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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
August 18, 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. Presentations**
 - A. Presentation of the 2026 South Carolina Municipal Elected Officials Institute of Governments Honor Roll Plaque
 - B. Mayoral Proclamation honoring the public service of Grace Cordial
- V. Proclamations/Commendations/Recognitions**
 - A. Recognition of Grady Woods for his service on the Historic District Review Board
 - B. Proclamation proclaiming August 17 - 21, 2026 as USCB Sand Shark Welcome Week
 - C. Proclamation honoring Chaplain Major General William "Bill" Green Jr
- VI. Public Comment**
 - A. PLEASE LIMIT YOUR REMARKS TO FIVE MINUTES - The Mayor may interrupt public comments that continue past five minutes, or are disruptive - Persons violating these rules may be required to leave the meeting - [Public Comment Form](#)
- VII. 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
- K. Request from The Exchange Club of Beaufort for co-sponsorship to host the 2026 Patriot Day and Award Ceremony at Waterfront Park on September 11, 2026, from 7:00 pm to 9:00 pm and Woods Memorial Bridge Closure
- L. Request from the Historic Beaufort Foundation to host the 2026 Fall Festival of Houses & Gardens October 16 - 18, 2026, requesting waiver of walking tour for hire business license, temporary signage, and use of golf carts in the historic district to provide transportation to and from designated parking areas
- M. Request from the Technical College of the Lowcountry (TCL) PTA Club to host Jingle All the Way 5K on the Spanish Moss Trail on December 12, 2026, from 9:00 am to 10:30 am
- N. Request from Bikers Against Bullies USA to host their Annual Beaufort Motorcycle Toy Run for 1:00 pm Sunday, December 13, 2026
- O. Request from HELP of Beaufort to host the Firecracker 5K with street/bridge closures from 7:00 am to 9:00 am on July 4, 2027
- P. Request from Building Brighter Futures (501c3) (JP Signature Group) for co-sponsorship of Henry C. Chambers Waterfront Park to host the 5th Annual Halloween Movie Night on Saturday, October 17, 2026, from 3:00 pm to 9:00 pm

VIII. Minutes

- A. Worksession and Regular Meeting - July 7, 2026

IX. Old Business

- A. 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) -Second Reading

X. New Business

- A. Request from Bathe for a temporary closure of Scott Street between Port Republic Street and Bay Street on Friday, September 4, 2026, from 4:00 p.m. to 9:00 p.m., to

accommodate Bathe's 8th Anniversary Celebration

- B. Request from Amedisys Hospice of Beaufort for co-sponsorship to host a Butterfly Release Memorial Service on Saturday, September 19, 2026, from 1:00 pm to 5:00 pm at Henry C. Chambers Waterfront Park
- C. Request from Free Boxing Foundation (State of SC nonprofit) for co-sponsorship of Henry C. Chambers Waterfront Park to host Rocky at the Park on Saturday, September 26, 2026 from 7:00 pm to 10:00 pm to screen the movie Rocky
- D. Request from the Clara Lionel Foundation for co-sponsorship of Henry C. Chambers Waterfront Park and drinking in public on Monday, October 5, 2026 from 3:00 pm to 9:00 pm to host their invitation-only Scale Up Summit Reception
- E. Request for the Roberts Poccia Wedding to hold a walking procession from St. Helena Church to Beaufort Inn on Saturday, September 19, 2026, from 4:45 pm to 5:00 pm consisting of 120 guests
- F. Request for co-sponsorship of Waterfront Park for Tidal Creek's Downtown Night of Praise and Worship on Friday, October 16, 2026, from 3:00 pm to 10:00 pm, use of electricity and waiver of parking fees
- G. Request from Downtown Operations to close Bay Street from Carteret Street and Charles Street on Saturday, October 17, 2026, from 11:30 am to 1:30 pm for the City's Halloween Celebration Trick or Treating
- H. Request from Main Street Beaufort for street closures for Bay from Charles to Carteret, West and Scott Streets from Bay to Port Republic, and drinking in public for First Friday on November 6, 2026, from 3:30 pm - 9:00 pm
- I. Request from Building Brighter Futures, a 501c3, (JP Signature Events) for Co-Sponsorship of Henry C. Chambers Waterfront Park, waiver noise ordinance, drinking in public, sale of alcohol, waiver of police, fire, and EMS fees, waiver of parking fees, and use of electricity for the 4th Annual Music Festival of the Lowcountry on Saturday, June 5, 2027, from 1:00 pm to 12:00 am
- J. Authorization to allow the City Manager to enter into a Contractual Agreement for Arsenal Windows Restoration
- K. Authorization to allow the City Manager to enter into a Contractual Agreement for Carnegie Library Interior and Arsenal Walls Restoration
- L. Ordinance amending Section 1-7002 of the Code of Ordinances relating to the appointment of the Municipal Judge - First Reading
- M. Resolution acknowledging transportation needs identified in Beaufort County Ordinance No. 2026/30

XI. Reports

- A. City Manager's Report

B. Mayor Report

C. Reports by Council Members

XII. 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 - Municipal Judge

XIII. Adjourn

**CITY OF BEAUFORT
MAYORAL PROCLAMATION**

HONORING GRACE CORDIAL

UPON HER RETIREMENT FROM THE BEAUFORT COUNTY LIBRARY

WHEREAS, Grace Cordial has faithfully served the Beaufort County Library from February 15, 1999 through her retirement on August 14, 2026, dedicating much of her distinguished career to preserving and sharing the history and cultural heritage of Beaufort and Beaufort County; and

WHEREAS, for more than 23 years, Grace has served as Senior Librarian responsible for the Beaufort District Collection, the Beaufort County Library's special local history and archives collection, where she has been an exceptional steward of the historical record of our community; and

WHEREAS, under Grace's leadership, the Beaufort District Collection has grown substantially and become an invaluable resource for historians, genealogists, researchers, residents, and visitors seeking to better understand the people, places, and events that have shaped Beaufort and the Lowcountry; and

WHEREAS, throughout her career, Grace has assisted thousands of patrons in discovering and connecting with historical and genealogical materials, generously sharing her knowledge and helping make Beaufort's history accessible to generations of researchers and families; and

WHEREAS, Grace has embraced opportunities to expand access to the Beaufort District Collection, including collaboration with the Lowcountry Digital Library to digitize and make available to the public important materials from the collection; and

WHEREAS, Grace has also brought Beaufort's history beyond the walls of the library through public outreach and long-running lecture programs developed in partnership with the Beaufort County Historical Society, the Beaufort History Museum, and other community organizations; and

WHEREAS, Grace's professionalism and commitment to her profession have been recognized through numerous honors, including being named Beaufort County Librarian of the Year in 2017 and receiving an award from the Second Founding of America in 2023; and

WHEREAS, upon her retirement after 27 years of service, Grace Cordial leaves a lasting legacy through the historical resources she has preserved, the knowledge she has shared, the partnerships she has fostered, and the countless people she has helped connect with the history of Beaufort and Beaufort County;

NOW, THEREFORE, I, Philip E. Cromer, Mayor of the City of Beaufort, South Carolina, on behalf of the Beaufort City Council and the citizens of Beaufort, do hereby recognize and honor

GRACE CORDIAL

for her distinguished service to the Beaufort County Library and for her exceptional stewardship of Beaufort's historical and cultural heritage, and extend to her our sincere appreciation and best wishes for a rewarding and well-deserved retirement.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 18th day of August 2026.

Philip E. Cromer, Mayor
City of Beaufort, South Carolina



RESOLUTION 2026/10

COMMENDING GRADY WOODS FOR SERVING ON THE HISTORIC DISTRICT REVIEW BOARD

WHEREAS, Grady Woods served on the City of Beaufort Historic District Review Board from October 2023 through June 2026; and

WHEREAS, Mr. Woods devoted his efforts and energy in service on this important Board; and

WHEREAS, the significant contributions Grady Woods made as a member of the Historic District Review Board has helped to support sustainable development practices, and protect and enhance the design, character, and economic value of the City as a whole, thereby promoting the quality of life in our community.

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Beaufort, South Carolina, duly expresses their gratitude and commends Grady Woods for his outstanding service to the City of Beaufort during his tenure.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 18th day of August 2026.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



PROCLAMATION

WHEREAS, the University of South Carolina Beaufort is a fully accredited, comprehensive, baccalaureate institution within the University of South Carolina System; and

WHEREAS, USCB provides specialized instruction in nineteen undergraduate degree and two graduate degree programs to fulfill its mission to respond to regional needs, draw upon regional strengths, and prepare graduates to contribute locally, nationally, and internationally; and

WHEREAS, USCB is a primary resource for exceptionally skilled healthcare professionals, teachers, hospitality managers, science-based researchers, and computational specialists in the South Carolina Lowcountry; and

WHEREAS, USCB is a prominent regional catalyst for progress and is an engine for cultural and economic growth; and

WHEREAS, USCB's regional economic impact is in excess of 1,230 jobs, \$63 million in labor income, and \$141 million in economic development; and

WHEREAS, USCB welcomes more than 2,200 students, their parents, other family members, and friends to campuses in Bluffton, Beaufort, and on Hilton Head Island and to athletic facilities in Hardeeville for the start of the 2026-2027 academic year.

NOW, THEREFORE, the City Council of the City of Beaufort, South Carolina, hereby proclaims the week of August 17 - 21, 2026, as

USCB SAND SHARK WELCOME WEEK

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 18th day of August 2026.

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk

CITY OF BEAUFORT, SOUTH CAROLINA

PROCLAMATION

HONORING CHAPLAIN MAJOR GENERAL WILLIAM "BILL" GREEN, JR.

WHEREAS, Chaplain Major General William "Bill" Green, Jr., a proud native of Beaufort County, South Carolina, has dedicated his life to the service of God, his fellow service members, and the United States of America through an extraordinary military career distinguished by faith, leadership, compassion, and unwavering devotion to duty; and

WHEREAS, over the course of decades of honorable military service, Major General Green faithfully ministered to Soldiers and their families around the world, providing spiritual leadership, counsel, and strength during times of peace, conflict, and crisis while exemplifying the highest traditions of the United States Army Chaplain Corps; and

WHEREAS, his distinguished career culminated in his service as the 26th Chief of Chaplains of the United States Army, where he served as the Army's senior chaplain and principal advisor on matters of religion, ethics, and spiritual readiness, ensuring that Soldiers across the globe received the religious support necessary to accomplish their missions; and

WHEREAS, throughout his career, Major General Green demonstrated exceptional leadership, integrity, humility, and selfless service, earning the respect of military leaders, fellow chaplains, Soldiers, and communities across the nation; and

WHEREAS, his extraordinary achievements bring great distinction to Beaufort County and the South Carolina Lowcountry, serving as an enduring source of pride and an inspiration to future generations who seek to serve their communities and their country with honor and purpose; and

WHEREAS, the City of Beaufort is honored to recognize Major General Green's lifetime of faithful service and the lasting legacy he has established through his unwavering commitment to God, country, and those entrusted to his care;

NOW, THEREFORE, I, Philip E. Cromer, Mayor of the City of Beaufort, South Carolina, on behalf of the Beaufort City Council and the citizens of Beaufort, do hereby proclaim our deepest appreciation and heartfelt congratulations to **CHAPLAIN MAJOR GENERAL WILLIAM "BILL" GREEN, JR.** for his extraordinary service to the United States of America and commend him for the honor he has brought to our nation, the United States Army, the State of South Carolina, and the Lowcountry. May his example of servant leadership, unwavering faith, and steadfast patriotism continue to inspire all who have the privilege of following in his footsteps.

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

Philip E. Cromer, Mayor

Attest:

Traci Guldner, City Clerk



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Brian Ranger, Capital Projects Director
Item Name: CIP Monthly Report
Meeting Date: August 18, 2026
Department: City Managers Office

Background Information:

Introduction:

Monthly Report for June 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. CIP Monthly Report

From: Brian Ranger, Interim CIP Director

Subject: June CIP Report : Capital Improvement Projects Status

King Street Stormwater Project Update

- Storm drainage installation from Pinckney Street to Carteret Street is complete.
- Potter Construction continued utility work between Carteret and West Street, including pressure testing, restraint installation, and preparing for upcoming waterline connections.
- Grading and roadbed preparation began on April 20, followed by the delivery of materials and equipment.
- J.H. Hiers and Potter Construction have moved operations to the west side of Carteret Street.
- J.H. Hiers is rebuilding the roadbed on the west side of Carteret Street. All water lines have been installed and sanitized. The only remaining storm drainpipe section is at the intersection of King and West streets.
- Milling and paving on the east side of Carteret Street is scheduled for June 22–26, 2026.

Construction Phasing and Road Restoration

- Stone placement commenced on April 20, 2026 on the east side of Carteret Street , with paving operations anticipated to begin around July 20, 2026.

Current Activities:

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

Maintenance Agreement Discussion

- BJWSA raised concerns regarding long-term maintenance responsibility for conflict storm structures.
- The project team discussed locating any existing maintenance agreements or permit language assigning responsibility.
- It was noted that maintenance obligations may already be addressed within SCDOT permit documents or special provisions.

Upcoming Work and Schedule

- Modifications to the Federal Street weir are scheduled to begin during third week in July
- Bids for the removal of Silt from the Federal Street pond tentatively planned for the second week in July.

Upcoming Milestones

- Final water connection at West Street scheduled for **June 11, 2026.**

- Completion of work between Scott Street and West Street is targeted for **July 17, 2026**.
- Substantial completion of the entire project targeted for Friday **July,31 2026**.

Currently No water interruptions are scheduled

Meetings: The next project meeting is scheduled for Wednesday, July 8, 2026.

Project Status

Overall, the project continues to progress as planned, with a strong focus on maintaining the schedule, minimizing public disruption, and coordinating closely with all stakeholders, The road is currently open from Pinckney to Carteret Street.

Projected Estimated Completion Date: July 28, 2026

Charles Street / Craven Street Stormwater Improvements

Project Update

Project Overview

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

Current Construction Progress

Project Update

- Storm drainage installation between **Bay Street and North Street** remains ongoing.
- **North Street will remain open to traffic** until **Craven Street** has fully reopened to vehicular access.
- Work within the **Waterfront Park Contemplative Garden** began on **May 11, 2026**, by Gulf Stream Constructors.
- **Thursday, July 23, 2026:** Reconstruction of the **Craven Street** roadbed is anticipated to begin with rock placement, followed by compaction.
- **July 28–29, 2026:** Gulf Stream Constructors plan to pave **Craven Street** and a portion of **Charles Street** toward **North Street** to restore access to **The Tabernacle Church** parking lot.
- Utility work continues between **Port Republic Street and North Street**, including pressure testing, restraint installation, and preparation for upcoming waterline tie-ins.

- Crews are also continuing grading and subgrade preparation throughout the corridor between **Bay Street and North Street**.

Archaeological Monitoring

Brockington and Associates continue archaeological monitoring within the active construction zone. Monitoring activities will remain ongoing until work progresses beyond historically sensitive areas. Archaeological personnel are scheduled to return on-site on July 5, 2026.

Maintenance Agreement Discussions

The Beaufort-Jasper Water & Sewer Authority (BJWSA) met with the City of Beaufort and two Charles Street residents on Thursday, June 11, 2026, to discuss the long-term maintenance responsibilities for the two permanent grinder pumps. Discussions between BJWSA and the residents are ongoing, and a final maintenance agreement for both properties has not yet been finalized.

BJWSA Grinder Pump Coordination Update

Grinder Stations / Low Pressure Force Main

- A maintenance agreement was reached with the 308 Charles Street property owner.
- Purchase order issued to Potter Construction.
- Contractor mobilization is expected to begin soon.
- Goal is to complete this work while allowing Craven Street paving to proceed over the next few week

Upcoming Work and Schedule

Gulf Stream Constructors has been conducting an extensive investigation into groundwater infiltration following the plugging of the existing 48-inch outfall pipe. Based on current findings, crews believe inflow may originate from a 24-inch pipe draining into the project area from the east.

Gulf Stream Contractors has substantially completed its work on the Charles Street block between Port Republic Street and North Street.

Traffic Impacts and Access Coordination

- The intersection of Port Republic Street and Craven Street remains closed while BJWSA completes the installation of new sanitary sewer lines.
- Repairs to the damaged underground traffic signal wiring at the intersection of Craven Street and Charles Street are underway.

- The intersection of North Street and Charles Street will remain open until Craven Street has fully reopened to vehicular traffic. Paving on Craven Street is scheduled to begin once the underground utility work and roadway preparation are complete. (Tentatively Scheduled for the 1st week in August)
- The City of Beaufort Public Works Department is identifying damaged underground electrical wiring and assessing above-ground traffic signal poles along Charles Street and Craven Street to determine whether they can be repaired or will require replacement.

Construction Challenges and Operational Updates

Groundwater intrusion continues to present challenges to storm drainage installation activities.

First Citizens Bank, located at the intersection of Charles Bay Street, has been significantly impacted by The Charles Street Drainage Project. During pre-construction meetings, the Bank

SCOR, SCDOT, the City of Beaufort, and First Citizens Bank are actively working together to develop a mutually acceptable solution that addresses the concerns of all parties while supporting the successful completion of the project.

Additional coordination efforts are ongoing regarding access concerns at **First Citizens Bank**, located at 921 Bay Street. A meeting regarding parking lot entrance conflicts was held on June 9, 2026 at 9am and a follow up meeting is scheduled for July 6, 2026.

Meetings

PROJECT STATUS UPDATE

- The next project meeting is scheduled for July 7, 2026, at 1:00 p.m.
- On June 3, 2026, representatives from BJWSA and the City of Beaufort met to discuss permanent sanitary sewer upgrades. Topics included long-term maintenance agreements and permit language defining future operational responsibilities.
- On June 11, 2026, representatives from SCOR and Jason Hetrick of McCormick Taylor visited Beaufort to review concrete sidewalk repair requirements and project coordination.
- On June 11, 2026, at 10:00 a.m., the City of Beaufort and First Citizens Bank President Jay Lovell met to discuss customer access challenges related to entering and exiting the bank parking lot during construction activities. SCOR was expected to attend but withdrew shortly before the meeting.

Construction Progress Summary

Backfilling operations over installed piping are ongoing. Crews are actively installing new waterlines and valves at the intersection of Charles Street and Craven Street. Gulf Stream

Contractors simultaneously working to install plugs to stop tidal water intrusion at the Waterfront Park.

As of June 1, 2026, Gulf Stream Constructors has completed installation of:

- 53 sections of 8-foot x 72-inch reinforced concrete pipe (RCP)
- 50 sections of 8-foot x 60-inch RCP
- 22 sections of 8-foot x 36-inch RCP
- 8 structural concrete boxes
- 6 inlet boxes
- 1 sanitary sewer manhole

Water Service Interruption Notice

Next Service Interruption is scheduled for Monday July 27, 2026 from 10:00AM -2:00PM (From the intersection of Craven to North Street)

Project Status

On June 10, 2026 SCDOT approved the City of Beaufort's requests for a 1-year extension of the Charles & Craven Stormwater Projects Encroachment Permit, this will give the contractor adequate time to cover the completion of the project and any necessary warranty work.

Projected Estimated Completion Date: Dec 29, 2026

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

Project Overview

The work within the Beaufort River critical area is part of the **Bayard Street Drainage Improvements Project**, which is designed to improve stormwater conveyance along Bayard Street.

Project activities include:

- Removal of existing concrete debris within the construction limits.
- Excavation/dredging of approximately 70 linear feet (0.03 acre) to install a 30-inch reinforced concrete pipe (RCP), including a concrete flared-end section and cribbing support.
- Placement of approximately 44 tons of Class B riprap on geotextile fabric where debris is removed and around the new outfall discharge point into the tidal marsh.
- Abandonment of the existing tidal outfall in place using flowable fill.

Project Location: Bayard Street, Beaufort County, South Carolina

Permitting Status

- The U.S. Army Corps of Engineers (USACE) and SCDOT permits have been received.
- SCDES has confirmed that the project qualifies for automatic coverage under the NPDES Construction General Permit.
- Davis & Floyd submitted the revised email and supporting documentation to the City of Beaufort for transmittal to the EPA for review.
- Review of the Critical Area Permit remains delayed due to a staffing transition at BCM. The original reviewer left the agency last week, and a new reviewer has been assigned.
- Davis & Floyd has reached out to the new reviewer but has not yet received a response.
- The primary project delay continues to be the EPA grant review and the associated follow-up questions.

Current Activities

- The city is finalizing an agreement with Davis & Floyd for bidding and construction phase services.
- According to the latest quarterly performance report, the design phase, including preparation of bid documents and bid evaluation materials, is approximately 95% complete.
- Property owner notifications have been distributed, and the public notice process is underway.

Grant and Design Coordination

- Updated construction cost estimates are expected by mid-May 2026.
- EPA approval remains critical for release of the remaining grant funding.

Estimated Project Schedule

Milestone	Estimated Date
City Council Review / Notice to Proceed Approved	June 9, 2026
Bid Award / Construction Contract Executed	September 10, 2026
Construction Complete	March 31, 2027
Grant Closeout	May 28, 2027

This schedule assumes timely EPA review and approval of project materials, allowing the release of remaining grant funds prior to the June 9, 2026, City Council meeting.

Pigeon Point Stormwater Drainage Study Project Overview

Pigeon Point Drainage Study

A comprehensive drainage study is underway to identify system deficiencies, assess flood risks, and develop long-term capital improvement recommendations within the Pigeon Point drainage basin.

Current Status

The City's Capital Improvement Program (CIP) Team is evaluating additional funding opportunities to support the project. A coordination meeting with Davis & Floyd is scheduled for March 25, 2026.

Project Schedule and Milestones

Date	Milestone
January 16, 2026	Davis & Floyd received the engineering services contract.
March 10, 2026	City Council approved the project.
March 25, 2026	Coordination meeting scheduled between the City and Davis & Floyd.
April 13, 2026	Project Kickoff Meeting held.
April 30, 2026	Completion of field work anticipated.
May 7, 2026	Recommendation submitted to expand the study area to include the Higginsville neighborhood.
July 24, 2026	Public Outreach Meeting (To be rescheduled)
November 2026	Target project completion date (tentative).

Project Progress

Davis & Floyd is expected to complete all field investigations by June 30, 2026.

Proposed Study Area Expansion

Based on ongoing analysis, Davis & Floyd has recommended expanding the study area to address nearby drainage concerns adjacent to the current project limits.

Proposed Amendments

- Lafayette Street Area Expansion: **\$11,050**
- Congress Street Area Expansion: **\$13,750**

Total Estimated Cost: \$24,800

Additional Information

On June 10, 2026, the city requested that Davis & Floyd provide a detailed proposal supporting the recommended study area expansion, including justification and technical documentation for review. The City's Finance Department is currently evaluating whether the proposed expansion is eligible under the grant's original Scope of Work, this expansion of the Study Area was not part of the original RFQ. The City will need prior approval from Christine Burroughs before proceeding.

II. Parks

Waterfront Park Relieving Platform

Project Summary

The City of Beaufort is soliciting Statements of Qualifications (SOQs) from qualified multidisciplinary consulting teams to provide planning, engineering, environmental, landscape architecture, permitting, grant administration, and related professional services for the restoration and enhancement of **Henry C. Chambers Waterfront Park**.

The Waterfront Park aging infrastructure, coastal processes, and severe storm events have caused structural deterioration, limited public access and creating the need for comprehensive assessment, design, and rehabilitation.

Current Project Status

The City seeks a consultant team to evaluate existing conditions, develop resilient and sustainable design solutions, obtain regulatory approvals, identify and administer funding opportunities, and provide construction-phase support.

Required expertise includes marine, coastal, geotechnical, and structural engineering; landscape architecture; environmental review and permitting; grant writing and administration; public engagement; bidding and procurement assistance; and other services necessary to support project planning, design, permitting, funding, and implementation.

The project's goal is to restore and enhance public access to the waterfront through resilient, sustainable improvements that address structural, coastal, environmental, and regulatory requirements.

Waterfront Park RFQ Timeline

Milestone	Date & Time
RFQ Issued	July 10, 2026
Mandatory Pre-Bid Meeting	July 23, 2026 at 2:00 PM
Questions Due	July 30, 2026 by 4:00 PM

Milestone	Date & Time
Answers Issued	August 6, 2026 by 4:00 PM
Bid Submissions Due	August 13, 2026 by 2:00 PM
Public Bid Opening	August 13, 2026 at 2:00 PM

On the recommendation of Eric Claussen, this RFQ is proposed for presentation to the Waterfront Advisory Committee (WAC) on July 6 prior to advertising the project. He has also recommended that the city postpone advertising until the WAC has had an opportunity to review the document.

- McSweeney Engineers continues to advance the conceptual design for the Promenade and Relieving Platform Replacement Project.
- Design concepts and recommendations were presented to the Waterfront Advisory Committee at its May 4, 2026, meeting.

June 1, 2026, Committee Update

During the June 1, 2026, Waterfront Advisory Committee meeting, Bill Barna of McSweeney Engineers presented a cost analysis and engineering evaluation for replacement of the deteriorating relieving platform beneath the promenade at Henry C. Chambers Waterfront Park.

Barna explained that the committee's preferred alternative is the construction of a new elevated relieving platform. This option would enhance flood resilience, utilize modern construction materials, and provide an estimated service life of approximately 75 years. Preliminary estimates place the total project cost at approximately **\$66 million**.

Committee Priorities and Discussion Themes

During the June 1 discussion, committee members emphasized several key priorities:

Rebuilding the Waterfront Platform remains the committee's preferred alternative.

- Advancing the project as quickly as practical is a priority.
- Funding and grant opportunities should be **aggressively pursued**.
- Clear project schedules, milestones, and performance expectations should be incorporated into the next RFQ.
- Flood resilience, long-term durability, and future adaptability should remain central project objectives throughout design and construction.

Current Status the City of Beaufort's Finance Department is Drafting the Design-Build RFQ, they are planning on issuing it to the Public during the end of June / July time frame.

The city continues to evaluate and pursue alternative funding sources, including grant opportunities, to support project implementation.

Waterfront Park Day Dock Improvements

Project Overview

The proposed improvements at Henry C. Chambers Waterfront Park include replacing the existing gangway access configuration with a new secondary entrance platform to enhance access to the Day Dock.

Project Status

- Fabrication is currently being performed by CMI Limited Co./Gator Dock, the original manufacturer of the gangway system.
- O’Quinn Marine currently has four steel piles staged at its laydown yard in preparation for installation.
- The platform is presently at the welding shop undergoing fabrication and final preparation.
- Gator Dock is scheduled to deliver both gangway ramps on July 17.
- O’Quinn Marine, is scheduled to begin driving the support Pilings on July 7, 2026
- O’Quinn Marine is committed to completing all work prior to the conclusion of the Water Festival.

Target Completion Date

July 15, 2026

Marina Day Dock Replacement (FEMA Project)

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

Project Milestones

- Notice to Proceed was issued to O’Quinn Marine Dock on March 12, 2026.
- The U.S. Coast Guard issued both the Marina Day Dock and WFP Access permits on April 15, 2026.
- The SCDES permit was issued on March 16, 2026.
- City Council approved the Waterfront Park Modification Contract on April 14, 2026.

- Notice to Proceed for the Waterfront Park Modification Contract was issued on April 15, 2026.

Project Status

- **Project completed and reopened to the public on Friday, May 22, 2026.**

Washington Street Park Project Update

The City of Beaufort issued the Certificate of Occupancy (CO) for the Washington Street Park project to Beaufort Construction on April 30, 2026.

The city is currently soliciting bids for the installation of the following remaining items:

- Temporary screening between the basketball court and the adjacent residence.
- A shade sail over the children's swing set.
- One Park bench.
- Rain Garden and Permeable Pavement educational signage.
- Mile marker domes.

Additional clarification is needed regarding the trail signs and walking loop signs before an accurate quote can be provided. If the final design has not yet been determined, an allowance can be included in the bid. The following information is needed:

1. Sign dimensions.
2. Sign material.
3. Sign content (wording and graphics).
4. Quantity of each sign type.
5. Mounting post details.

The Washington Street Park Grand Opening was held on May 20, 2026, at 9:30 a.m.

Southside Park – Phase 2 (Project #22000)

Milestones:

The City of Beaufort has completed Phase I improvements at Southside Park. These enhancements include the installation of two new playgrounds, construction of a parking lot, pavilion, and restrooms, as well as the addition of benches and picnic tables.

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

City Council elected to reduce Phase II funding to \$275,000. The remaining funds will be reallocated to the Henry C. Chambers Waterfront Park project. Considering ongoing challenges

associated with the Waterfront Park, Council expressed consensus that while improvements at Southside Park may be delayed, the project is expected to be completed in the future.

Open Issue

- McPherson property line dispute – status update requested from the City Attorney (January 16, 2026)

Current Status

The Southside Park project is nearing the conclusion of the design and engineering phase. City Council approved the reallocation of remaining Southside Park funds to the Waterfront Park project. This amendment facilitates the transfer of funds to support releveling platform repairs at Henry C. Chambers Waterfront Park. The City's Finance Department is currently working with the CDBG administrator to secure additional funds for this project.

Brandon Turske of Davis & Floyd has requested a Steering Committee Meeting during the following period July 6th-July 17th

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

Project Update

- Davis & Floyd was awarded a \$156,000 planning and design contract on December 30, 2025.
- The design is guided by the Master Plan dated July 7, 2025.
- The Core Team received approval from the Historic Beaufort Foundation to relocate the historic 1st South Carolina Volunteers of African Descent marker from its former location beside Beaufort National Cemetery to the new 1st South Carolina Infantry of African Descent Park on Boundary Street.
- The marker was unveiled during the Memorial Day commemoration on May 25, 2026.

Current Status

The project is currently in the design phase. Stakeholders meet monthly with Davis & Floyd to review progress and advance planning efforts. The City's Finance Department is currently working with the CDBG administrator to secure additional funds for this project.

Next Meeting is scheduled for July 24, 2026

Anticipated Construction

Construction is currently anticipated to begin in Fall 2027.

II. Streetscapes

Duke Street

The City of Beaufort is advancing the Duke Street Streetscape Project, which encompasses infrastructure and aesthetic improvements along approximately two blocks of Duke Street between Bladen Street and Hamar Street. The project is intended to enhance roadway conditions, improve pedestrian accessibility, increase stormwater management capacity, and elevate the overall appearance and functionality of the corridor.

Scope of Work

Resurfacing the roadway throughout the project corridor.

- Installation of new curb and gutter infrastructure.
- Construction of ten (10) on-street parking spaces utilizing permeable pavers.
- Installation of new concrete sidewalks to improve pedestrian mobility and ADA accessibility.
- Replacement of the existing corrugated metal culvert with a properly sized reinforced concrete pipe (RCP) to improve stormwater conveyance capacity.
- Installation of landscaping and streetscape enhancements to improve corridor aesthetics.

Project Milestones

- Issue Date: April 16, 2026
- SCDOT Permit Approval: April 20, 2026
- Pre-Bid Meeting: April 23, 2026, at 2:00 PM
- Public Bid Opening: May 15, 2026, at 2:00 PM
- City Council First Reading: June 9, 2026,

Project Funding

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

- American Rescue Plan Act (ARPA) Funds: \$625,000
- City of Beaufort General Fund: \$375,000 Total Project Funding: \$1,000,000

Current Status

- City Council completed the first reading on June 9, 2026, All City review requirements have been completed
 - Act 36 coordination efforts between the Beaufort-Jasper Water & Sewer Authority (BJWSA) and the City of Beaufort remain ongoing.

A coordination meeting between BJW&SA and the City was held during first week of June.

- On June 24, 2026, representatives from Davis & Floyd and J.H. Hiers Construction met on-site with Duke Street residents to provide project updates and discuss upcoming construction activities.

Eric Claussen submitted Memorandum of Agreement (MOA) with BJWSA to establish reimbursement procedures for utility relocations in accordance with the statutory 4% project cost cap.

Next Steps

- The construction contract has been awarded, and the Notice to Proceed was issued to J.H Hiers on June 22,2026

III. City Facilities

Carnegie Building Roof & Interior (Project #23008

Carnegie Library Roof Restoration Project Update

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 Progress

- **March 30, 2026:** The side entrance roof was removed, reconstructed, and a new roofing system was installed.
- **April 1, 2026:** Construction activities on the main building commenced.
- **April 10, 2026:** All existing terra-cotta roof tiles were removed.
- **May 12, 2026:** Installation of exterior trim boards, including fascia and soffit boards, was completed.
- Roof dormers were repaired and reinstalled.
- Installation of the roof tiles is currently underway.

Current Status

Work on the gutter system and roof has been paused since **May 18, 2026**, the anticipated duration of the corrective work and repairs is approximately **two weeks once new copper gutter materials arrive**.

The Carnegie Library & Arsenal Walls Restoration Schedule

Milestone	Date and time
• Release to Public	May19,2026

- | | |
|--|----------------------|
| • Pre-Bid Meeting | May 28,2026 |
| • Question Due | June 5, 2026, |
| • Responses to Questions Issued | June 12,2026 |
| • Bid Submission Deadline | June 26,2026 |
| • Public Bid Opening | June 26,2026 |

IV. Arsenal Walls & Windows Rehabilitation

Restoration Project

The Beaufort Arsenal, located at 713 Craven Street, is a significant historic landmark and a major contributing resource within the City of Beaufort's National Historic Landmark District. As one of the community's most recognized historic structures, Arsenal requires specialized preservation efforts to ensure its continued integrity and longevity.

The City of Beaufort has retained Meadors Architectural Conservation of Charleston, South Carolina, to provide specialized architectural conservation and preservation consulting services for this project.

Project Scope

The scope of work includes the repair, surface preparation, and painting of Arsenal's historic wood windows, as well as limited repairs to two historic exterior doors. All work shall be performed in accordance with preservation best practices and the project specifications prepared by the City's conservation consultant.

Project Phases

The project will be implemented in the following phases:

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

Project Schedule

Milestone	Date and time
Issuance of Solicitation	June 5, 2026
Non-Mandatory Pre-Bid Meeting	June 12, 2026, at 2:00 PM
Questions Due	June 15, 2026, by 4:00 PM
Responses to Questions Issued	June 18, 2026, by 4:00 PM
Bid Submission Deadline	July 13, 2026, at 2:00 PM

Public Bid Opening

July 13, 2026, at 2:00 PM

Pre-Bid Meeting Location:

Planning Department Conference Room

1911 Boundary Street

Beaufort, South Carolina

Project Coordination

The city intends to coordinate this restoration effort with the planned interior and exterior restoration of the Carnegie Library, as well as the restoration of the Arsenal walls. Coordinating these projects will allow construction activities to be undertaken concurrently, improving efficiency and minimizing disruption to these important historic resources.

VI. City Hall & Police Station Re-Roofing

Procurement Schedule

- Public Bid Opening: Friday April 30, 2026,
- **City of Beaufort Council**, First Reading June 9, 2026

Related Projects

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

RPI Roofing is scheduled to conduct an inspection of the City Hall Building on June 23, 2026, at 2pm.

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 monitory 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.
- Rough Estimate for this job 1.5 million to 2 million
- This Project was unfunded in FY 27 Budget

Funding Coordination:

- Potential funding opportunities are ongoing.

