AMENDED AGENDA
CITY COUNCIL WORKSHOP
TUESDAY, NOVEMBER 18, 2025 – 5:30 PM
FIRE STATION I - 201 BUTTON HALL AVENUE
GOOSE CREEK, SOUTH CAROLINA

I. CALL TO ORDER

II. BUSINESS ITEM(S)

a. DISCUSSION OF POTENTIAL ANNEXATION ON COLLEGE PARK ROAD (233-08-03-059)

b. DISCUSSION OF 2026 TRAFFIC CALMING PROJECTS

c. DISCUSSION OF PROPOSED COMMERCIAL SOLID WASTE COLLECTION AND DISPOSAL PROGRAM

d. A RESOLUTION OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA AMENDING THE CITY OF GOOSE CREEK MASTER FEE SCHEDULE (DISCUSSION ITEM ONLY - NO ACTION WILL BE TAKEN)

e. SIGN REMOVAL AND REPLACEMENT INCENTIVE PLAN

f. REQUEST TO ENTER INTO CONTRACT WITH ACTION SPORTS DESIGN, LLC FOR THE DESIGN OF THE BMX TRACK LOCATED AT FOSTER CREEK PARK

g. DISCUSSION OF E-BIKES, SCOOTERS & DEVICES

h. AN ORDINANCE AMENDING THE ANNUAL BUDGET OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026 AND ENDING DECEMBER 31, 2026 (DISCUSSION ITEM ONLY - NO ACTION WILL BE TAKEN)

III. ADJOURN

Request for City Council Agenda Item

To: MAYOR AND CITY COUNCIL

From: ALEXIS KISER, SPECIAL PROJECTS MANAGER

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☑ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

DISCUSSION OF POTENTIAL ANNEXATION ON COLLEGE PARK ROAD (233-08-03-059)

Background Summary

A recently created parcel, requesting annexation of +/- 0.77 acres on the corner of College Park Rd and Berkeley Farms Rd. The applicant is requesting General Commercial (GC) zoning. The petition for annexation is not yet executed, however, we will not hold a City Council Workshop in December. This item will go to Planning Commission and City Council (First Reading - Intent to Annex/Zoning Public Hearing) in January.

Financial Impact

Impact if denied

Impact if approved

Department Head: City Administrator:

_____ _____

Signature & Date *Signature & Date*

OFFICE USE ONLY: Date Received By

ANNEXATION
CONTACT INFORMATION SHEET

This **Contact Information Sheet** is used to provide staff with information about you and your property under consideration for annexation. It is important that we have **current** contact information so that we may keep you informed on the status off annexation of your property into the City of Goose Creek.

This is not an application. In order to request annexation, we will need an executed petition from the property owner.

Property Information

Address or location of property:	Intersection of Berkeley Farms Road and College Park Rd on the corner next to existing Circle K gas station.	
TMS#:	233-08-03-059	
Current use of property:	Vacant land	
Proposed use of property:	Commercial? Investment property.	
Name of Owner(s):	MAC CP LLC	
If owner is a company or partnership, please provide contact name:	Adam Griffin	
Email:	adam@lainecre.com	
Phone:	803-493-3571	Mobile:
Mailing Address:	1238 Parkway Dr	
	Mount Pleasant, SC 29464	
Additional Contact: (Optional)	Chris Haynes	
Email:	chris@tristarld.com	
Phone:	843-513-6112	Mobile:
Mailing Address:	17A Princess Street	
	Charleston, SC 29401	

Development Information:

(Include any plans for future development of the property and any current, recently obtained, or pending permits & development approvals – including permit and plan approval numbers, if applicable.)

Purchased property from SCDOT as an investment property. It was old R/W utilized during the widening of College Park Road by the existing lighted intersection next to an existing gas station. There are no plans for development at this time or any pending permits.

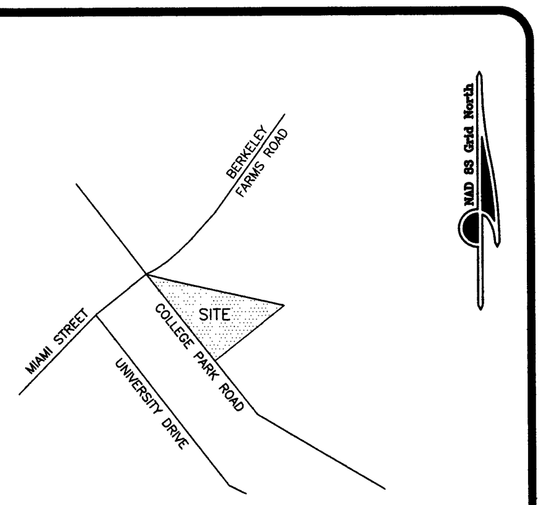
existing lighted intersection next to an existing gas station. There are no plans for development at this time or any pending permits.

Additional Information:

New plat was recently created and recorded with Berkeley County after approval from the SCDOT.

PLEASE RETURN COMPLETED FORMS TO CITY HALL OR EMAIL TO AKISER@GOOSECREEKSC.GOV

FOR MORE INFORMATION PLEASE CONTACT:
Alexis Kiser | Special Projects Manager
519 N. Goose Creek Blvd. Goose Creek, SC 29445
(843) 797-6220 ext. 1123| akiser@goosecreeksc.gov



LOCATION MAP
N.T.S.

NOTES:

1) AREA WAS DETERMINED BY THE COORDINATE METHOD.

2) ANYTHING SHOWN OUTSIDE THE DEFINED BOUNDARY IS FOR DESCRIPTIVE PURPOSES ONLY.

3) THE PUBLIC RECORDS REFERENCED ON THIS PLAT ARE ONLY USED AND/OR NECESSARY TO THE ESTABLISHMENT OF THE BOUNDARY OF THIS PROPERTY. THEY ARE NOT AND DO NOT CONSTITUTE A TITLE SEARCH.

4) THIS PLAT HAS BEEN PREPARED FOR THE EXCLUSIVE USE AND PURPOSE OF THE CLIENT ASCRIBED AND CONTRACTED WITH TO PERFORM THE REQUESTED SERVICES. ALL OTHER PARTIES ARE SUBSEQUENTLY PUT ON NOTICE AS TO THE LIMITED DEGREE OF RELIANCE UPON THIS PLAT BY THIRD PARTIES.

5) DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES.

6) NO SUBSURFACE OR ENVIRONMENTAL INVESTIGATION OR SURVEYS WERE PERFORMED BY LAWSON LAND SURVEYING, INC. FOR THIS PLAT. THEREFORE THIS PLAT DOES NOT REFLECT THE EXISTENCE OR NONEXISTENCE OF WETLANDS, CONTAMINATION, OR OTHER CONDITIONS WHICH MAY AFFECT THIS PROPERTY.

7) THIS PROPERTY IS LOCATED IN FLOOD ZONE X
SEE FIRM PANEL 45015C 0590E, MAP REVISED 12/7/2018

8) THIS PROPERTY IS ZONED NONE

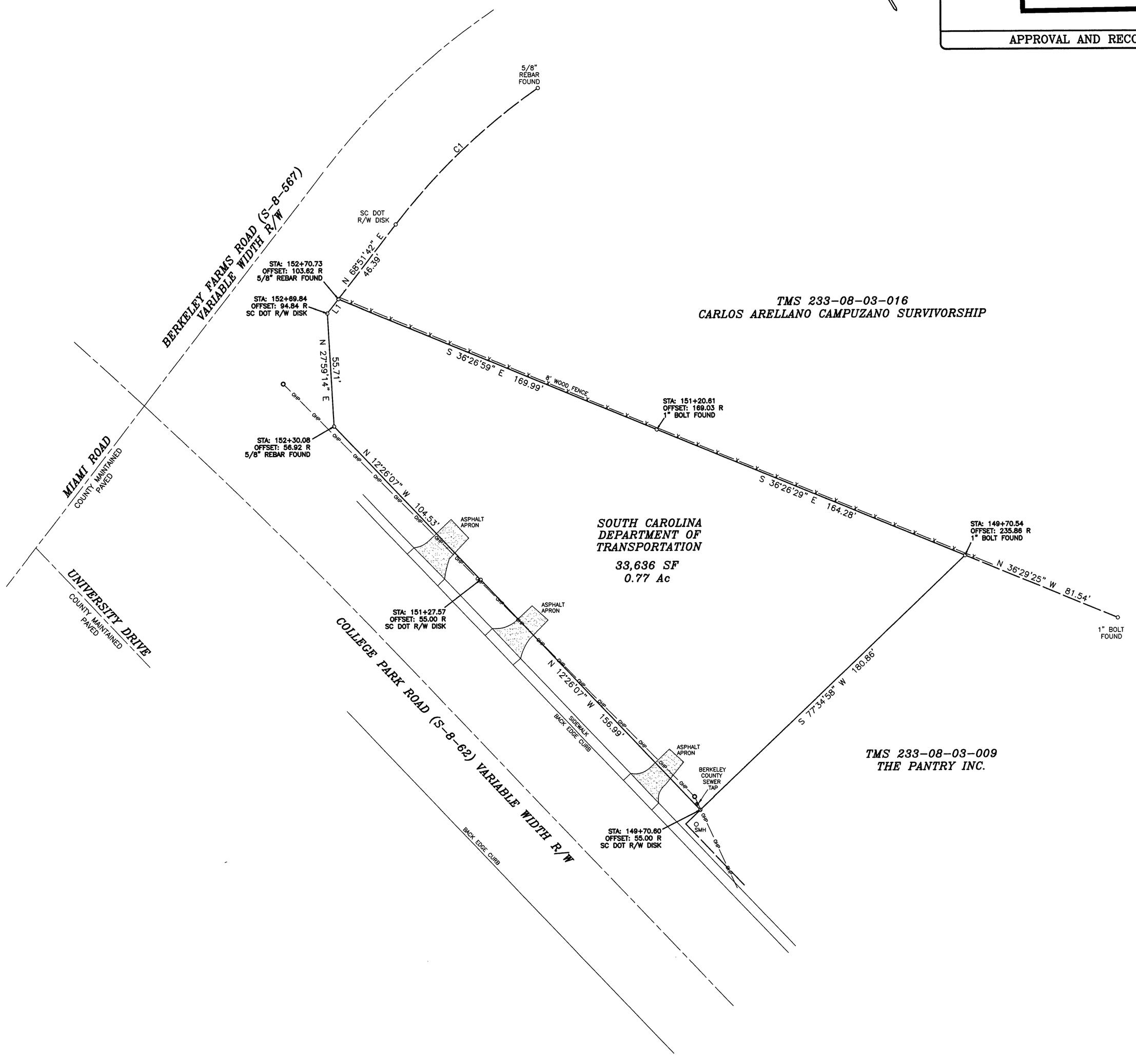
REFERENCES:

