfill from PW debris staging area
 - Picked up debris piles located at Hermitage Rd, SS Park, Fire Station 1, and Elton Ln.
 - Bush hogging done at Ivy and Azalea Ln, Twin Lakes, and First Blvd.
 - Easements Maintenance done at Reynolds St, Allison Rd, Jericho Woods, Coates Ln, Paul Dr, and Duncan Ln.
 - Addressed and resolved See Click Fix tickets
 - Picked up debris piles in the Core District area.
 - Street Sweeping in the Core District area.
 - Bush hogging at Southside Park near Dog Park area.
 - Easements at Southside Blvd and Broad St.
 - Compound Field Day.
 - Sinkhole repair at TCL.
 - Easements maintenance on Boundary St and The Core District area.
 - Leaf removal at Southside Park entrance and Lafayette St (Leaf Vacuum).
 - Transported Cat 308 to Hardeeville for PM.
 - Bush hogging on Outfall Ditch at Jane Way behind Beaufort Middle School.
 - Cleaned up PW spare lot near the Fire Station (removed carport, old boat, utility trailer, and removed vegetation from the area).
 - Dr. Grey's Pond Maintenance
 - Easements Maintenance @ Battery Shores and Ivy and Azalea Ln
 - Removing forming boards from concrete slab that was poured at City Hall
 - Hauled debris to the landfill
 - Picked up debris piles throughout the City's limits
- Assisted:

- Assisted Parks with removing and planting trees on the Spanish Moss Trail.
- Cleaning out storage for 500 Carteret.
- Assisted Fleet Management with transporting the knuckle boom to and from Savannah to be maintenance.
- Assisted Fleet Management with sleeve repair for the hydraulic cylinder on the JCB.
- Assisted Parks with trimming hedge bushes for fence installation at the Waterfront Park.
- Assisted General Support with removing furniture from the Arsenal building.
- Assisted General Support with removing vegetation located at 500 Carteret.
- Earth Day cleanup
- Volunteering at the Taste of Beaufort
- Assisted with picking up the knuckle boom from Freight liner in Savannah
- Assisted the Parks Department with maintenance at Washington Park
- Other
 - Pipe installation training class in Hardeeville.
 - Weekend Duty @ Pigeon Point Park & Southside Park.
 - Addressed and resolved tickets related to complaints submitted through See Click Fix.
 - Weekend work at City Hall trimming up palm trees .
 - Hauling debris from PW staging area to the landfill.
 - Interviews for Stormwater Associate 1 position

Parks Division:

- Repairs:
 - BJWSA sewage lines backed up at Southside Park, they cleaned out 4 sections and fixed the overflowing of sewage in the bathrooms, the bathrooms were then deep cleaned and re-opened to the public
 - Repaired missing slats at Crab Dock inside Pinckney Park
 - Landscape Maintenance at Pigeon Point Park, City Hall, PD, Courts, Fire Station 1 and 2
 - Watering Schedule on non- irrigated beds and trees Monday, Wednesday, Friday
 - Fire Ant treatments at Pigeon Point and Southside Playground and Dog Park
 - Painted swing set at Washington St Park
 - Pulled Katsu vines at Wilson Park
 - Maintenance on Southside Park, Pigeon Point, and Whitehall Park
 - Maintenance on City Hall, PD, and Courts
 - Planted 2 Trees transplanted from Fripp St/Spanish Moss Trail project at Pigeon Point Park (Maple & Oak)
 - Installed Summer Annuals at Southside, Pigeon Point, and City Hall
 - Added new chains to swings at Washington St Park
 - Drainage repair to fountain at Pigeon Point Playground
- Maintenance:
 - Landscape Maintenance at Pigeon Point, Southside, Battery Saxton, 1st Vol, Shed property, Stumpman, and Coffee Shop
 - Watering Schedule for non- irrigated beds and trees Monday and Wednesday
 - Aerated and applied weed and feed to City Hall, Courts, and PD

- Prepped Pigeon Point and Southside Park for Weekend Duty
- Removed 4 dead palms out of Southside Park and Planted 4 replacement Palms
- Installed Flowers at Public Works and mulched beds
- Treated Pond at Broad St
- Irrigation installed at Southside for new Palm Trees
- Watering Schedule for non-irrigated beds and trees
- Installed A-Frame Swings inside Waterfront Park
- Pressure Washed Pavillion and Tables at Southside Park
- Maintenance at City Hall, PD, Courts, Fire Station 1 & 2
- Leaf Vacuum Trailer used at Fire Station One
- Put down zoysia seed at City Hall, PD, and Courts
- Pressure Washed Polk St trestle
- Irrigation inspections for Southside and Pigeon Point
- Pulled weeds and cleaned out ornamental beds at Southside
- Trimmed Palm trees and de-mossed trees at Battery Saxton and 1st Vol Park
- Pressure Washed old restroom building at Southside
- Prepped Pigeon Point and Southside for Weekend Duty
- Bathrooms Cleaned at Southside and Pigeon Point
- Assisted:
 - Worked with Friends of Spanish Moss Trail and Southern Palmetto Landscaping to relocate and transport the 21 trees on Fripp St, as well as plant 22 dwarf crape myrtle species.
 - Helped with unloading DTO trailer at Public Works and throwing out furniture at 500 Carteret St
 - Assisted with tree trimming at City Hall on Saturday from 8-12pm
 - Assisted with removal of fencing from Waterfront Park
 - Assisted with Shrub trimming at Waterfront Park
 - Assisted with Taste of Beaufort Friday and Saturday
- Other
 - City trash run completed on Monday
 - Spanish Moss Trail trash run and inspection completed on Monday
 - Bathrooms at Pigeon Point and Southside cleaned
 - Trash run city wide
 - Bathrooms cleaned at Pigeon Point and Southside
 - Spanish Moss Trail trash run and inspection
 - City Trash Run
 - Attended Hilton Head IPM Field Day
 - Spanish Moss Trail Trash Run
 - Bathrooms cleaned at Pigeon Point and Southside
 - Attended Public Works Risk Management Seminar in Columbia

Traffic Control / General Support – Facility Maintenance

- **Traffic Control Division**
 - **Maintenance:**
 - Prepping traffic cabinets with Gecko Shield and cleaning for all locations.
 - The SMA paperwork for the traffic department has been submitted for review.
 - Meeting with the Utilicom representative for new equipment and updates on future technologies in the traffic-related field.
 - Carolina traffic meeting at Fire Station 1 to finalize the installation of the project
 - Contact Mr. Smith at RFK Engineers PLLC for information on Lady's Island Dr. and Ribaut Rd.
 - Remove the Marbelite beacon cluster from North St. and Charles St. after it was hit by the construction crew.
 - Meeting at 500 Carteret St for the Water Festival Event setup.
 - Tree limbs removed from the traffic signal light at Fire Station 1 for better visibility.
 - Removed old traffic box from garage area inside Fire Station 1.
 - Clean and Straighten "No Trough Traffic" at Fire Station 1.
 - Trim & Cut the bushes covering the sign for Fire Station 1.
 - Pick up chairs from the city hall basement for the public event at the Waterfront Park pavilion.
 - Pick up coolers and sandbags from 500 Carteret St for the public event at the waterfront pavilion.
 - After setting up, we return to break down the public event and return to public works.
 - Return the chairs to the basement of City Hall.
 - Return the coolers, tables, and boxes to 500 Carteret Street.
 - Litter Pick Up for Earth Day event.
 - Pick up lunches from the county building for the Earth Day event.
 - Follow-up demonstration with Traffic Solutions at the Public Works meeting room.
 - **Assisted:**
 - Depot Rd Pedestrian push button cables inspection and push button test for repairs
 - Rebuild the Whale branch school beacon at the shop
 - Set up the Whale Branch school flasher with new flasher housing and power cables for both beacon lights
 - Finish the School beacon with riprap stones since the housing needed to be raised to be level for drivers to see.
 - 24-002 got clean & washed for the school career day & prep 526 to Carrie the school traffic presentations and equipment
 - School Career Day at Beaufort Elementary School
 - Test & reset all lights and outlets on Bay St for First Friday event
 - Install new extension cord on Port Republic & West St
 - Inspect Ribaut Rd & Alison Rd after a citizen reported that the light was not picking them up
 - Check timing and loops detector on Ribaut Rd & Alison Rd, also watch multiple cycles of vehicles being detected, and all is working as it should
 - Citizen reported a short timing cycle on Waddel Rd & Ribaut Rd, changing the advance detection time on Q8 to match Q4 from 2.3 Sec to 3.5 Sec, a notable change for their side
 - Help assist the Park Department by picking up the small bobcat from the trail on Hermitage Rd
 - Set up the pedestrian pole that got knocked down on Boundary St & Bladen St
 - Compound Clean-up Day at Public Works
 - Set up electrical panels for Saturday event on the waterfront park green space
 - Meeting with the Gullah Festival organizer to discuss the electrical setup for their event.
 - Training section for the Brightly app at the public works meeting room

- Remove all String lights and steel cables from the street light poles on Bay St at 5:00 AM
- Extension cord removals from street light poles on Bay St, West St, Port Republic St, and Scott St
- Remove dead tree limb from the road on West View Ave & Second St
- Manlift training for everyone at the public works compound, and the proper way to load and safely strap the equipment
- Turn Panels ON for Saturday event
- Saturday tree work at City Hall compound
- Emergency repair completed at the intersection of Bay Street and Ribaut Road following a crash involving a drunk driver. One of the four poles supporting the span wire for Phases 4 and 8 was struck, causing damage to the signal heads and wiring. Carolina Traffic was contacted to install a new pole, rewire Phase 4, and replace four 3-section traffic signal heads.
- Removed all electrical panels from the Marina Park green space after the previous event.
- Inspect the work performed and the meter installation for Fire Station 1
- SeeClickFix Pedestrian walk path fix on Carteret St & King St
- Inspect Bell housing on Robert Small Pkwy & Parris Island Gateway after accident
- Work on this week's accident reports
- Work on the paperwork to submit for the SMA 2025/2026
- All 44 traffic signals and school beacons are being inspected, cleaned, and sprayed with Gecko Shield.
- Pick up broken street name sign, inspected, and reinstalled 5
- Prepare for the Taste of Beaufort event by gathering the electrical panels & Spider boxes for the craft market.
- Request information from the Beaufort County traffic department for any call-out to our area.
- Trim & remove the tree canopy over at the green space across from Best Western Sea Island Inn to accommodate the police command center.
- Install a new pedestrian cross Yield sign by the Best Western Sea Island Inn on Bay St & Newcastle St
- Reinstall the pedestrian cross Yield sign by Carteret St & Port Republic St
- Collet pedestrian yield sign at 500 Carteret St
- Supervisors meeting at the public work compound
- Deliver both enclosed trailers to Downtown Operation, Small & Large + Baby Bobcat trailer
- Install electrical panels by the green park inside the waterfront
- Install fencing panels by the green park inside the waterfront
- Install both electrical cords for the VIP tent and the inflatable light tower
- Install fencing panels for the marina boater to park during the festival
- Install the electrical panel by the anker on the marina boaters for the craft market vendors
- Meet with the police department so we can gather the equipment they need to hook up their command center trailer for future events
- Inspect and install a new cover to the electrical panel at the waterfront for the Taste of Beaufort event.
- Install all spider boxes for the craft market vendors
- Assist Downtown 500 with festival setup
- Test and turn on all electrical panels for the event
- Collect logs from the conflict monitor at Parris Ave & Ribaut Rd
- Fix the flashing beacon light at Broad River Blvd that got turned sideways by an unknown entity, and install a security bolt
- Bring a small cop panel to the waterfront for the event
- Spray for the Lizard shield at the offices for the lizard problem
- Stay to help with the Taste of Beaufort event on Friday
- Assists with the transportation of the small Traffic silent generator to help at the Taste of Community at Washington St park
- Help with the Taste of Community at Washington St park event

- Assist with the breakdown of both events, Taste of Beaufort & Taste of Community
- Saturday Work: 4/11/26 Assist with tree trimming and removal of the palm fronds at the City Hall Compound.
- SC811 Marking: Bay St & Carteret St, Port Republic & Carteret St, Craven St & Carteret St, North St & Carteret St, King St & Carteret St, Prince St & Carteret St, Duke St & Carteret St, Washington St & Carteret St, Greene St & Carteret St, Congress St & Carteret St, Pigeon Point Rd & Boundary St, Charles St & Boundary St, New Castle St & Boundary St, Church St & Boundary St, Shell Point Elementary School Beacons, Burton Hill Rd & US 170, Grant St & Savannah Hwy, Ribaut Rd & BMH, Robert Smalls Pkwy & Broad River Blvd, Savannah Hwy & Robert Smalls Pkwy, Greene St & Charles St, Washington St & Charles St, Duke St & Charles St, Prince St & Charles St, Kings St & Charles St, North St & Charles St, Craven St & Charles St., Robert Smalls Parkway & Burton Hill Rd, Savannah Hwy & Jefferson Dr, Sams Point Rd & Fairfield Rd, Trask Pkwy & Geiger Blvd, Boundary St & Palmetto Dr, King St & West St, Bay St & Charles St, Charles St & Port Republic St, Charles St & Craven St, Charles St & North St, Charles St & King St., Paris Ave 7 Ribaut Rd, Charles St & Craven St, West St & Craven St, US 170 & Savannah Hwy, Robert Smalls Pkwy & Castle Rock Rd, Ribaut Rd & Greene St, Fire Station 1, Ribaut Rd & Union St, Boundary St & Ribaut Rd, Greene St & Bladen St, Bladen St & Congress St. Boundary St & Robert Smalls Pkwy, Boundary St & Palmetto Dr, Boundary St & Westview St, Parris Island Gtwy & Forest field Rd, Parris Island Gtwy & Mink Point Blvd, Publix Plaza, Charles St & King St, West St & King St, King St & Carteret St, Port Republic St & West St, Port Republic St & Scott St, Bay St & West St, Scott St & Bay St, Bay St & Carteret St, Charles St & Bay St, Charles St & Port Republic St, Charles St, Craven St, Charles St & North St, Charles St & King St, **Scott St & Craven St**, Savannah Hwy & Grant St., Ribaut Rd & Duke St, Ribaut Rd & Prince St, Ribaut Rd & North St, Ribaut Rd & Bay St, Ribaut Rd & Simms St, Sea Island Pkwy & Lady's Island Commons.
 - Banner Install/Remove: Chalk It Up Art Festival & CAPA - Kids Fest, FIRST FRIDAY, Caroline Hospice - Release and Remember, First Friday, Taste of Beaufort
- **General Support – Facility Maintenance Division**
 - Repairs:
 - Cleaned A/C unit at Fire station HQ
 - Assisted with the emergency repair of Ribaut and Bay st Intersection
 - Replaced latch on ladies bathroom door at Marina
 - Replaced Irrigation Valve Box Cover at Blackstone
 - Fixed crosswalk sign at Carteret and Port Republic
 - Fixed Cable trays in PW Directors Office
 - Repaired 3 broken Exit signs and installed 3 new signs at 500 Carteret
 - Found and repaired irrigation leak at Courts
 - Removed debris from Hand Dryer filter and reset unit
 - Resecured outlet box on west st extension
 - Maintenance:
 - Replaced 9 Light Bulbs at City Hall
 - Worked with contractor to ensure PD lobby doors corrected
 - Checked Filters on Rooftop AHU at PD, Coordinated repair
 - Removed stumps at 500 Carteret
 - Assembled TV Stand at PW
 - Troubleshoot Exit Signs at 500 Carteret
 - Secured bolts on communications box on Prince
 - Filled potholes on Huguenin Dr
 - Cleaned HVAC Unit at City Hall

- Replaced 18 misc. Light Bulbs in City Hall Lobby and Conference room
- Cleared HVAC drain lines and reinstalled access panels at Carnegie Bldg.
- Secured motion activation on Planning Room security door
- Began removing roots from around concrete pad outside City Hall
- Replaced Fire Lane marking Posts at City Hall
- Assisted:
 - Assisted Parks with the removal and installation of 21 trees along Fripp St
 - Assisted PD with unlocking a desk drawer in squad room
 - Installed Memorial Placards along Spanish Moss Trail
 - Installed conduit at Washington Street Park to facilitate camera installation
 - Took apart structures that were left on the new Public Works lot
 - Escorted JCI at Fire Station 1
 - Meeting to Discuss Gullah Festival
 - Fixed the lights in 500 Carteret
 - Ground entry way of door at City Hall
 - : Assisted with the relocation of the swings at the Waterfront Park
 - Delivered base plates for stage dividers to waterfront pavilion
 - Bring fence panels to waterfront and set up fencing for festival
 - Assist with fence repair at Washington st park
 - Assist with set up for Taste of Beaufort
 - Escorted Terminix
 - Participated in training with the Man Lift
 - Reinstalled broken clamps at Washington Street Park
 - Installed electrical panels at waterfront in prep for an event
 - Assisted Parks with Bush trimming at Waterfront Park
 - Assisted the Historical Society with moving displays at the Arsenal
 - Moved Filing cabinet from PD to City Hall Basement
 - Moved desk from City Hall basement to HR office upstairs
 - Assisted SCDOT with tree trimming on Hermitage
 - Moved chains and locks from old gates to new gates at Waterfront Park
 - Assisted with collecting chairs and tables from event at Waterfront Park after normal working hours
- Other:
 - Installed weather station at 500 Carteret st
 - Installed White Board at PD
 - Removed Hanger on Rogers st
 - Built Tree Stand at PW
 - Removed a hanger on Craven
 - Troubleshoot HVAC at Arsenal
 - Met with Door Contractor to fix PD doors and receive quotes on replacing doors at City Hall and Courts
 - Worked with Stormwater Division to demolish and replace concrete pad at rear entrance to City Hall.
 - Removed cement splatters from wall at rear entrance to City Hall

- Installed Solar Panel for lights on Information Kiosk on West st ext.
- Start and run all chainsaws in prep for hurricane season
- Inspected damaged fence railing at Washington street park
- Met with JCI for Chiller Maintenance

Fleet / Equipment:

▪ **Repairs/Maintenance:**

- Service Bobcat Gator at 500 Carteret St.
- Drop off old tires at Beaufort County Recycle Center
- Repair lights on single axle U-Dump
- Drop of vehicle 702 at Butler Dodge for PM
- Pick up vehicle for Butler Dodge
- Jump start Vehicle 24-002 at Whale Branch
- Drop off vehicle 702 at Walterboro Ford for recall
- Repair tire on Ex mark riding mower
- Cut grass at PW
- Repair handheld blower and trimmer for Street Dept.
- Replace front tire on vehicle 519
- Order strobe lights for vehicle 26-002
- Drop off vehicle 702 at Walterboro Ford for recall
- · Remove cylinder from vehicle 435 for repair
- · Pick up vehicle 519 from Freightliner of Savannah. Then I went to hydraulic supply inquiring about cylinder for vehicle 435. Drop off cylinder off at Savannah Driveline for repair.
- · Replaced cutting blades on riding mower. Then I did PM on mower
- · Finish PM on manlift
- · Did demonstration/training on properly loading manlift on trailer
- · Pick up parts at Alloy Crane in Savannah
- · Order parts from Carquest, Randels, and Interstate Batteries
- · Pick up debris at 500 Carteret Street with vehicle 403
- · Had meeting with Brightly
- · Repair strobe light on Vehicle 24-001 · Pick up cylinder from Savannah Driveline and install it on Vehicle 435
- · Drop off Cat. 308 at Blanchard Equipment for PM
- · Pick up shop supplies at Carquest and Randels
- · Pick up lumber at Lowes for Parks department tree stand
- · Research Strobe lights, bed cover, and storage compartment for vehicle 26-001
- · Install electric front jack for leaf trailer
- · Install two replacement lights on both 6inch pumps
- · Went to Southside to check on stored equipment
- · Replaced tire on utility trailer
- · Installed spot lights on boom arm on vehicle 519
- · Pick up supplies at Randels
- · Repair electric jack on Leaf Trailer
- · Drop off and pick up vehicle 26-100 from Carolina Truck Repair
- · Pick up supplies at Tractor Supply
- · Made repairs and service 2 Parks Department mowers
- · Pick up motor oil from Carquest
- Brightly training
- · Cut grass at PW - 2Days
- · Pick up 10 tires at Barnard Tire
- · Change blown tire on equipment trailer at PW

- · Number all trailers and U-dumps
 - · Order equipment and check inventory
 - · Assist General Support installing solar panel at West ST. extension
 - · Download instruction for Strobe light installation
 - · Afternoon supervisor meeting
 - · Assist in moving Manlift from City Hall to PW
 - · Repair suction hose on leaf trailer
 - · Started PM'S on Street dept. riding mowers
 - · Repair hydraulic hose on Mower Max
 - · Repair tire on Parks dept utility trailer
 - · Pick up supplies from Randels – Carquest – Barnard Tire
 - · Research equipment for Parks dept – Traffic dept – Stormwater Dept.
 - · Afternoon budget meeting
 - · Pick up new utility trailer from Lowes
 - · Pick up new Air Compressor from Tractor Supply
 - · Order new Utility trailer from Safe-Kids for Traffic dept.
 - · Research and order replacement bucket thump from Blanchard Machinery for Cat. 308
 - · Followed up on order parts for Vehicle 26-002
 - · Afternoon meeting about Electric Lawn Mowers for park dept.
 - · Order new pressure washer for Parks dept.
- Assisted:
 - Assisted with asset list for Public Works
 - Other:

Operations:

- Repairs:
 - Installed two alligator warning signs at the Broad Street HOA pond.
 - Coordinate sewer line repairs/cleaning at Southside Park with BJWSA.
 - Repair some fencing at Washington Street Park
- Maintenance:
 - Removed bollards at Whitehall Park for an event.
 - Inspect Sea Island Park
 - Watered trees by greenhouse.
 - Met with Marcus from Tri scapes and went over some concerns with the medians on Boundary Street.
 - Requested utility locates for 32 Burton Hill Road for a drainage repair project.
 - Washed my City vehicle.
 - Picked up and discarded cardboard litter on Robert Smalls Parkway near the SMT.
 - Requested locates for 32 Burton Hill Road for a drainage project.
 - Scheduled mowing and trimming for the Police Impound
 - Handled a See Click Fix request on West Street near Port Republic concerning a broken Dominion Energy pull box.
 - Organized and facilitated litter pick up in the city as part of Beaufort County's Earth Day clean-up.
- Assisted:
 - Assisted Stormwater with repairing a sinkhole on Reynolds Street.
 - Assisted Parks with tree removals and planting on the SMT near Fripp Street.
 - Assisted Streets with removing multiple yard debris piles on Congress Street.
 - Assisted Facilities with installing a weather station at 500 Cateret Street.

- Assisted Fleet with delivering old tires to Beaufort County Solid Waste for recycling.
- Assisted SCDOT with tree trimming and debris removal on Hermitage Street.
- Assisted a Park's crew with repairs to the crab dock.
- Assisted Facilities with air conditioning repair at Fire Station 1.
- Assisted with clearing the fence line of underbrush and tree limbs at Washington Street Park.
- Assisted with Taste of Beaufort set-up.
- Assisted General Support with replacing 4x4 posts at City Hall.
- Other:
 - Renewed my CJIS certification.
 - Responded to a hit and run accident involving our school flasher for Whale Branch school.
 - Responded to a citizen's report of work being done in the yards on Bladen Street by a contractor.
 - Received portable commercial Air Conditioners from Beaufort Air Conditioning.
 - Multiple crew and site visits.
 - Attended a Dominion Power Pole meeting with PW Director
 - Responded to Aster Street to request homeowners to move their cars for the mowing crews to access a city easement.
 - Met with Nate at Washington Street Park to go over a punch list
 - Responded to Southside Park and turned on the breakers for an event.
 - Attended a NEOGOV meeting at City Hall.
 - Multiple crew and site visits.
 - Attended a Touch a Truck meeting at Public Works.
 - Attended a work sheet meeting at Public Works.
 - Attended a traffic app meeting at Public Works.



City Council Regular Meeting

Meeting Minutes – City Hall Council Chambers, 2nd Floor

May 12, 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

Mr. William Kinsey introduced members of the Battery Creek High School National History Day Team and spoke about their second-place finish at the State Tournament in Myrtle Beach that qualifies them to go to Nationals in Washington, DC for their project based on Harriett Tubman.

IV. PUBLIC COMMENT

Johnathan Brown - spoke about the proposed Vehicle Tag Fee. (written comments attached)

Paul Trask - spoke about the proposed funding for the Beaufort County Economic Development Corporation. (written comments attached)

Patrick Canning - spoke about the Vehicle Tag Fee and a statement made to him by Police Sergeant Whitmore.

Dan Blackmon - spoke about the efforts taken to improve the Washington Street Park.

Amanda Patel - spoke about transparency and public trust.

Felice LaMarca - spoke about transparency and public trust and funding for the Beaufort County Economic Development Corporation.

Ivie Szalai - spoke about transparency and FOIA request procedures.

Wayne Reynolds - spoke about the Noise Ordinance.

Graham Trask - addressed Council on various items which included an article in the Post and Courier, the proposed budget, and funding for the Beaufort County Economic Development Corporation. (written comments attached)

Edie Rodgers, spoke about the Bridge Report, wants the passed ordinance on the Short-Term Rentals repealed, and no vehicle tag fee.

Russell Baxley with Beaufort Memorial Hospital - spoke about a possible partnership with the City of Beaufort/Town of Port Royal Fire Department which could be funded by a Federal Grant.

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, Delaney Sabo, Coosa Elementary School.

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

All were in favor, motion carried.

B. Character Education Proclamation, Gabriel Alvarado, Broad River Elementary School.

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

All were in favor, motion carried.

C. Proclamation proclaiming May 2026 as Lupas Awareness Month.

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

All were in favor, motion carried.

D. Proclamation proclaiming May 2026 as National Preservation Month.

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

All were in favor, motion carried.

E. Proclamation proclaiming May 4 - 8, 2026, as Teacher Appreciation Week.

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

All were in favor, motion carried.

F. Proclamation proclaiming May 6 - 12, 2026, as National Nurses Week.

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

All were in favor, motion carried.

G. Proclamation proclaiming May 10 - 16, 2026, as National Hospital Week.

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

All were in favor, motion carried.

H. Proclamation proclaiming May 16 - 22, 2026, as National Safe Boating Week.

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

All were in favor, motion carried.

VII. CONSENT AGENDA

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.

VIII. MINUTES

- A. Regular Meeting - April 14, 2026.

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

Minutes approved as presented.

- B. Special Meeting and Budget Workshop - April 21, 2026.

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

Minutes approved as presented.

- C. Special Meeting and Worksession - April 28, 2026.

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

Minutes approved as presented.

IX. OLD BUSINESS

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

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

Stephenie Price, Police Chief, provided an overview of the amendments that came out of First Reading on March 10, 2026.

Mayor Pro Tem, McFee made a motion and seconded by Councilman Lipsitz to amend A(1) and A(2) to become new A(1) to read as follows:

Any sound, including Amplified Music, or any sound devices, made that exceeds 70 decibels which is plainly audible from a distance of fifty (50) feet.

All were in favor of the amended motion.

Mayor Pro Tem, McFee made a motion and seconded by Councilman Lipsitz to amend A(5) which is now A(4) to read as follows: The use of a motor vehicle in a manner which emits loud and unseemly noise, to include rapid revving of engine, unnecessary honking of horn, any amplified music or sound devices, or making any noise that is plainly audible from a distance of fifty (50) Feet.

All were in favor of the amended motion.

Councilman Scallate made a motion and seconded by Mayor Pro Tem, McFee to add a new A(2) that states any sound made between the hours of 10:00 pm - 8:00 am which is plainly audible from a distance of fifty (50) feet from its source.

All were in favor of the amended motion.

Mayor Pro Tem, McFee made a motion and seconded by Councilman Lipsitz to amend B(2) to read as follows: The sound produced by the use of equipment owned and operated by Federal, State or Local governments including, but not limited to, emergency response vehicles, law enforcement vehicles, EMS vehicles, fire district response vehicles, and City Contracted Services.

All were in favor of the amended motion.

Mayor Pro Tem, McFee made a motion and seconded by Councilman Scallate to amend B(3) to read as follows: The sound produced by construction machinery, heavy duty equipment, and machines and equipment used for construction, repair, cleaning, and maintenance of buildings, streets, on public or private premises, when operated between the hours of 8:00 am and 9:00 pm.

All were in favor of the amended motion.

Mayor Pro Tem, McFee made a motion and seconded by Councilman Scallate to amend B(8) to read as follows: Any Amplified Music, or sound devices, which exceed 70 decibels which is played in the Nighttime Music District between 10:00 pm and 1:00 am on Friday and Saturday nights. The boundaries of the Nighttime Music District is defined as being bounded on the north by Bay Street, on the east by Carteret Street, on the south by the Beaufort River, and on the west by the Downtown Marina and the Downtown Marina parking lot.

All were in favor of the amended motion.

Mayor Pro Tem, McFee made a motion and seconded by Councilman Lipsitz to add new B(9) to read as follows: The sound produced by an electrical generator when that generator is being used to provide electricity to a dwelling unit or business to which electricity is temporarily not being provided by a public utility as a result of inclement weather, natural disaster, or other emergency situation beyond the control of the owner or occupant of the dwelling unit or business.

All were in favor of the amended motion.

All were in favor of the main motion.

- B. An Ordinance amending Part 7 - Licensing and Regulation, Chapter 13 - Hospitality Fee - Second Reading.

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

Alan Eisenman, Finance Director, provided an overview. There were no changes coming out of First Reading on April 14, 2026.

All were in favor, motion carried.

- C. An Ordinance authorizing and approving a first amendment to that certain 2024 Series Ordinance dated January 9, 2024; and other matters relating thereto- Second Reading.

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

Alan Eisenman, Finance Director, provided an overview. There were no changes coming out of First Reading on April 14, 2026.

All were in favor, motion carried.

- D. An Ordinance to amend City of Beaufort Ordinance 2025/13 regarding the Fiscal Year 2025-2026 City of Beaufort budget to provide for the revenues and expenditures of Parks and Tourism Fund and Capital Projects Fund- Second Reading.

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

Alan Eisenman, Finance Director, provided an overview. There were no changes coming out of First Reading on April 14, 2026.

The motion carried by a vote of 4 - 1. Councilman Scallate voted against.

X. NEW BUSINESS

- A. PUBLIC HEARING AND FIRST READING - An ordinance to provide for the levy of taxes for the City of Beaufort for Fiscal Year beginning July 1, 2026, and ending June 30, 2027; to provide for execution of and to put into effect the consolidated budget; to provide budgetary control of the City's fiscal affairs.

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

Scott Marshall, City Manager, went over the proposed consolidated recommended budget for Fiscal Year 27 which would be \$73,398,312.00, which includes \$25.5 million in the Capital Projects Fund. The millage remains flat at 73.9 with the value of a mill being \$153,274.00.

Alan Eisenman, Finance Director, went over the budget's revenues and expenditures for each fund type. He addressed Council's questions and concerns, which included the proposed vehicle tag fee, TIF II funding, and other areas where funding might be cut.

Mayor Cromer opened up the Public Hearing.

Public Comment was made by Paul Trask, Felice LaMarca and Graham Trask.

Mayor Cromer closed the Public Hearing.

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

Councilman Scallate made a motion to amend the budget by striking the proposed vehicle tag fee and all related revenue projections, assessments, and implementation assumptions associated with that fee.

Further moved to direct staff to research and draft an ordinance consistent with the authority provided under South Carolina Code, Section 12-37-235, establishing a Fire Protection Service Fee applicable to qualifying tax exempt properties that receive the benefit of the municipal fire protection services but do not contribute through ad valorem taxation toward the operational cost of providing those services. The motion was seconded by Mayor Pro Tem, McFee.

After discussion, both motions were withdrawn.

Councilman Scallate made a motion to amend the budget by striking the proposed vehicle tag fee and all related revenue projections, assessments, and implementation assumptions associated with that fee. Mayor Pro Tem, McFee seconded the motion.

The amended motion passed by a vote of 4 - 1. Councilman Lipsitz voted against.

Councilman Scallate made a motion to amend the budget by reallocating certain Tax Increment Financing (TIF) expenditures currently designated for administrative facility upgrades and land acquisition to the Waterfront Park Redevelopment Project.

Specifically, the amendment would remove the following proposed TIF expenditures:

- \$173,175.00 for IT switch upgrades at City Hall and the Police Department/Court Complex;
- \$45,000.00 for City Hall lighting upgrades;
- \$30,000.00 for City Hall safety camera upgrades;
- \$1,000,000.00 for City Hall parking land acquisition and design.

Total reallocated amount: \$1,248,175.00.

The motion was seconded by Mayor Cromer.

The amended motion passed by a vote of 4 - 1. Councilman Lipsitz voted against.

The main motion passed by a vote of 4 - 1. Councilman Lipsitz voted against.

- B. Request for co-sponsorship of Whitehall Park by Lady's Island Middle School – Beaufort County School District to host their End of School Year faculty and staff celebration on Tuesday, June 2, 2026, from 4:00 pm to 8:00 pm.

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

All were in favor, motion carried.

- C. An Ordinance to amend Part 1 - Government & Administration, Chapter 5 - Financial Administration, to Add Section 1-5024 - Road Use Fee - First Reading.

Motion to withdraw the ordinance was made by Councilman Scallate and seconded by Councilman Mitchell.

All were in favor, motion carried.

- D. Ordinance to approve the sale of City-Owned Property at 2153 Boundary Street - First Reading.

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

Scott Marshall, City Manager, provided an over view of the purchase agreement.

All were in favor, motion carried.

- E. Appointments to Boards, Commissions and Committees - Downtown Advisory Board.

Mayor Pro Tem, McFee made a motion to appoint Kevin Cuppia, Jared Madison, George Oehlert, Chris Ramm and Peggy Simmer to the Downtown Advisory Board. The motion was seconded by Councilman Lipsitz.

All were in favor, motion carried.

XI. REPORTS

City Manager's Report

Thanked staff and other volunteers for the time and effort put into making the Taste of Beaufort a successful event despite the sogginess.

Stated we are in the middle of National Police Week, which is May 11- 18, 2026. It should give us all pause to recognize the men and women of the City of Beaufort Police Department who serve our community each day with professionalism, courage and compassion. Said we are grateful for their service and dedication.

Recognized City of Beaufort employees who recently graduated from Leadership Beaufort. Volunteer Firefighter Derrick Washington, Downtown Manager and Main Street Beaufort Director Sarah Sutton, and Planner III Christopher Klement are now official alumni of this prestigious program.

Reported Danielle Logan will join our staff next week as our new Public Information Officer.

Gave a reminder there is a Quarterly Capital Projects Update meeting next Tuesday, May 19, 2026, at 5:00 pm here at City Hall.

To stay up to date on happenings and events in and around City Hall, please check out the City Manager's Bridge Report which is published weekly on Mondays.

Mayor's Report

Reported on meetings and events he had attended which included the Town In Tunes Filming sessions with Mayor Pomeroy from Happy Valley Goose Bay which is a town in Newfoundland and Labrador, Canada.

Councilman Mitchell

Reported on events he had attended that included the Taste of Beaufort and the Taste of Community events.

Reported the marker located in front of the National Cemetery for the South Carolina First Volunteers will be moved to the site of the First Volunteers Park.

Spoke about the Robert Smalls Monument that will be placed in Columbia, SC on May 13, 2026.

Mayor Pro Tem, McFee

Nothing to report.

Councilman Scallate

Is looking forward to participating in the Flood Coalition in Washington, DC.

Councilman Lipsitz

Thanked staff and volunteers who helped with the Taste of Beaufort.

Reported on events he had attended.

XII. EXECUTIVE SESSION

- A. Pursuant to Title 30, Chapter 4, Section 70 (a) (2) of the South Carolina Code of Law: Receipt of legal advice regarding current and pending litigation.
- B. Pursuant to Title 30, Chapter 4, Section 70 (a) (1) of the South Carolina Code of Law: Discussion regarding personnel appointed by City Council.

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.

XIII. ADJOURN

11:56 PM

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

All were in favor, motion carried.

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 (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.

Public Comment — City Council Meeting

City of Beaufort, South Carolina

RE: FY2027 Proposed Budget — Vehicle Tag Fee & Cumulative Tax/Fee Burden

May 12, 2026

Mayor Cromer, Mayor Pro Tem McFee, and Members of City Council,

Thank you for the opportunity to speak this evening. My name is Jon Brown, and I am a homeowner and resident of the City of Beaufort. My family moved to Beaufort County in the late 80's, though our connections to this area go back even further than that. My wife's family is from Beaufort. We are both proud graduates of Beaufort County schools. I am a graduate of the Technical College of the Lowcountry, and our children have attended schools here in the city and county. We moved into the city limits in 2021. We are vested members of this community — this is our home, and we care deeply about its future.

I'm here tonight to respectfully express my concern about the proposed \$32 per vehicle tag fee included in the FY2027 recommended budget — not because I don't understand the city's infrastructure needs, but because this fee represents yet another layer in what has become, frankly, a death by a thousand cuts for the residents of this city.

The Cumulative Burden

I am not a lawyer or an accountant, but I have done my homework — and I want to share what I have found.

I want to take a moment to walk Council through what a typical City of Beaufort resident actually pays each year in city and county taxes and fees just to live here. I own a modest single-story home and five vehicles. Here is what my household faces annually:

- **Real property tax** on my home — roughly \$2,100 per year, after the owner-occupied assessment across the combined city, county, and school district millage rates.
- **Vehicle property tax** on five vehicles — roughly \$1,200 per year, assessed at 6% of fair market value at the same combined millage rate.
- **Solid waste fee** — \$270 per year, a flat fee on my tax bill for trash, recycling, and yard debris collection.
- **City stormwater utility fee** — roughly \$135 per year, based on my home's impervious surface area.
- **County stormwater fee** — an additional fee on top of the city's, also on my tax bill.
- **Dominion Energy electric franchise fee** — 5% added to my monthly electric bill, costing roughly \$120 per year.

- **Boundary Street Special Project District fee** — an additional 2% surcharge on my electric bill, roughly \$50 per year.
- **Sales tax** — 6% on every purchase I make. On a modest household spending level, that adds up to roughly \$1,200 per year.
- **Hospitality fee** — 2% on every prepared food and beverage purchase, from restaurants to coffee shops to grocery store delis.

That is **9 distinct city and county taxes and fees totaling over \$5,000 per year** — and that is before the proposed vehicle tag fee. Keep in mind, these are **all on top of the federal and state income taxes, state fuel taxes, and other state-level charges** that every working household in this city already pays. When you factor in that additional burden, the total share of a family's income going to taxes and fees is staggering.

And I want to be clear about something: regardless of what any government entity chooses to call a charge — whether it is labeled a "fee," a "surcharge," an "assessment," or a "service charge" — if it comes out of a resident's pocket and goes into government coffers, it functions as a tax. As the South Carolina Supreme Court demonstrated in *Burns v. Greenville County Council*, the Court will look past the label to determine what a charge actually is — and when it functions as a tax, it will be treated as one.

What the City Directly Controls

When I isolate only the taxes and fees that the City of Beaufort directly controls or collects — the city portion of property tax, solid waste, stormwater, franchise fees, and the Boundary Street surcharge — the city alone accounts for over \$1,800 annually from my household through at least six separate collection mechanisms. The proposed \$32 per vehicle fee would add a seventh mechanism and another \$160 per year for my family — pushing the city's direct take to nearly \$2,000.

My Request to Council

I understand the city faces real infrastructure challenges. I drive on Boundary Street. I see the drainage construction on Charles Street and King Street. I appreciate the grants the city has secured for those projects. But the answer to rising operating costs cannot always be a new fee or a new line item on residents' bills.

I also want to point out a fundamental fairness issue with this fee. The roads that this vehicle tag fee is meant to maintain — Boundary Street, Carteret Street, and other SCDOT rights-of-way within city limits — are not used exclusively by City of Beaufort residents. Thousands of county residents commute through our streets every day. Tourists and visitors drive on them. Shoppers from Lady's Island, Port Royal, and throughout northern Beaufort County use Boundary Street as a primary corridor. Yet under this proposal, only residents with a City of Beaufort address would pay the fee. We would be subsidizing road maintenance for everyone while the burden falls solely on us. If these roads serve the broader

community — and they clearly do — then the cost of maintaining them should not rest on city residents alone.

And that raises a more fundamental question: why are we being asked to pay additional money to maintain roads that belong to the South Carolina Department of Transportation? SCDOT already receives state fuel tax revenue and federal highway funds specifically allocated for the maintenance of state-owned roads and rights-of-way. As reported in the Beaufort Gazette and Island Packet, the City Manager himself acknowledged that the city receives no reimbursement from SCDOT for this work and that the funds from this fee would go toward maintaining rights-of-way on state-owned roads. My question is simple: has the city even asked? Has the city engaged in discussions with SCDOT about reimbursement? Have we explored an intergovernmental agreement or a maintenance contract that would compensate the city for services it's providing on the state's behalf? Before we ask residents to fund a new fee, I believe that conversation with SCDOT should be the very first step. If SCDOT is not holding up its end of the responsibility for its own roads, that is a problem to solve in Columbia — not on the backs of Beaufort residents.

I would also like to bring to Council's attention a significant legal concern. In June 2021, the **South Carolina Supreme Court struck down** a nearly identical fee in *Burns v. Greenville County Council*, Opinion No. 28041. In that case, Greenville County imposed a \$25 per vehicle "road maintenance fee" — almost exactly what the City of Beaufort is now proposing at \$32. The Court ruled that the fee was an **illegal tax** because it violated South Carolina Code Section 6-1-300(6), which requires that a service or user fee must benefit the payer "in some manner different from the members of the general public not paying the fee." The Court found that road maintenance benefits **all** drivers — not just those paying the fee — writing: "every driver on any road in Greenville County — whether their vehicles are registered in Greenville County, Spartanburg County, or in some other state — benefits from" the road maintenance funded by the fee.

Justice Kittredge wrote in his concurrence: *"Local governments, for obvious reasons, want to avoid calling a tax a tax. I am hopeful that today's decision will deter the politically expedient penchant for imposing taxes disguised as service or user fees."* Under South Carolina Code Section 6-1-310, a local governing body **may not impose a new tax unless specifically authorized by the General Assembly.**

We have a recent local example of what the proper process looks like. When Beaufort County sought to impose a 1% Green Space Sales Tax, it followed every required step: the General Assembly specifically authorized it under South Carolina Code Section 4-10-1010, it was placed before the voters in a referendum in November 2022 where 52% approved it, and it included a built-in expiration once it reached its revenue cap. That tax did it the right way — state authorization, voter approval, and a time limit. The proposed vehicle tag fee bypasses all three of those safeguards. No state authorization. No voter referendum. No expiration. If the Green Space Tax required that level of accountability, why should a new vehicle tax be allowed to skip it?

I would also ask Council to consider the impact this cumulative burden has on young people trying to start out in life. A young person just entering the workforce, saving for their first home, or trying to start

a family in Beaufort already faces rising housing costs, student loan payments, and the same grocery and gas prices we all feel. Every additional fee — no matter how small it may seem at a council table — makes this city less affordable and less attractive to the next generation. If we want Beaufort to be a place where young families can put down roots and build a future, we cannot keep nickel-and-diming them at every turn. We should be making it easier for them to stay, not giving them another reason to leave.

Many of my neighbors — particularly retirees and those on fixed incomes — are already stretched thin. Each individual fee may seem modest in isolation: \$270 here, \$135 there, 2% on this bill, 5% on that one. But when you add them all up, the cumulative weight is significant. And each new fee erodes the trust residents place in their local government to be responsible stewards of the revenue it already collects.

The Bottom Line

So let me be direct. I am urging this Council to reject the proposed vehicle tag fee. The city's consolidated budget is over \$73 million — and even setting aside the \$28 million in grant-funded capital projects that cannot be redirected, the city's operating budget still exceeds \$44 million. If \$322,000 for road right-of-way maintenance cannot be found within \$44 million in operating funds, then the issue is not a lack of revenue — it is a question of priorities.

Beyond the policy question, I would respectfully ask whether the city attorney has reviewed the *Burns v. Greenville County Council* decision and advised this Council on the legal risk of adopting a vehicle tag fee that appears to raise the same issues the Supreme Court has already resolved. Proceeding with this proposal could expose the city to litigation, and the cost of defending that litigation would also fall on the taxpayers this fee is meant to charge.

I ask every member of this Council to weigh this decision carefully — to consider the **cumulative financial burden** it places on residents, the **legal precedent** that stands against it, and the **alternatives that have not yet been explored** — starting with simply asking SCDOT to pay for the maintenance of its own roads.

The residents of this city are engaged. We are reading the budget documents. We are reviewing the case law. We are doing the math on what it actually costs to live here. We trust this Council to do the right thing — and we are watching.

If this Council ultimately chooses to move forward, I would strongly urge a full, detailed, public accounting of why \$322,000 cannot be accommodated within a \$44 million operating budget, what specific line items were considered and rejected, and what documented efforts were made to secure reimbursement from SCDOT before this fee was proposed. The residents of Beaufort deserve that level of transparency before a single dollar is added to their bills.

Thank you for your time.

Jonathan Brown

Resident & Homeowner, City of Beaufort, SC

THE STATE OF SOUTH CAROLINA
In The Supreme Court

James Mikell "Mike" Burns, Garry R. Smith and Dwight
A. Loftis, Appellants,

v.

Greenville County Council and Greenville County,
Respondents.

Appellate Case No. 2018-002255

Appeal from Greenville County
Charles B. Simmons Jr., Circuit Court Judge

Opinion No. 28041
Heard August 20, 2020 – Filed June 30, 2021

REVERSED

Robert Clyde Childs III, Childs Law Firm; J. Falkner
Wilkes, both of Greenville for Appellants.

Sarah P. Spruill and Boyd Benjamin Nicholson Jr.,
Haynsworth Sinkler Boyd, PA, both of Greenville for
Respondents.

JUSTICE FEW: Greenville County Council implemented what it called a "road maintenance fee" to raise funds for road maintenance and a "telecommunications fee" to upgrade public safety telecommunication services. The plaintiffs—three members of the South Carolina General Assembly—claim the two charges are taxes and, therefore, violate section 6-1-310 of the South Carolina Code (2004). We agree.

We declare the road maintenance and telecommunications taxes are invalid under South Carolina law.

I. Facts and Procedural History

Greenville County Council enacted the two ordinances at issue in 2017. Ordinance 4906 was enacted "to change the road maintenance fee to . . . \$25." Ordinance 4906 amended Ordinance 2474—enacted in 1993—which required the owner of every vehicle registered in Greenville County¹ to pay \$15 a year to the Greenville County Tax Collector. County Council stated in Ordinance 4906 it increased the charge because "the current fee is insufficient to keep up with increased costs of maintenance."

Ordinance 4907 was enacted "for . . . the lease, purchase, . . . or maintenance of County-wide public safety telecommunications network infrastructure and network components" and related costs. This ordinance requires the owner of every parcel of real property in Greenville County to pay \$14.95 a year for ten years to the Greenville County Tax Collector. County Council stated in Ordinance 4907 it imposed the charge to "mov[e] all County-wide public safety telecommunications to a single network platform" to "promote the safety of life and property in Greenville County by providing much needed modernization of current public safety telecommunications infrastructure."

The plaintiffs filed this lawsuit to challenge the validity of the ordinances on several grounds, including their claim the ordinances impose a tax and not a permissible fee. The parties consented to an order referring the case to the master in equity for trial pursuant to Rule 53(b) of the South Carolina Rules of Civil Procedure. The master found the ordinances did not violate the law. Because one of the grounds on which the plaintiffs brought the challenge was the Equal Protection Clause, they filed their notice of appeal with this Court pursuant to Rule 203(d)(1)(A)(ii) of the South Carolina Appellate Court Rules and subsection 14-8-200(b)(3) of the South Carolina Code (2017). Though we find the Equal Protection Clause question is not a significant issue, we elect not to transfer the case to the court of appeals. *See* Rule 203(d)(1)(A)(ii), SCACR (providing "where the Supreme Court finds that the

¹ Section 56-3-110 of the South Carolina Code (2018) requires every motor vehicle in the State to be registered and licensed, and subsection 56-3-195(A) of the South Carolina Code (2018) assigns the registration process to each county for vehicles owned by residents of the county.

constitutional issue raised is not a significant one, the Supreme Court may transfer the case"); § 14-8-200(b)(3) (same).

II. Analysis

South Carolina law permits counties "to . . . levy ad valorem^[2] property taxes and uniform service charges." S.C. Code Ann. § 4-9-30(5)(a) (2021); *see also* S.C. Code Ann. § 6-1-330(A) (2004) ("A local governing body . . . is authorized to charge and collect a service or user fee."); S.C. Code Ann. § 6-1-300(6) (2004) ("Service or user fee' also includes 'uniform service charges'."). Except for value-based property taxes, a county "may not impose a new tax . . . unless specifically authorized by the General Assembly." § 6-1-310.

Neither ordinance imposes a value-based property tax, and the General Assembly has not authorized Greenville County to impose any other new taxes. Therefore, unless the charges in the ordinances are "uniform service charges" under subsection 4-9-30(5)(a) or a "service or user fee" under subsection 6-1-330(A), the charges imposed pursuant to the ordinances are invalid under State law.

In 1992, this Court addressed the question of what is a "uniform service charge authorized under [section] 4-9-30," and in particular, whether a "road maintenance fee" imposed by Horry County was "a service charge or a tax." *Brown v. Cty. of Horry*, 308 S.C. 180, 181, 182, 417 S.E.2d 565, 566 (1992). We later explained, summarizing our extensive analysis in *Brown*,

Under *Brown*, a fee is valid as a uniform service charge if (1) the revenue generated is used to the benefit of the payers, even if the general public also benefits (2) the revenue generated is used only for the specific improvement contemplated (3) the revenue generated by the fee does not exceed the cost of the improvement and (4) the fee is uniformly imposed on all the payers.

C.R. Campbell Const. Co., Inc. v. City of Charleston, 325 S.C. 235, 237, 481 S.E.2d 437, 438 (1997) (citing *Brown*, 308 S.C. at 184-86, 417 S.E.2d at 567-68).

² "Ad valorem" is a Latin term sometimes used to mean "value-based." *See Ad Valorem*, BLACK'S LAW DICTIONARY (11th ed. 2019) (stating "ad valorem" means "proportional to the value of the thing taxed").

In 1997, the General Assembly enacted subsection 6-1-300(6), which defines "service or user fee"—including "uniform service charges"—as "a charge required to be paid in return for a particular government service or program made available to the payer that benefits the payer in some manner different from the members of the general public not paying the fee." After 1997, therefore, when a local government imposes a charge it contends is not a tax, the charge arguably must meet the requirements we set forth in *Brown* but certainly must meet the requirements the General Assembly set forth in subsection 6-1-300(6).

Our analysis of the two ordinances at issue in this case begins and ends with subsection 6-1-300(6). In its brief, Greenville County argues Ordinance 4906 meets the subsection 6-1-300(6) requirement of a "government service or program . . . that benefits the payer in some manner different from the members of the general public" because "the funds collected are 'specifically allocated for road maintenance,'" as this Court approved in *Brown*. The argument conveniently ignores the fact subsection 6-1-300(6) was enacted in 1997, five years after *Brown* and four years after Greenville County enacted its original road maintenance fee in Ordinance 2474. The fact the funds are allocated for road maintenance says nothing of any benefit peculiar to the payer of the fee. In fact, every driver on any road in Greenville County—whether their vehicles are registered in Greenville County, Spartanburg County, or in some other state—benefits from the fact the funds are "specifically allocated for road maintenance."

At oral argument, Greenville County made the additional argument Ordinance 4906 satisfies subsection 6-1-300(6) because the property owners who pay the charge are the drivers who "most use the roads" maintained by the funds collected. We do not agree this satisfies subsection 6-1-300(6). While Greenville County residents who use the roads every day may derive more benefit from having the roads maintained in good condition, it is still the same benefit every driver gets, no matter where their car is registered.

Greenville County argues Ordinance 4907 satisfies subsection 6-1-300(6) because the improved telecommunications system will "enhance[] real property values." We find this argument fails. When County Council enacted Ordinance 4907, it did not address the factual question of whether an improved telecommunications system will enhance property values, and Greenville County presented only speculative evidence of such an enhancement at trial. The County Administrator testified the new system "could . . . enhance property values for individual property owners." One County Council member testified his own property "stands to benefit from better

coordinated, faster, first responder services." Plaintiff Mike Burns testified on cross-examination the new telecommunication system "would benefit [him] as a property owner," but he said nothing about any benefit to his property value.

The plaintiffs argue any claim of an increase in property value from the new telecommunication system is "too tenuous" to satisfy subsection 6-1-300(6). Greenville County argues this Court already approved enhanced property value as a satisfactory benefit in *C.R. Campbell Construction*. See 325 S.C. at 237, 481 S.E.2d at 438 (finding "the payers benefit because their real property values are enhanced"). We find *C.R. Campbell Construction* is not helpful to Greenville County. In that case, "City Council made a specific finding that parks and recreational facilities add to the value of real estate within the City." 325 S.C. at 236, 481 S.E.2d at 437. We stated, "This finding is supported by evidence in the record that property values are in fact enhanced by such amenities." *Id.* In this case, neither County Council when it adopted the ordinance nor Greenville County when it tried this case put any effort into demonstrating the new telecommunications system would meaningfully enhance property values.

Taxpayers should hope every action taken by local government is calculated to not damage property values. What governing body would attempt—and what electorate would accept—an act that is calculated to damage property value? Every action of local government, therefore, in at least some minor way, should be calculated to enhance property value. In some instances, as in *C.R. Campbell Construction*, the enhancement of property value may be significant. If the governing body actually addresses the effect on property value and deems an anticipated enhancement significant enough to differentiate the benefit to those paying the fee from the benefit everyone receives, then it is likely the courts will uphold the decision, as we did in *C.R. Campbell Construction*. In the first instance, however, the question whether an ordinance actually enhances property values must be addressed by the local governing body. In Ordinance 4907, County Council described the aged equipment previously used in multiple networks, and it stated the new single network would improve the delivery of emergency and public safety communications in multiple ways. But the ordinance says nothing of whether property owners would see any benefits from the new network. Even if property owners will see benefits, this Court has no idea whether the impact is significant enough to affect property value. We hold that simply declaring a fee will enhance property value does not make the property owner paying the fee the beneficiary of some unique benefit, as required by subsection 6-1-300(6).

Therefore, as to both Ordinance 4906 and Ordinance 4907, we find Greenville County failed to satisfy the subsection 6-1-300(6) requirement that the "government service or program . . . benefits the payer in some manner different from the members of the general public."³

III. Conclusion

Greenville County Ordinances 4906 and 4907 purport to impose a "uniform service charge" on those who are required to pay it. We find the charges are taxes. State law prohibits local government from imposing taxes unless they are value-based property taxes or are specifically authorized by the General Assembly. Neither is true for these two ordinances. Therefore, the ordinances are invalid.

REVERSED.

**BEATTY, C.J., KITTREDGE, HEARN and JAMES, JJ., concur.
KITTREDGE, J., concurring in a separate opinion in which BEATTY, C.J., joins.**

³ The plaintiffs raised other issues we find it unnecessary to address. *See Whiteside v. Cherokee Cty. Sch. Dist. No. One*, 311 S.C. 335, 340, 428 S.E.2d 886, 889 (1993) ("In view of our disposition of this issue, we need not address appellants' remaining exceptions." (citations omitted)).

JUSTICE KITTREDGE: I concur with the majority opinion. I write separately to offer two points. First, the post-*Brown*⁴ enactment of section 6-1-300(6) of the South Carolina Code (2004) is the standard set by our legislature for determining what constitutes a "service or user fee." In my judgment, the *Brown* factors may inform the analysis, particularly factors (3) and (4), but section 6-1-300(6) is controlling. Second, this Court in recent years has received an increasing number of challenges to purported "service or user fees." Local governments, for obvious reasons, want to avoid calling a tax a tax. I am hopeful that today's decision will deter the politically expedient penchant for imposing taxes disguised as "service or user fees." I believe today's decision sends a clear message that the courts will not uphold taxes masquerading as "service or user fees." Going forward, courts will carefully scrutinize so-called "service or user fees" to ensure compliance with section 6-1-300(6).

BEATTY, C.J., concurs.

⁴ *Brown v. Cty. of Horry*, 308 S.C. 180, 417 S.E.2d 565 (1992).

I do not want this city to spend one thin dime of my tax dollars on the Beaufort County Economic Development Corporation (“BCEDC”). I find the organization incompetent, unaccountable, and untrustworthy.

Last year, BCEDC was given broad discretion under the County Site and Job Development Fund to purchase two tracts of land: a 14-acre parcel in the Commerce Park and a 117-acre multi-parcel tract in Lobeco — nearly \$2 million in acquisitions combined.

In the aftermath of those purchases, County Council revoked BCEDC’s unrestricted authority and now requires advance council approval for future land acquisitions. That change alone speaks volumes.

I attended County Council’s Economic Development Workshop this morning at 9:00 a.m. During discussion of the Lobeco property, several council members asked whether the site had any environmental contamination issues.

BCEDC Senior Project Manager Kelli Brunson initially answered no.

When the issue surfaced a second time, BCEDC Director John O’Toole pointed generally to a map and stated there may have been contamination across the street that could have migrated underground onto the property.

That was not an accurate or complete description of the situation.

In fact, a contaminated parcel sits directly within the acquired property itself. The deed executed last July expressly states:

“Tract 1A is conveyed subject to the restrictive covenants recorded in the Office of the Register of Deeds for Beaufort County, South Carolina in Record Book 2839 at Page 1652.”