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:** Monday July 6, 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.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Curt Freese, Community Development Director
Item Name: Community Development Monthly Report
Meeting Date: August 18, 2026
Department: Community Development Department

Background Information:

Introduction:

Monthly Report for June 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Community Development Monthly Report



CURRENT PROJECTS COMMUNITY DEVELOPMENT

JUNE 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)**
- 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**
- Site Work – 30 Cougar Drive – Site and Drainage work for Lady's Island Middle School – **Issued 5/7/26**
- 70 Ladys Island Drive – 6 Classroom Modular BLDG – **Issued 05/18/26**
- Publix Renovations – 61 Ladys Island Dr – **Issued 06/05/26**
- Freddy's Frozen Custard Unit D – 331 Robert Smalls Pkwy Ste D – **Issued 6/30/26**

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 (**Outstanding Items**)
- 4 Brookins Patch – Drainage work for Bridges Preparatory (**Outstanding Items**)
- 1013 Charles Street – Mixed use building Art Box (**Outstanding Items**)
- 122 Robert Smalls Pkwy – Upfit for Chinese Buffet "Golden Buffet" (**Outstanding Items**)

SF RESIDENTIAL (New Construction) ISSUED within the last month

- 1600 Palmetto Drive
- 1602 Palmetto Drive
- 1110 Craven Street (Town House)
- 1112 Craven Street (Town House)

SF RESIDENTIAL (New Construction) SUBMITTED within the last month

Historic Review:

HRB (Historic Review Board) Scheduled:

- **01 Scott Street, PIN: R120 004 000 0948 0000: Extension of Decision Letter**
The applicant is requesting a 12-month extension (first extension) of a Historic District Review Board Decision Letter, granting preliminary approval for a new three- and two-story building located at 101 Scott Street.
- **910 Harrington Street (aka 1302 Greene Street), PIN: R120 004 000 0256 0000: Approval of Bailey Bill Tax Incentive application for rehabilitation of historically contributing dwelling**
The applicant is requesting property tax relief through the local Bailey Bill Act by locking property taxes at the pre-improvement value for the duration of 10 years.
- **1511 King Street, PIN: R120 004 000 0595 0000, addition of a new carriage house**
The applicant is requesting approval to construct a detached carriage house to be located to the rear of the existing residence (revised).
- **1201 King Street, PIN: R120 004 000 0606 0000, replacement of mineral board siding, wall insulation, trim/fascia repairs, repainting, and replacement of rear entrance brick steps**
The applicant is requesting approval for several exterior modifications to the existing, contributing dwelling, including siding replacement with prior wall insulation, trim/fascia board repairs, repainting, and rear entrance brick steps replacement.
- **805 Church Street, PIN: R120 004 000 1006 0000: New construction of a duplex with detached carriage house (infill development)**
The applicant is requesting final approval for a new duplex with detached guest/carriage house to be constructed on a currently vacant lot.
- **1010 Boundary Street, PIN: R120 004 000 0071-/0072-/0073 0000: New construction of 2 – 4 unit townhome buildings, and 2 – duplex buildings (infill development)**
- The applicant is requesting conceptual approval for new construction/development of two 4-unit townhome buildings (attached) fronting Boundary Street, and two duplex (2-unit) buildings in the rear.

PC (Planning Commission):

PC (Planning Commission)

Code Amendments:

- A. Chapter 2 – Map & Districts
- B. Chapter 3 – Land Use Provisions
- C. Chapter 4 – Infill Standards

ZBOA (Zoning Board of Appeals):

ZBOA (Zoning Board of Appeals)

- *2945 Marshfront Drive identified as R120 032 000 0613 0000, Appeal*

The applicant is requesting an Appeal from an order of 5.2.2.B (2) c for denial of an application for a permit to remove three (3) landmark live oak trees on a platted building lot within the Overlook at Battery Creek subdivision. The property is further identified as R120 032 000 0613 0000.

Historic District Technical Review Committee

- 1506 Greene Street (Non-contributing, c. 1944 – 1-story CMU dwelling) – The North-West Quadrant neighborhood Proposal for new addition (~333 SF);
- 807 Bladen Street (Contributing, c. 1895 “Proctor, Robert House” – 1-story frame dwelling) – The North-West Quadrant neighborhood Proposal for screened porch addition at the rear;

Technical Review Committee

- Proposal for construction of a drive-thru coffee shop on Lady’s Island (91 Sea Island Pkwy.; PIN: R123 015 000 0905 0000) – Discussion on development options and requirements;
- Request for minor subdivision (outparcel) for development of a new Urgent Care facility at Hanover Park (139 Robert Smalls Pkwy.; PIN: R120 003 000 0544 0000) – Discussion about zoning and development provisions for proposal to subdivide and construct a new Prisma Health Urgent Care facility on an commercial outparcel at Hanover Park;
- Pre-Construction (Pre-Con) Meeting
New construction of townhomes (1110/1112 Craven Street; PIN: R120 004 000 1036 0000);
- Proposal for construction of a new industrial building (118 Industrial Village Road (Parcel 9A); PIN: R122 029 000 0249 0000) – Preliminary discussion on industrial development proposal;
- Development request for new coffee shop with drive-thru (218/220 Robert Smalls Pkwy.; PIN: R122 029 000 0160-/224 0000) – Follow-up discussion on questions, such as building placement, drive-thru location, stormwater management, landscaping/buffers, etc.;

Tenant Change (Safety Inspections)

- 700 Bay Street Suite 105C – Mortgage Lending (GMFS Lending)
- 101 Scott Street– Restaurant (Mother Smoking Good)
- 230 Sea Island Parkway – Fireworks- Temporary Use (Southeastern Promotional Events)
- 2731 Depot Road – Locksmith (Avallone’s Lock & Key)

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	4	0	1	\$16,199.90
Jun	4	0	0	\$11,214.80
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				
Totals	27	0	2	\$98,276.90

Total Residential Units: 29

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

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	96	\$34,489.40
Jun	88	\$40,433.71
Jul		
Aug		
Sep		
Oct		
Nov		
Dec		
Totals	520	\$245,405.67

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



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Linda Roper, Downtown Operations Director
Item Name: Downtown Operations Monthly Report
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Monthly Report for June 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Downtown Operations Monthly Report

MAIN STREET BEAUFORT

June Monthly Report



Meetings & Events Attended:

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.

Main Street SC Retreat: Attended a three-day retreat focusing on program structure, downtown problem-solving, and emergency preparedness.

Execution & Planning:

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

North of the Broad Filming: Filmed a segment with WHHI for North of the Broad to promote downtown. **Touch-A-Truck:** Assisted Public Works with their annual event.

Main Street Meet Up: Coordinated with SK Signs and Designs to feature PickleJuice and Effervescence Yoga Spa as part of the ongoing series highlighting local merchants.

Business Break: Collaborated with WTOC to produce a spotlight segment promoting Downtown Beaufort.

FIRST FRIDAY *by the numbers*

WEBSITE TOTAL VIEWS



2,274

3,100



AVG. VISITOR
COUNT

137 MIN



AVG. DWELL TIME

\$85.5K



MEDIAN HOUSEHOLD
INCOME

SUPPORT LOCAL. LOVE LOCAL. LIVE LOCAL



INSTAGRAM INSIGHTS

TOP-PERFORMING CONTENT

5.1K

REACH

↘ 40.1%

1,706
Views

1.8K

VIEWS

↘ 53.3%

1,138
Reach



FACEBOOK INSIGHTS

TOP-PERFORMING CONTENT

198.6K

VIEWS

↗ 67.5%

15,183
Views

12,551
Reach

48.3K

REACH

↗ 81.6%





Why Main Street Matters Beyond Events

When people hear "Main Street," they often think of festivals, markets, and First Fridays. While events are certainly part of what we do, they only tell a small part of the story. Think of the Main Street Approach like a pie. It's made up of four equal slices: Design, Organization, Promotion, and Economic Vitality. Each pillar represents 25% of the recipe for creating a thriving downtown. Events fall under the Promotion slice, but they are only one ingredient in that piece of the pie.

So, where did this recipe come from?

The Main Street program began as a pilot project through the National Trust for Historic Preservation, which recognized that America's historic downtowns were struggling as suburban development continued to grow. The pilot proved so successful that the National Main Street Center was established in 1980 to expand the program nationwide.

South Carolina embraced the Main Street Approach in 1983, recognizing the value of preserving historic downtowns while encouraging economic growth. Just two years later, in 1985, Beaufort became a Main Street community. Today, Main Street Beaufort proudly remains the oldest continuously operating Main Street program in South Carolina.

Now, let's take a closer look at each slice of the pie.

Design

Design is about creating an attractive, welcoming downtown while preserving the historic character that makes Beaufort unique.

That can mean major projects like streetscape improvements, landscaping, lighting, public art, and restoring historic buildings. It can also be the smaller details that often go unnoticed—repainting crosswalks, replacing benches, installing planters, or organizing volunteer cleanup days where community members pick up litter and pull weeds from sidewalks.

Every improvement, no matter how large or small, contributes to a downtown that people want to visit, shop, and spend time in.

Organization

Organization is the foundation that keeps everything moving forward.

This pillar focuses on building partnerships, creating long-term plans, and bringing people together around a shared vision for downtown. Much of this work happens behind the scenes, but it is essential to every visible success.

Organization includes developing annual work plans, coordinating volunteers, building relationships with business owners and community partners, maintaining communication, managing databases, applying for grants, scheduling meetings, and creating strategic plans that guide future projects.

Without a strong organizational structure, none of the other pillars can truly succeed.

Promotion

Promotion is often the slice people recognize first—but it's much more than hosting events.

Promotion is about telling the story of downtown, encouraging people to shop locally, supporting existing businesses, and creating experiences that build community pride.

Yes, this includes events like First Friday, but it also includes initiatives like the Downtown Dollars program, merchant meet-ups, social media campaigns, business spotlights, storytelling, press releases, seasonal promotions, and marketing efforts that remind both residents and visitors why downtown Beaufort is worth exploring year-round.

Events may draw people downtown, but promotion is what keeps downtown top of mind every day.

Economic Vitality

Economic Vitality focuses on creating a healthy and sustainable downtown economy.

This means helping existing businesses succeed while attracting new investment and ensuring downtown continues to evolve to meet the needs of both residents and visitors.

Examples include business recruitment and retention, collecting and analyzing business data, conducting annual business surveys, tracking trends with tourism partners, celebrating business milestones, supporting entrepreneurs, identifying redevelopment opportunities, and evaluating policies that impact downtown's long-term success.

When businesses thrive, downtown thrives.

It Takes All Four Slices

The Main Street Approach works because no single pillar stands alone. Design creates places people enjoy. Organization builds partnerships and direction. Promotion tells the story and brings people together. Economic Vitality ensures downtown remains sustainable for years to come.

Events are certainly an important ingredient—but they're only one piece of a much bigger recipe.

The next time you see a First Friday, a ribbon cutting, a new flower planter, a business workshop, a streetscape improvement, or a downtown survey, remember that they're all part of the same goal: creating a downtown that is vibrant, welcoming, and resilient.

That's what Main Street is really about.

City of Beaufort Downtown Operations & Community Services

Events & Tour Coordinator Activity Report

June 2026

Highlights – June 2026:

- Main Street Beaufort with First Friday
- Continued 4th of July planning session for festival in Waterfront Park
- Attended Downtown Master Plan Stakeholders Meeting as an DAC Member
- Attended archive training
- Assisted on the day of Public Works’ Touch a Truck event at Pigeon Point Park
- Tours
 - Horse carriages will not be operating in July and August due to heat
 - Weather – 9 days in June 2026 the weather reached 91F or higher wet bulb with 4.15” of rain
 - Horse carriages are instructed to cease operation at 91F wet bulb mark
 - Keeping tours updated on construction progress
 - Tours continue to proceed regardless of the intersection and construction closures
 - Issued 3 new tour badges
- Parks
 - Washington Street Park is open, but we are not taking reservations currently

Park Reservations June 2026

Location	Wedding	Special Event	Birthday or Baby Shower	Other	Festival	Attendance	
						-50	50+
Pigeon Point Park		1	6	2		8	1
Southside Park			2	18		17	3
The Bluff							
Washington St. Park							
Waterfront Park		1		2	1	2	2
Whitehall Park				3		1	2
Other							
Totals	0	2	8	25	1	28	8



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Alan Eisenman, Finance Director
Item Name: Finance Department Monthly Report
Meeting Date: August 18, 2026
Department: Finance Department

Background Information:

Introduction:

Monthly Report for June 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

1. Finance 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 June 2026 preliminary and unaudited 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 June being the 12th month of the fiscal year 2026, recurring revenues and expenditures should be 100% of the budget. General Fund revenues are 99.1% of the budget while expenditures are 88.0% of the budget.

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

Thanks,

Alan Eisenman CPA CGFO
Finance Director

CITY OF BEAUFORT, SOUTH CAROLINA
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)

	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	\$ 19,036,174	\$ 176,920	\$ 3,779,866	\$ 3,647,617	\$ 1,403,693	\$ 439,565	\$ 2,236,333	\$ 30,720,168
Taxes receivable, net	331,860	-	-	-	-	57,205	-	389,065
Other receivables	1,067,440	-	749,308	151,043	-	3,423	626,584	2,597,798
Inventories and other assets	46,361	-	-	-	-	-	-	46,361
Restricted cash and cash equivalents	-	3,467,309	-	1,668,343	-	787,186	26,945	5,949,783
Total assets	<u>20,481,835</u>	<u>3,644,229</u>	<u>4,529,174</u>	<u>5,467,003</u>	<u>1,403,693</u>	<u>1,287,379</u>	<u>2,889,862</u>	<u>39,703,175</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES								
Liabilities:								
Accounts payable	984,946	-	1,295,078	127,146	3,270	28,774	84,345	2,523,559
Due to other governments	57,339	-	-	-	-	-	-	57,339
Unearned revenue	1,846,090	-	-	-	661,900	-	-	2,507,990
Accrued liabilities	555,524	-	-	133,173	4,454	16,909	3,142	713,202
Deposits and escrow	503,246	-	-	17,000	-	-	23,617	543,863
Total liabilities	<u>3,947,145</u>	<u>-</u>	<u>1,295,078</u>	<u>277,319</u>	<u>669,624</u>	<u>45,683</u>	<u>111,104</u>	<u>6,345,953</u>
Deferred Inflows of Resources:								
Unavailable revenue - property taxes	111,575	-	-	-	-	40,614	-	152,189
Unavailable revenue - grants	-	-	514,605	-	-	-	-	514,605
Total deferred inflows of resources	<u>111,575</u>	<u>-</u>	<u>514,605</u>	<u>-</u>	<u>-</u>	<u>40,614</u>	<u>-</u>	<u>666,794</u>
Fund balances:								
Nonspendable:								
Inventories	32,120	-	-	-	-	-	-	32,120
Cemetery	-	-	-	-	-	-	7,246	7,246
Restricted	1,669,236	3,644,229	2,719,491	3,521,341	734,069	413,896	2,730,409	15,432,671
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	-	-	1,668,343	-	787,186	-	4,022,846
Law enforcement	-	-	-	-	-	-	41,103	41,103
Assigned for:								
Subsequent year's budget	221,942	-	-	-	-	-	-	221,942
Unassigned	7,478,470	-	-	-	-	-	-	7,478,470
Total fund balances	<u>16,423,115</u>	<u>3,644,229</u>	<u>2,719,491</u>	<u>5,189,684</u>	<u>734,069</u>	<u>1,201,082</u>	<u>2,778,758</u>	<u>32,690,428</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 20,481,835</u>	<u>\$ 3,644,229</u>	<u>\$ 4,529,174</u>	<u>\$ 5,467,003</u>	<u>\$ 1,403,693</u>	<u>\$ 1,287,379</u>	<u>\$ 2,889,862</u>	<u>\$ 39,703,175</u>

CITY OF BEAUFORT, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)

	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	\$ 11,232,830	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,232,830
Other taxes	-	-	-	4,665,681	-	-	1,516,344	6,182,025
Franchise fees	2,667,628	-	-	-	-	-	-	2,667,628
Fines and forfeitures	53,282	-	-	-	-	-	-	53,282
Licenses and permits	6,715,525	-	-	-	-	-	43,673	6,759,198
Intergovernmental	3,965,490	-	5,727,134	20,000	1,280,233	-	-	10,992,857
Charges for services	2,247,146	-	-	481,479	-	1,348,739	-	4,077,364
Investment earnings	741,854	147,275	71,289	243,220	78,305	22,472	38,690	1,343,105
Miscellaneous	324,735	-	-	126,052	-	-	5,551	456,338
Total revenues	<u>27,948,490</u>	<u>147,275</u>	<u>5,798,423</u>	<u>5,536,432</u>	<u>1,358,538</u>	<u>1,371,211</u>	<u>1,604,258</u>	<u>43,764,627</u>
EXPENDITURES								
Current:								
General government	5,559,880	-	-	-	247,921	-	972,862	6,780,663
Law enforcement	7,484,383	-	-	1,627,369	-	-	496	9,112,248
Fire and emergency	9,095,792	-	-	-	-	-	-	9,095,792
Public works	2,640,855	-	-	-	-	761,072	-	3,401,927
Culture and recreation	-	-	-	1,911,452	-	-	-	1,911,452
Streets	1,228,018	-	-	-	-	-	-	1,228,018
Community development	1,326,465	-	-	1,098,399	-	-	-	2,424,864
Debt Service:								
Principal	1,604,230	-	-	646,212	-	355,000	-	2,605,442
Interest and other charges	271,668	-	-	328,284	-	190,275	-	790,227
Capital Outlay	-	360,143	7,958,195	151,715	-	-	-	8,470,053
Total expenditures	<u>29,211,291</u>	<u>360,143</u>	<u>7,958,195</u>	<u>5,763,431</u>	<u>247,921</u>	<u>1,306,347</u>	<u>973,358</u>	<u>45,820,686</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,262,801)</u>	<u>(212,868)</u>	<u>(2,159,772)</u>	<u>(226,999)</u>	<u>1,110,617</u>	<u>64,864</u>	<u>630,900</u>	<u>(2,056,059)</u>
OTHER FINANCING SOURCES (USES)								
Issuance of financed purchases	684,000	-	-	-	-	-	-	684,000
Transfers in	-	-	2,977,332	106,288	87,829	-	-	3,171,449
Transfers out	-	(100,000)	-	(1,914,874)	(1,143,659)	(12,916)	-	(3,171,449)
Total other financing sources (uses)	<u>684,000</u>	<u>(100,000)</u>	<u>2,977,332</u>	<u>(1,808,586)</u>	<u>(1,055,830)</u>	<u>(12,916)</u>	<u>-</u>	<u>684,000</u>
Net change in fund balances	(578,801)	(312,868)	817,560	(2,035,585)	54,787	51,948	630,900	(1,372,059)
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>\$ 16,423,115</u>	<u>\$ 3,644,229</u>	<u>\$ 2,719,491</u>	<u>\$ 5,189,684</u>	<u>\$ 734,069</u>	<u>\$ 1,201,082</u>	<u>\$ 2,778,758</u>	<u>\$ 32,690,428</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
COMBINING BALANCE SHEET
OTHER GOVERNMENTAL FUNDS
JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

	Special Revenue Funds			Permanent Fund	Total-Other Governmental Funds
	State Accommodations Tax Fund	Fire Impact Fees Fund	Drug Control and Prevention Fund	Cemetery Fund	
ASSETS					
Cash and cash equivalents	\$ 1,557,581	\$ 630,403	\$ 41,103	7,246	\$ 2,236,333
Other receivables	626,584	-	-	-	626,584
Restricted cash and cash equivalents	-	-	26,945	-	26,945
Total assets	<u>2,184,165</u>	<u>630,403</u>	<u>68,048</u>	<u>7,246</u>	<u>2,889,862</u>
LIABILITIES AND FUND BALANCES					
Liabilities:					
Accounts payable	84,345	-	-	-	84,345
Other accrued expenses	3,142	-	-	-	3,142
Deposits and escrow	-	-	23,617	-	23,617
Total liabilities	<u>87,487</u>	<u>-</u>	<u>23,617</u>	<u>-</u>	<u>111,104</u>
Fund balances:					
Nonspendable:					
Cemetery	-	-	-	7,246	7,246
Restricted	2,096,678	630,403	3,328	-	2,730,409
Committed for:					
Law enforcement	-	-	41,103	-	41,103
Total fund balances	<u>2,096,678</u>	<u>630,403</u>	<u>44,431</u>	<u>7,246</u>	<u>2,778,758</u>
Total liabilities and fund balances	<u>\$ 2,184,165</u>	<u>\$ 630,403</u>	<u>\$ 68,048</u>	<u>\$ 7,246</u>	<u>\$ 2,889,862</u>

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

	<u>Special Revenue Funds</u>			<u>Permanent Fund</u>	<u>Total-Other Governmental Funds</u>
	<u>State Accommodations Tax Fund</u>	<u>Fire Impact Fees Fund</u>	<u>Drug Control and Prevention Fund</u>	<u>Cemetery Fund</u>	
REVENUES					
Other taxes	\$ 1,516,344	\$ -	\$ -	\$ -	\$ 1,516,344
Licenses and permits	-	43,673	-	-	43,673
Investment earnings	37,831	-	859	-	38,690
Miscellaneous	-	-	5,551	-	5,551
Total revenues	<u>1,554,175</u>	<u>43,673</u>	<u>6,410</u>	<u>-</u>	<u>1,604,258</u>
EXPENDITURES					
Current:					
General government	972,862	-	-	-	972,862
Law enforcement	-	-	496	-	496
Total expenditures	<u>972,862</u>	<u>-</u>	<u>496</u>	<u>-</u>	<u>973,358</u>
Excess of revenues over expenditures	<u>581,313</u>	<u>43,673</u>	<u>5,914</u>	<u>-</u>	<u>630,900</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	581,313	43,673	5,914	-	630,900
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>\$ 2,096,678</u>	<u>\$ 630,403</u>	<u>\$ 44,431</u>	<u>\$ 7,246</u>	<u>\$ 2,778,758</u>

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Property taxes	\$ 9,969,172	\$ 9,969,172	\$ 11,232,830	\$ 1,263,658	112.7%
Franchise fees	2,384,440	2,384,440	2,667,628	283,188	111.9%
Fines and forfeitures	59,000	59,000	53,282	(5,718)	90.3%
Licenses and permits	7,817,000	7,817,000	6,715,525	(1,101,475)	85.9%
Intergovernmental	3,869,680	5,369,680	3,965,490	(1,404,190)	73.8%
Charges for services	2,088,745	2,088,745	2,247,146	158,401	107.6%
Investment earnings	600,000	600,000	741,854	141,854	123.6%
Miscellaneous	60,000	60,000	324,735	264,735	541.2%
Total revenues	26,848,037	28,348,037	27,948,490	(399,547)	98.6%
Expenditures:					
Current:					
General government					
City council	318,249	318,249	701,364	(383,115)	220.4%
City manager	1,006,844	1,011,226	904,488	106,738	89.4%
Finance	1,103,554	1,113,659	1,100,503	13,156	98.8%
Human resources	514,604	519,993	451,873	68,120	86.9%
Information technology	939,137	948,348	927,960	20,388	97.9%
Court and legal	690,911	721,110	574,892	146,218	79.7%
Non-departmental	815,171	815,171	898,800	(83,629)	110.3%
	5,388,470	5,447,756	5,559,880	(112,124)	102.1%
Law enforcement					
Police	6,272,804	6,498,728	6,635,442	(136,714)	102.1%
School resource officers	734,983	734,983	698,082	36,901	95.0%
Crossing guards	24,945	24,945	30,303	(5,358)	121.5%
Victims rights	123,030	123,030	120,556	2,474	98.0%
	7,155,762	7,381,686	7,484,383	(102,697)	101.4%
Fire and emergency					
City of Beaufort fire	8,696,627	9,135,095	9,095,792	39,303	99.6%
	8,696,627	9,135,095	9,095,792	39,303	99.6%
Public works					
Administration	545,431	578,223	512,217	66,006	88.6%
Maintenance	718,115	718,115	655,699	62,416	91.3%
Solid waste	1,476,050	1,476,050	1,472,938	3,112	99.8%
	2,739,596	2,772,388	2,640,854	131,534	95.3%

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Streets	1,216,546	1,503,256	1,228,018	275,238	81.7%
	1,216,546	1,503,256	1,228,018	275,238	81.7%
Community development	1,356,171	1,384,072	1,326,465	57,607	95.8%
	1,356,171	1,384,072	1,326,465	57,607	95.8%
Total current	26,553,172	27,624,253	27,335,392	288,861	99.0%
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	29,472,051	29,211,290	260,761	99.1%
Excess (deficiency) of revenues over (under) expenditures	(1,552,933)	(1,124,014)	(1,262,800)	(138,786)	
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)	(595,958)	(578,800)	17,158	
Fund balance, beginning of year	17,001,916	17,001,916	17,001,916	-	
Fund balance, end of year	\$ 15,977,039	\$ 16,405,958	\$ 16,423,116	\$ 17,158	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
TAX INCREMENT FINANCING DISTRICT II – SPECIAL REVENUE FUND
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

		Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
		Original	Final			
Revenues:						
Investment earnings		\$ 120,000	\$ 120,000	\$ 147,275	\$ 27,275	122.7%
	Total revenues	120,000	120,000	147,275	27,275	122.7%
Expenditures:						
Current:						
Capital Outlay		740,000	795,361	360,143	435,218	45.3%
	Total expenditures	740,000	795,361	360,143	435,218	45.3%
Excess of revenues over expenditures		(620,000)	(675,361)	(212,868)	(407,943)	
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)	(1,875,361)	(312,868)	(1,562,493)	
Fund balance, beginning of year		3,957,097	3,957,097	3,957,097	-	
Fund balance, end of year		\$ 2,237,097	\$ 2,081,736	\$ 3,644,229	\$ (1,562,493)	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
CAPITAL PROJECTS FUND – SPECIAL REVENUE FUND
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
Budgeted Amounts				
	Original	Final	Actual	
Revenues:				
Intergovernmental	\$ 21,593,759	\$ 21,755,759	\$ 5,727,134	\$ (16,028,625) 26.3%
Investment earnings	-	-	71,289	71,289 100.0%
Total revenues	21,593,759	21,755,759	5,798,423	(15,957,336) 26.7%
Expenditures:				
Current:				
Capital Outlay	28,449,471	28,865,471	7,958,195	20,907,276 27.6%
Total expenditures	28,449,471	28,865,471	7,958,195	20,907,276 27.6%
Excess of revenues over expenditures	(6,855,712)	(7,109,712)	(2,159,772)	(36,864,612)
Other financing sources:				
Transfers in	6,155,712	6,409,712	2,977,332	(3,432,380) 46.5%
Total other financing sources	6,155,712	6,409,712	2,977,332	(3,432,380) 46.5%
Net change in fund balance	(700,000)	(700,000)	817,560	(1,517,560)
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	\$ 2,719,491	\$ (1,517,560)

CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
PARKS AND TOURISM – SPECIAL REVENUE FUND
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Other taxes	\$ 4,445,000	\$ 4,445,000	\$ 4,665,681	\$ 220,681	105.0%
Charges for services	717,500	717,500	481,479	(236,021)	67.1%
Investment earnings	350,000	350,000	243,220	(106,780)	69.5%
Total revenues	5,512,500	5,512,500	5,536,432	23,932	100.4%
Expenditures:					
Current:					
Law enforcement	1,731,909	1,801,083	1,627,369	173,714	90.4%
Culture and recreation	2,333,175	2,411,489	1,911,452	500,037	79.3%
Community development	1,108,256	1,126,273	1,098,399	27,874	97.5%
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	246,590	151,715	94,875	61.5%
Total expenditures	6,372,636	6,554,931	5,763,431	791,500	87.9%
Excess (deficiency) of revenues over (under) expenditures	(860,136)	(1,042,431)	(226,999)	815,432	
Other financing sources (uses):					
Transfers in	-	-	106,288	106,288	
Transfers out	(2,561,185)	(2,661,185)	(1,914,874)	(746,311)	
Total financing sources	(2,561,185)	(2,661,185)	(1,808,586)	(640,023)	
Net change in fund balance	(3,421,321)	(3,703,616)	(2,035,585)	1,668,031	
Fund balance, beginning of year	7,225,269	7,225,269	7,225,269	-	
Fund balance, end of year	\$ 3,803,948	\$ 3,521,653	\$ 5,189,684	\$ 1,668,031	

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

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Intergovernmental	\$ -	\$ -	\$ 1,280,233	\$ 1,280,233	0.0%
Investment earnings	133,871	133,871	78,305	(55,566)	58.5%
Total revenues	133,871	133,871	1,358,538	1,224,667	1014.8%
Expenditures:					
Current:					
General government	233,871	238,253	247,921	(9,668)	104.1%
Capital Outlay	-	5,978.00	-	5,978	0.0%
Total expenditures	233,871	244,231	247,921	(3,690)	101.5%
Excess of revenues over expenditures	(100,000)	(110,360)	1,110,617	1,228,357	
Other financing (uses):					
Transfers in	-	-	87,829	87,829	
Transfers out	(1,352,827)	(1,352,827)	(1,143,659)	(209,168)	84.5%
Total other financing uses	(1,352,827)	(1,352,827)	(1,055,830)	(121,339)	78.0%
Net change in fund balance	(1,452,827)	(1,463,187)	54,787	(1,517,974)	
Fund balance, beginning of year	679,282	679,282	679,282	-	
Fund balance, end of year	\$ (773,545)	\$ (783,905)	\$ 734,069	\$ (1,517,974)	

**CITY OF BEAUFORT, SOUTH CAROLINA
BUDGETARY COMPARISON SCHEDULE
STORMWATER – SPECIAL REVENUE FUND
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

	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	\$ 1,348,739	\$ (26,261)	98.1%
Investment earnings	28,346	28,346	22,472	(5,874)	79.3%
Total revenues	1,403,346	1,403,346	1,371,211	(32,135)	97.7%
Expenditures:					
Current:					
Public works	884,446	917,238	761,072	156,166	83.0%
Debt Service:					
Principal	355,000	355,000	355,000	-	100.0%
Interest and other charges	163,900	163,900	190,275	(26,375)	116.1%
Total expenditures	1,403,346	1,436,138	1,306,347	129,791	91.0%
Excess (deficiency) of revenues over (under) expenditures	-	(32,792)	64,864	(161,926)	
Other financing (uses):					
Transfers out	(398,061)	(467,061)	(12,917)	454,144	2.8%
Total other financing (uses)	(398,061)	(467,061)	(12,917)	454,144	2.8%
Net change in fund balance	(398,061)	(499,853)	51,947	(551,800)	
Fund balance, beginning of year	1,149,134	1,149,134	1,149,134	-	
Fund balance, end of year	\$ 751,073	\$ 649,281	\$ 1,201,081	\$ (551,800)	

CITY OF BEAUFORT, SOUTH CAROLINA
STATE ACCOMMODATIONS TAX SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Other taxes	\$ 916,667	\$ 916,667	\$ 1,516,344	\$ 599,677	165.4%
Investment earnings	30,000	30,000	37,831	7,831	126.1%
Total revenues	946,667	946,667	1,554,175	607,508	164.2%
Expenditures:					
General government	1,075,717	1,075,717	972,862	102,855	90.4%
Law enforcement	25,729	25,729	-	25,729	0.0%
Total expenditures	1,101,446	1,101,446	972,862	128,584	88.3%
Excess of revenues over expenditures	(154,779)	(154,779)	581,313	736,092	
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)	581,313	1,274,315	
Fund balance, beginning of year	1,515,365	1,515,365	1,515,365	-	
Fund balance, end of year	\$ 922,363	\$ 822,363	\$ 2,096,678	\$ 1,274,315	

**CITY OF BEAUFORT, SOUTH CAROLINA
FIRE IMPACT FEES SPECIAL REVENUE FUND
BUDGET TO ACTUAL
FOR THE MONTH ENDED JUNE 30, 2026 (UNAUDITED AND PRELIMINARY)**

	Budgeted Amounts			Variance with Final Budget Positive (Negative)	Variance with Final Budget Percentage
	Original	Final	Actual		
Revenues:					
Licenses and permits	\$ 200,000	\$ 200,000	\$ 43,673	\$ (156,327)	21.8%
Investment earnings	5,000	5,000	-	(5,000)	0.0%
Total revenues	205,000	205,000	43,673	(161,327)	21.3%
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	43,673	(161,327)	
Fund balance, beginning of year	586,730	586,730	586,730	-	
Fund balance, end of year	\$ 791,730	\$ 791,730	\$ 630,403	\$ (161,327)	



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Tim Ogden, Fire Chief
Item Name: Fire Department Monthly Report
Meeting Date: August 18, 2026
Department: Fire Department

Background Information:

Introduction:

Monthly Report for June 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

June 2026 Report

Public Events

The Fire Department held several public education events throughout June.

- Wet down off Bladen Street
- Standby for the Beaufort River Swim.
- Static truck display at the Palmetto Playhouse
- Wet down at Parkview Apartments
- Rising Star Program at Beaufort Memorial Hospital.
- Touch a Truck at Port Royal Library
- Hosted a birthday party at Station 2
- Unity in the Community event
- Sparking Embers program
- Touch a Truck Pigeon Point Park
- Wet Down at Cross Community Church
- Touch a Truck at the Foundry gym

Fire Training

The Training Division conducted 1,317 hours of training.

Special Training:

Members attended a 4-hour course put on by the EPA about response to Mercury incidents. All shifts were briefed on the new asset manager and new training software that the department is switching to. Shifts completed rope rescue training to better prepare ourselves for a low angle rope rescue event.

SCFA Classes: Emergency Vehicle Driver Training, IC for Structural Collapse, IC for High-Rise Operations, IOW Emergency Vehicle Driver Training, IOW Driver / Operator Pumper, IOW Driver Operator Mobile Wate Supply, IOW Driver Operator Aerial, IOW Firefighter I & II, ICS-400. The department had 4 members attend a forcible entry class put on by Soda City Fire Training, the class really dug into the physics and forces of forcible entry.

Medical

Public CPR training classes: 6
Senior BP Checks: 2

Monthly Medical Training: All shifts on Hurricane Preparedness.

Trained 6 firefighters as BLS instructors and added 2 new ACLS and PALS instructors.

Medical Stand by:

- Dragon Boat - 1 day
- Beaufort River Swim - 1 day

Fire Marshal

The Fire Marshal division completed 214 certified inspections, and 141 Engine Company inspections were completed.

Personnel

- Firefighters Dante D'Antonio and David Ferreira were promoted to Firefighter I and Sawyer Henderson promoted to Firefighter II this month.
- Personnel attended SC Fire Rescue Conference
- Attended Public Information course at USCB in Bluffton

Apparatus

- E5908- door sensor repairs completed by Spartan Fire (Warranty)
- E5908- tire repair by Beaufort County- large nail through inside rear tire.
- E4083- Module 1 Comm Loss error- diagnosed, awaiting parts at Bluffton.
- E4083- PM Service at Bluffton
- Car 3 gear shift repair by Beaufort County
- L1053 recall repair completed by Spartan Fire
- Several repairs to small engines (Chainsaws/Rotary Saws)

Major Incidents

- 550 total calls for service
- 3 deployments of ALS QRV to Cherokee County SC for Statewide EMS Mobilization request. Our crew responded to numerous calls for service in Cherokee County, overdoses, MVC w/ Entrapment, general medical calls. Received great feedback on their performance and professionalism.