1) PLAT BY PAUL C. LAWSON, JR., DATED APRIL 30, 2021 RECORDED IN THE R.O.D. OFFICE OF BERKELEY COUNTY IN INSTRUMENT # 2021029614

2) SCDOT CONSTRUCTION PLANS FOR FILE 8.038779 FOR ROAD 62 SHEETS 5A, 5B, 5C, 6, 7 AND VARIOUS CONTROL DATA THROUGHOUT PLANS

CURVE DATA						
CURVE	LENGTH	RADIUS	DELTA ANGLE	TANGENT	CH. BEARING	CHORD
C1	97.54	315.99	17°41'09"	49.16	S 77°42'17" W	97.15

LINE DATA		
LINE	LENGTH	BEARING
L1	8.83	N 68°43'07" E



2025035288
PRESENTED & RECORDED:
10-20-2025 02:30:10 PM
CYNTHIA B FORTE
REGISTER OF DEEDS
BERKELEY COUNTY, SC

BERKELEY COUNTY PLANNING & ZONING
EXEMPT PLAT APPROVAL
RECEIVED AS INFORMATION
ADMINISTRATIVE OFFICER OR DESIGNEE
DATE 10/20/25
MUST BE RECORDED WITHIN TWO YEARS OR VESTING IS LOST

APPROVAL AND RECORDING STAMP AND SIGNATURE BOX

LEGEND
- PROPERTY LINE W/IRON PIN
- ADJACENT PROPERTY LINE
- CENTER LINE
- OHP — OHP — OHP — OVERHEAD POWER LINE
- X — X — X — FENCE LINE
- POWER POLE
- SMH SEWER MANHOLE

LAWSON
LAND SURVEYING, INC.
374 GREYBACK ROAD SUMMERVILLE, SC 29483
P.O. BOX 2396 SUMMERVILLE, SC 29484
TELEPHONE: (843) 873-2396
EMAIL: PAUL@LAWSONLS.COM WEB: WWW.LAWSONLS.COM

JOB NUMBER 515-1 PCL

BOUNDARY SURVEY OF
0.77 ACRES OWNED BY
SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION
LOCATED IN THE LADSON AREA
BERKELEY COUNTY, SOUTH CAROLINA

SCALE : 1" = 30'
0' 30' 60'
AUGUST 27, 2025

"I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS A SURVEY AS SPECIFIED THEREIN."
PAUL C. LAWSON, JR. S.C. REG. NO. 14191


Web Map
THIS MAP WAS CREATED USING BERKELEY COUNTY GOVERNMENT GEOGRAPHIC INFORMATION SYSTEM'S PRINT SERVICE
2330803041
2330803028
2330000081
2330803005
2330804018
2330804019
2330804014
2330804013
MAIN ST
2330801001
2330801017
2330801002
2330801016
2330801003
2330801015
2330801004
2330801014
BERKELEY COUNTY
2330803059
2330803016
2330803018
2330803009
2330803017
BL
Berkeley County GIS Department
P.O. Box 6122
Moncks Corner, SC 29461
(843) 719-4049
http://gis.berkeleycountysc.gov
Date: 11/11/2025
0 0.005 0.01 0.02 0.03 0.04 0.05 mi
1:1,000
THE COUNTY OF BERKELEY AND ITS GIS DEPARTMENT DISCLAIMS ACCOUNTABILITY FOR THIS PRODUCT AND MAKES NO WARRANTY EXPRESS OR IMPLIED CONCERNING THE ACCURACY THEREOF. RESPONSIBILITY FOR INTERPRETATION AND APPLICATION OF THIS PRODUCT LIES WITH THE USER.

Request for City Council Agenda Item

To: Mayor and City Council

From: Natalie Zeigler

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☐ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

DISCUSSION OF 2026 TRAFFIC CALMING PROJECTS

Background Summary

The City allocated $60,000 for the 2026 traffic calming program and has requests exceeding this amount. Councilmember Obie has agreed to fund $40,000 towards our program. We need to discuss the list and priorities.

Financial Impact

Impact if denied

Impact if approved

Department Head: City Administrator:

_____ _____

Signature & Date *Signature & Date*

Anita Drive

- Rec'd 8/26 (originally applied 5/18/23, former employee never finished the process)
- Traffic study completed 9/10, met requirements
- Used original 2023 petition, SCDOT approval pending City Council approval
- Proposed speed humps - 10* (I've asked the DOT if we could convert the proposed speed hump at John McCants to a raised crosswalk)
- Anticipated construction cost - $50,000* ($54,000 w/ raised crosswalk)

Foxborough Road

- Rec'd 6/27
- Traffic study completed 8/22, met requirements
- Petition rec'd 9/23
- Proposed speed humps - 12
- Anticipated construction cost - $60,000

Red Cypress Drive

- Rec'd 7/1
- Traffic study completed 7/29, met requirements
- Petition rec'd 11/12
- Proposed speed humps - 3 sets of rubber cushions (3 per set)
- Anticipated construction cost - $9,000

Londonderry Road

- Rec'd 8/4
- Traffic study completed 8/27, met requirements
- Petition pending, sent 9/11
- Proposed speed humps - 8 sets of rubber cushions (2 per set)
- Anticipated construction cost - $15,000

Spindle Way

- Rec'd 9/4
- Traffic study pending

Amy Drive (300 Block)

- Rec'd 9/11
- Traffic study completed 10/16, met requirements
- Petition pending, sent 11/4
- Proposed speed humps - 5
- Anticipated construction cost - $25,000

Middleton Drive, The Oaks Ave and Goose Creek Drive

- Rec'd 10/3
- Traffic study pending

West Greenview Acres

- Citizen request through Frank, emailed application 9/24, haven't received back

Request for City Council Agenda Item

To:

From:

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☐ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title
DISCUSSION OF PROPOSED COMMERCIAL SOLID WASTE COLLECTION AND DISPOSAL PROGRAM
Background Summary
Financial Impact
Impact if denied
Impact if approved

Department Head: _____ *Signature & Date*

City Administrator: _____ *Signature & Date*

THE CITY OF
GOOSE CREEK
BERKELEY CO. EST. 1961 SO. CAROLINA

To: Mayor and City Council

Subject: Amendment to Chapter 93 and Implementation of Commercial Solid Waste Collection Program

Purpose

To request approval of an amendment to **Chapter 93: Health and Sanitation** of the City Code of Ordinances and to establish the new **Commercial Solid Waste Collection Program**. This program provides a safe, efficient, and cost-effective option for certain commercial entities located along residential routes while clarifying which commercial enterprises are eligible for City-provided solid waste services.

Background

City Council has received numerous complaints from businesses as well as the residents/patrons regarding inconsistent service by private commercial haulers. Small businesses and office-type establishments located within residential neighborhoods have expressed interest in using City-provided roll-cart collection instead of private dumpster service.

However, Chapter 93 does not currently allow for solid waste collection and disposal services for commercial properties the City may service. To ensure legal clarity and consistent application of policy, the City proposes a minor amendment to Chapter 93.

Ordinance Amendment Summary

§ 93.075 RESPONSIBILITY.

(A) Owner. The owner, agent or tenant of a premise shall be responsible for adhering to and obeying this code in order to enhance the collection and disposal of solid waste from the highways, streets and properties within the corporate limits of the city and to achieve the purposes of this code.

(B) City. The city shall provide solid waste and disposal services to the following:

1) all single-family residential homes within the city

2) buildings owned and occupied by the city as described in this code.

3) commercial enterprises meeting the requirements of the Department of Public Works commercial solid waste collection program. It shall be the responsibility of all other commercial entities within the city to contract with private companies for solid waste collection and disposal services.

Program Overview

The Commercial Solid Waste Collection Program will:

- Operate **only on existing residential sanitation routes**
- Provide commercial roll-cart service to small offices, nonprofits, home-based businesses, and similar uses
- Limit customers to **a maximum of two roll carts**
- Exclude bulk waste, yard debris, and dumpster-style service
- Begin **January 1, 2026**

The fee is **$600 per year** for the first cart and **$300 per year** for an additional cart. Fees are prorated for mid-year signup.

Financial Impact

The City currently breaks even on residential sanitation fees. The commercial program will generate approximately **$435 per account in net annual revenue**, as collection occurs along existing routes and carts cost only **$67** each.

The Accounts Receivable module will automate most billing functions.

Operational Impact

The program introduces minimal additional burden on sanitation crews, as these accounts are located along streets already serviced by residential routes.

This program enhances customer service and provides relief for businesses frustrated by inconsistent private hauler service.

Recommendation

Staff recommends that City Council:

1. **Approve the amendment to Chapter 93** as presented, and
2. **Adopt the Commercial Solid Waste Collection Program** with an effective start date of January 1, 2026.

