



CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL WORKSESSION AGENDA
May 11, 2021

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."

WORKSESSION

In-Person: City Hall, Planning Conference Room, 1st Floor - 5:00 pm - Face masks and social distancing will be required. Limited occupancy, overflow occupancy will be asked to observe the meeting electronically from the Council Chambers.

Remote Public Comment/Participation: To provide comment or participation in the discussion remotely log into zoom. **Please click the link below to join the webinar:**<https://us02web.zoom.us/j/86025302915?pwd=NkF4dTdMVGZ0aEQxVXNGS2VTc3Z0dz09>
Passcode 351978 Webinar ID: 860 2530 2915 US: +1 312 626 6799

Broadcast Viewing: You can view the meeting live via Facebook at the City's page; City Beaufort SC

I. CALL TO ORDER

- A. Stephen D. Murray III, Mayor

II. PRESENTATION

- A. Introduction of the new Executive Director of the Beaufort Digital Corridor - Jessica O'Brien
- B. Charles Lind Brown Community Center Task Force

III. DISCUSSION ITEMS

- A. Ordinance adding section 6-3004 - Litter from construction - to the Beaufort Code of Ordinances to encourage the use of proactive mitigation to prevent litter from leaving construction sites within the limits of the City
- B. Strategic Plan Update

IV. ADJOURN

Notice: There will be a Special City Council Worksession on Tuesday, May 18, 2021 at 5pm for FY-2022 Budget Presentations.



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM Introduction of the new Executive Director of the Beaufort Digital Corridor - Jessica
TITLE: O'Brien
MEETING
DATE: 5/11/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/5/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM
TITLE: Charles Lind Brown Community Center Task Force
MEETING
DATE: 5/11/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

Councilman Mitchell has requested that Mr. Ed Allen be added to the agenda for general comments regarding the Charles Lind Brown Community Center Task Force. Mr. Allen was elected Chairman and Mr. Samuel Burke was elected Vice Chairman.

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/4/2021
FROM: David Prichard, Community and Economic Development Director
AGENDA ITEM TITLE: Ordinance adding section 6-3004 - Litter from construction - to the Beaufort Code of Ordinances to encourage the use of proactive mitigation to prevent litter from leaving construction sites within the limits of the City
MEETING DATE: 5/11/2021
DEPARTMENT: Community and Economic Development

BACKGROUND INFORMATION:

Juliana Smith of the Coastal Conservation League is proposing the attached ordinance which will address the issue of litter from construction sites and will specifically implement proactive measures preventing the migration of expanded-polystyrene particles.

The ordinance will add section 6-3004 to Part 6 - Health and Sanitation, Chapter 3 - Litter and Trash of the Beaufort Code of Ordinances.

PLACED ON AGENDA FOR: Discussion

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ordinance	Backup Material	5/4/2021

ORDINANCE

AN ORDINANCE ADDING SECTION 6-3004 - LITTER FROM CONSTRUCTION--TO THE BEAUFORT CODE OF ORDINANCES TO ENCOURAGE THE USE OF PROACTIVE MITIGATION TO PREVENT LITTER FROM LEAVING CONSTRUCTION SITES WITHIN THE LIMITS OF THE CITY

WHEREAS, the City of Beaufort Code of Ordinances currently contains Article 6, Chapter 3 – Litter and Trash; and

WHEREAS, litter and trash, including litter and trash created by construction activities, has a detrimental effect on the health of the communities and environment of Beaufort, South Carolina; and

WHEREAS, the City Council has actively invested in the prevention of littering in Beaufort, South Carolina by adopting regulations for property owners and bans on single-use plastic bags; and

WHEREAS, recent new development projects in the City have created litter concerns impacting storm drains, city roads, adjacent parks, adjacent businesses, and nearby forest and sensitive salt marsh habitats; and

WHEREAS, the type of litter created was capable of far spread by wind, rain, tides, and other means, and was impractical to clean-up once it had occurred as a result of time, personnel, available technology, and financial constraints; and

WHEREAS, plastic-based litter materials are especially detrimental to the health of communities and habitats within the City and have been shown to cause death or toxicity to marine wildlife, staples of the water-based culture and diet of the City and surrounding communities; and,

WHEREAS, current City policies do not address litter created during the construction process that can leave the construction site and fall upon other privately-owned properties, city-owned properties, green space, and natural habitats; and