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

INCIDENT SUMMARY	BFT	P.R.
Structural Fires	3	0
Vehicle Fires	1	1
Brush, Trash Fire	5	0
Medical Calls	248	110
Vehicle Accident	28	9
Extrication (350-357)	1	1
Hazardous Condition	13	1
Service Calls (500)	41	17
Good Intent Calls (600)	10	5
False Calls (700)	44	12
Water Rescue	0	0
EMS Standby		
Month	394	156
Total Month	550	

TRAINING/EDUCATION		
Local Instruction	1317	
TOTAL	1317	

VOLUNTEER		
Local Instruction	0	
Monthly Station Standby	0	
TOTAL	0	

AID SUMMARY - ALL	LI	BUR	PI	other
BEAUFORT				
Aid Given		1		1
Aid Received				
Mutual Aid Given				
Mutual Aid Received				
PORT ROYAL				
Aid Given			1	
Aid Received				
Mutual Aid Given				
Mutual Aid Received				

FIRE PREVENTION	BFT	P.R.
Inspections Conducted	130	84
Violations Noted	37	87
Violations Corrected	10	1
Knox Box Installations	0	2
Fire Plans Reviewed	4	0
Burning Permits Issued	0	0
Permission to Burn Given	0	0
Public Education Events	26	5
Public Edu. Man Hours	191	12
# of Adults	266	60
# of Children	203	74
Car Seats Installation	8	
Smoke Detectors	0	0
CPR Certifications	63	



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Ivette Burgess, Human Resources Director
Item Name: Human Resources Monthly Report
Meeting Date: August 18, 2026
Department: Human Resources Department

Background Information:

Introduction:

Monthly Report for June 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: 7/14/2026
Re: Department Update – June 2026

Onboarding/New Hires

7 New Hires:

- Keion Taylor – Patrolman I, Police Department
- Chris Fernet – Patrolman I, Police Department
- Matthew Arguijo – Firefighter II/EMT, Fire Department
- Zachary Nykiel – Firefighter I/EMT, Fire Department
- Jacob Taylor – Firefighter I/EMT, Fire Department
- Kyle Calkins – PT Firefighter, Fire Department
- Margo Morris – Court Clerk II, Municipal Court

HR Highlight

- Summer High School Intern, Abraham Gardner began Youth@Work program with Public Works, 6/8.
- HR Specialist attended the SC Works Career Fair, 6/23.

Interviews

- HR staff participated in interview panels for Municipal Court.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Charles Prezalar, Interdev IT Systems Engineer
Item Name: IT Monthly Report
Meeting Date: August 18, 2026
Department: City Managers Office

Background Information:

Introduction:

Monthly Report for June 2026.

Background:

Legal Authority:

Staff Recommendation:

Placed on Agenda For:

Action

Attachments:

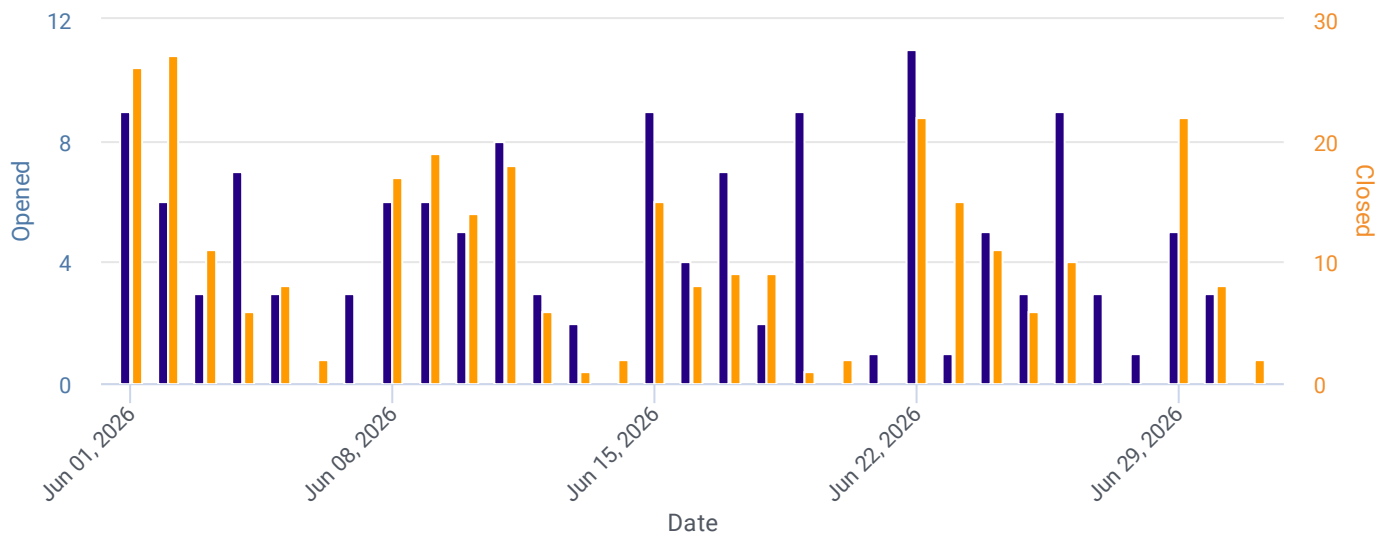
1. IT Monthly Report

Prepared for: **City of Beaufort** Created on: **Jul 1, 2026**

134 Beaufort Site Tickets Opened
Tickets Opened

147 Beaufort Site Tickets Closed
Tickets Closed

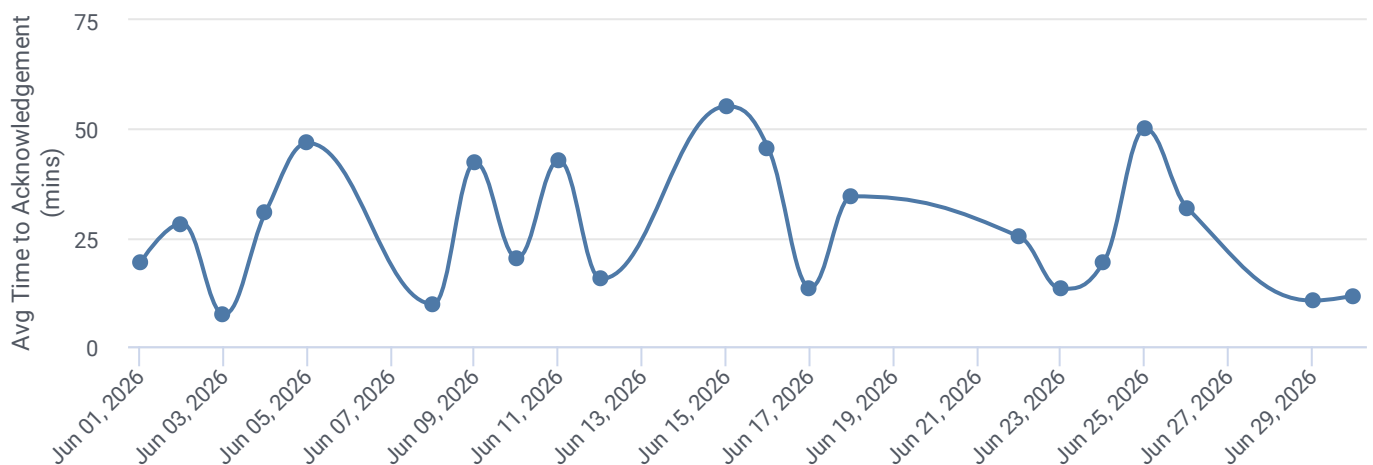
Beaufort Open vs. Closed Tickets



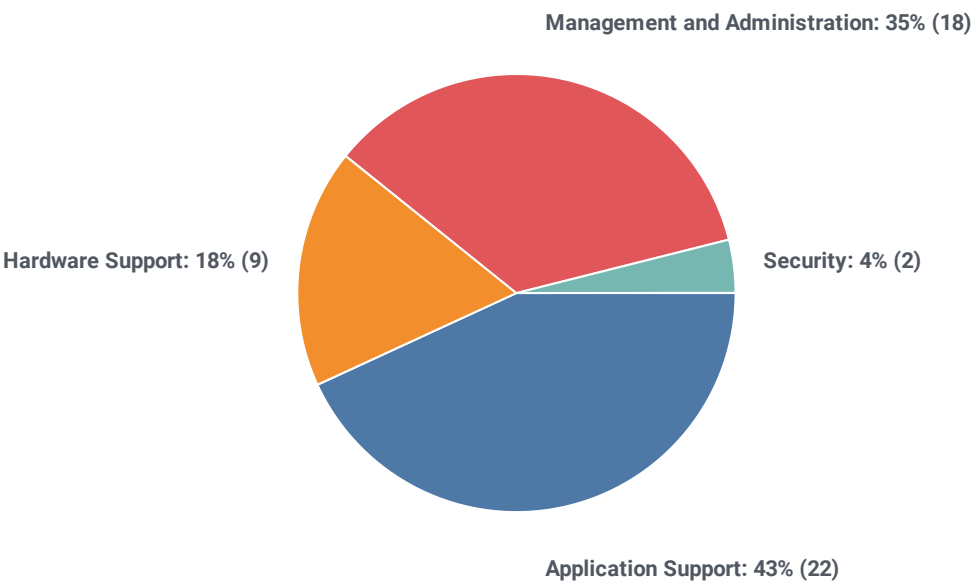
28 Beaufort Site Avg Response
Minutes

55 Beaufort 1st Response Resolution
1st Response Resolution

Beaufort Average Time to Acknowledgement



Beaufort Opened Tickets by Type



Beaufort - Other Services Ticket Count

TICKET BOARD NAME	TICKETS OPENED	TICKETS CLOSED
Data Protection Services	0	1
Security Alerts	37	38
Security Services	50	52
Service Desk	43	48
vCIO	1	1



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Dana Wessels, Court Administrator
Item Name: Municipal Court Monthly Report
Meeting Date: August 18, 2026
Department: Municipal Court

Background Information:

Introduction:

Monthly Report for June 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

June 2026

DEPARTMENT OVERVIEW:

Bench trials are held every Monday and Thursday at 3:00pm. 9 sessions of bench trials were held in June 2026 and 327 cases were tentatively scheduled.

Case Overview:

- New cases filed: 152 (86 traffic / 66 criminal)
- Cases disposed: 153 (93 traffic / 60 criminal)

Disposed Cases Breakdown:

- 93 traffic cases
 - 57 guilty indicators (forfeiture, plea, or trial)
 - 36 not guilty indicators (dismissal by officer, Judge, or trial)
- 60 criminal cases
 - 38 guilty indicators (by plea or trial)
 - 22 not guilty indicators

Arrest Warrant Overview:

- 13 Arrest warrants issued
- 6 Bench warrants issued

Expungements:

- 18 cases executed in the month of June

Jury Trial Overview:

- 41 cases pending: 26 criminal / 15 traffic
- Next session of jury trials to be held July 13 - 17



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Stephenie Price, Police Chief
Item Name: Police Department Monthly Report
Meeting Date: August 18, 2026
Department: Police Department

Background Information:

Introduction:

Monthly Report for June 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

June 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
May	1	4	3	1	0	42	2	0
June	0	1	1	1	0	24	1	0

Total Calls for Service: **3,655**

- Officer Initiated: 2,537
- 911 Line: 466
- Non-Emergency: 652
- SMS T-911: 0

Community Events Attended: **7**

- June 13, Unity in the Community Event
- June 19, Juneteenth Parade
- June 20, Touch a Truck Event
- June 20, SLB Community Event at Ambrose Run
- June 22-26- Future Guardians Summer Camp
- June 24- BPD Movie in the Afternoon
- June 27- Open House

Chief's Updates:

- June 2, 4th of July Planning Meeting
- June 3, Budget Meeting
- June 4, Pigeon Point Neighborhood Community Walk
- June 11, Leadership Panel Charleston Police Department Executive Leaders' Program
- June 13, Unity in the Community Event
- June 24, Social District Pilot Project Program Meeting
- June 25, Stay the Storm Meeting at Dominion Energy
- June 30, Bon Voyage Lunch for Nate

Upcoming Events:

- July 1st All Hands Meeting
- July 3rd, First Friday
- July 4th, Firecracker 5K
- July 17-26th, Water Festival



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 05/18/2026
From: Bryan Durrance, Public Works Asst Director
Item Name: Public Works Monthly Report
Meeting Date: August 18, 2026
Department: Public Works Department

Background Information:

Introduction:

Monthly Report for June 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 2026

Weekly Safety Briefs: National Safety Month, Mosquito Borne Diseases, Avoid Struck-By Incidents, The Three C's of First Aid

<u>See/Click/Fix:</u>	Reported:	52
	Resolved to date:	1762

<u>811 Locates</u>	Reported & Reviewed:	60
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<u>PO's (PR's)</u>	Created and Processed:	30
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<u>Banners</u>	Reserved and Hung:	7
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<u>On-Call Traffic:</u>	A.Davis / Miguel Canela-Pena
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Weekend Parks: *W Smalls, C Pinckney, T Olivieri, L Jenkins*

Office Administration:

- Assisted:
 - Touch a Truck prep, set up, event
 - Brightly maintenance and training
 - Office reporting prep

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

Stormwater / Street Division:

- Repairs

- Relevel and regrade alley roadway with #7 Stone on Princess & Dutchess Ln (Midtown).
- Sinkhole repair on 901-911 Greene St.
- Removed blockages from drains located in the Pigeon Point area
- Asphalt overlay done at the corner of Congress & West St, New Castle St, and behind Public Works compound.
- Maintenance:
 - Performed easements at Depot Rd, Allison Rd, Battery Creek Rd, First Blvd, Jane Way, and Coates Ln
 - Street sweeping on Bladen St, Polk St, Harrington St, City Hall/PD, Morris St, Palmetto St, and Sycamore St.
 - Bush hogging at Battery Creek Rd, W. Royal Oaks, South Dr, and First Blvd.
 - Cleaned up and staged equipment for Touch A Truck.
 - Easements maintenance at Broad St, Talbird & Waddell Rd, and Battery Shores.
 - Cut and weed eat on outfall ditch on Linton Ln (Spanish Moss Trail).
 - Street sweeping done at Boundary St, Lafayette St, Morris St, Sycamore St, and Palmetto St.
 - Easements maintenance done at Duncan Dr, Southside Blvd, and Broad St.
 - Bush hogging done at Jane Way behind Bft Middle School, Center Dr. E, and South Dr.
 - Performed easements maintenance at Greenlawn Dr, The Core District, Depot Rd, and Allison Rd.
 - Bush hogging performed at Dr. Grey's Pond Harrington St, Stumpman Property, and Southside Park.
 - Street sweeping done at Southside Park entrance, Polk St, Greenlawn Dr, Sycamore St, Palmetto St, Morris St, City Hall/PD parking lot, North St, Harrington St, and Lafayette St.
 - Picking up debris piles throughout the City's jurisdiction.
 -
- Assisted:
 - Assisted the Traffic Department with repairing traffic lights and signals.
 - Assisted SCDOT with fallen tree removal on West St.
 - Assisted Fleet Management with repairing the hydraulic hose on the Mower Max.
 - Hauling and staging equipment back at PW headquarters (Touch A Truck)
- Other
 - Compound clean up day.
 - Fallen tree removal at Ivy Ln & Harvey Dr, 1501 Ivy Ln, Federal St, N. Hermitage Rd & Hay St, and New Hanover St.
 - Responded to and resolved tickets for See Click Fix.
 - Hauled tree debris to the landfill.
 - Addressed and responded to complaints for See Click Fix.
 - Hauled debris to the landfill from PW debris staging area.
 - Delivered 1 load of sand to the Marina at the Waterfront Park for the Beaufort River Swim event.
 - Fallen tree removal at Westvine Dr(SMT), Church St, King St, New St, the corner of Boundary and Craven St.
 - On-call response to remove fallen tree located at Dessasure St
 - On-call response to remove dead deer located on Ribaut Rd
 - Responded to and resolved tickets for the See Click Fix service.

Parks Division:

- Repairs:
 - Replaced Dog Station Trash Can at Southside Park
- Maintenance:
 - Landscape Maintenance completed at Pigeon Point, Southside, Whitehall, Pinckney, Christensen, Cuthbert, Lafayette, Annette Bryant, Tick Tock, Wilson, Calhoun Thomas, Duck Pond, Battery Saxton, 1st Vol, Stumpman, Shed and Coffee Shop Property.
 - Completed Landscape Maintenance at Pigeon Point, Southside, Whitehall, Pinckney, Christensen, Cuthbert, Lafayette, Annette Bryant, Tick Tock, Wilson, Calhoun Thomas, Duck Pond, Battery Saxton, 1st Vol, Stumpman, Shed and Coffee Shop property.
 - Completed Landscape Maintenance at City Hall, PD and Courts
 - Completed trash runs city wide and Spanish Moss Trail on Monday and Friday
 - Daily Cleaning of restrooms at Pigeon Point and Southside
 - Picked up games, tents, and coolers from Downtown Operations for Touch a Truck Event
 - Completed Watering Schedule Monday and Wednesday
 - Prepped Pigeon Point and Southside for weekend duty
 - Prepped and staged equipment at Pigeon Point for Touch a Truck Event
 - Facilities Maintenance completed at City Hall, PD, Courts, and Fire Station 1 and 2
 - Watering Schedule on non-irrigated beds and trees Monday, Wednesday, and Friday
 - Spanish Moss Trail and City-Wide Trash Runs completed Monday and Friday
 - Picked up Crape Myrtles from Green Goods for Lawton Farms Phase III
 - Mulched beds at Pigeon Point in prep for Touch a Truck event
 - Daily bathroom cleaning at Southside and Pigeon Point
 - Pigeon Point Park Touch a Truck Prep (Spraying, Parking Areas, Trails)
 - Pressure washed and seal coated trestle near Culver's
 - Landscape Maintenance at Commerce Park
 - Playground Inspections completed
 - Leaf clean up throughout small parks
 - City trash run and Spanish Moss Trail run Monday and Friday
 - Watering Schedule for non-irrigated beds and trees Mon, Wednesday, and Friday
 - Weekend prep for Pigeon Point and Southside
 - Daily cleaning of bathrooms at Pigeon Point and Southside
 - Flowers installed at Pinckney and Cuthbert
 - Unloaded equipment from Touch a Truck Event
 - City Trash Run and Spanish Moss Trail Trash Run on Monday and Friday
 - Planted 6 Crape Myrtles to extend Broad St (Lawton Farms) Tree Grove along city owned easement
 - Pressure Washing Trestle in front of Battery Saxton
 - Flowerbed maintenance at Southside Park
 - Facilities maintenance at Fire Station one and two
 - Watering Schedule
- Other
 - Helped set up and run Touch a Truck Event on Saturday

- Responded to call outs on Thursday night for trees down at Ivy Ln, Federal St, and North Hermitage Rd
- Responded to a call out on Friday afternoon to Southside Blvd to check drainage ditch

Traffic Control / General Support – Facility Maintenance

- **Traffic Control Division**

- Maintenance:

- Coordinate with traffic management to access the fiber optic camera through the Boundary corridor
- Removed the street light knockdown and cleaned all debris around the area on West St & Bay St
- Reach out to FireHouseNuts for the touch-a-truck event on Father's Day weekend
- Complete swap of phases 2 & 6 with new 3-section traffic signals
- Meeting with Temple Inc
- Remove sign Debris through Ribaut Rd from Reynolds St, Beaufort Memorial Hospital, and Alison Rd
- Reset Cameras on Bay St & Scott St
- Help set up for the Music Festival
- Meeting with Ram, the rep for traffic count
- Keep cutting overgrowth away from street signs on Ribaut Rd
- Install 2 new Stop Signs on Greenlawn Rd & Marsh St, and Burnside St
- Meet with Beaufort County traffic and exchange the power supply that was replaced on the call
- Meet with the Roebuck traffic company at Charles St & Craven St for communication wire inspection
- Inspect the traffic signal on Charles St & Bay St for any broken or nicks on the wiring for the pedestrian crosswalk
- Closed ticket for the pedestrian signal on Ribaut Rd & Depot Rd after work was completed
- Tree Trimming Trout Ribaut Rd traffic signs
- Signs installed at the back gate of the public works compound
- Tree trimming and signpost relocated on Water Edge Court
- Assist with Music festival teardown
- Meet and assist roebuck with loop installation on Boundary St & Hogarth St, Boundary St & Carolina Cove, Boundary St & Beaufort Town Center
- Call Out to Robert Smalls Pkwy & Parris Island Gtwy for a CMU failure caused by a dead gecko
- Respond to the TMC call that Ribaut Rd & Boundary St are not cycling properly
- Prep 24-002 for ON-Call "Alex"
- Install two signs at the rear entrance for the public works compound
- Install three signs for the front entrance to the public works compound
- Paint the no parking zone yellow curb for Bay St & New St, Port Republic St, and Carteret St & Craven St
- Meeting with Ram from Nexvelo for the traffic time-tracking platform in the conference room at Public Works
- Pick up the parade items from Mrs Tracy in her office at City Hall
- Reset cameras for downtown ops on Scot St extension
- Prep the display items for the Touch-a-Truck event
- Install banners on Pigeon Point Park, South Side Park, Bay St & Ribaut Rd

- Prep and wash 24-002 for the Touch-a-Truck event
- Prep and wash the Highlander for the Juneteenth parade on Friday
- Help Alex with picking up coolers for the Touch-a-Truck event
- Bring items back to the barn from Touch a Truck
- Traffic display put back upstairs in the barn
- Collect Touch A Truck banners and return to Bryan
- Pick up pedestrian pole that was destroyed on Friday night/ Saturday morning on Laurel Bay & Trash Pkwy
- Clean the area for the new pedestrian pole to be installed on Laurel Bay & Trash Pkwy
- Return the signs from the Juneteenth parade back to City Hall
- Install new Street sign & one-way sign for Bay St & Scott St
- Collect debris from Ribaut Rd after trimming for better traffic sign visibility
- Meet with Bryan & Bayley for the SMA paperwork
- Send Boxes to be delivered to ATSI & Temple “AI Products”
- **Call Out:** Boundary St & Robert Smalls Pkwy, Okatie Hwy & Gibbets Rd, Buckingham Plantation & Bluffton Pkwy, Ribaut Rd & Boundary St, Sun City & US 278.
- Assisted:
 - Public Works compound clean-out and reorganize all the traffic storage upstairs
- SC811 Marking:
 - Lady’s Island Dr & Ferry Rd, Bay St & Charles St, Bay St Pavillion, West St & Port Republic St, Port Republic St & Scott St, Mink Point Blvd, Bay St & West St, North St & Euhaw St, Euhaw St & King St, North St & Glebe St, King St & Glebe St, Craven St & West St, Craven St & Scott St, Craven St Charles St, Craven St & West St, Craven St & Scott St, Craven St & Newcastle St, Craven St & Carteret St, Charles St & Port Republic St, West St & Prince St, Prince St & Scott St, Ribaut Rd & Waddel St.
- Banner Install/Remove:
 - Beaufort Music Festival, First Friday , Summer Theatre, Dragon Boat Race
- **General Support – Facility Maintenance Division**
 - Repairs:
 - Troubleshoot HVAC at Fire Station 2
 - Repair holes in drywall of two offices at PD
 - Paint two offices at PD
 - Fixed soap dispenser at PD
 - Replaced electrical outlet on streetlight at waterfront
 - Troubleshoot and repair lights at Courts and PD
 - Elevator inspections at City Hall and PD
 - Locksmith fixed door latches at PD
 - Hang Tv Mounts and TV at Duke street Police Substation
 - Hang ceiling fan at Duke Street Police Substation
 - Begin replacing 32 Cultural District signs
 - Removed electrical panels from waterfront park after music festival
 - Removed fence panels from waterfront park after music festival
 - Removed damaged and broken concrete from stairs at City Hall

- Poured new concrete for steps at City Hall
 - Fixed exterior door at PD that wasn't closing properly
 - Tightened toilet seat at PD
 - Hung paper towel dispenser at PD
 - Enclosed light fixtures at West st extension
 - Replaced light bulb at Police Substation
 - Replaced 6 light bulbs at Park of Beaufort
 - Trimmed and raised tree canopies on Linton Lane
 - Cleaned up downed tree on Ivy lane and Harvey
 - Gathered Pigtail from 500 Carteret
 - Assisted with staging for touch-a-truck
 - Filled coolers with ice and water for touch-a-truck
 - Collected Winnelectric donation for touch-a-truck
 - Taught A.J. the Public Works Intern about safe work practices during all activities conducted during this week
 - Moved furniture at City Hall for contractors replacing Sandy's carpet
 - Escort Terminix at PD
 - Replace cultural district signs
 - Open doors at City Hall for contractors to finish replacing carpet
 - Tree trimming on Coleman Lane
 - Meet and escort JCI around PD, City Hall, and Fire Station 1
 - Pickup debris on Linton Lane
 - Replace gooseneck lights
 - Put furniture back in Sandy's office
 - Investigate hand dryer at waterfront park
 - Liberty Tree meeting at waterfront park
 - Setup Craig for Sieges at PD
- Maintenance:
 - Escort JCI for PMs at PD and City Hall
 - Met with Cummins to go over generators at PD and City Hall
 - Assisted:
 - Assisted SCDOT with removal of tree on West st
 - Assisted Traffic with tree trimming
 - Other:
 - Set up electrical panels in waterfront park for Music Festival

Fleet / Equipment:

- Repairs:
 - Start all light towers and water pumps
 - Replace 3 sets of mower blades
 - Repair 2 hedge trimmers and 2 weed eaters
 - Pick up vehicle 703 from Butler Dodge. Brakes and PM were done

- Order parts for repairs on Mower Max
- Check on repairs on vehicle 501. Parts on back order. No ETA.
- Vehicle 527 is at Butler Dodge Replacement fuel pump was defective. New one order. Three to four weeks wait on part.
- Repair flat tire on utility trailer.
- Replace tire on Bobcat A300
- Check on Bobcat Gators. Parts order. Waiting parts delivery.
- Pick up and order sullies at Randels
- Cut grass at Pw (1) day
- Pick up vehicle 410 from Carolina Truck Repair. Had PM done.
- Repair spray nozzle on gutter broom on Sweeper Truck 435
- · Research new equipment for fiscal year 2027
- · Met with Blanchard Equipment for a quote on Cat 305 and Tow Master equipment trailer
- · Got a quote for Kaufman trailer for Utility trailer
- · Help clean and set up equipment for Touch-A-Truck
- · Followed up on Vehicle 527-501 and 2 Bobcat Gators. Still waiting for parts.
- · Repair riding mower at Southside Park
- · Repair and replaced 3 sets of blades on 3 riding mowers
- · Had issues with Mower Max on Harrington Street. 2 sensors have gone bad
- · Cut grass at PW (2) days
- · Repair flat tire at Southside Park on utility trailer
- · Finish getting quotes on new equipment for budget year 2027
- · Repair 2 weed eaters for Stormwater
- · Pick up debris on Lindor St.
- · Pick up supplies at Randels
- · Ran all water pumps on light towers

Operations:

- Repairs:
- Maintenance:
 - Inspected Commerce Park.
 - Met with Parks at Duck Pond to discuss vegetation cutting
 - Multiple crew and site visits.
- Assisted:
 - Met Downtown Operations at Lowes and picked up a chest freezer and delivered it to Downtown Operations.
 - We assisted SCDOT with cutting and removing a tree on West Street near Prince Street.
 - Assisted Stormwater with cleaning Stormwater drains in Pigeon Point.
 - Assisted General Support with Music Festival set up.
 - Responded to and assisted Parks with removing a small deer that was reported to be stuck in the marsh behind TCL.
 - Took the Fleet Supervisor to Carolina Truck Repair to pick up the dump truck
 - Assisted Facilities with lighting issue at Courts.
 - Assisted Facilities with AC issues at Fire Station 1.
- Other:
 - Completed two drainage inspections on Craven Street.
 - Post tree removal inspection at Pinckney Park.

- Multiple crew and site visits.
- Attended a 250th fourth of July meeting via zoom.
- Completed D.O.T. physical.
- Responded to a report of a traffic light malfunction at Boundary Street and Ribaut Road. Issue was determined to be caused by the phone company working in the road causing traffic to back up.
- Touch A Truck Organization, Preparation, and Execution.
- Completed Bid evaluations for the Street Sweeper Contract.
- Coordinated multiple tree removals after hours due to storm winds.
- APWA Conference



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/31/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from The Exchange Club of Beaufort for co-sponsorship to host the 2026 Patriot Day and Award Ceremony at Waterfront Park on September 11, 2026, from 7:00 pm to 9:00 pm and Woods Memorial Bridge Closure
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from The Exchange Club of Beaufort for co-sponsorship to host the 2026 Patriot Day and Award Ceremony at Waterfront Park on September 11, 2026, from 7:00 pm to 9:00 pm and Woods Memorial Bridge Closure

Background:

1. Co-Sponsorship of Waterfront Park Pavilion
2. Request closure of Woods Memorial Bridge from approximately 8:00 pm to 8:30 pm for a multi-agency (police, fire, and EMS) procession from Whitehall Park, across the Woods Memorial Bridge to Waterfront Park (closure to be requested from SCDOT and US Coast Guard)
3. The event runs from 7:30 pm to approx. 8:15–8:30 pm

Legal Authority:

[Code of Ordinances — Part 7 - Licensing and Registration — Chapter 14. Commercial Filming — Sec. 7-14003 — Traffic control and street closures.](#)

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. 2026-09-11 Patriot Day The Exchange Club_Redacted



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department
500 Carteret St, Ste B2, Beaufort, SC 29902

Phone: 843-379-7519

email: events@cityofbeaufort.org

Name of Event: <u>Patrol Days</u>	Date(s) of Event: <u>9-11-26</u> Setup start/end time: <u>5-8:30 pm</u> Actual event start/end time: <u>7:30 pm</u> Take down start/end time: <u>8:15 pm</u>
Organization/Individual Name: <u>The Exchange Club</u> [Redacted]	[Redacted]

- Completed application must be received and approved by the Events Coordinator.
- All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Downtown Operations 500 Carteret St, Ste B2 Beaufort, SC 29902

or scan and email to events@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7519 or visit our website at www.cityofbeaufort.org.

Is event open to the public? yes

Will admission be charged, or donation required? no

Will alcoholic beverages be sold? no Served? no

Will food be sold? no Served? Pizza for volunteers

Will there be any retail sales? no

Number of people expected to attend: 50-100

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

•To serve alcohol or liquor at your event, you must obtain City Council approval.
•If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

*(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.

*The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.



Lessee/Applicant Signature

7-31-26

Date

-----This section for City use-----

Downtown Operations

Date Application Received

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

Page 81 of 249



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/23/2026

From: Jennifer Pointer, Events and Tour Coordinator

Item Name: Request from the Historic Beaufort Foundation to host the 2026 Fall Festival of Houses & Gardens October 16 - 18, 2026, requesting waiver of walking tour for hire business license, temporary signage, and use of golf carts in the historic district to provide transportation to and from designated parking areas

Meeting Date: August 18, 2026

Department: Downtown Operations

Background Information:

Introduction:

Request for the Historic Beaufort Foundation to host the 2026 Fall Festival of Houses & Gardens on October 16, 17 & 18, 2026. Requesting waiver of walking tour for hire business license, temporary signage, and use of golf carts in the historic district to provide transportation to and from designated parking areas

Background:

1. Walking Tour Houses & Gardens – Saturday, October 17, 2026 from 10:00 am to 4:00 pm - request waiver of walking tour for hire license for single day
2. Signage to be used in the yards of the toured properties to be placed the morning of the tour and removed the same evening – HBF will apply for a temporary sign permit
3. Golf carts will be used to transport guests to and from designated parking areas to the tour location during event hours

Legal Authority:

[Development Code - 6.8.1 -Types of Temporary Signs](#)

[Code of Ordinances — Part 7 - Licensing and Regulation — Chapter 11 — Tourism](#)

[Management — Article E. - Walking Tours for hire — Sec. 7-11072. Licensing of walking tour companies](#)

[Code of Ordinances — Part 7 - Licensing and Regulation — Chapter 11. - Tourism Management](#)

— Article C. - Tour Vehicles - Sec. 7-11030. - Embarkation and debarkation

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. 2026 Fall Festival of Houses Gardens - HBF72326



July 23, 2026

Mrs. Jennifer Pointer
Downtown Operations & Community Services
City of Beaufort
500 Carteret Street
Beaufort, SC 29902

Dear Jennifer,

On behalf of the Historic Beaufort Foundation, we are seeking approval for the 2026 Fall Festival of Houses & Gardens.

HBF is pleased to continue the Fall Festival of Houses & Gardens. Celebrating 52 years of presenting Beaufort's historic and architectural history, this event has become one of Beaufort's most talked about events attracting residents, day-trippers and visitors from across the country and Canada. This year's event is scheduled for October 16, 17 & 18.

An evening with Dr. John McCardell & Dr. Steve Wise

Friday, October 16, 5:30PM to 7PM

Dr. John McCardell and Dr. Steve Wise will provide a stimulating talk on the Civil War and Union Occupation of Beaufort. This event will be held at a historic house in the Point Neighborhood. Attendance will be limited and hors d' oeuvres and libation will be served.

Walking Tour Houses & Gardens.

Saturday, October 17, 10AM to 4PM.

The Walking Tour consists of visitors touring select homes and gardens at their leisure from 10AM to 4PM on Saturday. Tour sites this year are located throughout the historic district.

Hard hat Tour of 1001 Greene Street

Saturday, October 17, 4PM to 7PM.

As an added activity on Saturday, we will have a hard hat tour of 1001 Greene Street, HBF purchased this property in June through our Revolving Fund. Attendance will be limited and the event will include light hors d'oeuvres and wine.

Sunday in *The Beaufort Style*.

Sunday, October 18, 9:30 AM to 2:00 PM

This special activity will be at a site outside of the historic district and will include full brunch and site tour.

Ticket/Itinerary Pick-up. As with past tours, patrons will retrieve and/or purchase **ALL** tour and brunch tickets (wristbands) on Saturday, October 17 in The Arsenal Courtyard. Online ticket sales will run through Thursday, October 15th.

Parking. HBF will provide parking direction to all attendees per Park Beaufort. We have requested to park at St. Helena's parking lots, First Presbyterian parking lot; County lot across from Pat Conroy Center; City lot at 500 Carteret Street; and some vacant lots. Additionally, parking will be available along Carteret Street, Charles Street and Bay Street (on the Bluff).

Signage. As in the past, HBF would like to place corrugated sign boards with posts at the yards of each of the tour properties. HBF will apply for a temporary signage permit to place the signs. The signs will be placed the morning of the tour and removed that same evening.