ORDINANCE NO._____

AN ORDINANCE

AN ORDINANCE TO AMEND SECTION 95.075 SOLID WASTE COLLECTION AND DISPOSAL – RESPONSIBILITY, OF THE CODE OF ORDINANCES OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA

WHEREAS, the Mayor and City Council of the City of Goose Creek desire to provide limited commercial solid waste collection and disposal services within the city limits; and

WHEREAS, the current Code of Ordinances does not clearly authorize the City to provide solid waste collection and disposal services to qualifying commercial enterprises; and

WHEREAS, the City wishes to amend its Code of Ordinances to authorize such service, define eligibility, and clarify the responsibilities of commercial entities regarding solid waste collection and disposal; and

WHEREAS, the City has prepared the following amendment to Chapter 93: Health and Sanitation, which is incorporated herein by reference;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Goose Creek, South Carolina, that section 93.075: Responsibility, of the Code of Ordinances is hereby amended to read as follows:

TITLE IX: GENERAL REGULATIONS

CHAPTER 93: HEALTH AND SANITATION

§ 93.075 RESPONSIBILITY.

(A) Owner. The owner, agent, or tenant of a premises shall be responsible for complying with all provisions of this chapter and for ensuring proper preparation, placement, and disposal of solid waste in accordance with City regulations

(B) City. The city shall provide solid waste and disposal services to the following:

1) All single-family residential homes within the City;

2) Buildings owned and occupied by the city as described in this code;

3) Commercial enterprises meeting the requirements of the Department of Public Works Commercial Solid Waste Collection Program. However, such commercial enterprises must pay the then applicable solid waste fees for commercial enterprises as established by the City

All other commercial entities within the City shall be responsible for contracting with a private solid waste hauler for collection and disposal services.

If any section, clause, or provision of this ordinance is found to be invalid or unconstitutional, such decision shall not affect the remaining portions of this ordinance.

This ordinance shall take effect immediately upon final reading and approval.

INTRODUCED the 9th day of December, 2025
DONE, the 13th day of January, 2026

_____
Mayor Gregory S. Habib

Attest: _____

Kelly J. Lovette, MMC, City Clerk

Councilmember Jerry Tekac

Mayor Pro Tem Debra Green-Fletcher

Councilmember Gayla S.L. McSwain

Councilmember Hannah J. Cox

Councilmember Melissa Enos-Sims

Councilmember Christopher Harmon

Request for City Council Agenda Item

To: MAYOR AND CITY COUNCIL

From: TYLER HOWANYK, CFO

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☐ Ordinance ☑ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

A RESOLUTION OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA AMENDING THE CITY OF GOOSE CREEK MASTER FEE SCHEDULE

Background Summary

Incorporates the changes in fees that were part of the budget workshop.
Additionally, changes and clean-up of building permit fees and adds a Commercial Solid Waste Collection Fee

Financial Impact

Impact if denied

Impact if approved

Department Head: _____ *Signature & Date*

City Administrator: _____ *Signature & Date*

RESOLUTION NO._____

A RESOLUTION

A RESOLUTION OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA AMENDING THE CITY OF GOOSE CREEK MASTER FEE SCHEDULE

WHEREAS, the City of Goose Creek (the "City") has established by ordinance and resolutions for certain fees of licenses, permits, and services provided by the City; and

WHEREAS, the City has conducted a review and a consolidation of certain fees for license, permits, and services provided by the City; and

WHEREAS, City Council has taken into consideration the costs associated with each fee and finds them necessary and appropriate to reimburse the City costs in connection with activities for which the fees are levied;

WHEREAS, the fees, costs and expenses charged by the City should be organized, consolidated, and in some cases, amended;

WHEREAS, due to the need for periodic modification of said fees and for the purpose of efficiency, the City Council desires to adopt future fee changes by resolution rather than by ordinance;

WHEREAS, the Master Fee Schedule attached as Exhibit A reflects revisions to certain fees, a restatement of certain fees not revised, and a consolidation of fees,

NOW, THEREFORE, BASED UPON THE FINDINGS OF THE FACT REFERENCED AND SET OUT ABOVE IT IS HEREBY RESOLVED by the Mayor and Council of the City of Goose Creek, South Carolina, that:

1. The attached, amended Master Fee Schedule is hereby adopted and shall become effective on January 1, 2026.

AND IT IS SO RESOLVED the 1st day of January 2026.

_____
Mayor Gregory S. Habib

Attest: _____
Kelly J. Lovette, MMC, City Clerk

_____	_____
Councilmember Jerry Tekac	Mayor Pro Tem Debra Green-Fletcher
_____	_____
Councilmember Gayla S.L. McSwain	Councilmember Hannah J. Cox
_____	_____
Councilmember Melissa Enos-Sims	Councilmember Christopher Harmon

CITY OF GOOSE CREEK MASTER FEE SCHEDULE

Department/Program Fee	Fee Detail	FY 2025 Fee
ADMINISTRATION DEPARTMENT		
City Clerk		
FOIA Fee	Per Page Copy For Letter Size / Per Page Copy For Legal Size	$.15/$.30
FOIA Fee	Per Hour For Employee Research Time	Varies
FOIA Fee	CD With PDF Files	$1.00
FOIA Fee	CD With Audio Wave Files	$3.00
FOIA Fee	Per Certified Document	$1.00
FOIA Fee	Police Reports	$5.00
FOIA Fee	DVD	$3.00
POLICE DEPARTMENT		
Administration	Collision and Incident Reports	$5.00, Free for Victim
Administration	Fingerprints	$5.00 R/$10.00 NR **
Administration	Records Check	$2.00 R/$4.00 NR **
Officer Services ***	Security Services	$52.50 Per Hour***
Officer Services ***	Traffic Control	$52.50 Per Hour***
Officer Services ***	School Sporting Events	$52.50 Per Hour***
Animal Control Conditional Use Permit	Each dog and/or cat over 3	$25.00

*In accordance with SC Code of Laws 30-4-30, the fee for the search, retrieval, or redaction of records shall not exceed the prorated hourly salary of the lowest paid employee who, in the reasonable discretion of the custodian of the records, has the necessary skill and training to perform the request.

** Free for military and first responders with valid identification

***2 Hour Minimum on All Officer Services, holiday's is time and half.

Department/Program Fee	Fee Detail	FY 2025 Fee

PLANNING AND ZONING DEPARTMENT

Zoning	Administration Appeal	$150.00
Zoning	Variance Application	$300.00
Zoning	Special Exception	$300.00
Zoning	Sign Permit	$125.00
Zoning	Verification Letters	No Charge

DIGITAL MAPS (PLOTTED AND PRINTED) *

Description	Price (each)	Size
A Size	$1.00	8.5” x 11”
B Size	$2.00	11” x 17”
C Size	$10.00	17” x 22”
D Size	$10.00	22” x 34”
E Size	$10.00	34” x 44”
J Size	$15.00	40” x 60”

* Electronic copies of the above maps in PDF format are available for no charge. Other specialized mapping and data-provision services will be provided on a time and material basis, subject to availability of mapping staff. An hourly service charge of $25 plus printing costs will be charged for such special services. The City of Goose Creek reserves the right to require payment in advance for such special services.

Land Development Services

Subdivision Plat Review	1-10 Lots	$250.00
Subdivision Plat Review	Over 10 Lots	$250.00 Plus $10.00 Lot
Commercial Review	0-10 Acres	$300.00
Commercial Review	> 10 Acres	$300.00 Plus $20.00 Acre
Rezoning Request - Less than 5 acres		$300.00
Rezoning Request - 5 to 50 acres		$500.00
Rezoning Request - Greater than 50 acres		$1,500.00
Temporary Use Permit		$25.00
Development Agreement		$1,000.00 *
Planned Development or Flexible Review District (Annexation or Rezoning)		$5,000.00

* Fee charged will also include a reimbursement for the City’s incurred legal fees related to the review of the development agreement.

Department/Program Fee	Fee Detail	FY 2025 Fee

PLANNING AND ZONING DEPARTMENT (CONTINUED)

Architectural Design Review Fee **

Buildings Less than 15,000 sf	$1,575.00
Buildings between 15,000 - 30,000 sf	$2,125.00
Buildings between 30,001 - 60,000 sf	$2,625.00
Buildings greater than 60,000 sf and mixed use projects	$3,150.00
Minor Alterations or Modifications	$262.00
Major Alterations or Modifications	Same as new
Signage Review	$125.00

** Architectural Design Review Fee applies to ALL commercial, Industrial, Townhome, Multi-Family, and Mixed-Use Buildings.

Development Impact Fees

Single Family - Residential	Per Unit	$3,253.00
Multi-Family - Residential	Per Unit	$1,952.00
Commercial	Per 1,000 sq. ft.	$590.00
Office	Per 1,000 sq. ft.	$448.00
Industrial	Per 1,000 sq. ft.	$265.00
Single Family - Residential - Carnes	Per Unit	$1,215.86
Commercial - Carnes	Per 1,000 sq. ft.	$450.00

Certain projects (new and existing) may be subject to a public art fee. Please reference City Code Chapter 154: Public Art on Private Property.