WHEREAS, the City Council wishes to create Section 6-3004 – Litter from Construction--to be included in Article 6, Chapter 3.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF BEAUFORT, SOUTH CAROLINA, IN COUNCIL DULY ASSEMBLED AND BY THE AUTHORITY OF THE SAME, THAT SECTION 6-3004 SHALL BE ADDED AS FOLLOWS:

Section 1 Purpose and Intent

It is the objective of the City of Beaufort to protect and preserve privately-owned property, City-owned property, green space, and natural environment of the City, including forest stands and our expansive wetlands, by preventing building rubbish, particulates, and trash materials detrimental to the health of properties and communities within the City from leaving construction sites, and to promote proactive measures to prevent litter from occurring. The purpose of this Ordinance is to promote proactive measures to capture litter on construction sites so that it may

be appropriately disposed of, and to prevent from occurring litter problems that are impractical to mitigate due to the size and spread of the litter once it leaves the construction site.

Section 2 Ordinance

Article 6, Chapter 3, Section 6-3004 – Litter from construction-- shall read as follows:

Sec. 6-3004. – Litter from Construction

- (a) It shall be unlawful for any person to permit building rubbish or trash materials upon any property within the city to leave a construction site by wind, rain, or other means that create litter. Any building rubbish or trash materials leaving a construction site and creating litter within the city is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness, and comfort of the inhabitants of the city and can result in a stop work order at the determination of the building official or code enforcement.
- (b) The following building materials are subject to conditions to prevent building rubbish from leaving a construction site by wind, rain, or other means that create litter:
 - (1) Exterior Insulation and Finishing Systems (EIFS) or other expanded-polystyrene (EPS) construction practices. Any project that involves Exterior Insulation and Finishing Systems (EIFS) or otherwise utilizes expanded polystyrene (EPS, a.k.a. "Styrofoam") in any element of construction shall follow these specifications. If EPS materials are to be rasped, sanded, sawed, planed or otherwise worked in a way that produces particulates or loose debris of any size, all the following measures shall be implemented:
 - a. Any rasping equipment shall be equipped with a vacuum.
 - b. The area around the activity shall be shielded on all sides, from six feet above the area being worked to ground level with construction netting to capture any loose debris.
 - c. At least one vacuum in addition to any vacuum rasps shall be on site with someone assigned to use it to immediately clean up any EPS debris that is not captured by the vacuum rasps.
 - d. The contents of all vacuum equipment shall be emptied into sealable, disposable bags before being disposed of in any open containers to prevent wind dispersal of debris after it has been disposed of in open top dumpsters or other containers.
 - e. EPS debris or scrap too large to be vacuumed shall be disposed of immediately in sealed bags or enclosed containers to prevent it from being broken into smaller pieces and dispersed off-site.
 - f. Any activities not in compliance with these specifications will be stopped until the specifications of this Ordinance are satisfied. Any EPS debris on the construction site or escaping the construction site, regardless of the implementation of these specifications, will be the responsibility of the contractor to clean up immediately and completely.

This Ordinance shall become effective immediately upon adoption.

Stephen D. Murray III, Mayor

Attest

Traci Guldner, City Clerk

First Reading _____

Second Reading and adoption _____

Approved in Form _____

William B. Harvey, III, City Attorney



CITY OF BEAUFORT

DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 5/3/2021
FROM: Bill Prokop, City Manager
AGENDA ITEM
TITLE: Strategic Plan Update
MEETING
DATE: 5/11/2021
DEPARTMENT: City Managers Office

BACKGROUND INFORMATION:

This will be a Strategic Plan update that will be lead by Bill Prokop, City Manager and Reece Bertholf, Assistant City Manager.

PLACED ON AGENDA FOR: Discussion

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Integration Matrix 2021	Backup Material	5/4/2021
3.25.21 COB Strategic Plan Revision Draft	Backup Material	5/4/2021

Key Foccus Area	SVC				EDI			GNR				OE			
Objective	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
City Manager			X		X	X	X				X		X	X	X
Assistant City Manager				X	X		X		X		X	X	X	X	X
Finance					X		X					X	X		X
HR													X	X	
Communications			X		X					X	X	X	X		
Public Projects/ACM		X		X						X	X		X		
CED	X	X		X	X	X	X	X		X	X	X	X		
Public Works		X											X		
Downtown Ops		X		X		X	X						X		
Contract Mgmt									X				X		
Court and Legal													X		
PW			X						X				X		
PD			X						X				X		
FD			X						X				X		
COUNCIL		X			X		X	X			X		X		X

