

**Minutes
Council Workshop
Yvonne C. Butler Council Chambers**

September 5, 2007

Members Present: Mayor Samuel Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Joe Lee and Henry Robinson

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Jim Cadien, Assistant Fire Chief Jim Colwell and Municipal Clerk Tanya Payne

I. CALL TO ORDER:

Mayor Murray called the Workshop to order at 7:05 pm.

Council agreed to hold a Council Retreat from 4:00 pm until 7:00 pm on Wednesday, September 19th, 2007.

Town Manager Willis told Council the Casablanca Sidewalk and Drainage Project was almost complete saying funds would also be available to address the drainage on Hillside Court. He said the Casablanca sidewalk was in place. Mr. Willis said the bid was out for the third time for the West Paris Avenue sidewalk project. He told Council the drainage repairs at 10th Street and Paris Avenue had worked well during the recent heavy rain and that he had spoken with Public Works staff about developing a regular schedule to keep those drainage boxes cleaned out. Mr. Willis said the street sweeper would be used clean out these boxes once it was purchased. He stated that the Midtown signal was installed but the median needed to be planted. Mr. Willis updated Council on the sale of the Port and said several prospective buyers were interested in the property.

Town Manager Willis also told Council the Summer Performance Series had been successful and that he hoped to have a Spring Series in conjunction with the Beaufort Arts Council. He also said the Duck Blinds Pond had been repaired and was now holding water, discussed Portrait Homes drainage, the Cypress Wetlands drainage, an agreement with the Bluffton Fire Department and a possible contribution to the proposed Purple Heart Memorial being built in the Beaufort area.

II. REVIEW AGENDA FOR THE September 12, 2007 COUNCIL MEETING:

Town Manager Willis reviewed the agenda for the upcoming September 12th Council Meeting. He reviewed second reading Ordinances 2007-52 and 2007-53 to annex and zone property located on Robert Smalls Parkway and Ordinance 2007-54 concerning the outdoor display of indoor merchandise at businesses located in the Town.

Town Manager Willis reviewed first reading ordinances to annex and zone one acre located on Dowlingwood Drive and approximately 1.956 acres on Riley Road, rezone .22 acres located at 1713 West Paris Avenue, amend Chapter 22 of the Code of Ordinances to allow LED Video Display Signs in certain zoning districts and approving a first amendment to the Development Agreement between the Town and Lyttleton Partners, LLC showing a reduction in the number of units to be allowed on the Mobley tract, lengthen the term of the agreement by one year and insure that the environmental concerns that were placed in the agreement remain in place.

Town Manager Willis reviewed items for Council's action to include two appointments to the DRB, and one to the Housing Advisory Board. He explained the Housing Advisory Board would be taking action on citizens who had received loans from the Town for their homes and were not repaying them. He told Council that an Intergovernmental Agreement allowing the City of Beaufort to hold bond hearings for the Town was on the agenda. Also on the agenda was a Revocable Easement Agreement concerning a shed and fence on 15th Street which were slightly encroaching onto Town owned property.

Liz Mitchell from the Regional Beaufort Chamber of Commerce spoke to Council concerning its role in marketing the Town and showed some examples of this. She said they were also advertising on WHHI TV in Hilton Head. Ms. Mitchell explained that an interview with Town Manager Willis would be airing all week on this station and hoped that it would spark some interest in the Town and what it has to offer. Ms. Mitchell also stated that they were preparing to shoot a Port Royal commercial to run on Hargray cable channels. She also discussed the possibility of placing a Chamber branch in Port Royal but said what really brings tourists into the Town is information they receive in other areas.

Councilmember DeLoach discussed the possibility of the Town assisting Town businesses with the first year of their Chamber membership dues.

Town Manager Willis discussed a large "signature" sign that would be placed at the intersection of Paris Avenue and Ribaut Road.

III. IMPORTANT DATES AND INFORMATION:

- A. Saturday 8, 2007 6:30 pm – Summer Performance Series 2007, Paris Avenue between 9th and 10th Streets**

B. Wednesday, September 12, 2007, 6:30 pm - Council Meeting, Yvonne Butler Council Chambers, 700 Paris Avenue

Town Manager Willis reviewed the list of important dates and information. He added John Parker Day on October 13th, Oktoberfest which would take place on October 20th, and the First Friday Event which would take place on the first Friday of each month and was sponsored by the Old Village Merchants.

IV. ADJOURNMENT:

Councilmember Robinson moved to adjourn the workshop.

The workshop adjourned at 8:02 pm.

Respectfully submitted,

Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Ordinances, 1976, Section 30-4-80(d), as amended, notification of the workshop was posted on the Town bulletin board twenty-four