Department/Program Fee	Fee Detail	FY 2025 Fee
BUILDING DEPARTMENT		
Permit Fees		
Application Fee	Non-Refundable	$25.00
Technology Fee	Non-Refundable. Applies to all new construction projects	$50.00 Residential Projects / $100.00 Commercial Projects
Building Permit Fee *		
Cost of Construction	$0.00 to $1,000.00	$15.00
Cost of Construction	$1,000.00 - $50,000.00	$15 For 1st $1,000.00 Plus $5
		for each additional 1,000.00
Cost of Construction	$50,001.00 - $100,000.00	$260 For 1st 50,000.00 Plus $4
		for each additional $1,000.00
Cost of Construction	$100,000.00 - $500,000.00	$460 For 1st $100,00.00 Plus $3
		for each additional 1,000.00
Cost of Construction	$500,000.00 and up	$1,660 For 1st $500,000.00 Plus $2
		for each additional $1,000.00
Plan Review Fee	New residential construction	Equal to 1/2 of the Building Permit Fee
Plan Review Fee	For all commercial projects	Equal to 1/2 of the Permit Fee
Temporary Certificate of Occupancy	Commercial	$100.00
** Cost of New Construction is based on the latest published edition of the ICC BVD table. Renovations and Alterations are based on the Contract Amount.*		

Department/Program Fee	Fee Detail	FY 2025 Fee

BUILDING DEPARTMENT (CONTINUED)

Permit Fees (Continued)

Permit Fees for: Mechanical, Electrical, Plumbing, Gas, Fire Alarm, Fire Sprinkler & ERCES Permits (BDA)

	Contract Amount	Permit Fee
	Less Than $1,000.00	$15.00
	$1,001.00 to $2,500.00	$35.00
	$2,501.00 to $4,000.00	$55.00
	$4,001.00 to $5,500.00	$75.00
	$5,501.00 to $7,000.00	$95.00
	$7,001.00 to $10,000.00	$115.00
	$10,001.00 to $25,000.00	$145.00
	$25,001.00 - Up	$180.00 plus 0.6% (.006) of amount over the baseline

Department/Program Fee	Fee Detail	FY 2025 Fee
BUILDING DEPARTMENT (CONTINUED)		
Permit Fees (Continued)		
Temporary Power Pole/Meter Permit	Temporary Power Pole / Meter	$25.00
Residential Utility Reconnect Permit	Residential reconnection fee for electricity / gas	$15.00 plus the application fee
Commercial Building Safety Permit	Commercial building safety inspection	$75.00 plus the application fee
Moving/Demolition of Buildings/Structures	Residential	$100.00
Moving/Demolition of Buildings/Structures	Commercial	$150.00
Swimming Pool Permit - Residential	Covers Trades if Holder of "SP" State Contractors License	$100.00
Swimming Pool Permit - Commercial	Covers Trades if Holder of "SP" State Contractors License	$400 plus plan review fee
Re-inspection Fees		$100.00 (1st Inspection)
		Doubles per offence - $800 cap
		per failed inspection
Stop Work Order	Construction of any type started w/out a permit	Double the Permit Fee
Preliminary Plan Review Fee	Building Official Review of Plans before contractor submittal	$500.00
Expedited Residential Permit Processing		$500.00

Department/Program Fee	Fee Detail	FY 2025 Fee

FINANCE DEPARTMENT

Special Event Permits

Special Event Permit Application	Events held on private property	$25.00
Special Event Permit Application	Festivals and Major Events	$50.00
Special Event Permit Application	Neighborhood Block Parties – road closures	$50.00
Special Event Permit Application	Picketing Permit	no fee
Special Event Permit Application	Filming and Photography	$25.00-$100.00

Additional fees may be charged which include but are not limited to traffic control, security, security deposits, etc.

Other Charges and Fees

Hospitality Taxes	Prepared Foods	2% tax
Local Accommodations Taxes	Hotel/Motel Stays	1% tax
Penalty	Non-Payment of Hospitality Tax and Accommodations Tax	5% per month with an increase of 5% each month until paid
Commercial Solid Waste Collection Fee	1st Roll Cart	$600.00 per year
Commercial Solid Waste Collection Fee	2nd Roll Cart	$300.00 per year
Commercial Solid Waste Collection Fee	Penalty	Greater of 2.5% or $5.00
E911 Surcharge	E911 Surcharge - Per line, per month	$0.84
Short Term Rental Permit	Annual Fee for a Short Term Rental Permit	$100.00
Facilities Rental - Fire Training Room	Per Hour / 2 Hour Minimum	$100.00
Returned Check Fee	Per Check - Citywide	$30.00
Audit/Budget Preprinted Book Fee	Per Page	$0.20
Set-Off Debt Collection		$25.00 City, $25.00 DOR, $25.00 MASC

Department/Program Fee	Fee Detail	FY 2025 Fee

FINANCE DEPARTMENT (CONTINUED)

Water Billing

Water Rates	Inside City Limits	Outside City Limits
Monthly Service Charge *	$13.44	$26.88
Water Rates	$2.65 per 1,000 Gallons	$5.30 per 1,000 Gallons
Hydrant Fee	N/A	$1.00 per Month
Tap Fees	$500.00	$1,000.00
Water Tap Impact Fee	$1,500.00	$1,500.00

Late Charges	15% of amount due assessed after the 15th of the month
Arrangement Fee	$15.00 payment arrangement fee
Non-payment Fee	$30.00 non-payment fee for accounts not paid by the 25th of the month
Illegal Meter Tampering Fee	$125.00 if meter has been illegally turned on, plus $25.00 reconnect fee
Origination Fees	$50.00 inside city limits
Transfer Fee	$25.00 applied to next water bill
Temporary Service	$30.00 origination fee plus applicable water charges
Repeat Service Calls	$25.00 fee on all return trips for new service (i.e. continuous running
After Hours Calls	$30.00 fee to reinstate water service interrupted due to non-payment or after
Turf Box Installation	$80.00
Meter Box Repairs	$25.00 minimum/$150.00 maximum (residential meters only)
Fire Hydrant Meter Rental	$500.00 security deposit + $3.98 per 1,0000 Gallons + $97.52 monthly rental

* Monthly Service Charge is based on 5/8" & 3/4" Meters. For additional charges on larger meters, please contact the Finance Department

Department/Program Fee	Fee Detail	FY 2025 Fee

FINANCE DEPARTMENT (CONTINUED)

Business Licenses

Rate Class	Income 0-$2,000	All over $2,000 Rate per Thousand or fraction thereof
1	$30.00	$2.00
2	$40.00	$2.15
3	$50.00	$2.30
4	$60.00	$2.45
5	$70.00	$2.60
6	$80.00	$2.75
7	$90.00	$2.90
8	See class 8 rates	
9	See class 9 rates	

* Out of City Rates:
Unless otherwise specifically provided, all minimum fees and rates shall be doubled for non-residents and itinerants having no fixed principal place of business within the city.

* Declining Scale applies in all Classes for gross income in excess of $1,000,000

Gross Income in $Millions	Percent in Class Rate for each additional $1,000
0-1	100%
1-2	90%
2-3	80%
3-4	70%
Over 4	60%

Department/Program Fee	Fee Detail	FY 2025 Fee

FINANCE DEPARTMENT (CONTINUED)

Business License (continued)

Class 8 Rates: and Class 9 Rates:

Each NAICS number designates a separate sub-classification. The businesses in this section are treated as separate and individual subclasses due to provisions of state law, regulatory requirements, service burdens, tax equalization consideration and the like, which are deemed to be sufficient to require individually determined rates.

Business	**First $2,000 Gross Income**	**$2,001 up to $1,000,000**
Contractors, Construction, All Types	$75.00	$2.40 per thousand or fraction thereof
Junk or Scrap Metal	$65.00	$2.00 per thousand or fraction thereof
Auto, Motor Vehicle Dealers, Farm Machinery & Boat Dealers	$80.00	$2.00 per thousand or fraction thereof
Pawn Brokers	$200.00	$2.95 per thousand or fraction thereof
Carnival & Circuses	$300.00	$3.50 per thousand or fraction thereof
Bingo Hall	$200.00	$2.95 per thousand or fraction thereof
Taverns, Bars & Clubs	$200.00	$2.95 per thousand or fraction thereof

Over $1,000,000 see declining scale

Department/Program Fee	Fee Detail	FY 2025 Fee

FINANCE DEPARTMENT (CONTINUED)

Business License (continued)

Business Type

Railroad Companies	First 1,000 Inhabitants	$25.00
	Up to Maximum	$35.00 Per Thousand or $2,000.00
Telecommunications	All Types	1% of Gross Income
Insurance Companies	Fire & Casualty / Title Ins	2% of Gross Premiums
Insurance Companies	Life, Health & Accident	.75% of Gross Premiums
Billiard Rooms	First $2,000	$200.00
	$2,001 up to $1,000,000	$2.95 Per Thousand
	Over $1,000,000	See Declining Scale
Billiard Rooms - Tables	Billiard or Pool Tables	$5.00 for Tables Under 3.5'
		$12.50 for Tables Over 3.5'
Amusement Machines		
Coin Operated, (except gambling) (Type I&II)	Operator of Machine	$12.50 license fee plus $12.50 per machine
Coin Operated, non-payout (Type III)	Operator of Machine	$12.50 license fee plus $180.00 per machine
Express Business License	New Residential Construction	$750.00 per Residential Unit
Penalty	Non-Payment of Business Lic. Tax Prior to Operations	5% per month with an increase of 5% each month until paid

* All minimum rates and fees shall be doubled for businesses having no fixed permanent place of business within the City.