Notification. HBF will coordinate through the historic district neighborhood associations to notify residents of the Tour activities.

Police. HBF will coordinate with Police to determine if a contract for service will be necessary.

Transportation. HBF will secure golf cart and other transportation to bring those that need the service from the designated parking area(s) to the tour locations. We will abide by all golf cart requirements in the city/historic district.

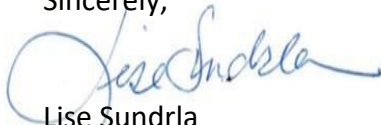
Alcohol. HBF will apply for a SC ABL License to serve libations at the noted events on October 16, 17 & 19th. Each event serving libations is a limited attendance, ticketed event held at a private home.

The Fall Festival of Houses & Gardens has historically attracted hundreds of visitors to Beaufort from across the country to stay, tour, dine, shop and immerse themselves in the history and unique offerings of Beaufort and the Lowcountry as gracious residents open their private homes and gardens to offer this unique experience.

We look forward to working with the City of Beaufort, our many partners, gracious homeowners and the community to continue this special tradition.

We appreciate your consideration and look forward to continuing this popular event for Beaufort and the Lowcountry.

Sincerely,



Lise Sundrla
Executive Director

cc: Scott Marshall, City Manager



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/07/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from the Technical College of the Lowcountry (TCL) PTA Club to host Jingle All the Way 5K on the Spanish Moss Trail on December 12, 2026, from 9:00 am to 10:30 am
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from the Technical College of the Lowcountry (TCL) PTA Club to host Jingle All the Way 5K on the Spanish Moss Trail on December 12, 2026, from 9:00 am to 10:30 am

Background:

Key requests include:

- Estimate 200 attendees
- The run starts at TCL and turns around at Rodgers Drive

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2026-12-12 Jingle All The Way TCL_Redacted



5K RUN/WALK APPLICATION

City of Beaufort-Downtown Operations & Community Services

Attn: Jennifer Pointer - Events & Tour Coordinator

500 Carteret Street, Suite 82 Beaufort, SC 29902

Phone: (843) 379-7519 / Email: events@cityofbeaufort.org | www.cityofbeaufort.org

To be filed NOT LESS than 150 days before event

- **Fee:** \$25.00 non-refundable application fee is payable when the application is submitted
- **Run/Walk Route:** City of Beaufort has a standard route in place that everyone must follow

Name of Applicant: Kari Canfield

Address: [REDACTED] Phone # [REDACTED]

Email: [REDACTED]

Name of Sponsoring Organization: Technical College of the Lowcountry - PTA Club

Address: [REDACTED]

Date of 5K Run/Walk: December 12th

Time of 5K Run/Walk will Begin: 9:00 a.m. 5K Run/Walk will Terminate: 10:30

Time 5K Run/Walk Line-Up Begins: _____ Location(s) of Line-Up Area(s): TCL <> Spanish Moss Trail

Approximate Number of Persons, Animals in the 5K Run/Walk: Estimate 200

5K Run/Walk will occupy all the width of the streets to be traversed: _____

5K Run/Walk will occupy only a portion of the width of the streets to be traversed: Campus roads and SMT

OFFICE USE ONLY: Application received by: _____ Date Received: _____

Receipt #: _____ Approved By: _____

NOTE: IF THE 5K RUN/WALK IS DESIGNED TO BE HELD BY AND ON BEHALF OF OR FOR ANY PERSON OTHER THAN THE APPLICANT, THE APPLICANT FOR SUCH PERMIT SHALL FILE A LETTER FROM THAT PERSON WITH THE CITY MANAGER AUTHORIZING THE APPLICANT TO APPLY FOR THE PERMIT ON HIS BEHALF.

Signature of Applicant: [Signature] Date: 7/7/26



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/02/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from Bikers Against Bullies USA to host their Annual Beaufort Motorcycle Toy Run for 1:00 pm Sunday, December 13, 2026
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Bikers Against Bullies USA to host their Annual Beaufort Motorcycle Toy Run for 1:00 pm Sunday, December 13, 2026

Background:

Bikers Against Bullies USA will hold its annual toy ride from Town Center down Boundary St to Carteret St to Bay St on its way to the Salvation Army on North St. This will continue to collect toys for local children through the Salvation Army. There will be no street closures.

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. 2026Beaufort Motorcycle Toy Run_Redacted

Attn: Jennifer Pointer

Once again it is time for the “Beaufort Motorcycle Toy Run” and we would like to ask the City Council for permission to Parade through the city on the way to the Salvation Army facility on North Street. The route will remain the same as previous years. Motorcycles will form behind the East side of Beaufort Town Center(old Kmart) and proceed down Boundary St to Carteret St, Bay St, and North St.

This is the 46th year for this event and it is scheduled for Sunday December 13th, Council permitting, rain or shine. I have turned the run over to “Bikers Against Bullies USA” as of four years ago, which works with bullied children in our area. I can be reached at [REDACTED] if more information is needed. The contact going forward will be Zane Lewis, [REDACTED]. They will continue the tradition of collecting toys for local children through the Salvation Army.

Thank you for your consideration in this matter and we look forward to hearing back from the Council.

Stephen A “Stitch” White

Zane Lewis



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/08/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from HELP of Beaufort to host the Firecracker 5K with street/bridge closures from 7:00 am to 9:00 am on July 4, 2027
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from HELP of Beaufort to host the Firecracker 5K with street/bridge closures from 7:00 am to 9:00 am on July 4, 2027

Background:

Firecracker 5K will use the SCDOT approved 5K route

Legal Authority:

[City Code of Ordinances — Part 7, Chapter 6 — Parades, Picket Lines, Group Demonstrations](#)
[City Code of Ordinances — Part 7, Chapter 14 — Traffic Control and Street Closures](#)

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2027-07-04 Firecracker Run_Redacted



5K RUN/WALK APPLICATION

City of Beaufort-Downtown Operations & Community Services

Attn: Jennifer Pointer - Events & Tour Coordinator

500 Carteret Street, Suite B2 Beaufort, SC 29902

Phone: (843) 379-7519 / Email: events@cityofbeaufort.org | www.cityofbeaufort.org

To be filed NOT LESS than 150 days before event

- **Fee:** \$25.00 non-refundable application fee is payable when the application is submitted
- **Run/Walk Route:** City of Beaufort has a standard route in place that everyone must follow

Name of Applicant: HELP of Beaufort / Lori Oforde

Address: [REDACTED] Phone #: [REDACTED]

Email: [REDACTED]

Name of Sponsoring Organization: HELP of Beaufort

Address: [REDACTED]

Date of 5K Run/Walk: 7/4/2027

Time of 5K Run/Walk will Begin: 8:00 AM 5K Run/Walk will Terminate: 9:00 AM

Time 5K Run/Walk Line-Up Begins: 7:00 AM Location(s) of Line-Up Area(s): Bay/Charles

Approximate Number of Persons, Animals in the 5K Run/Walk: 350-450

5K Run/Walk will occupy all the width of the streets to be traversed: yes

5K Run/Walk will occupy only a portion of the width of the streets to be traversed:

OFFICE USE ONLY: Application received by: Jennifer Pointer Date Received: 7/8/26

Receipt #: Approved By:

NOTE: IF THE 5K RUN/WALK IS DESIGNED TO BE HELD BY AND ON BEHALF OF OR FOR ANY PERSON OTHER THAN THE APPLICANT, THE APPLICANT FOR SUCH PERMIT SHALL FILE A LETTER FROM THAT PERSON WITH THE CITY MANAGER AUTHORIZING THE APPLICANT TO APPLY FOR THE PERMIT ON HIS BEHALF.

Signature of Applicant: [Signature] Date: 7/8/2026



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 08/04/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from Building Brighter Futures (501c3) (JP Signature Group) for co-sponsorship of Henry C. Chambers Waterfront Park to host the 5th Annual Halloween Movie Night on Saturday, October 17, 2026, from 3:00 pm to 9:00 pm
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Building Brighter Futures (501c3) (JP Signature Group) for co-sponsorship of Henry C. Chambers Waterfront Park to host the 5th Annual Halloween Movie Night on Saturday, October 17, 2026, from 3:00 pm to 9:00 pm

Background:

Request:

- Co-Sponsorship for the use of Henry C. Chambers Waterfront Park from 3:00 pm to 9:00 pm
- Event is the same as previous years and plans are to continue this event every year

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. 2026-10-17 Building Brighter Futures Halloween Movie_Redacted
2. 2026-10-17 Building Brighter Futures Halloween Movie Event_Redacted
3. 2026-10-17 Building Brighter Futures Halloween Movie Co-sponsorship_Redacted

Jamie Peart
Building Brighter Futures

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

07/31/2026

City of Beaufort - City Council
1911 Boundary Street
Beaufort, South Carolina 29902

Subject: Letter of Intent for our 5th Annual Halloween Movie Night

Date of Event: 10/17/2026

Date of Setup: 10/17/2026

Date of Takedown: 10/17/2026

Time of Event: Event will start accepting patrons at 6PM. The movie will begin at 7PM

Dear Members of the City Council,

On behalf of Building Brighter Futures, with sponsorship from J.P. Signature Group – Keller Willaims, I am writing to express our intent to host the 5th Annual Halloween Movie Night in the Park. This free, family-friendly community event is designed to bring Beaufort residents together for an evening of fun, connection, and celebration while enjoying the beautiful city we are proud to call home.

Event Overview:

The 5th Annual Halloween Movie Night in the Park is a free, family-friendly community event hosted by Building Brighter Futures and sponsored by J.P. Signature Group. The event is designed to provide a safe, welcoming environment where families, friends, and neighbors can gather to celebrate the Halloween season while enjoying Beaufort's beautiful waterfront park.

Event setup will begin at approximately 3:00 PM, with volunteers preparing the movie screen, seating area, concessions, and event space. Guests typically begin arriving around 6:00 PM, allowing time for families to settle in and enjoy the atmosphere before the movie begins. Throughout the pre-show, family-friendly Halloween music will be played to create a festive environment.

Complimentary popcorn and bottled water or soft drinks will be provided to attendees while supplies last. We also intend to have a local food vendor or pizza available for individual purchase during the event, although vendor arrangements are still being finalized.

To encourage community participation, the featured movie will once again be selected through a public poll. As in previous years, the selected film will be family-friendly and appropriate for audiences of all ages. In prior years, the event has featured classics such as *Hocus Pocus*.

The movie is scheduled to begin at approximately 7:00 PM. At the conclusion of the film, volunteers will immediately begin breaking down equipment, collecting trash, and cleaning the park to ensure the venue is left in the same or better condition than it was found.

Key Features:

1. ****Community Engagement:**** The festival will serve as a platform to showcase local talent, encouraging a sense of community pride and supporting the region's artists.
4. ****Liability Insurance:**** We understand the importance of safety and are committed to securing liability insurance coverage of 1 million dollars to address any unforeseen circumstances that may arise during the event mitigating any risk for the city.
5. ****Power and Electrical:**** The Beaufort Public Works Department will play a crucial role in facilitating power and electrical requirements for the projector and screen, ensuring a smooth and reliable setup.
6. ****Sanitation and Clean-Up:**** Ourselves and volunteers will work to ensure all trash is removed from the premises. We will bring two large trashcans and rid the park of our own trash.

City Hall Waiver Requests:

1. Fees to use the Park

As mentioned above, this is our 5th year hosting the Halloween Movie Night in the Park. Each year has been a huge success with participation around 500-600 individuals.

We kindly request your support, sponsorship and collaboration in obtaining the necessary authorizations and approvals to host this event successfully. This is a not-for-profit event executed and sponsored by, volunteers, local businesses and business professionals. We respectfully ask for waivers of park rental. We are eager to work closely with the City of Beaufort to address any concerns or requirements that may arise during the planning process.

Thank you for your time and consideration. We look forward to the opportunity to contribute positively to the cultural vibrancy of Beaufort through another free event hosted by Building Brighter Futures.

Sincerely,

Jamie Peart
J.P Signature Group – Keller Williams of the Lowcountry



Areas of the Waterfront Park can be reserved/rented for 4-, 6-, or 12-hour blocks of time. Please factor time for setting up and break down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro-rated increments.

NO exceptions will be made to this policy.

Security Deposit is due upon approval of application

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

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 600.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 500.00	\$ 800.00	
Electric Fee	\$ 75.00	\$ 100.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <http://www.cityofbeaufort.org/group-events-business-license.aspx> to obtain a group business license application for vendors.

Did you know?

BEAUFORT PRIDE OF PLACE is a community involvement initiative that helps improve and develop quality of life throughout the city. Individuals, organizations, and visitors can get involved by donating money, equipment or time to assist the City with neighborhood improvement projects, youth programs, upgrading infrastructure and beautifying parks.

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact Downtown Operations (843) 379-7519 or events@cityofbeaufort.org.

Liability Insurance

• The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

- To serve alcohol or liquor at your event, you must obtain City Council approval.
- If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

***(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.**

***The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.**



Lessee/Applicant Signature

7/31/2026

Date

-----This section for City use-----

Downtown Operations

Date Application Received

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

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event 5th Annual Halloween Movie Night

Date of Event: 10/17/2026

Contact person: J

Telephone: _____

Please check all that apply.

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

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

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

Events Coordinator Recommendation: Approved: _____ Denied: _____

Explanation: _____

Forward for Council Deliberation: _____

Date of Council Meeting

Council: Approved: _____ Denied: _____

Explanation: _____



City Council Worksession and Regular Meeting Meeting Minutes – City Hall Council Chambers, 2nd Floor

July 7, 2026

I. CALL TO ORDER

5:00 PM

Philip Cromer, Mayor

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

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Michael McFee, Mayor Pro Tem

III. MEETING AGENDA APPROVAL

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

All were in favor, motion carried.

IV. PRESENTATIONS

A. Applicant interviews for Boards, Commissions and Committees.

Edward Simmer and Jessie White interviewed for the Beaufort-Jasper Sewer and Water Authority Board of Directors Seat.

Michael Holle interviewed for the Planning Commission and Matthew Hanks interviewed for the Planning Commission and Zoning Board of Appeals.

Nate Farrow, Public Works Director, was recognized for his dedicated service to the City and residents over the past 9 years, as he is leaving and moving out of state.

V. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS

A. Proclamation proclaiming July 25 - August 1, 2026, as Gullah/Geechee Nation Week.

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

All were in favor, motion carried.

B. Recognition of Bill Suter for his service on the Design Review Board and Planning Commission.

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

All were in favor, motion carried.

C. Recognition of Matt McAlhaney for his service on the Tourism Development Advisory Board.

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

All were in favor, motion carried.

D. Recognition of Kevin Blank for his service on the Zoning Board of Appeals.

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

All were in favor, motion carried.

VI. PUBLIC COMMENT

Tom Keaveny spoke against the rezoning of 1556 Salem Road.

Paul Trask spoke about Executive Session descriptions and spoke against the rezoning of 1556 Salem Road.

Amanda Patel spoke about a FOIA release from 2025.

Cyndi Phillips spoke about tree canopies and electrical infrastructure.

Felice LaMarca spoke about Executive Session topics and frequency.

Robin Koppernaes spoke about the tree trimming being performed by Dominion Energy.

Graham Trask spoke about Executive Session topics and the tree trimming being performed by Dominion Energy.

Mare Deckard spoke about Executive Session topics.

Randy Martin spoke about the rezoning at 1556 Salem Road as he is the applicant and gave a description of the business use he is proposing as the potential buyer of the property.

VII. WORKSHOP ITEMS

A. Dominion Energy Vegetation Management Program Update.

Scott Marshall, City Manager, provided an update regarding Dominion Energy's ongoing vegetation management activities within the City limits. Dominion Energy was not present. He went over slides provided to him about the purpose of the program, current status and tree trimming cycles.

Members of Council provided their concerns.

The following addressed Council:

Graham Trask
Felice LaMarca
Joe Macdermant

VIII. CONSENT AGENDA

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

All were in favor, motion carried.

Items approved are listed below:

- A. Capital Projects Monthly Report.
- B. Community Development Monthly Report.
- C. Downtown Operations Monthly Report.
- D. Finance Department Monthly Report.
- E. Fire Department Monthly Report.
- F. Human Resources Monthly Report.
- G. IT Monthly Report.
- H. Municipal Court Monthly Report.
- I. Police Department Monthly Report.
- J. Public Works Monthly Report.
- K. Request from CAPA and The Exchange Club of Beaufort to host the 32nd Annual Ghost Tours, October 16-18, 23-25, and 29-30, 2026, and request for two (2) complimentary parking spaces from October 16-30, 2026.
- L. Request from the YMCA to co-sponsor the Annual Beaufort River Swim on Saturday, May 22, 2027, use of the Marina/Waterfront Park from 5:00 am to 12:00 pm.

IX. MINUTES

- A. Regular Meeting - June 9, 2026.

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

Minutes approved as presented.

- B. Special Meeting - June 22, 2026.

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

Minutes approved as presented.

- C. Worksession - June 23, 2026.

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

Minutes approved as presented.

X. OLD BUSINESS

- A. 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) -Second Reading.

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

Curt Freese, Community Development Director, provided an overview of this request.

Members of Council expressed their concerns.

The applicant, Randy Martin, addressed Council and answered questions regarding what he is proposing to do with the building.

There was a discussion about a text amendment for issuing a special exception for this parcel instead of rezoning. Staff will reach out to the City Attorney to see if this is feasible.

Councilman Lipsitz made a motion to postpone the vote on second reading until the next meeting on August 18, 2026. The motion was seconded by Mayor Pro Tem, McFee.

All were in favor, motion carried.

- B. 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) - Second Reading.

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

Curt Freese, Community Development Director, provided an overview.

All were in favor, motion carried.

XI. NEW BUSINESS

- A. Request from Just Listen Organization for co-sponsorship of Southside Park to host their 2nd annual Back-to-School Bash on Sunday, August 2, 2026, from 3:00 pm - 6:00 pm.

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

All were in favor, motion carried.

- B. Authorization to allow the City Manager to enter into a Contractual Agreement for Waste Management Services.

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

Alan Eisenman, Finance Director, provided an overview. Capital Waste Services LLC were selected by the Committee. Three bids were received. He stated the current collection method billing for residential service is \$270/year, \$22.50/month charged on the Beaufort County residential property tax bills. Under the new contract CWS will bill on a quarterly basis beginning January 1, 2027, directly to the resident. Effective January 1, 2027, the City will exercise the direct billing method at \$21.99/unit from residential collection from January 1, 2027, to June 30, 2027. The next four fiscal years will follow the direct billing method with adjustments according to the US Consumer Price Index: Urban Consumer - Garbage and Trash Collection. The contractor will bill the residents directly on a quarterly basis beginning January 1, 2027.

All were in favor, motion carried.

XII. REPORTS

City Manager's Report

Mr. Marshall began his comments by addressing concerns and comments made by Ms. Amanda Patel during her public comment. He said he admired her energy and passion for the truth, but she does not have a license to propagate her own version of the truth. He reiterated he was not provided with a copy of the FOIA release in question. He was party to an email that contained the link, which he never accessed. He said Council has been aware of this fact for some time and he has also previously communicated that to Ms. Patel. He requested that if she had proof to the contrary, she should bring it forward, but he does have proof that he did not access the link to the file. He also noted that her comments indicated she was familiar with the contents of the file. Even though he is not part of the ongoing investigation, he said if he was, he would be interested to know how she has those details since she was not an intended recipient of the files.

Recognized our employees and community partners for what has been an outstanding series of Independence Day events. From the "Putting Down the Roots of Liberty" ceremony commemorating America's 250th birthday, to First Friday's "Red, White & Beaufort," and especially the inaugural Community Freedom Fest at Waterfront Park, our staff demonstrated once again what can be accomplished through teamwork and community partnerships. The Downtown Operations Team, Public Works, Police, Fire, and many volunteers helped create memorable experiences for hundreds of families. Based on the response from the public, he believes we have established a new annual tradition.

Recognized Public Works Director, Nate Farrow, who will soon be leaving the City for an outstanding professional opportunity. Nate has transformed our Public Works Department and established a standard of service that has benefited every resident of Beaufort. While we are certainly disappointed to lose him, we are grateful for his leadership and wish him and his family nothing but success in this next chapter. We are a better staff and better service provider because of him.

On the capital projects front, we are continuing to make steady progress with the King Street Charles-Craven drainage projects. We anticipate Duke Street to be under construction this summer. The 1st SC Volunteers of African Descent Park is in the design phase, and the Waterfront Park Day Dock gangways are expected to restore pedestrian access before Water Festival. We realize some of these projects can be disruptive, but they represent long-term investments that will serve our community for decades.

Appreciates the continued work of the Waterfront Advisory Committee. The committee is now helping shape the next phase of the relieving platform project, having reviewed the Phases and Tasks included in the RFQ that will begin the engineering and design process. We anticipate the RFQ will be published no later than the first of next week. This should put us on a path to bring a recommendation for contract award to you in September.

Acknowledged the Beaufort Police Department and Beaufort Fire Departments for another successful year of the Future Guardians and Sparking Embers youth programs. These initiatives are about much more than introducing young people to careers in public safety—they're about building trust, leadership, and lasting relationships with the next generation of our community.

Reminded everyone Council will be on a Summer Recess until Tuesday, August 18, 2026.

Mayor's Report

Reported on meetings and events he had attended which included the Liberty Tree Planting in the Waterfront Park.

Councilman Mitchell

Reported on meetings and events he had attended which included the Liberty Tree Planting.

Thanked all who helped with the 3rd annual Unity in the Community Event at the Charles Lind Brown Center and thanked all who attended.

Mayor Pro Tem, McFee

Reported the Long Range Planning Survey for local transportation through the Lowcountry Area Transportation Study will be ending on July 8, 2026.

Councilman Scallate

Spoke about an email thread regarding the FOIA Release mentioned by Ms. Patel. He knew that Mr. Marshall and Mr. Sauve were included. What was a surprise to him was the revelation of a letter sent by the City Attorney to the Department of Crime Victim Services in September stating that he was the only other recipient of that file. He does not feel that was an honest representation.

Reported on meetings and events he had attended, which included welcoming the participants of the Future Guardians Program which is held by the Police Department.

Thanked all who attended the meeting this evening.

Councilman Lipsitz

Reported on meetings and events he had attended which included An Evening with Ben Franklin.

Stated he has been elected Treasurer on the Lowcountry Council of Governments (LCOG) Executive Board.

Members of Council will be attending the MASC Annual Meeting in Greenville, SC.

XIII. EXECUTIVE SESSION

- A. Pursuant to Title 30, Chapter 4, Section 70 (a) (2) of the South Carolina 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.
 - 1. FOIA Investigation.
 - 2. Parcel K in the Beaufort Commerce Park.

- B. Pursuant to Title 30, Chapter 4, Section 70 (a) (1) of the SC Code of Laws -Discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body.
 - 1. Beaufort Jasper Water and Sewer Authority Board of Directors.
 - 2. Planning Commission.
 - 3. Municipal Judges.

Councilman Lipsitz made a motion to go into Executive Session and seconded by Councilman Mitchell.

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.

Note: Mayor Cromer recused himself and left the room for the discussion regarding the Beaufort Commerce Park. A copy of the recusal form is attached.

Actions taken:

Councilman Scallate made a motion to appoint Michael Holle to the Planning Commission for a 3 year term to expire on June 30, 2029. The motion was seconded by Councilman Lipsitz.

All were in favor, motion carried.

Mayor Pro Tem, McFee made a motion to recommend Jessie White as the City Representative on the Beaufort-Jasper Sewer and Water Authority. The motion was seconded by Councilman Scallate.

All were in favor, motion carried.

XIV. ADJOURN

10:51 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 may summarize 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.



RECUSAL STATEMENT

Member Name: Philip E. Cromer

Meeting Date: July 7, 2026

Agenda Item: Section XIIT Number: A. 2.

Topic: Parcels in the Beaufort Commerce Park

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

Justification to Recuse:

☐ Professionally employed by or under contract with principal

☐ Owns or has vested interest in principal or property

☒ Other: Member of the Board

Date: 7/7/26

Philip E. Cromer
Member Signature

April 2, 2026

Hon. Michael A. McFee
Mayor Pro Tempore
City of Beaufort City Council
1911 Boundary Street
Beaufort, SC 29902

Re: Conflict of Interest

Dear Mayor Pro Tempore McFee:

I currently serve on the Board of Directors of the Beaufort County Economic Development Corporation ("BCEDC"). I believe that service creates a conflict of interest which disqualifies me from taking action or making decisions in my capacity as a member of Council which would affect the economic interests of BCEDC. As such, I am providing this statement to comply with the requirements of S.C. Code § 8-13-700(B). Please add this statement to Council meeting minutes; for any action from which this conflict disqualifies me, please note the disqualification and the reason for it in the minutes; and excuse me from any votes, deliberations, and other actions on the matter.

Sincerely,

A handwritten signature in dark ink, appearing to read "Philip E. Cromer". The signature is fluid and cursive, written over the printed name.

Mayor Philip E. Cromer



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/23/2026
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) -Second Reading
Meeting Date: August 18, 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).

Update: As per the discussion at the July City Council Meeting, Councilman Scallate sent over a draft ordinance to regulate such a use in the T-4 N district, which included a number of conditions (from restricting the loading dock, operating hours, uses, etc.) as well as a requirement such a use would require a special exception hearing over 2,500 sq.ft. This ordinance was then sent to the Applicant for his review. The ordinance was quickly added to the Planning Commission Work Session held on July 15th.

At the PC Work Session, the draft ordinance which allowed a Limited Adaptive Reuse Storage / Showroom / Fulfillment use as aforementioned, was presented and discussed. After discussion, there were concerns from Staff, the Planning Commission and the Applicant that the ordinance, while well-intentioned and a good start--was too comprehensive or strict, would only apply to one property, and would restrict the use the Applicant was applying for—that is, the ordinance, even if approved, would not allow the Applicant’s proposed use of Tidewater Window’s and Doors. The Applicant testified that the ordinance was a non-starter for him, as it would not allow his business, and become so restrictive, he was not sure what business could operate. He informed the PC he would bow out of interest in the property if this ordinance was considered. He also expressed concern that an ordinance was propagated in two days by a Council member

and would put what he described as the strictest conditions or rules on any property in the City. He then stated his contract on the property would run out on August 30th and had no interest in extending with the current ordinance proposed.

Commissioner Anderson discussed possibly using the Existing building use, found for existing Single Family Houses in the Development Code. She suggested considering adding it to T4-N, which would allow existing buildings to be utilized for uses they were originally constructed for. PC members felt this was a better code option to consider, and Staff agreed to research it for the July 20th PC meeting. There was concern from the PC of quickly making this change, without more information.

At the July 20th PC meeting the proposal from Commissioner Anderson was considered, with additional information about some of the additional properties it would affect. After deliberation the PC declined to move forward with the amendment.

Finally, at the PC worksession, the Applicant stated he would be willing to put Deed Restrictions on the property to restrict drive-thru and many other commercial uses allowed in the RMX district to address concerns over future uses.

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.

First Reading was held on June 9, 2026. The motion passed by a vote of 4-1 with no changes.

Second Reading was postponed by Council to the August 18, 2026, meeting.

Placed on Agenda For:

Action

Attachments:

1. CC packet 6_16_26 1556 Salem Rd
2. memo salem road rezoning_ edited
3. memo salem road rezoning_ edited



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	
	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: *Clayton S. Hart* 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

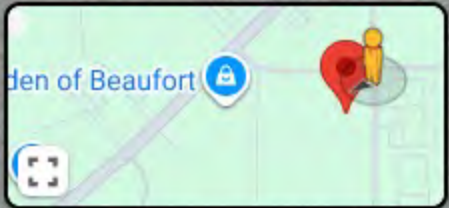




34 Salem Rd
Beaufort, South Carolina

 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

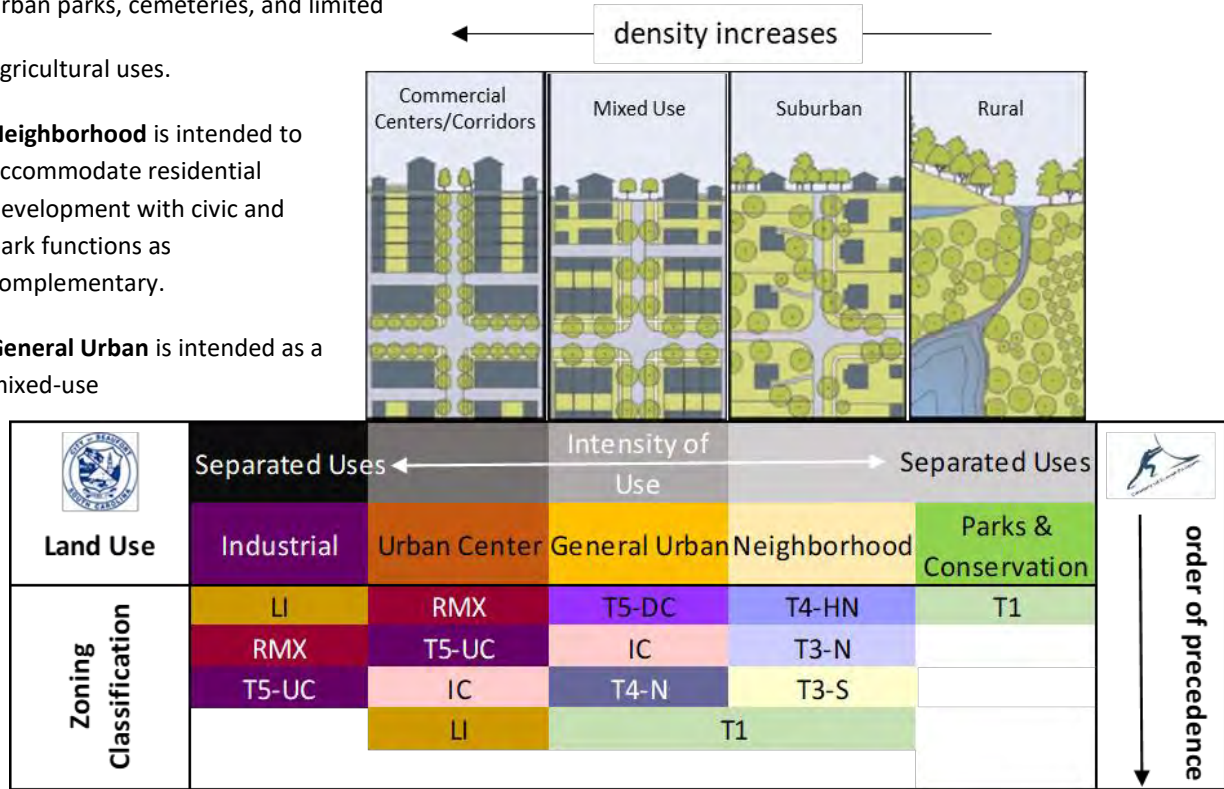


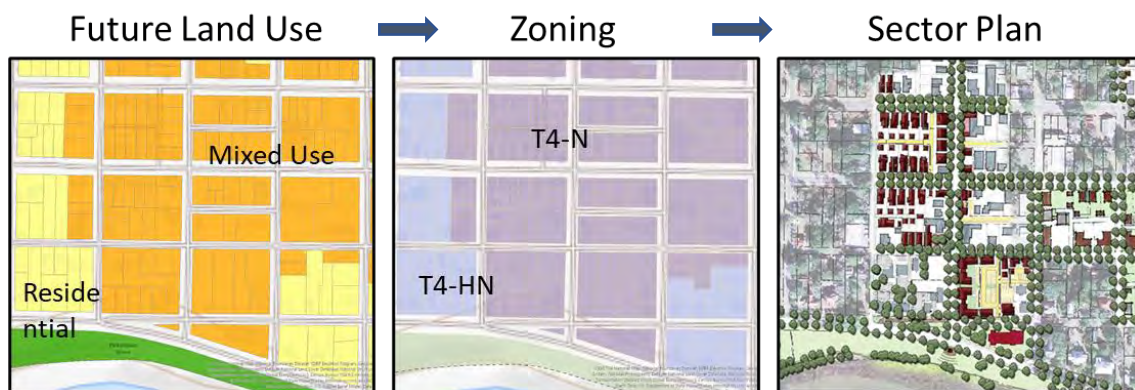
Figure 2 Land Use - Zoning Matrix

zone of urban residential units and commercial development.

Urban Center is intended to accommodate regional and community businesses and limited, light industry.

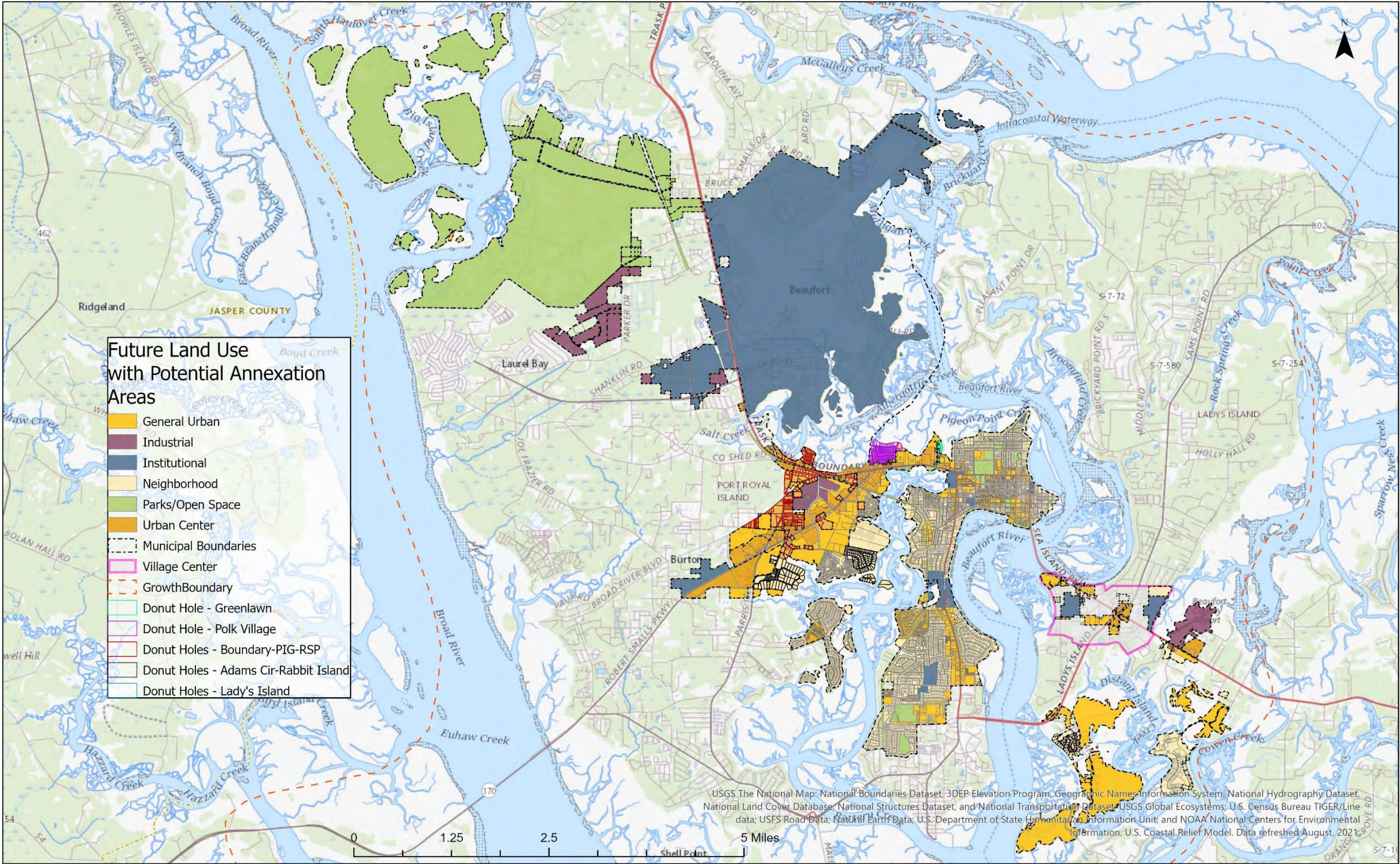
Industrial is intended for office, manufacturing, industrial, and warehousing uses, as well as their supporting uses.