And what do those recorded restrictions say?

“The Property was used historically for chemical manufacturing purposes and contaminants in excess of allowable concentrations for unrestricted use remain at or below the Property.”

The property is also subject to consent orders and remedial measures.

The issue here is straightforward: Beaufort County provided the public funds to purchase this property, yet BCEDC did not disclose these environmental circumstances to County Council at the time of purchase, nor did it provide any environmental reports it may have possessed. A legitimate question is whether these facts were fully disclosed even to BCEDC’s own board of directors.

Additional questioning today revealed that the property lacks sewer infrastructure and does not have substantial water service.

Yet BCEDC stated it is exploring uses such as meat processing and fish farming for the site.

Meat processing or fish farming on property with minimal infrastructure, no sewer capacity, limited water service, and known chemical contamination concerns?

That is not economic development. That is speculation with taxpayer money.

Meanwhile, today's Post and Courier headline reads:

"City of Beaufort still struggling with transparency in the wake of public records breach."

Yet this council routinely retreats into executive session whenever BCEDC matters arise.

Executive session is permitted under South Carolina law. It is not mandatory. Using executive session as the default approach for BCEDC discussions is wrong and further erodes public confidence in local government.

Council should address that problem beginning tonight.

I urge you to remove BCEDC funding from the budget.

And I cannot state strongly enough that under no circumstances should this council approve the proposed \$1,000,000 grant to BCEDC tied to the Clarendon sale.

Enough is enough.

Paul Trask

May 12, 2026

Paul Trask
5-12-26

David Pascoe – SC Attorney General candidate will be in Beaufort tomorrow at Old Bull Tavern at 205 West Street at noon for meet and greet and pizza and drinks. David's platform is strong on law and order; reduce violent crime by 50%, and stamp out public corruption.

Wanted to bring to the public's attention a Post and Courier Article from today titled City of Beaufort still struggling with transparency in wake of public records breach. I'm providing the article to the clerk for inclusion in the record.

The article referenced the long overdue data breach investigation which Hainsworth Sinkler Boyd is handling. The results of this investigation are long overdue. I am fully expecting the results to exonerate the city manager and white wash the incident. As we know, the assistant city manager, the public information officer, and the capital projects manager – all of whom were senior leaders in the city have “left” in the last 12 months or so.

I'm also providing an email which was well written by Amanda Patel and to which I copied over to city council. Amanda was referred to in the Post and Courier article in the context of our city manager dismissing her view as not representative of Beaufort residents or anyone much at all. Such a quote from the city manager brings back a memory of mine approximately 18 months ago in October 2024 when the city manager publically excoriated me and my character in response to feedback that I consistently gave on his incompetence and fatal flaws as a manager. 18 months later, my lack of confidence in the city manager remain unchanged.

I also want to put into the minutes, documents which were provided to me by a Beaufortonian who secured these documents through a FOIA request. These documents show a confrontational interaction between the city manager and Josh Scallate, a member of city council who ostensibly is the city manager's boss. In the letters which were being sent back and forth between the city manager and city council, the city manager threatened Mr. Scallate to simply hold a vote of no confidence in the city manager. I believe that is a good idea! In fact, I believe we need to have a public workshop on the city manager and get out on the table all the things that he's doing well and all the things that need improvement. In this way, full transparency will be served and the city manager will have the benefit of input from a broad range of individuals. The time is right now as city council appears to be discussing the city manager's performance or lack thereof in executive session.

new growth
\$200K in tax fees
Property taxes will go up 1.5% which is almost 20%

- ~~Onto the budget:~~ *Continuing on my theme of getting the right people in the right seats*
- A) Related to the confrontational and positional approach the city manager take on issues on which he is challenged, I am concerned that the city has budgeted \$400K for legal fees. The legal bill continue to increase year after year in clear proof that the

city is attracting lawsuits. I believe the reason the city is attracting lawsuits is because of the city manager's ^{inability of} ~~inability to~~ handling disagreements. I think the public needs to understand how many lawsuits the city is involved in; what is the status of each lawsuit; have any attempt to settle the lawsuits been made; what is the strategy other than dig your heels in, and finally what its expected to cost the city lawsuit by lawsuit to defend itself and a respective timeline

- B) I contributed to a 3 hour meeting at County Council today in respect to my position that the Beaufort Economic Development Corporation needs to be defunded. I am going to submit in the minutes by comments and exhibits. Mr. Cromer – you might be interested to know that York Glover refused to recuse himself from voting on BCEDC matters even though organizations for which he is a board member receives BCEDC money. Glover is clearly conflicted. You might also be interested to know that the BCEDC's presentation included misrepresentation after misrepresentation of their performance as well as a blatant misrepresentation that they had not acquired land with environmental contamination. Deeds recorded with the court house prove otherwise. I urge you to not fund the BCEDC in this budget and instead wait for the County to opine on the direction it's going to take in respect to the BCEDC. A good chance exists that the BCEDC will be defunded or brought in house. You have also been requested for \$1M from the BCEDC for a spec building. I urge you to ~~reject that request~~ ^{or lack thereof. The CED refused to answer any of the assertions} ~~table that discussion when it comes back up until a clear direction exists in respect to the County's approach with the BCEDC.~~

- C) I find it mindboggling that the city council will not simply tell the city manager to go find a way to save \$500K. That's less than 1.5% of the overall operating budget. Property taxes are increasing by \$1.5 million and no directive has been made to the city manager to simply cut costs. ^{reduce digital corridor cyber center \$40K}
- D) The TIF funds for Boundary Street must be redirected to the Waterfront Park. It's understood that state law allows for such a transfer and this is a no brainer! ^{\$82K \$75K}

F) Cut downtown operations ^{\$100K}

G) Maimed A & D ^{\$250K}
rich



Graham Trask <grahamtrask@gmail.com>

Re: Response to Recent Statement

1 message

Graham Trask

Tue, May 12, 2026 at 3:56 PM

To: Amanda Patel <[REDACTED]>
Cc: Scott Marshall <smarshall@cityofbeaufort.org>, Philip Cromer <pcromer@cityofbeaufort.org>, Phillip Scallate <pscallate@cityofbeaufort.org>, Neil Lipsitz <nllipsitz@cityofbeaufort.org>, Mike McFee <mmcftee@cityofbeaufort.org>, mmitchell@cityofbeaufort.org, Ivelte Burgess <iburgess@cityofbeaufort.org>, Traci Guldner <tguldner@cityofbeaufort.org>, Mindy Lucas <mlucas@postandcourier.com>, "Puckett, Karl" <kapuckett@islandpacket.com>, Mike McCombs <theislandnews@gmail.com>

Well said, Amanda!

The issue you highlight in your email is an intractable issue which has plagued our city manager's tenure. As I highlighted to him and the council, it's the fatal flaw - he proceeded to publicly excoriate me in a city council meeting for highlighting this fact to the city council.

I do not believe a change is possible until the city council has the guts to swap out the city manager.

I understand from your recent FOIA's that the city manager has already threatened one city council member to call I vote of confidence on the city manager's competence and employment. I think this would be a good thing so that he can plainly see and understand the lack of support that exists in the community for the city manager. It will also highlight to the public as we approach election season that our city council will not take the difficult decision to rid the city of the cancer in order to save itself. It's interesting that the city manager asserts that the lack of support is from a "few people who aren't residents". Interesting minimization, again.

Yes, it is ironic that the city manager, himself, is not a resident of the City of Beaufort and needed a special dispensation from the city council to even become city manager.

Change is in the air, Amanda. Change is in the air! We will get the right people in the right seats - it's unfortunately a long process, but it will happen.

Please keep bringing to light your observations and sharing your perspective. While the strategy to minimize and attack the messenger has been the status quo since the current city manager's hiring, it's clear that the gig is running its logical course - his self inflicted missteps will ultimately catch up with him.

Also, please don't forget that the city has been sued on the data breach. The fat lady has not sung on that lawsuit - in fact, discovery and depositions haven't really started in earnest. You're right - the feedback from Hainsworth Sinkler Boyd is well overdue, but that's not out of character for such a firm as they've been hired to protect the city not for transparency!

Keep it up Amanda!

City Council - here's the article for your respective reading.

City of Beaufort still struggling with transparency in wake of public records breach

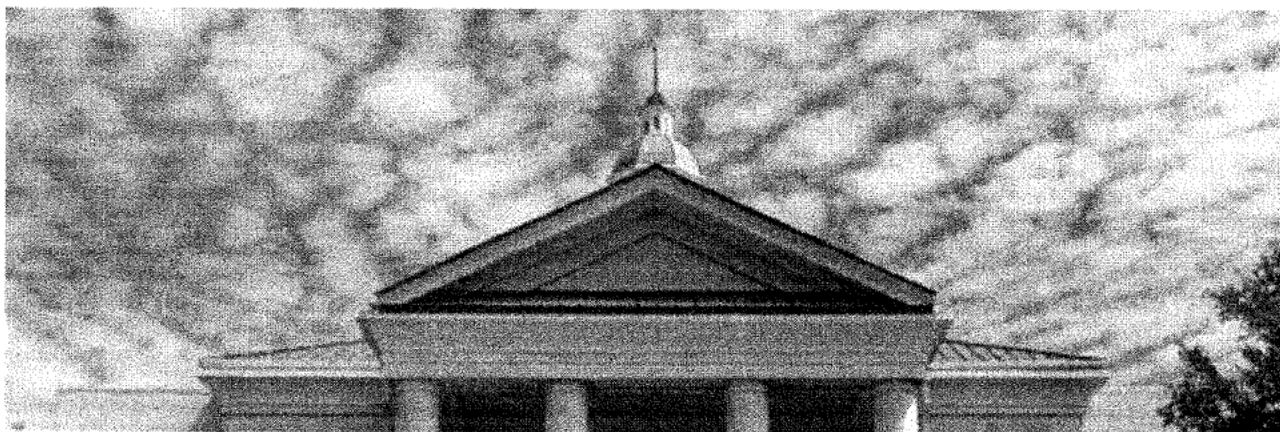
MLUCAS@POSTANDCOURIER.COM

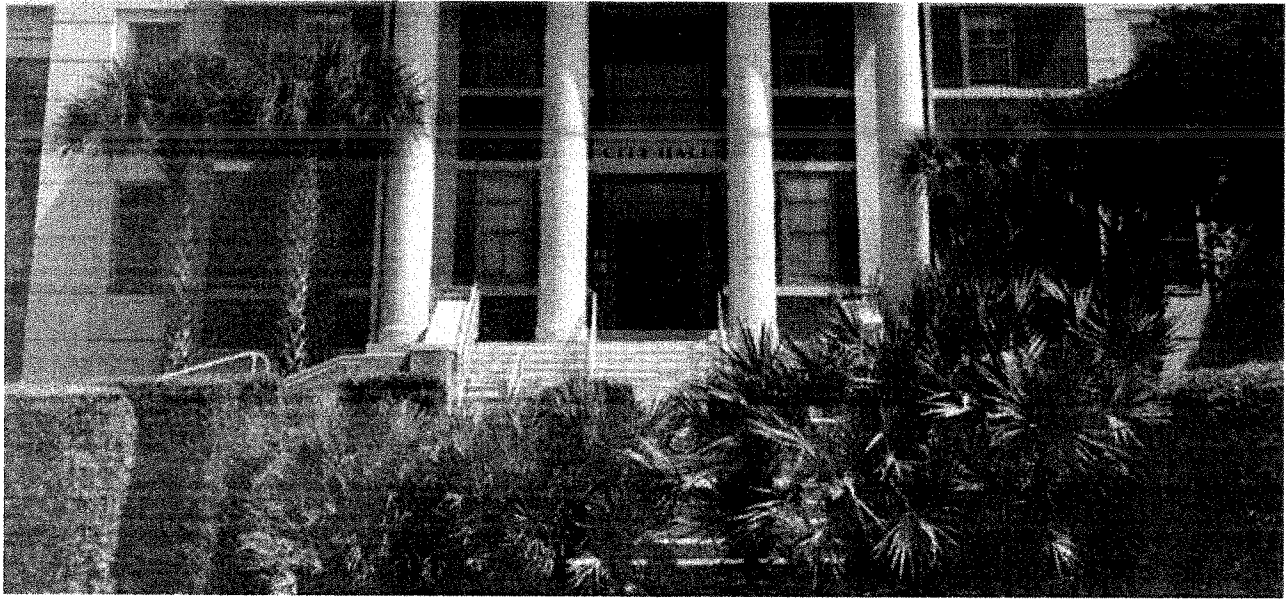
3 HRS AGO

Facebook

Twitter

Email





The City of Beaufort is facing public criticism over the handling of recent actions involving transparency including the hiring of a new public-facing, communications professional without publicly advertising and a public records breach, still being investigated.

MINDY LUCAS/STAFF

Facebook Email Print

BEAUFORT – A series of actions taken by the City of Beaufort in recent months has left many in the community questioning how the city and those in charge of its day-to-day operations are handling transparency.

The hiring of a public-facing, communications professional charged with exactly that task was done without publicly advertising for the job and follows other recent actions, chief among them the high-profile mishandling of public documents containing sensitive information in 2025.

Beaufort City Manager Scott Marshall made the decision to hire Danielle Cobb, a local broadcast journalist, to serve as the city's public information officer without making the position vacancy public or conducting a formal interview process.

Announced on April 22, the move is not illegal, but critics say it is not a best practice for a municipality already struggling with transparency and accountability.

In an email sent to The Post and Courier, Marshall said he made the decision to recruit and hire Cobb in an effort to fill the position quickly and “in the best interest of the city.”

“A direct appointment of a highly qualified candidate was a more expedient, less time-consuming and preferred option over posting the position and interviewing multiple applicants,” he said.

Ashley Brandon, the city's previous PIO, served in the role a little over a year before it was announced at a March city council meeting that she had resigned. Brandon's departure followed inadvertent release of more than 9,000 pages of unredacted documents as part of an attempt to fulfill a public records request in July of 2025.

When reached later by phone, Marshall said the hiring without opening the job to other potentially qualified candidates is a discretion he has under the council-manager form of government.

"This is not an unusual practice for municipalities in South Carolina," he said.

While the state of South Carolina is required by law to post job vacancies for all its state agencies, cities and towns are not, confirmed Charlie Barrineau, senior field services manager with the Municipal Association of South Carolina.

"It's up to each municipality to adopt their own procedures and certainly there can be flexibility there," he said.

According to the "Handbook for Municipal Officials in South Carolina," a publication that the association publishes and distributes, discretionary powers, such as those Marshall maintains he has, also involve the "exercise of judgment by the council, manager, administrator or public employee with delegated authority."

The handbook goes on to advise that cities and towns should establish policies that "state the municipality's employment philosophy" and those policies should also address "job posting, advertising, application procedures and selection criteria."

The City of Beaufort does not have such a policy, Marshall said. "To my knowledge, no," he said.

Best Practices

How, then, do other council-manager municipalities conduct their hiring?

Both the towns of Port Royal and Hilton Head post all open job vacancies, administrators with those municipalities said.

In addition to posting on its website, the town of Port Royal posts or shares its job openings to other sites, Port Royal Town Manager Van Willis said. Those sites may include the S.C. Municipal Association's website as well as any related professional associations.

The **Public Relations Society of America** and the International Association of Business Communicators are among the largest professional associations for marketing and public relations professionals and public information officers, both of which have South Carolina chapters.

While the town does not have a set policy governing the posting or advertising of jobs, Willis said he always tries to treat open job vacancies with "an abundance of caution."

"You want to be as transparent as you can be," he said.

On Hilton Head Island, where the Town of Hilton Head has been advertising for an open marketing communications position for nearly a month, town officials said

they too post all open job positions to their website with the possible exception of an internal hire or promotion, town officials said.

In addition, they share job openings to such popular career websites as Indeed, Glassdoor, ZipRecruiter and LinkedIn as well as with the S.C. Municipal Association and appropriate professional organizations, said Lisa Stauffer, Human Resources Director for the town.

The town's open marketing communications position, which has a salary range of \$140,000 to \$160,000, includes serving as the primary public information officer for the town and includes managing a team of communications professionals.

Marshall, who shared a post originally made by the town's administrator, Marc Orlando, to his LinkedIn page wrote, "Opportunities like this are few and far between" and went on to encourage those who might know someone who may be well qualified to apply.

Asked if he wished he had shared his city's PIO job on LinkedIn or other platforms, given the growing criticism, Marshall said no.

"Because it would have still taken a long (time) to get a quality fill for the position, and it's a position we didn't want to gap any longer than we had to," he said.

A Critical Role

Public information officers often act as the primary liaison between an organization or government entity and the public and media. It's a role that Marshall called "critical" and said that Cobb would be serving as a member of senior staff.

He went on to give her high praise saying that her "professionalism and demeanor were consistently top tier."

"She demonstrated that she is a skilled communicator and that she interfaces well with the public, qualities of a successful public information officer," he stated in an email.

Cobb is a 2024 graduate of the University of South Carolina Beaufort. She has worked for WSAV TV as a multimedia journalist for one year and 11 months and, prior to this role, was employed at SCETV as an intern, according to her LinkedIn profile.

Had Cobb not accepted the job offer from the city, Marshall had a "short list" of others in mind, he said. Asked how he came up with the list of alternates, Marshall said they were people he knew.

"People I had worked with and people I know who are skilled in that area," he said.

Marshall said that while he was aware of "a few people" who have expressed their displeasure that the position was not advertised, they were the same few, he said, who were "always expressing their displeasure with his decisions" as city

administrator.

“To my understanding and belief, these few critics are not City of Beaufort residents,” he said.

This isn’t the first time the city has come under fire for its hiring practices. In 2024, the **process of hiring Stephenie Price** to lead the Beaufort Police Department was called in question. The state’s Freedom of Information Act required the city to publicly name three finalists for the position prior to hiring a candidate. City officials only named two candidates. At the time, Marshall defended the move, arguing that the pool of final candidates kept shifting as finalists withdrew themselves from consideration for the role.

“We had rearranged those finalists so many times before we got to the final interviews. We had the date set and I was not going to reset the date. That involved five Council members’ schedules, five community members’ schedules and it was a nightmare to get all of that rescheduled,” Marshall told The Post and Courier at the time.

On one social media post on a public Facebook page, Cobb’s hiring received more than two dozen comments — many favorable of Cobb but calling out the position vacancy’s lack of public notice. On another post discussing the 2025 breach of public documents and related issues, there were more than 50 comments.

“You can’t preach transparency and then quietly handpick the person in charge of transparency,” said one commenter. “Feels like a missed opportunity to build trust when we could’ve really used it.”

Ivie Szalai, a Beaufort County resident with family ties to the city, said she learned of the city’s hiring of a new PIO “through the grapevine” before the hiring was announced.

While not a marketing or communications professional by trade, Szalai said she has worked in related areas of communication and transparency in her role as founding board chair for Bridges Preparatory School. She knows of several individuals, she said, who would have been interested in the job.

“Transparency is key to public trust,” she said. “Without it, there is the appearance that something may not be right, whether that is actually the case or not.”

Social Media Snafu

Earlier in the year, Marshall went before his city council with a background paper he said presented a balanced look at the issue of monitoring and managing comments on the city’s official Facebook page.

The volume, tone and complexity of comments had increased on the page in recent months, requiring staff time and resources the city did not have, he said.

Occasional comments on various posts covered a range of topics from the city’s

handling of a drainage improvement project to increased fees for records requests, with more still left under Marshall's weekly newsletter, the Bridge Report.

"There is clear, legal authority to go to a no comments policy," he said, encouraging city council to consider a resolution to adopt the policy.

The potential for a comments ban received immediate pushback both online and in person and had commenters once again taking to the city's Facebook page.

If council did not adopt the policy, he would need to hire a social media manager to monitor and moderate them, but ultimately, the decision rested with the council since it was a policy matter, he said.

City council agreed and in February decided not to ban comments from the page, instead choosing to adopt a **social media comment policy**.

The policy prohibits personal attacks or the use of discriminatory language on the page among other "guidelines" for commenting. It also includes an appeals process for those who are blocked or whose comments are hidden or removed. The process includes submitting the appeal in an email to the city manager, Marshall, or his designee.

The city has since moved to contract out its social media monitoring and management to a vendor for \$24,000 a year. In addition, it is now looking at the possibility of hiring a full-time, social media manager for 2027. Social media was once the purview of the PIO position.

Asked if the new PIO will still have a hand in social media, Marshall said it would remain a large part of the role.

Cobb's duties will also include "overseeing media relations, public messaging, digital communications and community outreach efforts," a news release issued in April stated. She will be paid \$82,500, Marshall said, adding that anything over \$50,000 is "fair game" and has to be reported.

Asked if he believed the public's criticisms, whether of him or city staff or the city in general in relation to transparency were valid, Marshall said he couldn't say.

"Because I'm not in their shoes," he said. "I don't see it from the same angle they see it from. I don't think it would be proper for me to cast judgment on their view or the questions being raised."

FOIA mishandling and ongoing investigation

Arguably the most serious incident involving the city and transparency was its accidental records release last year.

In July of 2025, a local couple received what they thought was a response to a record's request they had filed through the Freedom of Information Act (FOIA). The

couple had made the request after their 12-year-old daughter went missing earlier in the year and was involved in an alleged human trafficking scheme.

Found in Jacksonville, Florida, a few days after she went missing, their daughter was returned home, but the couple, upset by the handling of their daughter's case by the city's police department, decided to file a public records request.

The couple instead received more than 9,000 pages of unredacted documents containing highly sensitive information about minors, private legal and investigative matters, social security numbers and information seemingly unrelated to their daughter's case.

The highly publicized breach eventually led to the decision by Beaufort's City Council to hire an outside law firm to investigate the incident. Beaufort Mayor Phil Cromer said that he wanted to hire outside counsel to look into the matter because having city leaders in charge could "taint the process" in the eyes of residents.

Beaufort resident Amanda Patel, who recently penned a guest column for The Island News, said in her column that having not heard publicly where the city was on the investigation "in months" was concerning.

A school counselor with a long track record of advocating for youth and families in the community, Patel said she knows "how deeply families rely on the belief that their children's information is handled with care and protection."

"That trust is not assumed. It is built over time and easily lost," she said.

Patel has also called into question both the hiring of the new PIO who previously reported on the FOIA breach, while it was still under active investigation and the city manager's proposal to limit comments on Facebook.

"When engagement becomes difficult, the solution is not to limit access. It is to strengthen the processes and the capacity that support it," she said at the city's work session in January.

Reached later by email, Patel said she thought the city and its leaders should acknowledge community concerns rather than view questions as attacks.

"More transparency, clearer communication and continued updates regarding the investigation process would likely help," she said.

The Post and Courier reached out to the city and while Marshall said he could not comment on the investigation, Mayor Cromer said the South Carolina law firm it has hired, Haynsworth Sinkler Boyd, is still working on the investigation.

"My hope is that the investigation is nearing the end," he said.

In the meantime, Patel said trust is something that is "rebuilt slowly and consistently over time."

"It usually does not happen through one statement or one press release," she said, adding that Beaufort is a community where "people care deeply," which may explain why emotions surrounding these issues have "remained strong."

"Most people ultimately want the same thing," she said. "Accountability, transparency and a community they can continue trusting moving forward."

Reach Mindy Lucas at [REDACTED]

On Tue, May 12, 2026 at 7:08 AM Amanda Patel [REDACTED] wrote:
Scott,

You are once again quoted stating:

"To my understanding and belief, these few critics are not City of Beaufort residents," he said.

For the record, I am a resident of the City of Beaufort. I do live in the city. My family lives here. My husband owns and operates a business here. Our children were raised here. And honestly, why residency or status even matters when people are speaking up about children, public trust, transparency, and accountability is beyond me, but apparently it matters to some people.

And if addresses are suddenly what determine whether someone is allowed to care or have an opinion... well, I think that standard should probably apply across the board.

Because unless I'm mistaken... you do not live in the City either. Correct?

I genuinely do not understand the audacity.

But it's also pretty clear that the City forgot I have peacefully organized before, and I will absolutely do it again.

Because at some point, dismissing people instead of listening to them becomes part of the problem.

And when adults start putting themselves, politics, reputations, or power before children and the people... something has gone deeply wrong.

So yes... summers off means I have plenty of time for sidewalk tan lines outside City Hall if that's what it takes to make people pay attention.

City Council, what you allow is what will continue. That becomes your legacy. That becomes history.

Amanda Patel

https://www.postandcourier.com/beaufort-county/news/city-beaufort-struggling-with-transparency-after-records-breach/article_14b3ad77-f714-4121-b072-e8ebc838b9dc.html?utm_campaign=mrf-facebook-postandcourierbeaufortcounty&mrfeed=2026051269f738c12c45514b3c16b4a7



City of Beaufort, South Carolina

1911 Boundary Street • Beaufort, SC 29902

843.525.7070 • www.cityofbeaufort.org

March 19, 2026

Mayor Phil Cromer
Mayor Pro-Tem Michael McFee
Councilman Harold "Mitch" Mitchell
Councilman Neil Lipsitz
Councilman Phillip "Josh" Scallate
(Delivered via email to city email addresses)

Dear Mayor and Members of City Council:

I am writing to bring to your attention a matter that is increasingly affecting the efficient operation of the City organization and the effective administration of your policy direction.

Over the past several months, there has been a pattern of behavior which includes, but is not limited to, repeated and highly specific information requests originating from an individual member of Council. This includes, among other items, a recent request for copies of employee exit interviews dating back to January 2023; a request for a FOIA response he believed to contain personal protective information, not revealing to staff at the time why he was requesting it; as well as presenting, through the mayor, concerns about departmental audits in an attempt to discredit me.

While I fully recognize and respect Council's oversight role and the importance of transparency and accountability in municipal government, the volume, frequency, and nature of these actions have required a disproportionate allocation of staff time and resources. In many instances, responding to these inquiries has required diverting attention from ongoing operational priorities and service delivery, and the requisite unnecessary expenditure of resources.

Of equal concern is the cumulative impact these actions are having on the working environment within the organization. The pattern of behavior and inquiries—particularly when focused on matters that have already been resolved, have been brought into compliance, or are outside the scope of policy issues under City Council's purview—has created an atmosphere that staff perceive as adversarial rather than collaborative. This dynamic is not conducive to maintaining the level of professionalism, morale, and productivity necessary to effectively serve the community.

My intent in raising this issue is to ensure that we continue to function as a cohesive and effective organization, aligned in our shared commitment to serving the residents of the City of Beaufort. Should these concerns persist without resolution, it may become necessary to explore more formal avenues to address the impact on the organization and its leadership. However, it is my strong preference that we resolve this matter collaboratively and in keeping with the principles of good governance.

Thank you for your attention to this matter and for your continued leadership.

Sincerely,

A handwritten signature in dark ink, appearing to read "Scott M. Marshall".

Scott M. Marshall
City Manager

cc: Ben Coppage, City Attorney (via email)

Scott,

Thank you for your letter and for outlining your concerns.

What I take from your letter is that certain questions being raised by a member of Council are viewed as overly specific or of limited value. I would respectfully disagree with that characterization.

If you are referring to the FOIA request in July, I did share with you the reason for my request, and as you have stated, Council is entitled to review FOIA documents. I did not know that the file was unredacted prior to receiving it but brought it to your attention immediately upon learning so. Something you later used against me to discredit me.

As for the most recent matter, after heeding your advice, I did not request the FOIA response. Rather, I asked that you investigate a claim that attorney-client privileged information may have been released in January after safeguards were implemented in August to prevent a recurrence. A copy of the citizen's claim was attached for reference. After 16 days without follow-up, I received the response: "I don't spend time or effort chasing trivial matters...if you want me gone to appease your base, then get on with it and make a motion on the dais to terminate my contract".

This is not a trivial matter. The inadvertent release of privileged information in July is what necessitated the safeguards put in place in August, and that incident has already cost the City north of \$40,000, in addition to significant staff time as we continue to assess and address its impact. Given that context, diligence is both reasonable and necessary.

Similarly, after learning that an exit review had been prepared by the Assistant City Manager, I asked whether others exist and whether they could be reviewed. With several recent resignations, understanding the reasons behind those departures can help identify operational gaps, improve internal processes, or reinforce confidence in leadership if the feedback is positive. This is not trivial; it is part of responsible oversight.

More broadly, Council's role includes asking questions to ensure accountability, transparency, and effective governance. While I recognize staff time is finite, reasonable inquiries should not be dismissed or left unanswered. When responses default to a lack of time or capacity, it can create unnecessary strain in the working relationship between Council and administration.

Your letter references the possibility of "more formal avenues" if these questions persist. I would appreciate clarification on what that entails. Any such discussion should be grounded in clear expectations regarding roles, responsibilities, and communication, rather than creating uncertainty about whether fulfilling our duties will lead to consequence.

I believe we share the same objective: to serve the City of Beaufort effectively while maintaining a professional and collaborative working environment. I remain committed to that goal and to working constructively toward both strong governance and efficient operations.

Respectfully,
Councilman Scallate

Scott,

Thank you for your response and for providing your account of the events referenced.

I do not intend to engage in a back-and-forth that questions each other's integrity. I believe we are both acting in what we see as the best interest of the community. That said, it is no secret that I have lost confidence in you, and any effort to address my concerns will either begin to restore that confidence or further erode it. Given that a simple request to review exit interviews has led to this exchange, it is fair to say this represents another step backwards.

With respect to the July 30, 2025 request, while it was not accompanied by a written explanation in the text itself, I did provide the reason during a phone call prior to that message. The exchange that followed supports that context. On July 30, 2025 at 5:05 p.m., I texted, "Could you please forward me the FOIA communications that were produced?" and you responded at 5:06 p.m., "Will get Ashley to accommodate your request." Absent prior discussion, it is reasonable to expect clarification would have been requested.

During that call, I referenced Confidential info public post on July 30th (still posted to this day), which stated in part: "We have just received our 9,000 page FOIA request, after a cursory look through the information dump we have now found how the narrative took shape. I will be doing another substack post refuting and providing evidence of their false narrative." My purpose was to understand the scope and scale of the materials associated with that FOIA, particularly given the reported volume and the assertion that it contained evidence of a "false narrative." I also asked whether you had reviewed the file prior to release, to which you responded, "No, but the city has nothing to hide and this FOIA was fulfilled in accordance with our established process." At no point was my intent to obtain or expose unredacted or protected information. As I have stated previously, I did not know that the file was unredacted but brought back to you immediately upon learning so.

On July 31, 2025 at 8:31 a.m., the records were transmitted. On August 1, 2025, during our meeting with the Deputy City Manager, I presented the document after identifying a potential issue. That was done in good faith to ensure any error was addressed promptly. Regardless of how the issue came to light, it was raised without delay.

I also disagree with the suggestion that my explanation changed. Context evolves as additional information becomes available, and different settings often emphasize different aspects of the same issue. That should not be interpreted as inconsistency. In this case, approximately 40 days passed between our August 1, 2025 discussion and the September 9, 2025 executive session.

You note that Councilman Lipsitz raised a concern on August 1, 2025 about confidential information being released in the FOIA. I would ask whether you sought the same level of detail from him regarding his source and whether you intended to follow-up with urgency? I raise that because, on February 8, 2026, I notified you of a potential recurrence involving another FOIA release. You stated that you would investigate and report to Council. At that time, you were aware of the requester [Confidential info] the timeframe of the FOIA (fulfilled on January 8, 2026), and the allegation that both a redacted and unredacted version had been received. On February 13, 2026, an additional email from [Confidential] raised concerns about a FOIA release containing unredacted communications tied to active litigation (Attorney Client Privileged). Both an unredacted and a redacted version were referenced in that email potentially tying it to the email I sent you on February 8th.

Given that context, a timely and thorough review would have provided clarity. Instead, after 16 days without follow-up, I reached out again on February 24, at which point you responded that the claim could not be corroborated. The delay in your response and conclusion suggest the matter was not treated with the level of seriousness it warranted. A review of FOIA responses provided to [Confidential info] from December through January would have provided a definitive answer as to whether the claim was true or false. An answer we still do not have today.

With respect to the statement, "I don't spend time or effort chasing trivial matters...if you want me gone to appease your base, then get on with it and make a motion on the dais to terminate my contract," I have quoted it exactly as it was communicated. It reflects the tone and substance of the exchange, and additional context does not materially change that.

More broadly, Council is not only entitled to review records obtained through FOIA, but has an obligation to ask questions, verify information, and ensure processes are functioning as intended. When something appears inconsistent or raises concern, it is appropriate to examine it. That is not chasing trivial matters; it is fulfilling our responsibility.

I remain committed to maintaining a professional working relationship and to focusing on the substantive issues before us. At the same time, I will continue to ask questions and seek clarity where appropriate, as that is fundamental to good governance.

Respectfully,

Councilman Scallate

From: Phillip Scallate <pscallate@cityofbeaufort.org>
Sent: Mar 21, 2026 02:35:53.000000000 UTC
Subject: Re: Letter to Council
To: Scott Marshall <smarshall@cityofbeaufort.org>; City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <[REDACTED]>; Eric Claussen <eclaussen@cityofbeaufort.org>

Please find my attached response.

Best Regards,

Josh Scallate
City Councilman

City of Beaufort
1911 Boundary Street
Beaufort, SC 29902
pscallate@cityofbeaufort.org

From: Scott Marshall <smarshall@cityofbeaufort.org>
Sent: Friday, March 20, 2026 1:27 PM
To: City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <[REDACTED]>; Eric Claussen <eclaussen@cityofbeaufort.org>
Subject: Re: Letter to Council

Dear Mayor and Council:

I am writing to provide clarification and additional context in response to Councilman Scallate's March 20, 2026 letter.

With respect to Councilman Scallate's request of the records released to the [REDACTED] no reason was provided at the time of the request, which was made to me via text message on Wednesday, July 30, 2025. That same day, I directed Ashley Brandon to provide the requested records, and she transmitted a link to Councilman Scallate on Thursday, July 31, 2025 at 8:31 a.m.

On the morning of Friday, August 1, 2025, Councilman Lipsitz informed me—during a Rotary Club of the Lowcountry meeting—that he had been told the FOIA response to the [REDACTED] may have contained information that should have been protected. I advised him that I would look into the matter upon returning to the office. Later that same morning, Councilman Scallate contacted me to request a meeting that afternoon, which I agreed to.

During that meeting on August 1, 2025, which was also attended by Deputy City Manager J.J. Sauve, Councilman Scallate presented a PDF on his laptop that appeared to be improperly redacted. When asked whether that was the reason he had requested the file, he indicated it was not, stating instead that his interest was in understanding why the file was reportedly 9,000 pages, and that he discovered the redaction issue only afterward. When asked how he knew the file size, he declined to identify his source.

On September 9, during Executive Session, Councilman Scallate provided a different explanation for his request. As that discussion occurred in Executive Session, I am not able to restate the specific language here; however, the explanation differed materially from what was shared with me on August 1.

Regarding the statement attributed to me—"I don't spend time or effort chasing trivial matters"—while not inaccurate, it is presented in a disingenuous manner, without full context. My initial response was: "Given what little detail was provided, we were unable to corroborate Confidential info claim." Councilman Scallate's subsequent email characterized that response as a failure to take the matter seriously. The later statement was made in response to that follow-up communication, not as the initial position on the matter.

I remain committed to maintaining a professional and productive working relationship, and to ensuring that Council has the information necessary to carry out its responsibilities while also preserving the effective use of staff time and resources.

Regards,

Scott

Scott M. Marshall
City Manager
City of Beaufort, South Carolina

843-525-7078
www.cityofbeaufort.org



From: Phillip Scallate <pscallate@cityofbeaufort.org>
Date: Thursday, March 19, 2026 at 6:53 PM
To: Scott Marshall <smarshall@cityofbeaufort.org>, City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <Confidential info>, Eric Claussen <eclaussen@cityofbeaufort.org>
Subject: Re: Letter to Council

Please find my response attached.

Best Regards,

Josh Scallate
City Councilman

City of Beaufort
1911 Boundary Street
Beaufort, SC 29902
pscallate@cityofbeaufort.org

From: Scott Marshall <smarshall@cityofbeaufort.org>
Sent: Thursday, March 19, 2026 3:36 PM
To: City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <[REDACTED]> Confidential info; Eric Claussen <eclaussen@cityofbeaufort.org>
Subject: Letter to Council

Dear Mayor and Council -

Please see attached.

Regards,

Scott

Scott M. Marshall
City Manager
City of Beaufort, South Carolina

843-525-7078
www.cityofbeaufort.org



From: Scott Marshall <smarshall@cityofbeaufort.org>
Sent: Mar 20, 2026 17:27:47.000000000 UTC
Subject: Re: Letter to Council
To: City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <[REDACTED]>; Eric Claussen <eclaussen@cityofbeaufort.org>

Dear Mayor and Council:

I am writing to provide clarification and additional context in response to Councilman Scallate's March 20, 2026 letter.

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I remain committed to maintaining a professional and productive working relationship, and to ensuring that Council has the information necessary to carry out its responsibilities while also preserving the effective use of staff time and resources.

Regards,

Scott

Scott M. Marshall
City Manager
City of Beaufort, South Carolina

843-525-7078
www.cityofbeaufort.org



From: Phillip Scallate <pscallate@cityofbeaufort.org>
Date: Thursday, March 19, 2026 at 6:53 PM
To: Scott Marshall <smarshall@cityofbeaufort.org>, City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <[REDACTED] Confidential info >, Eric Claussen <eclaussen@cityofbeaufort.org>
Subject: Re: Letter to Council

Please find my response attached.

Best Regards,

Josh Scallate
City Councilman

City of Beaufort
1911 Boundary Street
Beaufort, SC 29902
pscallate@cityofbeaufort.org

From: Scott Marshall <smarshall@cityofbeaufort.org>
Sent: Thursday, March 19, 2026 3:36 PM
To: City Council <CityCouncil@cityofbeaufort.org>
Cc: Ben Coppage <[REDACTED] Confidential info >; Eric Claussen <eclaussen@cityofbeaufort.org>
Subject: Letter to Council

Dear Mayor and Council -

Please see attached.

Regards,

Scott

Scott M. Marshall
City Manager
City of Beaufort, South Carolina

843-525-7078
www.cityofbeaufort.org

My name is Graham Trask. I am a resident of Beaufort County and own a home here. I split my time between New York State and Beaufort and have flown down specifically to speak with you about the BCEDC.

As background about me and as a way to establish credibility as to what I will say to you today, I was fortunate enough to have graduated from Harvard Business School, worked in the financial sector to include investment banks for 30 years. Today, I am a private real estate investor in Beaufort County.

I am here today to help you analyze and think through the performance and reason for being of the Beaufort Economic Development Corporation or BCEDC. The BCEDC's mission as stated on page 5 of its presentation is to "diversify the county's economy, attract investments, and create well-paying jobs". Let's see how its done!

In its 54 page presentation which you have been provided, the BCEDC asserts that it has created 2,656 jobs at an asserted average wage rate of \$63K/annum. It asserts on page 54 of your agenda package that the \$6.1 million of taxpayer funded incentives it has doled out has miraculously bloomed into "discounted taxable property values of \$765 million" even though increasing property values is not part of its mission. Such returns amount to 12,700 percent which if they were actually true would be unbelievable. Well, they are unbelievable because such returns are absolute fiction. Such assertions are lies.

The reality and objective analysis which I will present to you provides you objective factual data which paints a very different picture!

Over the course of 6 years, the BCEDC has distributed \$6.1 million in incentives. This is corroborated by the BCEDC on page 55 of its presentation. An incentive can be thought of as an investment, in this case, of taxpayer money to generate a return. \$6.1 million over 6 years amounts to \$1 million/year in investment. \$1 million/annum in investment is nothing; it is a rounding error in total investment by the private sector in Beaufort County.

In the pursuit of handing out \$6.1 million in incentives, the County has spent over \$3 million on the BCEDC's operating costs alone. Operating costs are salaries, rent, benefits, and other overhead. This is an average operating cost of \$500K/year. The BCEDC's current year operating budget exceeds \$600K. The current CEO's total remuneration package alone exceeds \$200K/year.

Bottom line, the County has paid \$3 million for the BCEDC to give out \$6.1 million which is 50 cents in overhead cost for every \$1 that the BCEDC has given in incentives. That is an overhead burden of 50%.

The typical private equity or venture capital fund charges 2%!

Has the BCEDC created 25 times more value for the taxpayer than the world's most successful private equity funds?

The BCEDC in this 54 page presentation asserts emphatically YES we have! For example, on page 54 of your presentation, the BCEDC represents that it has taken \$6.1 million and turned it into \$765 million dollars of property value. This amounts to a 12,700% return and is a fantastical lie. Furthermore, increasing property values is not a stated mission of the BCEDC nor should it be.

Let's look deeper at the actual investments which the BCEDC has made to ascertain the BCEDC's actual performance so you might make an educated decision on its effectiveness and results:

Of the BCEDC's \$6.1 million total incentives, \$2.4 million was given to Glassworx. Glassworx went bankrupt prior to opening its doors in Beaufort! \$2.4 million up in smoke with zero jobs created. The assessed value of Glassworx location is \$7.7 million. The Glassworx property is currently listed for sale on the BCEDC's website for \$7.1 million and includes an 83,000 square foot warehouse which is vacant and for sale. By the way, the BCEDC is as we speak trying to convince the City of Beaufort to give it \$1 million so that it can then give it to a Bluffton developer to build another 80,000 square foot warehouse even though one is for sale by the BCEDC right down the street – but I digress.

Of the remaining \$3.7 million, \$1.6 million was given to Norman International. Norman International created 67 jobs at an average hourly wage of \$18/hour or \$38,000/annum. For comparison, \$38K is the same wage as a cook at McDonalds. The building in which Norman International rents a portion is valued at \$7.5 million.

Another \$800K was given to Materials Research and to Greenline respectively. Materials Research created 27 jobs paying \$18/hour again \$38K/annum. The Materials Research Property is valued at \$1.9 million. Greenline Industries created 25 jobs paying \$26/hour or \$55K/annum. Greenline property is assessed at \$1.2 million

In total, the BCEDC has spent \$9.2 million, including operating costs. The enterprises it has invested in have created only 146 jobs. That is \$63,273 of taxpayer money spent on each job. The average wage of each of those jobs was \$43,722. That means the BCEDC has spent \$63K/job into enterprises which pay their employees on average \$43K. Again, a \$43K/annum job is the wage of a chef at McDonalds. \$43K is 50% of Beaufort County median income. \$43K is a low paying job.

146 jobs over 6 years is only 24 jobs/year – that is nothing. Again, 24 jobs/year is a rounding error in the annual jobs created by the private sector. Why waste taxpayer money for rounding errors!

The BCEDC on page 55 of its' presentation asserts its return on its \$6.1 million is \$765 million of "discounted taxable property" resulting in a 12,700 return. The true assessed value of the land and buildings to which the BCEDC has contributed total \$19.6 million. How does the BCEDC arrive at \$765 million which is 39 times more – the are lying to you?

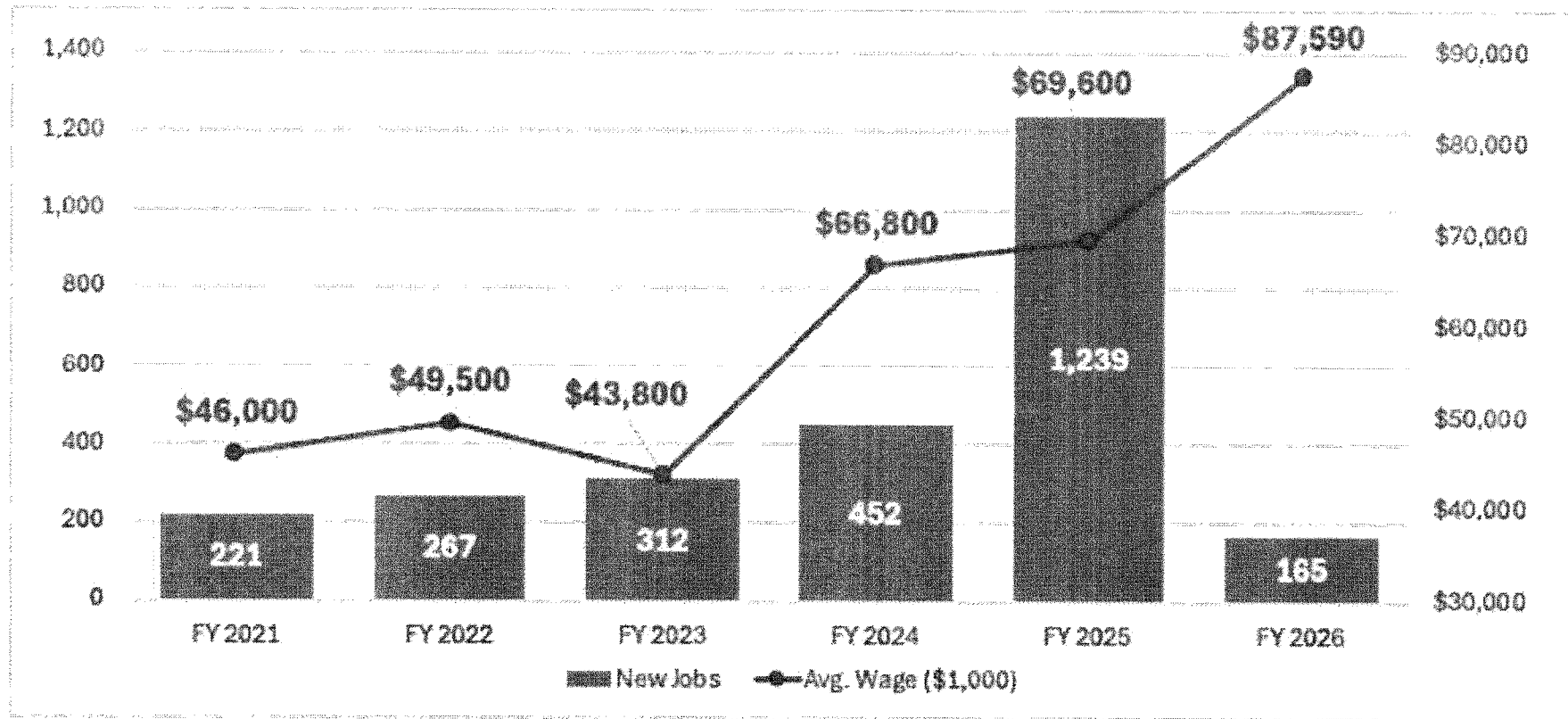
Bottom line, the truth is that the BCEDC has been an abject failure. The BCEDC will tell you it has been a resounding success and expects you to believe it. The BCEDC's investments have created no measurable impact in economic development in Beaufort County. Its investments have created relatively few jobs each year. The wage rates of the jobs in the companies in which it has invested are equivalent to a MacDonalds employee. It's investments are nothing more than gifts which crowds out and competes with private investors and actually does the opposite of what it is intended to do.

My research revealed to my surprise that the BCEDC contributed and guaranteed to the developer of and the tenants occupying the the 1st spec building in the commerce park a monumental \$4 million - \$2 million guarantee and subsidy to the developer and a total of \$2 million to the tenants. The developer made a profit of \$2 million on the deal which was largely from the taxpayer giving the developer \$2 million.

The only people benefiting from the BCEDC are the CEO and its staff who are being paid a princely sum total of \$600K/year. The organization needs to be defunded; the staff need to find different jobs.

Beaufort County can then re-evaluate if it should be spending taxpayer money, at all, on small time projects which themselves are rounding errors compared to what the private sector is doing on its own without taxpayer funded largesse.

Jobs & Wages



Return on Investment - BCEDC

- County's Net Contribution to BCEDC \$6,106,483
- Discounted Taxable Property ~ \$765,000,000
- Annual Tax Income at 6% ~ 13,577,220

Rate of Return > 125%



City Council Capital Projects Workshop

Meeting Minutes – Planning Conference Room – 1st Floor

May 19, 2026

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. DISCUSSION ITEMS

A. Quarterly Capital Improvements Program (CIP) Update.

Eric Claussen, Assistant City Manager, and David Gregory, Capital Improvements Program Coordinator, provided an update on all the closed out, active projects, as well as those that have yet to start. They provided the scope of work being done, the scheduled completion date, the funding sources and who the Consultant and Contractors were/are.

They answered Council's questions and addressed their concerns.

Closed out projects

Washington Street Park
West Street Extension Ramp
Waterfront Park Fence
Marina Day Dock (Dinghy Dock)

Projects under construction

King Street Stormwater - The Point Drainage
Charles and Craven Street Stormwater
Carnegie Library Roof Replacement
Waterfront Park Day Dock

Projects fully designed and advertised

Arsenal Walls and Windows Rehabilitation
Duke Street - Streetscape and Drainage
Bayard Street Stormwater - The Point Drainage
Southside Park - Dog Park Upgrades
City Hall and Police Department Headquarters Re-Roofing
Pigeon Point Drainage Study

Projects unfunded/partially funded

Henry C. Chambers Waterfront Park
1st South Carolina Volunteer Park

Pigeon Pont Boat Landing Improvements

Heather Winch addressed Council.

A copy of the presentation is attached to these minutes.

III. EXECUTIVE SESSION

- A. Pursuant to Title 30, Chapter 4, Section 70 (a) (2) of the South Carolina Code of Laws: Receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege - Discussion of obligations pursuant to remaining TIF II Special Tax Allocation Fund Revenues.

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.

No action From Executive Session.

IV. ADJOURN

6:24 PM

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

All were in favor, motion carried.

Disclaimer: This document is a summary of discussions. 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.

CAPITAL IMPROVEMENT QUARTERLY UPDATE

MAY 19, 2026

Presented By

Eric Claussen and David Gregory

Capital Project Presentation

- **Projects Completed**
- **Projects Under Construction**
- **Projects Fully Designed/Advertised**
- **Projects that are Unfunded or Partially Funded**

Projects Completed

1. Washington Street Park
2. West Street Ramp
3. Waterfront Park Fence
4. Marina Day Dock (Dinghy Dock)

Washington Street Park Phase II

Description

The project includes a new pavilion, playground equipment, benches, and sod.

Schedule

Completed April 2026

Funding

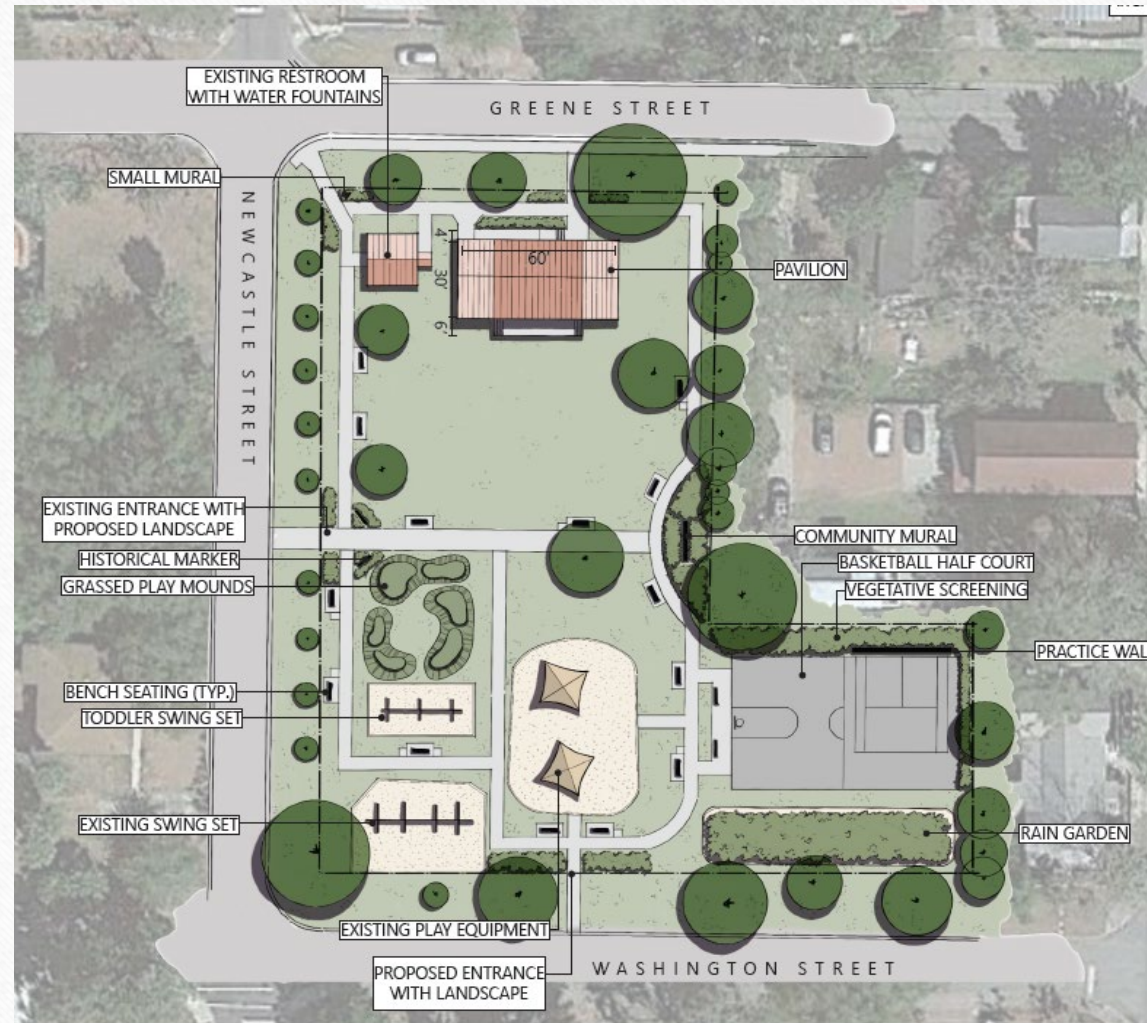
Parks and Tourism Fund: \$528,000

Consultant

Davis and Floyd

Contractor

Beaufort Construction



Washington Street Park Phase II

Highlights

The park has a long history serving the African American community in the Northwest Quadrant, for music, events, and recreation.

Washington Street Park hosted a Taste of Community event as a part of the Taste of Beaufort on May 2

Official Opening and Ribbon Cutting is scheduled for May 20th at 10am



West Street Ramp

Description

Replaced the two-step walkway with a ramp that supports pedestrians and limited vehicles, matching existing pavers.

Schedule

Completed March 2026

Funding

Parks and Tourism Fund: \$12,536

Contractor

The Greenery



Waterfront Fence

Description

Replaced the chain link fence with decorative aluminum fence.

Schedule

Completed April 2026

Funding

Parks and Tourism Fund: \$27,660

Contractor

Graybar Fence Co.



Marina Day Dock

Description

The downtown public day dock sustained irreparable damage during Hurricane Helene. Scope of work will furnish and install new floating dock

Schedule

SCDES permit was issued in April 2026

Completed May 2026

Funding

Parks and Tourism Fund: \$286,125

Consultant

McSweeny Engineers

Contractor

O'Quinn Marine



Projects Under Construction

1. King Street Stormwater - The Point Drainage
2. Charles & Craven Street Stormwater
3. Carnegie Library Roof Replacement
4. Waterfront Park Day Dock

King Street Stormwater - The Point Drainage

Description

The project includes upgrading the drainage network on King Street between Hamilton and West Streets

Current Schedule

Construction started December 2025

Completion estimate July 2026

Funding

SCIIP Grants: \$9,460,299

ARPA Fund: \$727,827

Consultant

Davis and Floyd

Contractor

JH Hiers



King Street Stormwater - The Point Drainage

Highlights

Installation and testing of new BJWSA waterlines from Hamilton Street to Pinckney Street have been completed.

J.H. Hiers is nearing completion of the main storm drain connection beneath Carteret Street.

Crews are working nights and Saturdays

Water line is being renewed at King and Scott Street



Charles & Craven Street Stormwater

Description

This SCOR-managed project is to upgrade stormwater infrastructure on Charles Street from Craven Street to the Harbor, including portions of Craven Street and North Street

Current Schedule

Construction started November 2025

Completion estimate December 2026

Funding

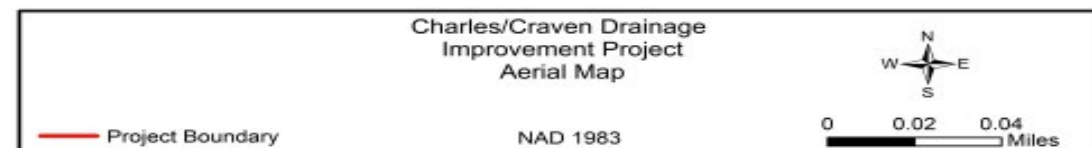
ASIP-funded : \$10,708,149

Consultant

McCormick Taylor/Davis & Floyd

Contractor

Gulf Stream



Charles & Craven Street Stormwater

Highlights

Gulf Stream has installed:
53 sections of 72" RCP pipe
37 sections of 60" RCP pipe

The diameter of pipe being installed for this project include: 72", 60", 36", 18", & 15"

Gulf Stream has mobilized a crew to the Waterfront Park (Contemplative Garden) for connection to the existing outfall



Carnegie Library Improvements

Description

Project to include roof repairs, gutters and downspouts, soffit and eave repair, and interior repairs.