MUNICIPAL COURT

Certified Audio Recordings	Small Case	$10
Certified Audio Recordings	Large case	$20

Department/Program Fee	Fee Detail	FY 2025 Fee
RECREATION DEPARTMENT		**R= Resident; NR= Non-Resident**
Fitness Programs		
Adult Membership	Yearly	$60.00 R / $325.00 NR
Youth Membership	Yearly	$25.00 R / $175.00 NR
Senior Walking Club	Yearly	$25.00 R / $100.00 NR
Orientation	45 Minute Session	$15.00 R / $20.00 NR
Personal Training	1/30 Minute Session	$32.00
Personal Training	1/1 Hour Session	$45.00
Personal Training	4 Thirty Minute Sessions	$99.00
Fitness Classes	Monthly	$30.00 R / $35.00 NR
Easy Does It Fitness Classes	Monthly	$25.00 R / $30 NR
Daily Choice of Fitness Classes	Daily	$5.00
Yoga	Daily	$8 daily fee
Gymnastics		
Mommy & Me	Monthly	$60.00 R / $80.00 NR
Preschool	Monthly	$60.00 R / $80.00 NR
Beginners Girls	Monthly	$75.00 R / $95.00 NR
Intermediate Girls	Monthly	$75.00 R / $95.00 NR
Advanced Girls	Monthly	$95.00 R / $115.00 NR
Beginner Boys	Monthly	$75.00 R / $95.00 NR
Tumbling	Monthly	$75.00 R / $95.00 NR
Playnastics	Daily	$5.00 R / $7.00 NR
Parents Night Out	Offered once a month	$20.00 R / $30.00 NR PLUS $15.00 R / $25.00 NR per sibling
Open Gym	Offered once a month	$13.00 R / $20.00 NR
Hot Shots	Monthly	$95.00 R / $115.00 NR
Level 2	Monthly	$140.00 R / $170.00 NR
Level 3	Monthly	$190.00 R / $220.00 NR
Level 4	Monthly	$230.00 R / $260.00 NR

Department/Program Fee	Fee Detail	FY 2025 Fee
RECREATION DEPARTMENT (CONTINUED)		**R= Resident; NR= Non-Resident**
Gymnastics (continued)		
Level 5	Monthly	$230.00 R / $260.00 NR
Level 6-10	Monthly	$275.00 R / $305.00 NR
Xcel Bronze/Silver	Monthly	$140.00 R / $170.00 NR
Xcel Gold/Platinum	Monthly	$190.00 R / $220.00 NR
Xcel Diamond	Monthly	$230.00 R / $260.00 NR
Gymnastics Birthday Party	1 ½ Hour	$235.00 R / $255.00 NR
Boys Team L3	Monthly	$160.00 R / $190.00 NR
Boys Team L4 / L5	Monthly	$190.00 R / $220.00 NR
Gymnastics Registration Fees		
January 2024 - May 2024	Annual	$30.00
June 2024 - November 2024	Annual	$30.00
Competition Teams June 2024 - May 2025	Annual	$50.00
Preschool and Other Programs		
Half Pints Preschool	Monthly	$180.00 R / $185.00 NR
Preschool Ballet, Tap & Jazz	Monthly	$50.00 R / $55.00 NR
Ballet & Jazz	Monthly	$50.00 R / $55.00 NR
Karate	Monthly	$85.00 R / $95.00 NR
Martial Arts	Monthly	$50.00 R / $55.00 NR
Beginner Tennis	8 week session	$75.00 R / $85.00 NR
Adult Tennis	8 week session	$100.00 R / $120.00 NR
Senior Painting	Daily	$5.00 R / $6.00 NR
Senior Line Dancing	Daily	$4.00 R / $5.00 NR
Senior Program Sponsors	Sponsor Fee	$150.00 per year / $50 per monthly event

Department/Program Fee	Fee Detail	FY 2025 Fee
RECREATION DEPARTMENT (CONTINUED)		**R= Resident; NR= Non-Resident**
Athletic Programs		
Open Play Volleyball	Daily	$5.00
Pickleball	Daily	$2.00
Baseball/T-Ball/Softball Registration	Season	$50.00 R / $85.00 NR
Soccer Registration	Season	$50.00 R / $85.00 NR
Football Registration	Season	$65.00 R / $100.00 NR
Flag Football Registration	Season	$50.00 R / $85.00 NR
Cheerleading Registration	Season	$45.00 R /$80.00 NR
Basketball Registration	Season	$45.00 R /$80.00 NR
Volleyball	Season	$45.00 R /$80.00 NR
Sponsorship-Gold	Season	$1,000
Sponsorship-Silver	Season	$675.00
Sponsorship-Bronze	Season	$250.00
Sponsorship-Sign	Season	$250.00
Facility Rentals		
Basketball Party	2 hour max rental	$150.00 R / $160.00 NR
Multi-Purpose Room 2	Per hour	$45.00 R / $55.00 NR
Gym Rental	Per hour	$60.00 R / $70.00 NR
John McCants Veterans Park Pavilion	Daily rate	$100.00 Daily Fee
Central Creek Park - Eubanks Pavilion	3 hour rental	$200.00 R / $300.00 NR
Central Creek Park - Boeing Pavilion	3 hour rental	$150.00 R / $250.00 NR
Central Creek Park - Berkeley Pavilion	3 hour rental	$150.00 R / $250.00 NR
Central Creek Park Casey Pavilion	Half Day	$1,000.00 R / $1,500.00 NR
Central Creek Park Casey Pavilion	Full Day	$1,500.00 R / $2,000.00 NR
CCP Casey Pavilion Non-Profit Event	Hourly	$50 per hour
Daning For Profit Event	Full Day	$3000.00 R/ $5000.00 NR
Daning Non-Profit Events	Full Day	$200/HR *$500 Deposit
Weddings @ Daning	Half Day	$1,500.00 R / $3,000.00 NR
Weddings @ Daning	Full Day	$2,500.00 R / $5,000.00 NR

Department/Program Fee	Fee Detail	FY 2025 Fee
RECREATION DEPARTMENT (CONTINUED)		
Facility Rentals (continue		
Daning Deposit	Per Event	*$500.00 Deposit and Additional Staff fees
Creek Collective	Hourly	$100 R / $150 NR
Pool		
Membership	Yearly	$50.00 R / $100.00 NR
Daily Fee		$3.00
Swim Lessons	6 Lessons	$75.00 R / $85.00 NR
Swim Lessons – Private	6 Lessons	$125.00 R / $135.00 NR
Pool Party	3 hour rental	$275.00
Summer Camps		
Fun Fitness Camp	Weekly	$120.00 R / $135.00 NR
Cheer Tumble Camp	Weekly	$65.00 R / $80.00 NR
Art Camp	Weekly	$70.00 R / $75.00 NR
Magic Camp	Weekly	$130.00 R / $135.00 NR
Science Camp	Weekly	$120.00 R / $125.00 NR
Gymnastics Camp	Weekly	$65.00 R / $80.00 NR
New Adventures Camp	Weekly	$120.00 R / $125.00 NR
Therapeutic Programs		
TR Pickleball	4 week session	$10.00 R / $15.00 NR
TR Bowling	8 week session	$45.00 R / $60.00 NR
Unified Cheerleading	8 week session	$30.00 R / $45.00 NR
Camp Friendship	Weekly	$50.00 R / $60.00 NR
TR Golf	8 week session	$20.00 R / $35.00 NR
Aqua-Play	4 week session	$20.00 R / $35.00 NR
Festival of Lights Trip		$5.00
Sponsor – TR Dances	4 Events	$250.00 Platinum / $100.00 Gold
Sponsor – TR Fishing Rodeo	1 Event	$250.00 Platinum / $100.00 Gold

Department/Program Fee	Fee Detail	FY 2025 Fee

RECREATION DEPARTMENT (CONTINUED)

Special Events

Sponsor – Dance	1 Event	$250.00 Platinum / $100.00 Gold
Sponsor – Easter Egg Hunt	1 Event	$500.00 Platinum
Sponsor – BBQ & Brews	1 Event	$750.00 Platinum / $300.00 Gold
Vendor – BBQ & Brews	1 Event	$50.00
Sponsor – Cookin' in the Creek	1 Event	$1,000.00 Platinum / $500.00 Gold / $250.00 Silver
Vendor – Cookin' in the Creek	1 Event	$200.00 Food Vendor / $100.00 Dessert Vendor
Sponsor – Spring Concert Series	3 Events	$1,000.00 Platinum / $250.00 Gold
Vendor – Spring Concert Series	Per Event	$50.00
Sponsor – Fabulous Fourth in the Creek	1 Event	$1,000.00 Platinum / $250.00 Gold
Vendor – Fabulous Fourth in the Creek	Per Event	$225.00
Sponsor – Kids Fest	1 Event	$1,000.00 Platinum / $500.00 Gold / $250.00 Silver
Food Vendor – Kids Fest	1 Event	$225.00
Sponsor – Fall Festival	1 Event	$800.00 Platinum / $650.00 Gold / $4000.00 Silver
Food Vendor – Fall Festival	1 Event	$225.00
Sponsor – Outdoor Movie	2 Events	$500.00 Platinum / $250.00 Gold
Food Vendor – Outdoor Movie	Per Event	$50.00
Sponsor – Halloween Carnival	1 Event	$500.00 Platinum / $250.00 Gold
Sponsor – Christmas in the Creek	1 Event	$1,000.00 Platinum / $500.00 Gold / $250.00 Silver
Food Vendor – Christmas Tree Lighting	1 Event	$50.00
Dance Admission	1 Event	$20.00 Resident Child / $25.00 Non-Resident Child
		(additional child $5.00)
Senior Thanksgiving Luncheon Admission	1 Event	Free for Residents / $5.00 NR
Senior Christmas Luncheon Admission	1 Event	Free for Residents / $5.00 NR

Miscellaneous

Late fee for programs	Per Month	$10.00
Late registration fee for sports	Per Sport	$15.00

Department/Program Fee	Fee Detail	FY 2025 Fee
GOLF DEPARTMENT		
Memberships		
Application Fee		$200.00 R / $400.00 NR
Single		$1,900.00
Family		$2,600.00
Military/Senior Single		$1,800.00
Military/Senior Family		$2,500.00
Collegiate		$950.00
Junior (Up to age 19)		$700.00
Range Fees		$350.00 Single / $450.00 Family
Trail Fees		$1,400.00 Single / $1,700.00 Family
Cart Lease		$1,900.00 Single / $2,200.00 Family
Cart Fees		$19.00 for 18 Holes / $9.50 for 9 Holes
Handicap Fee		$35.00
Miscellaneous		
Returned Check Fee		$30.00
Large Bag of Balls		$6.00 Member / $10.00 Nonmember
Small Bag of Balls		$3.00 Member / $5.00 Nonmember
Non-Member Range Plan		$1,600.00
Daily Rates		
Weekend	Open-10	$62.00 R / $72.00 NR
Weekend	10-2	$52.00 R / $62.00 NR
Weekend	2-Close	$42.00 R / $52.00 NR
Weekday	Open-10	$51.00 R / $59.00 NR
Weekday	10-2	$46.00 R / $54.00 NR
Weekday	2-Close	$36.00 R / $44.00 NR
Senior Rate	Monday - Friday	$36.00 R / $41.00 NR
Military		$5.00 Off Rack Anytime
Walking After 12	Weekday & Weekend after 12	$23.00 R / $26.00 NR (18 Holes) / $15.00 R / $18.00 NR (9 Holes)

Department/Program Fee	Fee Detail	FY 2025 Fee
GOLF DEPARTMENT (CONTINUED)		
9 Hole Rate	Weekend after 12:00 pm	$28.00 R / $32.00 NR
9 Hole Rate	Weekday Anytime	$28.00 R / $32.00 NR

Request for City Council Agenda Item

To: Council

From: Rob Wiggins, Economic Development Director

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☐ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

SIGN REMOVAL AND REPLACEMENT INCENTIVE PLAN

Background Summary

City staff is requesting an extension of the deadline for the Sign Removal and Replacement Incentive Plan that was approved by City Council in 2022 and made effective 01/01/2024. This incentive plan coincided with the effective date of the City's new sign ordinance and the purpose was to encourage rapid removal and replacement of existing freestanding, nonconforming signs in the City.