PLANNING DOCUMENTS RELATIONSHIPS



LAND USE

LU-5



Map 6 Future Land Use and Potential Annexation Areas



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

CURT FREESE
Community Development
Director

Date: July 22, 2026

From: Curt Freese, Community Development Director

ISSUE: Salem Road Rezoning

Background:

At the May 18th Planning Commission meeting, the Applicant, Mr. Martin, applied for rezoning of a property located at 1556 Salem Road (the Beaufort Gazette Building) from T-4N (Neighborhood) to RMX (Regional Mixed Use). The Planning Commission unanimously voted to recommend the rezoning with a 7-0 vote. It then went to the June 9th City Council meeting for first reading and had a 4-1 vote for approval. At the second reading on July 7th, there were public comments in opposition of the request, and Council voted to table the request till the August 18th meeting.

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).

The Applicant is proposing use to include the agent's Tidewater Glass Windows 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, and portions of Ribaut Road and US 21 on Lady's Island. In addition, wholesale type uses are not allowed in the T-4 N zoning district.

Update:

Councilman Scallate sent over a draft ordinance to regulate such a use in the T-4 N district, which included a number of conditions (from restricting the loading dock, operating hours, uses, etc.) as well as a requirement such a use would require a special exception hearing over 2,500 sq.ft. This ordinance was then sent to the Applicant. The ordinance was quickly added to the Planning Commission Work Session held on July 15th.

At the PC Work Session, the draft ordinance which allowed a Limited Adaptive Reuse Storage / Showroom / Fulfillment use as aforementioned, was presented and discussed. After discussion, there



CITY OF BEAUFORT
Community Development Department

SCOTT MARSHALL
City Manager

1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7011
FAX (843) 986-5606

CURT FREESE
Community Development
Director

were concerns from Staff, the Planning Commission and the Applicant that the ordinance, while well-intentioned and a good start--was too comprehensive or strict, would only apply to one property, and would restrict the use the Applicant was applying for—that is, the ordinance, even if approved, would not allow the Applicant’s proposed use of Tidewater Window’s and Doors. The Applicant testified that the ordinance was a non-starter for him, as it would not allow his business, and become so restrictive, he was not sure what business could operate. He informed the PC he would bow out of interest in the property if this ordinance was considered. He also expressed concern that an ordinance was propagated in two days by a Council member and would put what he described as the strictest conditions or rules on any property in the City. He then stated his contract on the property would run out on August 30th and had no interest in extending with the current ordinance proposed.

Commissioner Anderson discussed possibly using the Existing building use, found for existing Single Family Houses in the Development Code. She suggested considering adding it to T4-N, which would allow existing buildings to be utilized for uses they were originally constructed for. PC members felt this was a better code option to consider, and Staff agreed to research it for the July 20th PC meeting. There was concern from the PC of quickly making this change, without more information.

At the July 20th PC meeting the proposal from Commissioner Anderson was considered, with additional information about some of the additional properties it would affect. After deliberation the PC declined to move forward with the amendment.

Finally, at the PC worksession, the Applicant stated he would be willing to put Deed Restrictions on the property to restrict drive-thru and many other commercial uses allowed in the RMX district to address concerns over future uses.

Existing Building/Use

Staff presented additional research and information at the July 20th PC meeting, regarding adding the Existing building/use to possibly T-4 N and T-4NA. Such an amendment could easily be made to the table of uses, and would not add any additional conditions. After discussion, including a number of examples of such buildings in the City in a variety of zones, including T4-N, the PC felt more time was needed to consider the affects of such an ordinance change, and the rezoning should be voted on first, due to the testimony of the Applicant that his contract ended on August 30th.

Recommendation: Staff again, recommends the re-zoning to RMX to allow for the adaptive re-use of the Gazette Building.



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Community Development Department

SCOTT MARSHALL
City Manager

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CURT FREESE
Community Development
Director

Date: August 11, 2026

From: Curt Freese, Community Development Director

ISSUE: Salem Road Rezoning

Background:

At the May 18th Planning Commission meeting, the Applicant, Mr. Martin, applied for rezoning of a property located at 1556 Salem Road (the Beaufort Gazette Building) from T-4N (Neighborhood) to RMX (Regional Mixed Use). The Planning Commission unanimously voted to recommend the rezoning with a 7-0 vote. It then went to the June 9th City Council meeting for first reading and had a 4-1 vote for approval. At the second reading on July 7th, there were public comments in opposition of the request, and Council voted to table the request till the August 18th meeting.

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).

The Applicant is proposing use to include the agent's Tidewater Glass Windows 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, and portions of Ribaut Road and US 21 on Lady's Island. In addition, wholesale type uses are not allowed in the T-4 N zoning district.

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At the PC Work Session, the draft ordinance which allowed a Limited Adaptive Reuse Storage / Showroom / Fulfillment use as aforementioned, was presented and discussed. After discussion, there



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Commissioner Anderson discussed possibly using the Existing building use, found for existing Single Family Houses in the Development Code. She suggested considering adding it to T4-N, which would allow existing buildings to be utilized for uses they were originally constructed for. PC members felt this was a better code option to consider, and Staff agreed to research it for the July 20th PC meeting. There was concern from the PC of quickly making this change, without more information.

At the July 20th PC meeting the proposal from Commissioner Anderson was considered, with additional information about some of the additional properties it would affect. After deliberation the PC declined to move forward with the amendment.

Finally, at the PC worksession, the Applicant stated he would be willing to put Deed Restrictions on the property to restrict drive-thru and many other commercial uses allowed in the RMX district to address concerns over future uses.

Existing Building/Use

Staff presented additional research and information at the July 20th PC meeting, regarding adding the Existing building/use to possibly T-4 N and T-4NA. Such an amendment could easily be made to the table of uses, and would not add any additional conditions. After discussion, including a number of examples of such buildings in the City in a variety of zones, including T4-N, the PC felt more time was needed to consider the affects of such an ordinance change, and the rezoning should be voted on first, due to the testimony of the Applicant that his contract ended on August 30th.

Recommendation: Staff again, recommends the re-zoning to RMX to allow for the adaptive re-use of the Gazette Building.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/27/2026
From: Sarah Sutton, Mainstreet Beaufort Director
Item Name: Request from Bathe for a temporary closure of Scott Street between Port Republic Street and Bay Street on Friday, September 4, 2026, from 4:00 p.m. to 9:00 p.m., to accommodate Bathe's 8th Anniversary Celebration
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Bathe is requesting a temporary street closure of Scott Street between Port Republic Street and Bay Street on Friday, September 4, 2026, from 4:00 p.m. to 9:00 p.m., to accommodate Bathe's 8th Anniversary Celebration. The event is intended to celebrate the business's milestone anniversary while encouraging residents and visitors to experience Downtown Beaufort and support local businesses.

Background:

The City has received a request from Natalie Wohlwend, owner of Bathe, for a temporary street closure of Scott Street between Port Republic Street and Bay Street on Friday, September 4, 2026, from 4:00 p.m. to 9:00 p.m. to accommodate Bathe's 8th Anniversary Celebration. The proposed event is intended to celebrate Bathe's eight years in Downtown Beaufort and will feature family-friendly activities, music, shopping, and other programming designed to encourage residents and visitors to enjoy downtown while supporting surrounding businesses. The applicant has indicated a commitment to working with City staff to ensure the event complies with all applicable permit requirements and public safety measures. The request has been reviewed by the appropriate City departments and is being presented to City Council for consideration of the temporary street closure.

Legal Authority:

Staff Recommendation:

Staff recommends approval of the temporary street closure of Scott Street between Port Republic Street and Bay Street on Friday, September 4, 2026, from 4:00 p.m. to 9:00 p.m., subject to all applicable City permits, safety requirements, and coordination with City departments.

Placed on Agenda For:

Action

Attachments:

1. Bathe_Permit_Request1



210 Scott Street
Beaufort, SC 29902
www.batheinbeaufort.com

July 25, 2026

City of Beaufort
1911 Boundary Street
Beaufort, SC 29902

Re: Request for Temporary Street Closure Permit – Scott Street

To Whom It May Concern,

On behalf of Bathe, I respectfully request approval for a temporary street closure on Friday, September 4, 2026, from 4:00 p.m. until 9:00 p.m. to host Bathe's 8th Anniversary Celebration.

Specifically, we are requesting the closure of Scott Street from Port Republic Street to Bay Street. This temporary closure will allow us to safely host a family-friendly community event featuring music, shopping, and activities that encourage residents and visitors to enjoy Downtown Beaufort while supporting local businesses.

Over the past eight years, Bathe has been proud to be part of the downtown business community, and this anniversary celebration is an opportunity to thank our customers while helping bring additional foot traffic to the surrounding merchants. We are committed to working with the City to ensure the event is conducted safely and in accordance with all applicable requirements and permit conditions.

We appreciate your consideration of this request and look forward to partnering with the City to make this a successful community event. Please let us know if any additional information or documentation is needed to complete the permit process.

Thank you for your time and consideration.

Sincerely,

Natalie Wohlwend
Owner, Bathe
Work: 843-379-2284
[REDACTED]



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/06/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from Amedisys Hospice of Beaufort for co-sponsorship to host a Butterfly Release Memorial Service on Saturday, September 19, 2026, from 1:00 pm to 5:00 pm at Henry C. Chambers Waterfront Park
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Amedisys Hospice of Beaufort for co-sponsorship to host a Butterfly Release Memorial Service on Saturday, September 19, 2026, from 1:00 pm to 5:00 pm at Henry C. Chambers Waterfront Park

Background:

Key Factors:

- Set up from 1:00 pm to 2:00 pm
- Event 2:00 pm to 3:30 pm
- Breakdown 3:30 pm to 5:00 pm
- Expecting approx. 100 attendees

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2026-09-19 Amedisys Letter_Redacted
2. 2026-09-19 Amedisys Event_Redacted
3. 2026-09-19 Amedisys co-sponsorship_Redacted



July 6, 2026

To Whom It May Concern

This letter is to support the application for sponsorship funding. Thank you for taking the time to read about this letter.

The company I work for is Amedisys Hospice. Amedisys is a nationwide company that provides palliative, hospice, and home health services. We provide in-home services to our patients and families to meet their needs. We have a company wide initiative where all care centers provide a memorial service for our staff and patients families. The Beaufort office of Amedisys Hospice is planning this year to have a butterfly release memorial on September 19th. The event is free and open to guests. This event provides a safe space for those who have experienced a recent loss to honor their loved ones.

It is my hope that we can receive support from the city council to help us continue to support the bereaved of our patient.

Kindest Regards

Mrs. Michael Wilson, LMSW

Social Worker and BCA

Bereavement Direct Phone [REDACTED]

[REDACTED]



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department
500 Carteret St, Ste B2, Beaufort, SC 29902

Phone: 843-379-7519

email: events@cityofbeaufort.org

Name of Event: <u>Butterfly Release Memorial Service</u> 	Date(s) of Event: <u>September 19, 2026</u> Setup start/end time: <u>1:00pm - 2:00pm</u> Actual event start/end time: <u>2:00pm-3:30pm</u> Take down start/end time: <u>3:30pm - 5:00pm</u>
Organization/Individual Name: <u>Amedisys Hospice of Beaufort, SC</u> 	Address: _____ Telephone: _____ Email: _____

- Completed application must be received and approved by the Events Coordinator.
- All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Downtown Operations 500 Carteret St, Ste B2 Beaufort, SC 29902

or scan and email to events@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7519 or visit our website at www.cityofbeaufort.org.

Is event open to the public? Yes

Will admission be charged, or donation required? No

Will alcoholic beverages be sold? No Served? No

Will food be sold? No Served? Yes

Will there be any retail sales? No

Number of people expected to attend: 100 people

Areas of the Waterfront Park can be reserved/rented for 4-, 6-, or 12-hour blocks of time. Please factor time for setting up and break down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro-rated increments.

NO exceptions will be made to this policy.

Security Deposit is due upon approval of application

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

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 600.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 500.00	\$ 800.00	
Electric Fee	\$ 75.00	\$ 100.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <http://www.cityofbeaufort.org/group-events-business-license.aspx> to obtain a group business license application for vendors.

Did you know?

BEAUFORT PRIDE OF PLACE is a community involvement initiative that helps improve and develop quality of life throughout the city. Individuals, organizations, and visitors can get involved by donating money, equipment or time to assist the City with neighborhood improvement projects, youth programs, upgrading infrastructure and beautifying parks.

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact Downtown Operations (843) 379-7519 or events@cityofbeaufort.org.

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

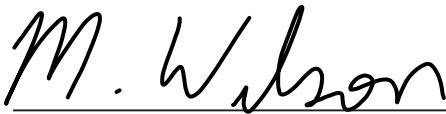
- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

- To serve alcohol or liquor at your event, you must obtain City Council approval.
- If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

***(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.**

***The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.**



Lessee/Applicant Signature

Date

-----This section for City use-----

Downtown Operations

Date Application Received

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

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event Butterfly Release Memorial Service

Date of Event: 9-19-2026

Contact person: Michael Wilson, LMSW

Telephone: _____

Please check all that apply.

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

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

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

Events Coordinator Recommendation: Approved: _____ Denied: _____

Explanation: _____

Forward for Council Deliberation: _____

Date of Council Meeting

Council: Approved: _____ Denied: _____

Explanation: _____



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/10/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from Free Boxing Foundation (State of SC nonprofit) for co-sponsorship of Henry C. Chambers Waterfront Park to host Rocky at the Park on Saturday, September 26, 2026 from 7:00 pm to 10:00 pm to screen the movie Rocky
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Free Boxing Foundation (State of SC nonprofit) for co-sponsorship of Henry C. Chambers Waterfront Park to host Rocky at the Park on Saturday, September 26, 2026 from 7:00 pm to 10:00 pm to screen the movie Rocky

Background:

1. Free event open to the public as a community event
2. Approx. 100 attendees
2. Fundraiser for Free Boxing Foundation
3. Requesting use of the Pavilion, Green 1 and Green 2
4. Requesting power at the Pavilion for the blow-up screen and projector
5. Rock is rated PG

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2026-09-26 Rocky at the Park Event_Redacted
2. 2026-09-26 Rocky at the Park Event co-sponsorship_Redacted
3. 2026-09-26 Rocky at the Park Event Letter_Redacted
4. 2026-09-26 Rocky at the Park state np cert



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department
500 Carteret St, Ste B2, Beaufort, SC 29902

Phone: 843-379-7519 **email:** events@cityofbeaufort.org

Name of Event: Rocky at the Park	Date(s) of Event: 09/26/2026 Setup start/end time: 7 PM - 10 PM Actual event start/end time: 7:30 PM - 9:30 PM Take down start/end time: 9:30 PM - 10 PM
Organization/Individual Name: Free Boxing Foundation	Address: [REDACTED] [REDACTED] Telephone: [REDACTED] Email: [REDACTED]

- Completed application must be received and approved by the Events Coordinator. • All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Downtown Operations 500 Carteret St, Ste B2 Beaufort, SC 29902

or scan and email to events@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7519 or visit our website at www.cityofbeaufort.org.

Is event open to the public? Yes

Will admission be charged, or donation required? No

Will alcoholic beverages be sold? Served? No

Will food be sold? Served? Yes

Will there be any retail sales? No

Number of people expected to attend: 100

Areas of the Waterfront Park can be reserved/rented for 4-, 6-, or 12-hour blocks of time. Please factor time for setting up and break down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro-rated increments.

NO exceptions will be made to this policy.

Security Deposit is due upon approval of application

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

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
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Pavilion	\$ 350.00	\$ 600.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 500.00	\$ 800.00	
Electric Fee	\$ 75.00	\$ 100.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <http://www.cityofbeaufort.org/group-events-business-license.aspx> to obtain a group business license application for vendors.

Did you know?

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If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact Downtown Operations (843) 379-7519 or visit, <http://www.cityofbeaufort.org/270/Beaufort-Pride-of-Place> THANK YOU!

WFP Application Rev 011226

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

•To serve alcohol or liquor at your event, you must obtain City Council approval. • If alcohol is served at your event, specific approval must be obtained by the City

Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

***(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.**

***The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.**

Lessee/Applicant Signature Date

-----This section for City use-----

Date Application Received

Downtown Operations

Deposit to be Refunded:

Deposit Paid: Fees Paid:

WFP Application Rev 011226

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event: Rocky at the Park

Date of Event: 09/26/2026

Contact person: Kieran McKinney, Founder & CEO

Telephone: [REDACTED]

Please check all that apply.

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

**If you answered "no" to the first question, what is your non-profit status? State of SC non profit approved, (501 (C) (3) Pending IRS Approval, (4) or (6))?

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

- Events Coordinator Recommendation: Approved: Denied: Explanation:

Forward for Council Deliberation:

Date of Council Meeting

Council: Approved: Denied:

Explanation:



Free Boxing Foundation



July 10, 2026

Beaufort City Council

City of Beaufort Administration

Dear Council Members and City Officials,

The Free Boxing Foundation respectfully requests permission to host **Rocky at the Park**, a family-friendly outdoor community movie night fundraiser at Waterfront Park. The featured film will be **Rocky** (Rated PG, approximately 2 hours). The event is intended to bring residents together for an evening of community engagement while raising funds to support our mission of providing no-cost boxing fitness programs and Olympic boxing pathways for the Beaufort community.

We respectfully request use of the Pavilion, Green 1, and Green 2 on Saturday, September 26, 2026. Event setup will begin at **7:00 PM**, with the movie beginning at **7:30 PM**. Attendance is expected to be approximately 100 participants.

Earlier this year, Free Boxing Foundation successfully organized and operated its inaugural community 5K in partnership with local officials, demonstrating our commitment to hosting safe, well-organized community events that positively serve Beaufort residents.

Free Boxing Foundation is a South Carolina nonprofit corporation with our IRS 501(c)(3) application currently pending. We fully expect tax-exempt status to be approved soon. Because this event is a nonprofit fundraiser designed to bring the community together while benefiting the community, we respectfully request consideration of a waiver of rental fees for the requested park spaces. Any funds saved through waived rental fees will be reinvested directly into Free Boxing Foundation's community programming and toward opening Beaufort's first no-cost boxing gym, allowing even more resources to directly benefit local residents.

The Foundation hosts fundraising events, educational events, and health initiative events such as our weekly community jogs, all while raising funds to establish Beaufort's first no-cost boxing gym.

The Free Boxing Foundation will be responsible for event logistics, volunteer coordination, insurance coverage, sponsorship management, and event operations. We will work closely with city staff regarding safety planning and site coordination necessary to ensure the event is conducted safely, responsibly, and with minimal disruption to other park visitors.

We respectfully request permission to host Rocky at the Park at Waterfront Park and to reserve the Pavilion, Green 1, and Green 2 during the requested time. Thank you for your consideration.

Sincerely,

Free Boxing Foundation

The State of South Carolina



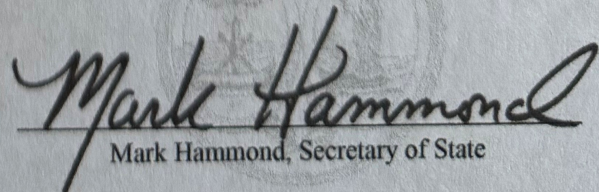
Office of Secretary of State Mark Hammond

Certificate of Existence

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

Free Boxing Foundation, a nonprofit corporation duly organized under the laws of the State of South Carolina on February 3rd, 2026, has as of the date hereof filed as a nonprofit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-31-1421, and that the nonprofit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal
of the State of South Carolina this 11th day
of February, 2026.


Mark Hammond, Secretary of State



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/13/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from the Clara Lionel Foundation for co-sponsorship of Henry C. Chambers Waterfront Park and drinking in public on Monday, October 5, 2026 from 3:00 pm to 9:00 pm to host their invitation-only Scale Up Summit Reception
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from the Clara Lionel Foundation for co-sponsorship of Henry C. Chambers Waterfront Park and drinking in public on Monday, October 5, 2026 from 3:00 pm to 9:00 pm to host their invitation-only Scale Up Summit Reception

Background:

Request from the Clara Lionel Foundation for co-sponsorship of Henry C. Chambers Waterfront Park and drinking in public on Monday, October 5, 2026 from 3:00 pm to 9:00 pm to host their invitation-only Scale Up Summit Reception

Key requests:

- Co-sponsorship of Henry C. Chambers Waterfront Park's pavilion
- Consumption of alcohol (no sales)
- Approx 50–60 attendees (event is not open to the public - invitation only)

Legal Authority:

City Code of Ordinances — Sec. 7-7002. — Public Drinking.

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Action

Attachments:

1. 2026-10-05 Clara Lionel Foundation_redacted
2. 2026-10-05 Clara Lionel Foundation Co-Sponsorship Form_redacted
3. 2026-10-05 Clara Lionel Foundation Letter_Redacted



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department
500 Carteret St, Ste B2, Beaufort, SC 29902

Phone: 843-379-7519

email: events@cityofbeaufort.org

Name of Event: <u>Clara Lionel Foundation Scale Up Summit Reception</u> _____	Date(s) of Event: <u>October 5, 2026</u> Setup start/end time: <u>3:00 pm-9:00pm</u> Actual event start/end time: <u>5:00 pm - 8:00 pm</u> Take down start/end time: <u>8:00 pm - 9:00 pm</u>
Organization/Individual Name: <u>Gullah Traveling Theater Inc/ Anita Singleton Prather</u> _____	Address: _____ Telephone: _____ Email: _____

- Completed application must be received and approved by the Events Coordinator.
- All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Downtown Operations 500 Carteret St, Ste B2 Beaufort, SC 29902

or scan and email to events@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7519 or visit our website at www.cityofbeaufort.org.

Is event open to the public? No

Will admission be charged, or donation required? No

Will alcoholic beverages be sold? _____ Served? Yes

Will food be sold? _____ Served? Yes

Will there be any retail sales? No

Number of people expected to attend: 50-60

Areas of the Waterfront Park can be reserved/rented for 4-, 6-, or 12-hour blocks of time. Please factor time for setting up and break down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro-rated increments.

NO exceptions will be made to this policy.

Security Deposit is due upon approval of application

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

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 600.00	Pavilion 6 HR Block
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 500.00	\$ 800.00	
Electric Fee	\$ 75.00	\$ 100.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <http://www.cityofbeaufort.org/group-events-business-license.aspx> to obtain a group business license application for vendors.

Did you know?

BEAUFORT PRIDE OF PLACE is a community involvement initiative that helps improve and develop quality of life throughout the city. Individuals, organizations, and visitors can get involved by donating money, equipment or time to assist the City with neighborhood improvement projects, youth programs, upgrading infrastructure and beautifying parks.

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact Downtown Operations (843) 379-7519 or events@cityofbeaufort.org.

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

•To serve alcohol or liquor at your event, you must obtain City Council approval.
•If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

***(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.**

***The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.**

Anita Singleton Prather

Lessee/Applicant Signature

07/13/2026

Date

-----**This section for City use**-----

Downtown Operations

Date Application Received

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

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event Clara Lionel Foundation Scale Up Summit Reception

Date of Event: October 5, 2026

Contact person: _____

Telephone: _____

Please check all that apply.

	Yes	No
<i>Are you a "For Profit" entity?</i>		***
<i>Is this a fund-raising event?</i>		No
<i>Is this event open to the public?</i>		No
<i>Is there a required fee / donation to attend this event?</i>		No
<i>Are you requesting more than two (2) park areas for this event?</i>		No
<i>Will there be any type of "sales" for this event?</i>		No
<i>Will this event require more than four (4) hours (includes setup & take down)? This is a multiple day display</i>	Yes 6 hrs	
<i>Will alcohol be sold / served?</i>	Yes serve	

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

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

Events Coordinator Recommendation: Approved: _____ Denied: _____

Explanation: _____

Forward for Council Deliberation: _____

Date of Council Meeting

Council: Approved: _____ Denied: _____

Explanation: _____

CLARA LIONEL FOUNDATION

City of Beaufort
1901 Boundary Street
Beaufort, SC 29902

July 14, 2026

To Whom It May Concern:

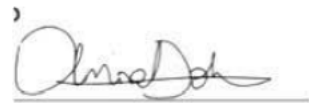
The Clara Lionel Foundation is honored to host a private event in Beaufort County in support of entrepreneurship and economic development. We respectfully request permission to use the historic Henry C. Chambers Waterfront Park on **Monday, October 5, 2026**, for a private evening reception.

The event will take place from **3:00 p.m. to 9:00 p.m.**, inclusive of set-up and breakdown. The reception will feature light entertainment, music, and food for invited guests. This is a private, invitation-only event, and no goods, food, or beverages will be available for purchase.

We appreciate your consideration of this request and are grateful for the City's leadership and partnership in supporting initiatives that strengthen the Beaufort community. We would be pleased to provide any additional information or answer any questions you may have.

Thank you for your time and consideration.

Sincerely,



Amina Doherty
Head of Programs



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 08/10/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request for the Roberts Poccia Wedding to hold a walking procession from St. Helena Church to Beaufort Inn on Saturday, September 19, 2026, from 4:45 pm to 5:00 pm consisting of 120 guests
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request for the Roberts Poccia Wedding to hold a walking procession from St. Helena Church to Beaufort Inn on Saturday, September 19, 2026, from 4:45 pm to 5:00 pm consisting of 120 guests

Background:

Request for the Roberts Poccia Wedding to hold a walking procession from St. Helena Church to Beaufort Inn on Saturday, September 19, 2026, from 4:45 pm to 5:00 pm consisting of 120 guests.

- The walking procession will be in a New Orleans style with two horns, followed by the bride and groom with umbrellas and guests twirling towels.
- There will not be any amplified music.
- The lineup will start at 4:40 pm and end at approx. 5:00 pm.
- Procession will proceed from St. Helena Church, 507 Newcastle St down Church St to Craven St. and enter the Beaufort Inn Garden Gate from Craven St.
- The route may be adjusted if construction is still present.
- There will be no street closure.

Legal Authority:

[City Code of Ordinances — Part 7 — Chapter 6 — Parades, Picket Lines, Group Demonstrations.](#)

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:**Attachments:**

1. 2026-09-19 Roberts Poccia Wedding Procession- redacted



PUBLIC ASSEMBLY AND PARADE

APPLICATION City of Beaufort – Downtown Operations

500 Carteret St, Ste B2, Beaufort, South Carolina, 29902

p. (843) 379-7619/ www.cityofbeaufort.org

To be filed **NOT LESS** than 30 days before event

Please Check One:

☐ Public Assembly Request

☒ Parade Request

Name of Applicant: Kelli Corn

Address: REDACTED Phone # REDACTED

Name of Sponsoring Organization: Roberts Poccia Wedding

Address: 809 Port Republic St, Beaufort, SC 29902

PUBLIC ASSEMBLY: \$25.00 non-refundable application fee is applied when 50 or more in attendance

Date of Public Assembly: 9/19/26 Time Assemble will begin: 4:45pm

Location of Assembly Area: St. Helena Church, 507 Newcastle Street, Beaufort

Type of Public Assembly (including description of activities): 2nd line with guests of the wedding from St. Helena Church to Beaufort Inn (Marching down Church St to Craven St)

Description of Recording Equipment, sound amplification equipment, banners, signs, or other devices to be used: two horns from band, bride and groom will have umbrealla, guests will h. twirling towels. There will not be any sound amplification on the instruments

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

Date of Parade: 9/19/26

Time Parade Will Begin: 4:45pm Parade will Terminate: 5:00pm

Time Parade Line-Up Begins: 4:40pm Location(s) of Line-Up Area(s): St. Helena Church

Route Proposed (Giving Starting & Termination Points): Church Street to Craven Street

Guests will enter the Beaufort Inn Garden gate from Craven Street

Approximate Number of Persons, Animals & Vehicles Constituting Parade: 120 Wedding Guest

Procession will be walking

Parade Will Occupy All of the Width of the Streets to be Traversed preferred, but flexible

Parade Will Occupy Only a Portion of the Width of the Streets to be Traversed _____

Interval of Space between Units in Parade: None

NOTE: IF THE PARADE IS DESIGNED TO BE HELD BY AND ON BEHALF OF OR FOR ANY PERSON OTHER THAN THE APPLICANT, THE APPLICANT FOR SUCH PERMIT SHALL FILE A LETTER FROM THAT PERSON WITH THE CITY MANAGER AUTHORIZING THE APPLICANT TO APPLY FOR THE PERMIT ON HIS BEHALF.

Signature of Applicant:  Date: 8-10-26

OFFICE USE ONLY: Application Received By: Jennifer Pointer Date Received: 8/10/26 Receipt #: _____

Approved By: _____



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/30/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request for co-sponsorship of Waterfront Park for Tidal Creek's Downtown Night of Praise and Worship on Friday, October 16, 2026, from 3:00 pm to 10:00 pm, use of electricity and waiver of parking fees
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request for co-sponsorship of Waterfront Park for Tidal Creek's Downtown Night of Praise and Worship on Friday, October 16, 2026, from 3:00 pm to 10:00pm, use of electricity and waiver of parking fees

Background:

Key Requests:

1. Co-sponsorship of Henry C. Chambers Waterfront Park from 3:00 pm to 10:00 pm (event runs 6:30 pm to 8:30 pm)
2. Waiver of use of electricity in the pavilion and park
3. Fees waived for parking space in the Marina Lot (15 parking spaces and 2 trailer spaces)
4. Estimated attendance is 500

**Event is the same as 2025 — only the day of the week and date has changed.

Legal Authority:

[Code of Ordinance - Part 8 - Motor Vehicles and Traffic - Chapter 2. - Parking - Sec.8-2002. - Metered Parking](#)

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. 2026-10-16 Tidal Creek Night of Worship letter_Redacted
2. 2026-10-16 Tidal Creek Night of Worship_Redacted



July 30, 2026

City of Beaufort

RE: Night of Worship/Waterfront – Consideration

Friday, October 16, 2026

City of Beaufort Board Members,

Tidal Creek Fellowship is a non-profit organization that serves as a non-denominational church located on Lady's Island. Tidal Creek Fellowship provides teachings about Christianity and spiritual guidance in their relationship with Jesus Christ. We also provide help to the community with additional resources such as food, occasional financial assistance, and events such as Easter Festival and Sports Camp.

Tidal Creek Fellowship is asking for a Night of Worship at the waterfront area downtown again this year to provide a place for bystanders and the Christian faith community to come together for a night of praise and glorification to Jesus Christ. These will be the people who will greatly benefit from this event.

We are asking for a waived fee for the pavilion and green area to provide a space to express gratitude to The Lord and open it to the public. We are also asking for parking spots reserved close to the pavilion and blocked off for the event, as well as power available at the pavilion for equipment hookup similar to last year's event.

We would appreciate the opportunity to share this event with the community once again. Thank you for your consideration.

Madison van der Merwe

Worship Leader

Tidal Creek Fellowship



REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event Downtown Night of Worship

Date of Event: 10/16/20

Contact person:
Telephone:

Please check all that apply.

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

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

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

Events Coordinator Recommendation: Approved:_____ Denied:_____

Explanation: _____

Forward for Council Deliberation: _____
Date of Council Meeting

Council: _____ Approved: _____ Denied: _____

Explanation: _____



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department
500 Carteret St, Ste B2, Beaufort, SC 29902

Phone: 843-379-7519

email: events@cityofbeaufort.org

Name of Event: <u>Downtown Night of Praise</u> <u>and Worship</u>	Date(s) of Event: <u>10/16/26</u> Setup start/end time: <u>3 pm - 6:00</u> Actual event start/end time: <u>6:30 - 8:30 pm</u> Take down start/end time: <u>8:30 - 10:00 pm</u>
Organization/Individual Name: <u>Tidal Creek Fellowship</u> <u>(Madison van der Mene)</u>	

- Completed application must be received and approved by the Events Coordinator.
- All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Downtown Operations 500 Carteret St, Ste B2 Beaufort, SC 29902

or scan and email to events@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7519 or visit our website at www.cityofbeaufort.org.

Is event open to the public? yes

Will admission be charged, or donation required? NO

Will alcoholic beverages be sold? NO Served? NO

Will food be sold? NO Served? NO

Will there be any retail sales? NO

Number of people expected to attend: 500+

Areas of the Waterfront Park can be reserved/rented for 4-, 6-, or 12-hour blocks of time. Please factor time for setting up and break down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro-rated increments.

NO exceptions will be made to this policy.

Security Deposit is due upon approval of application

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

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 600.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 500.00	\$ 800.00	
Electric Fee	\$ 75.00	\$ 100.00	Will need power ran and lights
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <http://www.cityofbeaufort.org/group-events-business-license.aspx> to obtain a group business license application for vendors.

Did you know?

BEAUFORT PRIDE OF PLACE is a community involvement initiative that helps improve and develop quality of life throughout the city. Individuals, organizations, and visitors can get involved by donating money, equipment or time to assist the City with neighborhood improvement projects, youth programs, upgrading infrastructure and beautifying parks.

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact Downtown Operations (843) 379-7519 or events@cityofbeaufort.org.

Liability Insurance

•The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

- To serve alcohol or liquor at your event, you must obtain City Council approval.
- If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

*(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.

*The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.

7-28-26
Date

-----This section for City use-----

Downtown Operations

Date Application Received

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



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/30/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from Downtown Operations to close Bay Street from Carteret Street and Charles Street on Saturday, October 17, 2026, from 11:30 am to 1:30 pm for the City's Halloween Celebration Trick or Treating
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Downtown Operations to close Bay Street from Carteret Street and Charles Street on Saturday, October 17, 2026, from 11:30 am to 1:30 pm for the City's Halloween Celebration Trick or Treating

Background:

The street closure will be for Trick or Treating that Downtown Operations is moving out of the Marina to Bay St to allow our downtown merchants to participate. This will ensure all participants are safe and enjoy the event.