Current Schedule

Construction started Mar 2026

Completion estimate May 2026

Funding

Parks and Tourism Fund: \$200,000

Consultant

Meadows Architecture

Contractor

Luna Roofing

RFP 2021-102

CARNEGIE LIBRARY EXTERIOR REPAIR & RESTORATION

CONTACTS

Owner:

City of Beaufort
1911 Boundary Street
Beaufort, SC 29902

Architect:

Meadors Inc.
PO Box 21758
Charleston, South Carolina 29413
Tel: 843.723.8585
Fax: 843.577.3107

Betty Prime, AIA
Project Architect
Email: betty@meadorsinc.com

Kalen McNabb
Conservator
Email: kalen@meadorsinc.com

PROJECT DATA

1. General Information

Address: Carnegie Library
701 Craven Street
Beaufort, SC 29902

Property ID: R120 004 000 0819 0000
Flood Zone: A11
Flood Insurance Map Panel #450026 0005D

Site Area: 3,659 SF (.08 Acres)

PROJECT DESCRIPTION

The Carnegie Library is a local historic site and a contributing structure in the City of Beaufort's National Historic Landmark District. The exterior scope of work for this project includes the repair of the existing terracotta roof, new dormer flashing, repair of the built-in-gutter liner, exterior wood repair, paint removal, painting, replacement of the addition roof on the east side of the building, and new underground drainage from the downspouts to the street. The interior scope of work is limited to interior repairs associated with water damage from previous and current roof leaks. Water damage has resulted in damage to historic plaster.

PROJECT ALTERNATES:

- Alternate 1: Remove existing downspouts and install new copper downspouts. Paint to match the building (add alternate, not to be included in base bid).
- Alternate 2: Restore landscape stucco masonry walls and paint (add alternate, not to be included in base bid).
- Alternate 3: Addition roof, substitute specified copper flashing, downspout and leaderhead with PVC coated flashing and prefabricated downspout and leaderhead compatible with flashing (credit).
- Alternate 4: Structural repairs (add alternate, not to be included in base bid).

NOTE: THIS PROJECT WAS PREVIOUSLY BID AS AN EXTERIOR AND INTERIOR PROJECT. THE SCOPE HAS BEEN SEPARATED INTO TWO SEPARATE PROJECTS. ONLY EXTERIOR WORK INCLUDED IN THIS DRAWING IS RELEVANT TO THE EXTERIOR REPAIR AND RESTORATION PROJECT. ALL INTERIOR WORK TO BE INCLUDED FROM THE INTERIOR PROJECT BID.

DRAWING LIST

- A000 COVER/TITLE SHEET
- A001 NOTES & SPECIFICATIONS
- A002 EXISTING CONDITIONS- ROOFS
- A003 EXISTING CONDITIONS- DOWNSPOUTS
- A100 SITE/GRADE DEMO PLAN
- A101 SITE/GRADE PROPOSED PLAN
- A102 1ST FLR DEMO & PROPOSED PLANS
- A103 ROOF DEMO & PROPOSED PLANS
- A201 BUILDING ELEVATIONS
- A501 PVC ROOF DETAILS
- A502 TERRACOTTA ROOF DETAILS
- A503 FLASHING & GUTTER DETAILS
- A504 DOWNSPOUT AND TROUGH DRAIN DETAILS
- A601 INTERIOR FINISHES-PLASTER REPAIRS



EXISTING SOUTH ELEVATION



LOCATOR MAP- 701 CRAVEN STREET BEAUFORT, SC

MEADORS
SINCE 1984

CARNEGIE LIBRARY
EXTERIOR REPAIR &
RESTORATION
BY AUTUMN ARCHITECTS

BID
DOCUMENTS

PROJ: A000
DRAW DATE: 04/15/2024
REVISION:
BY: MEADORS

COVER/TITLE
SHEET

A000

NOT FOR CONSTRUCTION

Carnegie Library Improvements

Highlights

Construction on the main building commenced in April 2026

Installation of the dormers, trim boards, and new copper gutters is complete

New tile is being installed on the roof with the old tile being kept for future maintenance



Waterfront Park “Day Dock” Improvements

Description

The work includes installing a new platform and gangways that do not rest on the structurally deficient promenade.

Schedule

RFP issued March 2026

SCDES permits approved May 2026

Completion estimate June 2026

Funding

Parks and Tourism Fund - \$325,000

Consultant

McSweeney Engineers

Contractor

O’Quinn Marine



Projects Fully Designed/Advertised

1. Arsenal Walls & Windows Rehabilitation
2. Duke Street - Streetscape & Drainage
3. Bayard Street Stormwater - The Point Drainage
4. Southside Park - Dog Park Upgrades
5. City Hall & PD Headquarters Re-Roofing
6. Pigeon Point Drainage Study

Arsenal Walls & Windows Rehabilitation

Description

The Arsenal, originally constructed in 1795-1798. Project was originally identified in 2018 when one portion of the walls was to be repaired, and it was determined that the roof would need to be fixed before the remaining walls and windows could be.

Schedule

RFP anticipated to be issued in May 2026

Funding

State Accommodations Tax Fund:

Arsenal Walls Rehabilitation: \$268,639

Arsenal Windows: \$200,000

Consultant

Meadors Architecture

Contractor

TBD



Duke Street - Streetscape & Drainage

Description

Streetscape and Drainage Improvements from
Bladen Street to Hamar Street

Schedule

Bids opened on May 15, 2026

Construction anticipated to start in July 2026

Funding

ARPA Fund: \$625,000

General Fund: \$375,000

Consultant

Davis and Floyd

Contractor

TBD

CITY OF BEAUFORT REQUEST FOR PROPOSALS



DUKE STREET STREETScape IMPROVEMENTS

RFP 2026-113

DUE: May 15, 2026

Bayard Street Stormwater - The Point Drainage

Description

Project area includes the drainage infrastructure that historically served the Bayard Street, Duke Street, New Street, and East Street

Schedule

USACE permit received in April 2026/Awaiting SCDES permit

Construction anticipated to start in September 2026

Funding

Stormwater Fund- \$398,061

Grant Fund- \$707,664

Consultant

Davis and Floyd

Contractor

TBD



The banner features three images: a map of the project area on the left, a flooded street scene in the middle, and a residential street on the right. The middle image is dated Sept. 11, 2017, and the right image is dated Sept. 14, 2017. Both are credited to Mike Sutton. Below the images is a dark blue section with the City of Beaufort seal on the left, the text 'Point Drainage Public Engagement Public Information Meeting City of Beaufort 26 April 2024' in the center, and the Davis & Floyd Professional Engineering seal on the right. The website 'WWW.DAVISFLOYD.COM' is at the bottom.

Point Drainage Public Engagement
Public Information Meeting
City of Beaufort
26 April 2024

CONTENT

POINT DRAINAGE OVERVIEW

PROJECTS

CHARLES/CRAVEN STREET
CARTERET/PORT REPUBLIC STREET
BAYARD STREET
KING STREET

MITIGATION OF CONSTRUCTION IMPACTS

Q&A

Southside Park - Dog Park Upgrades

Description

The next phase of Southside Park will focus on upgrades to the Dog Park

Schedule

Design anticipated to be complete by August 2026

Funding

Park and Tourism Bond: \$275,000

Consultant

Davis and Floyd

Contractor

TBD



City Hall & PD Headquarters Re- Roofing

Description

The project includes the removal and replacement of the solar panel systems and replacement of roofing at the City Hall and PD Headquarters

Schedule

Bids opened on April 30, 2026

Recommendation to City Council in June 2026

Funding

TIF II Fund: \$700,000

Contractor

TBD



Pigeon Point Drainage Study

Description

A study has started to determine the stormwater improvements in the Pigeon Point neighborhood.

Schedule

City Council approved contract in March 2026

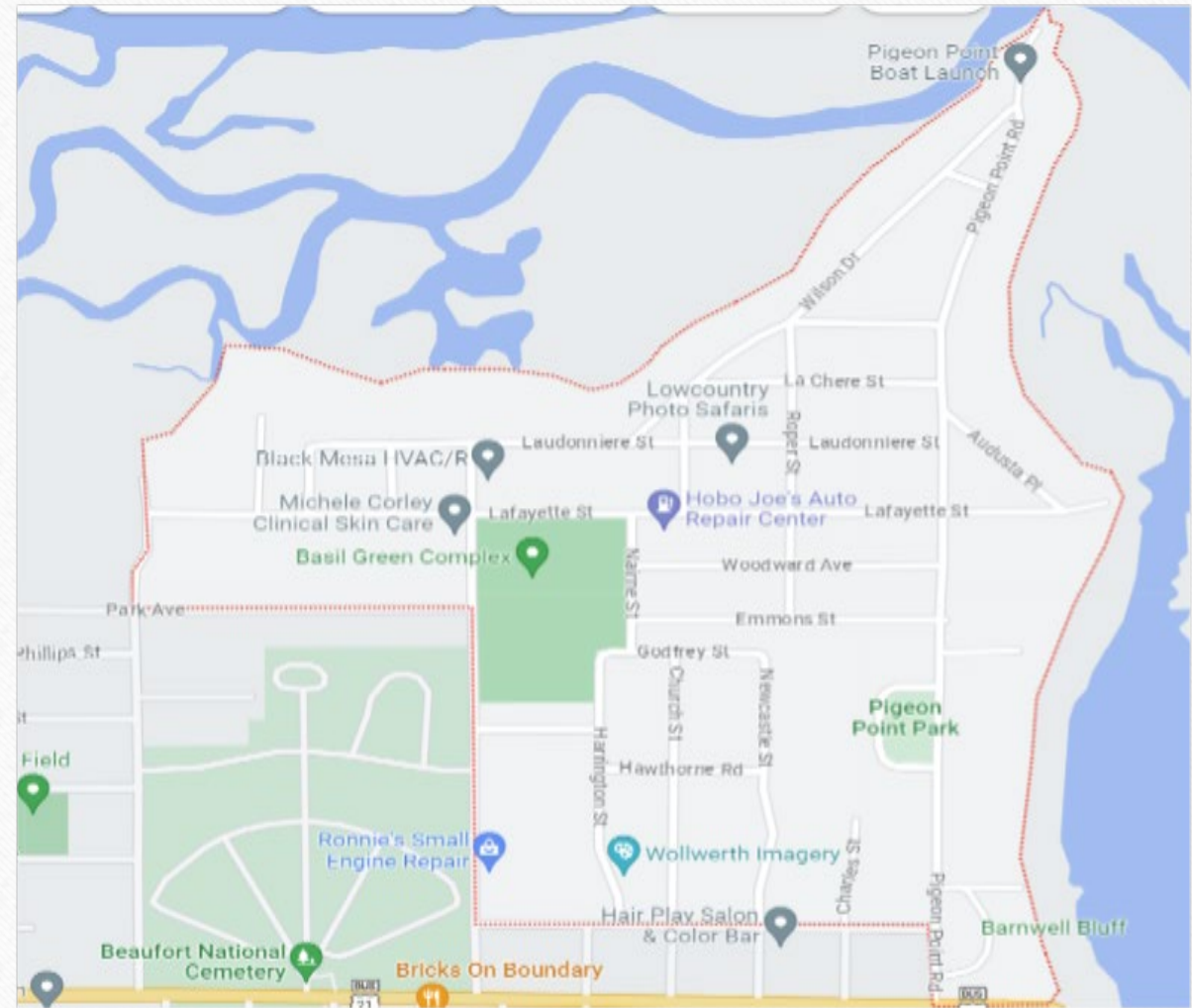
Funding

Stormwater Fund: \$54,000

FEMA BRIC Grant : \$162,000

Consultant

Davis and Floyd



Projects Unfunded/Partially Funded

1. Henry C. Chambers Waterfront Park
(Preserving the Promenade)
2. 1st South Carolina Volunteer Park
3. Pigeon Point Boat Landing Improvements

Henry C. Chambers Waterfront Park (Preserving the Promenade)

Description

The project is moving to the next phase to begin design for the replacement of the promenade.

Schedule

Public Meeting/ Webpage launch April 2026

RFQ for design anticipated in June 2026

Partial Funding

Parks and Tourism Bond: \$925,000

Consultant

TBD

PRESERVING ^{THE} PROMENADE



Thank You to Our Project Team

McSweeney

McSweeney Engineers



DAVIS & FLOYD
PLAN | DESIGN | ENGINEER



FME
CONSULTANTS

1st South Carolina Volunteer Park

Description

A new passive park located on Boundary St. to commemorate the 1st South Carolina Volunteer Infantry composed primarily of formerly enslaved Gullah Geechee men.

Schedule

Design contract awarded in December 2025

Final design is anticipated in September 2026

Partial Funding

TIF II Fund: \$250,000

Consultant

Davis and Floyd

CITY OF BEAUFORT REQUEST FOR PROPOSALS



1ST SC VOLUNTEERS OF AFRICAN DESCENT PARK PLANNER

RFP NO. 2025-111

DUE: MARCH 21, 2025: 2:00 PM

Pigeon Point Boat Landing Improvements

Description

Pigeon Point Boat Landing project consists of a new dock, a new single launch boat ramp, a raised parking area, and underground stormwater detention

Schedule

Awaiting approval from SCDES, BCM, and USACE

Funding

TBD

Consultant

Davis and Floyd

Conceptual Plans for Staff and Public Engagement Only



PIGEON POINT LANDING - EXISTING CONDITONS
AND AREAS OF CONCERN

QUESTIONS?



City Council Worksession

Meeting Minutes – Planning Conference Room – 1st Floor

May 26, 2026

I. CALL TO ORDER

5:00 PM

Philip Cromer, Mayor

Members of Council in attendance - Philip Cromer, Neil Lipsitz, Michael McFee (5:10 arrival), Mitch Mitchell, Josh Scallate.

II. EMPLOYEE NEW HIRE RECOGNITION

A. City Manager's Office.

Scott Marshall, City Manager, introduced Danielle Logan.

B. Finance Department.

Alan Eisenman, Finance Director, introduced Samantha Witt.

C. Police Department.

Stephenie Price, Police Chief, introduced Evan Silva.

III. PRESENTATIONS

A. Boards, Commissions and Committees applicant interviews.

Council held a question and answer session with the following applicants for the various Boards, Commissions and Committees.

Eric Berman, Reese Fazekas, Robert Johnston, and Charlotte Lawrence.

IV. DISCUSSIONS

A. Seabrook Farms/McLeod Tract.

Scott Marshall, City Manager, stated this is a discussion regarding the Seabrook Farms property, also known as the McLeod Tract, located in the Seabrook area of northern Beaufort County. The focus of the discussion is aimed toward the procedural path forward for potential rezoning and development applications associated with the property, as well as the City's position regarding annexation. Depending on the outcome of the discussion, a Resolution may be presented for formal consideration at the June 9, 2026 City Council meeting.

The existing conservation easement includes provisions stating that adjacent property, including the Seabrook Farms property proposed for development, may not be annexed without prior consent from Beaufort County. The County has indicated that they cannot consider the request from the developer to be allowed to seek annexation in the city until the city has

indicated they do not desire to annex the property. Ordinarily, such a decision is the result of a formal annexation application to the city, which has not been submitted because the county has not agreed to allow the developer to seek annexation. This essentially creates a Catch 22 situation and created uncertainty regarding the appropriate procedural path forward.

Mr. Marshall mentioned the Seabrook Farms property is located within the Growth Boundary, and that it is not identified within the City's 2021 Comprehensive Plan as a Potential Annexation Area. City staff has also indicated that annexation is not considered feasible or desirable at this time due to issues involving access, contiguity, and municipal service considerations.

Billy Keyserling and Mr. Geier, with the Beaufort County School Board addressed Council on this issue. They provided some history on this property and how the existing conservation easement came to be.

Mr. Marshall will reach out to Beaufort County's Planning and Zoning Department Director, Rob Merchant, to determine what language should be included in the Resolution or other communicate to the County so the County can move forward with the developer's request.

B. Fiscal Year 2027 Budget Discussion.

Councilman Lipsitz stated regarding the previous discussion during the last regular meeting, he regrets not supporting the budget over all. Would like to get through tonight's discussion with a responsible, clear path forward. Would like to reach a gentleman's agreement that all meaningful discussion take place this evening to give staff direction of where to go moving forward. Does not want to see anything passed over and discussed at the next meeting.

Scott Marshall, City Manager, hopes that once the meeting adjourns tonight, staff will have a clear direction from Council to bring back a balanced budget. He explained why the TIF II funds amendment that was made by Council to give these funds to the Waterfront Park Project during first reading must be rescinded. Legal Counsel stated those funds need to be returned to Beaufort County and the Beaufort County School District. Mr. Marshall has prepared letters which were sent to each entity asking if the City could retain these funds and use them towards the Waterfront Park improvements. These decisions have to be made by their governing boards. The City cannot use any of those funds within the Fiscal Year 2027 budget at this time, except for the City's unrestricted funds.

Some of the project's staff feels must be pushed forward and funded are the Improvements needed at the Central Headquarters Fire Station, completion of the Duke Street Streetscape Project, and the IT Switch upgrades.

He spoke about anticipated revenues in the new Fiscal Year that cannot be projected at this time which deal with the sale of property.

Alan Eisenman, Finance Director, first went over the budget amendments that came out of first reading. This included the removal of the proposed Vehicle Tag Fee and reallocation of the TIF II Funds. He then went over staff budget recommendations for the Tag Fee Funds that were removed as they related to the General Fund Revenues and Expenditures. He provided a General Fund Impact figure of \$338,708.00 to cover the budget shortfall from the Tag Fee removal of \$322,560.00. He then went over other available budget options.

Members of Council stated what changes they would like to see made which included **Councilman Scallate's** regarding bringing the GIS position in house, striking the funding for the Comprehensive Plan, removing funding for the Beaufort County Economic Development Corporation, and deferring items like trashcan expenditures, and costs associated with a Side by Side Utility Vehicle.

Councilman Lipsitz wants the funding for the Beaufort Economic Development Corporation to remain. **Mayor Cromer** concurred and would like to see the same amounts provided to all Strategic Partners as they were last year.

Mr. Eisenman noted that if all the payments are to be the same as last year, other funding sources will need to be identified to cover those shortfalls.

Some of the Unfunded Priority List items are the 1st SC Volunteers Park, City Hall Roofing Repairs, Pigeon Point Boat Landing, Mower for Public Works, a Utility Vehicle for Downtown Operations and the Duke Street Streetscape Project. This list will be updated by staff prior to second reading.

The following addressed Council with their comments and concerns on topics discussed:

Lise Sundrla
Amanda Patel
Stacey Applegate
Rich Conte
Howell Beach
Peggy Simmer (written comments attached)

V. EXECUTIVE SESSION

- A. Pursuant to Title 30, Chapter 4, Section 70 (a) (1) of the South Carolina Code of Law: Discussion regarding personnel appointed by City Council - Boards, Commissions and Committees - Cultural District Advisory Board, Downtown Advisory Board, Historic District Review Board, Military Enhancement Committee, Planning Commission, Tourism Development Advisory Board, Zoning Board of Appeals.

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

All were in favor, motion carried.

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

All were in favor, motion carried.

No actions from Executive Session.

VI. ADJOURN

7:43 PM

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

All were in favor, motion carried.

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.

Traci Guldner

From: Peggy Simmer [REDACTED]
Sent: Tuesday, May 26, 2026 4:55 PM
To: Philip Cromer; Mike McFee; Phillip Scallate; Neil Lipsitz; Mitch Mitchell; Scott Marshall; Eric Claussen; Traci Guldner
Cc: Stacy Applegate; Dan Blackmon; Jeremiah Smith; Lise Sundrla; Jai Dowell; Peggy Simmer
Subject: FY2027 Budget Request for \$150,000 for the Critical Housing Repair Program
Attachments: Critical Housing Repair Program Funding Request to Beaufort City Council.26 MAY 2026.pdf

Importance: High

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

Traci, please add this email and attached letter to the official minutes for tonight's, May 26, 2026, City Council Worksession.

THANK YOU!!! 😊

Hello Mayor Cromer, Members of Beaufort City Council, City Manager Scott Marshall, and Assistant City Manager Eric Claussen!

As community leaders we know how valuable and needed the Critical Housing Repair Program is.

And because of that, we are respectfully asking City Council to continue funding the Critical Housing Repair Program **at the same level in FY2027 as you did last year of \$150,000**, (and more if resources allow) and we as community leaders will continue doing our part to help our already vulnerable homeowners.

Our community organizations often partner together and the work that we do compliments the Critical Housing Repair Program - from our OCNA / NWQNA / LOVE Beaufort Days of Service to projects like saving the Mary M. Dunbar House. Please see the attached letter from us.

It truly takes a village and the City, as well the Beaufort Jasper Housing Trust matching funds, are a vital part of and major contributor to that village.

THANK YOU IN ADVANCE for your time and consideration of this FY2027 budget request.

Sincerely,
Dan Blackmon, President, Northwest Quadrant Neighborhood Association (NWQNA)

Stacy Applegate, Secretary, NWQNA

Jeremiah Smith, President, Old Commons Neighborhood Association

Peggy Simmer, Secretary, OCNA

Lise Sundrla, Executive Director, Historic Beaufort Foundation (HBF)

Jai Dowell, Director of Local Missions St. Helena Anglican, LOVE Beaufort

May 26, 2026

Dear Mayor Phil Cromer, Members of Beaufort City Council, City Manager Scott Marshall, and Assistant City Manager Eric Claussen,

First, we want to sincerely thank you.

Creating the City's critical home repair program was an important and meaningful step, and we know it did not happen overnight. Many residents, advocates, and community partners worked hard to bring attention to this need, and Council's willingness to take action was deeply appreciated.

Most importantly, the program has already demonstrated that the need is real.

In the most recent cycle, **23 Beaufort households applied for assistance, approximately 6 or 7 families will be helped due to funding limitations.** While that means many families remain in need, it also shows that the program is working exactly as intended: identifying vulnerable homeowners, addressing urgent repair needs, and helping Beaufort residents remain safely in their homes. *Source: <https://bjht.org/city-of-beaufort-repair/>*

For that, thank you.

We are writing to respectfully ask that the City build on this success **by allocating at least the same funding as last year of \$150,000 in the upcoming FY2027 budget for expanded critical home repair funding.**

For Beaufort, this is far more than a housing initiative.

It is a **historic preservation initiative, a neighborhood stabilization strategy, an economic investment, and a commitment to protecting the families who give our city its character and history.**

As stewards of one of the nation's most treasured historic communities, Beaufort has a unique responsibility. **Our National Historic Landmark District is not valuable simply because of beautiful buildings—it is valuable because it remains a living historic community, shaped by generations of residents whose stories are woven into these neighborhoods.**

When legacy homeowners can no longer afford critical repairs, the consequences are profound:

- Historic homes deteriorate and may become unsalvageable.
- Seniors and long-time residents on fixed incomes may be forced to leave.
- Families lose generational wealth.
- Neighborhood continuity is disrupted.
- Vacant or deteriorated homes negatively impact surrounding property values.
- Deferred maintenance becomes far more expensive public and private problems later.

We also recognize that the City is facing significant capital challenges, particularly the major long-term infrastructure needs at Waterfront Park. That work is important to our economy, public identity, and downtown vitality.

The waterfront project is a major multi-year capital infrastructure undertaking. Critical home repair funding is a comparatively modest, highly targeted investment that immediately improves lives, preserves housing, and prevents larger costs down the road.

A city can responsibly address major infrastructure while also protecting its residents and neighborhoods.

A relatively small public investment today can prevent blight, vacancy, emergency interventions, demolition, and displacement tomorrow. Preserving occupied historic homes may be one of the most cost-effective preservation tools available.

Visitors come to Beaufort because of its authenticity, charm, and sense of place. That authenticity depends not only on architecture, but on preserving the people and communities that created it.

Helping legacy homeowners remain in their homes is not separate from historic preservation, it can be central to it.

We respectfully ask Council to continue the leadership you showed in creating this program by matching last year's funding of \$150,000 in the upcoming FY2027 budget, and ideally more if resources allow.

THANK YOU AGAIN for taking the first step. It has already made a difference, and with additional support, it can become one of Beaufort's most meaningful preservation and housing success stories.

Respectfully,

Dan Blackmon, President, Northwest Quadrant Neighborhood Association (NWQNA)

Stacy Applegate, Secretary, NWQNA

Jeremiah Smith, President, Old Commons Neighborhood Association

Peggy Simmer, Secretary, OCNA

Lise Sundrla, Executive Director, Historic Beaufort Foundation (HBF)

Jai Dowell, Director of Local Missions St. Helena Anglican, LOVE Beaufort



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/14/2026
From: Alan Eisenman, Finance Director, Scott Marshall, City Manager
Item Name: An ordinance to provide for the levy of taxes for the City of Beaufort for Fiscal Year beginning July 1, 2026, and ending June 30, 2027; to provide for execution of and to put into effect the consolidated budget; to provide budgetary control of the City's fiscal affairs - Second Reading
Meeting Date: June 9, 2026
Department: Finance Department

Background Information:

Introduction:

On May 12, City Council held the first reading of the Fiscal Year 2027 Budget Ordinance.

During this meeting, Council approved two amendments to adjust revenues and redirect funding to support priority capital improvements.

The two budget amendments are as follows:

1. Elimination of the \$32 per vehicle TAG fee which decreased general fund revenues by \$322,560.
2. Reallocate \$1,248,175 of Tax Increment Financing District II (TIF II) Funds to Henry C. Chambers Waterfront Park by defunding the following capital purchases and capital project:
 - a. \$173,175 capital for IT switch upgrades to City Hall and PD/Court Complex
 - b. \$45,000 for upgrades to City Hall Lights
 - c. \$30,000 for upgrades to City Hall Safety Cameras
 - d. \$1,000,000 for City Hall Parking Land Acquisition and Design

City staff have also updated the parking fee section of the City's fee schedule to align with the new parking ordinance approved by Council earlier in the year. These adjustments correct scrivener errors — clerical inconsistencies — not policy changes. The budget ordinance also includes an updated unfunded requirements list as detailed in Attachment B.

Background:

Following the removal of the \$32 vehicle TAG fee at first reading, City staff presented options to address the resulting \$322,560 General Fund revenue shortfall during the May 26 work session.

Based on a positive and productive meeting discussion during work session, Staff has outlined a set of additional budget amendments that have been incorporated into the second reading of the FY 2027 Budget Ordinance. These amendments are designed to maintain a balanced budget while preserving essential services.

Budget Amendment #1- TAG Fee Removal Adjustment Amendment- This amendment reflects the financial impacts of eliminating the TAG fee and identifies offsetting revenues and expenditure adjustments across the General Fund and Parks and Tourism Fund.

Revenues	General Fund	Parks and Tourism Fund
Change Vehicle Tag fee from \$32 to \$0	(322,560)	-
Keep STR License Fee at \$1,000, but increase # of STRs from 242 to 269	27,000	-
Release of General Fund Unassigned Balance	(8,310)	-
Release of Parks and Tourism Fund Balance	-	(45,456)

Total Revenues	<u>(303,870)</u>	<u>(45,456)</u>
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Expenditures	General Fund	Parks and Tourism Fund
COPS Hiring Grant- Move 3rd Police Officer to FY28 Start Date (Personnel, Equipment and Vehicle Savings)- 1st and 2nd Officers start 10/1/26	(44,796)	(22,490)
Police Department- Deputy Chief Position- Remain vacant- Salary and Benefits	(63,371)	(22,966)
Community Development- Building Inspector Position- Vacant since Sept 2025- Salary and Benefits	(97,275)	-
Defund Comprehensive Plan Update to \$0	(75,000)	-
GIS Contract Adjustment with InterDev in Nov 2026	(53,428)	-
Increase Beaufort Digital Corridor back to \$100,000	25,000	-
Increase Military Enhancement Committee back to \$15,000	5,000	-

Total Expenditures

(303,870)(45,456)

Budget Amendment #2- May 26th Worksession Discussion Amendment- This amendment reflects discussion with Council during the May 26th worksession to remove the following discretionary items from the proposed budget. They include removing Placer AI subscription for \$15,000, removing eight social district trash cans for \$7,800, removing story sprints by Phil Eich telling the stories of the people of our downtown for \$12,000 and removing a 4-passenger side-by-side utility task vehicle for downtown operations for \$20,000. With the removal of the \$20,000 UTV, the Tourism Development Advisory Committee (TDAC) will have an additional \$20,000 as part of their FY27 grant allocation to support tourism-related events and marketing and initiatives that benefit the community. This amendment impacts the State Accommodation Tax Fund and Parks and Tourism Fund.

	State A	Parks and Tourism
Revenues	Tax Fund	Fund
Release of Parks and Tourism Fund Balance	-	(34,800)

Total Revenues

- (34,800)

	State A	Parks and Tourism
Expenditures	Tax Fund	Fund
Remove Placer AI subscription	-	(15,000)
Remove 8 Trash Cans for Social District	-	(7,800)
Remove Story Sprints by Phil Eich telling the stories of the people of our downtown	-	(12,000)
Remove 4 passenger Side by Side Utility Task Vehicle for Downtown Operations	(20,000)	-
Increase TDAC Tourism Grant Allocation	20,000	-

Total Expenditures

- (34,800)

Budget Amendment #3- Fire Station Headquarters Renovation Amendment- This amendment reflects funding for Fire Station Headquarters renovation project in the amount of \$800,000. The funding source is General Fund Committed Fund balance for Capital Projects which had an available balance of \$1,567,317 as of 6/30/25. This amendment impacts the General Fund and Capital Project Fund.

Revenues	General Fund	Capital Project Fund
Release of General Fund Committed Fund Balance for Capital Projects	800,000	
Transfer In from General Fund		800,000

Total Revenues	<u>800,000</u>	<u>800,000</u>
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Expenditures	General Fund	Capital Project Fund
Add Fire Station Headquarters Renovation Project	-	800,000
Transfer Out to Capital Project Fund	800,000	-

Total Expenditures	<u>800,000</u>	<u>800,000</u>
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Budget Amendment #4- Police Department IT Switches Amendment- This amendment reflects funding for critical IT equipment that have reached the end of life in the amount of \$94,800. The funding source is General Fund Committed Fund balance for Capital Equipment which had an available balance of \$2,184,527 as of 6/30/25. This amendment impacts the General Fund.

Revenues	General Fund
Release of General Fund Committed Fund Balance for Capital Equipment	94,800

Total Revenues	<u>94,800</u>
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Expenditures	General Fund
IT Switches at PD/Court Complex	94,800

Total Expenditures	<u>94,800</u>
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Budget Amendment #5- TIF II Fund Amendment- This amendment reflects the removal of previously budgeted revenues and expenditures in the TIF II fund. This amendment impacts the TIF II Fund and Capital Project Fund.

Revenues	TIF II Fund	Capital Project Fund
Interest	(120,000)	
Remove Transfers In from Capital Projects Fund		(3,148,175)
Release of Fund Balance	(3,158,175)	

Total Revenues	<u>(3,278,175)</u>	<u>(3,148,175)</u>
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Expenditures	TIF II Fund	Capital Project Fund
Remove Capital Acquisitions	(130,000)	
Remove TIF II Capital Projects		(3,148,175)
Remove Transfers to Capital Project Fund	(3,148,175)	

Total Expenditures	<u>(3,278,175)</u>	<u>(3,148,175)</u>
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Budget Amendment #6- Duke Street Project Amendment- This budget amendment addresses the funding needs for the Duke Street Improvement Project, which was originally budgeted at \$1,000,000 for construction. After the project was advertised, both construction bids exceeded the available budget, requiring additional funding to move the project forward. This amendment provides the additional resources needed to fully fund construction with a 10% contingency and the required construction engineering and inspection (CEI) services.

The City plans on using additional ARPA funds for this project along with additional general funds committed fund balance for redevelopment, which had a balance of \$1,892,987 as of 6/30/25. The City anticipates receiving \$428,441 in relocation funds from Beaufort Jasper Water Sewer Authority (BJWSA) associated with Act 36. These funds are provided to reimburse eligible relocation costs tied to utility adjustments required for public projects. This amendment impacts the General Fund, ARPA Fund and Capital Project Fund.

Revenues	ARPA	Capital	General
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	Fund	Project Fund	Fund
Release of General Fund Committed Fund Balance for Redevelopment			280,031
BJWSA Act 36 Funds		428,441	
Additional Transfers In from General Fund		280,031	
Additional Transfers In from ARPA Fund		318,960	
Release of Fund Balance	318,960		

Total Revenues	<u>318,960</u>	<u>1,027,432</u>	<u>280,031</u>
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Expenditures	ARPA Fund	Capital Project Fund	General Fund
Additional Amount for Duke Street Construction		764,432	
Additional Amount for Duke Street CEI (Construction Engineering and Inspection)		263,000	
Additional Transfers to Capital Project Fund	318,960		280,031

Total Expenditures	<u>318,960</u>	<u>1,027,432</u>	<u>280,031</u>
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The fiscal year 2027 budget ordinance is updated to reflect the two approved budget amendments during first reading along with the six budget amendments that were discussed during the May 26th work session. These amendments are intended to ensure the City maintains a balanced, responsible and transparent financial plan for the upcoming fiscal year. Staff will be prepared to answer questions and provide additional detail during the second reading.

The second reading budget ordinance and budget presentation are included for reference.

Legal Authority:

S.C. Code Ann. § 5-7-260; Title 5, Chapter 7

Staff Recommendation:

City's Council's consideration for approval on second reading with the staff proposed budget amendments.

Placed on Agenda For:

Action

Attachments:

1. Budget Ordinance
2. FY 2027 Recommended Budget presentation- 2nd Reading

ORDINANCE 2026/12

AN ORDINANCE TO PROVIDE FOR THE LEVY OF TAXES FOR THE CITY OF BEAUFORT FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027; TO PROVIDE FOR EXECUTION OF AND TO PUT INTO EFFECT THE CONSOLIDATED BUDGET; TO PROVIDE BUDGETARY CONTROL OF THE CITY'S FISCAL AFFAIRS; AND OTHER MATTERS RELATING THERETO

WHEREAS, the City of Beaufort, South Carolina (the "City") is a municipal corporation of the State of South Carolina (the "State"), located in Beaufort County, South Carolina (the "County") and, as such, possesses all general powers granted by the South Carolina Constitution and statutes of the State to municipal corporations; and

WHEREAS, pursuant to S.C. Code Ann. § 5-13-10, *et seq.* (the "SC Code") and Section 1-1001 of the City's Code of Ordinances, the City operates under the council-manager form of government, with a mayor and four council members serving as the governing body of the City (the "City Council"); and

WHEREAS, S.C. Code Ann. § 5-13-30 and Section 1-5003 of the City's Code of Ordinances require that the City Council adopt a budget for each fiscal year and determine the tax levy for the new budget year; and

WHEREAS, pursuant to Section 1-4004 of the City's Code of Ordinances, the City Manager has prepared and presented fiscal year 2026-2027 budget (the "Budget") to the Council, and a copy of the entire Budget is available for inspection at the office of the Finance Director; and

WHEREAS, the Budget contains the budgets of the General Fund, the Parks and Tourism Fund, the Stormwater Fund, the State Accommodations Fund, the Fire Impact Fund, the Tax Increment Financing II Fund, the American Rescue Plan Act Fund, the Debt Service Fund and the Capital Projects Fund; and

WHEREAS, prior to the adoption of the Budget, the City Council is required to hold a public hearing on the Budget and any new fees resulting therefrom pursuant to S.C. Code Ann. § 5-7-260, 6-1-80, and 6-1-330 and the City's Code of Ordinances; and

WHEREAS, the City Council, after due and proper notice, held a public hearing on May 12, 2026 on the adoption of the Budget and the various fees implemented or amended thereunder, which hearing was conducted publicly and both proponents and opponents of the proposed actions of City Council were given the full opportunity to be heard; and

WHEREAS, subject to the limitations in S.C. Code Ann. § 6-1-320, City Council is authorized to increase the millage rate imposed for general operating purposes; and

WHEREAS, S.C. Code Ann. § 6-1-330 authorizes City Council to charge and collect new service and user fees after public notice and hearing.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and the council members of the City of Beaufort, South Carolina, in a meeting duly assembled, as follows:

SECTION 1. TAX LEVY

The City Council hereby appropriates the funds as detailed in Sections 3 and 4 of this Ordinance. Further, the City Council hereby establishes the millage rates as detailed in Section 2 of this Ordinance. However, as of the date of this Ordinance, the millage rates are based on estimated assessments received from the Beaufort County Auditor (the "Auditor") and are subject to change based on final assessment figures, once such figures are received from the Auditor. The City Council reserves the right to modify these millage rates by resolution at its August 18, 2026 meeting, and any such modification shall constitute the millage to be levied by the County on behalf of the City.

SECTION 2. MILLAGE; TAX COLLECTION

A. The Auditor is hereby authorized and directed to levy the Fiscal Year 2026-2027 tax of 73.9 mills on the dollar of assessed value of property within the City limits, in accordance with the laws of South Carolina. These taxes shall be collected by the Beaufort County Treasurer, as provided by law and distributed in accordance with the provisions of this Ordinance and subsequent appropriations hereafter passed by the City Council. The total millage levy in the City shall be seventy-three and 9/100 (73.9) mills, which includes 62.8 mills for operations and 11.1 mills for debt service.

B. A copy of this Ordinance and the Budget shall be made available to the County in order to properly order the levy and collection of *ad valorem* property taxes. Additionally, the City Manager shall be authorized to make the millage certification to the County Auditor required by S.C. Code Ann. § 12-43-285.

C. Consistent with State law, the date of payment, penalty dates and amount of penalties which shall be levied for delinquent taxes shall be as follows:

<u>Date</u>	<u>Penalty Assessed</u>
After January 15, 2027	3%
After February 1, 2027	Additional 7%
After March 16, 2027	Additional 5%
After April 1, 2027	\$75.00 Delinquent Charge
After September 1, 2027	\$100.00 Delinquent Charge

D. The Finance Director of the City, acting in concert with the proper officials of the County, shall be responsible for the collection of delinquent taxes, penalties, and other charges.

SECTION 3. CITY OPERATIONS APPROPRIATION

An amount of \$70,174,010 is appropriated to the City to fund City operations for General Fund, the Parks and Tourism Fund, the Stormwater Fund, the State Accommodations Fund, the Fire Impact Fund, the Tax Increment Financing II Fund, the American Rescue Plan Act Fund, the Debt Service Fund and the Capital Projects Fund as follows:

		Appropriations
<u>General Fund</u>		
Non-Departmental	\$	3,058,247
City Council		417,139
City Manager		1,198,267
Finance		1,141,761
Human Resources		500,025
Information Technology		1,044,665
Municipal Court		644,276
Community Development		1,320,033
Police Operations		7,627,294
School Resource Officer		764,186
School Crossing Guard		24,624
Victims Rights		129,011
Beaufort Fire		8,069,882
Public Works		598,843
Streets & Traffic		1,097,574
Facilities Maintenance		702,851
Solid Waste		1,474,540
Total General Fund	\$	29,813,218
<u>Parks & Tourism Fund</u>		
Police Operations	\$	1,775,617
Marina Operations		35,150
Waterfront Park Operations		572,041
Parking		67,186
Parks Department		1,718,873
Other Downtown Operations		926,129
Tourism Marketing		189,100
Transfers Out		2,480,968
Total Parks & Tourism Fund	\$	7,765,064
<u>Stormwater Fund</u>		
Stormwater Operations	\$	988,180
Transfers Out		968,691
Total Stormwater Fund	\$	1,956,871
<u>State Accommodations Fund</u>		
Police Operations	\$	34,808
Other Tourism Operations		83,197
Designated Marketing Organization		247,500
ATAX Grant Awards		446,146
Capital		10,945
Transfers Out		505,889
Total State Accommodations Fund	\$	1,328,485

Fire Impact Fund

Contribution to Fund Balance	\$	41,346
Transfers Out		63,654
Total Fire Impact Fund	\$	105,000

Debt Service Fund

Debt	\$	3,617,954
Contribution to Fund Balance		53,363
Total Debt Service Fund	\$	3,671,317

American Rescue Plan Act Fund

Personnel	\$	74,256
Transfers Out		1,013,180
Total American Rescue Plan Act Fund	\$	1,087,436

Capital Projects Fund

Capital	\$	24,446,619
Total Capital Projects Fund	\$	24,446,619
Total Appropriations	\$	70,174,010

B. The detailed operations budget containing line-item accounts by department is hereby enacted as part of this Ordinance.

SECTION 4. CITY OPERATIONS REVENUE

The appropriations of the City operations will be funded from the following revenue sources:

	Revenues
<u>General Fund</u>	
Property Taxes	\$ 9,897,161
Licenses & Permits	7,487,000
Intergovernmental	4,627,560
Franchise Fees	2,596,160
Charges for Services	2,278,075
Fines & Forfeitures	70,000
Miscellaneous	61,000
Interest	700,000
Transfers In	66,250
Release of Committed Fund Balance- Vehicles and Equipment	460,152
Release of Committed Fund Balance- Redevelopment	655,031
Release of Committed Fund Balance- Capital Projects	800,000
Release of Fund Balance	114,829
Total General Fund	<u>\$ 29,813,218</u>
<u>Parks & Tourism Fund</u>	
Other Taxes	\$ 4,445,000
Charges for Services	569,000
Interest	200,000
Release of Committed Fund Balance- Capital Projects	1,511,447
Release of Fund Balance	1,039,617
Total Parks & Tourism Fund	<u>\$ 7,765,064</u>
<u>Stormwater Fund</u>	
Charges for Services	\$ 1,375,000
Interest	20,000
Release of Committed Fund Balance- Capital Projects	473,091
Release of Fund Balance	88,780
Total Stormwater Fund	<u>\$ 1,956,871</u>
<u>State Accommodations Fund</u>	
Other Taxes	\$ 850,000
Interest	30,000
Release of Committed Fund Balance- Capital Projects	439,639
Release of Fund Balance	8,846
Total State Accommodations Fund	<u>\$ 1,328,485</u>
<u>Fire Impact Fund</u>	
Fire Impact Fee	\$ 100,000
Interest	5,000
Total Fire Impact Fund	<u>\$ 105,000</u>

Debt Service Fund

Property Taxes	\$	1,650,303
Transfers In		2,021,014
Total Debt Service Fund	\$	3,671,317

American Rescue Plan Act Fund

Interest	\$	20,000
Release of Committed Fund Balance- Capital Projects		1,013,180
Release of Fund Balance		54,256
Total American Rescue Plan Act Fund	\$	1,087,436

Capital Projects Fund

Intergovernmental	\$	19,125,790
Partnerships		428,441
Transfers In		4,892,388
Total Capital Projects Fund	\$	24,446,619

Total Revenues	\$	70,174,010
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SECTION 5. CITY CAPITAL PROJECTS FUND

Capital Project Appropriations shall not lapse at June 30, 2026, but each project appropriation shall remain in force for the life of the project and shall be closed out upon completion or other disposition of the project in the capital project fund.

SECTION 6. ESTABLISHMENT OF A MASTER FEE SCHEDULE

A Master Fee Schedule listing all fees charged by the City for Fiscal Year 2027, including but not limited to general city-wide fees, business licensing fees (Appendix A), business license classes (Appendix B), building permit fees, and fire impact fees, is attached to this Ordinance as Exhibit B, and shall be considered to be incorporated into this Ordinance in its entirety. Any new fees or amendments to fees listed on Exhibit B have been implemented in compliance with S.C. Code Ann. § 6-1-330, as applicable, and the public hearing held prior to the enactment of this Ordinance shall constitute the public hearing required under such section of the SC Code.

SECTION 7. CITY DEBT SERVICE APPROPRIATION

Consistent with Section 2, above, the revenue generated by a 11.1 mill levy is appropriated to defray the principal and interest payment on all City general obligation bonds.

SECTION 8. BUDGETARY ACCOUNT BREAKOUT

The foregoing City operation appropriations have been detailed by the City Council into line-item accounts for each department. The detailed appropriation by account and budget narrative contained

separately is hereby enacted as part of this Ordinance. The consolidated budget summary is attached to this Ordinance as Exhibit A.

**SECTION 9. FY 2025-2026 ENCUMBRANCES AND REMAINING GRANT AUTHORIZATIONS
REAPPROPRIATED, RECORDING OF ASSIGNMENTS OF AMOUNTS APPROPRIATED FROM FUND BALANCE.**

A. Encumbrances in each fund at June 30, 2026, representing obligations made against 2025-2026 appropriations outstanding as of that date, are hereby reappropriated and the appropriations shall be distributed to the budgetary accounts under which the expenditures will be charged during the FY 2026-2027 budget year as such obligations are satisfied, provided that such encumbrances, when taken together with the FY 2025-2026 expenditures, do not cause any fund to exceed its budgetary authorization for the year ended June 30, 2026.

B. For each fund in which a reappropriation occurs, the amount of funds appropriated hereunder shall be established in that fund as "Assigned Fund Balance for Encumbrances."

C. For each fund in which the Budget includes the use of fund balance; the amount of the fund balance so used shall be identified as "Assigned for Current Appropriations."

D. Appropriations for grants, the authorization for which extends beyond the end of the 2025-26 fiscal year, shall not lapse on June 30, 2026. Any such grant authorizations remaining at the end of a fiscal year shall be reappropriated pursuant to the conditions of the respective grant agreements and utilized in fiscal year 2026-27 in accordance with their respective terms.

E. Appropriations for active projects resulting in restrictions or commitments of fund balances shall be identified by appropriate titles in the financial statements of the affected funds.

SECTION 10. ADMINISTRATION OF THE BUDGET

The City Manager or his designee shall administer the Budget and may authorize the transfer of appropriations within the allotments heretofore established and as necessary to achieve the goals of the Budget; provided, however, that no such transfer shall be used to increase the total appropriation within any fund.

SECTION 11. AUTHORIZATION TO ENTER INTO CONTRACTS

The City Manager is authorized to enter into contracts on behalf of the City if the total contract amount is less than or equal to the budget line item or project budget as approved by City Council under the terms of the Budget.

SECTION 12. ALLOCATION OF FUNDS

The City Manager is responsible for controlling the rate of expenditures of budgeted funds in order to assure that expenditures do not exceed funds on hand. To carry out this responsibility, the City Manager is authorized to allocate budgeted funds.

SECTION 13. MISCELLANEOUS RECEIPTS ABOVE ANTICIPATED REVENUES

Revenues other than, and/or in excess of, those addressed in Section 4 of this Ordinance, received by the City, which are in excess of the anticipated revenue as approved in the current budget, may be expended as directed by the revenue source, or for the express purposes for which the funds were

generated without further approval of City Council. All such expenditures addressed in Section 3 in excess of \$10,000 shall be reported, in written form, to the City Council on a quarterly basis. Such funds include sales of products, services, rents, contributions, donations, special events, insurance, and similar recoveries.

SECTION 14. TRANSFERS VALIDATED

All duly authorized transfers of funds heretofore made from one account to another, or from one fund to another during Fiscal Year 2027, are hereby approved.

SECTION 15. RATIFICATION OF FINDINGS; ACTIONS.

The City Council ratifies and approves the findings of fact recited above. Further, all actions of the City Manager and other City staff regarding the public hearings and drafting, execution and delivery of the Budget are ratified, approved, and confirmed. Further, the City Manager and City staff shall be authorized to do all things necessary to implement the provisions of the Budget consistent with the SC Code and the City's Code of Ordinances.

SECTION 16. UNFUNDED REQUIREMENTS LIST

An unfunded requirements list is provided in Exhibit C for personnel, capital equipment, and capital projects that were identified and requested during the budget process, but were not included in the budget due to lack of funding.

SECTION 17. EFFECTIVE DATE

This Ordinance shall be effective July 1, 2026. Approved and adopted on the second and final reading this 9th day of June 2026.

PHILIP E. CROMER, MAYOR

ATTEST:

[SEAL]

TRACI GULDNER, CITY CLERK

1ST Reading: May 12, 2026
Public Hearing: May 12, 2026
2nd Reading & Adoption: June 9, 2026

Reviewed by: Benjamin T. Coppage, City Attorney, May 4, 2026

EXHIBIT A

CONSOLIDATED BUDGET SUMMARY

	<u>General Fund</u>	<u>ARPA Fund</u>	<u>Parks & Tourism Fund</u>	<u>Stormwater Fund</u>	<u>State Accommodations Fund</u>	<u>Fire Impact Fund</u>	<u>Debt Service Fund</u>	<u>Capital Projects Fund</u>	<u>Total</u>
Revenues									
Revenues	\$ 27,716,956	\$ 20,000	\$ 5,214,000	\$ 1,395,000	\$ 880,000	\$ 105,000	\$ 1,650,303	\$ 19,554,231	\$ 56,535,490
Transfers In	66,250	-	-	-	-	-	2,021,014	4,892,388	6,979,652
Release of Committed Fund Balance-									
Vehicles and Equipment	460,152	-	-	-	-	-	-	-	460,152
Release of Committed Fund Balance-									
Redevelopment	655,031	-	-	-	-	-	-	-	655,031
Release of Committed Fund Balance-									
Capital Projects	800,000	1,013,180	1,511,447	473,091	439,639	-	-	-	4,237,357
Release of Fund Balance	114,829	54,256	1,039,617	88,780	8,846	-	-	-	1,306,328
Total Revenues	<u>29,813,218</u>	<u>1,087,436</u>	<u>7,765,064</u>	<u>1,956,871</u>	<u>1,328,485</u>	<u>105,000</u>	<u>3,671,317</u>	<u>24,446,619</u>	<u>70,174,010</u>
Expenditures									
Salaries	12,740,576	53,040	2,275,014	466,161	25,318	-	-	-	15,560,110
Benefits	5,098,365	21,216	944,340	233,045	9,491	-	-	-	6,306,456
Operating	9,566,853	-	1,918,312	246,974	776,843	-	-	-	12,508,981
Capital	460,152	-	146,431	42,000	10,945	-	-	24,446,619	25,106,146
Debt	-	-	-	-	-	-	3,617,954	-	3,617,954
Transfers Out	1,947,271	1,013,180	2,480,968	968,691	505,889	63,654	-	-	6,979,652
Contribution to Fund Balance	-	-	-	-	-	41,346	53,363	-	94,709
Total Expenditures	<u>29,813,218</u>	<u>1,087,436</u>	<u>7,765,064</u>	<u>1,956,871</u>	<u>1,328,485</u>	<u>105,000</u>	<u>3,671,317</u>	<u>24,446,619</u>	<u>70,174,010</u>
Net (Deficit) Surplus	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (0)</u>

EXHIBIT B

MASTER FEE SCHEDULE FOR FY 2026-2027

Special Duty Fee - Police	\$65/hour*
Special Duty Fee – Fire	\$50/hour*
Special Duty Fee – Public Works	\$36/hour*

* 4-hour minimum

Park Rental Fee – Whitehall Park

Pavilion Area	\$350 for 4-hour block and \$600 for 6-hour block
Event Lawn Area	\$500 for 4-hour block and \$800 for 6-hour block
Electric Fee	\$75 for 4-hour block and \$100 for 6-hour block
Pavilion and Event Lawn	\$2,500 for 12-hour block
Refundable Security Deposit	\$500 for 4-hour block, \$800 for 6-hour block and \$1,250 for 12-hour block

Park Rental Fee – Henry C. Chambers Waterfront Park

Circle of Palms- Dining Area	\$200 for 4-hour block and \$400 for 6-hour block
Craft Market Lawn Area	\$200 for 4-hour block and \$400 for 6-hour block
Contemplative Garden Area	\$200 for 4-hour block and \$400 for 6-hour block
Pavilion Area	\$350 for 4-hour block and \$600 for 6-hour block
Green 1 Area	\$300 for 4-hour block and \$500 for 6-hour block
Green 2 Area	\$500 for 4-hour block and \$800 for 6-hour block
Electric Fee	\$75 for 4-hour block and \$100 for 6-hour block
Entire Park	\$2,200 for 12-hour block
Refundable Security Deposit	\$500 for 4-hour block, \$800 for 6-hour block and \$1,100 for 12-hour block

Park Rental Fee- Henry C. Chambers Waterfront Park- Heritage Festivals

Gullah Festival- 4-day event- \$1,500 with \$1,000 Deposit

Water Festival- 14-day event- \$5,250 with \$1,000 Deposit

Park Rental Fee – Southside Park

Pavilion	\$100 for 4-hour block and \$400 for 6-hour block
Circle Event Lawn	\$75 for 4-hour block and \$300 for 6-hour block
Pavilion and Event Lawn	\$200 for 4-hour block, \$800 for 6-hour block and \$2,000 for 12-hour block
Electric Fee	\$75 for 4-hour block and \$100 for 6-hour block
Refundable Security Deposit	\$200 for 4-hour block, \$800 for 6-hour block and \$2,000 for 12-hour block

Parking Fee for Special Events -

Full Day Rate	\$6/day
Downtown Event Message Board Rental Fee	\$150/week
Stormwater Fee – Option E under the Beaufort	
County Stormwater Rate model	\$135/account
Refuse/Recycling Collection Fee – Residential	\$22.50/month
Refuse Collection Fee – Commercial:	
Tier 1 – 1 Cart/2 Day service	\$13.50/month
Tier 2 - 2 Carts/2 Day service	\$27.00/month
Tier 3 – 3 Carts/2 Day service	\$40.50/month
Tier 4 – 3 Carts/5 Day service	\$101.25/month
Tier 5 – 4 Carts/5 Day service	\$135.00/month
Tier 6 – 5 Carts/5 Day service	\$168.75/month
Tier 7 – 6 Carts/5 Day service	\$202.50/month

\$25.00 added to each monthly account requiring Saturday service

APPENDIX A: BUSINESS LICENSE RATE SCHEDULE

RATE CLASS	INCOME: \$0 - \$2,000	INCOME OVER \$2,000
	BASE RATE	RATE PER \$1,000 OR FRACTION THEREOF
1	\$25.00	\$1.00
2	\$35.00	\$1.30
3	\$45.00	\$1.60
4	\$55.00	\$1.90
5	\$65.00	\$2.20
6	\$75.00	\$2.50
7	\$85.00	\$2.80

NON-RESIDENT RATES

Unless otherwise specifically provided, all taxes and rates shall be doubled for nonresidents and itinerants having no fixed principal place of business within the Municipality.

CLASS 8 & 9 RATES

Each NAICS number designates a separate subclassification. The businesses in this section are treated as separate and individual subclasses due to provisions of state law, regulatory requirements, service burdens, tax equalization considerations, and other factors that are deemed sufficient to require individually determined rates. In accordance with state law, the Municipality also may provide for reasonable subclassifications for rates, described by an NAICS sector, subsector, or industry, that are based on particularized considerations as needed for economic stimulus or for the enhanced or disproportionate demands on municipal services or infrastructure.

Non-resident rates do not apply except where indicated.

8.1 NAICS 230000 – Contractors, Construction, All Types [Non-resident rates apply].

Resident rates, for contractors having a permanent place of business within the Municipality:

Minimum on first \$2,000 \$ 60.00 PLUS
Each additional 1,000..... \$ 1.75

Non-resident rates apply to contractors that do not have a permanent place of business within the Municipality. A trailer at the construction site or structure in which the contractor temporarily resides is not a permanent place of business under this ordinance.

No contractor shall be issued a business license until all state and municipal qualification examination and trade license requirements have been met. Each contractor shall post a sign in plain view on each job identifying the contractor with the job.

Sub-contractors shall be licensed on the same basis as general or prime contractors for the same job. No deductions shall be made by a general or prime contractor for value of work performed by a sub-contractor.

No contractor shall be issued a business license until all performance and indemnity bonds required by the Building Code have been filed and approved. Zoning permits must be obtained when required by the Zoning Ordinance.

Each prime contractor shall file with the License Official a list of sub-contractors furnishing labor or materials for each project.

For licenses issued on a per-job basis, the total tax for the full amount of the contract shall be paid prior to commencement of work and shall entitle the contractor to complete the job without regard to the normal license expiration date. An amended report shall be filed for each new job and the appropriate additional license fee per \$1,000 of the contract amount shall be paid prior to commencement of new work. Only one base tax shall be paid in a license year. Licensees holding a per-job license shall file, by each April 30 during the continuation of the construction project, a statement of compliance, including but not limited to a revised estimate of the value of the contract. If any revised estimate of the final value of such project exceeds the amount for which the business license was issued, the licensee shall be required to pay a license fee at the then-prevailing rate on the excess amount.

8.2 NAICS 482 – Railroad Companies (See S.C. Code § 12-23-210).

8.3 NAICS 517311, 517312 – Telephone Companies.

With respect to “retail telecommunications services” as defined in S. C. Code § 58-9-2200, the Municipality participates in a collections program administered by the Municipal Association of South Carolina. The Municipality has approved participation in the collections program by separate ordinance (the “Telecommunications Collections Ordinance”). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to retail telecommunications services are set forth in the Telecommunications Collections Ordinance.

8.4 NAICS 5241 – Insurance Companies:

Independent agents, brokers, their employees are subject to a business license tax based on their natural class. With respect to insurers subject to license fees and taxes under Chapter 7 of Title 38 and to brokers under Chapter 45 of Title 38, the Municipality participates in a collections program administered by the Municipal Association of South Carolina. The Municipality has approved participation in the collections program by separate ordinance (the “Insurers and Brokers Collections Ordinance”). The rates, terms, conditions, dates, penalties, appeals process, and other details of the business license applicable to insurers and brokers are set forth in the Insurers and Brokers Collections Ordinance.

8.51 NAICS 713120 – Amusement Machines, coin operated (except gambling). Music machines, juke boxes, kiddie rides, video games, pin tables with levers, and other amusement machines with or without free play feature licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(1) and (A)(2) [Type I and Type II].

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2746:

Per Machine \$12.50 PLUS
Each additional \$1,000, over base of \$2,000..... \$1.75

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12-21-2728 are not subject to Subclass 8.51.

8.52 NAICS 713290 – Amusement Machines, coin operated, non-payout. Amusement machines of the non-payout type or in-line pin game licensed by SC Department of Revenue pursuant to S.C. Code §12-21-2720(A)(3) **[Type III]**.