The Incentive Plan is a tiered program over two years with a City matching grant of 90% of the removal and replacement cost up to $10,000 in 2024 and 80% match up to $7,000 in 2025 or until the $400,000 in recovery funds were exhausted.

Staff identified all out of compliance free standing signs and has conducted outreach to these businesses along with numerous sign companies to inform them of the Incentive Plan. As of 11/04/2025, $124,734 of the $400,000 has been granted. These funds have assisted in the replacement of signs at 3 shopping centers with multiple tenants and 10 individual businesses. But unfortunately, due to the replacement costs that exceed the grant amount, many businesses are choosing to wait until they are required to replace their sign in 2033. Therefore, I am requesting to extend the expiration date of the Sign Removal and Replacement Incentive program indefinitely until funds are exhausted. Staff will conduct another marketing push to notify businesses with out of compliance signs.

Financial Impact

Funds initially came from ARPA funds but have been moved to the general fund.

Impact if denied

Businesses have no incentive to replace out of compliance signs early.

Impact if approved

Replacing non-conforming signs will serve as both an aesthetic enhancement for our community but will also reduce the financial burden of replacing signage for businesses.
Department Head: _____ *Signature & Date* City Administrator: _____ *Signature & Date*

Request for City Council Agenda Item

To: MAYOR AND CITY COUNCIL

From: ALEXIS KISER, SPECIAL PROJECTS MANAGER

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☐ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

REQUEST TO ENTER INTO CONTRACT WITH ACTION SPORTS DESIGN, LLC FOR THE DESIGN OF THE BMX TRACK LOCATED AT FOSTER CREEK PARK

Background Summary

Staff requested $1 million in Hospitality Tax funds for the design and construction of a BMX Track to be located at Foster Creek Park. This project supports the Strategic Plan's goal to Increase Economic Activity and Brand Recognition, specifically the strategy of exploring sports tourism and its economic impact. This type of niche sports tourism, located just outside of the Red Bank District, will draw unique visitors to the city and to an area targeted for revitalization. In addition to working with Action Sports Design, LLC, staff will release a design-build RFQ to hire an engineer and contractor for the project.

Financial Impact

Staff requested $1 million in Hospitality Tax funds in the FY2026 budget to fund the design and construction of this facility.

Impact if denied

Due to the niche nature of creating a well designed BMX track, it is imperative to work with experts who have concentrated experience in this type of facility. Additionally, the city's partnership with BMXUSA for the programming of the facility, requires design of the track by a preselected design professional. If denied, we would be unable to move forward with the construction and programming of this facility.

Impact if approved

Staff will continue to build the design team for the successful completion of this project.

Department Head: City Administrator:

_____	_____
Signature & Date	*Signature & Date*

- Action Sports Design
- BMX Racetrack Facilities
- Construction Administration

DATE: October 13, 2025

TO: Alexis Kiser, MPA
Special Projects Manager
City of Goose Creek
519 N Goose Creek Blvd
Goose Creek, SC 29445

FROM: Michael R. McIntyre, PLA
ACTION Sports Design, LLC
12400 W Hwy 71, Suite 350-348
Austin, TX 78738

RE: Scope and Fee Proposal-City of Goose Creek BMX Racetrack Facility Planning and Design

Dear Ms. Kiser:

ACTION Sports Design, LLC (ASD) is prepared to perform all tasks outlined within the scope of work for the planning, design, engineering, construction documents, bidding, and construction administration for the City of Goose Creek BMX Facility on a **pre-approved phase basis**.

It is understood the construction budget for the BMX Racetrack Facility is 1M budget. ASD understands this includes all professional design services related to the project

The proposed design process to be performed by ACTION Sports Design, LLC (DESIGNER) for CITY OF GOOSE CREEK (CLIENT) includes the following five phases:

PHASE 1.0 – SCHEMATIC DESIGN-MASTER PLAN VISION

Objectives:

- Define scope of work, schedule, program, and overall items of coordination.
- Establish the project working relationship with all members of the project design team.
- Review any applicable studies, concepts, existing data sources, and any other work done to date in the interest of this project.
- Prepare conceptual and schematic design providing detailed direction as to the materials, location, and dimensioning of the design elements.
- To develop a preliminary budget/ estimate of probable construction cost.
- Coordinate with client team and City of Goose Creek.

1.1 Project Kick-off Meeting #1 (ASD/CLIENT)- On Site

- ASD will perform Kick-Off meeting with City of Goose Creek and applicable groups determined by the client.
- Meet with Client staff team to verify work program, schedules, and channels of communication.
- Review project scope, schedule, and program requirements with client/ design team.
- Project overview and distribution of design team responsibilities.

1.2 Data Collection (ASD/ CLIENT)

- Data will be collected as it relates to the existing site and proposed development to ensure an understanding of the site and park program. Existing information pertinent to the project scope of work will be gathered and distributed to all design team members during this phase of the work by the Client.
- Site review and analysis of proposed site locations gathering on site information, drone aerial photography.
- Site review of all proposed locations discussing pros and cons of each applicable location.
- Geo-technical investigation (provided by client) will be assessed, and ASD will provide any special considerations for future design and construction.
- Site Survey (by client) in .DWG format Geo-referenced for all project drawings will be reviewed.
- Determination of preferred site location will be evaluated and agreed upon before task 1.3

1.3 BMX Racetrack Flow and Skill Level Diagrams (ASD)-Online Review

- Develop two (2) alternative bubble diagrams illustrating the layout and program relationships of the BMX Racetrack and to the adjacent site amenities proposed in the future park development. Restroom, concession, and registration building size, format and program will be provided.
- Diagram activity zones, approximate size of amenities and circulation throughout each transition zone.
- Gain acceptance from client on final program of park amenities and circulation.

1.4 BMX Racetrack and Diagrams Meeting #2-Online Review

- Design progress review meeting with the city to evaluate final program, materials, circulation and proposed park master plan integration of design.
- Address all city comments, requests, and approval prior to producing conceptual layouts.

1.5 BMX Racetrack and Conceptual Layout Plans-Online Review

- Based upon specific design criteria gathered from the City, ASD will prepare conceptual design plans that will depict site facilities and relationships. Specific concept to be reviewed under this contract shall be limited to the following items:
  - Develop conceptual BMX Racetrack design identifying horizontal layout of the park based on the approved conceptual bubble diagram layout and client approval.
  - Pedestrian access and circulation system including restroom/ concession/ registration building location and spectator seating.
  - Relationship between BMX Racetrack and elements and existing/proposed recreation areas.
  - Landforms and grading concept (BMX Racetrack and limit of work only).

1.6 Develop Final BMX Racetrack and Schematic Master Plan-Online Review

- Develop final BMX Racetrack and master plans based on conceptual layouts, design team input and City comments.

1.7 Preliminary BMX Racetrack and Cost Estimate-Online Review

- Determine preliminary cost for the elements.
- Cost estimate shall be based upon general square footage prices, based on current market conditions.

1.8 Client Meeting #3-Present BMX Racetrack Design (ASD/CLIENT)

- Design Team/Project Consultant Meeting – This meeting will include the Client Staff, City Staff, and any team deemed necessary as it relates to the project.

1.9 Final Design 3D Renders for City-(ASD/CLIENT)

- Present BMX Racetrack and Design

PHASE 2.0-DESIGN DEVELOPMENT (60%)

Objectives:

- To refine the schematic design providing detailed direction as to the materials, location, and dimensioning of the design elements.
- To refine the estimate of probable construction cost and budget.
- Upon review by the Client of the Schematic Design plans, ASD shall prepare the Design Development drawings setting forth, in technical detail, the requirements for construction of the design. Evolutionary adjustments to the Design Development documents will be incorporated into the work prior to the start of Construction Documents.

2.1 Project Meeting #3 – DD Coordination (ASD/CLIENT)

- ASD will make available to the Client a copy of the final plan prior to project meeting #3.
- Evaluate various site locations for security, access, and design guideline compliance.
- Review plan for innovation, value engineering and update/ review design schedule with client.

2.2 Materials Research (ASD)

- Identify proposed materials and furnishings to be used within the BMX racetrack.
- Identify all products, materials, and approximate cost.

2.3 Prepare Base Information (ASD)

- Prepare base information for inclusion in all future design documents.
- ASD will coordinate drawings within our scope of work with Project Design Team members as updates become available.

2.4 Site Plan (ASD)

- Convey major site features relevant to the BMX Racetrack placement on site. Layout will reflect proposed grades and grading concept.

2.5 Preliminary BMX Racetrack Material Reference Plan (ASD)

- Identify all major amenities in the Master Plan by keynote description.
- Reference all major details, enlargements, and sections with supporting details.