- Bay Street from Carteret Street to Charles Street from 11:30am to 1:30pm

Legal Authority:

[Code of Ordinances — Part 7 - Licensing and Regulation — Chapter 14 — Commercial Filming — Sec. 7-14003 Traffic control and street closures.](#)

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. 2026 Request for Halloween Street Closure



CITY OF BEAUFORT

MEMORANDUM

TO: Scott Marshall, City Manager
City Council

FROM: Jennifer Pointer, Events & Tour, Downtown Operations & Community Service

DATE: July 30, 2026

SUBJECT: Request for Street Closure for City of Beaufort's Halloween Celebration

On behalf of Downtown Operations, we request to close a section of Bay Street from Carteret Street to Charles Street on Saturday, October 17, 2026, from 11:30am to 1:30pm for the City's Annual Halloween Celebration Trick or Treating Event.

The details of the closing beginning at 11:30am include:

- Bay Street from Carteret Street to Charles Street from 11:30am to 1:30pm

The street closure will be for Trick or Treating that Downtown Operations is moving out of the Marina to Bay St to allow our downtown merchants to participate. This will ensure all participants are safe and enjoy the event.

The event starts at 10am in Waterfront Park with a DJ and inflatables. Then at approx. 12:15pm Trick or Treating will start. Participants (sponsors and guests) will conclude at 1:30pm to allow the street to be re-opened.

Thank you for your consideration,

Jennifer



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 08/04/2026
From: Sarah Sutton, Mainstreet Beaufort Director
Item Name: Request from Main Street Beaufort for street closures for Bay from Charles to Carteret, West and Scott Streets from Bay to Port Republic, and drinking in public for First Friday on November 6, 2026, from 3:30 pm - 9:00 pm
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Main Street Beaufort respectfully requests the temporary closure of the following streets on Friday, November 6, from 3:30 p.m. to 9:00 p.m. These closures will allow for the safe setup, execution, and breakdown of entertainment activities associated with the themed First Friday events. **Requested Street Closures:**

- Bay Street from Charles Street to Carteret Street
- West Street and Scott Street from Port Republic Street to Bay Street

Additionally, we request a waiver of City Ordinance 7-7002 regarding Public Drinking for the duration of the event.

Thank you for your consideration and continued support of downtown programming.

Background:

Legal Authority:

Staff Recommendation:

Staff recommends approval

Placed on Agenda For:

Attachments:

1. Council requests for November 6 First Friday



CITY OF BEAUFORT

MEMORANDUM

TO: Scott Marshall, City Manager
City Council

FROM: Sarah Sutton, Downtown Manager

DATE: August 1, 2026

SUBJECT: Request from Main Street Beaufort for street closures for Bay from Charles to Carteret, West and Scott Streets from Bay to Port Republic, and drinking in public for First Friday on November 6, from 3:30 p.m. - 9:00 p.m.

Main Street Beaufort respectfully requests the temporary closure of the following streets on Friday, November 6, from 3:30 p.m. to 9:00 p.m. These closures will allow for the safe setup, execution, and breakdown of entertainment activities associated with the themed First Friday events.

Requested Street Closures:

- Bay Street from Charles Street to Carteret Street
- West Street and Scott Street from Port Republic Street to Bay Street

Additionally, we request a waiver of City Ordinance 7-7002 regarding Public Drinking for the duration of the event.

Thank you for your consideration and continued support of downtown programming.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/30/2026
From: Jennifer Pointer, Events and Tour Coordinator
Item Name: Request from Building Brighter Futures, a 501c3, (JP Signature Events) for Co-Sponsorship of Henry C. Chambers Waterfront Park, waiver noise ordinance, drinking in public, sale of alcohol, waiver of police, fire, and EMS fees, waiver of parking fees, and use of electricity for the 4th Annual Music Festival of the Lowcountry on Saturday, June 5, 2027, from 1:00 pm to 12:00 am
Meeting Date: August 18, 2026
Department: Downtown Operations

Background Information:

Introduction:

Request from Building Brighter Futures, a 501c3, (JP Signature Events) for Co-Sponsorship of Henry C. Chambers Waterfront Park, waiver noise ordinance, drinking in public, sale of alcohol, waiver of police, fire, and EMS fees, waiver of parking fees, and use of electricity for the 4th Annual Music Festival of the Lowcountry on Saturday, June 5, 2027, from 1:00 pm to 12:00 am

Background:

1. Request for Co-Sponsorship of Henry C. Chambers Waterfront Park for the 3rd Annual Music Festival of the Lowcountry to benefit the non-profit Building Better Futures for Saturday, June 5, 2027. This will include set up on Friday, June 4, 2027, and teardown on Sunday, June 6, 2027.
2. Waiver of loud and unseemly noise ordinance for festival concerts from 1:00 pm to 12:00 on Saturday, June 5, 2027
3. Waiver for drinking in public during festival hours
4. Waiver for the sale of alcohol during festival hours
5. Waiver of parking fees in the Marina Parking Lot
6. Waiver of Police, Fire, and EMS fees for services during festival hours
7. Use of electricity throughout Waterfront Park
8. Assistance of The Greenery for load in and out

9. Assistance of Capital Waste Services (CWS) for trash services

Event is same as previous years

Legal Authority:

[Code of Ordinances - Part 9, Chapter 1, Sec. 9-1008. - Loud and unseemly noise.](#)

[Code of Ordinances - Part 7, Chapter 7, Sec. 7-7002. - Public drinking.](#)

[Code of Ordinances - Part 8 - Motor Vehicles and Traffic - Chapter 2. - Parking - Sec. 8.2002. - Metered Parking](#)

[Code of Ordinances - Part 2 - Public Safety - Chapter 1. - Law Enforcement - Sec. 2-1007. -](#)

[Police security requirements for events held on city-owned property or public property within the City of Beaufort.](#)

Staff Recommendation:

Staff recommends approval of event

Placed on Agenda For:

Attachments:

1. 2027-06-05 Music Festival of the Lowcountry_Redacted
2. 2027-06-05 Music Festival of the Lowcountry Application_Redacted
3. 2027-06-05 Music Festival of the Lowcountry Co-Sponsorship_Redacted

Jamie Peart
Building Brighter Futures

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

07/29/2026

City of Beaufort - City Council
1911 Boundary Street
Beaufort, South Carolina 29902

Subject: Letter of Intent the Music Festival of the Lowcountry 2027

Date of Event: 6/5/2027

Date of Setup: 6/4/2027

Date of Takedown: 6/6/2027

Time of Event: Event will be live from 1:00 PM – 12:00 AM

Dear Members of the City Council,

I am writing to express our sincere intent to organize the fourth Music Festival of the Lowcountry, a free family event aimed at building community spirit, diversity, and showcasing the remarkable talent that our local low country has to offer.

Event Overview:

The Music Festival of the Lowcountry is designed to bring together residents of Beaufort and surrounding areas for a day of musical celebration, fostering a sense of community and pride. Our primary goal is to create a vibrant and inclusive atmosphere that highlights the rich cultural heritage and artistic talent present in the Lowcountry. The tentative date is Saturday, June 5th, 2027, located in The Henry C. Chambers Waterfront Park on Bay Street in the heart of historic downtown Beaufort.

When the event began in 2024, it was a free event to the public offered by a for profit corporation. We are excited to state that today, Music Festival of the Lowcountry is hosted by Building Brighter Futures, a nonprofit organization. The intent of this festival is not to profit, but to offer a better experience for our community and to bring in visitors to increase our local economy during the month of June – a typically slower month according to Visit Beaufort.

Key Features:

1. ****Community Engagement:**** The festival will serve as a platform to showcase local talent, encouraging a sense of community pride and supporting the region's artists.

2. ****Security:**** We plan to collaborate with the Beaufort Police Department to ensure the safety and well-being of all attendees. Their expertise will be instrumental in maintaining order and providing a secure environment for the festival. We would like to take this time to request an in-kind sponsorship with the Beaufort Police Department.

3. ****Medical Services:**** The Beaufort Fire Department will be engaged to provide necessary medical services, ensuring prompt response and assistance in case of emergencies. We would like to take this time to request an in-kind sponsorship with the Beaufort Police Department.

4. ****Liability Insurance:**** We understand the importance of safety and are committed to securing liability insurance coverage of 1 million dollars to address any unforeseen circumstances that may arise during the event mitigating any risk for the city.

5. ****Power and Electrical:**** The Beaufort Public Works Department will play a crucial role in facilitating power and electrical requirements for the festival, ensuring a smooth and reliable setup.

6. ****Sanitation and Clean-Up:**** The Greenery will help maintain and protect the grounds. Capital Waste Services (CSW) will provide trash and waster services. We intend to work with On-site Porta Potties for Restroom and hand washing station.

7. **Food Vendors:** We intend to reach out to local food trucks and vendors and work with public works to protect the grounds from their stations.

8. **Alcohol:** We are discussing partnerships and sponsorships with Lee Distributors. We are prepared to obtain a license, purchase additional insurance, and will have stations setup to check IDs and provide bracelets.

City Hall Waiver Requests:

1. Noise
2. Alcohol in the Park
3. Fees to use the Park
4. The Marina Parking Lot
5. Security by City Police

We believe that the Music Festival of the Lowcountry aligns with the values and spirit of our community, offering a wholesome and entertaining experience for all attendees. The Music Festival of the Lowcountry on June 6th, 2026 invited and hosted more than 5.3K people in Henry C. Chambers Waterfront Park. Of those individuals, the average time spent at the event was 132 minutes. Visitor journey data continued to demonstrate the festival's value to the broader downtown economy, with many attendees extending their experience by visiting local restaurants and businesses after the event.

While visitation was modestly below the inaugural year, it is worth noting that the 2026 festival operated under different conditions. Fencing associated with Waterfront Park improvements and the

ongoing downtown drainage project created a more constrained event footprint and affected the surrounding visitor environment. Even with those challenges, the festival continued to deliver strong engagement and meaningful economic activity.

*These statistics were collected and shared by Visit Beaufort.

We kindly request your support, sponsorship and collaboration in obtaining the necessary authorizations and approvals to host this event successfully. This is a not-for-profit event hosted by a 501(c)(3) non-profit, Building Brighter Futures, executed and sponsored by, volunteers, local businesses and business professionals. We respectfully ask for waivers of park rental, parking space fees, and security by City of Beaufort Police. We are eager to work closely with the City of Beaufort to address any concerns or requirements that may arise during the planning process.

Thank you for your time and consideration. We look forward to the opportunity to contribute positively to the cultural vibrancy of Beaufort through the Music Festival of the Lowcountry.

Sincerely,

Jamie Peart
Building Brighter Futures

[REDACTED]



CITY OF BEAUFORT
Waterfront Park Rental Reservation Application
Downtown Operations & Community Services Department
500 Carteret St, Ste B2, Beaufort, SC 29902

Phone: 843-379-7519

email: events@cityofbeaufort.org

Name of Event: <u>Music Festival of the Lowcountry</u> 	Date(s) of Event: <u>6/5/2027</u> Setup start/end time: <u>6/4/2027-6/6/2027</u> Actual event start/end time: <u>6/5/2027: 1PM - 10PM</u> Take down start/end time: <u>6/5/2027 at 10PM - 6/6/27</u>
Organization/Individual Name: <u>Building Brighter Futures/Jamie Peart</u> 	Address: _____ Telephone: _____ Email: _____

- Completed application must be received and approved by the Events Coordinator.
- All reservations require the applicable refundable security deposit be remitted upon approval of application in order to secure the requested date(s).
- Deposits are refundable provided the venue is returned in the same condition it was received.

Please mail completed application to:

City of Beaufort, Attn: Downtown Operations 500 Carteret St, Ste B2 Beaufort, SC 29902

or scan and email to events@cityofbeaufort.org.

All events must abide and are governed by the City's Special Events Policy. To discuss specifics of the policy, contact the Events Coordinator at 843-379-7519 or visit our website at www.cityofbeaufort.org.

Is event open to the public? Yes

Will admission be charged, or donation required? No

Will alcoholic beverages be sold? Yes Served? Yes

Will food be sold? Yes Served? Yes

Will there be any retail sales? Not sure yet. Possibly a couple of vendors.

Number of people expected to attend: 5-6k

Areas of the Waterfront Park can be reserved/rented for 4-, 6-, or 12-hour blocks of time. Please factor time for setting up and break down of the event into your chosen block of time. Blocks of time **cannot** be reserved or rented in pro-rated increments.

NO exceptions will be made to this policy.

Security Deposit is due upon approval of application

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

Fill out by circling venue area(s) and pricing in blocks of time required for your event. Please indicate need for electrical hookup.

WATERFRONT PARK RENTAL RATES FOR PRIVATE EVENTS			
Park Area	<u>4 HR Block</u>	<u>6 HR Block</u>	<u>12 HR Block</u>
Circle of Palms/ Dining	\$ 200.00	\$ 400.00	
Craft Market Lawn	\$ 200.00	\$ 400.00	
Contemplative Garden	\$ 200.00	\$ 400.00	
Pavilion	\$ 350.00	\$ 600.00	
Green 1	\$ 300.00	\$ 500.00	
Green 2	\$ 500.00	\$ 800.00	
Electric Fee	\$ 75.00	\$ 100.00	
Entire Park			\$2,200.00
Refundable Security Deposit	\$ 500.00	\$ 800.00	\$1,100.00

See this link <http://www.cityofbeaufort.org/group-events-business-license.aspx> to obtain a group business license application for vendors.

Did you know?

BEAUFORT PRIDE OF PLACE is a community involvement initiative that helps improve and develop quality of life throughout the city. Individuals, organizations, and visitors can get involved by donating money, equipment or time to assist the City with neighborhood improvement projects, youth programs, upgrading infrastructure and beautifying parks.

If you or your organization are interested in learning more about the program, volunteering or making a monetary or in-kind donation, please contact Downtown Operations (843) 379-7519 or events@cityofbeaufort.org.

Liability Insurance

• The City of Beaufort requires that any organization/group sponsoring any event at a City owned facility/property or right of way provide the City of Beaufort with evidence of insurance as outlined below.

General Liability as follows:

- \$500,000.00 minimum requirement per occurrence for General Liability and Auto Liability (depending on the size or type of event, this amount may increase)
- Must provide proof one week before event

Alcohol

- To serve alcohol or liquor at your event, you must obtain City Council approval.
- If alcohol is served at your event, specific approval must be obtained by the City Manager and liquor liability insurance coverage is required with a minimum of \$1,000,000 per occurrence in coverage. The City of Beaufort must be listed as insured on the policy. If you have questions about the required liquor liability insurance coverage and listing the City as an additional insured, please contact Downtown Operations (843)379-7519 or events@cityofbeaufort.org. City of Beaufort does not provide nor obtain insurance coverage for any special events. It is the responsibility of the event organizer to obtain and pay for proper insurance coverage.

***(Note that alcohol consumption in city parks is prohibited with limited exception depending on location and subject to City Council approval and waiver of ordinances, obtaining applicable permits, enforcement services, etc.). In addition, the use of grills, fryers, and other combustible equipment is subject to approval and in some cases/locations strictly prohibited.**

***The use of slip and slides, balloons, and confetti are prohibited. In addition, staking of items into the ground are prohibited.**



Lessee/Applicant Signature

7/29/2026

Date

-----This section for City use-----

Downtown Operations

Date Application Received

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

REQUEST FOR CO-SPONSORSHIP

Henry C. Chambers Waterfront Park

Name of Event Music Festival of the Lowcountry

Date of Event: 6/5/2027

Contact person: _____

Telephone: _____

Please check all that apply.

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

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

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

Events Coordinator Recommendation: Approved: _____ Denied: _____

Explanation: _____

Forward for Council Deliberation: 08/18/2026

Date of Council Meeting

Council: Approved: _____ Denied: _____

Explanation: _____



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 08/05/2026
From: Alan Eisenman, Finance Director
Item Name: Authorization to allow the City Manager to enter into a Contractual Agreement for Arsenal Windows Restoration
Meeting Date: August 18, 2026
Department: Finance Department

Background Information:

Introduction:

On June 6, 2026, the City solicited a request for proposals, RFP 2026-116 Beaufort Arsenal Windows Restoration.

Background:

The public notice was posted on the City's website, the State of South Carolina Business Opportunities(SCBO) website and was advertised in the Island News. A non-mandatory pre-bid meeting was held on June 12. Questions were received by the June 15 deadline and answers were posted on June 18. Three bids were received by the submittal deadline of July 13 at 2:00 PM. The bids were opened during a public meeting. The bid request included an alternate for paint removal at the exterior sides of all windows including jambs, trims, sashes and sills. The budget for this project is \$200,000 from the State Accommodations Tax Fund.

	Project Total	Alternate	Total
Charles Blanchard Construction Corp. Charleston, SC	397,924	40,020	\$437,944
Shenandoah Restorations, Inc. Irmo, SC	134,822	17,575	\$152,397
WXTite, LLC (Weathertight) North Charleston, SC	265,267	9,676	\$274,943

On July 14, the selection committee of Linda Roper, Brian Ranger and Betty Prime, Meadors Inc., Historic Architect & Conservator met to review the summary and ranking of their

independent evaluations. Shenandoah Restorations, LLC's evaluation scores ranked the highest based upon their demonstrated experience with similar projects and ability to complete the work on time, in addition to being the lowest bid.

The selection committee is unanimous in recommending Shenandoah Restorations, Inc. as the lowest, most responsive bidder for this project.

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 Shenandoah Restorations, Inc. for Arsenal Windows Restoration project.

Placed on Agenda For:

Action

Attachments:

1. RECOMMENDATION MEMO RFP 2026-116
2. SHENANDOAH RFP 2026-116_Redacted
3. CONTRACT RFP 2026-116 BEAUFORT ARSENAL WINDOWS RESTORATION



TO: SCOTT MARSHALL
FROM: JAY PHILLIPS
SUBJECT: RFP 2026-116 BEAUFORT ARSENAL WINDOWS RESTORATION
DATE: JULY 31, 2026
CC: LINDA ROPER, BRIAN RANGER, BRYAN DURRANCE, ALAN EISENMAN, BETTY PRIME, MEADORS, INC.

On June 6, 2026, the City solicited a request for proposals, RFP 2026-116 Beaufort Arsenal Windows Restoration. The public notice was posted on the City's website, the State of South Carolina Business Opportunities(SCBO) website and was advertised in the Island News. A non-mandatory pre-bid meeting was held on June 12. Questions were received by the June 15 deadline and answers were posted on June 18. Three bids were received by the submittal deadline of July 13 at 2:00 PM. The bids were opened during a public meeting. The bid request included an alternate for paint removal at the exterior sides of all windows including jambs, trims, sashes and sills. The budget for this project is \$200,000 from the State Accommodations Tax Fund.

		Project Total	Alternate	Total
Charles Blanchard Construction Corp.	Charleston, SC	397,924.00	40,020	\$437,944
Shenandoah Restorations, Inc.	Irmo, SC	134,822.00	17,575	\$152,397
WXTite, LLC (Weathertight)	North Charleston, SC	265,267.00	9,676	\$274,943

On July 14, the selection committee of Linda Roper, Brian Ranger and Betty Prime, Meadors Inc., Historic Architect & Conservator met to review the summary and ranking of their independent evaluations. Shenandoah Restorations, LLC's evaluation scores ranked the highest based upon their demonstrated experience with similar projects and ability to complete the work on time, in addition to being the lowest bid.

The selection committee is unanimous in recommending Shenandoah Restorations, Inc. as the lowest, most responsive bidder for this project. Upon your approval, a notice of intent to award and a sample contract will be sent to Shenandoah, and the contract award recommendation will be scheduled for Council approval on August 18.

CITY OF BEAUFORT INVITATION FOR BIDS



RFP NO. 2026-116
BEAUFORT ARSENAL WINDOWS RESTORATION
DUE: JULY 13, 2026

SHENANDOAH RESTORATIONS, INC

10229 BROAD RIVER RD

IRMO, SC 29063

Todd Selke, President/Treasurer/Owner
Anthony Raymer, Vice-President/Secretary
Shenandoah Restorations Inc.
10229 Broad River Rd
Irmo, SC 29063

July 8, 2026

RFP #2026-116

To whom it may concern,

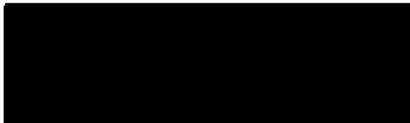
Please find enclosed Shenandoah Restorations Inc proposal for the historic window and door rehabilitation work at Beaufort Arsenal. Shenandoah Restorations Inc was incorporated on June 9th of 1999 in the state of South Carolina and is a S-Corporation for federal tax classification.

Shenandoah Restorations has been in the window and door restoration business for over 27 years and has performed work on several prestigious historic jobs across the southeast such as the South Carolina and Georgia state houses, the Carnegie Library in Beaufort, the College of Charleston, countless amounts of churches including the Citadel, and several adaptive reuse projects. Our attention to detail and the quality of our craftsmanship has created a reputation for us that does the advertising for us.

Shenandoah Restorations has read and agrees to the General Terms and Conditions of the RFP and will adhere to them as a component of the contract documents.

If there are any questions, comments or concerns regarding the information contained within you may discuss this with the contact person for this project listed below who is authorized to make representations on behalf of the proposer, binding the firm to a contract:

Anthony Raymer
Vice President/Secretary



Thank you for your time and attention.

Todd Selke, President/Treasurer/Owner

Signature: _____

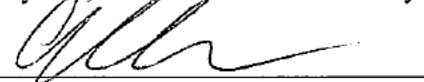
Date: _____


7/8/26

Anthony Raymer, Vice-President/Secretary

Signature: _____

Date: _____


7/8/26

SHENANDOAH RESTORATIONS, INC

10229 BROAD RIVER RD

IRMO, SC 29063

Todd Selke, President/Treasurer/Owner
Anthony Raymer, Vice-President/Secretary
Shenandoah Restorations Inc.
10229 Broad River Rd
Irmo, SC 29063

July 8, 2026

RFP #2026-116

Demonstrated and/or Prior Experience and Qualifications:

Project Name: Snyder House Wofford College

Details: Approximately 31 Exterior Wood Windows were removed, stripped, repaired, painted, and rehung for a window restoration project at the Snyder House of Wofford College in Spartanburg, SC.

Performance Date: mid 2024

Contractor: Shenandoah Restorations Inc.

Owner: Wofford College

Architect: Meadors, Inc.

Contact: Jason Burr [REDACTED]

Project Name: Grace Presbyterian Spartanburg

Details: Approximately 12 Exterior Wood Windows were removed, stripped, repaired, painted (stained on the interior), and rehung for a window restoration project at Grace Presbyterian Church in Spartanburg, SC.

Performance Date: late 2023 - early 2024

Contractor: Shenandoah Restorations Inc.

Owner: Grace Presbyterian Church

Architect: Worked directly with the church

Contact: Accounts Payable [REDACTED]

Project Name: Silcox Renovations

Details: Approximately 42 Exterior Wood Windows were removed, stripped, repaired, painted and rehung for a window restoration project at the Silcox Building of College of Charleston in Charleston, SC.

Performance Date: mid 2023 – late 2023

Contractor: Thompson Turner

Owner: College of Charleston

Architect: SMHa Inc.

Contact: Adam Frantz [REDACTED]

SHENANDOAH RESTORATIONS, INC

10229 BROAD RIVER RD

IRMO, SC 29063

Project Name: Savona Mill

Details: Approximately 46 Exterior Wood Windows were removed, stripped, repaired, painted and rehung for a window restoration project at Savona Mill in Charlotte, NC as a change order.

Performance Date: late 2022 – mid 2023

Contractor: Edifice Inc.

Owner: Savona Mill Office (NC), LLC

Architect: Alliance Architecture, PC

Contact: Tom Polomsky [REDACTED]

Project Name: Carnegie Library Beaufort

Details: Approximately 30 Exterior Wood Windows were removed, stripped, repaired, painted and rehung for a window restoration project at Carnegie Library in Beaufort, SC.

Performance Date: late 2021 – early 2022

Contractor: Shenandoah Restorations Inc.

Owner: City of Beaufort

Architect: Meadors, Inc.

Contact: Linda Roper [REDACTED]

The lead supervisor (on all but Savona Mill) and lead carpenter on all projects listed above is **David Whitworth**, employed by Shenandoah Restorations since 2018 and under project management of Anthony Raymer on all above projects, and is our intended supervisor for this project. His attention to detail has impressed even the toughest of architects and punch list professionals and it is our intent for this to be the last restoration project this Arsenal will need aside from regular maintenance.

Scott Marshall
CITY MANAGER
843-525-7070



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Jay Phillips
PROCUREMENT ADMINISTRATOR
843-525-7071

ETHICS IN PUBLIC CONTRACTING AFFIDAVIT

STATE OF South Carolina)

COUNTY OF Richland)

Anthony Raymer, being first duly sworn, deposes and says that:

1. He/She is, Vice-President (title) for/of Sherandoah Restorations (company/business), the Bidder that has submitted the attached Statement of Bids;
2. He/She is legally qualified and capable of signing this affidavit and is authorized to do so by Bidder;
3. He/She is fully informed regarding the preparation and contents of the attached Statement of Bid and of all pertinent circumstances respecting such Bid;
4. Such Bid is genuine and is made without fraud;
5. Neither the said Bidder, nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest has offered or received any kickbacks or inducements from any Bidder, 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 Bidder, 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.

7/8/26
DATE

Sherandoah Restorations
COMPANY/BUSINESS

BY: [Signature]
SIGNATURE

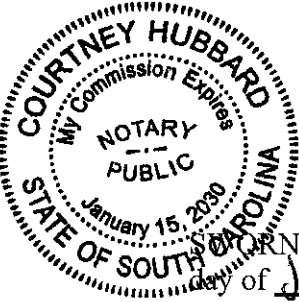
Anthony Raymer (Vice-President)

Scott Marshall
CITY MANAGER
843-525-7070



Jay Phillips
PROCUREMENT ADMINISTRATOR
843-525-7071

CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902



Sworn to before me this 8th
day of July, 2020

PRINTED NAME
ITS: Vice-President
TITLE

Notary Public for South Carolina (state)
My commission expires: Jan. 15, 2030
By Courtney Hubbard
(signature)

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

STATE OF South Carolina

COUNTY OF Richland

Anthony Rayme, being first duly sworn, deposes and says that:

1. He/She is Vice-President of Shenandoah Restorations the Bidder that has submitted the attached Bid;
2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder 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 Bidder, company or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid 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 Bidder, company or person to fix the price or prices in the attached Bid or of any other Bidder, or to secure through any other Bid, or to fix any overhead, profit or cost element of the bid price or the bid price of any other Bidder, 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.

A handwritten signature of Anthony Rayme, the bidder, written in black ink.

Scott Marshall
CITY MANAGER
843-525-7070



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Jay Phillips
PROCUREMENT ADMINISTRATOR
843-525-7071

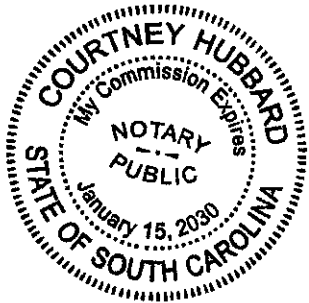
voice - President
(signed)
(title)

SWORN to before me this 8th
day of July, 2026

Notary Public for South Carolina (state)

My commission expires: Jan. 15, 2030

By: Courtney Hubbard
(signature)



Scott Marshall
CITY MANAGER
843-525-7070



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Jay Phillips
PROCUREMENT ADMINISTRATOR
843-525-7071

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.

Scott Marshall
CITY MANAGER
843-525-7070



CITY OF BEAUFORT
1911 Boundary Street
BEAUFORT, SOUTH CAROLINA 29902

Jay Phillips
PROCUREMENT ADMINISTRATOR
843-525-7071

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? No	☒ Yes
Is this business a non-profit organization? Yes ☒ No	
Is this business incorporated? ☒ Yes No	

All Bidders shall acknowledge receipt and acceptance of this addendum by signing in the space provided in the RFP Signature Page. Bids submitted without this Addendum may be considered non-responsive.

CITY OF BEAUFORT
SOUTH CAROLINA
RFP SIGNATURE PAGE
RFP 2026-116

PROPOSER'S NAME: Shenandoah Restorations Inc

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
<u>1</u>	<u>6/5/26</u>
<u>2</u>	<u>6/8/26</u>
<u>3</u>	<u>6/25/26</u>

Address: Post Office Box: 1017 Zip: 29063
Street: 10229 Broad River Rd Zip: 29063
City: Irmo State: SC

*Signature: [Signature] Title: Vice-President

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: Anthony Rayma Date: 7/8/26

Price Summary Form

Beaufort Window Restoration Project #2026-116

Contractor: Shenandoah Restorations Inc		Estimated Project Duration: 3-4 months	
		Estimated Cost	Comments
1	General Conditions	4,084	
2	Supervision	16,000	
3	Scaffolding, Equipment Rental	1,500	
4	Wood Window Repair	61,875	
5	Wood Door Repair	14,700	
6	Sealants & Weatherstrip	4,042	
7	Surface Preparation and Painting	9,701	
	PROJECT SUBTOTAL:	111,902	
	Overhead & Profit	22,920	
	PROJECT TOTAL:	134,822	
	ALTERNATE 1: PAINT REMOVAL AT EXTERIOR SIDE OF ALL WINDOWS (INCLUDES JAMBS, TRIM, SASHES, AND SILLS)	17,575	

SHENANDOAH RESTORATIONS, INC

10229 BROAD RIVER RD

IRMO, SC 29063

PROPOSAL

SUBMITTED TO:

Linda Roper
Jay Phillips
City of Beaufort

DATE: July 8, 2026

JOB NAME:

Beaufort Arsenal

RE:

Window

Refurbishment

PHONE:

843-525-7071

EMAIL:

jphillips@cityofbeaufort.org

WE HEREBY PROPOSE TO FURNISH LABOR AND MATERIALS FOR:

On site corrections of previously restored work on (39) thirty-nine windows and (2) two exterior doors at the Arsenal Building in Beaufort, SC based on drawings dated 5/16/2026, specifications dated 5/16/2026, and ADDENDA 1-3 acknowledged in RFP signature page from Meadors, Inc.

PRICE BREAKDOWN:

For the above-mentioned work

\$ 134,822.00

ADD ALTERNATE:

Complete paint removal at wood windows and doors:

\$ 17,575.00

Submitted By:

Todd L. Selke / President

Anthony Raymer / Vice-President

Shenandoah Restorations, Inc.

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 Shenandoah Restorations, Inc.

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 **August** in the year 2026.

BETWEEN the Owner:

**CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902**

and the Contractor:

SHENANDOAH RESTORATIONS, INC.

The Project is:

RFP 2026-116 BEAUFORT ARSENAL WINDOWS RESTORATION

The Owner and Contractor 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 2026-116 (hereinafter "RFP"); the Proposal Submitted by Shenandoah Restorations, Inc. in response to this RFP (hereinafter "Proposal"); drawings, specifications, or addenda 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-

Contractor shall provide all goods and services necessary to fully execute the work described in the and reasonably inferable from Contract Documents, except to the extent specifically indicated in the Agreement to be the responsibility of others.

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

ARTICLE 3 - TERM, DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

- 3.1** The term of this Agreement shall commence on the date of this Agreement and shall expire one hundred eighty (180) days from the date of this Agreement.
- 3.2** The date of commencement of work shall be the date on which notice to proceed is issued. Notice to proceed will be issued within one (1) day of date on which the Agreement is signed by the parties.
- 3.3** The work shall be substantially completed prior to the expiration of the term of this Agreement.

ARTICLE 4 - CONTRACT SUM

- 4.1** The Owner shall pay the Contractor on a fee basis not to exceed one hundred fifty-two thousand three hundred ninety-seven dollars (\$152,397.00).

ARTICLE 5 - PAYMENTS

- 5.1** Payment shall be remitted after completed tasks have been approved by the Owners Representative, and an invoice for said service 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.
- 6.3** The Owner may, by written notice to the Contractor, terminate the Agreement completely or partially if the Contractor is in default regarding any provision of the Contract. 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.
- 6.3** The work may be suspended by the Owner.

ARTICLE 7 - NOTICE

- 7.1** The Owner's representative is:
RAUL DOMINGUEZ
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:

**ANTHONY RAYMER
VICE PRESIDENT
SHENANDOAH RESTORATIONS, INC.
10229 BROAD RIVER ROAD
IRMO, SC 29063**

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; and
 - 8.1.7** Performance and payment bonds equal to the annual contract amount.

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 Consultant 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 (signature)

Shenandoah Restorations, Inc.
(signature)

City Manager (printed name)

Shenandoah Restorations, Inc.
(printed name and position)

Witness (signature)

Witness (signature)

Witness (printed name)

Witness (printed name)



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 08/05/2026
From: Alan Eisenman, Finance Director
Item Name: Authorization to allow the City Manager to enter into a Contractual Agreement for Carnegie Library Interior and Arsenal Walls Restoration
Meeting Date: August 18, 2026
Department: Finance Department

Background Information:

Introduction:

On May 19, 2026, the City solicited a request for proposals, RFP 2026-114 Carnegie Library & Arsenal Walls Restoration.

Background:

The public notice was posted on the City's website, the State of South Carolina Business Opportunities(SCBO) website and was advertised in the Island News. A non-mandatory pre-bid meeting was held on May 28. Questions were received by the June 6 deadline and answers were posted on June 12. Three bids were received by the submittal deadline of June 26 at 2:00 PM. The bids were opened during a public meeting. The project budget is \$439,639, \$200,000 from the Parks & Tourism Fund and \$239,639 from the State Accommodations Tax Fund.

Charles Blanchard Construction Corp. Charleston, SC	\$ 730,790.29
Esposito Commercial Construction, Inc. Hilton Head Island, SC	\$1,325,714.88
Mashburn Construction Company, Inc. Bluffton, SC	\$ 266,581.00

On July 14, the selection committee of Linda Roper, Brian Ranger and Betty Prime, Meadors Inc., Historic Architect & Conservator met to review the summary and ranking of their independent evaluations. Mashburn Construction Company's evaluation scores ranked the highest based upon their demonstrated experience with similar projects and ability to complete the work on time, in addition to being the lowest bid. On July 23, the committee discussed with Mashburn and their masonry subcontractor via a MS Teams meeting to confirm they have sufficient experience working with natural cement that is required for the Arsenal Walls.

The selection committee is unanimous in recommending Mashburn Construction Company, Inc. as the lowest, most responsive bidder for this project.

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 Masburn Construction Company, Inc. for Carnegie Library Interior and Arsenal Walls Restoration.

Placed on Agenda For:

Action

Attachments:

1. RECOMMENDATION MEMO RFP 2026-114
2. MASHBURN BID RFP 2026-114_Redacted
3. CONTRACT RFP 2026-114 CARNEGIE LIBRARY ARSENAL WALLS RESTORATION



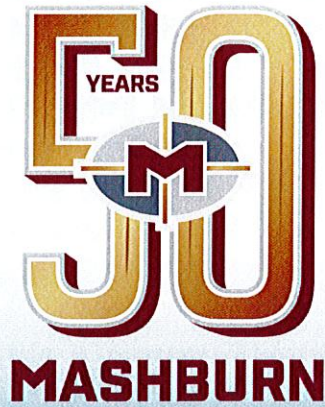
TO: SCOTT MARSHALL
FROM: JAY PHILLIPS
SUBJECT: RFP 2026-114 CARNEGIE LIBRARY INTERIOR & ARSENAL WALLS RESTORATION
DATE: JULY 30, 2026
CC: LINDA ROPER, BRIAN RANGER, BRYAN DURRANCE, ALAN EISENMAN, BETTY PRIME, MEADORS, INC.