For operation of all machines (not on gross income), pursuant to S.C. Code §12-21-2720(B):

Per Machine \$180.00 PLUS
Each additional \$1,000, over base of \$2,000..... \$1.75

Distributors that sell or lease machines and are not licensed by the state as an operator pursuant to §12-21-2728 are not subject to Subclass 8.52.

8.6 NAICS 713990 – Billiard or Pool Rooms, all types. (A) Pursuant to SC Code § 12-21-2746, license tax of \$5.00 per table measuring less than 3½ feet wide and 7 feet long, and \$12.50 per table longer than that; PLUS, (B) with respect to gross income from the entire business in addition to the tax authorized by state law for each table:

Minimum on first \$2,000 \$32.00 PLUS
Each additional \$1,000, over base of \$2,000..... \$1.26

9.1 NAICS 423930 – Junk or Scrap Dealers [Non-resident rates apply].

Minimum on first \$2,000 \$41.00 PLUS
Each additional \$1,000, over base of \$2,000..... \$1.66

9.2 NAICS 522298 – Pawn Brokers [All Types].

Minimum on first \$2,000 \$161.00 PLUS
Each additional \$1,000, over base of \$2,000..... \$2.88

9.3 NAICS 4411, 4412 – Automotive, Motor Vehicles, Boats, Farm Machinery or Retail.

(except auto supply stores - see 4413)

Minimum on first \$2,000 \$20.00 PLUS
Each additional \$1,000, over base of \$2,000..... \$0.65

One sales lot not more than 400 feet from the main showroom may be operated under this license provided that proceeds from sales at the lot are included in gross receipts at the main office when both are operated under the same name and ownership.

Gross receipts for this classification shall include value of trade-ins. Dealer transfers or internal repairs on resale items shall not be included in gross income.

9.4 NAICS 454390 – Peddlers, Solicitors, Canvassers, Door-To-Door Sales.

Direct retail sales of merchandise. [Non-resident rates apply]

9.41 Regular activities [more than two sale periods of more than three days each per year]

Minimum on first \$2,000 \$200.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$1.00

9.42 Seasonal activities [not more than two sale periods of not more than three days each year, separate license required for each sale period]

Minimum on first \$2,000 \$200.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$1.00

Applicants for a license to sell on private property must provide written authorization from the property owner to use the intended location.

9.5 NAICS 713290 – Bingo halls, parlors.

Minimum on first \$2,000 \$32.50 PLUS

Each additional \$1,000, over base of \$2,000..... \$1.26

9.6 NAICS 711190 – Carnivals and Circuses.

Minimum on first \$2,000 \$64.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$2.52

9.7 NAICS 722410 – Drinking Places, bars, lounges, cabarets (Alcoholic beverages consumed on premises).

Minimum on first \$2,000 \$272.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$4.31

License must be issued in the name of the individual who has been issued a State alcohol, beer or wine permit or license and will have actual control and management of the business.

9.71 NAICS 722511-Restaurants serving Alcohol

Minimum on first \$2,000 \$115.00 PLUS

Each additional \$1,000, over base of \$2,000..... \$2.90

License must be issued in the name of the individual who has been issued a State alcohol, beer or wine permit or license and will have actual control and management of the business.

Appendix B

2025 Business License Class Schedule by NAICS Code

NAICS Sector/Subsector	Industry Sector	Class
11	Agriculture, forestry, hunting and fishing	1
21	Mining	3
22	Utilities	1
31 - 33	Manufacturing	3
42	Wholesale trade	1
44 - 45	Retail trade	1
48 - 49	Transportation and warehousing	2
51	Information	4
52	Finance and insurance	7
53	Real estate and rental and leasing	6
54	Professional, scientific, and technical services	4
55	Management of companies	7
56	Administrative and support and waste management and remediation services	3
61	Educational services	3
62	Health care and social assistance	3
71	Arts, entertainment, and recreation	3
721	Accommodation	1
722	Food services and drinking places	2
81	Other services	3
Class 8	Subclasses	
23	Construction	8.1
482	Rail Transportation	8.2
517111	Wired Telecommunications Carriers	8.3
517112	Wireless Telecommunications Carriers (except Satellite)	8.3
517122	Agents for Wireless Telecommunications Services	8.3
5241	Insurance Carriers	8.4
5242	Insurance Brokers for non-admitted Insurance Carriers	8.4
713120	Amusement Parks and Arcades	8.51
713290	<u>Nonpayout</u> Amusement Machines	8.52
713990	All Other Amusement and Recreational Industries (<u>pool</u> tables)	8.6

2025 Class Schedule is based on a three-year average (2019 - 2021) of IRS statistical data.

DEVELOPMENT REVIEW CODES FEE SCHEDULE
Revised May 12, 2026

(1) **OTHER FEES SUPERSEDED**

The following schedules and regulations regarding fees are hereby adopted and supersede all regulations and schedules regarding fees published in the most recent edition of the International Building Code or supplement thereof.

(2) **FEES MANDATORY**

No permit shall be issued until the fees prescribed in this section shall have been paid. Nor shall an amendment to a permit be approved until the additional fee, if any, due to an increase in the estimated cost of the building or structure, shall have been paid.

(3) **FAILURE TO OBTAIN PERMIT**

Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the base fee herein specified shall be tripled, but the payment of such tripled fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein. The Building Official has the authority to waive such penalty fee for first time offenses.

(4) **RECORD OF FEES COLLECTED**

The Building Official shall keep a permanent and accurate accounting of all permit fees and other monies collected, the names of all persons upon whose account the same was paid, the full date and amount thereof.

(5) **MOVING A BUILDING/STRUCTURES**

For the moving of any building or structure, the fee shall be \$150.00

(6) **DEMOLITION OF BUILDING/STRUCTURE**

For the moving of any building or structure, the fee shall be \$150.00

For the demolition of any building or structure, the fees are as follows:

Complete Demolition Single-Family Structure \$100.00 Complete Demolition Commercial & Multifamily Structure \$200.00

(7) **BUILDING PERMIT FEES**

On all new buildings, structures or alterations requiring a building permit as set forth in the International Building Code and the International Residential Code, the fee shall be paid as required at the time of filing the application in accordance with the schedule shown below. All fees are paid at time of submittal.

Building Permit Fee Schedule:

Total Valuation	Base Fee
>\$500 to \$50,000	\$35 for the first \$500, plus \$5.30 for each additional thousand or fraction thereof (round up)
>\$50,000 to \$100,000	\$300 for the first \$50,000, plus \$4 for each additional thousand or fraction thereof (round up)
>\$100,000 to \$500,000	\$500 for the first \$100,000, plus \$3 for each additional thousand or fraction thereof (round up)
>\$500,000 and up	\$1,700 for the first \$500,000, plus \$2 for each additional thousand or fraction thereof (round up)

(8) **PLAN CHECKING FEES**

When a plan is required to be submitted, all fees shall be paid to the building department at the time of submitting plans and specifications for checking. Said plan checking fee shall be equal to one-half of the base fee.

(9) **BUILDING PERMIT VALUATIONS**

If, in the opinion of the Building Official, the valuation of a building, alteration, or structure, appears to be underestimated, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official.

(10) **PROCEDURE FOR PERMIT REFUNDS**

- (a) Permit holder must return all applicable permit forms and receipts; copies will not be accepted.
- (b) Permit refund will be for total amount paid minus Plan Checking Fee-
- (c) A completed W-9 form is required.

(11) **INSPECTION FEES**

- (a) New Construction/Renovation inspection fees: \$0.10 per square footage
- (b) Individual inspection fees (not associated with new construction or major renovation): \$100.00 ea.
- (c) Swimming Pool Inspection Fees
 - Single-Family \$235.00
with \$200 to be refunded after pool inspection has been performed and approved
 - Multifamily and Commercial \$265.00

with \$200 to be refunded after pool inspection has been performed and approved

- (d) Safety Inspection
Commercial \$100.00

(12) **RE-INSPECTIONS**

If the Building Official or his duly authorized representative shall, upon his inspection after the completion of the work or apparatus, find the same does not conform to and comply with the provisions of this Code, he shall notify the contractor, indicating the corrections to be made, and then he shall again inspect the work or apparatus without further charge; but when extra inspections are due to any of the following reasons, a charge of \$150 for multifamily and commercial projects, and \$100 for all other projects shall be made for each re-inspection:

- (a) Wrong Address
(b) Repairs or corrections not made when inspections are called
(c) Work not ready for inspection when called

All re-inspection fees are required to be paid in advance prior to re-inspection.

(13) **TREE REMOVAL FEES**

Replacement and Mitigation Schedule				
Tree Type*	Transect Zones		Conventional Zones	
	Replacement: % Caliper Inches	Mitigation: Cost/Caliper Inch	Replacement: % Caliper Inches	Mitigation: Cost/Caliper Inch
Landmark Tree	100%	\$350	100%	\$350
Specimen Tree	100%	\$250	100%	\$250
All other trees 8- inch caliper or greater	25%	None	33%	None
*Any tree that is removed without approval shall require the replacement of caliper inches or the mitigation cost per caliper inch to be doubled, in addition to any city costs, including but not limited to, tree surveys and arborist fees.				
Examples: - <u>Approved Specimen Removal</u>: a 12-inch Live Oak is approved for removal. The applicant must plant back 12 caliper inches of Live Oak or pay a mitigation fee of \$3,000 (12 inches x \$250/inch) if the site cannot support the replacement. - <u>Approved Landmark Removal</u>: a 30-inch Live Oak is approved for removal. The applicant must plant back 30 caliper inches of Live Oak or pay a mitigation fee of \$15,000 (30 inches X \$500/inch) if the site cannot support the replacement.				

(14) **SIGN PERMITS**

For issuing each sign permit, the fee shall be as follows:

Permanent Sign

\$1.00 per square foot of signage plus a \$75.00 inspection fee

Master Sign Plan \$25.00 per tenant

Amendments to Master Sign Plan \$75.00

(15) **BANNER PERMITS**

Temporary Banner - \$5.00 per day

(16) **TEMPORARY TENT/CANOPY PERMITS**

Temporary tent or canopy over 400 Sq. Ft. \$250.00

(17) **LANDSCAPE IRRIGATION AND OR WELL PERMITS**

Single-Family Lot \$75.00

Commercial or Multifamily Lot \$100.00

(18) **SUBDIVISION FEES**

Plat Review \$50.00

Minor Subdivision \$50.00 per lot (Includes Plat Review Fee)
(≤ 5 lots and no new streets)

Major Subdivision that includes New Streets: (Includes Plat Review Fee)

6 to 49 lots: \$1,000 + \$10/lot

50-100 lots: \$1,500 + \$10/lot

101 to 300 lots: \$2,000 + \$10/lot

301 + lots: \$2,500 + \$10/lot

(19) **STAFF DESIGN REVIEW FEES**

Single Family and 2/3-unit buildings not in a historic district are exempt.

Type 1: Renovations/Improvements not including additions, ≤ 50% of the value of the structure

<u>Value</u>	<u>Fee</u>
Improvements ≤ \$5,000	\$100
Improvements > \$5,000 but ≤ \$25,000	\$150 + 0.25% x value above \$5,000
Improvements > \$25,000	\$125 + 0.20% x value above \$25,000

Type 2

- Any single-family and 2/3-unit residential addition in a historic district: \$50
- All other additions: \$500 base fee + \$0.05/square foot of addition.

Type 3

Review for new construction and for renovations/improvements totaling over 50% of the value of the structure:

- Single-family and 2/3 unit residential in the historic district:
 - ≤ 10,000 square feet: \$500 base fee + 0.05/square foot of building
 - > \$10,000 square feet: \$1,000 base fee + \$0.05/square foot of building for the first 100,000 square feet of building. For additional square footage over 100,000, \$0.02/square foot

(20) REVIEW BOARDS: HISTORIC REVIEW BOARD & DESIGN REVIEW BOARD

Single-family residential projects (board review)	\$100
Multifamily and commercial projects (board review)	\$250
Change After Certification	\$100
Demolition (whole structure)	\$250
Special Board Meeting	\$500

Post facto applications shall be triple the normal fee.

PROFESSIONAL ARCHITECT PLAN REVIEW FEES

Principal Architect	\$120/HR
Preservation Architect	\$120/HR
Architect	\$90/HR
Preservations Consultant	\$100/HR
Conservator	\$100/HR
Historic Materials Specialist	\$100/HR
Administration	\$50/HR
Per Diem	\$25/Day and \$50/Overnight
Printing	\$.05/BW Copies \$.39/Color Copies
Mileage	\$.655/mile

PROFESSIONAL ENGINEER PLAN REVIEW FEES

Senior Manager	\$265/HR
Senior Project Manager	\$210/HR
Senior Engineer	\$185/HR
Project Manager	\$180/HR
Engineer II	\$150/HR
Designer II	\$145/HR

	Designer I	\$130/HR
	Environmental Professional II	\$100/HR
(21)	<u>ZONING BOARD OF APPEALS</u>	
	All Application Fees:	\$300.00
(22)	<u>REZONING</u>	
	Rezoning to PUD	\$750
	Rezoning, non-PUD	\$400 & \$25/per lot
(23)	<u>TEXT AMENDMENT</u>	
	Beaufort Code Text Amendment	\$500
(24)	<u>OTHER FEES</u>	
	Trip to Storage (Request for documents from storage)	\$50.00 (plus copying fee)
	Flood Hazard Area Verification Letter	\$50.00
	Parking Meter Space Rental	\$5.00 per day per metered space (for construction projects only)
	Fee for Copies (8 1/2 x 11)	30¢ per sheet
	Plat Review	\$50.00
	Zoning Review/Letter	\$50.00
	Traffic Impact Analysis Report Review Fee	\$1,250.00
	Administrative Adjustment	\$100.00
	Short Term Rental Application Fee	\$100.00
	Short Term Rental Annual License Fee	\$1,000.00
	Civic Master Plan	\$25.00
	The Beaufort Code (in a binder)	\$50.00
	The Comprehensive Plan (in a binder)	\$50.00

FIRE IMPACT FEE SCHEDULE

Land Use Category	Service Units	Persons per Household	Employee Space Ratio	Cost per Person	Cost per Employee	Impact Fee per Service unit
Residential Uses						
Single Family (Attached or Detached)	d.u.	2.69	—	\$305.43	—	\$305.43
Mobile Home	d.u.	3.66	—	\$305.43	—	\$305.43
Multifamily (>2 Dwelling Units)	d.u.	1.25	—	\$305.43	—	\$305.43
Non-Residential Uses						
Hotel / Motel Uses						
Hotel	room	—	0.57	—	\$592.34	\$337.64
Business Hotel	room	—	0.1	—	\$592.34	\$59.23
Motel	room	—	0.71	—	\$592.34	\$420.56
Recreational Uses						
Golf Course	hole	—	1.74	—	\$592.34	\$1,030.68
Movie Theater (w/ Matinee)	1,000 s.f.	—	1.1	—	\$592.34	\$651.58
Institutional Uses						
Elementary School	1,000 s.f.	—	0.98	—	\$592.34	\$580.50
Middle/Junior High School	1,000 s.f.	—	0.84	—	\$592.34	\$497.57
High School	1,000 s.f.	—	0.65	—	\$592.34	\$385.02
Junior/Community College	1,000 s.f.	—	1.77	—	\$592.34	\$1,048.45
University/College	student	—	0.19	—	\$592.34	\$112.55
Daycare	1,000 s.f.	—	2.77	—	\$592.34	\$1,640.79
Library	1,000 s.f.	—	1.07	—	\$592.34	\$633.81
Medical Uses						
Hospital	bed	—	2.88	—	\$592.34	\$1,705.95
Nursing Home	bed	—	0.84	—	\$592.34	\$497.57
Clinic	1,000 s.f.	—	3.93	—	\$592.34	\$2,327.91
Medical/Dental Office	1,000 s.f.	—	4.05	—	\$592.34	\$2,398.99

FIRE IMPACT FEE SCHEDULE

Impact Fee Schedule for Fire Protection Facilities and Equipment						
Land Use Category	Service Units	Persons per Household	Employee Space Ratio	Cost per Person	Cost per Employee	Impact Fee per Service unit
General Office Uses						
< 50,000 s.f.	1,000 s.f.	—	4.14	—	\$592.34	\$2,452.30
50,001 – 100,000 s.f.	1,000 s.f.	—	3.72	—	\$592.34	\$2,203.52
100,001 – 150,000 s.f.	1,000 s.f.	—	3.55	—	\$592.34	\$2,102.82
150,001 – 200,000 s.f.	1,000 s.f.	—	3.44	—	\$592.34	\$2,037.66
> 200,001 s.f.	1,000 s.f.	—	3.26	—	\$592.34	\$1,931.04
Office Park Uses						
< 50,000 s.f.	1,000 s.f.	—	3.7	—	\$592.34	\$2,191.67
50,001 – 100,000 s.f.	1,000 s.f.	—	4.96	—	\$592.34	\$2,938.03
100,001 s.f. – 150,000 s.f.	1,000 s.f.	—	4.18	—	\$592.34	\$2,476.00
150,001 – 200,000 s.f.	1,000 s.f.	—	3.82	—	\$592.34	\$2,262.75
200,001 – 250,000 s.f.	1,000 s.f.	—	3.62	—	\$592.34	\$2,144.29
250,001 – 300,000 s.f.	1,000 s.f.	—	3.48	—	\$592.34	\$2,061.36
300,001 – 350,000 s.f.	1,000 s.f.	—	3.38	—	\$592.34	\$2,002.12
350,001 – 400,000 s.f.	1,000 s.f.	—	3.3	—	\$592.34	\$1,954.74
> 400,001 s.f.	1,000 s.f.	—	3.17	—	\$592.34	\$1,877.73
Business Park Uses						
< 100,000 s.f.	1,000 s.f.	—	2.44	—	\$592.34	\$1,445.32
100,001 s.f. – 150,000 s.f.	1,000 s.f.	—	2.79	—	\$592.34	\$1,652.64
150,001 – 200,000 s.f.	1,000 s.f.	—	2.95	—	\$592.34	\$1,747.41
200,001 – 250,000 s.f.	1,000 s.f.	—	3.03	—	\$592.34	\$1,794.80
250,001 – 300,000 s.f.	1,000 s.f.	—	3.09	—	\$592.34	\$1,830.34
300,001 – 350,000 s.f.	1,000 s.f.	—	3.12	—	\$592.34	\$1,848.11
350,001 – 400,000 s.f.	1,000 s.f.	—	3.15	—	\$592.34	\$1,865.88
> 400,001 s.f.	1,000 s.f.	—	3.2	—	\$592.34	\$1,895.50

FIRE IMPACT FEE SCHEDULE

Impact Fee Schedule for Fire Protection Facilities and Equipment						
Land Use Category	Service Units	Persons per Household	Employee Space Ratio	Cost per Person	Cost per Employee	Impact Fee per Service unit
General Retail Uses						
< 50,000 s.f.	1,000 s.f.	—	2.86	—	\$592.34	\$1,694.10
50,001 – 100,000 s.f.	1,000 s.f.	—	2.5	—	\$592.34	\$1,480.86
100,001 s.f. – 150,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
150,001 – 200,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
200,001 – 300,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
300,001 – 400,000 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
> 400,001 s.f.	1,000 s.f.	—	2.22	—	\$592.34	\$1,315.00
Specific Retail Uses						
Supermarket	1,000 s.f.	—	1.1	—	\$592.34	\$651.58
Building Materials/ Lumber Store	1,000 s.f.	—	1.41	—	\$592.34	\$835.21
Free Standing Discount Store	1,000 s.f.	—	1.98	—	\$592.34	\$1,172.84
Nursery/Garden Center	1,000 s.f.	—	3.12	—	\$592.34	\$1,848.11
New Car Sales Center	1,000 s.f.	—	1.53	—	\$592.34	\$906.29
Tire Store	1,000 s.f.	—	1.21	—	\$592.34	\$716.74
Furniture Store	1,000 s.f.	—	0.42	—	\$592.34	\$248.78
Industrial Uses						
General Light Industrial	1,000 s.f.	—	2.31	—	\$592.34	\$1,368.31
General Heavy Industrial	1,000 s.f.	—	1.83	—	\$592.34	\$1,083.99
Industrial Park	1,000 s.f.	—	2.04	—	\$592.34	\$1,208.38
Warehousing	1,000 s.f.	—	0.92	—	\$592.34	\$544.96
Mini-Warehouse	1,000 s.f.	—	0.04	—	\$592.34	\$23.69
Specific Service Uses						
Drive-In Bank	1,000 s.f.	—	4.79	—	\$592.34	\$2,837.33
High-Turnover Sit-Down Restaurant	1,000 s.f.	—	5.64	—	\$592.34	\$3,340.82
Fast Food w/ Drive Through	1,000 s.f.	—	5	—	\$592.34	\$2,961.72

The below library, parks and recreation, and road/transportation impact fees were adopted by Beaufort County. In accordance with an intergovernmental agreement, the City collects these impact fees and remits them to the County.

Library Development Impact Fee Schedule

Housing Unit Size	North Beaufort County Library Service Area Impact Fee
1,000 sf or less	\$ 225
1,001 to 1,250 sf	273
1,251 to 1,500 sf	321
1,501 to 1,750 sf	369
1,751 to 2,000 sf	401
2,001 to 2,500 sf	466
2,501 to 3,000 sf	498
3,001 to 3,500 sf	546
3,501 to 4,000 sf	578
4,001 to more sf	\$ 610

Parks and Recreation Development Impact Fee Schedule

Housing Unit Size	North Beaufort County Parks and Recreation Service Area Impact Fee
1,000 sf or less	\$ 486
1,001 to 1,250 sf	590
1,251 to 1,500 sf	694
1,501 to 1,750 sf	798
1,751 to 2,000 sf	868
2,001 to 2,500 sf	1,006
2,501 to 3,000 sf	1,076
3,001 to 3,500 sf	1,180
3,501 to 4,000 sf	1,249
4,001 to more sf	\$ 1,319

Road/Transportation Development Impact Fee Schedule- Priority 1 & 2

Housing Unit Size	North Beaufort County Road/Transportation Service Area Impact Fee
1,000 sf or less	\$ 1,565
1,001 to 1,250 sf	1,966
1,251 to 1,500 sf	2,327
1,501 to 1,750 sf	2,608
1,751 to 2,000 sf	2,849
2,001 to 2,500 sf	3,249
2,501 to 3,000 sf	3,611
3,001 to 3,500 sf	3,892
3,501 to 4,000 sf	4,132
4,001 to more sf	\$ 4,333

Parking Rates

Parking Violations & Fine Schedule

Parking Violations		30 Day Escalation	45 Day Escalation
Expired Meter	\$ 10.00	\$ 25.00	\$ 45.00
Parking in Fire Lane	\$ 50.00	\$ 125.00	\$ 150.00
Parked on Wrong Side of Street	\$ 25.00	\$ 75.00	\$ 100.00
Parked in No Parking Zone	\$ 50.00	\$ 125.00	\$ 150.00
Double Parked	\$ 25.00	\$ 50.00	\$ 75.00
Blocking Driveway	\$ 50.00	\$ 125.00	\$ 150.00
Parked in Loading Zone	\$ 50.00	\$ 125.00	\$ 150.00
Blocking Fire Hydrant	\$ 75.00	\$ 175.00	\$ 200.00
Parking on Private Property	\$ 25.00	\$ 50.00	\$ 75.00
Handicapped Space Violation	\$ 500.00	\$ 500.00	\$ 500.00
Boot Fee	\$ 100.00	\$ 100.00	\$ 100.00
Other Parking Violations	\$ 25.00	\$ 50.00	\$ 75.00
Monthly Hangtags & Fees		Event / Parking Reservations	
Location	Monthly Fee	Authorized Person(s)	Fee / per Day
Carteret Gravel Lot	\$ 20.00	Event Planner / Coordinator / City Official	\$ 6.00
All 8 Hour Spaces / Lots	\$ 35.00	Service Vendors / Contractors	\$ 15.00

Parking Rates by Location

Parking Lots

Marina Lot	Saltus Lot
8 Hr Limit	8 Hr Limit
\$1 per hour	\$1 per hour
Marina Playground Lot	Library Lot
4 Hr Limit	4 Hr Limit
\$1 per hour	\$1 per hour
Carteret Lot	
8 Hr Limit	
.50 per hour	

On Street Metered Spaces

<i>Bay Street</i> 2 Hr Limit \$1 per hour	<i>Bay Street Extension</i> 8 Hr Limit \$1 per hour
<i>Port Republic Street</i> 2 Hr Limit \$1 per hr	<i>Newcastle</i> 8 Hr Limit \$1 per hour
<i>Craven Street (West of Visitor Center)</i> 8 Hr Limit .50 per hour	<i>Visitor Center on Craven St.</i> 90 min Limit \$1 per hour
<i>West Street (South of Port Republic St)</i> 2 Hr Limit \$1 per hour	<i>West Street (North of Port Republic St)</i> 4 Hr Limit .50 Hour
<i>Scott Street (South of Port Republic St)</i> 2 Hr Limit \$1 per hour	<i>Scott Street (North of Port Republic St)</i> 4 Hr Limit .50 Hour
<i>Charles Street (South of Port Republic St)</i> 2 Hr Limit \$1 per hour	<i>Charles Street (North of Port Republic St)</i> 4 Hr Limit .50 Hour
<i>Carteret Street (South of Port Republic St)</i> 2 Hr Limit \$1 per hour	<i>Carteret Street (North of Port Republic St)</i> 4 Hr Limit .50 Hour

Towing Fee Schedule

Schedule of Maximum Allowable Fees for Rotation List Calls City of Beaufort Code Section 8-2003 (f)	
Service	Maximum Fee
Class A Wrecker	\$325.00
Class B Wrecker	\$450.00
Class C Wrecker	\$550.00
Administrative Fee	\$250.00
Daily Storage	\$55.00
Extreme Cleanup/Special Operations	\$125.00 per hour (billed in 0.5 hour increments)
Yard Gate Fee- Business Hours (After First Trip)	\$75.00
Yard Gate Fee- After Business Hours	\$100.00

Freedom of Information Act (FOIA) Fee Schedule

Employee/Administrative Time- Requests that require approximately one hour or more of staff time may be charged a \$20 per hour fee.

Photocopying- Requests that require copying approximately 15 pages or more may be charged 30 cents per page for black and white copies and 40 cents per page for color copies and \$6.00 per page for plotter/large format copies of plans. The fee is \$5.00 per disc for information to be copied onto a CD.

Postage or Other Fees- Requests that require more than \$5.00 in postage or other fees may be charged the actual costs incurred.

If the costs of responding to the request are estimated to be \$100 or more, then a minimum deposit amounting to 25% of the total reasonably anticipated cost may be required.

If the total costs of supplying the requested information is less than \$40, the City will waive any applicable fees.

The full amount of the total cost must be paid at the time of production of the request.

EXHIBIT C

UNFUNDED REQUIREMENTS LIST FOR FISCAL YEAR 2027

Personnel

Prioritization	Description	Cost
1	COPS Hiring Grant- Patrolman III Position- Salary and Benefits	109,747
2	Deputy Police Chief- Salary and Benefits	172,674
3	Emergency and Risk Manager Position- Salary and Benefits	110,975
4	Part Time Firefighter- Salary and Benefits	21,035
5	Part Time Firefighter- Salary and Benefits	21,035
6	Part Time Firefighter- Salary and Benefits	21,035
7	Community Development-Building Inspector Position- Salary and Benefits	97,275
8	Downtown Operations- Administrative Assistant Position- Salary and Benefits	86,588

Total Personnel Cost 640,364

Capital Projects

Prioritization	Description	Cost
1	Henry C. Chambers Waterfront Park	80,000,000
2	1st SC Volunteers Park	250,000
3	City Hall/PD/Court Roof	700,000
4	Broad Street Pond Drainage	100,000
5	500 Carteret Street Windows	100,000
6	Pigeon Point Boat Landing Construction	1,500,000

Total Capital Projects Cost 82,650,000

Capital Equipment

Prioritization	Description	Cost
1	Fire Department- Holmatro Tool	18,000
2	Police Patrol SUV with Equipment	99,525
3	Police Admin SUV with Equipment	73,240
4	Police Admin SUV with Equipment	73,240
5	Police Admin Truck with Equipment	57,015
6	Public Works- TickTok Park Remodel	125,000
7	Public Works 60-inch riding mower	16,000
8	Downtown Operations- Utility Terrain Vehicle	20,000
9	Police Boat	48,864

Total Capital Equipment Cost	530,884
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City of Beaufort, South Carolina



**FISCAL YEAR 2027
RECOMMENDED CONSOLIDATED BUDGET
SECOND READING
PRESENTED JUNE 9, 2026**



City Manager's Message

June 9, 2026

Dear Honorable Mayor, Members of City Council and Citizens of Beaufort:

I am pleased to present the Fiscal Year 2027 Consolidated Budget for the City of Beaufort. This budget reflects a continued commitment to fiscal responsibility, investment in our employees, enhancement of public safety, completion of critical infrastructure projects, and preservation of the quality of life that makes Beaufort the Best Part of the Lowcountry.

The FY27 Consolidated Budget totals \$70.17 million, including \$24.4 million in capital projects. The budget maintains the City's overall millage rate at 73.9 mills while continuing to fund core municipal services, strategic capital investments, and community partnerships that directly benefit our residents. The value of a mill has increased by \$21,389 over FY26, bringing the total value of a mill to \$153,274. This growth in the City's tax base has allowed Beaufort to maintain service levels and continue investing in priorities without increasing the overall millage rate.



City Manager's Message

One of the most significant structural improvements included in this budget is the creation of a dedicated Debt Service Fund. Historically, debt payments were budgeted across multiple funds. Beginning in FY27, all debt service obligations will be budgeted and accounted for within a single fund, providing greater transparency, improved financial reporting, and a clearer understanding of the City's long-term obligations and debt management practices.

This budget emphasizes a commitment to our workforce. City employees remain our most valuable asset and the people responsible for delivering the high-quality services our residents expect every day. The budget includes a two percent cost-of-living adjustment and up to a two percent merit increase based on performance evaluations. In addition, the City will absorb a three percent increase in health insurance costs, ensuring that rising healthcare expenses do not become an additional burden on employees and their families. These investments reflect our ongoing commitment to recruiting and retaining a talented workforce in an increasingly competitive labor market.



City Manager's Message

Public safety remains the highest of priorities. The budget includes funding for two additional Patrolman III positions within the Police Department to support the Community Response Team and further strengthen community policing efforts throughout the city. These positions are partially offset through a federal COPS Hiring Grant, allowing us to leverage outside funding while expanding services to residents. Also included is funding for replacement police vehicles, updated department weapons, a drug spectrometer, firefighter self-contained breathing apparatus equipment, and ongoing investments in emergency response capabilities.

The FY27 budget continues the City's commitment to maintaining high-quality municipal services while minimizing impacts to residents. Despite increasing contractual costs associated with solid waste collection, the residential sanitation fee will remain unchanged at \$270 annually. The City will absorb those increases rather than passing them directly to residents.



City Manager's Message

Significant investments are also planned for infrastructure and community assets. The Capital Projects Fund includes more than \$24 million in projects supported by grants, partnerships, transfers, and previously committed resources. Among the most significant investments is continued funding to restore public access to the relieving platform at Henry C. Chambers Waterfront Park, one of Beaufort's most recognizable and cherished public spaces. Funding is also included to continue major drainage improvements and advance other long-term infrastructure priorities throughout the city.

Of particular note, the budget further advances the long-awaited next phase of the Duke Street Streetscape Project. Through a combination of ARPA funds, committed redevelopment reserves, utility participation, and Capital Projects funding, the City has assembled the resources necessary to move this transformative project toward completion in the coming fiscal year. For years, residents have expressed a desire to see meaningful improvements in the 1600 block of Duke Street, and this budget enables a path to completion.



City Manager's Message

The budget also preserves the City's commitment to strategic community partnerships. Funding remains in place for organizations and initiatives that contribute to economic development, tourism, public transportation, military affairs, workforce development, and community enrichment. During budget deliberations, City Council reaffirmed its support for partners such as the Beaufort Digital Corridor and the Military Enhancement Committee, among others, recognizing the value these organizations provide to the community.

The budget includes \$150,000 for the Housing Repair Assistance Program, representing a 50-percent increase over the City's FY26 funding commitment. Through our partnership with the Beaufort-Jasper Housing Trust, these local dollars are leveraged through matching funding opportunities, expanding the program's reach and allowing additional qualifying homeowners to remain safely in their homes while preserving the character and stability of Beaufort's neighborhoods.



City Manager's Message

Assembling this budget required difficult decisions and careful prioritization. Early in the process, identified departmental needs significantly exceeded available revenue projections. Through collaboration among staff and City Council, expenditures were reduced, priorities were evaluated, and funding sources were carefully aligned to produce a balanced budget without increasing the overall millage rate.

While this budget funds many important initiatives, not every need could be accommodated. A number of personnel requests, capital projects, and equipment purchases remain unfunded and are identified in the Unfunded Requirements List accompanying this budget. These items will continue to inform future budget discussions as revenues, grants, and other funding opportunities become available.



City Manager's Message

This budget reflects a deliberate balance between addressing today's needs and preparing for tomorrow's opportunities. It invests in employees, strengthens public safety, maintains essential services, advances major infrastructure projects, supports community partners, and preserves the financial stability necessary to meet future challenges.

I would like to thank the Mayor and City Council for their guidance throughout the budget process, as well as Finance Director Alan Eisenman, the Finance Department, and department directors across the organization for their diligence and professionalism. Their collaborative efforts have produced a budget that is both fiscally responsible and strategically focused on the City of Beaufort's future.

Respectfully submitted,

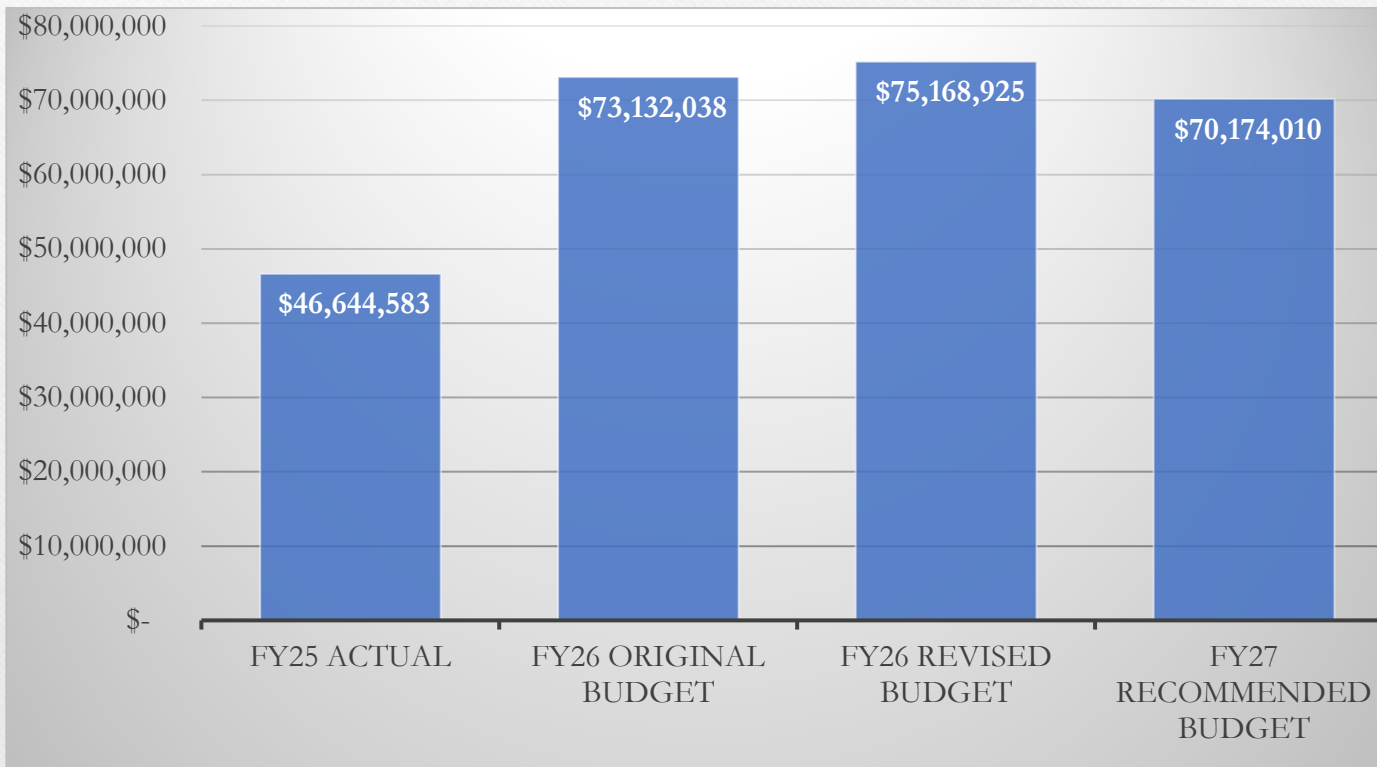
Scott M. Marshall

City Manager

FY27 Consolidated Recommended Budget

\$70,174,010

**Includes \$24.4M in Capital Project Fund*



City Manager Highlights

- Overall millage rate remains flat at 73.9
- Value of a mill = \$153,274
- Capital Projects Budget = \$24.4M
- \$150K for Housing Repair Assistance

City Manager Highlights

- 2% COLA for City Employees
- Up to 2% merit increase based on performance evaluation
- 3% increase in health care coverage is absorbed in the budget with no burden to employees

Strategic Partner Assistance



\$42,000



\$102,778



\$100,000



\$6,210



\$183,197



\$402,500



\$34,100



\$15,000



\$45,000



\$5,000



\$5,000

What's New for FY27?

- Two new positions
 - Two Patrolman III Positions for Police Department partially funded by COPS Hiring Grant
- \$1,000 Annual Short-Term Rental License Fee
- Establishment of Debt Service Fund to budget and record City's debt payments in one fund

Approved Budget Amendments During First Reading on May 12th

- Removed \$32/vehicle TAG Fee
 - Decrease General Fund Revenues by \$322,560
- Reallocated \$1,248,175 of TIF II Funds to Waterfront Park
 - Defunded \$173,175 capital for IT switch upgrades to City Hall and PD Court/Complex
 - Defunded \$45,000 for upgrades to City Hall Lights
 - Defunded \$30,000 for upgrades to City Hall Safety Cameras
 - Defunded \$1,000,000 for City Hall Parking Land Acquisition and Design
- Zero net impact on TIF II Fund since reallocation within the same fund

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

- Budget Amendment #1- TAG Fee Removal**

Revenues	General Fund	Parks and Tourism Fund
Remove Vehicle Tag Fee	(\$322,560)	-
Keep Short-Term Rentals at \$1,000, but increase # of STR from 242 to 269	27,000	-
Release of General Fund Unassigned Balance	(8,310)	-
Release of Parks and Tourism Fund Fund Balance	-	(45,456)
Total Revenues	(303,870)	(45,456)

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

Expenditures	General Fund	Parks and Tourism Fund
COPS Hiring Grant- Move 3 rd Police Officer to FY28 Start Date	(44,796)	(22,490)
Deputy Police Chief Position Remain Vacant	(63,371)	(22,966)
Building Inspector Position Remain Vacant	(97,275)	-
Defund Comprehensive Plan Update	(75,000)	-
GIS Contract Adjustment with InterDev in Nov 26	(53,428)	-
Increase Beaufort Digital Corridor back to \$100,000	25,000	-
Increase Military Enhancement Committee back to \$15,000	5,000	-
Total Expenditures	(303,870)	(45,456)

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

- **Budget Amendment #2- Amendment from May 26th Worksession**

Revenues	State ATax Fund	Parks and Tourism Fund
Release of Parks and Tourism Fund Fund Balance	-	(34,800)
Total Revenues	-	(34,800)

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

Expenditures	State ATax Fund	Parks and Tourism Fund
Remove Placer AI subscription	-	(15,000)
Remove 8 Trash Cans for Social District	-	(7,800)
Remove Story Sprints by Phil Eich telling the stories of the people of our downtown	-	(12,000)
Remove 4 passenger side by side utility task vehicle for Downtown Operations	(20,000)	-
Increase TDAC Tourism Grant Allocation	20,000	-
Total Expenditures	(-)	(34,800)

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

- **Budget Amendment #3- Fire Station #1 Renovations Project**

Revenues	General Fund	Capital Project Fund
Release of General Fund Committed Fund Balance for Capital Projects	\$800,000	-
Transfer in from General Fund	-	800,000
Total Revenues	800,000	800,000

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

Expenditures	General Fund	Capital Project Fund
Add Fire Station Renovations Project	-	800,000
Transfer Out to Capital Project Fund	800,000	-
Total Expenditures	800,000	800,000

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

- Budget Amendment #4- PD IT Switches**

Revenues	General Fund
Release of General Fund Committed Fund Balance for Capital Equipment	\$94,800
Total Revenues	94,800

Expenditures	General Fund
IT Switches at PD/Court Complex	\$94,800
Total Expenditures	94,800

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

- **Budget Amendment #5- Remove TIF II Budgeted Revenues and Expenditures**

Revenues	TIF II Fund	Capital Project Fund
Interest	(\$120,000)	-
Remove Transfer In from Capital Project Fund	-	(3,148,175)
Release of Fund Balance	(3,158,175)	-
Total Revenues	(3,278,175)	(3,148,175)

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

Expenditures	TIF II Fund	Capital Project Fund
Remove Capital Acquisitions	(\$130,000)	-
Remove TIF II Capital Projects	-	(3,148,175)
Remove Transfers to Capital Project Fund	(3,148,175)	-
Total Expenditures	(3,278,175)	(3,148,175)

Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

- **Budget Amendment #6- Fund Additional Amount for Duke Street Project**

Revenues	ARPA Fund	Capital Project Fund	General Fund
Release of General Fund Committed Fund Balance for Redevelopment	-	-	\$280,031
BJWSA Act 36 Funds	-	428,441	-
Additional Transfers In from General Fund	-	280,031	-
Additional Transfers In from ARPA Fund	-	318,960	-
Release of Fund Balance	318,960		
Total Revenues	318,960	1,027,432	280,031

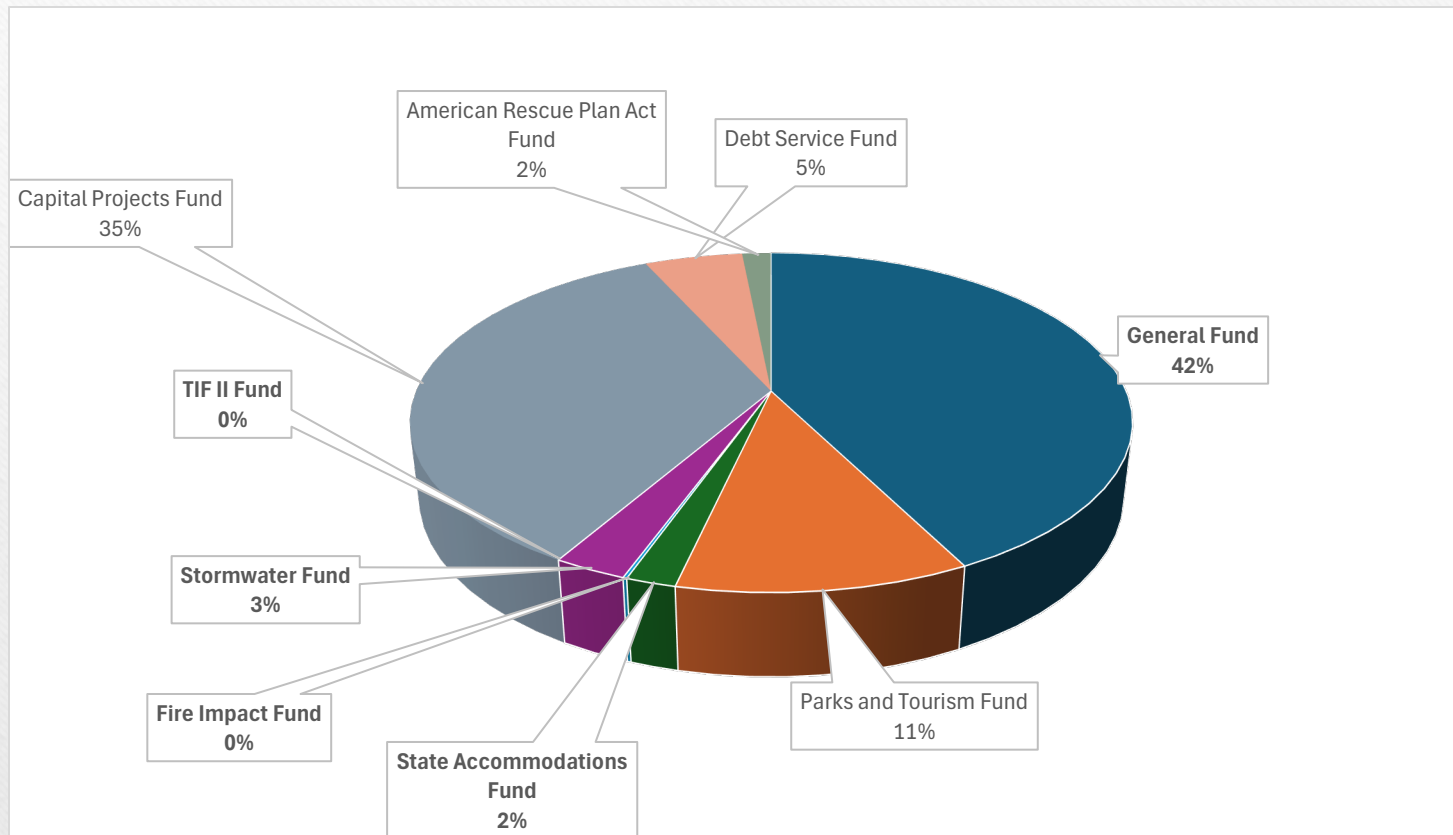
Agreed Upon Amendments Incorporated in Fiscal Year 2027 Budget

Expenditures	ARPA Fund	Capital Project Fund	General Fund
Additional Amount for Duke Street Construction	-	764,432	-
Additional Amount for Duke Street CEI (Construction Engineering and Inspection)	-	263,000	-
Additional Transfers to Capital Project Fund	318,960	-	280,031
Total Expenditures	318,960	1,027,432	280,031

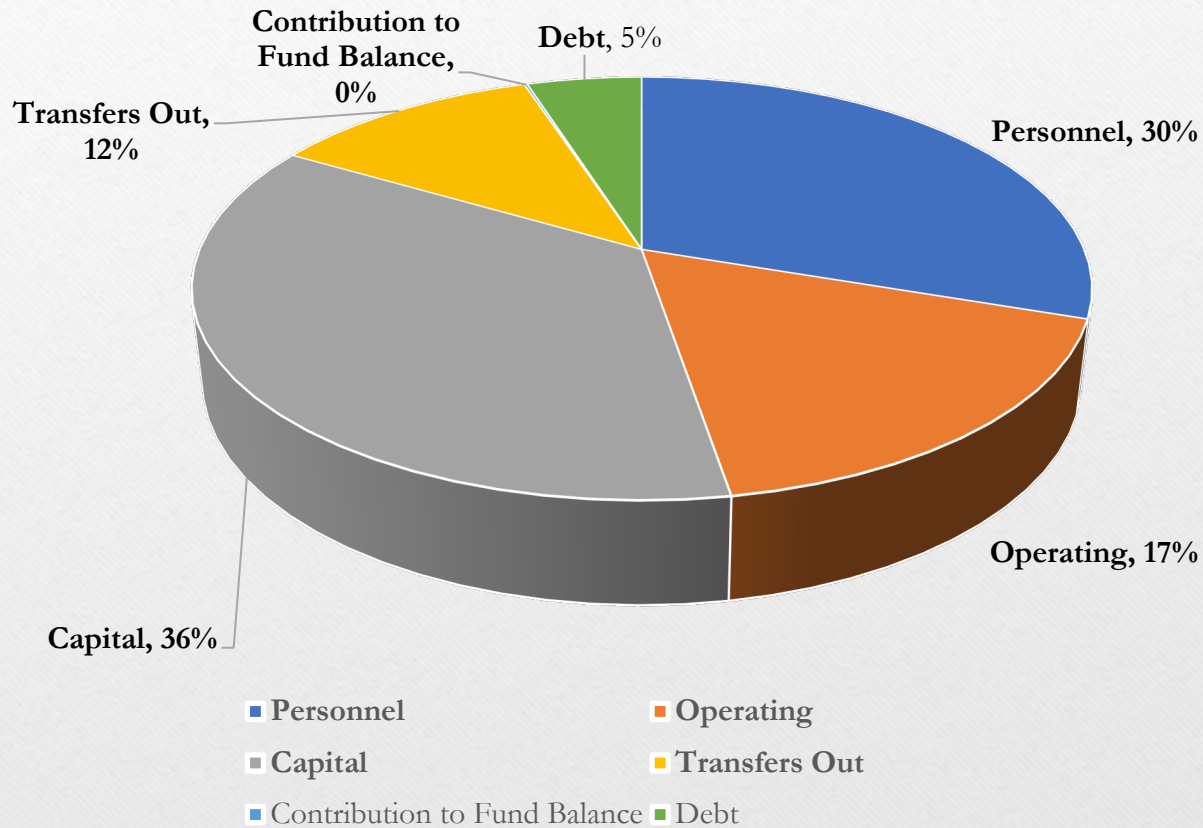
Consolidated FY 2027 Recommended Budget after First Reading and Budget Amendments Discussed at the Work Session on May 26th

	General Fund	ARPA Fund	Parks & Tourism Fund	Stormwater Fund	State Accommodations Fund	Fire Impact Fund	Debt Service Fund	Capital Projects Fund	Total
Revenues									
Revenues	\$ 27,716,956	\$ 20,000	\$ 5,214,000	\$ 1,395,000	\$ 880,000	\$ 105,000	\$ 1,650,303	\$ 19,554,231	\$ 56,535,490
Transfers In	66,250	-	-	-	-	-	2,021,014	4,892,388	6,979,652
Release of Committed Fund Balance- Vehicles and Equipment	460,152	-	-	-	-	-	-	-	460,152
Release of Committed Fund Balance- Redevelopment	655,031	-	-	-	-	-	-	-	655,031
Release of Committed Fund Balance- Capital Projects	800,000	1,013,180	1,511,447	473,091	439,639	-	-	-	4,237,357
Release of Fund Balance	114,829	54,256	1,039,617	88,780	8,846	-	-	-	1,306,328
Total Revenues	<u>29,813,218</u>	<u>1,087,436</u>	<u>7,765,064</u>	<u>1,956,871</u>	<u>1,328,485</u>	<u>105,000</u>	<u>3,671,317</u>	<u>24,446,619</u>	<u>70,174,010</u>
Expenditures									
Salaries	12,740,576	53,040	2,275,014	466,161	25,318	-	-	-	15,560,110
Benefits	5,098,365	21,216	944,340	233,045	9,491	-	-	-	6,306,456
Operating	9,566,853	-	1,918,312	246,974	776,843	-	-	-	12,508,981
Capital	460,152	-	146,431	42,000	10,945	-	-	24,446,619	25,106,146
Debt	-	-	-	-	-	-	3,617,954	-	3,617,954
Transfers Out	1,947,271	1,013,180	2,480,968	968,691	505,889	63,654	-	-	6,979,652
Contribution to Fund Balance	-	-	-	-	-	41,346	53,363	-	94,709
Total Expenditures	<u>29,813,218</u>	<u>1,087,436</u>	<u>7,765,064</u>	<u>1,956,871</u>	<u>1,328,485</u>	<u>105,000</u>	<u>3,671,317</u>	<u>24,446,619</u>	<u>70,174,010</u>
Net (Deficit) Surplus	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (0)</u>

FY 27 Projected Revenue Sources

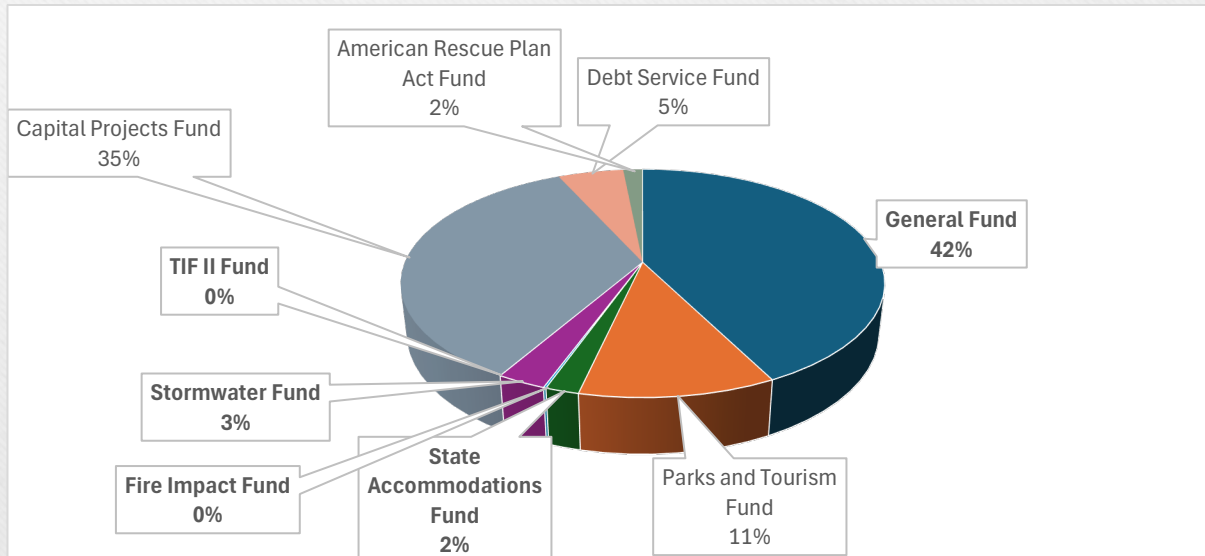


FY 27 Projected Expenses



Consolidated Revenue Budget Summary

		FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	Change from Prior Year Original Budget	% Change
	FY 2025 Actual					
General Fund	\$ 27,472,570	\$ 28,775,971	\$ 30,275,971	\$ 29,813,218	\$ 1,037,247	3.4%
Parks and Tourism Fund	5,719,730	8,933,821	8,933,821	7,765,064	(1,168,757)	-13.1%
State Accommodations Fund	1,020,433	1,539,669	1,639,669	1,328,485	(211,184)	-12.9%
Fire Impact Fund	299,242	205,000	205,000	105,000	(100,000)	-48.8%
Stormwater Fund	1,395,716	1,801,407	1,903,199	1,956,871	155,464	8.2%
TIF II Fund	171,067	1,840,000	1,995,361	0	(1,840,000)	-92.2%
Capital Projects Fund	7,838,319	28,449,471	28,865,471	24,446,619	(4,002,852)	-13.9%
Debt Service Fund	-	-	-	3,671,317	3,671,317	100.0%
American Rescue Plan Act Fund	2,696,473	1,586,698	1,597,059	1,087,436	(499,262)	-31.3%
	<u>\$ 46,613,550</u>	<u>\$ 73,132,037</u>	<u>\$ 75,415,551</u>	<u>\$ 70,174,010</u>	<u>\$ (2,958,027)</u>	<u>-3.9%</u>



FY 2027 Consolidated Revenue Budget Highlights

- The recommended millage rate remains flat at 73.9 mils for General Fund property taxes.
- A new annual short term rental fee of \$1,000 will generate an estimated \$269,000 in revenue.