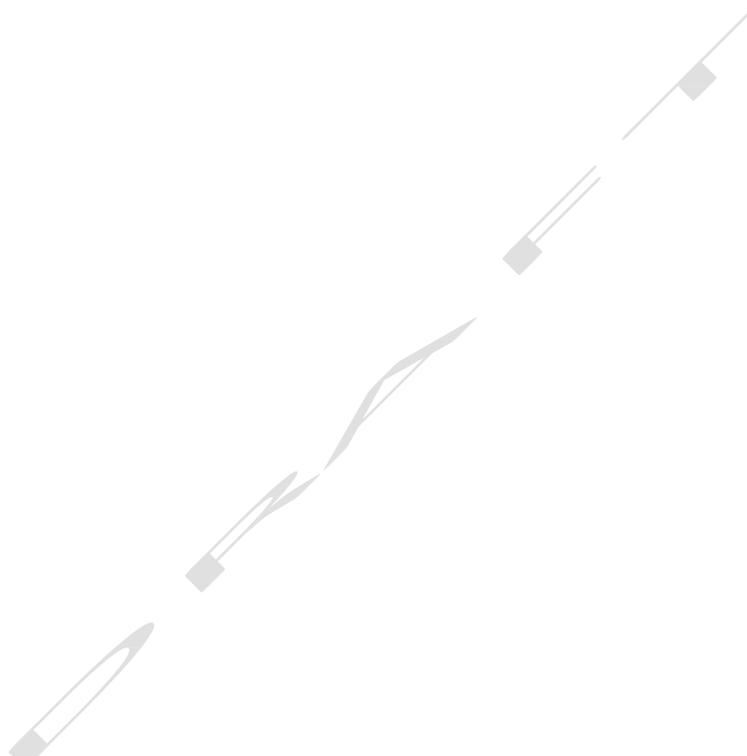
Our vision:

We will ensure that the City of Beaufort offers its citizens broad economic opportunities; housing they can afford; a well-run government; and confidence in the community's preparedness for weather and climate-related impacts. The City seeks this future while maintaining the diversity, authenticity, history, tourism, and balance between the built and natural environment for which our city is renowned.

Where history, charm, and business thrive

(Authenticity is defined as everything that makes Beaufort a special hometown and a premier destination – our schools, our shops, our businesses, our parks, our homes, our parades and festivals, our military bases, and our waters and land filled with people enjoying a constantly evolving, vibrant life.)

(This will go somewhere on vision page or City Council letter page)



Key Focus Area: A Safe & Vibrant City

To continue to build an authentic, safe, and equitable city, the city will pursue affordable housing opportunities for all segments of the population, will provide responsive public safety, and will improve public spaces.

Objective 1: Pursue opportunities for affordable housing and workforce housing

Initiatives:

- 1.1 Review for implementation recommendations from the Affordable Housing Task Force.
- 1.2 Work with landowners on developing economically viable multifamily housing through permitting a wide range of housing types with engaged stakeholders.
- 1.3 Conserve and reuse historic structures.

Objective 2: Provide accessible public facilities and spaces

Initiatives:

- 2.1 Complete an inventory of needs of existing neighborhood parks and foster partnerships with Beaufort County and the Beaufort County School District.
- 2.2 Determine an update and replacement schedule for park equipment and structures.
- 2.3 Review for implementation Southside Park plan.
- 2.4 Complete city assumption of maintenance at Whitehall Park.
- 2.5 Support the expansion of the [Reconstruction Era National Historic Park](#) as Beaufort seeks to become the center for the exploration of Reconstruction history.
- 2.6 Manage city facilities maintenance and master plan.
- 2.7 Continue to manage flood infrastructure projects, including, Johnny Morral, Allison Road, Broad Street, Hay Street, Lafayette Street, Kings Ridge, Calhoun Street and The Point.
- 2.8 Cooperate with military on shared services program.