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The selection committee is unanimous in recommending Mashburn Construction Company, Inc. as the lowest, most responsive bidder for this project. Upon your approval, a notice of intent to award and a sample contract will be sent to Mashburn, and the contract award recommendation will be scheduled for Council approval on August 18.



RFP NO. 2026-114

CARNEGIE LIBRARY INTERIOR & EXTERIOR AND ARSENAL WALLS RESTORATION

JUNE 26, 2026



June 26, 2026

City of Beaufort Procurement Department
1911 Boundary Street
Beaufort, SC 29902

RE: RFP No. 2026-114 – Carnegie Library Interior & Exterior and Arsenal Walls Restoration

Dear Evaluation Committee,

On behalf of Mashburn Construction, thank you for the opportunity to submit our proposal for the Carnegie Library Interior Restoration and Beaufort Arsenal Walls Restoration Project. We are honored to be considered for work involving two contributing structures within the Beaufort National Historic Landmark District and recognize the responsibility that comes with preserving buildings of such significant historic, cultural, and architectural value. The project's focus on interior plaster restoration, historic wall repairs, and exterior restoration aligns directly with Mashburn's extensive historic preservation experience throughout South Carolina and the Southeast. We have carefully reviewed the Request for Proposal, including the General Terms and Conditions, and affirm our understanding of and commitment to complying with all requirements as a component of the contract documents.

For nearly five decades, Mashburn Construction has successfully restored, renovated, and preserved historic structures across a wide variety of markets, including civic, educational, hospitality, commercial, religious, and institutional facilities. Throughout that time, we have developed extensive expertise in historic stucco and plaster restoration, ranging from intricate interior plaster repairs to large-scale exterior façade rehabilitation. Our teams understand the importance of preserving original materials and craftsmanship while implementing durable, long-term solutions that maintain the historic integrity of each structure.

Of particular relevance to this project is Mashburn's experience with both traditional and Natural Cement Stucco systems. Over the years, we have completed numerous projects involving the repair, restoration, matching, and installation of historic stucco assemblies, including work requiring specialized preservation techniques and close coordination with architects, preservation consultants, and regulatory agencies. This experience allows our team to understand not only how these historic materials were originally installed, but also how they perform over time and how best to restore them while respecting the character of the building.

In addition to our preservation expertise, Mashburn brings the resources, financial strength, safety culture, and project management systems necessary to successfully deliver complex restoration projects. Our team understands the coordination requirements associated with this project, including collaboration with concurrent contractors performing roofing and window restoration work. We are committed to maintaining clear communication, protecting historic building elements, minimizing disruption, and delivering a finished product that reflects the City's vision for these important landmarks.

As we approach our 50th anniversary, Mashburn remains committed to preserving the historic buildings and places that define South Carolina's communities. We appreciate the opportunity to submit our qualifications and look forward to partnering with the City of Beaufort to restore and preserve these significant historic assets for future generations.

Thank you for your consideration.

Sincerely,

MASHBURN CONSTRUCTION COMPANY, INC.

Richard Kinard, Executive Vice President
rkinard@mashburnconstruction.com



COLUMBIA

1820 Sumter Street
Columbia, SC 29201



CHARLESTON

1202 Chuck Dawley Boulevard
Mt. Pleasant, SC 29464



GREENVILLE

2028 Gibbs Shoals Road
Greer, SC 29650



MYRTLE BEACH

807 N. Kings Highway
Myrtle Beach, SC 29577



BLUFFTON

97 Progressive Street, Suite 211
Bluffton, SC 29910

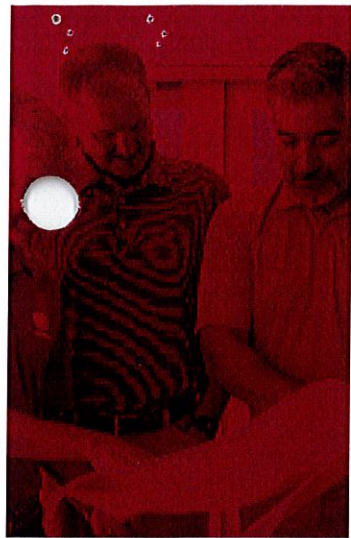


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SECTION 1

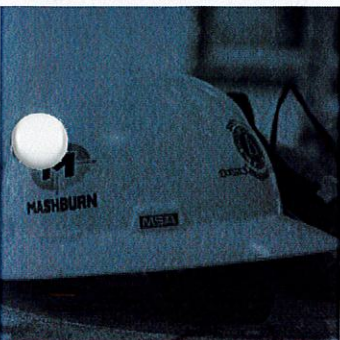
Executive Summary & Firm Overview

SECTION 2

Relevant Project Experience

SECTION 3

Required Forms and Attachments





MASHBURN



SECTION 1

**EXECUTIVE SUMMARY & FIRM
OVERVIEW**

WHY MASHBURN

FIVE DECADES OF HISTORIC PRESERVATION EXPERIENCE

For over 50 years, Mashburn Construction has restored, renovated, and preserved some of South Carolina's most significant historic structures. Our experience spans churches, civic buildings, educational facilities, hospitality projects, and National Register properties, giving our team a deep understanding of the specialized techniques required to protect and preserve historic assets.

PROVEN HISTORIC STUCCO & PLASTER RESTORATION EXPERTISE

Mashburn has successfully completed numerous projects involving extensive historic stucco and plaster repairs, stabilization efforts, and restoration of deteriorated building envelopes. Our team understands the importance of matching original materials, preserving historic character, and implementing repairs that provide long-term durability while respecting the building's architectural significance.

EXPERIENCE WITH HISTORIC MATERIALS & SYSTEMS

From traditional plaster restoration and masonry repairs to Natural Cement Stucco installations and historic building stabilization, Mashburn has the specialized knowledge required to successfully execute preservation-focused projects. We understand that historic restoration requires a different approach than new construction—one built on investigation, craftsmanship, and attention to detail.

COLLABORATIVE, PROACTIVE PROJECT DELIVERY

Historic restoration projects often uncover unforeseen conditions. Mashburn's proactive approach emphasizes early issue identification, open communication, and collaborative problem-solving to minimize disruptions, control costs, and maintain project schedules while protecting the integrity of the structure.

LOCAL PRESENCE. TRUSTED PARTNER.

With a strong presence in the Lowcountry and extensive experience throughout coastal South Carolina, Mashburn brings established relationships with local trade partners, preservation specialists, and regulatory agencies. We understand the unique challenges associated with restoring historic structures and are committed to helping preserve Beaufort's architectural heritage for future generations.

50 YEARS OF PRESERVING SOUTH CAROLINA'S HISTORIC PLACES



Historic Stucco & Plaster Restoration



Natural Cement Stucco Experience



Historic Masonry & Structural Repairs



Occupied & Active Facility Renovations



Preservation-Focused Construction Expertise



Local Lowcountry Presence & Resources



MASHBURN
PARTNERING TO DELIVER AN EXCEPTIONAL BUILDING EXPERIENCE

ABOUT MASHBURN CONSTRUCTION

Founded in 1976, Mashburn Construction is a full-service construction company providing preconstruction services, construction management, design-build and general contracting services. For five decades, the company has exemplified Building with Integrity by providing superior service and quality to clients in the healthcare, historic renovation, hospitality, industrial, institutional, education and religious construction markets.

Mashburn's focus is on the long-term relationship versus short term profit. For 50 years, the company has developed business relationships with architects, engineers, subcontractors, and vendors. Mashburn takes an owners' bold vision for a facility, partners with creative designers, provides open book competitive pricing and delivers quality craftsmanship.

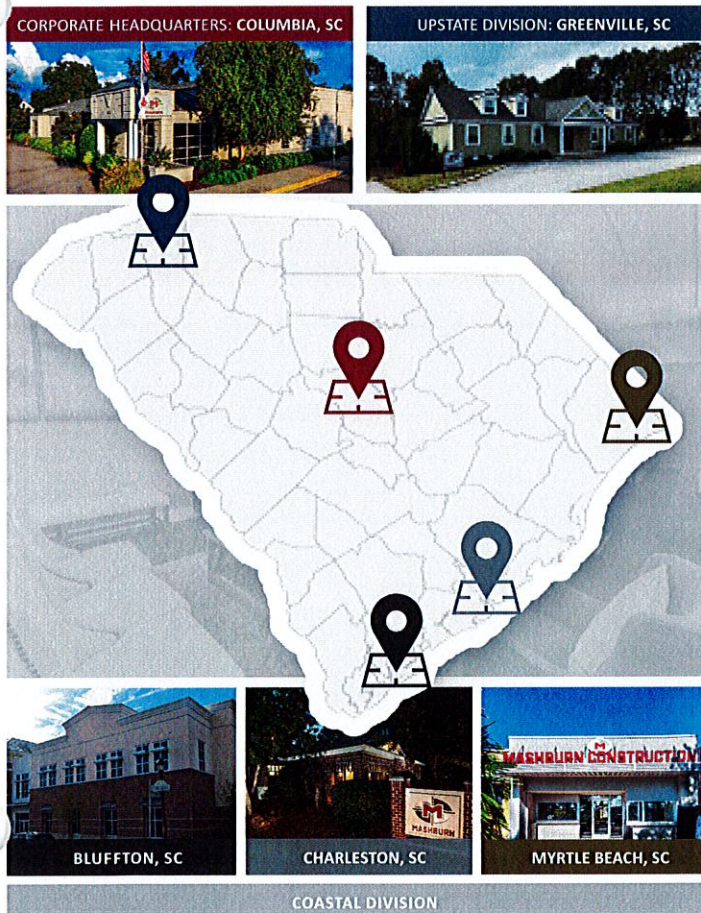
Headquartered in Columbia, Mashburn also has offices in Charleston, Greenville, Myrtle Beach, and now Bluffton, SC. These offices provide clients with a strong local presence in addition to the knowledge and capabilities of a regional contractor.

With over 100 employees across South Carolina and an average annual revenue approaching \$200 million, Mashburn has earned numerous awards for construction excellence, historic preservation, and workplace culture—including repeated recognition as one of South Carolina's Best Places to Work.

OUR HISTORY

In 1976, Founder and CEO Harry Mashburn established Mashburn Construction, a company dedicated to protecting the interests of its clients. Still today, the company motto of Building with Integrity signifies a commitment to honesty, quality, and efficiency in construction.

In 2010, the next generation of the Mashburn family was promoted into key leadership roles—Paul Mashburn became President & Chief Operating Officer, Lee Mashburn became Executive Vice President of Preconstruction, and Harry presided as CEO. When Harry officially retired in May 2017, Paul took over as Chief Executive Officer and Lee advanced to become President of the firm.



ABOUT MASHBURN CONSTRUCTION

OUR MISSION



OUR VISION



FIRM INFORMATION

Legal Name:

Mashburn Construction Company Incorporated

Corporate Office Address:

1820 Sumter Street
Columbia, SC 29201

Corporate Office Phone:

[REDACTED]

Point of Contact:

Richard Kinard, *Executive Vice President*
rkinard@mashburnconstruction.com

[REDACTED]

License #:

CLG.11007

Officers

NAME	TITLE
Paul Mashburn	Chief Executive Officer (CEO)
Harry Mashburn, Jr. (Lee)	President
Brian D'Amico	Chief Financial Officer (CFO)
Barbara Stickels	Corporate Secretary

Executive Committee

NAME	TITLE
Paul Mashburn	Chief Executive Officer (CEO)
Harry Mashburn, Jr. (Lee)	President
Brian D'Amico	Chief Financial Officer (CFO)
Richard Kinard	Executive Vice President
Brian Johnston	Executive Vice President - Operations
Josh Kay	Vice President
Drew Coleman	Vice President
Barbara Stickels	Office Manager & Executive Administrator





MASHBURN



SECTION 2

RELEVANT PROJECT EXPERIENCE

PARTNERING TO DELIVER AN EXCEPTIONAL BUILDING EXPERIENCE.



HISTORIC RENOVATION MARKET EXPERIENCE

Mashburn brings **extensive expertise in historic renovation and preservation**, delivering exceptional results on projects ranging **from landmark federal buildings to transformative private redevelopments**. Our team combines modern construction practices with a deep respect for architectural heritage, **ensuring historic structures are preserved for future generations**.

Expertise Across Historic Renovation Sectors:

Federal & Government Historic Buildings

Institutional & Educational Facilities

Commercial & Mixed-Use Redevelopments

Private & Cultural Landmarks

Notable Projects:



College of Charleston Exterior Renovations - Mashburn restored three of the college's most historic buildings, delivering structural repairs and historically accurate restoration of masonry, roofing, windows, ornamental iron, and rare architectural features while preserving each building's historic character.



1728-1730 Main Street - Mashburn completed the adaptive reuse of two historic buildings in Columbia, transforming 25,000 square feet into a mixed-use development with luxury apartments, wellness-focused retail space, and modern building enhancements.



Calhoun Building Exterior Renovations - Mashburn restored historic limestone railings and terraces, installed new limestone pavers, upgraded storm drainage systems, and completed 3,000 square feet of basement renovations while delivering significant cost savings through innovative construction methods.



Clarendon County Courthouse - Mashburn restored and modernized the 21,000-square-foot Clarendon County Courthouse, a National Register landmark, preserving historic architectural features while rehabilitating structural systems, masonry, roofing, windows, doors, and accessibility elements.

Visionary Leadership in Historic Preservation



With **decades of experience** in historic preservation, adaptive reuse, and redevelopment, **Lee Mashburn** has led the restoration of numerous landmark properties across South Carolina, including projects listed on the **National Register of Historic Places**. His expertise spans historic tax credits, complex renovations, and revitalization initiatives that preserve architectural heritage while creating new opportunities for communities. Through both Mashburn Construction and his personal development investments, **Lee has played a key role in transforming historic buildings into vibrant, modern spaces that honor the past and support future growth.**

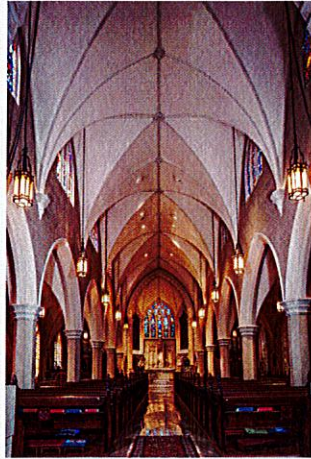
Recognized for Excellence in Historic Preservation



HISTORIC STUCCO & PLASTER RESTORATION EXPERIENCE

Grace Episcopal Church Restoration & Structural Stabilization

Mashburn completed multiple phases of restoration work at the historic Grace Episcopal Church, including structural stabilization and reinforcement of clerestory and side wall systems following earthquake-related damage. The project required careful coordination within an occupied historic facility while preserving the building's architectural character and historic materials, **demonstrating our experience with complex restoration, masonry, and plaster-related repairs.**



Church of the Holy Cross Restoration

Mashburn completed the historic restoration of a National Historic Landmark church constructed using rare pise-de-terre (rammed earth) construction. The project included extensive plaster repair and replacement, structural shoring and stabilization, replacement of damaged timber trusses, restoration of historic architectural elements, and installation of new roofing, concrete slabs, and MEP systems. Original stained-glass windows were carefully preserved and reinstalled, **demonstrating Mashburn's expertise in protecting and restoring historically significant structures while integrating modern building systems.**



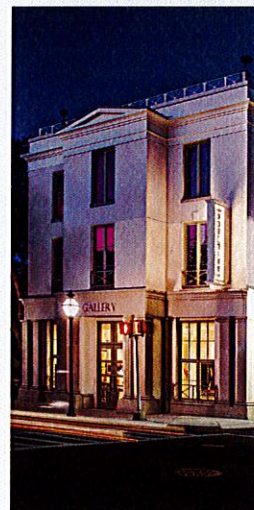
DECADES OF DEMONSTRATED SUCCESS

26 & 28 Broad Street Renovation

Mashburn completed a 17,500 SF adaptive reuse renovation of two historic downtown Charleston buildings, transforming existing commercial space into a restaurant and wine cellar. The project included selective demolition, masonry, waterproofing, custom millwork, historic window restoration, specialty finishes, and comprehensive MEP upgrades, **showcasing Mashburn's experience renovating and modernizing historic structures while preserving their character.**



Grand Bohemian Hotel Adaptive Reuse



Mashburn delivered the adaptive reuse and construction of a boutique hospitality project in historic downtown Charleston, requiring careful integration of modern building systems within a historically sensitive environment. The project included the preservation and reuse of original architectural elements, extensive coordination on a constrained urban site, and implementation of high-end finishes while maintaining the character of the surrounding historic district. **Through proactive planning and value engineering, Mashburn successfully balanced preservation goals, construction quality, and budget objectives.**

COMING SOON: MARION COUNTY LIBRARY

Mashburn is preparing to break ground on the renovation and expansion of the historic Marion County Library, transforming the original 1905 Carnegie library and its 1970s addition into a modern, 9,175-square-foot community destination. The project will preserve the building's historic character through façade restoration, roofing improvements, and wood cornice rehabilitation while introducing a thoughtfully designed addition with expanded library spaces, meeting rooms, children's and teen areas, and enhanced accessibility. Site improvements, including outdoor gathering spaces, landscaping, and parking enhancements, will create a welcoming community hub for generations to come.



THE PINCH

Charleston, SC

DELIVERY METHOD

Cost Plus

CONSTRUCTION COST

\$14,296,503

SIZE

34,845 SF

COMPLETION DATE

November 2022

OWNER REFERENCE

Method Co.

Steve Nonnemaker



PROJECT OVERVIEW

- ✓ Mashburn worked alongside LS3P to complete this multi-building development which is comprised of multiple buildings in Charleston: 334, 336 and 332 King Street, as well as 36 George Street.
- ✓ Two of the buildings, 334 and 332 King Street, are connected. Mashburn demolished 334 King Street and provided restoration services to the building's facade as well as interior renovations to the historic Bob Ellis Building at 332 King Street.
- ✓ Mashburn constructed a 3-story building which houses 24 extended stay suites while also providing retail, restaurant and café spaces on the ground floor.
- ✓ The fourth building, 36 George Street, is a standalone house from the 1830's. Mashburn restored the facade of the building and completed interior renovations.
- ✓ The unique combination of demolition, new construction and historic restoration on a tight, historic site in downtown Charleston made it imperative that Mashburn provided strategic sequencing and coordination with subcontractors and the City.





LAURENS COUNTY HISTORIC COURTHOUSE

Laurens, SC

DELIVERY METHOD

Lump Sum

CONSTRUCTION COST

\$19,500,000

SIZE

15,000 SF

COMPLETION DATE

March 2026

OWNER REFERENCE

Melissa Ferqueron

Deputy County Administration

PROJECT OVERVIEW

- ✓ The 1830s Laurens County Courthouse occupies the center block of the City of Laurens's Public Square. The 14,000 SF 2-story Greek Revival structure is listed on the US Department of Interior's National Register of Historic Places.
- ✓ Phase II restored the building's exterior historic features and include: installing new historic windows and doors; restoration of the stucco facade and pediments; new copper roof, gutters, and downspouts; restoring the monumental stairs; new historic metal railings; and new exterior lighting.
- ✓ Phase III will renovate the interior to complement the building's historic exterior and support flexible use for county functions and community events. Spaces will accommodate meetings, conferences, performances, and social gatherings, along with a multi-use exhibit area and visitor center showcasing the courthouse's restored historic features.





UNIVERSITY OF SOUTH CAROLINA THORNWELL COLLEGE

Columbia, SC

DELIVERY METHOD

Lump Sum

CONSTRUCTION COST

\$17,865,000

SIZE

43,560 SF

COMPLETION DATE

November 2025

OWNER REFERENCE

Derek S. Gruner,
University Architect
University of South Carolina



PROJECT OVERVIEW

✔ This project involved a major maintenance renovation of the historic Thornwell College building, located on the University of South Carolina's Horseshoe. The three-story structure, including a basement and ventilated attic, was renovated to preserve its historic character while upgrading building systems and functionality.

✔ The existing floor structures and wood-framed interior walls were removed in their entirety, leaving the existing exterior walls, interior masonry walls, and roof structure intact. The building interior was reconstructed with new wood-framed construction, creating 61 residential suites along with associated support and common spaces. Existing infrastructure and utilities were fully replaced as part of the renovation.

✔ Additional work included a new entry addition, site and exterior improvements, extensive repairs to the historic slate shingle roof, and full-scale hazardous material abatement. The project also incorporated sustainability and waste management measures in support of Green Globes certification.



CAPITAL CITY STUCCO

RELEVANT PROJECTS - CAPITAL CITY STUCCO

526 S. Church Street – Ongoing renovation of the former Duke Energy headquarters in downtown Charlotte

Auburn Quad Residences – Restoration of historic interior plaster and stucco finishes

Hartsfield-Jackson Atlanta International Airport – Restoration of exterior EIFS systems





MASHBURN



SECTION 3

**REQUIRED FORMS AND
ATTACHMENTS**

Price Summary Form

CARNEGIE LIBRARY INTERIOR REPAIRS & ARSENAL WALLS RESTORATION PROJECT RFP#2026-114

Contractor: Mashburn Construction		Estimated Project Duration: 7 Weeks, 1.62 Months	
		Estimated Cost	Comments
Beaufort Arsenal Exterior Wall Restoration			
WALLS (WORK AREAS 1-2), NOTE: ALTERNATES ARE NOT APPLICABLE TO WORK AREAS 1&2			
	General Conditions (Mobilization/Demobilization, Permitting, Sanitary Facilities, Debris Removal, Site Protection, Final 1 Cleaning, Site Supervision)		24,489
2	Scaffolding, Equipment Rental		13,838
3	Masonry- Stucco Repairs and Repointing		126,642
4	Painting- Mineral Coating		25,370
	PROJECT SUBTOTAL:		190,339

		Estimated Cost	Comments
Carnegie Library Interior Repairs			
	General Conditions (Mobilization/Demobilization, Permitting, Sanitary Facilities, Debris Removal, Site Protection, Final 1 Cleaning, Site Supervision)		31,524
2	Hazardous Materials Abatement		30,674
3	Interior Plaster Restoration		9,802
4	Interior Carpentry		1,936
5	Interior Painting & Wall Coverings		2,306
	PROJECT SUBTOTAL:		76,242
	PROJECT TOTAL:		266,581

ID		Task Mode	Task Name	Duration	Start	Finish	Predecessors	Resource Names	August 2026
									29 3
1			Total Construction	36 days	Mon 8/3/26	Mon 9/21/26			
2			Renovation - Carnegie Library Interior	26 days	Mon 8/3/26	Mon 9/7/26			
3			Mobilization & protection- Mashburn/Initial Trades	2 days	Mon 8/3/26	Tue 8/4/26			
4			Plaster/asbestos abatement and demolition	3 days	Wed 8/5/26	Fri 8/7/26	3		
5			Interior wall & ceiling plaster, trim, and wood panel restoration	7 days	Mon 8/10/26	Tue 8/18/26	4		
6			Interior painting and wallcovering installation	3 days	Wed 8/19/26	Fri 8/21/26	5		
7			Final cleaning	1 day	Mon 8/24/26	Mon 8/24/26	6		
8			Punchlist	10 days	Tue 8/25/26	Mon 9/7/26	7		
9			Substantial Completion - Library	0 days	Mon 9/7/26	Mon 9/7/26	8		
10			Restoration - Arsenal Wall	34 days	Wed 8/5/26	Mon 9/21/26			
11			Stucco demo/repair	15 days	Wed 8/5/26	Tue 8/25/26	3		
12			Stucco mineral coating application	5 days	Wed 8/26/26	Tue 9/1/26	11		
13			Exterior painting of downspouts, leaderheads, and entry door hardware	2 days	Wed 9/2/26	Thu 9/3/26	12		
14			Final cleaning	2 days	Fri 9/4/26	Mon 9/7/26	13		
15			Punchlist	10 days	Tue 9/8/26	Mon 9/21/26	14		
16			Substantial Completion - Arsenal Wall	0 days	Mon 9/21/26	Mon 9/21/26	15		

CITY OF BEAUFORT
SOUTH CAROLINA
RFP SIGNATURE PAGE
RFP 2026-114

PROPOSER'S NAME: Mashburn Construction Company, Inc.

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
<u>1</u>	<u>6/2/26</u>
<u>2</u>	<u>6/2/26</u>
<u>3& 4</u>	<u>6/12/26</u>

Address: Post Office Box: _____ Zip: _____

Street: 1820 Sumter St. 29201 Zip: _____

City: Columbia State: SC

Telephone: 803-400-1000 Fax: _____

Email: rkinard@mashburnconstruction.com

*Signature:  Title: Executive Vice President

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: Richard Kinard Date: 6/26/26

ETHICS IN PUBLIC CONTRACTING AFFIDAVIT

STATE OF South Carolina)

COUNTY OF Richland)

H. Lee Mashburn, Jr., being first duly sworn, deposes and says that:

1. He/She is President (title) for/of Mashburn Construction Company, Inc. (company/business), the Bidder that has submitted the attached Bid;
2. He/She is legally qualified and capable of signing this affidavit and is authorized to do so by Bidder;
3. He/She is fully informed regarding the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
4. Such Bid is genuine and is made without fraud;
5. Neither the said Bidder, 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 subcontractor 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 Bidder, 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.

June 26th, 2026
DATE

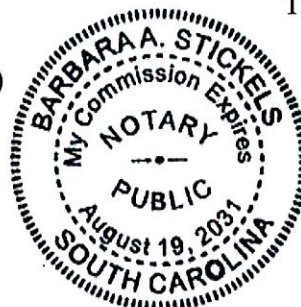
Mashburn Construction Company Inc.
COMPANY/BUSINESS
BY: *H. Lee Mashburn, Jr.*
SIGNATURE

H. Lee Mashburn, Jr.
PRINTED NAME

SWORN to before me this 26th
day of June, 20 26

ITS: President
TITLE

Notary Public for South Carolina (state)
My commission expires 80/19/2031
By: *Barbara A. Stickels*
(signature)



NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

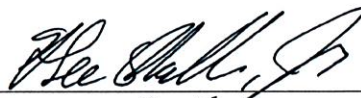
STATE OF South Carolina)

COUNTY OF Richland)

H. Lee Mashburn, Jr., being first duly sworn, deposes and says that:

1. He/She is President of Mashburn Construction Company, Inc., the Bidder that has submitted the attached Bid;
2. He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder 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 Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding 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 bidder, firm or person to fix the price or prices in the attached Bid or of any other bidder, or to secure through any other bidder, or to fix any overhead, profit or cost element of the bid price or the bid price of any other bidder, 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; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by a collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(signed)

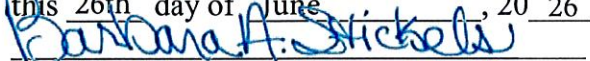


President

(title)

Subscribed and sworn to before me

this 26th day of June, 2026



(signature)

My commission expires 08/19/2031



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	

* Submit copy of certification certificate, as applicable

LITIGATION, ARBITRATION, MEDIATION

1. *Mashburn Construction v. Kingston Resort Owner, LLC*

This matter is currently pending in Arbitration before Arbitrator Blanton O’Neal, Esq and arises out of Mashburn’s construction of a new Brewhouse and Swimming Pool Complex at the Kingston Plantation Resort in Myrtle Beach, SC. Work was completed in the fall of 2022. Upon completion of work, Mashburn sought payment from Kingston Resort Owner, LLC (“Kingston”) for work completed and for extended general conditions based on project delays in the approximate amount of \$1.7 million.

The Arbitration Hearing has been delayed several times; however, we anticipate the Hearing will be held sometime in 2026. We believe that Mashburn will be successful in its affirmative contract claims for payment of amounts owed.

2. *High Ground Property, LLC v. Mashburn Construction, et al.*

This matter is currently pending before the Charleston County Court of Common Pleas and arises out of Mashburn’s construction of an industrial warehouse building in Ladson/North Charleston, SC. Work was completed in the fall of 2012. Mashburn was the design-builder for the construction, which was made of concrete-tilt up walls. Mashburn hired a subcontractor for the structural design and construction of the tilt-up walls. Nearly 10-years after the substantial completion of construction, the tenant of a subsequent purchaser of the property noticed – through the investigation of a non-related construction related issue – that the tilt-up panels did not include structurally engineered connections between foundations and the vertical panels. The building owner discussed the issue with Mashburn’s subcontractor responsible for the design and construction and when that discussion proved unfruitful the building owner filed a lawsuit in Charleston County against Mashburn, the subcontractor Citadel Contractors, Citadel’s structural design consultant Coggin Carrera, and the project architect Garvin Design. Subsequently, Mashburn filed cross-claims against co-defendants Citadel and Coggin-Carrera for indemnity and, in the case of Citadel, breach of contract.

The matter has been mediated twice – the first in October 2023 and the second in July 2024. The second mediation was more successful than the first and was briefly paused to allow the Plaintiff to evaluate and discuss the settlement proposal of Defendants that includes an alternative cost of remediation of the issues. The progress was good, and we expect the case to progress toward resolution.

We believe that Mashburn will be successful in its affirmative cross-claims for indemnity as it subcontracted the entirety of the issues that are subject to litigation. Mashburn’s insurance carrier has provided a defense to the claim (under a reservation of rights), and to date, and defense and indemnity claims to Mashburn subcontractor have been pending for some time. Therefore, we do not expect, at this time, Mashburn to have any significant out-of-pocket costs associated with any verdict on Plaintiff’s claims.

3. *Other Mediation/Arbitration/Litigation*

We are not aware of any unasserted claims or assessments against Mashburn Construction, Inc. at this time.

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 Mashburn Construction Company, Inc.

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 **August** in the year 2026.

BETWEEN the Owner:

**CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902**

and the Contractor:

MASHBURN CONSTRUCTION COMPANY, INC.

The Project is:

**RFP 2026-114 CARNEGIE LIBRARY INTERIOR & ARSENAL WALLS
RESTORATION**

The Owner and Contractor 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); Request for Proposals No. 2026-114 (hereinafter "RFP"); the Proposal Submitted by Mashburn Construction, Company, Inc. in response to the RFP (hereinafter "Proposal"); drawings, specifications, or addenda 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-

Contractor shall provide all goods and services necessary to fully execute the work

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

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 - TERM, DATE OF COMMENCEMENT AND SUBSTANTIAL

COMPLETION 3.1 The term of this Agreement shall commence on the date of this Agreement and shall expire one hundred eighty (180) days from the date of this Agreement.

3.2 The date of commencement of work shall be the date on which notice to proceed is issued. Notice to proceed will be issued within one (1) day of date on which the Agreement is signed by the parties.

3.3 The work shall be substantially completed prior to the expiration of the term of this Agreement.

ARTICLE 4 - CONTRACT SUM

4.1 The Owner shall pay the Contractor on a fee basis not to exceed two hundred sixty-six thousand five hundred eighty-one dollars (\$266,581.00).

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 service 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 Owner may, by written notice to the Contractor, terminate the Agreement completely or partially if the Contractor is in default regarding any provision of the Contract. 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.

6.2 The work may be suspended by the Owner.

ARTICLE 7 - NOTICE

The parties' representatives for any notice required to be given herein are as follows:

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

7.1 The Owner's representative is:

**RAUL DOMINGUEZ
CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT, SOUTH CAROLINA 29902**

7.2 Contractor's representative is:

**RICHARD KINARD
EXECUTIVE VICE PRESIDENT
MASHBURN CONSTRUCTION COMPANY, INC.
1820 SUMTER STREET
COLUMBIA, SC 29201**

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; and

8.1.7 Performance and payment bonds equal to the annual contract amount.

This Agreement is entered into as of the day and year first written above and is executed in at least three original



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

copies, of which one is to be delivered to the Owner's Director of Capital Projects, one to the Consultant for use in the administration of the Agreement, and the remainder to the Owner.

City Manager (signature)

Mashburn Construction Company, Inc.
(signature)

City Manager (printed name)

Mashburn Construction Company, Inc.
(printed name and position)

Witness (signature)

Witness (signature)

Witness (printed name)

Witness (printed name)



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/21/2026
From: Scott Marshall, City Manager
Item Name: Ordinance amending Section 1-7002 of the Code of Ordinances relating to the appointment of the Municipal Judge - First Reading
Meeting Date: August 18, 2026
Department: City Managers Office

Background Information:

Introduction:

Consider first reading of an ordinance amending Section 1-7002 of the City of Beaufort Code of Ordinances to remove the requirement that City Council appoint an assistant municipal court judge and to provide that the Municipal Judge shall be appointed in accordance with Chapter 25, Title 14 of the South Carolina Code of Laws, as amended.

Background:

Section 1-7002 of the Code of Ordinances currently requires City Council to appoint both a Municipal Judge and an assistant municipal court judge. The section also includes language establishing the initial term of the assistant municipal court judge and requiring the appointment of one or more assistant judges to serve during the temporary absence or legal incapacity of the Municipal Judge.

The proposed ordinance removes the requirement for the appointment of an assistant municipal court judge and updates the section to provide that the Municipal Judge shall be appointed in accordance with Chapter 25, Title 14 of the South Carolina Code of Laws, as amended. The amendment simplifies the City's ordinance by eliminating provisions that are no longer necessary while relying on state law to govern the appointment of the Municipal Judge.

Legal Authority:

Chapter 25, Title 14 of the South Carolina Code of Laws governs municipal courts and the appointment of municipal judges. Section 5-7-260 of the South Carolina Code of Laws authorizes municipalities to enact and amend ordinances governing municipal affairs.

Staff Recommendation:

Staff recommends approval of the proposed ordinance.

Placed on Agenda For:

Action

Attachments:

1. Draft Ordinance Amending Municipal Judge Appointment BTC
2. Redlined Sec. 1_7002. Judge appointment tenure compensation.
3. Changed Sec. 1_7002. Judge appointment tenure compensation.

ORDINANCE NO. 2026/15

AN ORDINANCE AMENDING SECTION 1-7002 OF THE CODE OF ORDINANCES OF
THE CITY OF BEAUFORT, SOUTH CAROLINA, RELATING TO THE APPOINTMENT OF
THE MUNICIPAL JUDGE

WHEREAS, the City of Beaufort has established a Municipal Court pursuant to the laws of the State of South Carolina; and

WHEREAS, Section 1-7002 of the Code of Ordinances requires City Council to appoint a municipal judge and an assistant municipal judge; and

WHEREAS, the City Council has determined that the requirement to appoint two judges is unnecessary and that the Code of Ordinances should be amended to remove that requirement; and

WHEREAS, City Council finds that the appointment of the Municipal Judge and the filling of vacancies of any municipal judgeship should be governed by applicable provisions of Code of Ordinances and South Carolina law.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Beaufort, South Carolina, duly assembled and by the authority of the same, that the Code of Ordinances is hereby amended as follows:

1. Section 1-7002, Judge; appointment; tenure; compensation, is hereby amended to read as follows:
 Sec. 1-7002. Judge; appointment; tenure; compensation.
 A Municipal Judge shall be appointed to serve for a term set by City Council in accordance with Section 14-25-25 of the South Carolina Code of Laws, as amended. City Council may, but shall not be required to, appoint one or more assistant municipal judges. The compensation of the Municipal Judge and any assistant municipal judge shall be determined from time to time by City Council.
2. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency.
3. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.
4. This ordinance shall become effective upon second reading and adoption by City Council.