Consolidated Expenditure Budget Summary

	<u>FY 2025 Actual</u>	<u>FY 2026 Original Budget</u>	<u>FY 2026 Revised Budget</u>	<u>FY 2027 Recommended Budget</u>	<u>\$ Change from Prior Year Original Budget</u>	<u>% Change</u>
General Fund						
Salaries	\$ 10,508,108	\$ 11,232,170	\$ 11,799,136	\$ 12,740,576	\$ 1,508,406	13.43%
Benefits	4,232,926	4,659,415	4,830,918	5,098,365	438,950	9.42%
Operations	8,006,609	8,859,976	8,885,895	9,566,853	706,877	7.98%
Capital	368,636	1,593,162	1,899,854	460,152	(1,133,010)	-71.12%
Debt	1,990,148	2,056,248	2,056,248	-	(2,056,248)	-100.00%
Transfers out	-	375,000	375,000	1,947,271	1,572,271	100.00%
Total General Fund	<u>\$ 25,106,428</u>	<u>\$ 28,775,971</u>	<u>\$ 29,847,051</u>	<u>\$ 29,813,217</u>	<u>\$ 1,037,246</u>	<u>3.48%</u>
Parks and Tourism Fund						
Salaries	\$ 1,746,163	\$ 2,082,992	\$ 2,172,280	\$ 2,275,014	\$ 192,023	9.22%
Benefits	694,559	887,880	912,596	944,340	56,459	6.36%
Operations	1,702,615	2,086,968	2,132,490	1,918,312	(168,656)	-8.08%
Capital	224,634	345,300	368,068	146,431	(198,870)	-57.59%
Debt	969,601	969,496	969,496	-	(969,496)	-100.00%
Transfers out	3,439,758	2,561,185	2,561,185	2,480,968	(80,217)	-3.13%
Total Parks and Tourism Fund	<u>\$ 8,777,330</u>	<u>\$ 8,933,821</u>	<u>\$ 9,116,115</u>	<u>\$ 7,765,064</u>	<u>\$ (1,168,757)</u>	<u>-12.82%</u>
Stormwater Fund						
Salaries	\$ 384,248	\$ 466,621	\$ 492,603	\$ 466,161	\$ (459)	-0.10%
Benefits	160,421	200,336	207,146	233,045	32,709	16.33%
Operations	189,003	217,490	217,490	246,974	29,484	13.56%
Capital	-	-	-	42,000	42,000	100.00%
Debt	515,755	518,900	518,900	-	(518,900)	-100.00%
Transfers out	728,271	398,061	467,061	968,691	570,630	143.35%
Total Stormwater Fund	<u>\$ 1,977,697</u>	<u>\$ 1,801,407</u>	<u>\$ 1,903,199</u>	<u>\$ 1,956,871</u>	<u>\$ 155,464</u>	<u>8.17%</u>

Consolidated Expenditure Budget Summary (Cont'd)

	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	\$ Change from Prior Year Original Budget	% Change
State Accommodations Fund						
Salaries	\$ 16,728	\$ 18,366	\$ 18,366	\$ 25,318	\$ 6,952	37.85%
Benefits	6,752	7,363	7,363	9,491	2,128	28.90%
Operations	713,722	1,044,150	1,044,150	776,843	(267,307)	-25.60%
Capital	-	31,567	31,567.26	10,945	(20,623)	100.00%
Transfers out	92,515	438,223	538,223	505,889	67,666	15.44%
Total State Accommodations Fund	\$ 829,717	\$ 1,539,669	\$ 1,639,669	\$ 1,328,485	\$ (211,184)	-12.88%
Fire Impact Fund						
Debt	\$ 63,654	\$ -	\$ -	\$ -	-	0.00%
Transfers out	-	-	-	63,654	63,654	100.00%
Contribution to Fund Balance	-	205,000	205,000	41,346	(163,654)	-79.83%
Total Fire Impact Fund	\$ 63,654	\$ 205,000	\$ 205,000	\$ 105,000	\$ (100,000)	-48.78%
TIF II Fund						
Operations	\$ 20,000	\$ -	\$ -	\$ -	\$ -	0.00%
Capital	26,814	740,000	795,361	-	(740,000)	-100.00%
Transfers out	-	1,100,000	1,200,000	-	(1,100,000)	-100.00%
Total TIF II Fund	\$ 46,814	\$ 1,840,000	\$ 1,995,361	\$ -	\$ (1,840,000)	-100.00%
ARPA Fund						
Salaries	\$ 67,500	\$ 94,500	\$ 97,972	\$ 53,040	\$ (41,460)	-43.87%
Benefits	27,974	39,371	40,281	21,216	(18,156)	-46.11%
Operations	193,473	100,000	100,000	-	(100,000)	-100.00%
Capital	462,929	-	5,978	-	-	0.00%
Transfers out	1,749,285	1,352,827	1,352,827	1,013,180	(339,647)	-25.11%
Total ARPA Fund	\$ 2,501,162	\$ 1,586,698	\$ 1,597,059	\$ 1,087,436	\$ (499,263)	-31.26%
Debt Service Fund						
Debt	\$ -	\$ -	\$ -	\$ 3,617,954	\$ 3,617,954	100.00%
Contribution to Fund Balance	-	-	-	53,363	53,363	100.00%
Total Debt Service Fund	\$ -	\$ -	\$ -	\$ 3,671,317	\$ 3,671,317	100.00%
Capital Projects Fund						
Capital	\$ 7,341,782	\$ 28,449,471	\$ 28,865,471	\$ 24,446,619	\$ (4,002,852)	-14.07%
Total Capital Projects Fund	\$ 7,341,782	\$ 28,449,471	\$ 28,865,471	\$ 24,446,619	\$ (4,002,852)	-14.07%
Total All Funds	\$ 46,644,583	\$ 73,132,038	\$ 75,168,925	\$ 70,174,010	\$ (2,958,029)	-4.04%

FY 2027 Consolidated Expenditure Budget Highlights

Salaries and Benefits

- There are 2 new positions (2 Patrolman III in Police Department) included in the FY 2027 Recommended Budget.
- The budget includes a 2% COLA increase and merit increase up to 2.0% based on annual performance evaluation.
- Increase of 3% in Health insurance premiums absorbed by the City.
- Includes employee retention programs.
- Overall increase in salaries & benefits of \$1,208,887 or 7.2%.

Operations

- Overall operations is \$12,644,580 across the funds of the City
 - General Fund increased 8.9%; Parks & Tourism decreased 7.1%; State Accommodations Tax decreased 27.5%.
 - More detail of these changes are explained in the Fund section.

Capital

- The Capital replacement program is funded with resources partially coming from Committed Fund Balances held in reserve for General Fund purchases.

Debt

- Includes debt payments required for FY 2027 on general obligation bonds, revenue bonds, and capital leases in newly established debt service fund. The new fire truck capital lease debt payment starts in FY27.

General Fund

The General Fund is the main operating fund of the City. The primary sources of revenue are property taxes, licenses & permit revenues, franchise fees, intergovernmental revenues and general charges for services.

The General Fund accounts for the activity of the City Council, City Manager, Finance & Information Technology, Human Resources, Municipal Court, Community & Economic Development & Building Inspections, Police, Fire, and Public Works.

BUDGET SUMMARY - REVENUES

	FY 2025	FY 2026 Original	FY 2026 Revised	FY 2027	Increase (Decrease) from
	Actual	Budget	Budget	Recommended	Prior Year
				Budget	Original Budget
Property Taxes	\$10,309,148	\$ 9,969,172	\$ 9,969,172	\$ 9,897,161	\$ (72,011)
Licenses	6,621,489	7,000,000	7,000,000	6,869,000	(131,000)
Permits	1,156,268	817,000	817,000	618,000	(199,000)
Charges for Services	1,584,867	1,720,245	1,720,245	2,278,075	557,830
Franchise Fees	2,407,025	2,384,440	2,384,440	2,596,160	211,720
Intergovernmental	4,298,536	4,230,180	5,730,180	4,627,560	397,380
Fines & Forfeitures	80,238	67,000	67,000	70,000	3,000
Interest	821,472	600,000	600,000	700,000	100,000
Miscellaneous	120,887	60,000	60,000	61,000	1,000
Transfers In	72,640	69,584	69,584	66,250	(3,334)
Issuance of Capital Lease	-	833,472	833,472	-	(833,472)
Release of Committed Fund Balance- Vehicles and Equipment	-	544,327	544,327	460,152	(84,175)
Release of Committed Fund Balance- Redevelopment	-	375,000	375,000	655,031	280,031
Release of Committed Fund Balance- Capital Projects	-			800,000	
Release of Fund Balance	-	105,551	105,551	114,829	9,278
Total Revenues	<u>\$27,472,570</u>	<u>\$ 28,775,971</u>	<u>\$ 30,275,971</u>	<u>\$ 29,813,218</u>	<u>\$ 237,247</u>

Property Taxes

		FY 2026 Original	FY 2026 Revised	FY 2027 Recommended
	FY 2025 Actual	Budget	Budget	Budget
Current Property Taxes	\$ 7,376,317	\$ 7,450,043	\$ 7,450,043	\$ 8,846,622
Property Taxes - Debt Mil	1,774,965	1,611,897	1,611,897	-
Delinquent Property Tax	335,379	232,147	232,147	257,955
Penalties & Interest	60,320	36,203	36,203	41,027
Vehicle Property Taxes	493,566	383,882	383,882	490,231
Homestead Exemption	211,326	202,000	202,000	211,326
Motor Carrier	17,629	14,000	14,000	17,000
Payment in Lieu	39,646	39,000	39,000	33,000
Total Property Taxes	<u>\$ 10,309,148</u>	<u>\$ 9,969,172</u>	<u>\$ 9,969,172</u>	<u>\$ 9,897,161</u>
Taxable Assessed Value ¹	\$ 126,453,357	\$ 131,884,905	\$ 131,884,905	\$ 153,274,251
Value of Mil	\$ 126,453	\$ 131,885	\$ 131,885	\$ 153,274

¹ TY 2026 estimated taxable assessed value presented in FY 2027 Recommended budget is estimated based on historical and known growth.

Property Taxes

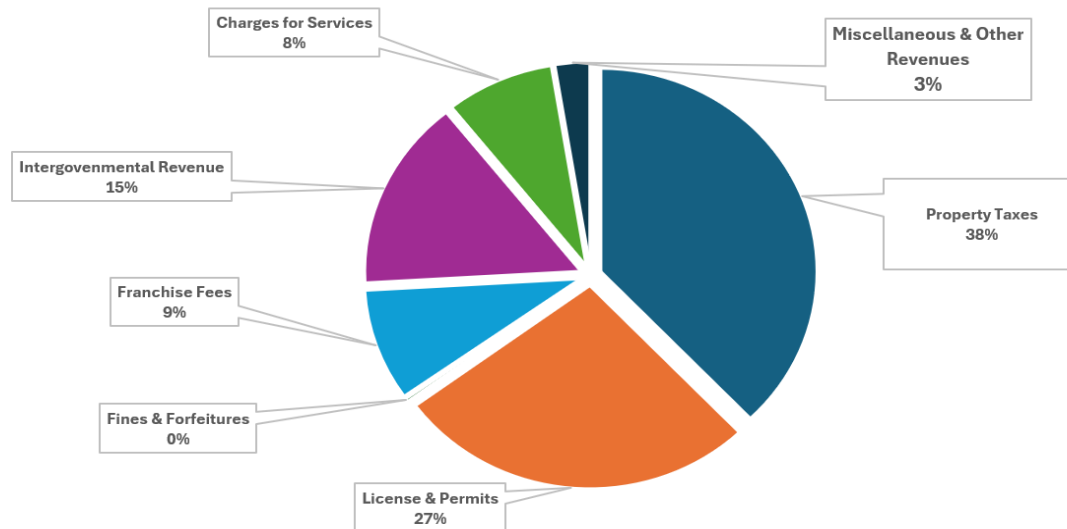
- Represents the largest revenue source of the City, or approximately 34.2% of the total revenues.
- Taxable assessed value of real property for tax year 2026 is estimated to be \$131,754,359, a 16.6% growth over the actual ending values for tax year 2025.
- Taxable assessed value of personal property is estimated for tax year 2026 to be \$13,207,502, a 8.8% growth over the actual ending values for tax year 2025.
- Vehicle taxable assessed value is estimated for tax year 2026 of \$8,312,390, a 21.9% increase over tax year 2025.
- Total Taxable Assessed Value is estimated at \$153,274,251, an overall increased of \$21,389,346 from FY 2026.
- The millage cap is 2.63% based on CPI. The recommended budget includes the operating and debt millage as follows for:
 - The operating mil was 59.3 in FY26. The City's millage cap (2.5%) is applied to for FY 2027 Operating Mil is 60.8. An increase in property tax operating millage of 1.5 mils.
 - Debt mil is decreased from 12.6 mils in FY 2026 to 11.1 mils, for a total of 1.5 mil and sufficient to cover the debt service payments.
 - Recommend maintaining the 2 reserve mil and include in operating mil to continue to fund for aging infrastructure.
 - Total recommended millage rate of 73.9 mils remains the same to the overall millage.

Other Significant Revenues

- Business Licenses anticipated to decrease by \$400,000 due to gross revenue on large developments were recognized in previous years and brokers tax, insurance tax, and telecommunications tax collections administered through MASC were lower than expected. The license line item also includes a \$1,000 annual short-term rental license fee for anticipated revenues of \$269,000.
- Building Permits project \$199,000 decrease in one-time building permits as large developments were recognized in previous years.

BUDGET SUMMARY - EXPENDITURES

	General Fund				
	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended	Change from Prior Year Revised Budget
Salaries	\$ 10,508,108	\$ 11,232,170	\$ 11,799,136	\$ 12,740,576	\$ 941,440
Benefits	4,232,926	4,659,415	4,830,918	5,098,365	267,447
Operations	8,006,609	8,859,976	8,885,895	9,566,854	680,959
Capital	368,636	1,593,162	1,899,854	460,152	(1,439,702)
Debt	1,990,148	2,056,248	2,056,248	-	(2,056,248)
Transfers Out	-	375,000	375,000	1,947,271	1,572,271
Total Expenditures	\$ 25,106,428	\$ 28,775,971	\$ 29,847,051	\$ 29,813,218	\$ (33,833)



General Fund
expenditures
are supported
by

General Fund Budget By Department

	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	\$ Change from Prior Year Revised Budget	% Change
<u>Non Departmental</u>						
Operations	\$ 779,567	\$ 815,171	\$ 815,171	\$ 1,110,977	\$ 295,806	36.29%
Transfers Out	-	375,000	375,000	1,947,271	1,572,271	419.27%
Total NonDepartmental	\$ 779,567	\$ 1,190,171	\$ 1,190,171	\$ 3,058,247	\$ 1,868,076	156.96%
<u>City Council</u>						
Salaries	\$ 67,340	\$ 67,550	\$ 67,550	\$ 67,550	\$ (0)	0.00%
Benefits	24,052	24,699	24,699	25,089	390	1.58%
Operations	306,215	226,000	226,000	324,500	98,500	43.58%
Total City Council	\$ 397,608	\$ 318,249	\$ 318,249	\$ 417,139	\$ 98,890	31.07%
<u>City Manager</u>						
Salaries	\$ 560,656	\$ 621,586	\$ 625,058	\$ 738,387	\$ 113,329	18.23%
Benefits	178,694	201,548	202,458	242,746	40,288	19.99%
Operations	137,579	183,711	183,711	217,134	33,424	18.19%
Total City Manager	\$ 876,929	\$ 1,006,844	\$ 1,011,226	\$ 1,198,267	\$ 187,041	18.50%
<u>Finance</u>						
Salaries	\$ 565,673	\$ 628,631	\$ 634,766	\$ 653,456	\$ 18,690	2.97%
Benefits	206,188	235,761	237,368	242,330	4,961	2.10%
Operations	218,588	239,162	241,525	245,974	4,449	1.86%
Total Finance	\$ 990,449	\$ 1,103,554	\$ 1,113,660	\$ 1,141,761	\$ 28,101	2.52%
<u>Information Technology</u>						
Operations	\$ 862,730	\$ 929,137	\$ 935,837	\$ 902,165	\$ (33,672)	-3.62%
Capital Outlay	117,526	10,000	12,510	142,500	129,990	1299.90%
Total Information Technology	\$ 980,256	\$ 939,137	\$ 948,348	\$ 1,044,665	\$ 96,318	⁴⁰ 10.16%

General Fund Budget By Department (cont'd)

	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	\$ Change from Prior Year Revised Budget	% Change
<u>Human Resources</u>						
Salaries	\$ 239,630	\$ 255,804	\$ 260,074	\$ 250,367	\$ (9,706)	-3.79%
Benefits	88,450	101,802	102,921	100,499	(2,422)	-2.38%
Operations	207,200	156,999	156,999	149,159	(7,840)	-4.99%
Total Human Resources	\$ 535,280	\$ 514,604	\$ 519,993	\$ 500,025	\$ (19,969)	-3.84%
<u>Municipal Court</u>						
Salaries	\$ 256,392	\$ 302,855	\$ 315,048	\$ 310,138	\$ (4,909)	-1.62%
Benefits	98,854	138,143	141,339	108,297	(33,041)	-23.92%
Operations	199,830	249,914	264,724	225,841	(38,883)	-15.56%
Total Municipal Court	\$ 555,076	\$ 690,911	\$ 721,110	\$ 644,276	\$ (76,834)	-10.65%
<u>Community Development</u>						
Salaries	\$ 685,122	\$ 732,239	\$ 737,856	\$ 702,785	\$ (35,071)	-4.79%
Benefits	250,797	284,706	286,177	262,868	(23,309)	-8.19%
Operations	369,369	339,225	360,039	354,379	(5,659)	-1.67%
Total Community Development	\$ 1,305,289	\$ 1,356,171	\$ 1,384,072	\$ 1,320,033	\$ (64,039)	-4.63%
<u>Police</u>						
Salaries	\$ 3,377,566	\$ 3,701,614	\$ 3,848,704	\$ 4,547,905	\$ 699,200	18.89%
Benefits	1,444,585	1,590,881	1,633,375	1,861,255	227,881	14.32%
Operations	1,431,144	1,724,167	1,724,167	1,975,302	251,135	14.57%
Capital Outlay	174,290	139,100	175,440	160,652	(14,787)	-10.63%
Total Police	\$ 6,427,585	\$ 7,155,762	\$ 7,381,685	\$ 8,545,114	\$ 1,163,429⁴¹	15.76%

General Fund Budget By Department (cont'd)

	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised	FY 2027 Recommended Budget	\$ Change from Prior Year Revised Budget	% Change
<u>Fire</u>						
Salaries	\$ 4,382,980	\$ 4,515,014	\$ 4,855,202	\$ 5,041,914	\$ 186,712	4.14%
Benefits	1,773,594	1,892,848	1,991,128	2,063,946	72,818	3.85%
Operations	760,722	861,253	861,253	916,023	54,769	6.36%
Capital Outlay	-	1,219,062	1,219,062	48,000	(1,171,062)	100.00%
Debt	144,796	208,450	208,450	-	(208,450)	-100.00%
Total Fire	\$ 7,062,092	\$ 8,696,627	\$ 9,135,095	\$ 8,069,882	\$ (1,065,212)	-11.66%
<u>Public Works</u>						
Salaries	\$ 372,748	\$ 406,877	\$ 454,878	\$ 428,074	\$ (26,804)	-6.59%
Benefits	167,711	189,028	211,454	191,335	(20,119)	-10.64%
Operations	2,733,665	3,135,237	3,116,470	3,145,400	28,930	0.92%
Capital Outlay	76,819	225,000	492,842	109,000	(383,842)	-170.60%
Total Public Works	\$ 3,350,944	\$ 3,956,142	\$ 4,275,642	\$ 3,873,808	\$ (401,835)	-9.40%
<u>General Obligation Debt</u>						
Principal	\$ 1,541,915	\$ 1,604,230	\$ 1,604,230	\$ -	\$ (1,604,230)	-100.00%
Interest	303,438	243,568	243,568	-	(243,568)	0.00%
Total General Obligation Debt	\$ 1,845,353	\$ 1,847,799	\$ 1,847,799	\$ -	\$ (1,847,799)	-100.00%
Total General Fund Expenditures	\$25,106,428	\$ 28,775,971	\$ 29,847,051	\$ 29,813,218	\$ (33,833)	-0.12%

GENERAL FUND EXPENDITURE SUMMARY

- Salaries in the general fund increased \$941,440 which is primarily a 2% COLA increase, inclusion of up to a 2% merit increase for each department to support performance evaluations of personnel, two new full-time positions for patrolman III positions partially funded by COPS Hiring Grant.
- Benefits in the general fund increased \$267,447 which is primarily a result of a 3% increase in health insurance and changes to benefit selections of personnel.
- Operations increased by \$706,878 or 9.2% and are highlighted as follows:
 - Police Department increased \$160,844 for 7 replacement police vehicles and 3 new police vehicles through City's lease program.
- Capital equipment totaling \$365,352 includes the following:
 - Police Department Weapons- \$113,670
 - Police Department Drug Spectrometer- \$36,982
 - Fire Department Self Contained Breathing Apparatus (SCBA)- \$48,000
 - Public Works Street Light Upgrades- \$75,000

Parks & Tourism Fund

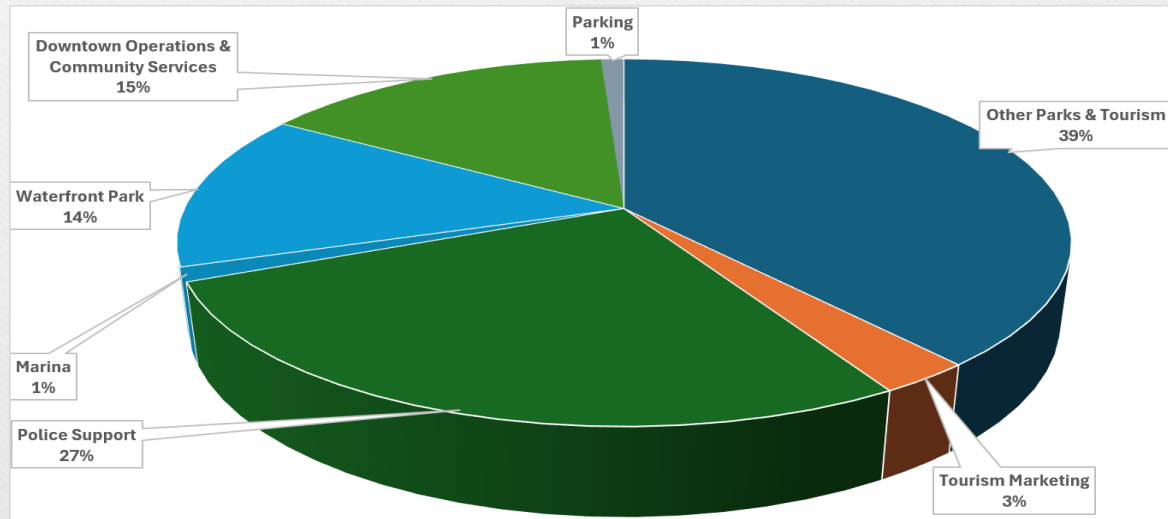
Established to account for the revenues and expenditure activities of the City that are dedicated toward support of tourism related activities, tourism development and the facilities that support those activities.

The Parks & Tourism Fund accounts for the activity of the Parks Department, Police activity in support of Parks and Tourism, Marina operations, Waterfront Park operations, Parking operations, and Downtown operations.

BUDGET SUMMARY – REVENUES- PARKS AND TOURISM FUND

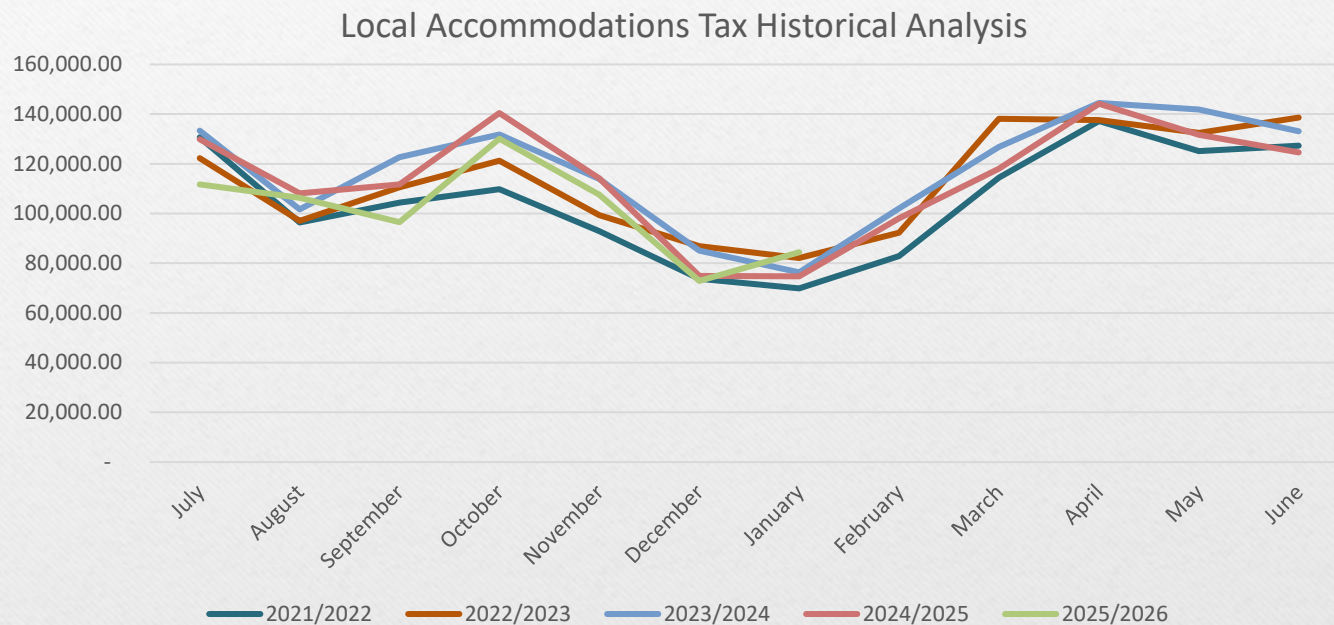
	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	Increase (Decrease) from Prior Year Original Budget
Hospitality Tax	\$ 3,021,247	\$ 3,000,000	\$ 3,000,000	\$ 3,100,000	\$ 100,000
Accommodations Tax	1,383,893	1,375,000	1,375,000	1,275,000	(100,000)
Other Fees	80,550	70,000	70,000	70,000	-
Charges for Services	660,693	717,500	717,500	569,000	(148,500)
Interest	376,008	350,000	350,000	200,000	(150,000)
Release of Committed Fund Balance- Capital Projects	-	2,561,185	2,561,185	1,511,447	(1,049,738)
Release of Fund Balance	-	860,136	860,136	1,039,617	179,481
Total Revenues	\$ 5,522,391	\$ 8,933,821	\$ 8,933,821	\$ 7,765,064	\$ (1,168,757)

Expenditures supported by Local Hospitality and Local Accommodations



Local Hospitality and Local Accommodations

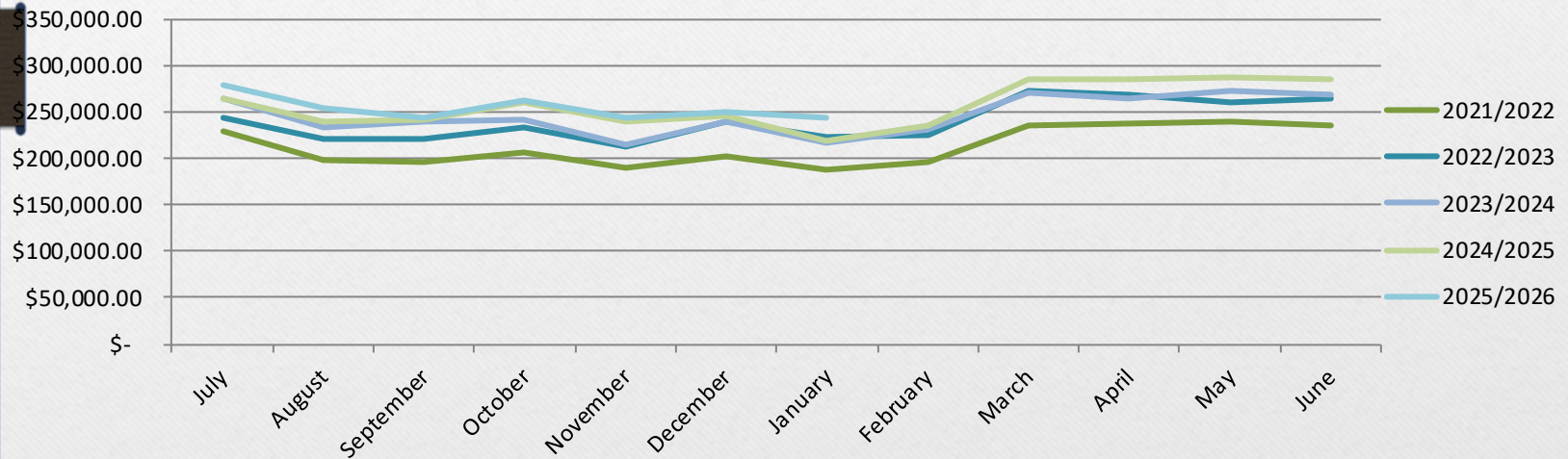
- The two largest revenue contributors to the Parks & Tourism Fund are the Local Hospitality and Local Accommodations taxes.



Local Hospitality and Local Accommodations (Cont'd)

- The City anticipates 3% growth in hospitality and 7% decrease in accommodations revenues in FY27.

Local Hospitality Tax Historical Analysis



BUDGET SUMMARY – EXPENDITURES- PARKS AND TOURISM FUND

			FY 2026	FY 2027	Increase (Decrease) from Prior
	FY 2025 Actual	FY 2026 Original Budget	Revised Budget	Recommended Budget	Year Original Budget
<u>Public Works Parks Department</u>					
Salaries	\$ 546,959	\$ 698,612	\$ 724,594	\$ 762,950	\$ 64,338
Benefits	213,318	316,136	322,946	335,388	19,253
Operations	408,848	663,827	670,545	561,534	(102,293)
Debt	660,503	660,399	660,399	-	(660,399)
Capital	151,951	125,000	141,790	59,000	(66,000)
Total Public Works Parks Department	\$ 1,981,579	\$ 2,463,974	\$ 2,520,272	\$ 1,718,873	\$ (745,101)
<u>Police Support</u>					
Salaries	\$ 943,973	\$ 1,109,428	\$ 1,158,458	\$ 1,207,679	\$ 98,251
Benefits	398,114	472,045	486,210	515,187	43,142
Operations	31,761	34,937	34,937	41,807	6,870
Capital	37,355	115,500	121,478	10,945	(104,556)
Total Police Support	\$ 1,411,202	\$ 1,731,909	\$ 1,801,083	\$ 1,775,617	\$ 43,708
<u>Tourism Marketing</u>					
Operations	\$ 180,961	\$ 183,000	\$ 183,000	\$ 189,100	\$ 6,100
Total Tourism Marketing	\$ 180,961	\$ 183,000	\$ 183,000	\$ 189,100	\$ 6,100
<u>Marina</u>					
Operations	\$ 118,658	\$ 79,432	\$ 118,237	\$ 35,150	\$ (44,282)
Total Marina	\$ 118,658	\$ 79,432	\$ 118,237	\$ 35,150	\$ (44,282)
<u>Waterfront Park</u>					
Operations	\$ 499,314	\$ 546,207	\$ 546,207	\$ 524,041	\$ (22,167)
Capital	19,079	24,800	24,800	48,000	23,200
Debt	309,098	309,098	309,098	-	(309,098)
Total Waterfront Park	\$ 827,491	\$ 880,105	\$ 880,105	\$ 572,041	\$ (308,065)

Tourism Marketing includes allocations of Local Hospitality Fees of \$155,000 (5%) for the CVB and \$34,100 (1.1%) for designated hospitality association.

BUDGET SUMMARY – EXPENDITURES- PARKS AND TOURISM FUND (CONT'D)

				FY 2027	Increase (Decrease) from Prior Year
	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	Recommended Budget	Original Budget
<u>Other Downtown Operations</u>					
Salaries	\$ 255,232	\$ 274,952	\$ 289,228	\$ 304,385	\$ 29,434
Benefits	83,127	99,700	103,441	93,764	(5,935)
Operations	458,490	541,264	541,264	527,980	(13,284)
Capital	-	55,000	55,000	-	(55,000)
Total Other Downtown Operations	\$ 796,848	\$ 970,915	\$ 988,932	\$ 926,129	\$ (44,786)
<u>Parking</u>					
Operations	\$ 4,583	\$ 38,300	\$ 38,300	\$ 38,700	\$ 400
Capital	16,250	25,000	25,000	28,486	3,486
Total Parking	\$ 20,833	\$ 63,300	\$ 63,300	\$ 67,186	\$ 3,886
Total Expenditures	5,337,572	6,372,636	6,554,930	5,284,096	(1,088,540)
Transfers Out	3,439,758	2,561,185	2,561,185	2,480,968	\$ (80,217)
	3,439,758	2,561,185	2,561,185	2,480,968	(80,217)
Total Expenditures and other financing uses	\$ 8,777,330	\$ 8,933,821	\$ 9,116,115	\$ 7,765,064	\$ (1,168,757)

STORMWATER FUND



- Stormwater division of Public Works focuses on the stormwater issues facing our City.
- This fund accounts for the collections of Stormwater Utility fees and the associated costs of maintaining the City's Stormwater Management activities.
- Much of the long-term stormwater projects are reported in the Capital Projects Fund. Day to day operations and short-term projects, expected to be completed within the fiscal year, are reported in the Stormwater fund.

BUDGET SUMMARY- STORMWATER FUND

		FY 2026 Original	FY 2026 Revised	FY 2027	Increase
		Budget	Budget	Recommended	(Decrease) from
	FY 2025 Actual			Budget	Prior Year
Revenues					Original Budget
Stormwater Utility Fees	\$ 1,360,751	\$ 1,375,000	\$ 1,375,000	\$ 1,375,000	\$ -
Interest	34,964	28,346	28,346	20,000	(8,346)
Release of Fund Balance	-	-	32,792	88,780	88,780
Release of Committed Fund Balance- Capital Projects	728,271	398,061	467,061	473,091	75,030
Total Revenues	2,123,987	1,801,407	1,903,199	1,956,871	155,464
Expenditures					
Salaries	384,248	466,621	492,603	466,161	(459)
Benefits	160,421	200,336	207,146	233,045	32,709
Operations	189,003	217,490	217,490	246,974	29,484
Debt	515,755	518,900	518,900	-	(518,900)
Capital	-	-	-	42,000	42,000
Transfers out	728,271	398,061	467,061	968,691	570,630
Total Expenditures	1,977,697	1,801,407	1,903,199	1,956,871	155,464
Net (Deficit) Surplus	\$ 146,290	\$ (0)	\$ (0)	\$ (0)	\$ (0)

Budget Highlights:

- The rate for Stormwater utility fees remain the same.
- Transfers out of Stormwater to Debt Service for \$495,600 for Stormwater Bond payment
- Transfers out of Stormwater Bond monies to Capital Projects Fund for the following projects:
 - Bayard Street Drainage- \$419,091
 - Pigeon Point Drainage Study- \$54,000



FIRE IMPACT FUND

This fund accounts for the fire impact fees collected on new development beginning January 1, 2021. Use of these funds is restricted by City Ordinance for Capital Improvements related Fire services.

BUDGET SUMMARY- FIRE IMPACT FUND

					Increase (Decrease) from Prior Year
	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	Original Budget
Revenues					
Fire Impact Fees	\$ 299,242	\$ 200,000	\$ 200,000	\$ 100,000	\$ (100,000)
Interest	-	5,000	5,000	5,000	-
Total Revenues	299,242	205,000	205,000	105,000	(100,000)
Expenditures					
Debt	63,654	-	-	-	-
Transfers out	-	-	-	63,654	63,654
Contribution to Fund Balance	-	205,000	205,000	41,346	(163,654)
Total Expenditures	63,654	205,000	205,000	105,000	(100,000)
Net (Deficit) Surplus	\$ 235,589	\$ -	\$ -	\$ -	\$ -

Budget Highlights:

- Fire impact fees are expected to decrease with fewer new residential and commercial developments.
- Transfer out to Debt Service Fund for one City portion of Fire Truck lease payment



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STATE ACCOMMODATIONS TAX FUND

This fund accounts for the 2% State Accommodations sales tax from transient room rentals and the associated expenditures that are restricted to tourist related expenditures as stipulated by State Law.

BUDGET SUMMARY- STATE ACCOMMODATIONS TAX FUND

					Increase (Decrease) from Prior Year
	FY 2025 Actual	FY 2026 Original Budget	FY 2026 Revised Budget	FY 2027 Recommended Budget	Original Budget
Revenues					
State Accommodations Tax	\$ 977,810	\$ 916,667	\$ 916,667	\$ 850,000	\$ (66,667)
Interest	42,623	30,000	30,000	30,000	-
Release of Committed Fund Balance- Capital Projects	-	368,639	468,639	439,639	71,000
Release of Fund Balance	-	224,363	224,363	8,846	(215,517)
Total Revenues	1,020,433	1,539,669	1,639,669	1,328,485	(211,184)
Expenditures					
Salaries	16,728	18,366	18,366	25,318	6,952
Benefits	6,752	7,363	7,363	9,491	2,128
Operations					
Designated Marketing Organization	285,843	267,500	267,500	247,500	(20,000)
Downtown Twilight Hours Initiative	4,025	95,000	95,000	50,000	(45,000)
Tourism Grants to Qualified NPO's	392,580	649,420	649,420	446,146	(203,274)
Affordable Housing Trust	31,274	32,230	32,230	33,197	967
Capital	-	31,567	31,567	10,945	(20,623)
Transfers out	92,515	438,223	538,223	505,889	67,666
Total Expenditures	829,717	1,539,669	1,639,669	1,328,485	(211,184)
Net (Deficit) Surplus	\$ 190,715	\$ (0)	\$ (0)	\$ (0)	\$ (0)

- Release of committed fund balance for capital projects include:
 - Arsenal Walls Rehabilitation Project Phase 1 and 2 for \$239,639
 - Arsenal Windows Project for \$200,000

AMERICAN RESCUE PLAN ACT (ARPA) FUND



The American Rescue Plan Act (ARPA) Fund, a new fund adopted in FY 2022, accounts for the collection of ARPA funds and the related expenditures in accordance with the Federal Treasury Department's guidance.

BUDGET SUMMARY- ARPA FUND

	FY 2025	FY 2026 Original	FY 2026 Revised	FY 2027	Increase (Decrease)
	Actual	Budget	Budget	Recommended Budget	from Prior Year Original
Revenues					
Intergovernmental	\$2,501,162	\$ -	\$ -	\$ -	\$ -
Interest	195,311	133,871	133,871	20,000	(113,871)
Release of Committed Fund Balance- Capital Projects	-	1,352,827	1,352,827	1,013,180	(339,647)
Release of Fund Balance	-	100,000	110,361	54,256	(45,744)
Total Revenues	<u>2,696,473</u>	<u>1,586,698</u>	<u>1,597,059</u>	<u>1,087,436</u>	<u>(499,262)</u>
Expenditures					
Salaries	67,500	94,500	97,972	53,040	(41,460)
Benefits	27,974	39,371	40,281	21,216	(18,156)
Operations	193,473	100,000	100,000	-	(100,000)
Capital	462,929	-	5,978	-	-
Transfers Out	<u>1,749,285</u>	<u>1,352,827</u>	<u>1,352,827</u>	<u>1,013,180</u>	<u>(339,647)</u>
Total Expenditures	<u>2,501,162</u>	<u>1,586,698</u>	<u>1,597,059</u>	<u>1,087,436</u>	<u>(499,262)</u>
Net (Deficit) Surplus	<u>\$ 195,311</u>	<u>\$ (0)</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (0)</u>

The budgeted expenditures are highlighted by the follow items:

- Transfers out to capital projects fund for the following project:
 - Duke Street Streetscape and Drainage Construction- \$1,013,180

DEBT SERVICE FUND



The Debt Service Fund is used to account for the accumulation of resources and payments of general long-term debt principal and interest. The City issues bonds to support the growing capital needs of the City.

BUDGET SUMMARY- DEBT SERVICE FUND

		FY 2027
		Recommended
		Budget
Revenues		
Property Taxes		\$ 1,650,303
Transfers In		2,021,014
	Total Revenues	3,671,317
Expenditures		
Debt		3,617,954
Contribution to Fund Balance		53,363
	Total Expenditures	3,671,317
Net (Deficit) Surplus		\$ -

The budgeted revenues are highlighted by the follow items:

- \$1,650,303 for debt millage revenue previously reported in General Fund
- \$2,021,014 transfers in comprised of the following:
 - \$492,239 from General Fund (3 Fire Truck Lease and Energy Savings Contract Lease)
 - \$63,654 from Fire Impact Fee Fund (City portion of one fire truck lease)
 - \$969,520 from Parks and Tourism Fund (Waterfront Park and Southside/Washington Street Park Revenue Bonds)
 - \$495,600 from Stormwater Fund (Stormwater Bond).

The budgeted expenditures are highlighted by the follow items:

- \$3,617,954 is the City's principal and interest payments on GO Bonds, Limited Obligation Bonds, Revenue Bonds, and capital leases.



Salaries and Benefits – All Funds

Salaries By Department

	<u>FY 2025 Actual</u>	<u>FY 2026 Original Budget</u>	<u>FY 2026 Revised Budget</u>	<u>FY 2027 Recommended Budget</u>	<u>Increase (Decrease) from Prior Year Revised Budget</u>	<u>% Change</u>
<u>General Fund</u>						
City Council	\$ 67,340	\$ 67,550	\$ 67,550	\$ 67,550	\$ (0)	0.00%
City Manager	560,656	621,586	625,058	738,387	113,329	18.23%
Finance	565,673	628,631	634,766	653,456	18,690	2.97%
Human Resources	239,630	255,804	260,074	250,367	(9,706)	-3.79%
Municipal Court	256,392	302,855	315,048	310,138	(4,909)	-1.62%
Community Development	685,122	732,239	737,856	702,785	(35,071)	-4.79%
Police						
Police Staffing	2,867,642	3,125,645	3,272,735	3,927,193	654,458	20.94%
School Resource Officers	417,257	469,805	469,805	510,084	40,279	8.57%
School Crossing Guards	18,998	20,295	20,295	19,922	(373)	-1.84%
Victims Rights	73,669	85,869	85,869	90,705	4,836	5.63%
Beaufort Fire	4,382,980	4,515,014	4,855,202	5,041,914	186,712	4.14%
Public Works						
Administration	211,245	226,209	252,191	252,348	157	0.07%
Streets & Traffic	118,335	136,914	158,933	131,005	(27,928)	-20.40%
Facilities Maintenance	43,168	43,753	43,753	44,721	968	2.21%
Total General Fund Salaries	\$ 10,508,108	\$ 11,232,170	\$ 11,799,136	\$ 12,740,576	\$ 941,440	8.38%
<u>Parks & Tourism Fund</u>						
City Parks	\$ 546,959	\$ 698,612	\$ 724,594	\$ 762,950	\$ 38,356	5.49%
Police Support	943,973	1,109,428	1,158,458	1,207,679	49,221	4.4%
Downtown Operations	255,232	274,952	289,228	304,385	15,158	5.5%
Total Parks & Tourism	\$ 1,746,163	\$ 2,082,992	\$ 2,172,280	\$ 2,275,014	\$ 102,735	4.7%
<u>ARPA Fund</u>						
ARPA	\$ 67,500	\$ 94,500	\$ 97,972	\$ 53,040	\$ (44,932)	-47.5%
<u>Stormwater Fund</u>						
Stormwater Division	\$ 384,248	\$ 466,621	\$ 492,603	\$ 466,161	\$ (26,441)	-5.7%
<u>State Accommodations Fund</u>						
Police Support	\$ 16,728	\$ 18,366	\$ 18,366	\$ 25,318	\$ 6,952	37.9%
Total Salaries	\$ 12,722,747	\$ 13,894,649	\$ 14,580,357	\$ 15,560,110	\$ 979,753	6.7%

Benefits By Department

	<u>FY 2025 Actual</u>	<u>FY 2026 Original Budget</u>	<u>FY 2026 Revised Budget</u>	<u>FY 2027 Recommended Budget</u>	<u>Increase (Decrease) from Prior Year Revised Budget</u>	<u>% Change</u>
<u>General Fund</u>						
City Council	\$ 24,052	\$ 24,699	\$ 24,699	\$ 25,089	\$ 390	1.58%
City Manager	178,694	201,548	202,458	242,746	40,288	19.99%
Finance	206,188	235,761	237,368	242,330	4,961	2.10%
Human Resources	88,450	101,802	102,921	100,499	(2,422)	-2.38%
Municipal Court	98,854	138,143	141,339	108,297	(33,041)	-23.92%
Community Development	250,797	284,706	286,177	262,868	(23,309)	-8.19%
Police						
Police Staffing	1,218,633	1,329,720	1,372,214	1,606,635	234,421	17.63%
School Resource Officers	192,258	223,237	223,237	215,589	(7,648)	-3.43%
School Crossing Guards	3,480	3,763	3,763	3,725	(38)	-1.00%
Victims Rights	30,214	34,161	34,161	35,306	1,145	3.35%
Beaufort Fire	1,773,594	1,892,848	1,991,128	2,063,946	72,818	3.85%
Public Works						
Administration	88,398	103,098	109,908	101,300	(8,607)	-8.35%
Streets & Traffic	54,923	64,862	80,478	62,354	(18,124)	-27.94%
Facilities Maintenance	24,390	21,068	21,068	27,681	6,613	31.39%
Total General Fund Benefits	<u>\$ 4,232,926</u>	<u>\$ 4,659,415</u>	<u>\$ 4,830,918</u>	<u>5,098,365</u>	<u>\$ 267,447</u>	<u>5.54%</u>
<u>Parks & Tourism Fund</u>						
City Parks	\$ 213,318	\$ 316,136	\$ 322,946	\$ 335,388	\$ 12,443	3.9%
Police Support	398,114	472,045	486,210	515,187	28,977	6.1%
Downtown Operations	83,127	99,700	103,441	93,764	(9,676)	-9.7%
Total Parks & Tourism	<u>\$ 694,559</u>	<u>\$ 887,880</u>	<u>\$ 912,596</u>	<u>\$ 944,340</u>	<u>\$ 31,743</u>	<u>3.5%</u>
<u>ARPA Fund</u>						
ARPA	<u>\$ 27,974</u>	<u>\$ 39,371</u>	<u>\$ 40,281</u>	<u>\$ 21,216</u>	<u>\$ (19,066)</u>	<u>100.0%</u>
<u>Stormwater Fund</u>						
Stormwater Division	<u>\$ 160,421</u>	<u>\$ 200,336</u>	<u>\$ 207,146</u>	<u>\$ 233,045</u>	<u>\$ 25,899</u>	<u>12.9%</u>
<u>State Accommodations Fund</u>						
Police Support	<u>\$ 6,752</u>	<u>\$ 7,363</u>	<u>\$ 7,363</u>	<u>\$ 9,491</u>	<u>\$ 2,128</u>	<u>28.9%</u>
Total Benefits	<u>\$ 5,122,632</u>	<u>\$ 5,794,365</u>	<u>\$ 5,998,304</u>	<u>\$ 6,306,456</u>	<u>\$ 308,152</u>	<u>5.3%</u>

Full-Time Equivalents per Fund with Comparisons

	FY 2025 Actual FTE's	FY 2026 Adopted FTE's	FY 2027 Recommended FTE's	Increase (Decrease) in FTE's from Prior Year
<u>General Fund</u>				
City Council	5.0	5.0	5.0	-
City Manager	5.0	5.0	5.0	-
Finance	7.0	7.0	7.0	-
Human Resources	3.0	3.0	3.0	-
Municipal Court	5.0	5.0	5.0	-
Community & Economic Development	9.0	9.0	9.0	-
Police				
Police Staffing	44.0	44.0	45.2	1.2
School Resource Officers	7.0	7.0	7.0	-
School Crossing Guards	2.0	2.0	2.0	-
Victims Rights	1.0	1.0	1.0	-
Beaufort Fire	60.5	60.5	60.5	-
Public Works				
Administration	4.0	4.0	4.0	-
Streets & Traffic	3.0	3.0	3.0	-
Facilities Maintenance	4.0	4.0	4.0	-
Total General Fund Salaries	<u>159.5</u>	<u>159.5</u>	<u>160.7</u>	<u>1.2</u>
<u>Parks & Tourism Fund</u>				
City Parks	8.0	8.0	8.0	-
Police Support	14.2	14.2	15.0	0.8
Downtown Operations	3.0	3.0	3.0	-
Total Parks & Tourism	<u>25.2</u>	<u>25.2</u>	<u>26.0</u>	<u>0.8</u>
<u>ARPA Fund</u>				
ARPA	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>-</u>
<u>Stormwater Fund</u>				
Stormwater Division	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>	<u>-</u>
<u>State Accommodations Fund</u>				
Police Support	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>-</u>
Total Full-Time Equivalent Positions	<u>193.0</u>	<u>193.0</u>	<u>195.0</u>	<u>2.0</u>

CAPITAL PROJECTS AND CAPITAL IMPROVEMENT PLAN



CAPITAL PROJECTS FUND AND RECOMMENDED CAPITAL IMPROVEMENT PLAN

Stormwater Projects are included in the Capital Projects Fund if the project spans longer than one year to complete.

RECOMMENDED FY 2027 CAPITAL PROJECTS

- The City has four active grant awards that impact City Infrastructure. These projects are included in the active Capital Projects list.
 - The Charles/Craven drainage project is fully funded by a SC Office of Resilience grant for \$11,962,093.
 - The King Street drainage project is partially funded by a Rural Infrastructure Authority grant for \$8,093,231.
 - The Bayard Street drainage project is partially funded by a FEMA grant for \$800,000.
 - The Marina A and D dock project is partially funded by a \$513,333 FEMA Public Assistance Program grant due to the impact from Hurricane Helene.

BUDGET SUMMARY- CAPITAL PROJECTS FUND

				FY 2027	Increase (Decrease) from
		FY 2026 Original	FY 2026 Revised	Recommended	Prior Year
Revenues	FY 2025 Actual	Budget	Budget	Budget	Original Budget
Grants	\$ 1,813,104	\$ 21,064,812	\$ 21,226,812	\$ 19,125,790	\$ (1,939,022)
Partnerships	-	528,947	528,947	428,441	(100,506)
Transfers In	5,937,189	6,155,712	6,409,712	4,892,388	(1,263,324)
Interest	88,026	-	-	-	-
Release of Fund Balance	-	700,000	700,000	-	(700,000)
Total Revenues	<u>7,838,319</u>	<u>28,449,471</u>	<u>28,865,471</u>	<u>24,446,619</u>	<u>(4,002,852)</u>
Expenditures					
Capital	<u>7,341,782</u>	<u>28,449,471</u>	<u>28,865,471</u>	<u>24,446,619</u>	<u>(4,002,852)</u>
Total Expenditures	<u>\$ 7,341,782</u>	<u>\$ 28,449,471</u>	<u>\$ 28,865,471</u>	<u>\$ 24,446,619</u>	<u>\$ (4,002,852)</u>
Net (Deficit) Surplus	<u>\$ 496,537</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Budget Highlights:

- 16 active capital projects on parks, stormwater, and streets improvements throughout the City for a total of \$24,446,619.

FY27 Recommended Capital Projects Funding Sources

Funding Sources	FY 2027 Recommended Budget
Category	
Partnerships	\$428,441
Grants	\$19,125,790
Transfers In	\$4,892,388
Total	\$ 24,446,619

FY27 Recommended Capital Projects

Funding Sources Detail - Grants

Grant	Project	FY 2027 Recommended Budget
SCOR Grant	Charles/Craven Street Drainage	\$ 8,912,679
SCIIP Grant	King Street Drainage	8,854,314
STAG Grant	Bayard Street Drainage	683,464
FEMA BRIC Grant	Pigeon Point Drainage Study	162,000
FEMA Grant	Marina A and D Docks	513,333
	Grant Total	\$ 19,125,790

FY27 Recommended Capital Projects Funding Sources Detail – Transfers In

Fund Providing Transfer In	Category	Project	FY 2027 Recommended Budget
General	Fund Balance	Duke Street Streetscape and Drainage	655,031
General	Fund Balance	Fire Station One Renovations	800,000
Stormwater	Stormwater Bond Funds	Bayard Street	419,091
Stormwater	Stormwater Bond Funds	Pigeon Point Drainage Study	54,000
Parks and Tourism	P&T Revenue Bond	Southside Park- Phase II Construction	275,000
Parks and Tourism	P&T Revenue Bond	Waterfront Park Relieving Platform Engineering	925,000
Parks and Tourism	Fund Balance	Carnegie Building Interior	200,000

FY27 Recommended Capital Projects Funding Sources Detail – Transfers In

Fund Providing Transfer In	Category	Project	FY 2027 Recommended Budget
Parks and Tourism	Fund Balance	Marina A and D Docks	111,447
ARPA	Fund Balance	Duke Street Streetscape and Drainage	1,013,180
State Accommodation Tax	Fund Balance	Arsenal Walls Rehabilitation	239,639
State Accommodation Tax	Fund Balance	Arsenal Windows	200,000
		Transfers In Total	\$4,892,388

FY27 Recommended Capital Projects Funding Sources Detail - Partnerships

Partnerships	Project	FY 2027 Recommended Budget
BJWSA	Duke Street Streetscape and Drainage Construction- Act 36	\$ 428,441
	Partnerships Total	\$ 428,441

FY27 Recommended Capital Projects Expenditure Detail

Projects	FY 2027 Recommended Budget
Fire Station One Renovations	\$ 800,000
Southside Park- Phase II Construction	275,000
Duke Street Streetscape and Drainage Construction	2,096,652
Waterfront Park Relieving Platform Phase II Engineering	925,000
Charles/Craven Street Drainage	8,912,679
King Street Drainage	8,854,314
Bayard Street Drainage	1,102,555
Marina A and D Dock	624,780

FY27 Recommended Capital Projects Expenditure Detail

Projects	FY 2027 Recommended Budget
Carnegie Building Interior	\$ 200,000
Arsenal Walls Rehabilitation	239,639
Arsenal Windows	200,000
Pigeon Point Drainage Study	216,000
Total	\$ 24,446,619

Capital Project Fund Detail

Description	State							Total FY27 Recommended								
	Parks and Tourism Fund	Accommodations Tax Fund	Stormwater Fund	ARPA Fund	General Fund	Partnerships	Grants									
City Facilities																
Carnegie Building Interior	\$	200,000						\$	200,000							
Arsenal Walls Rehabilitation			239,639						239,639							
Arsenal Windows			200,000						200,000							
Fire Station One Renovations					800,000				800,000							
<u>Parks</u>																
Southside Park		275,000							275,000							
Waterfront Park Relieving Platform Engineering		925,000							925,000							
<u>Stormwater</u>																
Charles/Craven Street Drainage							8,912,679		8,912,679							
King Street Drainage							8,854,314		8,854,314							
Bayard Street				419,091			683,464		1,102,555							
Pigeon Point Drainage Study				54,000			162,000		216,000							
<u>Marina</u>																
Marina A and D Dock		111,447					513,333		624,780							
<u>Streets</u>																
Duke Street Streetscape and Drainage					1,013,180	655,031	428,441		2,096,652							
	\$	1,511,447	\$	439,639	\$	473,091	\$	1,013,180	\$	1,455,031	\$	428,441	\$	19,125,790	\$	24,446,619

Unfunded Requirements List- Personnel

Prioritization	Description	Cost
1	COPS Hiring Grant- Patrolman III Position- Salary and Benefits	\$109,747
2	Deputy Police Chief- Salary and Benefits	\$172,674
3	Emergency and Risk Manager Position- Salary and Benefits	\$110,975
4	Part Time Firefighter- Salary and Benefits	\$21,035
5	Part Time Firefighter- Salary and Benefits	\$21,035
6	Part Time Firefighter- Salary and Benefits	\$21,035
7	Community Development- Building Inspector Position- Salary and Benefits	\$97,275
8	Downtown Operations- Administrative Assistant- Salary and Benefits	\$86,588
	Total Personnel Cost	\$640,364

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Unfunded Requirements List- Capital Equipment

Prioritization	Description	Cost
1	Fire Department Holmatro Tool	\$18,000
2	Police Patrol SUV with Equipment	\$99,525
3	Police Admin SUV with Equipment	\$73,240
4	Police Admin SUV with Equipment	\$73,240
5	Police Admin Truck with Equipment	\$57,015
6	Public Works- Tick Tok Park Remodel	\$125,000
7	Public Works- 60-inch riding mower	\$16,000
8	Downtown Operations- Utility Terrain Vehicle	\$20,000
9	Police Boat	\$48,864
	Total Capital Equipment Cost	\$530,884

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Unfunded Requirements List- Capital Projects

Prioritization	Description	Cost
1	Henry C. Chambers Waterfront Park	\$80,000,000
2	1 st SC Volunteers Park	\$250,000
3	City Hall/PD/Court Roof	\$700,000
4	Broad Street Pond Drainage	\$100,000
5	500 Carteret Street Windows	\$100,000
6	Pigeon Point Boat Landing Construction	\$1,500,000
	Total Capital Projects Cost	\$82,650,000



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/14/2026
From: Scott Marshall, City Manager
Item Name: Ordinance to approve the sale of City-Owned Property at 2153 Boundary Street - Second Reading
Meeting Date: June 9, 2026
Department: City Managers Office

Background Information:

Introduction:

City Council is being asked to consider an ordinance authorizing the City Manager to execute a Purchase and Sale Agreement between the City of Beaufort and Lighthouse Properties CT, LLC, for the sale of City-owned property located at 2153 Boundary Street (Tax Parcel R122 001 000 271A 0000).

Background:

The City owns approximately 0.54 acres of real property located at 2153 Boundary Street. The City has negotiated a Purchase and Sale Agreement with Lighthouse Properties CT, LLC for the sale of the property at a purchase price of \$390,000.00.

An independent appraisal conducted in June 2025 established the value of the property at \$260,000. The negotiated purchase price exceeds the appraised value, reflecting favorable market conditions and a competitive transaction outcome for the City.

Under the terms of the agreement, the Purchaser will provide \$5,000 in earnest money upon execution, with the balance due at closing. The agreement provides the Purchaser with a feasibility period and a subsequent permitting period, during which the Purchaser may evaluate the suitability of the property for its intended development and obtain necessary approvals.

Closing is structured to occur within thirty (30) days following the permitting deadline or issuance of a building permit, whichever occurs sooner. The agreement also outlines standard provisions related to title conveyance, allocation of closing costs, prorations, and default remedies.

The Purchaser is responsible for due diligence, permitting, and development-related approvals, and retains the right to terminate the agreement under specified conditions during the feasibility and permitting periods.

The proposed ordinance approves the agreement and authorizes the City Manager to execute all documents necessary to complete the transaction.

Legal Authority:

Pursuant to the South Carolina Constitution and applicable provisions of the South Carolina Code of Laws, including Title 5, Chapter 7, municipalities are authorized to sell and convey real property by ordinance duly adopted by City Council.

Staff Recommendation:

Staff recommends approval of the ordinance authorizing execution of the Purchase and Sale Agreement for the property located at 2153 Boundary Street.

The proposed sale represents a strong financial outcome for the City, with the negotiated purchase price exceeding the most recent appraised value. The agreement also includes customary protections for the City, including earnest money, defined due diligence periods, and structured closing requirements.