2.6 Preliminary Layout Plan (ASD)

- Final location of elements using horizontal coordinates, curve data & vertical elevations.
- Enlarged layout plan for the facility using horizontal coordinates, curve data & vertical elevations.

2.7 Geotechnical Boring Locations (ASD/CLIENT)

- Provide boring locations for client Geo-technical report and structural calculations needed for start hill, buildings, element footings and lighting footings as applicable.

2.8 Preliminary Grading and Drainage Plan & Coordination (ASD)

- Proposed spot grades at necessary points to convey intended elevations and direction of flow.
- Earthwork calculations for cut and fill.
- Location and sizing of drainage structures, sizing and location of retention basins, invert grades and utility requirements. Provide all finish grades and surface drainage for BMX and supporting site improvements within scope limit of work line.

2.9 Sections/Profiles Plan (ASD)

- Vertical sections at appropriate scale conveying the overall BMX design intent.

2.10 Construction Details (ASD)

- Provide sufficient construction detailing for the construction of all elements within this project that falls under this scope of work within the project limit of work lines.

2.11 Specifications (ASD/PROJECT DESIGN TEAM)

- Provide 60% specifications for all elements within this project that falls under this scope of work within the project limit work lines.

2.12 Preliminary Statement of Probable Construction Costs – 60% (ASD)

- Prepare cost estimate for the BMX Racetrack within the project's limit of work.

3.13 60% Client Review Submittal (CLIENT/ASD)

- Submit 60% plan set, specifications, and construction estimate for review by Client.

- It shall be the responsibility of the Client to review all material and respond to ASD with any comments or questions in a timely manner.
- **Project Meeting #4 – DD Review (ASD/CLIENT)**
- Client review of 60% submittal.

3.14 Construction Estimate of Probable Construction Costs (ASD)

- Provide estimate of probable construction costs for all BMX elements.
- Coordinate with team on all overlapping areas for clear definition of estimate elements.

PHASE 3.0-CONSTRUCTION DOCUMENTS (90%-100%)

Objectives:

- Upon review by the Client of the Design Development documents, ASD shall finalize the construction contract documents setting forth, in technical detail, the requirements for construction of the design.
- The construction documents shall include all items necessary to build the entire BMX Bike Track elements.
- Construction documents shall include, but not be limited to layout, surface grading and drainage, , materials, and other plans as necessary to facilitate the construction of the proposed project.
- ASD will submit 90% plans to the appropriate agencies for review, revisions, and approval.
- Make required revisions as requested by the Client to present to the Client 100% final, professional sealed plans for construction.

3.1 Project Meeting #5 – CD Overview (ASD/CLIENT) PHONE CONFERENCE

- Review approved Design Development drawings prior to start of 90% Construction Documents.

3.2 90% Construction Documents (ASD)

- ASD will finalize plans to facilitate construction of BMX Racetrack and project. These 90% construction documents at a minimum shall include:
  - Site Plan
  - Perspective and Graphic Views
  - Materials Reference Plan
  - Layout Plan
  - Grading and Drainage Plan
  - Detailing of all BMX Racetrack and features
  - Sections/Profiles Plan
  - Construction Details
  - Fencing
  - Lighting photometrics and power locations
  - Quantity Survey and Cost Estimate
  - Construction Specifications

3.3 Statement of Probable Construction Cost – 90% (ASD)

- Develop spreadsheet of all BMX Racetrack and, and bike skills improvement quantities and unit rates for probable construction cost.
- If necessary, ASD will identify acceptable alternatives to align the probable construction cost with the available construction budget. The cost estimate will be submitted with the 90% plan set to allow for any necessary design adjustments prior to 100% plan submittal and acceptance.
- A final cost estimate based on a current market value that falls within budget will be submitted with the 100% final construction documents.

3.4 90% Specifications (ASD/PROJECT DESIGN TEAM)

- Refine and revise as necessary technical specifications in CSI (Construction Specification Institute) format for all BMX Racetrack construction.

3.5 100% Biddable Construction Document Submittal (ASD/PROJECT DESIGN TEAM)

- ASD will finalize plans to facilitate construction of the BMX Racetrack and project. These final construction documents at a minimum shall include:
  - Site Plan
  - Perspective and Graphic Views
  - Materials Reference Plan
  - Layout Plan
  - Grading and Drainage Plan
  - Cut and Fill Calculations
  - Detailing of all BMX Racetrack and features
  - Sections/Profiles Plan
  - Construction Details
  - Fencing
  - Lighting photometrics and power locations
  - Quantity Survey and Cost Estimate
  - Construction Specifications

PHASE 4.0-CONSTRUCTION SUPPORT-Bidding (Online Meeting)

Objectives:

- Aid Client in bidding process by fielding questions and answers from prospective bidders during the contract procurement process.
- Provide necessary Requests for Information (RFI's) if applicable.
- Review of contractor's bids providing feedback on qualifications and acceptable experience.

PHASE 5.0-CONSTRUCTION ADMINISTRATION-Construction Meetings-As-Builts

Objectives:

- Aid City of Goose Creek in determining in general if the Work is proceeding in accordance with the Contract Documents design intent.
- ASD shall provide observation of the implementation of work designed by ASD within the construction documents, and shall advise and consult with City of Goose Creek Issues relating to ASD's work will be conveyed and communicated to City of Goose Creek representative for evaluation and direction to the contractor.
- ASD will visit the project site during specific critical points in the construction of the BMX Racetrack and.
- ASD's role shall be to ensure that the contractor is performing the work in accordance with the contract documents and design intent. ASD shall not be responsible for construction means, methods, techniques, sequences for procedures, or for safety precautions in connection with work, or for the contractor's failure to carry out the work per local codes, ordinances, and guidelines.

5.1 Pre-Construction Conference (ASD)-1 onsite meeting

- ASD shall not be responsible for the acts or omissions of the contractor or any sub-contractors, or any of the contractors or sub-contractor's agents or employees, or any other persons performing any of the work. To ensure that the intent of working drawings is carried out, at least five working day notice is required for approval of deviations of field changes related to the drawings and specifications prepared by ASD. Changes shall be approved in writing by ASD before the contractor is authorized to make those changes.

5.2 Progress Review/Site Visits (ASD)-3 onsite meetings

- Progress reports shall be provided following each site visit to CITY OF GOOSE CREEK indicating the progress of the project, quality of construction methods, specific problem areas and state of completion. These reports are for the sole purpose of assisting CITY OF GOOSE CREEK in its management of the construction process.

- ASD shall photograph work during site visits and include photos with each written progress report for City of Goose Creek records.
- ASD shall review and approve shop drawings, samples and other submissions of the contractor only for conformance with the design concept of the project and for compliance with construction documents by ASD.

- CITY OF GOOSE CREEK shall have the final decision and approval on all matters related to design and construction. ASD shall make recommendations in matters relating to artistic/technical effect which will be final if consistent with the intent of the contract documents. ASD will make recommendations to CITY OF GOOSE CREEK to reject work that does not conform to the contract documents and require special inspection or testing when deemed necessary.

- An ASD representative shall always have access to the work and shall make periodic visits to the site as scheduled below to become familiar with the progress and quality of the work to determine if the work is proceeding in accordance with the contract documents. The primary basis of on-site observations will be to advise CITY OF GOOSE CREEK any areas not conforming with the design intent (we will not be providing testing or inspections).

5.3 Pay Application Approvals and Substantial Completion Review (ASD)-one onsite meeting

- ASD will review and approve the contractor's applications for payment and submit City of Goose Creek review and processing. ASD will advise and inform on the completeness of each phase of work within their scope.

5.4 Project Closeout (ASD)-1 onsite meeting

- ASD will provide final approval letter for project close out.

END OF SCOPE

ATTACHMENT A

FEES AND EXPENSES

1. All services to be performed hereunder shall be performed pursuant to the fee schedule attached hereto as **Attachment "A"** and incorporated herein by this reference. **Attachment "B"** is 2025 Hourly Rate Schedule should additional services be requested. Invoices will be e-mailed the 1st of each month from ASD's office and continuing through the contract period.

ACCEPTANCE

When accepted, this proposal will serve as a mutual commitment between ASD and City of Goose Creek for the above-outlined services and fees. Work will be scheduled upon receipt of the signed agreement.

AGREED TO: ACTION Sports Design, LLC

By: _____ October 13, 2025

ACTION Sports Design, LLC Date

APPROVED BY: City of Goose Creek, SC

By: _____ _____

City of Goose Creek, SC Date

DESIGN AND CONSTRUCTION DOCUMENTS-FEE SUMMARY

Fees for the Professional Design Services within the proposed scope of work are outlined below. The fees are **lump sum not to exceed** totals.

Professional design services are based off the 1M budget at 8% for ASD. It is anticipated that a budget of 2% should be allowed for support services: Civil, Geotech, Electrical engineering.