Objective 3: Provide strong public safety support

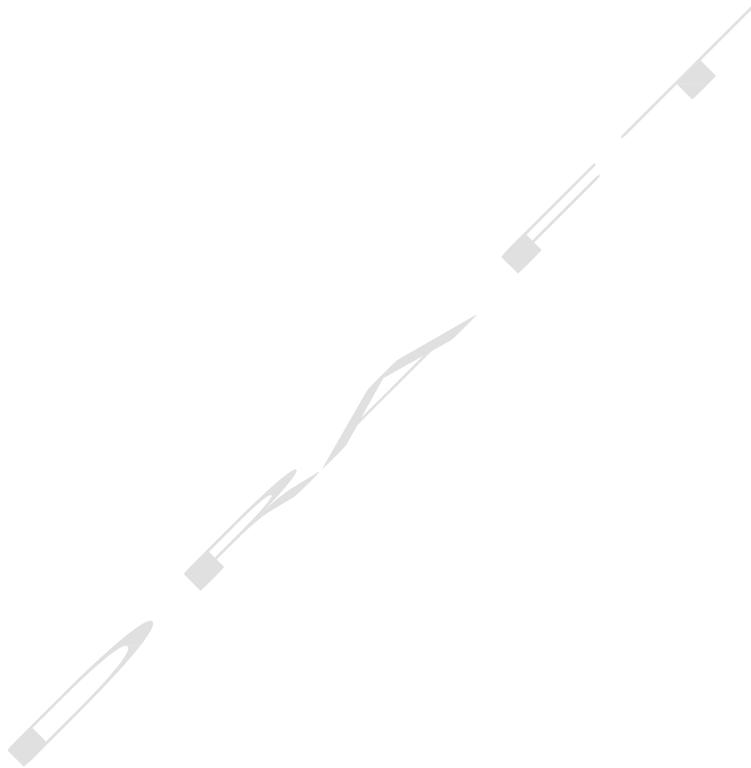
Initiatives:

- 3.1 Maintain service level provisions for the Police, Fire and Public Works departments.
- 3.2 Continue to publish law enforcement/firefighting statistics on website/social media.
- 3.3 Expand the police departments efforts with the community response team.
- 3.4 Develop intention strategies for diversity in recruiting.

Objective 4: Facilitate unified and coordinated transportation planning

Initiatives:

- 4.1 Continue to participate in the Lady's Island planning process.
- 4.2 Update street infrastructure plan.
- 4.3 Evaluate parking and shuttle service.
- 4.4 Create a connectivity study of pedestrian/bicycle paths with the goal of enhancing pedestrian/bicycle access throughout the city, paying special attention to connecting schools, civic spaces, and places of employment.
- 4.5 Enact land use polices and Beaufort Code changes with the goal of reducing VMT (vehicle miles traveled per capita).



Key Focus Area: Economic Development & Innovation

The City will strengthen and diversify its economy, and build employment opportunities, through partnerships and innovation. We will support existing businesses and recruit new businesses as we promote balanced land use, support diverse tourism, and remain an authentic hometown.

Objective 5: Promote business prosperity and sustainable development

Initiatives:

- 5.1 Provide a collaborative environment by engaging partners, including the [Beaufort County Economic Development Corporation](#) (BCEDC), the [Greater Beaufort-Port Royal Convention & Visitors Bureau](#), (CVB), the [Beaufort County Black Chamber of Commerce](#) (BCBCC) and the [Beaufort Regional Chamber of Commerce](#) (BRCC), the Beaufort Digital Corridor (BDC), the [Beaufort Area Hospitality Association](#), (BAHA) [South Coast Cyber Center](#) (SCCC) and the [Down Town Beaufort Merchants Association](#) (DTBMA) as we work toward building a vibrant and sustainable economy. Continue to work with landowners on business recruitment and ensure the balanced administration of the [Beaufort Code](#).
- 5.2 Publish a quarterly state of business community report of business startups and closures.
- 5.3 Collaborate with the CVB, [Beaufort Area Hospitality Association](#), [University of South Carolina-Beaufort \(USCB\)](#), the [Downtown Beaufort Merchants Association](#), and all stakeholders to enhance and diversify tourism.
- 5.4 Increase the awareness and use of the Beaufort Pride of Place, an initiative to beautify and improve Beaufort through private donations. Provide focus on a campaign for holiday street decorations.
- 5.5 Leverage partnerships with USCB, the [Technical College of the Low Country](#), the [Beaufort County School District](#), local charter schools, private schools, the military, and the [Beaufort Digital Corridor](#) to build out career pathways that will help diversify the City's economic base. These include health care, digital commerce, and cybersecurity.
- 5.6 Provide funding for the Beaufort Digital Corridor and South Coast Cyber Center through leveraging private partnerships.