Approval of the ordinance will allow the City Manager to proceed with execution of the agreement and completion of the sale in accordance with its terms.

First Reading was held on May 12, 2026, with no changes recommended.

Placed on Agenda For:

Action

Attachments:

1. Summary of Purchase and Sale Agreement
2. Ordinance Approving PSA for 2153 Boundary Street
3. Purchase Sale Agreement for 2153 Boundary St

Summary of Purchase and Sale Agreement – 2153 Boundary Street

Transaction Overview

- **Purchase Price:** \$390,000
- **Appraised Value:** \$260,000 (June 2025)
- **Earnest Money:** \$5,000 deposit applied at closing

Timeline

- **Feasibility Period:** 90 days
- **Permitting Period:** Up to 180 additional days
- **Closing:** Within 30 days of permit issuance or permitting deadline, whichever occurs first

Total potential contract period: approximately 9 months

Due Diligence & Development Conditions

The purchaser has broad discretion to evaluate whether the property is suitable for its intended development. Key conditions include:

- Appropriate zoning and regulatory compliance
- Availability of utilities and sewer
- Environmental suitability
- Ability to obtain all necessary permits

Earnest Money (Key Point)

The \$5,000 deposit serves as the City's primary financial protection:

- **Fully refundable early** in the feasibility period
- **At risk later** if the purchaser walks away without a valid external reason
- **Forfeited** if the purchaser fails to close after securing approvals

Termination Structure

- Purchaser may terminate:
 - At its discretion during feasibility
 - If permits are denied during permitting
- Seller has limited termination rights
- Agreement structure is largely purchaser-driven

ORDINANCE NO. 2026/12

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE AND SALE AGREEMENT BETWEEN THE CITY OF BEAUFORT, SOUTH CAROLINA, AND LIGHTHOUSE PROPERTIES CT, LLC, FOR THE SALE OF PROPERTY LOCATED AT 2153 BOUNDARY STREET (TAX PARCEL R122 001 000 271A 0000); AND OTHER MATTERS RELATED THERETO

WHEREAS, the City of Beaufort, South Carolina (the “City”), is the owner of certain real property located at 2153 Boundary Street, Beaufort County, South Carolina, consisting of approximately 0.54 acres and identified as Beaufort County Tax Parcel No. R122 001 000 271A 0000 (the “Property”); and

WHEREAS, the City has negotiated a Purchase and Sale Agreement with Lighthouse Properties CT, LLC, a North Carolina limited liability company, or its permitted assignee (“Purchaser”), providing for the sale of the Property for the purchase price of Three Hundred Ninety Thousand and 00/100 Dollars (\$390,000.00), subject to the terms and conditions set forth therein ; and

WHEREAS, the proposed Purchase and Sale Agreement establishes, among other things, provisions related to earnest money, inspection and feasibility periods, permitting conditions, closing procedures, allocation of closing costs, representations and warranties, and default remedies; and

WHEREAS, City Council finds that the sale of the Property pursuant to the Purchase and Sale Agreement is in the best interest of the City and its citizens and serves a valid public purpose; and

WHEREAS, pursuant to the South Carolina Constitution and applicable provisions of the South Carolina Code of Laws, including but not limited to Title 5, Chapter 7, municipalities are authorized to dispose of real property by ordinance duly adopted by City Council.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Beaufort, South Carolina, duly assembled:

Section 1. Approval of Agreement.

The Purchase and Sale Agreement between the City of Beaufort and Lighthouse Properties CT, LLC, attached hereto and incorporated herein as Exhibit “A,” is hereby approved in substantially the form presented to Council.

Section 2. Authorization to Execute.

The City Manager is hereby authorized and directed to execute the Purchase and Sale Agreement and all related documents necessary to consummate the transaction contemplated therein. The City Manager is further authorized to make non-substantive modifications to the Purchase and Sale Agreement and related closing documents, consistent with the intent of this Ordinance, as may be approved by the City Attorney.

Section 3. Public Purpose.

City Council hereby determines that the sale of the Property pursuant to the terms of the Purchase and Sale Agreement serves a valid municipal and public purpose and is in the best interest of the City.

Section 4. Severability.

If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and shall not affect the validity of the remaining portions of this Ordinance.

Section 5. Effective Date.

This Ordinance shall become effective upon second and final reading and approval by City Council.

Adopted and approved on first reading this ____ day of _____, 2026.

Adopted and approved on second and final reading this ____ day of _____, 2026.

CITY OF BEAUFORT, SOUTH CAROLINA

Philip E. Cromer, Mayor

ATTEST:

Traci Guldner, City Clerk

Reviewed as to form by City Attorney

AGREEMENT OF SALE AND PURCHASE

THIS AGREEMENT OF SALE AND PURCHASE (the “Agreement”) is made between the CITY OF BEAUFORT, SC (hereinafter referred to as “Seller”) and LIGHTHOUSE PROPERTIES CT, LLC, a North Carolina limited liability company, or its assignee (hereinafter referred to as “Purchaser”);

ARTICLE 1. Agreement to Sell and Purchase

Seller will sell to Purchaser and Purchaser will purchase from Seller, subject to the terms and conditions of this Agreement, the following:

1.1 That certain tract of land (hereinafter referred to as the “Land”) located in the City of Beaufort, County of Beaufort, State of South Carolina, described on Exhibit “A” attached hereto and made a part hereof, together with (i) any interest of Seller in any alleys, strips, or gores of land, if any, adjoining the Land, whether owned or claimed by deed or otherwise, and whether or not located inside or outside the Land, and (ii) any and all easements benefiting the Land and other appurtenances to the Land.

1.2 The term “Subject Property,” as hereinafter used, shall mean all property, whether real or personal, set out in this Article 1.

ARTICLE 2. Purchase Price

2.1 The total purchase price (hereinafter referred to as “Purchase Price”) for the Subject Property is Three Hundred Ninety Thousand Dollars (\$390,000.00).

2.2 The Purchase Price shall be paid as follows:

a. Upon execution of this Agreement by both parties, the Purchaser shall deposit with Chicago Title Insurance Company, Inc. or another escrow agent agreed to by both parties (hereinafter referred to as the “Escrow Agent”) the amount of \$5,000.00 as earnest money (hereinafter referred to as “Earnest Money”). In the event this transaction is closed in accordance with the terms of this Agreement, the Earnest Money shall be applied to the payment due in accordance with this Article 2; and

b. The balance by Purchaser delivering to the Seller at Closing a certified check or other good funds payable to the order of the Seller, subject to adjustment as hereinafter provided.

ARTICLE 3. The Closing

3.1 The consummation of the sale transaction is referred to herein as the “Closing.”

3.2 The Closing shall take place on or before thirty (30) days following the Permitting Deadline, or within thirty (30) days after Purchaser has been issued a building permit for its proposed improvements on the Subject Property, whichever is sooner (the date of Closing as determined under the terms of this Section 3.2 is herein referred to as the “Closing Date”). The exact time and date of Closing shall be selected by Purchaser with the closing occurring via mail, in escrow, with the Purchaser’s title insurer acting as the closing agent.

3.3 At the Closing, Seller and Purchaser shall cause the Escrow Agent to deliver to Seller the Earnest Money, and Seller and Purchaser agree to deliver to each other and/or the Escrow Agent such documents and instruments as may be reasonably required by the Escrow Agent to so deliver the Earnest Money.

3.4 At the Closing, Seller shall deliver to Purchaser:

EXHIBIT A

a. A General Warranty Deed fully executed by Seller in recordable form and conveying good and marketable title to the Subject Property to Purchaser, free and clear of all encumbrances to title (except for title exceptions approved by Purchaser);

b. All instruments required by the title insurance company in connection with or as a condition to the issuance of an Owner's Title Insurance Policy;

c. "Non-Foreign Affidavits" as required under Section 1445 of the Internal Revenue Code;

d. Assignments and other documents and instruments as may be reasonably required by Purchaser to assign to Purchaser all of Seller's right, title and interest of whatever nature in and to the Subject Property; and

e. Such other documents and instruments as may be reasonably required by Purchaser to effectuate the Closing of the transaction herein contemplated.

3.5 At the Closing, Purchaser shall deliver to Seller:

a. Currently available funds in an amount equal to the Purchase Price, less the Earnest Money, adjusted as provided for in Section 3.6 immediately following; and

b. Any such documents and instruments as may be reasonably required by Seller to effectuate the Closing of the transaction herein contemplated.

3.6 Purchaser and Seller shall prorate, as of the Closing Date, all items customarily prorated and adjusted in connection with the closing of real estate similar to the Subject Property, including all taxes, assessments, charges, and other income or charges, as the case may be, assessed against or derived from the Subject Property (provided, however, Seller shall be solely responsible for payment of any "rollback" or other deferred taxes due in connection with a change in use of the Subject Property). Any such proration based on an estimate may, at request of either Purchaser or Seller, be subsequently readjusted upon receipt of adequate evidence to establish the correctness of the amount so estimated. The cost of the Owner's Title Policy and the nominal cost of recording the deed shall be paid by Purchaser. The documentary stamps and all excise and transfer taxes shall be borne by Seller. The cost of any escrow service fees shall be split evenly between Seller and Purchaser.

3.7 Possession of the Subject Property shall be given to Purchaser on the Closing Date, free from any claims of possession whatsoever.

ARTICLE 4. Purchaser's Right of Entry and Inspection

4.1 Purchaser and Purchaser's agents and representatives shall have the right, without the obligation, to enter upon the Subject Property prior to Closing to undertake water and soil samplings and conduct geological surveys of the soil and subsurface, or perform any other tests and investigations desired by Purchaser, at the Subject Property, at Purchaser's own expense (except as otherwise expressly provided below in Section 4.2 hereof), for which Seller shall obtain, as necessary and if requested by Purchaser, from anyone having a possessory or other interest in the Subject Property written permission for access for undertaking the same. Seller shall, within fifteen (15) days of the date of execution of this Agreement by the last party to execute same, provide to Purchaser a description of all known operations, past and present, undertaken at the Subject Property; any existing maps and diagrams designating the location of past and present operations and past and present storage of hazardous substances and wastes, above and below ground, at the Subject Property; and any surveys, title reports, title policies and commitments, environmental reports, geotechnical reports, feasibility studies and other written information in Seller's possession or available to Seller regarding the Subject Property.

4.2 With respect particularly to Purchaser's environmental investigations of the Subject Property, if Purchaser's "Phase I" environmental assessment of the Subject Property reveals any environmental matter which, in Purchaser's sole discretion, requires the performance of additional environmental testing (including, without limitation, the sampling of soils or ground water or other invasive environmental testing), the Feasibility Deadline, to the extent

applicable, shall be extended until the date which is thirty (30) days after the completion of such additional environmental testing and any related delivery of environmental reports by Purchaser's environmental assessment firm (collectively, the "Phase II Testing and Reporting") in order to permit Purchaser to analyze the results of same.

ARTICLE 5. Conditions Precedent to Closing

5.1 Purchaser shall have until the Feasibility Deadline (as hereinafter defined in Article 6) to:

- a. satisfy itself that the Subject Property is properly zoned (or has been rezoned) for the development of the Subject Property as contemplated by Purchaser;
- b. satisfy itself that all municipal, county, state, federal and/or other governmental permits and licenses as may be necessary for the development of the Subject Property as contemplated by Purchaser have been obtained or are capable of being obtained;
- c. satisfy itself that the surface and subsurface of the Subject Property is suitable for the development of the Subject Property as contemplated by Purchaser;
- d. satisfy itself that utilities are available to the Subject Property for the development of the Subject Property as contemplated by Purchaser;
- e. satisfy itself that sanitary sewer is available to the Subject Property for the development of the Subject Property as contemplated by Purchaser;
- f. satisfy itself that the development of the Subject Property as contemplated by Purchaser will not be in violation of any municipal, county, state and/or federal governmental law, rule or regulation, and that the Subject Property is not the subject of any ongoing, proposed or threatened condemnation or similar proceedings;
- g. satisfy itself in all other respects that Subject Property can be developed as contemplated by Purchaser;
- h. satisfy itself as to whether or not the Subject Property is or may be in violation of any environmental law and/or whether or not any environmental law affects the transfer of the Subject Property and, if applicable, to receive from the appropriate governmental authority pursuant to any environmental law a determination, satisfactory to Purchaser, that the Subject Property and the transaction satisfies the requirements of all environmental laws without the need for any cleanup of hazardous substances or wastes at the Subject Property; and
- i. obtain a fully executed Lease with its proposed Tenant for the Subject Property.

Purchaser and Seller acknowledge and agree that, as used in this Agreement, the phrase "development of the Subject Property as contemplated by Purchaser" and the phrase "satisfy itself" contemplates Purchaser reaching decisions in its sole and absolute discretion, and that all of the above conditions precedent to Closing are for the sole benefit of Purchaser.

5.2 In the event Purchaser, in its sole and absolute discretion, determines that any condition precedent to Closing is not capable of being satisfied on or before the Feasibility Deadline, then, unless such condition precedent is waived by Purchaser, this Agreement may be terminated by Purchaser by providing written notice of such termination to Seller on or before the Feasibility Deadline, in which case, the Earnest Money shall be refunded to Purchaser and neither party shall be under any further obligation to the other. If there is a material adverse change in the environmental condition of the Subject Property as the result of an event or incident that occurs between the Feasibility Deadline and the Closing Date and such change is not caused by Purchaser, its employees or agents, then Purchaser shall have the right to terminate this Agreement by notifying Seller in writing within ten (10) days after Purchaser has notice or knowledge of such material adverse change in the environmental condition of the Subject Property, whereupon all Earnest Money shall be returned

promptly to Purchaser, and neither party shall have any further obligations to the other hereunder, except as otherwise expressly provided herein.

5.3 Except as may be expressly agreed to in writing to the contrary, upon Closing, all conditions precedent to Closing shall be deemed waived and/or satisfied to Purchaser's satisfaction.

ARTICLE 6. Feasibility Deadline and Permitting Deadline

Notwithstanding any other provision of this Agreement to the contrary, Purchaser shall have the right to terminate this Agreement by giving written notice of termination to Seller at any time on or prior to the date which is ninety (90) days after the date of execution of this Agreement by the last party to execute same (said date herein referred to as the "Feasibility Deadline") if Purchaser, in Purchaser's sole and absolute discretion, determines for any reason whatsoever that the development of the Subject Property as contemplated by Purchaser is not feasible. If Purchaser timely and properly exercises such election within thirty (30) days of the date of execution of this Agreement by the last party to execute same, then this Agreement shall terminate, the Earnest Money and all interest accrued thereon shall be refunded to Purchaser, and neither party shall be under any further obligation to the other. If Purchaser exercises such election after thirty (30) days of the date of execution of this Agreement by the last party to execute same have elapsed, then this Agreement shall terminate, the Earnest Money and all interest accrued thereon shall be released to Seller, and neither party shall be under any further obligation to the other.

Further, notwithstanding any other provision of this Agreement to the contrary, Purchaser shall have the right to terminate this Agreement by giving written notice of termination to Seller at any time after the Feasibility Deadline and on or prior to the date (the "Permitting Deadline") which is one hundred eighty (180) days after the Feasibility Deadline. If Purchaser, has received a denial of any application for municipal, county, state, federal and/or other governmental permits and licenses as may be necessary for the development of the Subject Property as contemplated by Purchaser and Purchaser timely and properly exercises such election, then this Agreement shall terminate, the Earnest Money and all interest accrued thereon shall be refunded to Purchaser and neither party shall be under any further obligation to the other. If Purchaser has not received a denial of any application for municipal, county, state, federal and/or other governmental permits and licenses as may be necessary for the development of the Subject Property as contemplated by Purchaser and Purchaser timely and properly exercises such right to terminate this Agreement, the Earnest Money and all interest accrued thereon shall be released to Seller, and neither party shall be under any further obligation to the other.

Except as otherwise expressly provided herein, the Earnest Money shall become non-refundable upon Purchaser's receipt of all municipal, county, state, federal and/or other governmental permits and licenses as may be necessary for the development of the Subject Property as contemplated by Purchaser should Purchaser thereafter fail or refuse to close hereunder for any reason other than a default by Seller hereunder.

ARTICLE 7. Obligations to Close and Failure of Performance

7.1 Purchaser's obligation to close the transaction contemplated herein is expressly conditioned upon:

- a. all of Seller's covenants and agreements provided for herein being fully performed, observed and complied with;
- b. Purchaser not having rightfully elected to terminate this Agreement pursuant to the terms and conditions hereof, including, but not limited to, its right to terminate prior to the Feasibility Deadline;
- c. all of Seller's representations and warranties provided for herein being true and correct as of the date of execution hereof and as of the Closing; and
- d. all conditions precedent to Closing being fulfilled as set forth in Article 5 hereof.

In the event of a failure of any of the foregoing conditions precedent, in addition to any rights of Purchaser under this Section 7.1 relating to the occurrence of a Seller default (if applicable), Purchaser may terminate this Agreement. In the

EXHIBIT A

event this Agreement is so terminated by Purchaser due to a failure of any of such conditions precedent to Closing, or pursuant to any other applicable provisions hereof, or if the sale contemplated hereby is not consummated due to a default or inability to perform on the part of the Seller, then the Earnest Money shall be returned immediately to Purchaser by the Escrow Agent and, in the case of Seller's default or inability to perform, Purchaser shall also be entitled to specific performance of the terms of this Agreement and all other remedies available to Purchaser at law or in equity.

7.2 In the event all conditions precedent to Closing are satisfied and this Agreement is not otherwise terminated by Purchaser pursuant to any of the provisions hereof; all of Seller's representations and warranties are true and correct as of the Closing and all of the covenants and agreements which are required to be performed by Seller in this Agreement are fully performed; and performance of this Agreement is tendered by Seller and Purchaser fails or refuses to consummate the sale through no fault of Seller; then Purchaser shall be in default hereunder and, as Seller's sole remedy, the Earnest Money shall be delivered by the Escrow Agent to Seller and such amount shall constitute liquidated damages (the parties hereto hereby agreeing that same constitutes a reasonable estimate of Seller's damages in the event of Purchaser's default hereunder), and no other rights or remedies shall be enforceable or available to Seller against Purchaser.

7.3 In the event either party brings an action to enforce its rights hereunder, the costs of such action, including reasonable attorney's fees, of the prevailing party, shall be borne by the non-prevailing party.

ARTICLE 8. Miscellaneous

8.1 This Agreement shall be governed by and construed in accordance with the laws of the State in which the Subject Property is located.

8.2 Purchaser and Seller represent each to the other that Lowcountry Real Estate ("Broker") is the only broker due a commission in this transaction and that Seller shall pay Broker the brokerage commission due pursuant to a separate agreement between Seller and Broker.

8.2 This Agreement constitutes an offer by Purchaser to purchase the Subject Property on the terms and conditions and for the purchase price stated herein. Unless sooner terminated or withdrawn by notice in writing to Seller, this offer shall automatically lapse and terminate at 5:00 p.m. five (5) days after execution of this Agreement by Purchaser, unless, prior to such time, Seller has returned a fully executed copy of this Agreement.

8.3 Purchaser may assign its right, title and interest in and to this Agreement without Seller's consent.

8.4 Seller understands and acknowledges that a material inducement to Purchaser's entry into this Agreement is the right of Purchaser to structure the transaction contemplated by this Agreement so as to qualify as a tax-free exchange of like-kind property in compliance with the provisions of Section 1031 of the Internal Revenue Code of 1986, as amended ("Section 1031"). Seller agrees to cooperate in all reasonable respects to allow Purchaser to structure the transaction contemplated in this Agreement as a like-kind exchange in compliance with the provisions of Section 1031 and the Regulations promulgated thereunder (the "Regulations"), and Purchaser shall be entitled to determine and designate which transactional structure permitted by Section 1031 and the Regulations shall be used in connection with its Section 1031 exchange. Without limiting the generality of the foregoing, Purchaser may enter into a written exchange agreement or assignment agreement at any time prior to the Closing with a "Qualified Intermediary" [as defined in Section 1.1031(k)-1(g)(4)(iii) of the Regulations] for the assignment of the rights of Purchaser under this Agreement to such "Qualified Intermediary" (each, an "Intermediary"). The relevant Intermediary shall be designated in writing by Purchaser to Seller, and in such case Seller shall sign and deliver to Purchaser a written instrument (to be prepared by Purchaser) acknowledging the designation of the Intermediary and the assignment of the right, title and interest of Purchaser under this Agreement to the Intermediary. Upon designation of the Intermediary by Purchaser and upon the Intermediary's written assumption of the obligations of Purchaser hereunder, the Intermediary shall be substituted as purchaser of the Subject Property under this Agreement. In such case, Seller agrees to convey title to the Subject Property to any party designated by the Intermediary and, at Purchaser's election, to render the performance of all of Seller's obligations under this Agreement to the Intermediary.

8.5 Any notices, requests, or other communications required or permitted to be given hereunder shall be in writing and shall be either (i) delivered by hand, (ii) mailed by United States registered mail, return receipt requested, postage prepaid, (iii) sent by a reputable, national overnight delivery service (e.g., Federal Express, UPS, etc.) or (iv) sent by email

EXHIBIT A

(with the original being sent by one of the other permitted means or by regular United States mail) and addressed to each party at the applicable address set forth herein. Any such notice, request, or other communication shall be considered given or delivered, as the case may be, on the date of hand delivery (if delivered by hand), on the third (3rd) day following deposit in the United States mail (if sent by United States registered mail), on the next business day following deposit with an overnight delivery service with instructions to deliver on the next day or on the next business day (if sent by overnight delivery service), or on the day sent by email (if sent by email, provided the original is sent by one of the other permitted means as provided herein in this Section 8.6 or by regular United States mail unless otherwise waived by the receiving party by e-mail reply). However, the time period within which a response to any notice or request must be given, if any, shall commence to run from the date of actual receipt of such notice, request, or other communication by the addressee thereof. Rejection or other refusal to accept or inability to deliver because of a changed address of which no notice was given shall be deemed to be receipt of the notice, request, or other communication. By giving at least ten (10) days prior written notice thereof, any party hereto may, from time to time and at any time, change its notice address hereunder.

Seller: City of Beaufort, SC
1911 Boundary Street
Beaufort, SC 29902

Attention: _____

Telephone: (____) _____

E-mail: _____

Purchaser: Lighthouse Properties CT, LLC
2504 Maybank Drive
Charlotte, North Carolina 28211

Attention: Cannon S. Cory

Telephone: (704) 576-8098

E-mail: cannon@lighthouse-props.com

8.7 If, between the date of this Agreement and the Closing, any portion of the Subject Property is or becomes subject to a pending or threatened condemnation action by any governmental agency, Seller shall give written notice of such occurrence to Purchaser and Purchaser shall have the option of terminating this Agreement and having the Earnest Money refunded to Purchaser, whereupon the parties hereto shall have no further rights, obligations or liabilities with respect to each other hereunder. Purchaser must elect within thirty (30) days after the date on which Purchaser is notified by Seller of the pending or threatened condemnation action whether to so terminate this Agreement. If Purchaser does not so elect to terminate this Agreement, Purchaser shall proceed to close the transaction contemplated herein (subject to the other terms and provisions of this Agreement) and receive an assignment of all of Seller's right, title and interest in and to any condemnation award relating to the Subject Property (or, if previously awarded, a credit against the Purchase Price in the amount of such award made to Seller). If Purchaser elects to proceed to closing, Seller shall fully cooperate with Purchaser in any condemnation action.

8.8 Seller acknowledges and agrees that Purchaser will handle all permits and approvals in connection with the site plan approval and any other approvals required for Purchaser's use of the Subject Property and will be responsible for all fees associated therewith. Seller shall execute a consent authorizing the Purchaser, and Purchaser's engineers, land surveyors or other contractors and/or agents to make any and all applications to the City of Beaufort Planning Board and/or Zoning Board of Appeals, as the case may be, or any other governing municipality or body in connection with the approvals. Seller shall also cooperate with Purchaser and support any applications for the site plan approval and any other approvals required for Purchaser's use of the Subject Property.

8.9 Notwithstanding the foregoing, in the event the date on which performance of any obligation of a party required hereunder is other than a Business Day, the time for performance shall automatically be extended to the first Business Day following such date. "Business Day" shall mean any day excluding Saturday, Sunday and any day which in the State of South Carolina or for the Federal Government is a legal holiday or a day on which banking institutions are authorized by law or by other governmental actions to close in such state.

EXHIBIT A

8.10 The pictorial appearance of this document or a signature hereto (whether electronic or otherwise; including, but not limited to, signatures affixed via “DocuSign” or similar web-based service provider) shall be deemed an original document and/or signature for all intents and purposes.

EXHIBIT A

EXECUTED BY PURCHASER this ____ day of _____, 2026.

PURCHASER:

LIGHTHOUSE PROPERTIES CT, LLC

By: _____
Cannon S. Cory, Manager

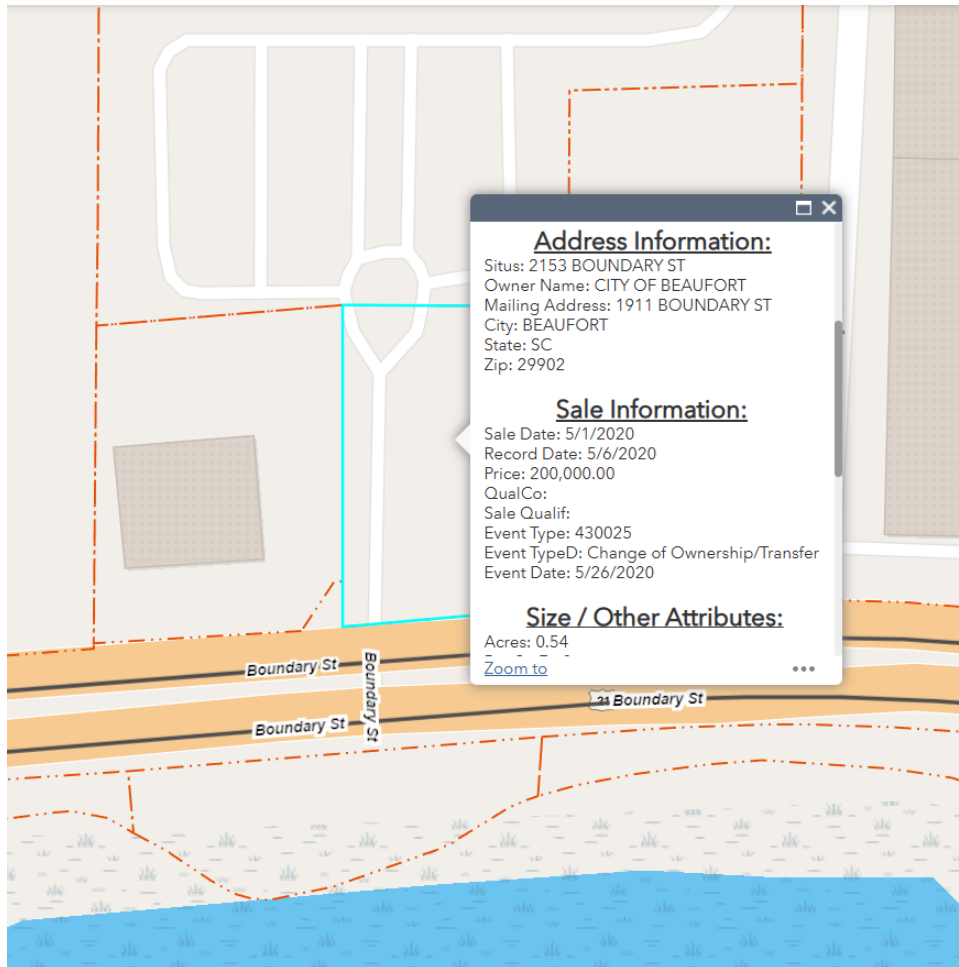
EXECUTED BY SELLER this ____ day of _____, 2026.

SELLER:

CITY OF BEAUFORT, SC

By: _____

EXHIBIT A



- The Subject Property is outlined above and has an address of 2153 Boundary Street in Beaufort, SC. It is approximately .54 acre in size and has a Parcel ID# of R122 001 000 271A 0000.



City of Beaufort
Department Request for City Council Agenda Item

To:	City Council	Date: 05/28/2026
From:	Scott Marshall, City Manager	
Item Name:	Resolution Recognizing National Trails Month and Celebrating the Spanish Moss Trail	
Meeting Date:	June 9, 2026	
Department:	City Managers Office	

Background Information:

Introduction:

The attached resolution recognizes June 2026 as National Trails Month within the City of Beaufort and celebrates the Spanish Moss Trail as a premier regional trail and community asset.

Background:

Trails play an important role in promoting recreation, healthy lifestyles, alternative transportation, environmental appreciation and tourism. Nationally, June is recognized as Great Outdoors Month and includes National Trails Day, which encourages the use and preservation of trails and outdoor spaces.

The Spanish Moss Trail has become one of the region's most recognizable recreational amenities, connecting communities throughout northern Beaufort County while providing residents and visitors with opportunities for walking, running, bicycling and outdoor enjoyment. The trail also contributes positively to the local economy and quality of life within the Beaufort region.

The proposed resolution acknowledges the value of trails to the community and recognizes the efforts of the Friends of the Spanish Moss Trail, volunteers, partner organizations and local governments that have contributed to the continued success and growth of the trail.

Legal Authority:

City Council may adopt resolutions recognizing events, organizations, initiatives and community assets that promote the public welfare and quality of life of the community.

Staff Recommendation:

Staff recommends approval of the resolution recognizing June 2026 as National Trails Month and celebrating the Spanish Moss Trail as a premier regional trail and community asset.

Placed on Agenda For:

Action

Attachments:

1. National Trails Month Resoution

RESOLUTION 2026/

A RESOLUTION RECOGNIZING JUNE 2026 AS NATIONAL TRAILS MONTH AND
CELEBRATING THE SPANISH MOSS TRAIL AS A PREMIER REGIONAL TRAIL AND
COMMUNITY ASSET

WHEREAS, trails provide important opportunities for recreation, exercise, transportation, tourism, environmental appreciation and community connection; and

WHEREAS, the month of June is nationally recognized as Great Outdoors Month and includes National Trails Day, celebrated annually to encourage the use, enjoyment and preservation of trails and outdoor spaces; and

WHEREAS, the Spanish Moss Trail has become one of the premier recreational amenities in the Beaufort region, connecting residents and visitors alike to the natural beauty, history and character of the Lowcountry; and

WHEREAS, the Spanish Moss Trail promotes healthy lifestyles, alternative transportation, outdoor recreation and economic activity while enhancing quality of life throughout the region; and

WHEREAS, the continued growth and success of the Spanish Moss Trail reflects the vision, dedication and partnership of community leaders, volunteers, local governments, supporters and the Friends of the Spanish Moss Trail organization; and

WHEREAS, the City of Beaufort recognizes the importance of preserving and expanding access to safe, scenic and accessible trails for current and future generations.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Beaufort, South Carolina, in meeting duly assembled, that the City Council hereby recognizes June 2026 as National Trails Month in the City of Beaufort and encourages residents and visitors to enjoy and support the many recreational and environmental benefits trails provide.

BE IT FURTHER RESOLVED that the City Council proudly celebrates the Spanish Moss Trail as a premier regional trail and applauds the organizations, volunteers and community partners whose continued efforts have made the trail an enduring asset to the Beaufort region and the Best Part of the Lowcountry.

DONE AND RATIFIED in meeting duly assembled this 9th day of June, 2026.

Philip E. Cromer
Mayor

ATTEST:

Traci Guldner
City Clerk



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/29/2026
From: Jennifer Pointer, Administrative Assistant
Item Name: Request to host a 4th of July Celebration in the Henry C. Chambers Waterfront Park on Saturday, July 4, 2026, from 9:00 am to 1:00 pm, Kids Parade, City and SCDOT road closures, and partial use of the 500 Carteret Street Parking Lot

Meeting Date: June 9, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request to host a 4th of July Celebration in Henry C. Chambers Waterfront Park on Saturday, July 4, 2026, from 9:00 am to 1:00 pm, Kids Parade, City and SCDOT road closures, and partial use of 500 Carteret Parking Lot

Background:

Downtown Operations, on behalf of the City of Beaufort, respectfully requests permission from City Council to host a 4th of July Celebration in Henry C. Chambers Waterfront Park on Saturday, July 4, 2026. The celebration will include a Kids Parade, DJ, and nonprofit booths providing games and prizes. Event will be from 9:00 am to 1:00 pm.

The 4th of July Celebration will include:

- Kids Parade
- DJ at the Waterfront Pavilion
- Nonprofit booths providing games and prizes

Legal Authority:

[City Code of Ordinance - Chapter 14 - Sec. 7-14003. - Traffic control and street closures.](#)

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2026 Council request 4th of July WFP Celebration



CITY OF BEAUFORT

MEMORANDUM

TO: Scott Marshall, City Manager
City Council

FROM: Jennifer Pointer Event and Tour Coordinator

DATE: May 29, 2026

SUBJECT: Request to host a 4th of July Celebration in Henry C. Chambers Waterfront Park on Saturday, July 4, 2026, from 9:00 am to 1:00 pm, Kids Parade, City and SCDOT road closures, and partial use of 500 Carteret Parking Lot

Downtown Operations on behalf of the City of Beaufort respectfully requests permission from City Council to host a 4th of July Celebration in Henry C. Chambers Waterfront Park on Saturday, July 4, 2026. The celebration will include a Kids Parade, DJ, and nonprofit booths providing games and prizes. Event will be from 9:00 am to 1:00 pm.

The 4th of July Celebration will include:

- Kids Parade
- DJ at the Waterfront Pavilion
- Nonprofit booths providing games and prizes

Downtown Operations requests the following for a successful 4th of July Celebration

1. Permission for the use of Henry C. Chambers Waterfront Park for the 4th of July Celebration on Saturday, July 4, 2026, from 7:00 am to 3:00 pm
 - a. Event time is 9:00 am to 1:00 pm
 - b. Set up will start at 7:00 am
 - c. Breakdown will conclude by 3:00 pm
2. Permission to close Scott St from North to Craven St from 8:30 am to 9:15 am from SCDOT
3. Permission to close Scott St from Craven to Bay St from 8:30am to 9:15 am from City of Beaufort
4. Permission to host a Kids Parade starting at 9:00 am and conclude in Henry C. Chambers Waterfront Park at 9:15 am via West Street Extension
 - a. Line up at 8:30 am at 500 Carteret St
 - b. Step off will be at 9:00 am
 - c. Parade route will exit the 500 Carteret Parking lot onto Scott St and proceed south on Scott St, turn right onto Bay St and left onto the West St Extension to enter the park
 - d. Usage of Bay St will be within already approved SCDOT closure for the Firecracker Run. Bay St opens at 9:15 am
5. Permission to partial usage of the 500 Carteret Lot for Kid Parade from 8:00 am to 9:00 am for line-up of the Kids Parade

Thank you for your consideration and support,
Jennifer Pointer



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/29/2026
From: Jennifer Pointer, Administrative Assistant
Item Name: Request from Historic Beaufort Foundation for use of the Henry C. Chambers Waterfront Park on Wednesday, July 1, 2026, from 12:00 pm - 4:00 pm for Putting Down the Roots of Liberty Event
Meeting Date: June 9, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Historic Beaufort Foundation for use of Henry C. Chambers Waterfront Park on Wednesday, July 1, 2026, from 12:00 pm to 4:00 pm for Putting Down the Roots of Liberty Event

Background:

At 2:00 p.m. the City of Beaufort, Historic Beaufort Foundation and the Beaufort County 250th, will be hosting a community-wide celebration and dedication in the Henry C. Chambers Waterfront Park. This event is entitled Putting Down the Roots of Liberty. Greg Robin Smith will join us for this event and the planting of a scion of the historic Liberty Tree sapling.

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2026 Council request 2026-07-01 HBF Roots of Liberty
2. 2026-07-01 Roots of Liberty HBF



CITY OF BEAUFORT

MEMORANDUM

TO: Scott Marshall, City Manager
City Council

FROM: Jennifer Pointer Event and Tour Coordinator

DATE: May 29, 2026

SUBJECT: Request from Historic Beaufort Foundation for use of Henry C. Chambers Waterfront Park on Wednesday, July 1, 2026, from 12:00 pm to 4:00 pm for Putting Down the Roots of Liberty Event

Request from Historic Beaufort Foundation for use of Henry C. Chambers Waterfront Park on Wednesday, July 1, 2026, from 12:00 am to 4:00 pm for Putting Down the Roots of Liberty Event.

Beaufort County 250th and OLLI are bringing renowned Shakespearean Actor and Living History historian GregRobin Smith to Beaufort in his capacity as Benjamin Franklin in celebration of Carolina Days and the signing of the Declaration of Independence. A number of events are scheduled throughout the county for his arrival. You can access them via <https://beaufort250.com/ben-franklin/>

At 2:00 p.m. the City of Beaufort, Historic Beaufort Foundation and the Beaufort County 250th, will be hosting a community-wide celebration and dedication in the Henry C. Chambers Waterfront Park. This event is entitled Putting Down the Roots of Liberty. GregRobin Smith will join us for this event and the planting of a scion of the historic Liberty Tree sapling.

Putting Down the Roots of Liberty
Wednesday, July 1, 2026
2:00 p.m.
Henry C. Chambers Waterfront Park

Thank you for your consideration and support,

Jennifer Pointer

Jennifer Pointer

From: Linda Roper
Sent: Friday, May 29, 2026 11:24 AM
To: Jennifer Pointer; Sarah Sutton
Subject: FW: Putting Down the Roots of Liberty - A day of celebration in Beaufort - July 1

FYI

Linda Roper

Dir. Downtown Operations
& Community Services

From: L. Sundrla <lsundrla@historicbeaufort.org>
Sent: Friday, May 22, 2026 5:55 PM

Subject: Putting Down the Roots of Liberty - A day of celebration in Beaufort - July 1

Greetings all,

As many of you may know, Beaufort County 250th and OLLI are bringing renowned Shakespearean Actor and Living History historian *GregRobin Smith* to Beaufort in his capacity as Benjamin Franklin in celebration of Carolina Days and the signing of the Declaration of Independence. A number of events are scheduled throughout the county for his arrival. You can access them via <https://beaufort250.com/ben-franklin/>

Mr. Smith will be in Beaufort on Wednesday, July 1st. He is arriving on June 30th and the Rhett House Inn is graciously providing lodging for him on June 30th and July 1st. A number of events are scheduled throughout Beaufort that day to keep "Mr. Franklin" quite busy including a special breakfast, Conversations at the Beaufort County Library, a special lunch with SAR/DAR, and an Olli event late afternoon.

At 2:00 p.m. that day, the City of Beaufort, Historic Beaufort Foundation and the Beaufort County 250th, are hosting a community-wide celebration and dedication in the Henry C. Chambers Waterfront Park. This event is entitled Putting Down the Roots of Liberty. GregRobin Smith will join us for this event and the planting of a scion of the historic Liberty Tree sapling.

Putting Down the Roots of Liberty

Wednesday, July 1, 2026

2:00 p.m.

Henry C. Chambers Waterfront Park

Your attendance and involvement will make this event even more memorable. I will be reaching out in the next couple of weeks to talk about ways you or your organizations can be involved.

Roots of Liberty – HISTORIC BEAUFORT FOUNDATION

Wishing you a safe and happy Memorial Day Weekend,

Lise

Lise Sundrla

Director

Historic Beaufort



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/29/2026
From: Curt Freese, Community Development Director
Item Name: An ordinance to amend the City of Beaufort Zoning Map to rezone real property located at 1556 Salem Road, Beaufort County Tax Map R120 029 000 103E 0000 from T4-Neighborhood (T4-N) to Regional Mixed-Use (RMX) - First Reading
Meeting Date: June 9, 2026
Department: Community Development Department

Background Information:

Introduction:

The applicant is requesting a Rezoning approval pursuant to Code Section 9.16 to reuse the abandoned Beaufort Gazette building for commercial uses. Staff understands the building has been vacant since at least 2015, and was zoned T4-N in 2017, which would not allow the legal use the building was originally constructed for (newspaper printing).

Background:

The Applicant is proposing use to include the agent's Tidewater Glass Window's and Doors, which will include office, storage, and a showroom for customers, and potentially additional similar commercial uses in the remainder of the building which will not require any manufacturing on-site but could include on-site retail and showrooms as well as offices. The property is currently zoned T-4 N. The T4-N district as per Section 3.6.2 D, does not allow retail sales outside of the retail sales overlay which is only located downtown. In addition, wholesale type uses are not allowed in the T-4 N zoning district.

The applicant met Staff in 2025, and after further revision of their future plans, attended a TRC meeting on April 14, 2026. The notes of the meeting are found below. A few important notes: portions of the property are located under the 13' base flood elevation; however, it was believed the building was elevated above the base flood elevation. Staff recommended an elevation certificate to verify this belief, or per flood plain standards if improvements over 50% are made,

the entire building must be brought up to code.

RMX Zoning:

The RMX district allows all commercial, office, and wholesale type uses to allow for the redevelopment of the site. In addition, the property adjoins T-5 UC/RMX to the North and West. The purpose of the district is found below:

The RMX district's intensity accommodates region- and community-serving commercial and business uses, as well as highway-oriented businesses. Development form supports a high-quality commercial character coordinated with a uniform streetscape that enables pedestrian and transit access.

Legal Authority:

Title 6, Chapter 29

Staff Recommendation:

The Planning Commission unanimously recommended approval of the rezoning at their May 18, 2026 meeting. Staff recommends approval.

Placed on Agenda For:

Action

Attachments:

1. 1556 salem road rezoning ordinance
2. CC packet 6_16_26 1556 Salem Rd

ORDINANCE 2026/13

AN ORDINANCE TO AMEND THE CITY OF BEAUFORT ZONING DISTRICT MAP TO REZONE REAL PROPERTY IDENTIFIED AS 1556 SALEM ROAD, BEAUFORT COUNTY TAX MAP NUMBER R120 029 000 103E 0000 FROM T4-NEIGHBORHOOD (T4-N) TO REGIONAL MIXED USE DISTRICT (RMX)

WHEREAS, the Beaufort Development Code, establishes zoning classifications and districts for the City of Beaufort (hereinafter “City”) and the City of Beaufort Zoning District Map (hereinafter “Zoning Map”); and

WHEREAS, an application for zoning map amendment was submitted to the City pursuant to Section 9.16 of the Beaufort Development Code, which sought to amend the Zoning Map to rezone real property identified as Beaufort County Tax Map Number R120 029 000 103E 0000 (hereinafter the Property”) to Regional Mixed Use District (RMX) from T4-Neighborhood (T4-N) District; and

WHEREAS, the proposed zoning map amendment is compatible and in accordance with the vision and goals of the City and the City’s Comprehensive Plan; and

WHEREAS, a zoning of the Property as Regional Mixed Use District (RMX) is consistent and compatible with the existing building and development pattern and adjacent zoning; and

WHEREAS, any future development of the property will be able to take advantage of the existing infrastructure and building; and

WHEREAS, it is reasonable to expect that the change of zoning to Regional Mixed Use District (RMX) will better allow the property to be developed for commercial and wholesale uses; and

WHEREAS, a staff report that reviewed the proposed amendment in light of the Comprehensive Plan and the general requirements of this Beaufort Development Code was prepared by staff and a copy was provided to the Planning Commission and the applicant before the scheduled public meeting of the Planning Commission at which the proposed amendment was considered by the Planning Commission; and

WHEREAS, a public hearing before the Planning Commission was held regarding the proposed change to the zoning map on May 18, 2026, with notice of the hearing published in The Beaufort Gazette on April 29, 2026, and at the close of that meeting, the Planning Commission recommended approval of the zoning designation of Regional Mixed Use District (RMX); and

WHEREAS, a public meeting before the City Council was held regarding the proposed change to the zoning map on June 9, 2026, and July 7, 2026, recommended approval of the zoning designation of Regional Mixed Use District (RMX).

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Beaufort, South Carolina, duly assembled and by authority of same, that the Zoning Map be amended such that the Property shall be zoned as Regional Mixed Use District (RMX).

This Ordinance shall become effective immediately upon adoption.

PHILIP E. CROMER, MAYOR

Attest:

TRACI GULDNER, CITY CLERK

1st Reading _____

2nd Reading & Adoption _____

Reviewed as to form by Benjamin Coppage, City Attorney



STAFF REPORT: PLANNING COMMISSION (PC) – REZONING

1556 SALEM ROAD

DATE: May 18, 2026

GENERAL INFORMATION		
Applicant:	Randolph G. Martin, agent for Beaufort Dealership Properties LLC	
Site Address / Tax PIN:	1556 Salem Road; R120 029 000 103E 0000	
Applicant's Request:	Applicant is requesting approval for 1556 Salem Road, property of the former Beaufort Gazette newspaper, to be rezoned for proposed commercial businesses.	
Current Zoning:	T4-N	
Current Land Use:	Vacant ~20,000 sq. ft. building (of former Beaufort Gazette newspaper)	
Flood Zone/Base Flood:	Flood Zone: X, Elevations: 11-13 feet (Base-Flood Elevation: > 13 ft.)	
Existing Landmark/Specimen Trees:	No trees are affected by this request.	
ZONING DISTRICT INFORMATION		
T4-N Neighborhood		
Minimum Lot Width:	None Required	
Frontage Build Out	60% min; 85% max	
Minimum Lot Size:	None Required	
Max Impervious Lot Coverage:	70% Lot Coverage	
Front Setback	0’ min, 15’ max	
Side Setback	Corner/Alley: 10’ max Interior: 5 ft min Attached: 0’	
Rear Setback	10 ft min; 0 ft from Alley	
Building Height:	2 stories min; 4 stories max	
SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS		
Adjacent Zoning	Adjacent Land Uses	Required Buffer type(s) - see Sec. 5.4.1; 5.4.2; 5.4.3)
North: T5-UC/RMX	5 story Commercial Office Building	N/A
South: T4-N	Senior Housing (vested not built)	N/A
East: T-3 S and County	Single Family Homes; Uhaul/Storage Commercial Center	N/A
West: T5-UC/RMX	Dealership	N/A

Background:

The applicant is requesting Rezoning approval pursuant to Code Section 9.16 to reuse the abandoned Beaufort Gazette building for commercial uses. Staff understands the building has been vacant since at least 2015, and was zoned T4-N in 2017, which would not allow the legal use of the building as originally constructed for (newspaper printing).

The Applicant is proposing use to include the agent's business of "Tidewater Windows and Doors, Inc." which would include office, storage, and a showroom for customers, and potentially additional similar commercial uses in the remainder of the building which will not require any manufacturing on-site but could include on-site retail and showrooms as well as offices. The property is currently zoned T4-N. The T4-N district as per Section 3.6.2 D, does not allow retail sales outside of the retail sales overlay which is only located downtown. In addition, wholesale type uses are not allowed in the T4-N zoning district.

The applicant met staff in 2025, and after further revision of their future plans, attended a TRC meeting on April 14, 2026. The notes of the meeting are found below. A few important notes: portions of the property are located under the 13' base flood elevation; however, it was believed the building was elevated above the base flood elevation. Staff recommended an elevation certificate to verify this belief, or per flood plain standards if improvements over 50% are made, the entire building must be brought up to code.

RMX Zoning:

The RMX district allows all commercial, office, and wholesale type uses to allow for the redevelopment of the site. In addition, the property adjoins T5-UC/RMX to the North and West. The purpose of the district is found below:

The RMX district's intensity accommodates region- and community-serving commercial and business uses, as well as highway-oriented businesses. Development form supports a high-quality commercial character coordinated with a uniform streetscape that enables pedestrian and transit access.

TRC Meeting April 14, 2026

The Applicant attended a TRC meeting on April 14, the notes and next steps were sent to the applicant.

Planning and Zoning: o Currently zoned T4-N.
Will require a rezoning from T4-N to either T5-UC or RMX.
We recommend RMX as it'll better allow use of the property.
Rezoning requires a hearing with the Planning Commission and then City Council if the PC approves.
Screening/landscaping will be required with a successful rezoning.
Stormwater won't be needed unless you are disturbing more than 5,000 sf of land.

- **Fire:** Sprinkler system/fire safety

- **Building Codes:** Building elevation being under 13' will require you to not surpass 50% of the fair market value with renovations. If you exceed 50%, you will have to bring the building fully up to code. Obtain flood elevation certificate to verify

Applicant's Next Steps: First recommended step is to obtain the flood elevation certificate. Depending on the elevation and 50% building code requirement, if moving forward, we recommend rezoning to RMX, which Staff is in support of. Will require a hearing with the PC and then afterwards, City Council. The PC and City Council meetings will be a minimum of a month in between each meeting, so expect the process to take a few months.

Change of Use:

Should the rezoning be approved, the applicant will be required to change the use of the property. From the building side, it is unlikely any major changes will be needed. As an existing building, only landscaping/parking improvements would be required. It is unlikely there will be any need for stormwater improvements (only new buildings or disturbance over 5,000 sq.ft), or a need for a TIA (a use with over 50 peak hour trips) with the proposed use.

Future Land Use:

The area is categorized as General Urban by the Comprehensive Plan. While the General Urban does not support RMX, Staff believes encouraging the reasonable re-use of the existing building has greater weight and would correct an error in placing the T4-N district on the property in 2017.

 Land Use	Intensity of Use					 order of precedence
	Separated Uses	Separated Uses	Separated Uses	Separated Uses	Separated Uses	
	Industrial	Urban Center	General Urban	Neighborhood	Parks & Conservation	
Zoning Classification	LI	RMX	T5-DC	T4-HN	T1	
	RMX	T5-UC	IC	T3-N		
	T5-UC	IC	T4-N	T3-S		
		LI	T1			

<u>9.16.3 C Finding of Fact</u>	<u>Rationale Present (yes/no)</u>	<u>Staff Analysis of Rationale</u>
a. Consistency (or lack thereof) with the Comprehensive Plan and Civic Master Plan	NO, but RMX would correct error	✓ The current T4-N district and General Urban District do not support the RMX zoning. ✓ Staff believes the T4-N district was not appropriately applied to this property, and created a hardship on the property for any reasonable reuse of the property. RMX would correct this error.
b. Compatibility with the present zoning, with conforming uses of nearby property, and with the character of the neighborhood	Yes	✓ The RMX District is consistent and compatible with the adjoining properties to the North, East and West. ✓ The RMX district is best suited to allow for the redevelopment of the existing property and building.
c. Suitability of the property that would be affected by the amendment	Yes	✓ The property and building were constructed as an industrial/office use and can easily accommodate future RMX uses.
d. Compatibility with the natural features of — and any archaeological or cultural resources on — the property	Yes	✓ The property is flat with no significant tree cover, and regularly used for trucks, moving trucks, etc. as an illegal staging area.
e. Marketability of the property that would be affected by the amendment; and	Yes	✓ The property cannot be marketed in its current form. ✓ It does not seem appropriate or marketable to convert the existing building to residential uses as required in the T-4 district.
f. The availability of roads, sewer, water, and stormwater facilities generally suitable and adequate for the affected property.	Yes	✓ The reuse of the building allows for the least amount of strain on the existing infrastructure.

FINDINGS AND RECOMMENDATIONS

Findings: Rezoning request meets the majority of the Code requirements and factors.

Staff Recommendation: **Approve Rezoning request.**

1556 SALEM ROAD

(PIN: R120 029 000 103E 0000)

**REZONING TO ACCOMMODATE
COMMERCIAL BUSINESSES**



DEVELOPMENT REVIEW PROCESS TRC/PRE-DESIGN CONFERENCE FORM

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
Email: development@cityofbeaufort.org Website: www.cityofbeaufort.org

Certification of Correctness: I/we certify that the information in this application is correct.

Applicant's Signature: *[Signature]* Date: 4/7/20

Required Project Information

Project Name: Tidewater Windows & Doors
Existing use of Site or Structure: Abandoned Property - Empty
Proposed use of Site or Structure: Offices & Warehouse & Light Fabrication
Square footage of any proposed construction: 16,000 Sq. Ft. To Bring Building up to Code.

Provide a brief Project Narrative and outline any specific questions you would like addressed.

hand art Building was originally the Beaufort Gazette Property with a light Commercial zoning. In 2015 the Yaden Group of Dealerships purchased the property and it has sat vacant since then. Currently we are under contract to purchase the property to bring the building up to code in order to locate our business here. Currently Tidewater Windows & Doors is located across the street at 1555 Salem Road and has been there for 5 years.

We would like to separate the building into 3 spaces whereby Tidewater Windows & Doors would inhabit one space with the other two rented out to other businesses that need a loading dock and warehouse/office space. Because we have delivery trucks and equipment larger than what T4N allows we would like to enclose the rear area of the building (Fenced & or Covered) to keep it safe. Also looking to expand the business to include light fabrication to enter the Commercial Door & Window market.

CONTACT INFORMATION – Application form & supplementary information may be submitted via email:

City of Beaufort Community Development Department

1911 Boundary Street, Beaufort, South Carolina 29902

E-Mail: development@cityofbeaufort.org | Phone: (843) 525-7011 | Fax: (843) 986-5606



1556 SALEM RD

R120 029 000 103E 0000, 1556 SALEM RD

R120 029 000 103E 0000: T4-N

Zoning Information

T4-N: NEIGHBORHOOD
Flood Zone: 0.2 PCT ANNUAL
CHANCE FLOOD HAZARD
Elevation: 10, 11, 12, 13, 8, 9, > 13 ft

Parcel Information

PIN: [R120 029 000 103E 0000](#)

AIN: 169356

Status: A

TAG: 120

Legres: No Information

Area Code: 180

CityOfBeaufort_Parcels

City Limits Public

Beaufort County
Wetlands

City of Beaufort Zoning

CoB Building Elevation

Beaufort County Flood
Zones

Soils

CoB Elevation





Flood Zones

Flood Zones

0.2 PCT ANNUAL CHANCE FLOOD HAZARD

A

AE

AO

OPEN WATER

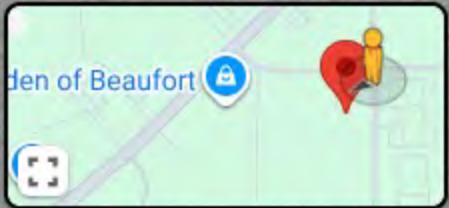
VE

X

34 Salem Rd
Beaufort, South Carolina

 Google Street View

May 2023 [See more dates](#)



FUTURE LAND USE CATEGORIES

Parks/Open Space is intended to preserve areas that contain sensitive habitats, active or passive open spaces and urban parks, cemeteries, and limited

agricultural uses.

Neighborhood is intended to accommodate residential development with civic and park functions as complementary.