PHILIP E. CROMER, MAYOR

ATTEST:

TRACI GULDNER, CITY CLERK

First Reading: _____

Second Reading & Adoption: _____

Reviewed as to form by Benjamin T. Coppage.

Sec. 1-7002. Judge; appointment; tenure; compensation.

A Municipal Judge The court shall be presided over by a judge. The municipal judge shall be appointed to serve for a term set by City Council in accordance with Section 14-25-25 of the South Carolina Code of Laws, as amended. The assistant municipal court judge shall also be appointed by council for a term of two (2) years. The initial appointment shall be for a term to expire August 1, 1983. Thereafter, appointments shall be for terms of two (2) years. City Council may, but shall not be required to, shall appoint one or more assistant municipal judges to serve in the temporary absence or legal incapacity of the municipal court judge. The compensation of the Municipal Judges and any assistant municipal judge shall be determined as from time to time determined by City Council. Vacancies shall be filled in accordance with South Carolina Code, Section 14-25-25.

Sec. 1-7002. Judge; appointment; tenure; compensation.

A Municipal Judge shall be appointed to serve for a term set by City Council in accordance with Section 14-25-25 of the South Carolina Code of Laws, as amended. City Council may, but shall not be required to, appoint one or more assistant municipal judges. The compensation of the Municipal Judge and any assistant municipal judge shall be determined from time to time by City Council.



City of Beaufort
Department Request for City Council Agenda Item

To: City Council **Date:** 07/28/2026
From: Scott Marshall, City Manager
Item Name: Resolution acknowledging transportation needs identified in Beaufort County Ordinance No. 2026/30
Meeting Date: August 18, 2026
Department: City Managers Office

Background Information:

Introduction:

Consideration of a Resolution acknowledging the transportation needs identified by Beaufort County Council in Ordinance No. 2026/30, which placed a Transportation Sales Tax Referendum on the November 3, 2026 General Election ballot. The proposed Resolution recognizes the importance of transportation infrastructure to the public health, safety, and welfare of the City of Beaufort while expressly stating that it is intended solely for informational and educational purposes and does not advocate for or against the pending referendum.

Background:

On June 22, 2026, Beaufort County Council adopted Ordinance No. 2026/30 providing for a countywide referendum to determine whether to impose a one percent transportation sales and use tax to fund transportation improvements throughout Beaufort County. The ordinance followed several months of work by a Transportation Advisory Committee composed of representatives from each County Council district and each municipality within Beaufort County. The committee evaluated transportation needs, received input from local governments and community stakeholders, and recommended a comprehensive list of transportation projects for County Council's consideration.

The adopted ordinance identifies nearly \$780 million in proposed transportation improvements, including roadway, intersection, resurfacing, pedestrian safety, bridge, drainage, and other transportation-related projects. Several of the identified projects are located within or directly benefit the City of Beaufort and are included in the ordinance attached to the proposed Resolution as Exhibit A.

While South Carolina law prohibits the use of public resources to advocate for or against a

pending ballot question, local governments may provide factual information and educate the public regarding matters that will appear before the electorate. The proposed Resolution is intended to acknowledge Beaufort County's legislative findings regarding countywide transportation needs, recognize the importance of transportation infrastructure to the City of Beaufort's public health, safety, and welfare, and encourage informed civic participation. The Resolution expressly states that it is not intended to advocate for or against the referendum or encourage any particular vote.

Legal Authority:

Section 5-7-250 of the South Carolina Code of Laws authorizes municipalities to adopt resolutions in furtherance of municipal purposes and affairs.

The proposed Resolution acknowledges Beaufort County's legislative findings regarding transportation infrastructure needs and recognizes the importance of addressing those needs to protect the public health, safety, and welfare of the City of Beaufort. The Resolution expressly provides that it is adopted solely for informational and educational purposes and shall not be construed as advocating for, endorsing, or opposing the pending referendum.

Staff Recommendation:

Adopt Resolution No. 2026-14, A Resolution Acknowledging the Transportation Needs Identified in Beaufort County Ordinance No. 2026/30 and Recognizing the Importance of Addressing Those Needs for the Public Health, Safety, and Welfare of the City of Beaufort.

Placed on Agenda For:

Action

Attachments:

1. Resolution Acknowledging Referendum Ordinance
2. Exhibit A - County Ordinance with Project List

CITY OF BEAUFORT, SOUTH CAROLINA

RESOLUTION NO. 2026/14

**A RESOLUTION ACKNOWLEDGING THE TRANSPORTATION NEEDS
IDENTIFIED IN BEAUFORT COUNTY ORDINANCE NO. 2026/30 AND
RECOGNIZING THE IMPORTANCE OF ADDRESSING THOSE NEEDS FOR THE
PUBLIC HEALTH, SAFETY, AND WELFARE OF THE CITY OF BEAUFORT**

WHEREAS, on June 22, 2026, Beaufort County Council adopted Ordinance No. 2026/30 entitled *"An Ordinance to Levy and Impose a One Percent (1%) Sales and Use Tax, Subject to a Referendum, Within Beaufort County Pursuant to Section 4-37-30 of the Code of Laws of South Carolina 1976, as Amended; to Define the Specific Purposes and Designate the Projects for Which the Proceeds of the Sales and Use Tax May Be Used; to Provide the Maximum Time for Which Such Sales and Use Tax May Be Imposed; to Provide the Estimated Cost of the Projects Funded from the Proceeds of the Sales and Use Tax; to Provide for a County-wide Referendum on the Imposition of the Sales and Use Tax and the Issuance of General Obligation Bonds; and to Provide for Other Matters Relating Thereto;"*; and

WHEREAS, Beaufort County Ordinance No. 2026/30 provides for the placement of a countywide transportation sales and use tax referendum before the qualified electors of Beaufort County at the November 3, 2026 General Election; and

WHEREAS, prior to adopting Ordinance No. 2026/30, Beaufort County established a Transportation Advisory Committee comprised of representatives from each County Council district and each municipality within Beaufort County to evaluate countywide transportation needs, receive input from municipalities and community stakeholders, and develop a recommended list of transportation projects; and

WHEREAS, Beaufort County Council found that the transportation projects identified in Ordinance No. 2026/30 are intended to improve public safety, facilitate economic development, provide needed infrastructure, enhance quality of life, and address present and future transportation needs throughout Beaufort County, including projects located within or directly benefiting the City of Beaufort, as more particularly described in Exhibit A attached hereto; and

WHEREAS, the City Council of the City of Beaufort recognizes that safe, efficient, and reliable transportation infrastructure is fundamental to protecting the public health, safety, and welfare of its residents, businesses, and visitors, facilitating emergency response, supporting economic vitality, and maintaining the quality of life within the City; and

WHEREAS, the City Council further recognizes that many of the transportation infrastructure needs identified through Beaufort County's planning process have existed for many years and will continue to require substantial public investment regardless of the funding mechanism ultimately utilized; and

WHEREAS, the City Council deems it appropriate to acknowledge Beaufort County's legislative findings regarding countywide transportation needs while respecting the right of the qualified electors of Beaufort County to determine, through the referendum process established by law, whether the proposed funding mechanism should be approved; and

WHEREAS, this Resolution is intended solely to acknowledge the transportation needs identified through Beaufort County's legislative process, recognize the importance of transportation infrastructure to the public health, safety, and welfare of the City of Beaufort, and encourage informed civic participation, and is not intended to advocate for or against the referendum or encourage any elector to vote in any particular manner.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Beaufort, South Carolina, in meeting duly assembled, as follows:

Section 1. Legislative Acknowledgment.

The City Council acknowledges the legislative findings adopted by Beaufort County Council in Ordinance No. 2026/30 regarding the countywide transportation infrastructure needs identified therein and recognizes that those needs include numerous projects that will directly or indirectly benefit the residents, businesses, and visitors of the City of Beaufort.

Section 2. Public Health, Safety, and Welfare.

The City Council finds that continued investment in transportation infrastructure—including roadway improvements, resurfacing, bridge improvements, pedestrian facilities, traffic safety enhancements, drainage improvements, and related transportation projects—is important to protecting the public health, safety, and welfare of the City of Beaufort and supporting the continued economic vitality and quality of life of the community.

Section 3. Referendum.

The City Council acknowledges that the transportation sales and use tax referendum established by Beaufort County Ordinance No. 2026/30 has been lawfully placed before the qualified electors of Beaufort County and encourages all eligible voters to become informed regarding the referendum and to exercise their right to vote.

Section 4. Educational Purpose.

This Resolution is adopted solely for informational and educational purposes. Nothing contained herein shall be construed as advocating for, endorsing, opposing, or otherwise encouraging any vote for or against the transportation sales and use tax referendum.

Section 5. Incorporation of Exhibit.

Beaufort County Ordinance No. 2026/30, including the transportation project list incorporated therein, is attached hereto as **Exhibit A** and incorporated herein by reference for informational and educational purposes.

DONE AND RATIFIED by the Mayor and City Council of the City of Beaufort, South Carolina, this 18th day of August, 2026.

CITY OF BEAUFORT, SOUTH CAROLINA

Philip E. Cromer, Mayor

ATTEST:

Traci Guldner, City Clerk

AN ORDINANCE

TO LEVY AND IMPOSE A ONE PERCENT (1%) SALES AND USE TAX, SUBJECT TO A REFERENDUM, WITHIN BEAUFORT COUNTY PURSUANT TO SECTION 4-37-30 OF THE CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED; TO DEFINE THE SPECIFIC PURPOSES AND DESIGNATE THE PROJECTS FOR WHICH THE PROCEEDS OF THE SALES AND USE TAX MAY BE USED; TO PROVIDE THE MAXIMUM TIME FOR WHICH SUCH SALES AND USE TAX MAY BE IMPOSED; TO PROVIDE THE ESTIMATED COST OF THE PROJECTS FUNDED FROM THE PROCEEDS OF THE SALES AND USE TAX; TO PROVIDE FOR A COUNTY-WIDE REFERENDUM ON THE IMPOSITION OF THE SALES AND USE TAX AND THE ISSUANCE OF GENERAL OBLIGATION BONDS AND TO PRESCRIBE THE CONTENTS OF THE BALLOT QUESTIONS IN THE REFERENDUM; TO PROVIDE FOR THE CONDUCT OF THE REFERENDUM BY THE BOARD OF VOTER REGISTRATION AND ELECTIONS OF BEAUFORT COUNTY; TO PROVIDE FOR THE ADMINISTRATION OF THE SALES AND USE TAX, IF APPROVED; TO PROVIDE FOR THE PAYMENT OF THE SALES AND USE TAX, IF APPROVED; AND TO PROVIDE FOR OTHER MATTERS RELATING THERETO.

BE IT ENACTED BY THE COUNTY COUNCIL OF BEAUFORT COUNTY, SOUTH CAROLINA, IN MEETING DULY ASSEMBLED:

Section 1. Recitals and Legislative Findings. As an incident to the enactment of this ordinance (the “Ordinance”), the County Council (the “County Council”) as governing body of Beaufort County, South Carolina (“County”) makes the following findings:

1.1 The South Carolina General Assembly has enacted Section 4-37-30 of the Code of Laws of South Carolina 1976, as amended (the “Act”), pursuant to which the County governing body may impose by ordinance a sales and use tax in an amount not to exceed one percent, subject to the favorable results of a referendum, within the County area for a specific purpose or purposes and for a limited amount of time to collect a limited amount of money.

1.2 Pursuant to the terms of Section 4-37-30 of the Code of Laws of South Carolina 1976, as amended, the South Carolina General Assembly has authorized county government to finance the costs of certain projects including, but not limited to, highways, roads, streets, bridges and other transportation-related projects facilities including, but not limited to, drainage facilities relating to the highways, roads, streets, bridges, and other transportation-related projects; either alone or in conjunction with other governmental entities. As a means to furthering the powers granted to the County under the provisions of Section 4-9-30 and Sections 6-21-10, *et.seq.* of the Code of Laws of South Carolina 1976 as amended, the County Council is authorized to form a transportation authority or to enter into a partnership, consortium, or other contractual arrangement with one of more other governmental entities pursuant to Title 4, Chapter 37 of the Code of Laws of the South Carolina 1976, as amended. The County Council has decided to provide funding for

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highways, roads, streets, bridges, and other transportation-related projects, *inter alia*, without the complexity of a transportation authority or entering into a partnership, consortium, or other contractual arrangements with one or more other governmental entities at this time; provided that nothing herein shall preclude County Council from entering into partnerships, consortiums, or other contractual arrangements in the future. County Council may utilize such provisions in the future as necessary or convenient to promote the public purposes served by funding highways, roads, streets, bridges, and other transportation-related projects facilities as provided in this Ordinance.

1.3 The County Council finds that a one percent (1%) sales and use tax should be levied and imposed within the County, for the following projects and purpose:

For financing the costs of highways, roads, streets, bridges, and other transportation-related projects facilities related thereto, including, but not limited to, drainage facilities relating to the highways, roads, streets, bridges, and other transportation-related projects.

(the above herein referred to as the “Projects”)

For a period not to exceed nine (9) years from the date of imposition of such tax, to fund the Projects at a maximum cost not to exceed \$780,000,000 to be funded from the net proceeds of a sales and use tax imposed in the County pursuant to provisions of the Act, subject to approval of the qualified electors of the County in referendum to be held on November 3, 2026. The imposition of the sales and use tax and the use of sales and use tax revenue if approved in the referendum, shall be subject to the conditions precedent and conditions or restrictions on the use and expenditure of sales and use tax revenue established by the Act, the provisions of this Ordinance, and other applicable law. Subject to annual appropriations by County Council, sales and use tax revenues shall be used for the costs of the Projects established in this Ordinance, as it may be amended from time to time, including, without limitation, payment of administrative costs of the Projects, and such sums as may be required in connection with the issuance of bonds, the proceeds of which are applied to pay costs of the Projects. All spending shall be subject to an annual independent audit to be made available to the public.

1.4 The County Council finds that the imposition of a sales and use tax in the County for the Projects and purposes defined in this Ordinance for a limited time not to exceed nine (9) years to collect a limited amount of money will serve a public purpose, provide funding for highways, roads, streets, bridges, and other transportation-related projects facilities including, but not limited to, drainage facilities relating to the highways, roads, streets, bridges, and other transportation-related projects; as provided in this Ordinance to facilitate economic development, promote public safety, provide needed infrastructure, promote desirable living conditions, enhance the quality of life in the County, and promote public health and safety in the event of fire, emergency, and other dangers, and prepare the County to meet present and future needs of the County and its

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citizens. The County Council further finds that all unprepared food items eligible for purchase with United States Department of Agriculture food coupons shall be exempted from the Sales and Use Tax (as defined below).

Section 2. Approval of Sales and Use Tax Subject to Referendum.

2.1 A sales and use tax (the “Sales and Use Tax”), as authorized by the Act, is hereby imposed in the County, subject to a favorable vote of a majority of the qualified electors voting in a referendum on the imposition of the tax to be held in the County, South Carolina on November 3, 2026.

2.2 The Sales and Use Tax shall be imposed for a period not to exceed nine (9) years from the date of imposition.

2.3 The maximum cost of the Projects to be funded from the proceeds of the Sales and Use Tax shall not exceed, in the aggregate, the sum of \$780,000,000 and the maximum amount of net proceeds to be raised by the tax shall not exceed \$780,000,000, which includes administrative costs and debt service on bonds issued to pay for the Projects. The estimated principal amount of initial authorization of bonds to be issued to pay costs of the Projects and to be paid by a portion of the Sales and Use Tax is \$780,000,000.

2.4 The Sales and Use Tax shall be expended for the costs of the following described Projects, including payment of any sums as may be required for the issuance of and debt service for bonds, the proceeds of which are applied to such Projects, for the following purposes:

For financing the costs of highways, roads, streets, bridges, and other transportation-related projects facilities, and drainage facilities related thereto, which may include, but not limited to the following Projects at the estimated costs indicated in the “Exhibit A”

The amount of the maximum total funds to be collected which shall be expended for these Projects and purposes shall be no more than \$780,000,000;

2.5 If the Sales and Use Tax is approved by a majority of the qualified electors voting in a referendum to be held in the County on November 3, 2026, the tax is to be imposed on the first day of May 2027, provided the Board of Voter Registration and Elections of Beaufort County shall certify the results not later than November 30, 2026, to the County Council and the South Carolina Department of Revenue (“DOR”). Included in the certification must be the maximum cost of the Projects to be funded in whole or in part from the proceeds of the tax, the maximum time specified for the imposition of the tax, and the principal amount of initial authorization of bonds, if any, to be supported by a portion of the tax.

2.6 The Sales and Use Tax, if approved in the referendum conducted on November 3, 2026 shall terminate on the earlier of:

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(1) April 30, 2036; or

(2) the end of the calendar month during which DOR determines that the tax has raised revenues sufficient to provide the greater of either the costs of the Projects as approved in the referendum or the cost to amortize all debts related to the approved Projects.

2.7 Amounts of Sales and Use Tax collected in excess of the required proceeds must first be applied, if necessary, to complete each project for which the tax was imposed. Any additional revenue collected above the specified amount must be applied to the reduction of debt principal of the County on transportation infrastructure debts only.

2.8 The Sales and Use Tax must be administered and collected by DOR in the same manner that other sales and use taxes are collected. DOR may prescribe amounts that may be added to the sales price because of the Sales and Use Tax.

2.9 The Sales and Use Tax is in addition to all other local sales and use taxes and applies to the gross proceeds of sales in the applicable area that is subject to the tax imposed by Chapter 36 of Title 12 of the Code of Laws of South Carolina 1976, as amended, and the enforcement provisions of Chapter 54 of Title 12 of the Code of Laws of South Carolina 1976, as amended. The gross proceeds of the sale of items subject to a maximum tax in Chapter 36 of Title 12 of the Code of Laws of South Carolina 1976, as amended, are exempt from the Sales and Use Tax. The gross proceeds of the sale of food lawfully purchased with United States Department of Agriculture Food Stamps are exempt from the Sales and Use Tax. The Sales and Use Tax also applies to tangible property subject to the use tax in Article 13, Chapter 36 of Title 12 of the Code of Laws of South Carolina 1976, as amended. Pursuant to the Act, the Council has determined to and does hereby exempt from the Sales and Use Tax all unprepared food items eligible for purchase with United States Department of Agriculture food coupons.

2.10 Taxpayers required to remit taxes under Article 13, Chapter 36 of Title 12 of the Code of Laws of South Carolina 1976, as amended, must identify the county in which the tangible personal property purchased at retail is stored, used, or consumed in this State.

2.11 Utilities are required to report sales in the county in which the consumption of the tangible personal property occurs.

2.12 A taxpayer subject to the tax imposed by Section 12-36-920 of the Code of Laws of South Carolina 1976, as amended, who owns or manages rental units in more than one county must report separately in his sales tax return the total gross proceeds from business done in each county.

2.13 The gross proceeds of sales of tangible personal property delivered after the imposition date of the Sales and Use Tax, either under the terms of a construction contract executed before the imposition date, or written bid submitted before the imposition date,

are exempt from the Sales and Use Tax if a verified copy of the contract is filed with DOR within six months after the imposition date of the Sales and Use Tax.

2.14 Notwithstanding the imposition date of the Sales and Use Tax with respect to services that are billed regularly on a monthly basis, the Sales and Use Tax is imposed on the first day of the billing period beginning on or after the imposition date.

2.15 The County Council hereby establishes a Citizen's Oversight Committee (the "Oversight Committee") to provide oversight of the Projects described in this Ordinance, to gather input from all areas of the County regarding the general projects to be undertaken with proceeds of the Sales and Use Tax, and to make recommendations to the County Council on matters related to the Sales and Use Tax, including but not limited to, the general projects and the prioritization of the Projects. The Oversight Committee will consist of seven (7) members who reflect the interests of all citizens of the County. Three (3) members will be appointed by the County Council; one (1) member will be appointed by the Town Council of Hilton Head Island; one (1) member will be appointed by the Town Council of Bluffton; one (1) member will be appointed by the City Council of the City of Beaufort; and one (1) member will be appointed by the Town Council of the Town of Port Royal. Council members of the County Council and council members of the municipal councils that appoint members to the Oversight Committee are not eligible to serve on the Oversight Committee. Members of the Oversight Committee shall have terms of four (4) years; provided, however, that the three (3) members appointed by the County Council shall have initial terms of three (3) years. All of the terms of the initial members of the Oversight Committee will commence on January 1, 2027, and members may serve two (2) terms on the Oversight Committee. The Oversight Committee will elect officers; produce minutes following each of its meetings which are to be provided to the public and to all of the county, city and town councils which have appointees on the Oversight Committee; deliver quarterly updates to the County Council; follow all of the requirements of the South Carolina Freedom of Information Act; and meet quarterly beginning in the first quarter of 2027 and continuing throughout the time period during which the Sales and Use Tax is imposed.

Section 3. Remission of Sales and Use Tax; Segregation of Funds; Administration of Funds; Distribution to County: Confidentially.

3.1 The revenues of the Sales and Use Tax must be remitted to the State Treasurer and credited to a fund separate and distinct from the general fund of the State. After deducting the amount of any refunds made and costs to DOR of administering the tax, not to exceed one percent of such revenues, the State Treasurer shall distribute the revenues and related interest earnings quarterly to the County Treasurer and the revenues must be used only for the purposes stated herein. The State Treasurer may correct misallocations by adjusting subsequent distributions must be made in the same fiscal year

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as the misallocation. However, allocations made as a result of city or County code errors must be corrected prospectively.

3.2 (a) Any outside agencies, political subdivisions, or organizations designated to receive funding from the Sales and Use Tax must annually submit requests for funding in accordance with procedures and schedules established by the County Administrator. The County Administrator shall prepare the proposed budget for the Sales and Use Tax and submit it to the County Council at such time as the County Council determines. At the time of submitting the proposed budget, the County Administrator shall submit to the County Council a statement describing the important features of the proposed budget.

(b) County Council shall adopt annually and prior to the beginning of each fiscal year a budget for expenditures of Sales and Use Tax revenues. County Council may make supplemental appropriations for the Sales and Use Tax following the same procedures prescribed for the enactment of other budget ordinances. The provisions of this section shall not be construed to prohibit the transfer of funds appropriated in the annual budget for the Sales and Use Tax for purposes other than as specified in the annual budget when such transfers are approved by County Council. In the preparation of the annual budget, County Council may require any reports, estimates, and statistics from any County agency or department as may be necessary to perform its duties as the responsible fiscal body of the County.

(c) Except as specifically authorized by County Council, any outside agency or organization receiving an appropriation of the Sales and Use Tax must provide to County Council an independent audit of such agency's or organization's financial records and transactions and such other and more frequent financial information as required by County Council, all in form satisfactory to County Council.

3.3 DOR shall furnish data to the State Treasurer and to the County Treasurer for the purpose of calculating distributions and estimating revenues. The information which must be supplied to the County upon request includes, but is not limited to, gross receipts, net taxable sales, and tax liability by taxpayers.

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Section 4. Sales and Use Tax Referendum; Ballot Question.

4.1 The Board of Voter Registration and Elections of Beaufort County shall conduct a referendum on the question of imposing a Sales and Use Tax in the area of the County on Tuesday, November 3, 2026, between the hours of 7 a.m. and 7 p.m. under the election laws of the State, mutatis mutandis. The Board of Voter Registration and Elections of Beaufort County shall publish in a newspaper of general circulation the date and purpose of the referendum, including the question that is to appear on the ballot, with the list of Projects and purposes as set forth herein, and the cost of Projects, and shall publish such election and other notices as required by law.

4.2 The referendum question to be on the ballot of the referendum to be held in the County on November 3, 2026, must read substantially as follows:

BEAUFORT COUNTY SPECIAL SALES AND USE TAX

QUESTION 1

I approve a special sales and use tax in the amount of one percent (1%) to be imposed in Beaufort County for not more than nine (9) years, or until a total of \$780,000,000 in resulting revenue has been collected, whichever occurs first, to fund the following projects:

Project (1) For financing the costs of highways, roads, streets, bridges, and other transportation-related projects facilities related thereto including, but not limited to, drainage facilities relating to the highways, roads, streets, bridges, and other transportation-related projects \$780,000,000.

YES _____

NO _____

Instructions to Voters: All qualified electors desiring to vote in favor of levying the special sales and use tax shall vote "YES;" and

All qualified electors opposed to levying the special sales and use tax shall vote "NO."

QUESTION 2

I approve the issuance of not exceeding \$780,000,000 of general obligation bonds of Beaufort County, maturing over a period not to exceed nine (9) years and payable from the special sales and use tax described in Question 1 above, to fund completion of projects from among the categories described in Question 1 above.

YES _____

NO _____

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Instructions to Voters: All qualified electors desiring to vote in favor of the issuance of bonds for the stated purposes shall vote “YES;” and

All qualified electors opposed to the issuance of bonds for the stated purposes shall vote “NO.”

4.3 In the referendum on the imposition of the Sales and Use Tax in the County, all qualified electors desiring to vote in favor of imposing the tax for the stated purposes shall vote “yes” and all qualified electors opposed to levying the tax shall vote “no”. If a majority of the electors voting in the referendum shall vote in favor of imposing the tax, then the tax is imposed as provided in the Act and this Ordinance. Expenses of the referendum must be paid by the County.

4.4 In the referendum on the issuance of bonds, all qualified electors desiring to vote in favor of the issuance of bonds for the stated purposes shall vote “yes” and all qualified electors opposed to the issuance of bonds shall vote “no”. If a majority of the electors voting in the referendum shall vote in favor of the issuance of bonds, then the issuance of bonds shall be authorized in accordance with S.C. Constitution Article X, Section 14, Paragraph (6). Expenses of the referendum must be paid by the County.

Section 5. Imposition of Tax Subject to Referendum.

The imposition of the Sales and Use Tax in the County is subject in all respects to the favorable vote of a majority of qualified electors casting votes in a referendum on the question of imposing the Sales and Use Tax in the County area in a referendum to be conducted by the Board of Voter Registration and Elections of Beaufort County on November 3, 2026, and the favorable vote of a majority of the qualified electors voting in such a referendum shall be a condition precedent to the imposition of the Sales and Use Tax pursuant to the provisions of this Ordinance.

Section 6. Miscellaneous.

6.1 If any one or more of the provisions or portions hereof are determined by a court of competent jurisdiction to be contrary to law, then that provision or portion shall be deemed severable from the remaining terms or portions hereof and the invalidity thereof shall in no way affect the validity of the other provisions of this Ordinance; if any provisions of this Ordinance shall be held or deemed to be or shall, in fact, be inoperative or unenforceable or invalid as applied to any particular case in any jurisdiction or in all cases because it conflicts with any constitution or statute or rule of public policy, or for any other reason, those circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable or invalid in any other case or circumstance, or of rendering any other provision or provisions herein contained inoperative or unenforceable or invalid to any extent whatever; provided, however that the Sales and Use Tax may not be imposed without the favorable results of the referendum to be held on November 3, 2026.

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6.2 This Ordinance shall be construed and interpreted in accordance with the laws of the State and all suits and actions arising out of this Ordinance shall be instituted in a court of competent jurisdiction in this State.

6.3 The headings or titles of the several sections hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretations, or effect of this Ordinance.

6.4 This Ordinance shall take effect immediately upon approval following third reading.

6.5 All previous ordinances regarding the same subject matter as this Ordinance are hereby repealed.

IT IS SO ORDAINED.

Alice Howard
County Council Chairwoman

Sarah Brock, Clerk to Council

First Reading:	May 26, 2026
Second Reading:	June 8, 2026
Public Hearing:	June 8, 2026
Third Reading:	June 22, 2026

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2026 Transportation Sales Tax Project List

Project Name	Estimated Cost	Project Type	District
Ribaut Rd/ Lady's Island Dr- Turn Lane Construction	\$4,800,000	Intersection/Safety Improvements	District 4
Traffic Signal Improvements	\$19,075,000	Intersection/Safety Improvements	
SC 170/US 278 Diverging Diamond Interchange	\$18,054,000	Intersection/Safety Improvements	District 5
Squire Pope/William Hilton Pkwy Improvements	\$14,400,000	Intersection/Safety Improvements	District 10
Ribaut Road Corridor Improvement (City of Beaufort)	\$28,370,000	Intersection/Safety Improvements	District 4
Lady's Island Dr/Meridian Rd Improvements	\$8,164,000	Intersection/Safety Improvements	District 3
US 21 Improvements at Chowan Creek	\$3,850,000	Intersection/Safety Improvements	District 3
SC 170/SC 46 Intersection Conversion	\$10,237,000	Intersection/Safety Improvements	District 6
SC 462 Realignment	\$19,760,000	Intersection/Safety Improvements	District 5
SC 170 Corridor Improvements N.O.B.	\$6,200,000	Intersection/Safety Improvements	District 1
Spanish Wells/William Hilton Pkwy Improvements	\$39,700,000	Intersection/Safety Improvements	District 10
Savannah Hwy & SC 170 Improvements	\$1,020,000	Intersection/Safety Improvements	District 4
Warsaw Island Rd	\$4,550,000	Intersection/Safety Improvements	District 3
Bluffton Pkwy/SC46 Roundabout Improvements	\$6,000,000	Intersection/Safety Improvements	District 9
B.E Wheatley Dr/Robert Smalls Pkwy Signal	\$1,540,000	Intersection/Safety Improvements	District 1
US 278/Sun City Signal Improvements	\$2,623,000	Intersection/Safety Improvements	District 5
US 278 & Buck Island Rd	\$1,800,000	Intersection/Safety Improvements	District 8
Ribaut Rd/Depot Rd Intersection	\$3,750,000	Intersection/Safety Improvements	District 4
Gumtree Rd Improvements	\$15,600,000	Intersection/Safety Improvements	District 10
US 278 & Simmonsville Rd	\$2,220,000	Intersection/Safety Improvements	District 8
Bluffton Pkwy Improvements	\$7,130,000	Intersection/Safety Improvements	Districts 7/9
Gateway to Port Royal (Ribaut Rd)	\$19,360,000	Intersection/Safety Improvements	District 4
Gibbet Rd Signal	\$4,075,000	Intersection/Safety Improvements	District 6
Grober Hill Rd/Parris Island Gtway Intersection	\$1,190,000	Intersection/Safety Improvements	District 1
High Visibility Crosswalks & RRFBs (Downtown Beaufort)	\$2,873,000	Intersection/Safety Improvements	District 2
Short's Landing Signal	\$1,320,000	Intersection/Safety Improvements	District 2
Sea Pines Circle	\$15,600,000	Intersection/Safety Improvements	District 11
Evans Way/SC 170- Signalized RCI	\$7,878,000	Intersection/Safety Improvements	District 6
RI/RO at Bluffton Pkwy/Goethe Rd	\$1,220,000	Intersection/Safety Improvements	District 9
Median Closings US 278	\$1,345,000	Intersection/Safety Improvements	District 8
Old Jericho Rd Bridge Replacement	\$1,710,000	Intersection/Safety Improvements	District 1
Goethe Rd Resurfacing/Traffic Calming	\$420,000	Intersection/Safety Improvements	District 9
Main Street Road Improvements	\$9,500,000	Intersection/Safety Improvements	District 10
Grober Hill Rd Corridor Improvements	\$8,310,000	Intersection/Safety Improvements	District 1
William Hilton Pkwy- Chaplin Corridor	\$9,100,000	Intersection/Safety Improvements	District 11
Stardust Ln Signal	\$811,000	Intersection/Safety Improvements	District 6
Buckwalter Pkwy (HE McCracken Cir Section)	\$4,340,000	Intersection/Safety Improvements	District 7
Joe Frazier Rd Roundabout	\$4,642,000	Intersection/Safety Improvements	District 1
Laurel Bay/Joe Frazier Roundabout	\$5,326,000	Intersection/Safety Improvements	District 1
Laurel Bay/Bay Pines Roundabout	\$4,331,000	Intersection/Safety Improvements	District 1
Shanklin Rd RCI	\$690,000	Intersection/Safety Improvements	District 2
Roseida Rd RCI	\$850,000	Intersection/Safety Improvements	District 2
ITS Downtown Bridge Design/Construction	\$690,000	Intersection/Safety Improvements	District 2
Middle Rd/SC 802 Roundabout Improvements	\$1,860,000	Intersection/Safety Improvements	District 2
Guardrail on Middle Rd (B/W Doe Rd & Buck Rd)	\$140,000	Intersection/Safety Improvements	District 2
Okatie Highway (SC 170)	\$103,840,000	Widening	District 5
Okatie Highway (SC 46)	\$44,170,000	Widening	District 6
W Fording Island Road (US 278)	\$51,984,000	Widening	District 5
Robert T Smalls Parkway (SC 170)	\$4,650,000	Widening	District 3/4
Dirt Roads (See project descriptions)	\$12,381,521	Resurfacing/Dirt Road Paving	
Municipal Resurfacing - City of Beaufort (See project descriptions)	\$6,721,000	Resurfacing/Dirt Road Paving	
Municipal Resurfacing - Town of Port Royal (See project descriptions)	\$1,034,000	Resurfacing/Dirt Road Paving	
Municipal Resurfacing - Town of HHI (See project descriptions)	\$8,272,000	Resurfacing/Dirt Road Paving	
Municipal Resurfacing - Town of Bluffton (See project descriptions)	\$3,877,500	Resurfacing/Dirt Road Paving	
Daufuskie Island Resurfacing (See project descriptions)	\$7,619,437	Resurfacing/Dirt Road Paving	
Trask Parkway (US 17)	\$12,542,000	Resurfacing/Dirt Road Paving	District 1
Trask Parkway (US 21)	\$46,708,500	Resurfacing/Dirt Road Paving	District 1/2/3/4
Sea Island Parkway (US 21)	\$11,700,000	Resurfacing/Dirt Road Paving	District 3
Sam's Point Road (SC 802)	\$5,319,300	Resurfacing/Dirt Road Paving	District 2
Parris Island Gateway (US 21)	\$12,292,500	Resurfacing/Dirt Road Paving	District 1/4
Savannah Highway (SC 128)	\$4,867,200	Resurfacing/Dirt Road Paving	District 1
Robert Smalls Parkway (SC 170)	\$42,073,200	Resurfacing/Dirt Road Paving	District 1/3/5/6/7
Buckwalter Parkway	\$10,099,700	Resurfacing/Dirt Road Paving	District 7
Bluffton Parkway	\$14,661,600	Resurfacing/Dirt Road Paving	District 7/8/9
Fording Island Road (US 278)	\$27,096,400	Resurfacing/Dirt Road Paving	District 10
William Hilton Parkway (US 278 Business)	\$21,294,000	Resurfacing/Dirt Road Paving	District 10
Total	\$779,627,858		