Objective 6: Increase median incomes as we recruit new businesses and industry that are a good fit for Beaufort

Initiatives:

- 6.1 Partner with the BCEDC on prospect development, land transactions, and construction of the spec building in [Beaufort Commerce Park](#).
- 6.2 Support through partnerships and financial contributions the South Coast Cyber Center as we strive to become a city/region known for cybersecurity expertise. Work with our educational partners, the military, [Beaufort County](#), private partners and the [Beaufort Regional Chamber of Commerce](#) to develop career pathways, research, and jobs centered around cybersecurity.
- 6.3 In advance of the completion of the second phase of the upfit at 500 Carteret street, the landing pad, prepare an operations plan.

Objective 7: Preserve our authenticity

Initiatives:

- 7.1 Apply the Beaufort Code to ensure a balanced land-use mix for fiscal sustainability.
- 7.2 Create a citywide digital inventory of businesses and commercial property and evaluate vacant or underutilized properties for development opportunities. This will include type of use, financing, incentives, and other resources.
- 7.3 Leverage [Beaufort 2030](#) (community-based futurism exercise) to continue to influence the discussion about education and support the [1795 Scholarship Committee](#) (stipend for student housing in Beaufort) and others as requested.
- 7.4 Coordinate signage and information to make “wayfinding” easier throughout the entire downtown area and Historic District.



Key Focus Area: Growth and Natural Resources

To maintain the city's authenticity and attractiveness, while accommodating future growth and preparing for climate-related challenges, the city will evaluate environmental, municipal, and private constraints on growth; will identify commercial and residential areas requiring immediate attention; and will promote balanced growth through infill.

Objective 8: Manage growth boundaries

Initiatives:

8.1 Manage Northern Regional Plan Growth Boundaries.

Objective 9: Manage and encourage infill development

Initiatives:

9.1 Promote infill incentives.

9.2 Update the [Beaufort Preservation Manual](#) from 1979, known as the Milner Report.

9.3 Update the survey of above-ground structures in the Historic District.

Objective 10: Manage annexation

Initiatives:

10.1 Focus annexation efforts on parcels surrounded by city limits and target contingent properties in Tax District 100.

10.2 Expand delivery of services within the growth boundaries of the city.

Objective 11: Plan for sea level rise

Initiatives:

11.1 Discourage development in hazard zones and search out funding for resiliency planning with the Army Corps of Engineers among other partners.

11.2 Engage community and other stakeholders in discussion, plans and actions related to sea level rise.

11.3 Develop mitigation and implementation strategies.

Key Focus Area: Organizational Excellence

To provide a transparent, efficient organization, the city will engage its citizens and community and business stakeholders, will integrate technologies which enhance the execution of city functions, will staff the organization with highly qualified personnel, and will provide municipal education opportunities for boards, commissions and citizens.

Objective 12: Engage community stakeholders

Initiatives:

- 12.1 Establish separate training/education programs for board/commission members and citizens and create intentional recruiting programs to build more diverse groups.
- 12.2 Continue to build social media presence, increase distribution of monthly newsletter, and increase subscriptions to Notify Me.
- 12.3 Increase use of surveys to gather more input from community on important city issues.

Objective 13: Transparency in city operations

Initiatives:

- 13.1 Continue live-streaming of all boards, commissions, and public meetings; encourage public comment through Zoom, Facebook, email, and traditional means.
- 13.2 Develop a digital dashboard to show progress on city initiatives.
- 13.3 Promote availability of financial transparency tool.
- 13.4 Create a community and economic development dashboard for proposed and current projects.

Objective 14: Provide responsive, efficient, and innovative services

Initiatives:

- 14.1 Recruit and retain a diverse, educated, and high-performing workforce.
- 14.2 Establish a customer service academy for new hires.
- 14.3 Continue to find ways to make operations more efficient by sharing in regional services, such as fire, building inspections, code enforcement, etc.

Objective 15: Financial, infrastructure and planning sustainability

Initiatives:

- 15.1 Advocate for a change in state legislation concerning the local government fund, changes in Act 388 to allow for local autonomy in taxing; support the addition of the Local Option Sales Tax in Beaufort County.
- 15.2 Include Strategic Plan in annual budget document.
- 15.3 Tie all capital purchases to identified initiatives in Strategic Plan.
- 15.4 Increase efficiency in online payment receipt and processing.
- 15.5 Capture data connected to projects in one place.