General Urban is intended as a mixed-use

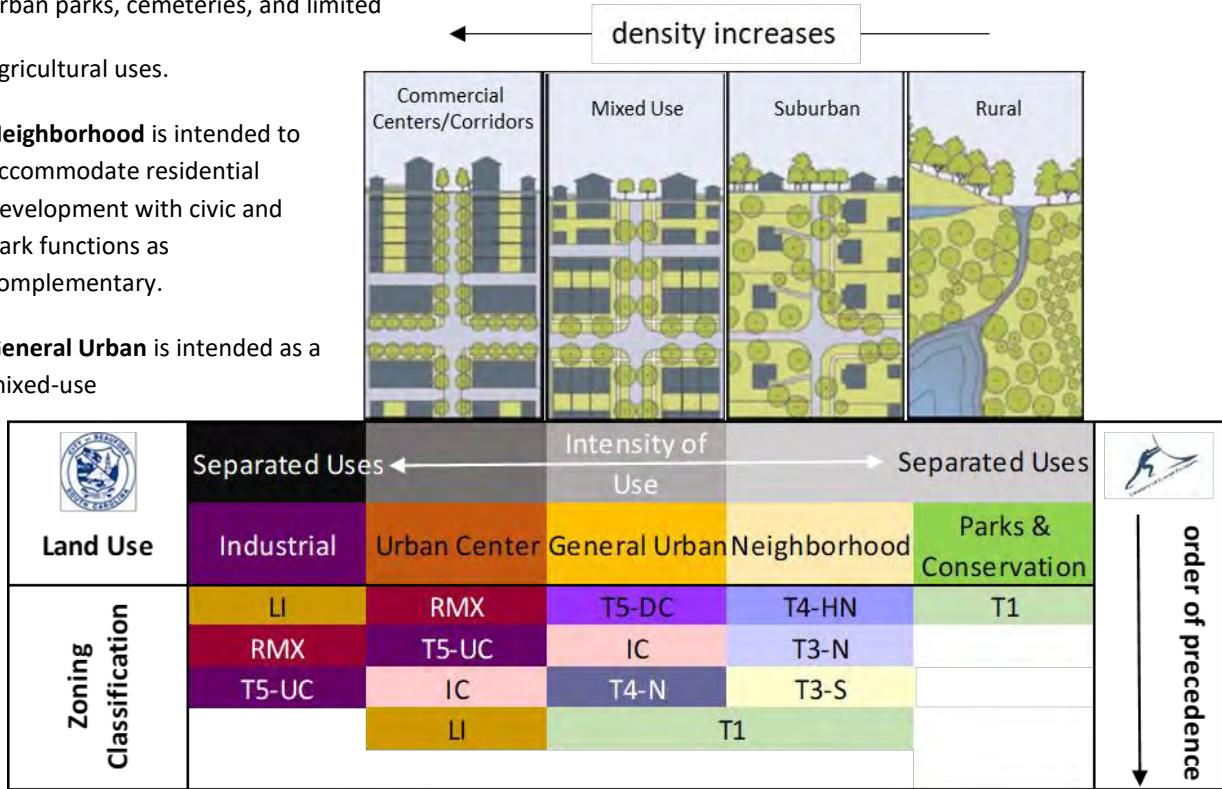


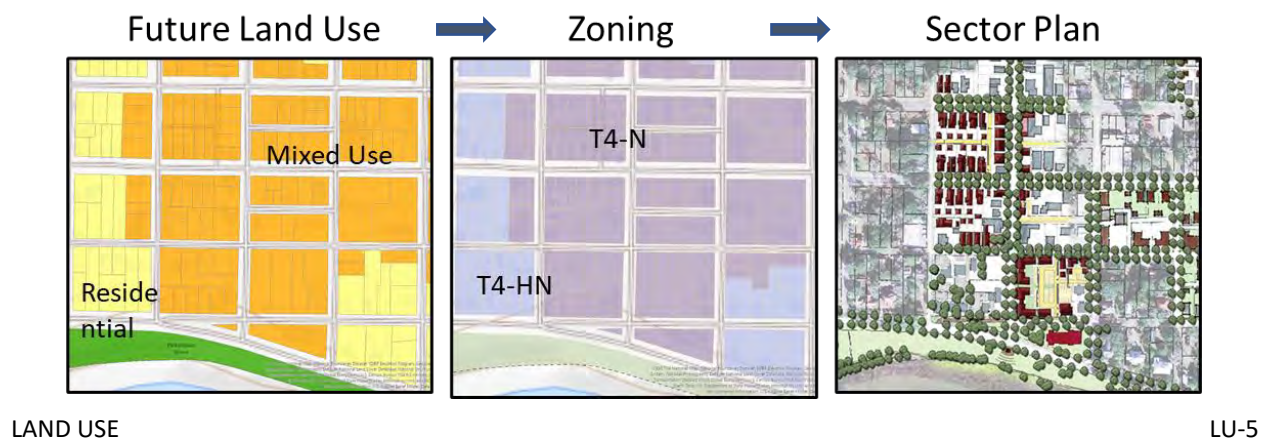
Figure 2 Land Use - Zoning Matrix

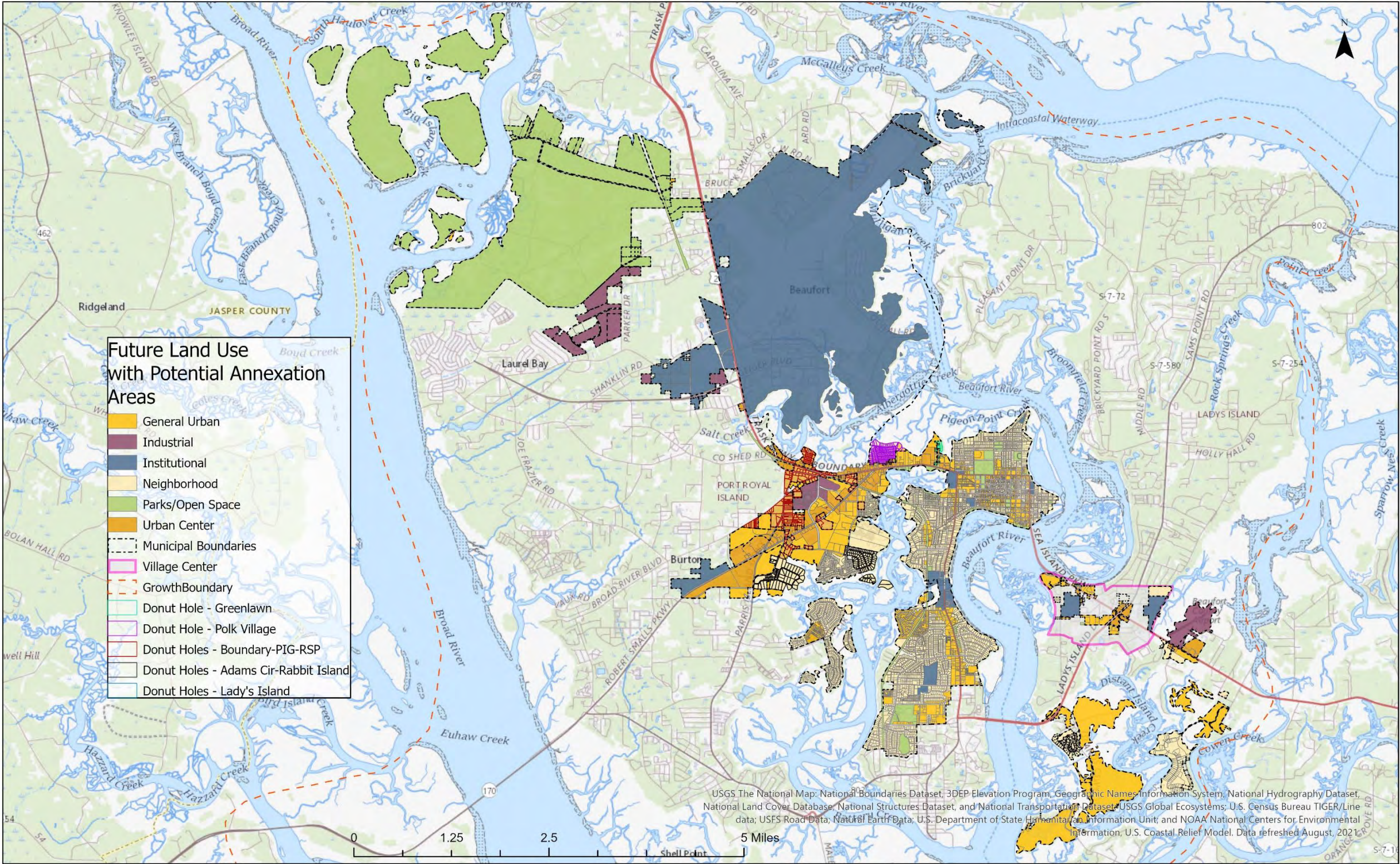
zone of urban residential units and commercial development.

Urban Center is intended to accommodate regional and community businesses and limited, light industry.

Industrial is intended for office, manufacturing, industrial, and warehousing uses, as well as their supporting uses.

PLANNING DOCUMENTS RELATIONSHIPS





Map 6 Future Land Use and Potential Annexation Areas



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/29/2026

From: Curt Freese, Community Development Director

Item Name: An ordinance to amend the City of Beaufort Zoning District Map to rezone real property identified as 909 Church Street, Beaufort County Tax Map Number R120 004 000 0275 from T4-Neighborhood (T4-N) to T4-Historic Neighborhood District (T4-HN) - First Reading

Meeting Date: June 9, 2026

Department: Community Development Department

Background Information:

Introduction:

On behalf of the applicant, Ms. Kelley Lamsens, the City of Beaufort is requesting approval to align the zoning designation of the property located at 909 Church Street from a split zoning of T4-HN/T4-N (T4-Historic District Neighborhood /T4-Neighborhood) to a single zoning of T4-HN (T4-Historic Neighborhood). The property is further identified as R120 004 000 0275 0000, 909 Church Street.

Background:

The applicant is requesting a Rezoning approval pursuant to Code Section 9.16. The applicant's property, 909 Church Street, was formerly part of the parcel known as 1114 Greene Street. In June 2019, 1114 Greene Street was unconsolidated and later subdivided in November 2019, creating the new lot now identified as 909 Church Street. However, the subdivision and associated plat approval in 2019 were processed in error and did not comply with applicable planning requirements, and the current request serves to correct that procedural mistake. Additionally, the zoning district boundaries were not updated to match the new lot configuration and instead continue to reflect the previous lot lines, resulting in two residential properties that appear to be dual-zoned T4-N and T4-HN. 1114 Greene Street was, and remains, T4-N, while the newly created 909 Church Street received T4-HN designation. The applicant is requesting a rezoning to apply T4-HN to the correct, full bounds of 909 Church Street.

As shown on the current zoning map (see below), the zoning district boundaries still follow the former property lines between 1114 Greene Street and 909 Church Street. These boundaries were

never updated after the lots were realigned and after 909 Church Street was expanded to include the rear portion of the original 1114 Greene Street parcel, which remained zoned T4-N.

Legal Authority:

Title 6, Chapter 29

Staff Recommendation:

At their April 20, 2026, meeting, the Planning Commission unanimously recommended approval of the rezoning request. Staff recommends approval.

Placed on Agenda For:

Action

Attachments:

1. 909 church street rezoning ordinance
2. 909 Church Street_Agenda Packet

ORDINANCE 2026/14

AN ORDINANCE TO AMEND THE CITY OF BEAUFORT ZONING DISTRICT MAP TO REZONE REAL PROPERTY IDENTIFIED AS 909 CHURCH STREET, BEAUFORT COUNTY TAX MAP NUMBER R120 004 000 0275 0000 FROM T4-NEIGHBORHOOD (T4-N) TO T4-HISTORIC NEIGHBORHOOD DISTRICT (T4-HN)

WHEREAS, the Beaufort Development Code, establishes zoning classifications and districts for the City of Beaufort (hereinafter “City”) and the City of Beaufort Zoning District Map (hereinafter “Zoning Map”); and

WHEREAS, an application for zoning map amendment was submitted to the City pursuant to Section 9.16 of the Beaufort Development Code, which sought to amend the Zoning Map to rezone real property identified as Beaufort County Tax Map Number R120 004 000 0275 0000 (hereinafter the Property”) to T4-Historic Neighborhood District (T4-HN) from T4-Neighborhood District (T4-N) ; and

WHEREAS, the proposed zoning map amendment is compatible and in accordance with the vision and goals of the City and the City’s Comprehensive Plan; and

WHEREAS, a zoning of the Property as T4-Historic Neighborhood District (T4-HN) is consistent and compatible with adjacent zoning; and

WHEREAS, any future development of the property will be able to take advantage of existing infrastructure; and

WHEREAS, it is reasonable to expect that the change of zoning to T4-Historic Neighborhood District (T4-HN) will better allow the property to be developed for residential uses; and

WHEREAS, a staff report that reviewed the proposed amendment in light of the Comprehensive Plan and the general requirements of this Beaufort Development Code was prepared by staff and a copy was provided to the Planning Commission and the applicant before the scheduled public meeting of the Planning Commission at which the proposed amendment was considered by the Planning Commission; and

WHEREAS, a public hearing before the Planning Commission was held regarding the proposed change to the zoning map on April 20, 2026, with notice of the hearing published in The Beaufort Gazette on March 28, 2026; and, at the close of that meeting, the Planning Commission recommended approval of the zoning designation of T4-Historic Neighborhood District (T4-HN); and

WHEREAS, a public meeting before the City Council was held regarding the proposed change to the zoning map on June 9, 2026, and July 7, 2026, recommended approval of the zoning designation of T4-Historic Neighborhood District (T4-HN).

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Beaufort, South Carolina, duly assembled and by authority of same, that the Zoning Map be amended such that the Property shall be zoned as T4-Historic Neighborhood District (T4-HN).

This Ordinance shall become effective immediately upon adoption.

PHILIP E. CROMER, MAYOR

Attest:

TRACI GULDNER, CITY CLERK

1st Reading _____

2nd Reading & Adoption _____

Reviewed as to form by Benjamin Coppage, City Attorney

Public Hearing

-

909 CHURCH STREET

**Rezoning request for a dual-zoned
(T4-N / T4-HN) parcel**



STAFF REPORT: PLANNING COMMISSION (PC) – REZONING

909 CHURCH STREET

DATE: April 20, 2026

GENERAL INFORMATION		
Applicant:	Kelly Lamsens (Homeowner)	
Site Address / Tax PIN:	909 Church Street; R120 004 000 0275 0000	
Applicant's Request:	Applicant is requesting a Rezoning approval for 909 Church Street. Due to a mapping error during the 2019 unconsolidation and subdivision of the parent parcel, the property currently appears as dual-zoned T4-N / T4-HN. The 2019 subdivision was processed in error under the applicable planning requirements, and the rezoning corrects this error by applying a single T4-HN designation to the entire parcel.	
Current Zoning:	T4-N / T4-HN	
Current Land Use:	Undeveloped	
Flood Zone/Base Flood:	Flood Zone: X, Elevations: 17 – 19 ft. (Base-Flood Elevation: > 13 ft.)	
Existing Landmark/Specimen Trees:	No trees are affected by this request.	
ZONING DISTRICT INFORMATION		
T4-HISTORIC NEIGHBORHOOD DISTRICT (T4-HN)		
Minimum Lot Width:	40 ft min; 60 ft min in The Point	
Minimum Lot Size:	4,000 sf min; 6,000 sf min in The Point	
Max Impervious Lot Coverage:	55% (+10% for total impervious coverage)	
Front Setback	“Average Prevailing Setback on Block”	
Side Setback	Corner/Alley: 5 ft min, no max Interior: 6 ft min (10 ft min in The Point)	
Rear Setback	15 ft min; 0 ft from Alley	
Building Height:	3 stories max	
SURROUNDING ZONING, LAND USE AND REQUIRED BUFFERS		
Adjacent Zoning	Adjacent Land Uses	Required Buffer type(s) - see Sec. 5.4.1; 5.4.2; 5.4.3)
North: T4-N	Residential Structure – 1114 Greene St (Contributing Structure, ca. 1905)	N/A
South: T4-HN	Residential Structure – 905 Church St (Noncontributing Structure, ca. 1960)	N/A
East: T4-HN	Residential Structure – 1110 Greene St (Noncontributing Structure, ca. 1910; altered)	N/A
West: T4-HN	Residential Structure – 1202 Greene St (Contributing Structure, ca. 1910)	N/A

Background:

The applicant is requesting a Rezoning approval pursuant to Code Section 9.16. The applicant's property, 909 Church Street, was formerly part of the parcel known as 1114 Greene Street. In June 2019, 1114 Greene Street was unconsolidated and later subdivided in November 2019, creating the new lot now identified as 909 Church Street. However, the subdivision and associated plat approval in 2019 were processed in error and did not comply with applicable planning requirements, and the current request serves to correct that procedural mistake. Additionally, the zoning district boundaries were not updated to match the new lot configuration and instead continue to reflect the previous lot lines, resulting in two residential properties that appear to be dual-zoned T4-N and T4-HN. 1114 Greene Street was, and remains, T4-N, while the newly created 909 Church Street received T4-HN designation. The applicant is requesting a rezoning to apply T4-HN to the correct, full bounds of 909 Church Street.

As shown on the current zoning map (see below), the zoning district boundaries still follow the former property lines between 1114 Greene Street and 909 Church Street. These boundaries were never updated after the lots were realigned and after 909 Church Street was expanded to include the rear portion of the original 1114 Greene Street parcel, which remained zoned T4-N.



Applicant's Stated Reason(s) for Requesting Rezoning:

"The subject property currently contains split zoning (T4-HN and T4-N) that does not align with the existing parcel configuration due to a prior lot consolidation. This request is intended to establish a consistent zoning designation across the entire parcel in accordance with City planning principles.

Rezoning the property to T4-HN will eliminate the existing inconsistency, allow for orderly development of the property, and align with the surrounding neighborhood context.

The proposed use is a single-family residence with an accessory dwelling unit, which is compatible with the character and development pattern of the area."

The Planning Commission shall study the proposed amendment, considering the following factors, in accordance with Code Sec. 9.16.3.C.2:

- a. Consistency (or lack thereof) with the Comprehensive Plan and Civic Master Plan.
 - ✓ Staff analysis: Consistency with the Comprehensive Plan and Civic Master Plan will be increased.
- b. Compatibility with the present zoning, with conforming uses of nearby property, and with the character of the neighborhood.
 - ✓ Staff analysis: Compatibility with present zoning is increased with the Rezoning request.
- c. Suitability of the property that would be affected by the amendment.
 - ✓ Staff analysis: Property will become more suitable with proper zoning district bounds.
- d. Compatibility with the natural features of — and any archaeological or cultural resources on — the property.
 - ✓ Staff analysis: Compatibility with the natural features of the property will be maintained. No archaeological or cultural resources are affected by this request.
- e. Marketability of the property that would be affected by the amendment; and
 - ✓ Staff analysis: Marketability of the property will be increased due to the property having its correct zoning district bounds.
- f. Availability of roads, sewer, water, and stormwater facilities generally suitable and adequate for the affected property.
 - ✓ Staff analysis: Infrastructure is not affected by this request.

FINDINGS AND RECOMMENDATIONS

Findings: Rezoning request meets all Code requirements and factors.

Staff Recommendation: **Approve Rezoning request.**

Location of Subject Property on City of Beaufort Zoning Map



4/14/2026, 4:17:09 PM

City of Beaufort Road Classifications Layer

STATE,PAVED

Address Numbers

CityOfBeaufort_Parcels

City Limits Public

City of Beaufort Zoning

T4-N

T4-HN

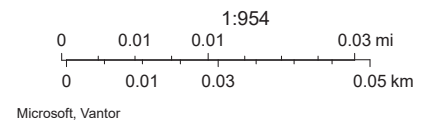
World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations



**BEAUFORT COUNTY
HISTORIC SITES SURVEY - 1997**

RECONNAISSANCE LEVEL BUILDING INVENTORY FORM

Statewide Survey Site Form
State Historic Preservation Office
South Carolina Department of Archives and History
Columbia, SC

Site Number: U- 13 - 1088
Access County Site #
USGS Quad: 025 Beaufort
Doc. Level: Reconnaissance Level

Historic name(s): Ed Pruitt's Grocery Store Map Ref.: BFT 09 (TL) Tax Number: R120 004 000 0274 0000
Common name(s): _____ City Block Ref.: 85 Island: Port Royal Is.
Address/location: 1114 Greene St. City/Vicinity of (vic.): Beaufort
Date: 1905 ca. Alteration date: _____
Ownership: ☒ 1. private ☐ 2. city ☐ 3. county ☐ 4. state ☐ 5. federal ☐ 6. unknown
Category: ☒ 1. building ☐ 2. site ☐ 3. structure ☐ 4. object
Historic use(s): commercial - store/shop Current uses: vacant

Notes: Rectangular 1 story 3 x 3 bay frame store w/front-facing gable roof

National Register Status: _____ Date: _____ Listing Name: _____ NRIS # _____
National Register Historic District (NHL, 11/73) 12/17/69 Beaufort Historic District 69000159

SHPO National Register Evaluation: Contributes to listed district Name: Beaufort Historic District

Consultant Recommendation: _____ Name: _____

Previous Survey: _____ Reference: _____ Notes: _____
☐ H.A.B.S. ☐ Other _____
☐ Feiss-Wright (1969) _____
☒ Historic Resources of the Lowcountry (1979) 38 BU 1089 The Neighborhood
☐ Milner Historic District Inventory (1979) _____
☐ A Guide to Historic Beaufort (1995 ed.) _____

Photograph:



Photographs:

☒ prints
☐ slides
☒ negatives

Date: 8/1/97

Recorder: D. Schneider, Historic Beaufort Fdn.

Roll # Neg. View of:
S-10 9 N facade & W elev., fac. SE



REQUEST TO UNCONSOLIDATE LOT APPLICATION

Department of Planning & Development Services
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7011 / f. (843) 986-5606
www.cityofbeaufort.org

Application Fee: \$25

Receipt #

OFFICE USE ONLY: Date Filed: 6/14 Application #: 18373 Zoning District: TC1-N

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application? ☐ Yes ☐ No

\$ PAID
6/14 CAH

Applicant, Owner and Property Information

PROPERTY IDENTIFICATION NO.: 120 004 000 0274/2075
Applicant Name: The Bismark Co
Applicant Address: 820 Bay St.
Applicant Phone: [REDACTED]
Property Owner Name: The Bismark Co / John Lee III

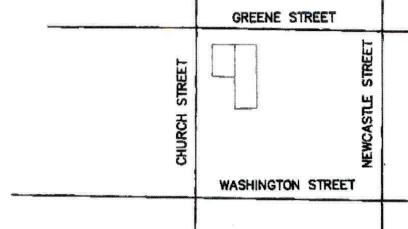
Please unconsolidate lots as shown on the attached plat.

Applicant's Signature: [Signature] Date: 6/14/19
Approved By: [Signature] Date: 6/14/19

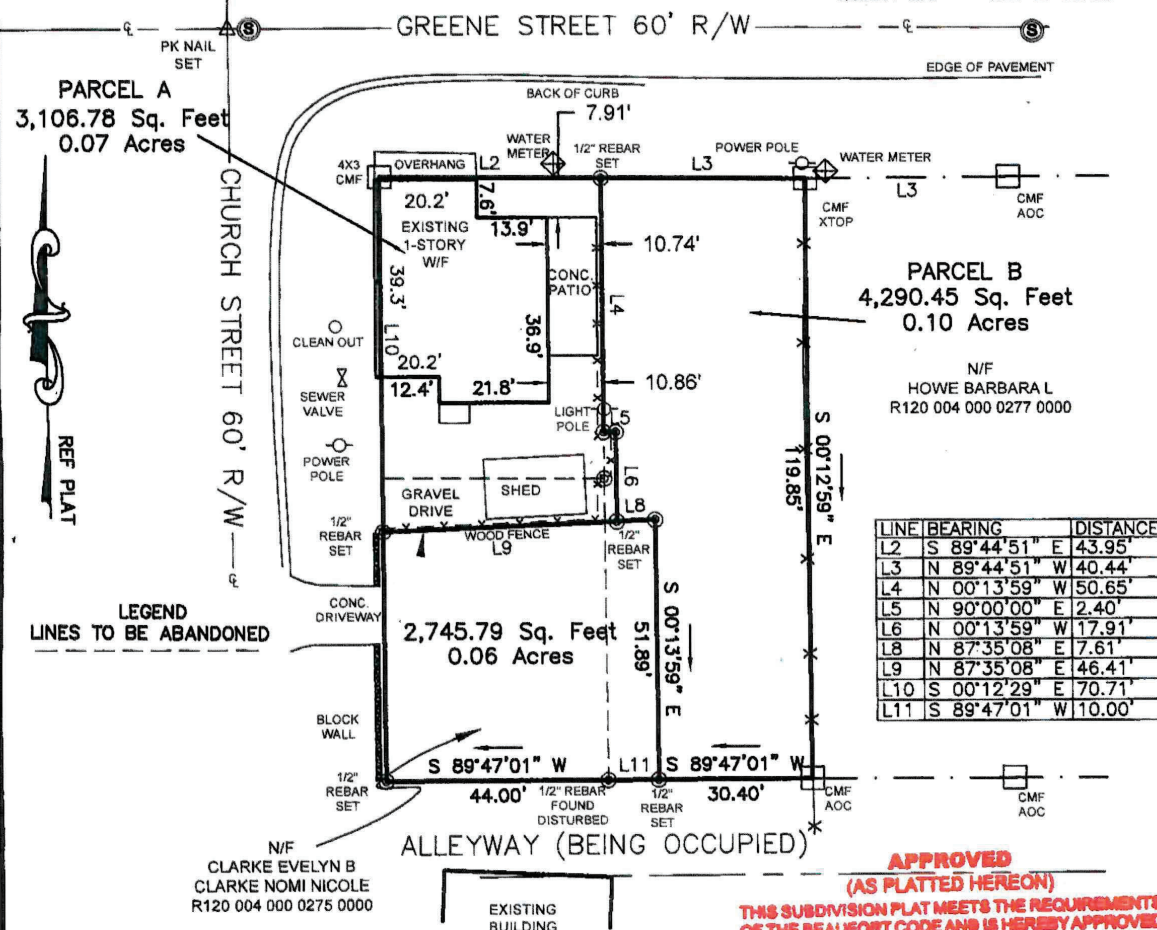


GASQUE & ASSOCIATES INC.
LAND SURVEYORS & PLANNERS

28 PROFESSIONAL VILLAGE CIRCLE, BEAUFORT, S.C.
P.O. BOX 1363, BEAUFORT, S.C.
PHONE (843) 522-1798



VICINITY MAP NOT TO SCALE



LOT LINE REVISION SURVEY PREPARED FOR
JOHN TRASK III

THIS BEING PORTIONS OF BLOCK 85 CITY OF BEAUFORT BEAUFORT COUNTY SOUTH CAROLINA. SET FORTH ON A PLAT OF THE TOWN BY THE SOUTH CAROLINA U.S. DIRECT DISTRICT TAX COMMISSIONERS. LOCATED IN THE CITY OF BEAUFORT, BEAUFORT COUNTY, SOUTH CAROLINA. T.M.S. R120 004 000 0274 & 0275.

THE CERTIFIER HAS NOT INVESTIGATED OR BEEN INSTRUCTED TO INVESTIGATE THE EXISTENCE OR NONEXISTENCE OF ANY OVERLAY DISTRICTS, SUCH AS; AIRPORT, MILITARY, NOISE, CRASH POTENTIAL OR ENVIRONMENTAL ISSUES.

CERTIFICATIONS ARE NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.

THIS PLAT IS COPYRIGHTED AND IS INTENDED ONLY FOR THE ENTITY OR PERSON(S) SHOWN HERE ON.

THIS PLAT REPRESENTS A SURVEY BASED ON THE LISTED REFERENCES ONLY AND IS NOT THE RESULT OF A TITLE SEARCH.

SETBACKS SHOWN AS PER PLAT OF RECORD AND MUST BE VERIFIED WITH OFFICIAL AGENCY BEFORE PURCHASE AND OR CONSTRUCTION ON SUBJECT PROPERTY.

BEFORE ANY DESIGN WORK OR CONSTRUCTION ON THIS SITE IS STARTED FLOOD ZONE INFORMATION MUST BE VERIFIED BY PROPER BUILDING CODES OFFICIAL.

THIS PROPERTY APPEARS TO LIE IN FLOOD ZONE C AS DETERMINED BY FEMA FIRM COMM-PANEL NUMBER 450026 0005 D. DATED SEPTEMBER 29 1986.

THE UNDERSIGNED DOES NOT CERTIFY THAT THE PROPERTY SHOWN HEREON COMPLIES WITH ANY RESTRICTIVE CONVEYANCES OR ANY CITY AND/OR COUNTY ORDINANCES.

I, DAVID E. GASQUE, HEREBY CERTIFY TO JOHN TRASK III THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS A SURVEY AS SPECIFIED THEREIN. ALSO THERE ARE NO ENCROACHMENTS OR PROJECTIONS OTHER THEN SHOWN. THIS SURVEY IS NOT VALID UNLESS IT BEARS THE ORIGINAL SIGNATURE AND HAS AN EMBOSSED SEAL AREA DETERMINED BY COORDINATE METHOD.



SCALE: 1"=30'

DATE: 11/13/2018

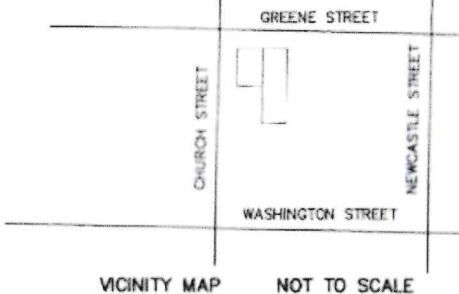
DAVID E. GASQUE, R.L.S. JOB # 49760
S.C. REGISTRATION NUMBER 10508 FB#939/TI DSGN#7
THIS PLAT IS NOT BINDING UNLESS ACCOMPANIED BY
AN ORIGINAL SIGNATURE AND AN EMBOSSED SEAL.



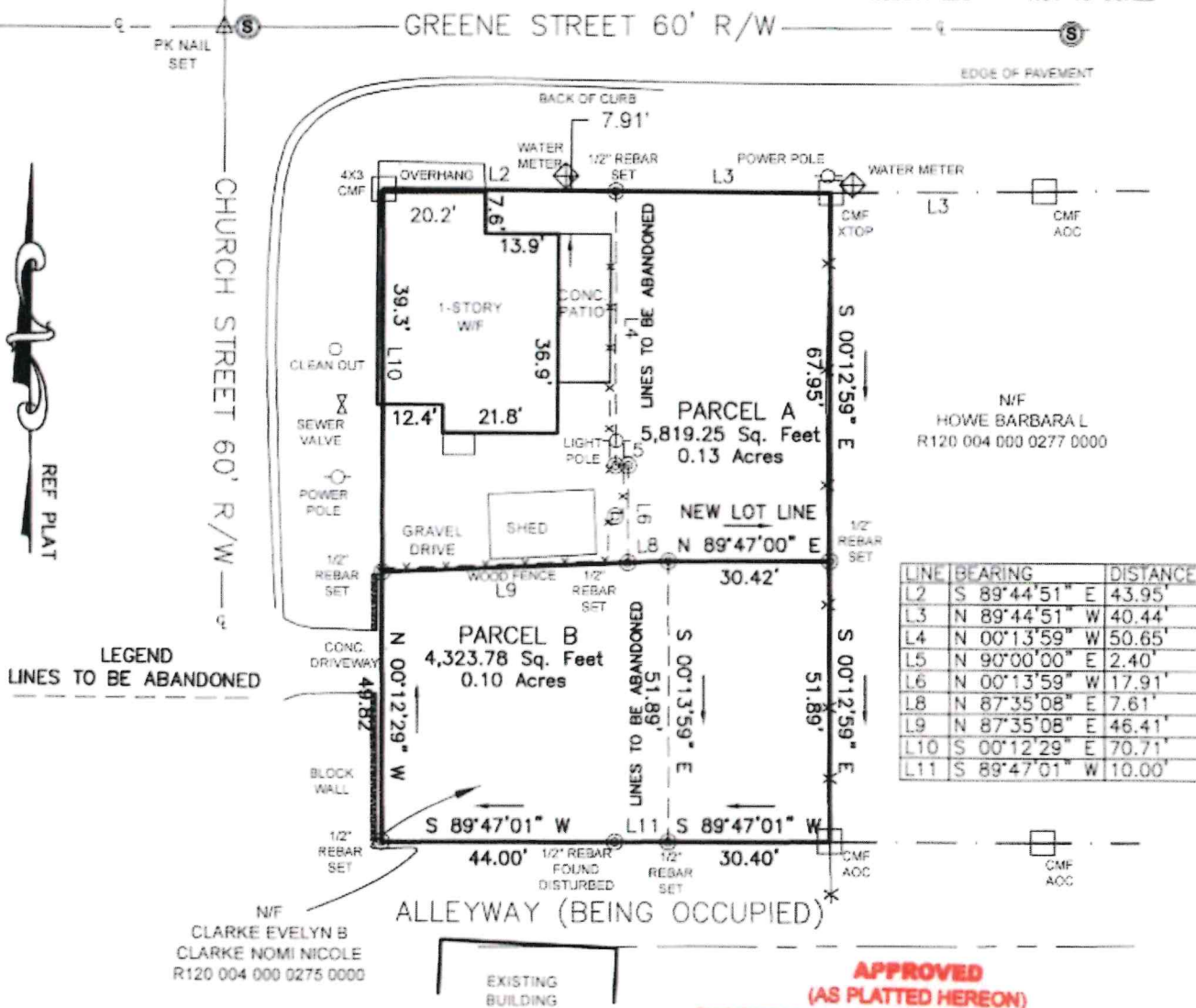
GASQUE & ASSOCIATES INC.
LAND SURVEYORS & PLANNERS

28 PROFESSIONAL VILLAGE CIRCLE, BEAUFORT, S.C.
P.O. BOX 1363, BEAUFORT, S.C.
PHONE (843) 522-1798

CITY OF BEAUFORT
PLANNING DEPARTMENT
1911 BOUNDARY STREET
BEAUFORT, SC 29902



VICINITY MAP NOT TO SCALE



LEGEND
--- LINES TO BE ABANDONED

APPROVED
(AS PLATTED HEREON)
THIS SUBDIVISION PLAT MEETS THE REQUIREMENTS
OF THE BEAUFORT CODE AND IS HEREBY APPROVED
FOR RECORDING WITH THE BEAUFORT COUNTY
REGISTER OF MEANS CONVEYANCES.

Certified by: Ann B. Gade
Date: November 22, 2019

LOT LINE REVISION SURVEY PREPARED FOR
JOHN TRASK III

THIS BEING PORTIONS OF BLOCK 85 CITY OF BEAUFORT ~~BEAUFORT COUNTY SOUTH~~
CAROLINA. SET FORTH ON A PLAT OF THE TOWN BY THE SOUTH CAROLINA U.S. DIRECT
DISTRICT TAX COMMISSIONERS. LOCATED IN THE CITY OF BEAUFORT, BEAUFORT COUNTY,
SOUTH CAROLINA. T.M.S. R120 004 000 0274 & 0275.

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THE RESULT OF A TITLE SEARCH.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 06/03/2026
From: Eric Claussen , Assistant City Manager
Item Name: Resolution recognizing the Waterfront Advisory Committee recommendation and expressing support for advancing Option 2 for the Henry C. Chambers Preserving the Promenade Project
Meeting Date: June 9, 2026
Department: City Managers Office

Background Information:

Introduction:

City Council is asked to consider a resolution acknowledging the unanimous recommendation of the Waterfront Advisory Committee and expressing support for advancing the engineers' Option 2 as the City's preferred conceptual alternative for the Henry C. Chambers Waterfront Park Relieving Platform Project.

Background:

The Henry C. Chambers Waterfront Park is a significant public asset of the City of Beaufort, and the existing relieving platform supporting the waterfront promenade is failing and requires complete reconstruction. The Waterfront Advisory Committee reviewed the options presented by the City's consulting engineers for addressing the failing relieving platform, while also considering community input received through an online survey and the public presentation held at the Park on April 22, 2026.

Based on the engineering evaluation, public input, and consideration of the preliminary relative costs of the available options, the Waterfront Advisory Committee unanimously recommended that the City proceed with implementing Option 2. This option consists of replacing the existing relieving platform with a new elevated platform supported by piles.

Option 2 is intended to preserve as much as possible the attributes of the existing platform by occupying the same footprint, while using current technology and stronger materials for the supporting piles. The supported platform, or promenade, would weigh considerably less than the existing platform, thereby reducing stress on the supporting structure.

The option also incorporates resiliency and adaptive design features intended to address increases in tide levels since the Park was constructed in the mid-1970s, as well as expected future increases. These features include raising the surface of the promenade approximately eighteen (18) inches above the height of the existing promenade and designing the structure to allow future modifications without raising the promenade itself.

The preliminary cost estimate for Option 2 is approximately \$66 million, which is substantially less than the preliminary estimate of \$81 million for Option 1, consisting of repair of the existing platform, and \$121 million for Option 3, consisting of construction of a new bulkhead and backfill. These estimates were prepared before detailed design and construction drawings and remain subject to refinement through future engineering, permitting, funding, and procurement processes.

Legal Authority:

Section 5-7-30 of South Carolina Code provides that municipalities may enact regulations, resolutions, and ordinances, not inconsistent with the Constitution and general law of the State, including the authority to provide for the public health, safety, and welfare of the municipality.

Staff Recommendation:

Staff recommends that City Council adopt the attached resolution acknowledging the Waterfront Advisory Committee's unanimous recommendation and expressing support for advancing Option 2 as the preferred conceptual alternative for the Henry C. Chambers Waterfront Park Relieving Platform Project.

Specifically, staff recommends that Council:

- Acknowledge and accept the unanimous recommendation of the Waterfront Advisory Committee to advance the engineers' Option 2 as the City's preferred conceptual alternative;
- Support the continued development of Option 2, including replacement of the existing relieving platform with a new elevated platform supported by piles and designed, to the extent practicable, to preserve the existing footprint and character of the waterfront promenade;
- Direct the City Manager, or his designee, to continue advancing the project through a Request for Qualifications (RFQ) for engineering, design refinement, permitting, cost validation, public communication, and funding strategy development;
- Direct staff to incorporate resiliency and adaptive design principles into the project, including measures intended to address current and future tide levels and reduce the risk of future inundation of the promenade and Park; and
- Acknowledge that the resolution does not constitute final approval of design or construction contracts or project funding, and that future contracts, appropriations, funding agreements, and major project milestones will return to City Council for consideration as required by law and City policy.

Adoption of the resolution positions the City to move forward with the next phase of project

development while preserving City Council's authority over future contracts, funding decisions, and major project milestones.

Placed on Agenda For:

Action

Attachments:

1. Resolution 2026-09 Waterfront Park Relieving Platform

RESOLUTION 2026/09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BEAUFORT, SOUTH CAROLINA, ACKNOWLEDGING THE WATERFRONT ADVISORY COMMITTEE RECOMMENDATION AND EXPRESSING SUPPORT FOR ADVANCING OPTION 2 FOR THE HENRY C. CHAMBERS WATERFRONT PARK RELIEVING PLATFORM PROJECT

WHEREAS, the Henry C. Chambers Waterfront Park (hereinafter “Park”) is a significant public asset of the City of Beaufort and the existing relieving platform supporting the waterfront promenade is failing and requires total reconstruction; and

WHEREAS, the Waterfront Advisory Committee has considered the various options presented by the City’s consulting engineers for addressing the failing relieving platform of the Park; and

WHEREAS, in addition to the engineering evaluation, the Waterfront Advisory Committee considered community input received through an online survey and the public presentation held at the Park on April 22, 2026; and

WHEREAS, based on the engineering evaluation, public input, and consideration of the preliminary relative cost estimates of the available options, the Waterfront Advisory Committee unanimously recommended that the City proceed with implementing the engineers’ Option 2, consisting of replacement of the existing relieving platform with a new elevated platform supported by piles; and

WHEREAS, the Waterfront Advisory Committee found that Option 2 would preserve as much as possible the attributes of the existing platform by occupying the same footprint as the existing platform, while using current technology and stronger materials for the supporting piles; and

WHEREAS, the Waterfront Advisory Committee further noted that the supported platform, or promenade, would weigh considerably less than the existing platform, thereby reducing stress on the supporting structure; and

WHEREAS, Option 2 would raise the height of the surface of the promenade by approximately eighteen (18) inches above the height of the existing promenade in order to address sea level rise; and

WHEREAS, Option 2 would include adaptive design features to allow future modifications to the structure, without raising the promenade itself, to better protect the promenade and the Park from inundation as sea levels rise in the future; and

WHEREAS, the preliminary cost estimate for Option 2 is approximately Sixty-Six Million Dollars (\$66,000,000), which is substantially less than the preliminary estimate of Eighty-One Million Dollars (\$81,000,000) for Option 1, consisting of repair of the existing platform, and One Hundred Twenty-One Million Dollars (\$121,000,000) for Option 3, consisting of construction of a new bulkhead and backfill; and

WHEREAS, the City Council acknowledges that all preliminary cost estimates were prepared before detailed design and construction drawings and remain subject to refinement through future engineering, permitting, funding, and procurement processes; and

WHEREAS, the City Council finds that advancing Option 2 as the preferred conceptual alternative is consistent with the City's goals of preserving the character and public use of Henry C. Chambers Waterfront Park while improving the long-term resilience and structural integrity of the waterfront promenade;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Beaufort, South Carolina, in Council duly assembled, that:

- The City Council hereby acknowledges and accepts the unanimous recommendation of the Waterfront Advisory Committee to advance the engineers' Option 2 for the Henry C. Chambers Waterfront Park Relieving Platform Project as the City's preferred conceptual alternative.
- The City Council supports the continued development of Option 2, including replacement of the existing relieving platform with a new elevated platform supported by piles and designed, to the extent practicable, to preserve the existing footprint and character of the waterfront promenade.
- The City Council directs the City Manager, or his designee, to continue advancing the project through a Request for Qualifications (RFQ) for engineering, design refinement, permitting, cost validation, public communication, and funding strategy development.
- The City Council further directs staff to incorporate resiliency and adaptive design principles into the project, including measures intended to address current and future tide levels and to reduce the risk of future inundation of the promenade and Park.
- The City Council acknowledges that this Resolution does not constitute final approval of design/construction contracts or project funding, and that future contracts, appropriations, funding agreements, and major project milestones shall be brought forward for City Council consideration as required by law and City policy.

IN WITNESS THEREOF, I hereunto set my hand and cause the Seal of the City of Beaufort to be affixed this ____ day of June, 2026.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 06/03/2026
From: Eric Claussen , Assistant City Manager
Item Name: Authorization to allow the City Manager to enter into a Contractural Agreement for the Duke Street Streetscape Project
Meeting Date: June 9, 2026
Department: City Managers Office

Background Information:

Introduction:

On April 16, the City solicited RFP 2026-113 Duke Street, Streetscape Improvements. The RFP documents were posted on the City's website, and the public notice was issued on the State of South Carolina (SCBO) procurement website and advertised in the Island News. A non-mandatory pre-bid meeting was held on April 24. Questions were received by the April 30, and answers were posted on May 7. The city received two bids that were opened during a public meeting on the submittal deadline of May 15, at 2:00 PM. The total construction budget for this project is \$1,833,653 including a 10% contingency for the City portion. The funding breakdown is \$655,031 from the general fund, \$750,180 from the ARPA fund and \$428,442 from the South Carolina State Act 36 of 2019 Road Construction and Utility Relocation in coordination with Beaufort Jasper Water & Sewer Authority (BJWSA). Davis & Floyd is the lead engineer on this project.

	JH Hiers Construction	Gulf Stream Construction
Streetscape Improvements (A)	1,228,330.80	1,251,407.14
Water Distribution System (B)	195,935.00	318,729.67
Removal and Replacement (C)	281,640.00	78,102.98
Total	1,705,905.80	1,648,239.79
4% of Total Bid	49,133.23	50,056.29
Act 36 BJWSA Portion	428,441.77	346,776.36
City Portion	1,277,464.03	1,301,463.43
Total	1,705,905.80	1,648,239.79

The selection committee of Eric Claussen, Brian Ranger and Nate Farrow reviewed the bids and total net costs including the Act 36 funding. Gulfstream Construction and JH Hiers Construction are both capable of performing the work. JH Hiers is in the final phase of the King Street project, while Gulfstream is not near completion of the Charles, Craven project. The committee is unanimous in recommending JH Hiers Construction as the lowest most responsive bidder. Upon your approval, a Notice of Intent to Award and a contract draft will be sent to JH Hiers Construction.

Background:

Legal Authority:

City Code of Ordinance- Part 1, Chapter 4, Article A, Section 1-4004, Paragraph 9

Staff Recommendation:

Staff recommends that City Council authorizes City Manager to enter into a contract for Duke Street Streetscape Project with J.H. Hiers Construction.

Placed on Agenda For:

Action

Attachments:

1. RECOMMENDATION MEMO RFP 2026-113
2. CONTRACT DRAFT RFP 2026-113 DUKE STREET IMPROVEMENTS
3. RFP 2026-113 DUKE STREET IMPROVEMENTS
4. Duke Street Streetscape MOA BJWSA June 2026



TO: SCOTT MARSHALL
FROM: JAY PHILLIPS
SUBJECT: RECOMMENDATION MEMO FOR RFP 2026-113 DUKE STREET STREETScape IMPROVEMENTS
DATE: 06/01/2026
CC: ERIC CLAUSSEN, BRIAN RANGER, NATE FARROW, ALAN EISENMAN, BRYAN WEBB (DAVIS & FLOYD)

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Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Standard Agreement Between
City of Beaufort and JH Hiers Construction, LLC
where the basis of payment is a STIPULATED SUM

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AGREEMENT made as of the ____ day of June in the year 2026.

BETWEEN the Owner:

**CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902**

and the Contractor:

**JH HIERS CONSTRUCTION, LLC
509 CARTERET STREET
BEAUFORT, SC 29902**

The Project is:

RFP 2026-113 DUKE STREET STREETSCAPE IMPROVEMENTS

The Owner and Consultant agree as follows:

ARTICLE 1 - THE DOCUMENTS

The Contract Documents consist of this Agreement (hereinafter "Agreement"); Conditions of the Contract (General, Supplementary, and other Conditions); the Request for Proposals No. 2026-113 (hereinafter "RFP"); the Proposal Submitted by JH Hiers Construction in response to this RFP (hereinafter "Proposal"); any drawings, specifications, or addenda associated with the aforementioned documents issued prior to execution of this Agreement; other documents listed in this Agreement; and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications appears in Article 8.

ARTICLE 2 - THE WORK OF THIS AGREEMENT-

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Contractor shall provide all services necessary to fully execute the Work described in and reasonably inferable from the Contract Documents, except to the extent specifically indicated in the Agreement to be the responsibility of others.

ARTICLE 3 - DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

- 3.1 The date of commencement shall be the date of this Agreement.
- 3.2 The term of this agreement and the date of substantial completion shall be six (6) months from the date of commencement.
- 3.3 All work to be completed by December 31, 2026.

ARTICLE 4 - CONTRACT SUM

- 4.1 The Owner shall pay the Contractor on a fee basis not to exceed \$1,705,905.80.

ARTICLE 5 - PAYMENTS

- 5.1 Payment shall be remitted after completed tasks have been approved by the Owner's Representative and an invoice for said tasks has been submitted and received.

ARTICLE 6 - TERMINATION OR SUSPENSION

- 6.1 The Agreement may be terminated by the Owner or Contractor prior to assignment of tasks.
- 6.2 The work may be suspended by the Owner.
- 6.3 The Owner may, by written notice to the Contractor, terminate the Agreement completely or partially if the Contractor is in default with regard to any provision of the Agreement. If the agreement is terminated by the Owner due to the Contractor's default, the Owner is not liable to the Contractor for any payment to the Contractor for any incomplete or undelivered work.

ARTICLE 7 - MISCELLANEOUS PROVISIONS

- 7.1 The Owner's representative is:

BRIAN RANGER
CITY OF BEAUFORT
1911 BOUNDARY STREET

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT

1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

BEAUFORT, SOUTH CAROLINA 29902

7.2 Contractor's representative is:

**ALEX WEEKS
JH HIERS CONSTRUCTION, LLC
509 CARTERET STREET
BEAUFORT, SC 29902**

7.3 Neither the Owner's nor the Contractor's representative shall be changed without ten days' written notice to the other party.

ARTICLE 8 - ENUMERATION OF CONTRACT DOCUMENTS

8.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

8.1.1 The Agreement;

8.1.2 The General Conditions, which are the City of Beaufort General Terms and Conditions as published on the Owner's website;

8.1.3 The Specifications, which are those stated in the RFP;

8.1.4 The Proposal;

8.1.5 Contractor's Certificates of Liability and Workers Compensation Insurance ;

8.1.6 Contractor's City of Beaufort Business License

8.1.7 Performance Bond

8.1.8 Payment Bond

This Agreement is entered into as of the day and year first written above and is executed in at least three original copies, of which one is to be delivered to the Owner's Director of Capital Projects, one to the Contractor for use in the administration of the Agreement, and the remainder to the Owner.



Scott Marshall
CITY MANAGER
843-525-7070

COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT

1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

CITY MANAGER
(Printed Name)

JH HIERS CONSTRUCTION
(Printed Name)

CITY MANAGER
(Signature)

JH HIERS CONSTRUCTION
(Signature)

WITNESS FOR THE CITY
(Printed Name)

WITNESS FOR JH HIERS CONSTRUCTION
(Printed Name)

WITNESS FOR THE CITY
(Signature)

WITNESS FOR JH HIERS CONSTRUCTION
(Signature)

CITY OF BEAUFORT REQUEST FOR PROPOSALS



DUKE STREET STREETSCAPE IMPROVEMENTS

RFP 2026-113

DUE: May 15, 2026

**CITY OF BEAUFORT
REQUEST FOR PROPOSALS
DUKE STREET STREETSCAPE IMPROVEMENTS
RFP 2026-113**

The City of Beaufort is seeking proposals from qualified contractors for the construction of drainage improvements, concrete curb and gutter, on-street parking, landscaping, and streetlights along Duke Street (S-54) between Hamar Street (S-67) and Bladen Street (S-483). Specific work items for this project include, but are not limited to, traffic control, earthwork, asphalt paving, roadway widening, storm drainage improvements, construction of concrete sidewalks, pavement markings, and signage.

- **Issue Date: April 16, 2026**
- **Pre-Bid Meeting: April 24, 2026, 2:00 PM, 1911 Boundary Street, 1st Floor, Planning Conference Room**
- **Questions Due: April 30, 2026, 4:00 PM**
- **Answers Due: May 7, 2026, 4:00 PM**
- **Bid Submissions Due: May 15, 2026, 2:00 PM**
- **Public Bid Opening: May 15, 2026, 2:00 PM, 1911 Boundary Street, 2nd Floor, Executive Conference Room #2**

Link to Pre-Bid Meeting

Link to Bid Opening Meeting

To obtain bid documents contractors must register on Bidnet Direct through the Procurement Department webpage at <https://www.cityofbeaufort.org/165/Procurement> "Current Bid Opportunities for Contractors". Registered contractors will receive all notifications from Bidnet Direct including addendums and important updates. Contractor are encouraged to submit bids through Bidnet Direct prior to the due date and time. Bids may also be submitted by email addressed to procurement@cityofbeaufort.org, including one portable document format (pdf) file as an attachment. Depending upon file size limitations, a file sharing platform (i.e. Dropbox) may need to be used. After sending the proposal by email, submitter must send a separate email without an attachment to advise that a submission has been made. The Procurement Administrator will reply by email to confirm receipt of the proposal. Proposals received by email will not be opened until the deadline.

It is the submitter's responsibility to ensure timely delivery of the proposal. Proposals received after the submission due date shall not be accepted. All proposals received as a result of this RFP shall be binding on the submitter for ninety (90) calendar days following the submission due date.

Any proposal submitted as a result of this RFP shall be binding on the offeror for ninety (90) calendar days following the specified opening date. Any proposal for which the offeror specifies a shorter acceptance period may be rejected.

Proprietary and/or Confidential Information

Proposals are public document under the South Carolina Freedom of Information Act (FOIA), except for information that may be treated as confidential as an exception to disclosure under the FOIA. If you cannot agree to this standard, please do not submit your bid or proposal.

All information that is to be treated as confidential and/or proprietary must be clearly identified, and each page containing confidential and/or proprietary information, in whole or in part, must be stamped and/or denoted as confidential, in bold, in at least 12-point type, in the upper right-hand corner of the page. All information not so denoted and identified shall be subject to disclosure by the City.

If the Offeror discovers any ambiguity, conflict, discrepancy, omission or other error in the RFP, Offeror shall immediately notify the City of such error in writing and request modification or clarification of the document. The Offeror is responsible for clarifying any ambiguity, conflict, discrepancy; omission or other error in the RFP or it shall be deemed waived.

The City of Beaufort reserves the right to reject any or all proposals, or any parts thereof, waive informalities, negotiate terms and conditions, and to select an Offeror that best meets the needs of the City of Beaufort and its employees.

The City reserves the right to seek proposal clarification from any proposer to assist in making decisions. The City reserves the right to amend the RFP at any time before the specified due date for proposals.

Compliance with the South Carolina Illegal Immigration Reform Act

Any Company entering into a service contract with the City of Beaufort must certify to the City of Beaufort that the Company intends to verify any new employees' status, and require any sub-consultants performing services under the service contract to verify their new employees' status, per the terms of the South Carolina Illegal Immigration Reform Act, and as set out in Title 41, Chapter 8 of the Code of Laws of South Carolina, 1976.

Policy Concerning Minority And Women Owned Business Enterprises Intent

Business vendors owned and operated by women and minority persons, in general, have been historically restricted from full participation in the nation's free enterprise system to a degree disproportionate to other businesses.

The City believes it is in the community's best interest to assist minority and woman owned businesses to develop fully, in furtherance of City's policies and programs which are designed to promote balanced economic and community growth.

The City, therefore, wishes to ensure that minority and woman owned businesses (M/WBEs) are afforded the opportunity to fully participate in the City's overall procurement process and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award.

Goal for Participation

The City adopts the State of South Carolina's goal for participation of M/WBEs: ten percent (10%) of annual controllable procurement expenditures which are defined as agreements between the City and a Company to provide or procure labor, materials, equipment, supplies and services to, for or on behalf of the City. However, a specific expectation has not been set for this RFP.

South Carolina Title VI

The awarded contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the contractor to carry out these requirements is a material breach of contract, which may result in the termination of the contract or any other remedy as the recipient deems necessary.

The City of Beaufort reserves the right to reject any or all bids; to waive any informality or irregularity not affected by law; to evaluate, in its absolute discretion, the bids submitted; to award the contract according to the bid which best serves the interests of the City; or to not award the contract if the City determines that it is not in its best interest to do so.

Proposals that are not signed will not be accepted as complete and shall not be considered. Proposals must be signed in the appropriate space(s) by an authorized officer or employee of the offeror.

Proposals should be prepared in the format as discussed under “**Submission Requirements.**” The Proposal should respond directly to each specific item at the level of detail in which each is presented.

The words “Bidder”, “Offeror”, “Proposer”, “Vendor”, “Operator”, and “Company” are used interchangeably throughout this RFP, and are used in place of the person, vendor, or corporation submitting a bid.

I. SCOPE OF SERVICES

The work includes the construction of drainage improvements, concrete curb and gutter, on-street parking, landscaping, and streetlights along Duke Street (S-54) between Hamar Street (S-67) and Bladen Street (S-483). Specific work items for this project include, but are not limited to, traffic control, earthwork, asphalt paving, roadway widening, storm drainage improvements, construction of concrete sidewalks, pavement markings, and signage.

This project is to be constructed under the SC Department of Transportation's Standard Specifications for Highway Construction, Edition of 2007 and any modifications identified in the bid documents.

The following Appendices are to be considered part of the Scope of Work and the Contract:

- Appendix A -SC DOT Scope of Work _32253.00 special provisions and supplemental specs

In addition to the work above, utility relocations are required and are included as part of the bid package under a Utilities Relocations Allowance.

CONTRACT TIME

The contract time to complete the project will be **180 days** from the given Notice to Proceed (NTP). The NTP will be coordinated with the City and the Contractor at the pre-construction meeting.

QUALIFICATIONS

At a minimum, and to be considered a responsible proposer, the individuals and/or company must:

1. Possess or obtain a City of Beaufort Business License, upon award, provide certificates of liability insurance, performance and warranty bonds and registered as a vendor, as required in the City of Beaufort General Terms and Conditions.
2. Have three (3) years of documented past, proven, and positive experiences in providing the services requested.
3. Provide at least five (5) public sector references for whom the firm has provided similar services within the past three (3) years.
4. Demonstrate the ability to provide the requested services by examples of work for referenced clients.

II. ADDITIONAL DOCUMENTS

Additional documents may be available online. Proposers are required to review and be familiar with any documents as they are a part of the RFP and will become part of the awarded contract. These additional documents may be accessed on the City of Beaufort website under How Do I - Bid Proposals - Current Bid Opportunities at www.cityofbeaufort.org.

III. SUBMISSION REQUIREMENTS

- I. **Required content of proposal:** The detailed requirements set forth in the Proposal Format are recommended. Failure by any Proposer to respond to a specific requirement may result in disqualification. Proposers are reminded that proposals will be considered exactly as submitted. Points of clarification will be solicited from proposers at the discretion of the City. Those proposals determined not to be in compliance with provisions of this RFP and the applicable law and/or regulations will not be processed. In addition to the information required as described below, a Respondent may submit supplemental information that it feels may be useful in evaluating its proposal. This information may include documents such as a firm profile or brochure.

All costs incurred by the Proposer associated with RFP preparations and subsequent interviews and/or negotiations, which may or may not lead to execution of a contract, shall be the responsibility entirely and exclusively by the proposer.

- II. **Proposal format:** The proposal format requirements were developed to aid Proposers in their proposal development. They also provide a structured format so reviewers can systematically evaluate several proposals. These directions apply to all proposals submitted.

The purpose of the Proposal is to demonstrate the technical capabilities, professional qualifications, past project experiences, and knowledge within this industry. Proposer's proposal must address all the points outlined herein as required, in the following order:

- a. **Transmittal Letter:** A transmittal letter must be submitted with a Proposer's proposal which shall include:
- i. Name of the firm responding, including mailing address, e-mail address, telephone number, and names of contact person.
 - ii. The name of the person or persons authorized to make representations on behalf of the Proposer, binding the firm to a contract.
 - iii. Prepare an executive summary stating the respondent's understanding of the project and opinion why the respondent's firm should be chosen. Include any general information the proposer wishes the City to consider about the proposal.
 - iv. An affirmative statement that the proposer has read and agrees to the City of Beaufort's General Terms and Conditions as posted on the City website (<http://www.cityofbeaufort.org/DocumentCenter/View/868/General->

[Terms-Conditions-May-9-2016-PDF](#)) and will adhere to them as a component of the contract documents.

b. Proposer's Work History and References:

- i. Contractor should have at least a (5) year history of similar construction project. Provide client references (name, address, e-mail, and phone number) for a minimum of five (5) projects completed in the last three (3) years of a similar size and nature.
- ii. Identify any additional or unique resources, options, capabilities, or assets which the Proposer would bring to this project.

c. Required Forms:

- Certificates of Insurance showing present coverage as described in the "Insurance" section of the General Terms and Conditions.
- Bid Bond (10% of bid amount)
- Ethics in Public Contracting Certification
- Non-Collusion Affidavit
- Small / Woman-Owned / Minority Business Enterprise Form
- RFP Signature page
- Bid Form (Attachment A)

d. Other Information to Provide:

- i. List any lawsuits or arbitration proceedings that have been initiated by or against your company in the past five years. Briefly describe the nature of the action and the outcome.
- ii. Proposer shall be responsible for providing a letter from the surety company that would issue Performance and Payment bonds for the Contractors included on your team, providing information on the Contractor's bonding capacity. Performance and Payment bonds are required.

IV. PROPOSAL EVALUATION

The City will evaluate proposals based on the factors outlined within this RFP, which shall be applied to all eligible, responsive proposals in selecting the successful firm. The City reserves the right to disqualify any proposal for, but not limited to; person or persons it deems as non-responsive and/or non-responsible.

The City reserves the right to make such investigations of the qualifications of the Proposer as it deems appropriate.

The selection committee will evaluate proposals and rank the bidders based on the following criteria:

A.) Qualifications and Experience (25 points)

Proposals will be evaluated for the Contractor pertinent qualifications and experience, based on submission of examples of previous work conducted.

B.) Proposed Methodology and Scope of Work compliance (25 Points)

Proposals will be evaluated based on the stated approach to the work, the detailed organization of tasks, schedules to implement the approach, and demonstrated understanding of the requirements of the City of Beaufort.

C.) Cost of Services (25 Points)

Proposals will be evaluated on the lump-sum amount proposed.

D.) Quality and Satisfaction of reference responses (25 Points)

Reference responses for selected proposers will be evaluated and considered as evidence of past performance.

Lowest responsible bidder. Contracts shall be awarded to the lowest responsible bidder. In determining “lowest responsible bidder”, in addition to price, the City shall consider:

- (a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- (b) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (d) The quality of performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or services;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;

- (g) The quality, availability and adaptability of the supplies or contractual services to the particular use required;
- (h) The ability of the bidder to provide future maintenance and service for the use of the subject: of the contract;
- (i) The number and scope of conditions attached to the bid.

It is the City's intent to contract with one proposer to provide the services as detailed herein. Award of any proposal may be made without discussion with Proposers after responses are received. The Proposers submitting sealed proposals will be evaluated by an evaluation committee. The committee will evaluate each component separately. After careful evaluation, the committee will rank the Proposers and make a recommendation to the City Manager of the lowest responsible bidder. The City reserves the right to accept or reject any and all bids that is in the best interest of the City.

The City may choose to interview one or more contractor(s) responding to this RFP. The City reserves the right to request and obtain, from one or more contractor(s), supplementary information as may be necessary for the City to analyze the proposal pursuant to the evaluation criteria. The City reserves the right to accept or reject any and all proposals that is in the best interest of the City.

**CITY OF BEAUFORT
SOUTH CAROLINA
RFP SIGNATURE PAGE
DUKE STREET STREETSCAPE IMPROVEMENTS
RFP 2026-113**

PROPOSER'S NAME: _____

The undersigned, having become familiar with the existing conditions and the Proposal Scope of Services hereby proposed, agrees to complete the work as described in accordance with the Request for Proposal and Contract Documents.

Proposer warrants that no gratuities, in the form of gifts, entertainment, or otherwise, were offered or given by the **Proposer**, to any officer or employee of the City with a view toward securing the contract or securing favorable treatment with respect to any determination concerning the performance of the contract.

This offer is genuine and not made in interest of or on behalf of any undisclosed person, vendor or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; **Proposer** has not directly induced or solicited any other **Proposer** to submit false or sham bid; **Proposer** has not solicited or sought by collusion to obtain for itself any advantage over any other **Proposer** or other **Owner**.

The words "Bidder", "Offeror", "Proposer", "Vendor", and "Company" are used interchangeably throughout this solicitation, and are used in place of the person, vendor, or corporation submitting a solicitation.

Proposer has examined copies of all documents and of the following addenda (if applicable):

Addendum No.	Date
_____	_____
_____	_____
_____	_____

Address: _____
 City: _____ State: _____
 Telephone: _____ Fax: _____
 Email: _____

*Signature: _____ Title: _____

Proposal will not be accepted unless signed in ink (not typed) in the appropriate space by an authorized officer or employee of the bidder.

Printed Name: _____ Date: _____

CITY OF BEAUFORT GENERAL TERMS AND CONDITIONS

PUBLIC RECORD

After an award is made, copies of the proposals will be available for public inspection, under the supervision of the City's Purchasing Division from 8:00 a.m. to 5:00 p.m., Monday through Friday, at 1911 Boundary Street, 2nd Floor, City Hall, Beaufort, South Carolina 29902.

PROPRIETARY INFORMATION

The Proposers are asked for any restriction on the use of data contained in their responses and told that proprietary information will be handled in accordance with applicable laws, regulations and policies of the City of Beaufort, South Carolina. All proprietary information shall be labeled as such in the proposal.

BACKGROUND CHECK

The City reserves the right to conduct a background inquiry of each proposer which may include the collection of appropriate criminal history information, contractual business associates and practices, employment histories and reputation in the business community. By submitting a proposal to the City, the proposer consents to such an inquiry and agrees to make available to the City such books and records as the City deems necessary to conduct the inquiry.

REQUIREMENTS

The successful vendor shall comply with all instructions and shall perform services in a manner to commensurate with the highest professional standards by qualified and experienced personnel.

JURISDICTION

This agreement shall be governed by the laws of the state of South Carolina.

ASSIGNMENT

The successful vendor shall not assign, transfer, convey, sublet, or otherwise dispose of any or all of its rights, title, or interest therein, without prior written consent of the City.

ACCEPTANCE OF PROPOSAL CONTENT

Before submitting a proposal, each proposer shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the performance of the contract and to verify any representations made by the City upon which the offer will rely. If the proposer receives an award as a result of its proposal, failure to have made such investigations and examinations will in no way relieve the proposer from its obligation to comply in every detail with all provisions and requirements of the contract documents, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for any claim whatsoever by the proposer for additional compensation.

COMPETITIVE NEGOTIATION SOLICITATION

Negotiations shall be conducted, beginning with the proposer ranked first. If a contract satisfactory and advantageous to the City can be negotiated at a price considered fair and reasonable, the award shall be made to that proposer. Otherwise, negotiations with the proposer ranked firsts shall be formally terminated and negotiations with the proposer ranked second shall be conducted. The City reserves the right to cease contract negotiations if it is determined that the lowest responsible bidder cannot perform services specified in their response.

FORCE MAJEURE

The successful vendor shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions, and acts of God beyond the control of the consultant, unless otherwise specified in the contract.

FAILURE TO ENFORCE

Failure by the City at any time to enforce the provisions of the contract shall not be construed as a waiver of any provisions. The failure to enforce shall not affect the validity of the contract or any part or the right of the City to enforce any provision at any time in accordance with its terms.

FAILURE TO DELIVER

Awarded Company cannot enter into another professional services contract within the City of Beaufort without the express written approval from City Council. The contract may be terminated by the City in whole or in part whenever the City determines, in its sole discretion that the Awarded Company has entered into another professional services contract within the City of Beaufort without the express written approval from City Council.

CONFLICT OF INTEREST

In the event of failure of the successful vendor to deliver services in accordance with the contract terms and conditions, the City, after due oral or written notice, may procure the services from other sources and hold the successful vendor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the City may have.

EMPLOYMENT DISCRIMINATION

During the performance of the contract, the successful vendor agrees not to discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap, or national origin; however, some conditions may be a bona fide occupational qualification reasonably necessary for the normal operations of the successful vendor. The successful vendor agrees to post in conspicuous places, visible to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

DETERMINATION OF RESPONSIBILITY

The City may make such investigation as it deems necessary to determine the ability of a proposer to furnish the required services, and the proposer will furnish to the City requested information and data for this purpose. The City reserves the right to reject any proposer if the evidence submitted by or investigation of the proposer

fails to satisfy the City that such proposer is properly qualified to carry out the obligations of a Contract, and to deliver the services contemplated herein. Proposer will fully inform themselves as to conditions, requirements, and scope and manner of services before submitting their proposal. Failure to do so will be at the proposer's own risk.

INDEMNIFICATION

The successful vendor covenants to save, defend, keep harmless, and indemnify the City and all of its officers, departments, agencies, agents, and employees from and against all claims, loss, damage, injury, fines, penalties, and costs, including court costs, attorney's fees, charges, liability, and exposure, however, caused, resulting from, arising out of, or in any way connected to the successful vendor's negligent performance or nonperformance of the terms of the contract.

INSURANCE

The vendor shall not commence any work in connection with the contract until the vendor has obtained all of the following types of insurance, nor shall the vendor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained.

Prior to the actual contract award vendor must supply certificates of insurance and certified copies of all policies and endorsements to the City Clerk. The City shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the vendor or subcontractor providing such insurance.

The vendor agrees to indemnify, defend and hold harmless the City and its authorized agents, officers, volunteers and employees against any and all claims whatsoever arising from this agreement and any cost or expenses incurred by the City or vendor on account of any claim therefore. In order to accomplish the indemnification herein provided for, but without limiting vendor's liability, the vendor shall secure and maintain throughout the term of the contract the following types of insurance with at least the limits shown.

All coverage shall be primary and shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability. Original certificates, signed by a person authorized to bind coverage on its behalf, shall be furnished to the City by the successful vendor.

Certificates of insurance must be included in the proposal.

- a) Commercial General Liability: The successful vendor shall maintain insurance for protection against all claims arising from injury to person or persons not in the employ of the successful vendor and against all claims resulting from damage to any property due to any act or omission of the successful vendor, his agents, or employees in the operation of the work or the execution of this contract.

Where the work to be performed involves excavation or other underground work or construction, the property damage insurance provided shall cover all claims due to destruction of subsurface property such as wire, conduits, pipes, etc., caused by the successful vendor's operation. The minimum shall be as follows:

Bodily Injury (Injury or Accidental Death) and Property Damage\$1,000,000 per occurrence

- b) Fidelity – Blanket Employee Dishonesty

The successful vendor shall maintain insurance for protection against all claims for the purpose of covering the Company, its agents or employees, in an amount not less than \$100,000 per employee.

c) Theft, Disappearance, and Destruction Coverage

The successful vendor shall maintain insurance for protection against all claims for the purpose of protecting against loss of money and securities, inside the premises and outside the premises in the care of and custody of a messenger in an amount not less than \$500,000 per incident

- a) Comprehensive Automobile Liability: The successful vendor shall maintain Automobile Liability Insurance for protection against all claims arising from the use of vehicles, rented vehicles, or any other vehicle in the production of the work included in this contract. Such insurance shall cover the use of automobiles and trucks on and off the site of the project. The minimum amounts of Automobile Liability Insurance shall be as follows:

Bodily Injury (Injury or Accidental Death) and Property Damage..... \$1,000,000 Combined Single Limit

- b) South Carolina Workers' Compensation Insurance: The successful vendor shall maintain Workers' Compensation Insurance for all of his employees who are in any way connected with the performance under this agreement. Such insurance shall comply with all applicable state laws.

South Carolina Workers' Compensation - Statutory Limits Employers

Liability Insurance - \$500,000 - Each Accident

\$500,000 - Disease Each Employee

\$500,000 - Disease Policy Limit

- c) Professional Liability Insurance: If providing a professional service, the successful vendor shall maintain Professional Liability Insurance to cover errors, acts of omission by the vendor, its agents and representations in the performance of its obligations herein\$1,000,000 per occurrence.

The successful vendor shall provide the City with a Certificate of Insurance showing proof of insurance acceptable to the City. Certificates containing wording that releases the insurance company from liability for non-notification of cancellation of the insurance policy are not acceptable.

The successful vendor and/or its insurers are responsible for payment of any liability arising out of Workers' Compensation, unemployment or employee benefits offered to its employees.

Insurance is to be placed with insurers with a current A.M. Best's rating of not less than A:VII, and licensed to operate in South Carolina by the South Carolina Department of Insurance, unless otherwise acceptable to the City.

Workers' Compensation policy is to be endorsed to include a waiver of subrogation in favor of the City, its officers, officials, employees, and agents.

The successful vendor shall maintain the Automobile Liability and General Liability insurance, naming the City, its officers, officials, employees and agents as Additional Insured as respects liability arising out of the activities performed in connection with this request for proposal. It shall be an affirmative obligation upon the successful vendor to advise the City at fax number 843-525-7013 or by e-mail within two days of the cancellation or substantive change of any insurance policy/coverage required above. Failure to do so shall be construed to be a breach of contract.

Should successful vendor cease to have insurance as required during any time, all work by the successful vendor pursuant to this agreement shall cease until insurance acceptable to the City is provided.

Deductibles, Co-Insurance Penalties, & Self-Insured Retention: The successful vendor shall agree to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, or self-insured retention.

Sub-consultant's Insurance: The successful vendor shall agree to cause each sub-consultant employed by the successful vendor to purchase and maintain insurance of the type specified herein, unless the successful vendor's insurance provides coverage on behalf of the sub-consultant. When requested by the City, the successful vendor shall agree to obtain and furnish copies of certificates of insurance evidencing coverage for each sub-consultant.

Performance Bond and Labor/Material Bond

Contractor shall furnish separate Performance and Payment Bonds, each in an amount equal to 100 percent of the Contract Price, on forms included in the Contract Documents as exhibits to the Agreement. The penal sum of each such bond shall be issued by a surety company licensed to do business in South Carolina and listed by the Department of Treasury (also known as a "T" listed surety) with an "A" minimum rating in performance, as stated in the most current publication of Best's Key Rating Guide. Each bond shall be accompanied by a power of attorney, authorizing the attorney in fact to bind the surety certified, in include the date of the bond. The bond shall be dated on or after the date of the contract. The Contractor shall have a maximum of 21 days from the date of notice of intent to award to deliver the performance and payment bonds, certificates of insurance, and the contract to the Owner. Failure to deliver these documents as required shall entitle the Owner to consider the bid unresponsive and declare the bid security forfeited.

CITY BUSINESS LICENSE

The successful vendor must obtain all business license(s) required by the Beaufort City Code and ordinances. A Business License is not required to submit a statement of proposals. However, any vendor that receives an award under this RFQ shall be required to obtain a City Business License before work can begin. All subcontractors that are involved in the project must obtain a City of Beaufort business license. Anyone who is not classified and paid as a W-2 employee for the successful bidder must obtain a City of Beaufort business

license. For further information on the provisions of The City Business License Regulations and their applicability to this contract, contact the Beaufort City Business License Department at (843) 525-7025.

TERMINATION FOR CONVENIENCE OR FOR CAUSE

The performance of work under the contract may be terminated by the City in whole or in part whenever the City determines that termination is in the City's best interest. Any such termination shall be affected by the delivery to the successful vendor of a written notice of termination at least ninety (90) days before the date of termination, specifying the extent to which performance of the work under the contract is terminated and the date upon which such termination becomes effective.

The performance of work under the contract may be terminated by the City in whole or in part whenever the City determines, in its sole discretion that the successful vendor is not performing as set out in the contract. Any such termination shall be affected by the delivery to the successful vendor of a written notice of termination at least seven (7) days before the date of termination, specifying the extent to which performance of the work under the contract is terminated and the date upon which such termination becomes effective.

After receipt of a notice of termination, except as otherwise directed, the successful vendor shall stop work on the date of receipt of the notice of termination or other date specified in the notice; place no further order or subcontracts for materials, services, or facilities except as necessary for completion of such portion of the work not terminated; terminate all vendors and subcontracts; and settle all outstanding liabilities and claims.

COMPLIANCE WITH LAWS

The successful vendor shall, in the performance of work under this contract, fully comply with all applicable Federal, State, County, or City Laws, Rules, Regulations, or Ordinances and shall hold the City harmless from any liability resulting from failure of such compliance.

RIGHTS RESERVED BY CITY

This RFP is not a tender and does not commit the City in any way to select a Proposer, or to proceed to negotiations for a Contract, or to award any Contract. The right is reserved by the City to reject any or all proposals; to waive any informality or irregularity not affected by law; to evaluate, in its absolute discretion, the proposals submitted; and to award the contract based on the established criteria and according to the proposal which best serves the interest of the City.

NON-COLLUSION AFFIDAVIT

As part of the Respondent's proposal, the proposer shall include the attached Non-Collusion Affidavit duly signed by a principal of the vendor certifying that it is not a party to any collusive action or any action that may be in violation of the Sherman Antitrust Act. Any or all proposals shall be rejected if there is any reason for believing that collusion exists among the Proposers. The City may or may not, at its discretion, accept future proposals for the same work from participants in such collusion.

ETHICS IN PUBLIC CONTRACTING

To comply with the provision of Section 8-13-100 et seq., Code of Laws of South Carolina, the proposer shall certify in writing and include with its proposal that its offer was made without fraud; that it has not offered or

received any kickbacks or inducements from any other proposer, supplier, manufacturer, or sub-consultant in connection with the offer; and that it has not conferred on any public employee, public member, or public official having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money services, or anything of more than nominal value.

The proposer shall certify further that no relationship exists between itself and the City, another person, or organization that interferes with fair competition or constitutes a conflict of interest with respect to a contract with the City.

MINORITY/DISADVANTAGED SMALL BUSINESS PARTICIPATION

It is the policy of the City of Beaufort to undertake every effort to increase opportunity for utilization of small, disadvantaged, and minority businesses in all aspects of procurement to the maximum extent feasible. In connection with the performance of this contract, the successful vendor agrees to use their best effort to carry out this policy and insure that small, disadvantaged, and minority businesses shall have the maximum practicable opportunity to compete for subcontract work under this contract consistent with efficient performance of this contract. To this end, every proposer with the City is required to complete the S/WO/M BUSINESS ENTERPRISE FORM.

NON-RESIDENT TAXPAYER REGISTRATION AFFIDAVIT

Nonresident Proposers receiving income from business conducted in South Carolina are required to pay taxes to the state on that income. To facilitate this requirement, a nonresident proposer must register with the South Carolina Secretary of State or the South Carolina Department of Revenue. In compliance with South Carolina Code Section 12-8-540 and 12-8-550, a proposer located outside of South Carolina that receives a contract from the City, must furnish to the City Form 1-312 (Rev.5/8/15), Nonresident Taxpayer Registration Affidavit Income Tax Withholding, properly executed and signed. The form can be found online at:

<http://www.sctax.org/forms/withholding/i-312-form>

ETHICS IN PUBLIC CONTRACTING AFFIDAVIT

STATE OF _____)

COUNTY OF _____)

_____, being first duly sworn, deposes and says that:

1. He/She is _____ (title) for/of _____ (company/business), the Proposer that has submitted the attached Statement of Proposals;
2. He/She is legally qualified and capable of signing this affidavit and is authorized to do so by Proposer;
3. He/She is fully informed regarding the preparation and contents of the attached Statement of Proposal and of all pertinent circumstances respecting such Proposal;
4. Such Proposal is genuine and is made without fraud;
5. Neither the said Proposer, nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest has offered or received any kickbacks or inducements from any offeror, suppliers, manufacturer, or company in connection with the offer, and they have not conferred on any public employee, public member, or public official having official responsibility for this procurement or transaction, any payment, loan, subscription, advance, deposit of money, services, or anything of value as defined in Section 8-13-100 of the South Carolina Code of Laws; and
6. Furthermore, neither the Proposer, nor any of its officers, partners, owners, agents, representatives, employees or parties in interest has any relationship with the City, another person, or organization that interferes with fair competition or that constitutes a conflict of interest with respect to a contract with the City.

DATE

COMPANY/BUSINESS

BY: _____
SIGNATURE

PRINTED NAME

SWORN to before me this _____
day of _____, 20____

ITS: _____
TITLE

Notary Public for _____ (state)

My commission expires: _____

By: _____
(signature)

NONCOLLUSION AFFIDAVIT OF PRIME PROPOSER

STATE OF _____)

COUNTY OF _____)

_____, being first duly sworn, deposes and says that:

1. He/She is _____ of _____, the Proposer that has submitted the attached proposal;
2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such Proposal is genuine and is not a collusive or sham proposal;
4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other Proposer, company or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted or to refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other proposer, company or person to fix the price or prices in the attached Proposal or of any other proposer, or to secure through any other proposal, or to fix any overhead, profit or cost element of the bid price or the bid price of any other proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Beaufort, SC or any person interested in the proposed contract.

(signed)

(title)

SWORN to before me this _____
day of _____, 20____

Notary Public for _____(state)

My commission expires: _____

By: _____
(signature)

SMALL/WOMAN-OWNED/MINORITY BUSINESS ENTERPRISE FORM	
YOUR COMPANY'S CURRENT STATUS	SUPPLIER BUSINESS CLASSIFICATIONS
Is this a small business? Yes No	A small business is a business which is independently owned and operated, not dominant in its field of operation, and can qualify under criteria concerning number of employees, average annual receipts, or other criteria as outlined by the Small Business Administration. (See CFR Title 13, Part 121, as amended)
Is this a woman-owned business? Yes No	A woman-owned business is a business which is at least 51% owned by a woman or women who also control and operate the business.
Is this a minority-owned business? Yes No If Yes, please indicate minority group: ___Asian American ___Black American ___Hispanic American ___Native American	A minority-owned business is a business which is at least 51% owned, controlled and operated by socially and economically disadvantaged individuals. The following groups are among those presumed to be socially and economically disadvantaged: Asian Americans, Black Americans, Hispanic Americans, and Native Americans.
Is this a disabled-owned business? Yes No	A disabled-owned business is a business which is at least 51% owned, controlled and operated by an individual or individuals who are disabled.
Is this a veteran-owned business? Yes No	A veteran-owned business a business which is at least 51% owned, controlled and operated by an individual or individuals who are U.S. veterans.
Is this a disabled veteran-owned business? Yes No	A disabled veteran-owned business is a business which is at least 51% owned, controlled and operated by an individual or individuals who are U.S. veterans and disabled.
Are the individuals who own, control and operate this business U.S. citizens? Yes No	
Is this business a non-profit organization? Yes No	
Is this business incorporated? Yes No	

1350 dor.sc.gov	STATE OF SOUTH CAROLINA DEPARTMENT OF REVENUE NONRESIDENT TAXPAYER REGISTRATION AFFIDAVIT INCOME TAX WITHHOLDING	I-312 (Rev. 4/29/19) 3323
------------------------	---	--

Mail to: The company or individual you are contracting with.
The undersigned nonresident taxpayer hereby certifies as follows:

1. Legal Business Name: _____
2. Trade Name, if applicable (doing business as): _____
3. Mailing Address: _____
4. Federal Employer Identification Number (FEIN): _____
5. ☐ Hiring or Contracting with:
Name: _____
Address: _____
- ☐ Receiving Rentals or Royalties From:
Name: _____
Address: _____
6. I hereby certify that the above named nonresident taxpayer is currently registered with (check the appropriate box):
☐ The South Carolina Secretary of State or
☐ The South Carolina Department of Revenue (SCDOR):
Date of Registration: _____
7. I understand that by this registration, the above named nonresident taxpayer has agreed to be subject to the jurisdiction of the SCDOR and the courts of South Carolina to determine its South Carolina tax liability, including estimated taxes, together with any related interest and penalties.
8. I understand the SCDOR may revoke the withholding exemption granted under Code Section 12-8-550 (temporarily doing business or professional services in South Carolina) or Code Section 12-8-540 (rentals) at any time it determines that the above named nonresident taxpayer is not cooperating with the SCDOR in the determination of its correct South Carolina tax liability.

I hereby certify that I have examined this affidavit and to the best of my knowledge and belief, it is true, correct, and complete. I understand that under SC Code Section 12-54-44 (B)(6)(a), I can be fined and/or imprisoned for furnishing a false statement.

Signature of Nonresident Taxpayer (Owner, Partner or Corporate Officer, when relevant)

Date

If Corporate officer, state title: _____

Print Name

33231028

**MEMORANDUM OF AGREEMENT
FOR IN-CONTRACT UTILITY RELOCATION
WITH CITY OF BEAUFORT – DUKE STREET STREETSCAPES**

between

BEAUFORT – JASPER WATER & SEWER AUTHORITY

and

CITY OF BEAUFORT

THIS MEMORANDUM OF AGREEMENT (“**MOA**”) is made this 13th day of May 2026, by and between the CITY OF BEAUFORT (hereinafter referred to as the “**CITY**”) and the BEAUFORT – JASPER WATER & SEWER AUTHORITY (hereinafter referred to as the “**UTILITY**”) (collectively, the “**Parties**”) to ensure the successful completion of the public water facilities relocation for the below described Project.

WHEREAS the **UTILITY** requests to include the utility adjustments as described below (the “Relocation”) to accommodate the drainage and streetscape work (Project) in the **CITY’S** contract for the construction of the DUKE STREET STREETSCAPES (hereinafter referred to as the “**Project**”) performed by the **CITY**.

WHEREAS the **UTILITY** and the **CITY** are both a body politic with all the rights and privileges of such including the power to contract (as a necessary and incidental power to carry out the functions covered under this MOA); and

WHEREAS, the **UTILITY** and the **CITY** have agreed to work together on the Relocation.

NOW, THEREFORE, in consideration of the several promises to be faithfully performed by the Parties hereto as set forth herein, the sufficiency of which is acknowledged, the **CITY** and the **UTILITY** do hereby agree as follows:

I. PROJECT DESCRIPTION:

The scope of utility work, the Relocation, necessitated by the **CITY’S Project**, shall include up to:

- A. The horizontal offset of the 16” CIP Water line to avoid proposed drainage inlet inclusive of all demolition, materials, and testing,
- B. 5 water meter relocations to resolve conflicts with the proposed project inclusive of the associated lateral relocations,
- C. Two vertical offsets for the 6” PVC water line and one vertical offsets for the 16” CIP water line to accommodate proposed storm drainage pipe inclusive of all demolition, materials, and testing, and
- D. The rerouting of three service lines to accommodate proposed storm drainage pipe inclusive of all demolition, materials, and testing.

Specifics of the Relocation are shown in the conformed construction plan sheets prepared by Davis and Floyd Engineering, for the **CITY** dated February 2026 to accommodate the **Project** with the

insertion of utility sheets as prepared by the **UTILITY** dated February 2026 and incorporated herein by reference.

II. SCHEDULE:

The effective date of this MOA is the date of the execution by the Parties hereto. The **CITY** shall include the Relocation into the **Project** construction schedule. The sequence and timing of the Relocation within the **Project** schedule will be determined by the prime contractor for the **Project**. The **CITY** reserves the right to remove the Relocation from the **Project** invitation for bid package if it has been determined in the reasonable discretion of the Parties the completion of the Relocation will negatively impact on the **Project's** completion date. The **CITY** reserves the right to amend the **Project** schedule at its sole discretion, provided that no such amendment does not adversely impact on the **Project**. The **CITY** will provide reasonable notification to the **UTILITY** of changes to the **Project** schedule.

III. THE CITY SHALL:

- A. Include the Relocation in the **CITY'S** contract for the construction of the **Project** and include a provision in the contract that the general contractor utilize SCLLR licensed general contractor with an active WL5 classification to perform the work required for the Relocation.
- B. Provide the **UTILITY**, in electronic AutoCAD format, all final roadway and drainage plans necessary to produce viable construction plans, signed and sealed by a Professional Engineer licensed to provide engineering services in South Carolina.
- C. Include the land disturbance area for the Relocation within the overall **Project's** limits in the **Project's** NPDES permitting with the local MS4.
- D. Provide to **UTILITY** timely correspondence concerning **Project** design changes, changes in schedules, routine communication, or any other such activities that may impact the Relocation.
- E. Include the **UTILITY** in all pre-bid, pre-construction and progress meetings as they may pertain to the Relocation.
- F. Provide full access to the **Project** site for the **UTILITY** to inspect the Relocation.
- G. Allow the **UTILITY** to review contractor pay requests for payment relating to the Relocation and any change orders which affect the cost of the Relocation.
- H. Coordinate with other utility owners occupying the **Project** site to ensure that the Relocation is compatible with other utilities' relocation plans.
- I. Provide the **UTILITY** with as-built surveys within 30 days of final acceptance of the **Project** or the completion of construction of the **Project**.
- J. Ensure the Relocation Contractor includes **UTILITY** as additional insured for the project and completed operations.

IV. THE UTILITY SHALL:

- A. Provide the **CITY** with all necessary permits (including Construction Permit Application for Water/Wastewater Facilities through SCDES and SCDOT Encroachment Permit) for the Relocation.
- B. Provide all inspection of utility work necessary to ensure proper installation in accordance with the plans and specifications, and to be able to accept the completed Relocation.
- C. Provide permission and right of entry into the **UTILITY'S** easement to the **CITY** and/or its contractors and agents to perform the necessary utility relocation work.
- D. Review and approve all contractor pay requests related to the Relocation prior to payment and any change orders that affect the cost of the Relocation. Approval shall be made within thirty (30) calendar days of receipt by the **UTILITY** of the contractor's pay request or change order.
- E. If the **UTILITY** does not approve any portion of the Relocation or any pay request, the reasons therefore must be clearly stated in writing and delivered to the **CITY** along with corrective recommendations within ten (10) calendar days of receipt by the **UTILITY** of the contractor's pay request or change order.

V. FUNDING:

- A. The **CITY** shall be responsible for the cost of the Relocation where prior rights exist in accordance with SCDOT's "A Policy for Accommodating Utilities on Highway Rights of Way" and 23 CFR 645A. Additionally, pursuant to Section 57-5-880 of the Code of Laws of South Carolina, 1976 (Act 36 of 2019"), the **CITY** shall bear all the relocation costs of non-prior rights utility work, including design costs, up to four percent of the original construction bid amount.
- B. The **UTILITY** is responsible for the cost of any betterments.
- C. The **CITY** construction bid amount for the Project is **\$1,228,330.80**. Four percent of this bid amount is **\$49,133.23**, which is the maximum amount the **CITY** will contribute to the non-prior rights utility work.
- D. The **UTILITY** estimates the total cost of the Relocation to be **\$477,575.00**, of which such costs are to be allocated as follows:
 - 1. The **CITY'S** share is **\$49,133.23**. This consists of:
 - a. Prior Rights estimated at **\$0.00**; and
 - b. Non-Prior Rights estimated at **\$49,133.23** (and provisions of Act 36 of 2019).
 - 2. The **UTILITY'S** share is estimated at **\$428,441.77**.
- E. In accordance with its procurement practices and procedures, the **CITY** will solicit bids for the construction of the **Project**, including the Relocation, and will award the **CITY** contract to the contractor with the lowest qualified bid for the overall work of the Project, inclusive of Approved Utility Contractor pricing for the utility work, subject to the terms of this MOA.

- F. The **CITY** shall notify the **UTILITY** in writing as to the cost of the Relocation included in the awarded **CITY** contract and provide the **UTILITY** with the opportunity to concur in writing upon seeking approval of the cost from its Board. If the **UTILITY** does not concur with the cost of the Relocation in writing, the **CITY** will delete the Relocation from the contract, and the **UTILITY** will perform all work necessary to relocate its facilities utilizing its own forces or that of a contractor in a timely manner so as not to materially impact the progress of the Project. If the **UTILITY** elects to perform the Relocation, it must meet the **CITY'S** Project contract requirements and construction schedule. Failure by the **UTILITY** to meet the contract requirements and construction schedule may result in the **UTILITY** having to bear all Relocation costs.
- G. The **CITY'S** share identified in **Section V.D.1** above shall not exceed the maximum amount permitted to be paid by the **CITY** for the utility work by state statute. Any amount over the statutory permitted amount shall be the responsibility of the **UTILITY**.
- H. If the utility work contains any betterments, work that is not an eligible cost under Act 36 of 2019, or if the cost exceeds the **CITY'S** maximum contribution, the **CITY'S** or its **CONTRACTOR** will invoice the **UTILITY** for that amount together with all appropriate supporting documentation. The **UTILITY** shall submit the invoiced amount to the **CITY** or its **CONTRACTOR** within 30 days of receipt of the **CITY'S** invoice submittal request for payment.
- I. The **CITY** shall not assume any responsibility for any work associated with the Relocation which is funded by the **UTILITY**. Nothing in this MOA obliges the **UTILITY'S** Board of Directors to approve the Relocation or any phase thereof.

VI. GENERAL:

- A. Upon the **UTILITY'S** acceptance of the Relocation, or any specific portion thereof, the **UTILITY** will assume sole and complete responsibility for the relocated water mains as part of the Relocation. For purposes of this MOA, the **UTILITY** will be considered to have accepted the Relocation, or any specific portion thereof, by assuming control of the utility work and commencing to utilize it.
- B. Following acceptance, the **UTILITY** will have the sole responsibility for the operation and maintenance of the Relocation.
- C. Prior rights shall remain on all **UTILITY** facilities that currently have prior rights and on those **UTILITY** facilities that currently have prior rights that are being relocated within the **CITY'S** Road right-of-way. This Agreement shall not grant prior rights in locations where they do not currently exist.
- D. The **UTILITY** shall agree to hold consultations with the **CITY** as may be necessary regarding to the execution of amendments to this Agreement during the Project for the purpose of resolving any items that may have been unintentionally omitted from this Agreement. Such amendments shall be subject to the approval and proper execution of the Parties hereto. No amendment to this Agreement shall be effective or binding on any Party hereto unless such amendment has been agreed to in writing by all Parties hereto.

VII. RESPONSIBILITY FOR LOSS

- A. Each Party agrees to be responsible and assume the risk of liability for its own wrongful and/or negligent acts or omissions, or those of its officers, agents, or employees to the extent that liability exists.

VIII. TERM

- A. The initial term of this Agreement shall cover a period of twenty-four (24) months commencing on the date entered, unless terminated sooner pursuant to the provisions of the Agreement. The term of this Agreement may be extended for three (3) additional one-year periods upon the written request of either party.

IX. TERMINATION

- A. It is understood that this MOA may be cancelled for any reason by either Party upon providing a ninety (90) days' written notice to the non-terminating Party.

X. CONTROLLING LAW

- A. The laws of South Carolina govern this MOA. All litigation arising under this MOA shall be litigated only in a non-jury hearing in the Court of Common Pleas, Fourteenth Judicial Circuit, Beaufort County, South Carolina.

XI. SEVERABILITY

- A. Should any part of the MOA be determined by a court of competent jurisdiction to be invalid, illegal or against public policy, said offending section shall be void and of no effect, and shall not render any other section herein, nor this MOA, invalid. Those rights and obligations under this MOA, which by their nature should survive, shall remain in effect after termination, suspension or expiration hereof, not to exceed five (5) years from the date of execution of this MOA or any future amendments, if applicable.

XII. Notices

Written notices shall be sent to the parties at the following addresses:

AS TO THE CITY:

Scott Marshall, City Manager
City of Beaufort
1911 Boundary St
Beaufort, SC 29902

AS TO THE UTILITY:

Verna Arnette, PE, General Manager
Beaufort Jasper Water & Sewer Authority
6 Snake Road
Okatie, SC 29909

IN WITNESS WHEREOF, the parties have caused this MOA to be executed on the date indicated above.

Signed, sealed and executed for the **UTILITY**:

WITNESS: BEAUFORT – JASPER WATER & SEWER AUTHORITY

By: _____
(Signature)

Title: _____

Signed, sealed and executed for the **CITY**:

WITNESS: CITY OF BEAUFORT

By: _____
(Signature)

Title: _____



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 06/04/2026
From: Alan Eisenman, Finance Director
Item Name: Authorization to allow the City Manager to enter into a Contractual Agreement for Real Estate Brokerage Services
Meeting Date: June 9, 2026
Department: Finance Department

Background Information:

Introduction:

The City issued a Request for Proposal from qualified commercial real estate agents to provide brokerage services for the purchase and sale of City owned properties.

Background:

On July 31, 2025, the City solicited RFP 2026-103 for Real Estate Brokerage Services. The city received five proposals that were opened during a public meeting on August 21 as follows:

Matt Trumps Tideland Realty Inc., Beaufort, SC

Michael Marks Charter One Realty Commercial, Beaufort, SC

Patrick Daniels Babilonia Colliers International, Dallas, TX

Robert “Bob” T Jones, Jr. Weichert Realtors, Coastal Properties, Hilton Head, SC

Charity Owens Walker Investment Financial Services, LLC, Beaufort, SC

On June 1, 2026, the selection committee of Eric Claussen, Linda Roper and Sandra Rice met to review their independent evaluations of the proposals based upon the criteria stated in the RFP. All the agents have sufficient commercial real estate experience and similar commission rates. The committee scored Robert T. Jones, Jr. the highest based upon his experience representing the City of Hardeeville, land acquisition and sales, the Town of Hilton Head conservation land acquisitions and collaborating with other Lowcountry municipalities.

The committee is unanimous in recommending Robert T. Jones Jr. to represent the City in commercial real estate transactions.

Legal Authority:

City Code of Ordinance- Part 1, Chapter 4, Article A, Section 1-4004, Paragraph 9

Staff Recommendation:

Staff recommends that Council approve the contract to Robert T. Jones, Jr. for real estate brokerage services.

Placed on Agenda For:

Action

Attachments:

1. RECOMMENDATION MEMO RFP 2026-103
2. CONTRACT RFP BJONES 2026-103 REAL ESTATE BROKERAGE SERVICES
3. PROPOSAL WIECHERT_COASTAL RFP 2026-103



TO: SCOTT MARSHALL
FROM: JAY PHILLIPS
SUBJECT: RECOMMENDATION MEMO FOR RFP 2026-103 REAL ESTATE BROKERAGE SERVICES
DATE: 06/03/2026
CC: ERIC CLAUSSEN, LINDA ROPER, SANDRA RICE, ALAN EISENMAN

On July 31, 2025, the City solicited RFP 2026-103 for Real Estate Brokerage Services. The RFP documents were posted on the City's website, and the public notice was issued on the State of South Carolina Business Opportunities (SCBO) website and advertised in the Island News. A non-mandatory pre-bid meeting was held on August 7. Questions were received by August 13, and answers were posted on August 15. The city received five proposals that were opened during a public meeting on August 21 at 2:00 PM.

Matt Trumps	Tideland Realty Inc., Beaufort, SC
Michael Marks	Charter One Realty Commercial, Beaufort, SC
Patrick Daniels Babilonia	Colliers International, Dallas, TX
Robert "Bob" T Jones, Jr.	Weichert Realtors, Coastal Properties, Hilton Head, SC
Charity Owens	Walker Investment Financial Services, LLC, Beaufort, SC

On June 1, 2026, the selection committee of Eric Claussen, Linda Roper and Sandra Rice met to review their independent evaluations of the proposals based upon the criteria stated in the RFP. All the agents have sufficient commercial real estate experience and similar commission rates. The committee scored Robert T. Jones, Jr. the highest based upon his experience representing the City of Hardeeville, land acquisition and sales, the Town of Hilton Head conservation land acquisitions and collaborating with other Lowcountry municipalities.

The committee is unanimous in recommending Robert T. Jones Jr. to represent the City in commercial real estate transactions. Upon your approval, a Notice of Intent to Award and a contract draft will be sent and the RFP Documents submitted to the agenda for approval at June 9 Council Meeting.

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Standard Agreement Between
City of Beaufort and Robert T. Jones, Jr.,
where the basis of payment is a COMMISSION.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AGREEMENT made as of the ____ day of June in the year 2026.

BETWEEN the Owner:

**CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902**

and the Consultant:

**ROBERT T. JONES, JR.
1038 WILLIAM HILTON PARKWAY
HILTON HEAD ISLAND, SC 29928**

The Services are:

COMMERCIAL REAL ESTATE TRANSACTIONS AS NEEDED

The Owner and Consultant agree as follows:

ARTICLE 1 - THE DOCUMENTS

The Contract Documents consist of this Agreement (hereinafter "Agreement"); Conditions of the Contract (General, Supplementary, and other Conditions); the Request for Proposals No. 2026-103 (hereinafter "RFP"); the Proposal Submitted by Robert T. Jones, Jr., in response to this RFP (hereinafter "Proposal"); any drawings, specifications, or addenda associated with the aforementioned documents issued prior to execution of this Agreement; other documents listed in this Agreement; and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

the Contract Documents, other than Modifications appears in Article 8.

ARTICLE 2 - THE WORK OF THIS AGREEMENT-

Consultant shall provide all services necessary to fully execute the Work described in and reasonably inferable from the Contract Documents, except to the extent specifically indicated in the Agreement to be the responsibility of others.

ARTICLE 3 - DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

- 3.1 The date of commencement shall be the date of this Agreement.
- 3.2 The initial term of this agreement shall be twelve (12) months from the date of commencement. The City retains the option of four (4) additional one-year terms.

ARTICLE 4 - CONTRACT SUM

- 4.1 For any sales or purchases of commercial real property for which the Consultant acts as the Owner's agent, commissions on those transactions shall be paid as follows:
 - 4.1.1. For the purchase/sale of improved real property where the seller and purchaser are represented by separate agents, a commission equal to six percent (6%) of the purchase/sale price, half of which shall be paid to Consultant and half of which shall be paid to the other party's agent;
 - 4.1.2 For the purchase/sale of improved real property where the seller and purchaser are both represented by the Consultant, a commission equal to five percent (5%) of the purchase/sale price paid to the Consultant;
 - 4.1.3 For the purchase/sale of vacant land where the seller and purchaser are represented by separate agents, a commission equal to eight percent (8%) of the purchase/sale price, half of which shall be paid to Consultant and half of which shall be paid to the other party's agent; and
 - 4.1.4 For the purchase/sale of vacant land where the seller and purchaser are both represented by the Consultant, a commission equal to seven percent (7%) of the purchase/sale price paid to the Consultant.
- 4.2 For any sales or purchases of commercial real property for which the Consultant acts as the Owner's agent, commissions on those transactions shall be paid as follows:
 - 4.2.1 For the purchase/sale of real property where the seller and purchaser are

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT

1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

represented by separate agents, a commission equal to six percent (6%) of the purchase/sale price, half of which shall be paid to Consultant and half of which shall be paid to the other party's agent; and

- 4.2.2 For the purchase/sale of vacant land where the seller and purchaser are both represented by the Consultant, a commission equal to six percent (6%) of the purchase/sale price paid to the Consultant.
- 4.3 For any commercial leases for which the Consultant acts as the Owner's agent, a commission of six percent (6%) of the total lease value (total length of the lease multiplied by annual lease amount) shall be paid to the Consultant.
- 4.4 The Consultant shall not charge, and the Owner shall not pay any consulting fees associated with the services provided pursuant to this Agreement.

ARTICLE 5 - PAYMENTS

- 5.1 Payment shall be at closing of each real estate transaction.

ARTICLE 6 - TERMINATION OR SUSPENSION

- 6.1 The Agreement may be terminated by the Owner or Consultant prior to assignment of tasks.
- 6.2 The work may be suspended by the Owner.
- 6.3 The Owner may, by written notice to the Consultant, terminate the Agreement completely or partially if the Consultant is in default with regard to any provision of the Agreement. If the agreement is terminated by the Owner due to the Consultant's default, the Owner shall not be required to pay the Consultant for any incomplete or undelivered work.

ARTICLE 7 - MISCELLANEOUS PROVISIONS

- 7.1 The Owner's representative is:

**SCOTT MARSHALL
CITY MANAGER
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902**

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

7.2 Consultant is:

ROBERT T. JONES, JR.
1038 WILLIAM HILTON PARKWAY
HILTON HEAD ISLAND, SC 29928

7.3 Neither the Owner's nor the Consultant's representative shall be changed without ten days' written notice to the other party.

ARTICLE 8 - ENUMERATION OF CONTRACT DOCUMENTS

8.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

8.1.1 The Agreement;

8.1.2 The General Conditions, which are the City of Beaufort General Terms and Conditions as published on the Owner's website;

8.1.3 The Specifications, which are those stated in the RFP;

8.1.4 The Proposal;

8.1.5 Consultant's Certificates of Liability and Workers Compensation Insurance;

8.1.6 Consultant's City of Beaufort Business License

Scott Marshall
CITY MANAGER
843-525-7070



COUNCIL MEMBERS:
Philip Cromer, Mayor
Mike McFee, Mayor Pro Tem
Neil Lipsitz
Mitch Mitchell
Josh Scallate

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

This Agreement is entered into as of the day and year first written above and is executed in at least three original copies, of which one is to be delivered to the Owners, Representative, one to the Consultant for use in the administration of the Agreement, and the remainder to the Owner.

CITY MANAGER (Printed Name)

ROBERT T. JONES, JR., (Printed Name)

CITY MANAGER (Signature)

ROBERT T. JONES, JR., (Signature)

WITNESS FOR THE CITY (Printed Name)

**WITNESS FOR ROBERT T. JONES, JR.
(Printed Name)**

WITNESS FOR THE CITY (Signature)

**WITNESS FOR ROBERT T. JONES, JR.
(Signature)**



To:

City of Beaufort Finance Department
Procurement Administrator
1911 Boundary Street
Beaufort, SC 29902

Subject: RFP 2026-103 – Real Estate Brokerage Services

Dear Procurement Administrator,

On behalf of Robert T. Jones, Jr., Sales Director with Weichert, Realtors® Coastal Properties, I am pleased to submit our proposal in response to RFP 2026-103 – Real Estate Brokerage Services.

Proposer Information:

Proposer: Robert T. Jones, Jr. – Weichert, Realtors® Coastal Properties

Mailing Address: 1038 William Hilton Pkwy, Hilton Head, SC 29928

Email Address: [REDACTED]

Telephone: [REDACTED]

Contact Person: Robert T. Jones, Jr.

Authorized Representative:

The individual authorized to make representations and bind the proposer to a contract is:

Name: Robert T. Jones, Jr.

Title: Sales Director, Hilton Head Island Office

Telephone: [REDACTED]

Email: [REDACTED]

Executive Summary

Weichert, Realtors® Coastal Properties, under the leadership of Robert T. Jones, Jr., offers extensive expertise in residential, commercial, and land transactions, with a proven track record of delivering exceptional real estate brokerage services to municipalities, counties, and private sector clients. Our team understands the unique needs and complexities of municipal real estate transactions, including land acquisition, disposition, leasing, and development consulting.

We affirm that we have the necessary resources, market knowledge, and professional network to manage and provide the highest level of service to the City of Beaufort. Our experience includes representing the City of Hardeeville, SC as its official Realtor, successfully negotiating multi-million-dollar land

1038 William Hilton Pkwy
Hilton Head Island, SC 29928

[REDACTED]
www.WeichertCP.com



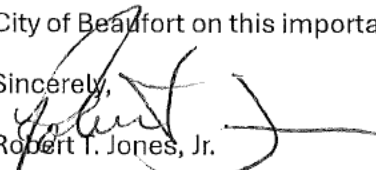
acquisitions and sales, working on conservation land acquisitions with the City of Hilton Head Island, and collaborating with multiple municipalities and counties in the Lowcountry region.

Additionally, Weichert, Realtors® Coastal Properties is owned by Karen Ryan, which we respectfully submit for consideration under the City's evaluation of Women-Owned / Minority Business Enterprise participation.

We are confident in our ability to meet and exceed the City's expectations for this project, offering not only deep market expertise but also a collaborative approach to ensure that every transaction serves the City's long-term goals.

We appreciate your consideration of our proposal and look forward to the opportunity to work with the City of Beaufort on this important project.

Sincerely,


Robert T. Jones, Jr.

Sales Director – Hilton Head Island Office

Weichert, Realtors® Coastal Properties

1038 William Hilton Pkwy
Hilton Head Island, SC 29928


www.WeichertCP.com

REAL ESTATE BROKERAGE SERVICES PROPOSAL

Presented by:

Robert T. Jones, Jr.

Sales Director – Weichert, Realtors® Coastal Properties
Residential, Land & Commercial Real Estate Specialist

Introduction

I bring over three decades of sales, management, and development experience — from international industry representation to leading real estate initiatives across multiple states.

Since joining Weichert, Realtors® Coastal Properties in 2014, I have specialized in residential, land, and commercial transactions while building strong relationships with municipalities, developers, and business leaders throughout South Carolina, Georgia, and beyond.

My approach is based on integrity, market expertise, and the ability to negotiate complex deals that benefit all parties involved.

Professional Background

- **1984 – 2005** – International representation in the chemical industry (pigments & dyes) with extensive experience in the Czech Republic, Netherlands, China, and Honduras.
 - **2006 – 2008** – Sales Director, Georgia Shoreline (Division of Redstone Properties) – Land development and sales of second-home communities in GA and AL.
 - **2009 – 2013** – Land sales in the Pocono Mountains of Pennsylvania and the Mountains of North Carolina.
 - **2014 – Present** – Sales Director, Weichert, Realtors® Coastal Properties – Specializing in residential, land, and commercial transactions.
 - **2017 – 2020** – Office Manager, Beaufort, SC location – Provided leadership and oversight for operations, sales, and community engagement, developing deep knowledge of the City of Beaufort and surrounding markets.
 - **2020 – Present** – Office Manager, Hilton Head Island, SC location – Managing one of the region's most active and high-profile real estate offices while expanding commercial and residential market presence.
-

Specialized Experience with Municipalities

City of Hardeeville, SC – Official Realtor (2016–Present)

- Negotiated major land and building transactions, including:
 - 175-acre industrial park development and sale (Exit 5)
 - Acquisition of City Works Department Building
 - Sale of Argent Road Fire Department with two-year leaseback
 - Securing land for Habitat for Humanity housing projects
- Worked directly with Mayor Harry Williams and City Managers Michael Czymbor and Josh Gruber.
- Contributed to unprecedented growth, positioning Hardeeville as the fastest-growing city in South Carolina and third in the nation.

Greenspace Land Acquisition Program

- Partnered with Beaufort County and the City of Hilton Head Island to acquire family lands for conservation.
 - Worked closely with Ben Brown and Josh Gruber with the City of Hilton Head Island to secure properties aligned with community preservation goals.
-

Geographic & Government Network

- Relationships with city and county officials across Hilton Head Island, Bluffton, Hardeeville, Ridgeland, Beaufort, Hampton, and Varnville.
 - Established connections with Beaufort, Jasper, and Hampton County Business Development organizations.
 - Member of Hilton Head, Low Country, Charleston, Savannah, and Hinesville MLS & Realtor Associations.
-

Commercial Real Estate Services

- Development of Weichert's local and corporate commercial sales division.
- Expertise in:
 - Commercial land & building sales
 - Leasing strategies for diverse businesses

- Market analysis for investment properties

Why Choose My Services

- **Proven Results** – Track record of multimillion-dollar transactions in both private and public sectors.
- **Strategic Negotiation** – Ability to secure favorable terms for clients in complex deals.
- **Community Knowledge** – In-depth understanding of the Lowcountry’s growth patterns and development opportunities.
- **Full-Service Brokerage** – Backed by the national resources and marketing reach of Weichert, Realtors®.

Proposed Scope of Services

- Property valuation and market analysis
- Strategic marketing for sales or leasing
- Buyer/seller representation for land, residential, and commercial properties
- Negotiation and contract management
- Coordination with legal, zoning, and permitting agencies
- Community and stakeholder engagement

Contact Information

Robert T. Jones, Jr.

Sales Director – Hilton Head Island Office

Weichert, Realtors® Coastal Properties

1038 William Hilton Pkwy., Hilton Head, SC 29928



Company Profile & Ownership

Weichert, Realtors® Coastal Properties is a locally owned and operated full-service real estate brokerage specializing in residential, land, and commercial transactions. The company is owned by Karen Ryan, which qualifies it for consideration under Women-Owned / Minority Business Enterprise (SWMBE) participation.

This ownership reflects the company's commitment to diversity, leadership, and inclusion in the real estate industry. By partnering with Weichert, Realtors® Coastal Properties, the City also supports women-owned business participation in municipal contracts.

References

- **Michael Czymbor** | [REDACTED]
 - Former City Manager – Hardeeville, SC
 - Current Georgia Manager – Forino Builders
- **Harry Williams** | [REDACTED]
 - Mayor – City of Hardeeville, SC
- **Josh Gruber** | [REDACTED]
 - Current City Manager – Hardeeville, SC
 - Former Greenspace Manager – Hilton Head Island, SC
- **Ben Brown** | [REDACTED]
 - Greenspace Manager – City of Hilton Head Island, SC

Scope of Services to be Provided by Weichert, Realtors® Coastal Properties

1. **Market Analysis** – Perform detailed market analyses on properties to be sold or purchased to determine competitive pricing and positioning.
2. **Sales Strategies** – Develop effective marketing and sales strategies tailored to each property.
3. **Transaction Management** – Perform all aspects of the purchase or sale of real estate properties, from listing to closing.
4. **Negotiations** – Manage negotiations with buyers, sellers, and their representatives to achieve optimal results.
5. **Appraisal Coordination** – Coordinate real estate appraisals with licensed professionals.
6. **Closing Coordination** – Oversee and coordinate all aspects of real estate transaction closings.
7. **Customary Real Estate Services** – Handle all standard activities and services associated with real estate transactions.
8. **Legal Guidance** – Provide guidance and advice on real estate legal issues and related laws, in consultation with appropriate legal counsel as necessary.
9. **City Consultation** – Provide consultation with City staff and deliver presentations at public meetings when required.
10. **Additional Services** – Perform other real estate brokerage services and tasks as requested or required by the City.
11. **Marketing Support** – At the cost of the real estate agent, provide professional photography and signage (where permitted) for all listed properties.

Advertising Listings for the City

Listings for the City of Beaufort, SC will be marketed through a multi-platform advertising strategy to maximize visibility to qualified buyers, including:

- **Local MLS Sites** – Low Country MLS, Hilton Head MLS, Charleston MLS, Savannah MLS, and Hinesville MLS.
- **Weichert, Realtors® Coastal Properties – Commercial Website:**
<https://weichertcommercialscga.com/properties/>
- **Weichert, Realtors® Coastal Properties – Residential Website:**
<https://weichertcp.com/>
- **Weichert, Realtors® Coastal Properties – Bob Jones Website:**
<https://robert-jonesjr.weichertcoastal.com/>
- **Weichert, Realtors® Corporate Commercial Website:**
<https://www.weichertcommercial.com/>
- **Leading Real Estate Companies of the World:**
<https://www.leadingre.com/ourcompanies/weichert-realtorscoastal-properties/100551>
- **LOOPNET.com** – Industry-leading commercial property listing platform.
- **CREXI.com** – National commercial real estate exchange and marketing platform.

Professional Services Pricing

Provide the proposed commission percentage associated with a typical real estate transaction.

TASK	PERCENTAGE OF SALE
Sale/Closing of Commercial Real Estate Transactions	
Sale/Closing of Residential Real Estate Transactions	

NOTE: Please see attached outlining Professional Services Pricing

Professional Services Pricing

Sale/Closing of Commercial Real Estate Transactions – Buildings

- **Total Commission:** 6%
 - Weichert, Realtors® Coastal Properties: 3%
 - Outside Real Estate Company: 3%
- **Dual Representation:** If Weichert, Realtors® Coastal Properties represents both the buyer and seller, total commission will be 5%.

Sale/Closing of Commercial Real Estate Transactions – Land (Commercial and/or Residential)

- **Total Commission:** 8%
 - Weichert, Realtors® Coastal Properties: 4%
 - Outside Real Estate Company: 4%
- **Dual Representation:** If Weichert, Realtors® Coastal Properties represents both the buyer and seller, total commission will be 7%.

Commercial Leasing Compensation

- **Total Commission:** 6% on the total lease value (calculated as total length of the lease × annual lease price).

Sale/Closing of Residential Real Estate Transactions

- **Total Commission:** 6%
 - Weichert, Realtors® Coastal Properties: 3%
 - Outside Real Estate Company: 3%
- **Dual Representation:** If Weichert, Realtors® Coastal Properties represents both the buyer and seller, total commission will be 5%.

Consultation Fees

- No consultation fees will be charged. These services are included as part of the brokerage's commitment to providing full support in the execution of this contract.

Mayor
Harry Williams
Mayor Pro Tem
Valarie Guzman



Councilmembers
John Carroll
Steve Meersman
Bo White

August 19, 2025

The City of Beaufort
1911 Boundary Street
Beaufort, SC 29902

To Whom It May Concern,

Please give your highest consideration to Mr. Bob Jones for the position of Realtor for the City of Beaufort. Bob has served the City of Hardeeville with timely diligence, honesty, and thoroughly researched reports. His work has led to successful purchases that have been very beneficial to our city.

In his dealings with me and our Council, he has been direct and approachable. He has instilled in each of us a high level of confidence that we are getting reliable information, and undeniable confidentiality.

Personally, there is no doubt in my mind that Bob is an outstanding realtor and will serve the City of Beaufort well.

Sincerely,

A handwritten signature in cursive script that reads "Harry Williams".

Harry Williams
Mayor
City of Hardeeville, SC



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/19/2026
From: Traci Guldner, City Clerk
Item Name: Appointments/Reappointments to Boards, Commissions and Committees -
Cultural District Advisory Board, Downtown Advisory Board, History
District Review Board, Military Enhancement Committee, Planning
Commission, Tourism, Development Advisory Board, Zoning Board of
Appeals
Meeting Date: June 9, 2026
Department: City Managers Office

Background Information:

Introduction:

Members of Council will be making appointments to the various Boards, Commissions and Committees.

Background:

Legal Authority:

Home Rule and General Powers S.C. Code Ann 5-7-10

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

None



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 06/01/2026
From: Philip E. Cromer, Mayor
Item Name: Consideration of Adjustment to City Manager Compensation
Meeting Date: June 9, 2026
Department: Admin

Background Information:
Introduction:

Background:

The City Manager serves as the chief administrative officer of the City and is responsible for the administration of municipal operations, implementation of City Council policies and directives, preparation and administration of the annual budget, oversight of personnel and departmental operations, and execution of the City's strategic priorities.

The Employment Agreement between the City and the City Manager provides for periodic review and adjustment of compensation by City Council. Following discussion and consideration, City Council may elect to adjust the City Manager's compensation.

Current Compensation:

- Base Salary: \$180,249.94
- Vehicle Allowance: \$800/monthly
- Deferred Compensation Contribution: Matching contribution up to 3% of base salary

Legal Authority:

South Carolina Code of Laws § 5-13-90 authorizes the council-manager form of government and provides for the appointment and compensation of the City Manager by City Council. The City Manager's compensation is established by the Employment Agreement and is subject to adjustment by City Council in accordance with the terms of that agreement.

Staff Recommendation:

As this matter pertains to the compensation of the City Manager, no staff recommendation is provided. The item is presented at the direction of the Mayor and City Council for consideration and action as deemed appropriate by City Council.

Placed on Agenda For:

Action

Attachments:

None