SCOPE OF SERVICES-DESIGN		**FEE AMOUNT**
1.0	Schematic Design Phase-Master Plan Vision	$14,530.00
2.0	Design Development (60% CDs)	$22,278.00
3.0	Construction Documents (90%-100% CDs)	$28,642.50
Total-Schematic Design Phase-Master Plan Vision Fee's		**$65,450.50**

BIDDING SUPPORT SERVICES		**FEE AMOUNT**
4.0	Bidding Services (online attendance-RFI's)	$2,500.00
		$2,500.00

CONSTRUCTION ADMINISTRATION SERVICES		**FEE AMOUNT**
5.0	Site Review & Report Services (5 trips)	$5,500.00
		$5,000.00

USA BMX-ABA ETHOS-Admin, Review, Programming	**FEE AMOUNT**
• Site Analysis, Reviews, Program Services (10% design fee flat rate)	$6,365.00
	$6,545.05

TOTAL LUMP-SUM NOT TO EXCEED SCHEMATIC DESIGN AGREEMENT: $79,495.55

PROJECT ASSUMPTIONS

The following assumptions shall apply to the proposed scope of work and submitted fees:

- All written documents will be generated using Microsoft Word.
- All spreadsheet documents will be generated using Microsoft Excel.
- All project scheduling will be generated using Microsoft Project.
- Client will provide a Site Survey for the construction documents.
- **Client will retain specialty engineering required for: Geotechnical Engineering, Civil Engineering, Electrical Engineering and Site Survey. Park design outside our scope, ASD will coordinate drain inlet connections and locations. Any specialty permits that may be required for the project will be at direct cost plus 10% coordination fee with client pre-approval.**
- The Client shall be provided division 1 of the technical specifications and any specialty bidding requirement documents for the specifications. ASD will provide CSI Format for the technical specifications.
- Additional meetings, if required and approved, will be submitted as a change order request.
- Additional plan sets, if required and approved, will be billed at our standard in-house, or out-of-house, duplication rates.
- Data collected and methods used shall at a minimum be as follows:
    - Plan Processing Requirements – The Client shall outline to ASD and the design team the process required for the ultimate approval of all reports, plans, specifications, and cost estimates. The Client shall provide ASD with any specific details, title blocks, specifications, and/or document formatting required by the Client. A Project Manager employed by the Client shall be provided to assist ASD and the design team in the submittal and approval process during the entire duration of the project.
    - Budgeting – The Client shall inform ASD of the proposed construction budget of this project.
    - Gather existing reports/studies/record drawings – The Client shall provide ASD with all available information for water, sewer, electrical, and irrigation prior to the site visit. The Client shall provide ASD and design team any available “as-built” plans/notes, all existing digital files for existing conditions (grades, facilities, past improvements), as well as a current site survey.
    - Coordination of Utilities – The Client shall provide ASD with addresses, phone numbers, and contacts for all utility companies servicing the site. This information shall be utilized to verify existing services and determine requirements to adequately serve the park development. The utility companies shall also be expected to provide underground utility locations critical to the project as well as describing any existing or future utility easements. Specific processing requirements shall be provided to ASD for each utility company involved in the project site.
    - Survey and Mapping – Client will provide a current survey withing the project limits of work.
    - Topographic Mapping – Client shall provide a current overall base map displaying the site’s relief through contour and spot elevations. Should a current overall base map not exist, ASD shall hire a surveyor to gather such survey points necessary.
    - Geotechnical Report – If a current geo-technical report is available, it shall be the responsibility of Client to provide Client with the report prepared specifically for the project site. Should an existing report be available it shall be a maximum of 1 year old. If the report is over 1 year old, the original firm preparing the report shall issue a letter testifying that the report is still valid and no corrections or updates need to be prepared for the report. The letter shall be dated within 30 days of ASD’s receipt of the Geotechnical report. The report shall be completed and sealed by a Geotechnical Engineer registered in the state where the project site is located.
      At a minimum the report is to include the following; vicinity map of the project limits, plot plan/aerial showing location of borings, detailed description of the findings and recommendations, a detailed report of the laboratory tests performed, and an executive summary stating general findings and recommendations.

DELIVERY FORMAT

The following assumptions shall apply to the proposed scope of work and submitted fees:

- All written documents will be generated using Microsoft Word.
- All spreadsheet documents will be generated using Microsoft Excel.
- All project scheduling will be generated using Microsoft Project.

PROJECT CONDITIONS

- Client Approvals. A written request by the Client to commence each phase constitutes approval of prior design. Changes, directed and approved by Client requiring redesign and/or revisions during subsequent phases, will be considered as additional services and will be documented and billed on an hourly basis.
- Offsite Improvements: Responsibilities for the preparation and coordination of construction documents and exhibits for all off-site improvements not specifically outlined in this scope or work are not included in this fee proposal.

ATTACHMENT B

2025 ASD-HOURLY RATES & EXPENSES SCHEDULE

ASD-FIRM TITLE	RATE/ HR.
Principal	$ 225.00
Associate	$ 185.00
Project Manager	$ 165.00
Lead Designer	$ 145.00
Lead Graphics	$ 125.00
Drafting/ Production	$ 100.00
Clerical/ Administration	$ 60.00

DIRECT EXPENSES/ ALLOWANCE
• Flights (based on coach fare rates)
• Car Rental (based on mid-size car rate, Applicable taxes, fees, insurance and fuel.
• Accommodations (not to exceed $200/night)
• Mileage (paid at current irs rate per mi)
• Meals ($65.00/per day allowance)
• Parking Fees (airport, garage, meters)
• Tolls
• Printing/Duplicating/Plotting/Blueprinting
• Phone/Fax
• Messenger
• Postage/Federal Express
• Graphics
• Physical Models

Request for City Council Agenda Item

To: Mayor and Council

From: Chief Roscoe

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☑ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

DISCUSSION OF E-BIKES, SCOOTERS & DEVICES

Background Summary

Currently we have no regulations on the use of e-bikes, e-scooters, and similar devices within the city. We have already had several incidents with children driving into the sides of cars on e-scooters.

Financial Impact

No financial impact.

Impact if denied

We will not have any way to regulate their use.

Impact if approved

We will be able to regulate the safe usage of the devices. Verbiage for a proposed ordinance is attached.

Department Head: _____ *Signature & Date*

City Administrator: _____ *Signature & Date*

RIGHTS AND DUTIES OF PERSONS OPERATING E-BIKES

Every person operating an E-Bike upon a roadway shall be granted all of the rights and shall be subject to all of the duties applicable to the driver of a vehicle by the laws of this state declaring rules of the road applicable to vehicles or by the traffic regulations of the city applicable to the driver of a vehicle, except as to special regulations in this subchapter.

LIMITATIONS AS TO OPERATION, SPEED, RIDING POSITION, AND NUMBER OF RIDERS OF E-BIKES.

(A) No person shall operate an E-Bike at a speed in excess of 25 miles an hour.

(B) An operator of an E-Bike shall operate the E-Bike with due care and yield the right-of-way to pedestrians within public pathways and rights-of-way.

(C) No person shall ride upon an E-Bike other than upon a permanent and regular seat attached to the E-Bike. Any person operating an E-Bike must keep his or her feet firmly on the pedals or foot pegs while sitting on the seat.

(D) No E-Bike may be used to carry more persons at one time than the number for which it is designed and equipped.

(E) No person shall operate an E-Bike while holding or supporting a mobile electronic device with any part of the body, while reading, composing, or transmitting any text, included but not limited to a text message, email, application interaction, or website information, to include watching a video, movie, or video call, or while otherwise engaged in an activity that is not necessary to the operation of the device, and impairs or is reasonable expected to impair the ability of the person to safely operate the E-bike.

REQUIRED EQUIPMENT FOR E-BIKES.

(A) No person under the age of 21 shall operate or ride an E-Bike unless he or she wears a protective bicycle helmet.

(B) An E-Bike must be equipped with a brake that will enable the operator to make the braked wheels skid on dry, level, clean pavement.

(C) An E-Bike, when in use at nighttime, must be equipped with a lamp on the front which must emit a white light visible from a distance of at least 500 feet to the front and with a red light on the rear that must be visible from all distances from 50 feet to 300 feet to the rear when directly in front of the lawful upper beams of head lamps on a motor vehicle.

RIDING E-BIKES ON SIDEWALKS.

(A) No person shall ride or operate an E-Bike upon any sidewalk.

MODIFICATION OF E-BIKES EQUIPMENT TO INCREASE HORSEPOWER OR SPEED.

Any E-Bike that exceeds 750 watts or one horsepower and produces speeds in excess of 25 miles an hour shall be deemed a moped under this chapter and shall be subject to all regulations applicable to mopeds.

RIGHTS AND DUTIES OF PERSONS OPERATING E-SCOOTERS AND OTHER SIMILAR E-DEVICES.

Every person operating an E-Scooter upon a roadway shall be granted all of the rights and shall be subject to all of the duties applicable to the driver of a vehicle by the laws of this state declaring rules of the road applicable to vehicles or by the traffic regulations of the city applicable to the driver of a vehicle, except as to special regulations in this subchapter.

LIMITATIONS AS TO OPERATION, SPEED, RIDING POSITION, AND NUMBER OF RIDERS OF E-SCOOTERS AND SIMILAR E-DEVICES.

1) It shall be unlawful for any person on an e-scooter or other similar device to:
   A) Go on any roadway designed for vehicular traffic with a posted speed of more than thirty (30) miles per hour except while crossing a street at a crosswalk.
   B) Operate in a reckless manner on either public or private property. Persons operating these devices on a sidewalk shall exercise due care for the safety of others using the sidewalk and yield the right of way to pedestrians.
   C) Operate these devices in a manner that causes damage to public or private property.
   D) Operate these devices carrying more than the number of persons it is designed to carry.
   E) Operate at a speed faster than twenty-five (25) miles per hour.
   F) Operate while holding or supporting a mobile electronic device with any part of the body, while reading, composing, or transmitting any text, included but not limited to a text message, email, application interaction, or website information, to include watching a video, movie, or video call, or while otherwise engaged in an activity that is not necessary to the operation of the device, and impairs or is reasonable expected to impair the ability of the person to safely operate the device.

REQUIRED EQUIPMENT FOR E-SCOOTERS AND SIMILAR E-DEVICES.

A) No person under the age of 21 shall operate or ride an E-Scooter or similar device unless he or she wears a protective bicycle helmet.
B) An E-Scooter or similar device, when in use at nighttime, must be equipped with a lamp on the front which must emit a white light visible from a distance of at least 500 feet to the front and with a red light on the rear that must be visible from

all distances from 50 feet to 300 feet to the rear when directly in front of the lawful upper beams of head lamps on a motor vehicle.

PENALITIES

A) Xxxxxxx
B) Law enforcement officers may seize E-Devices used in violation of this section until the court orders the device returned or forfeited to the City.

Request for City Council Agenda Item

To: Mayor and City Council

From: Tyler Howanyk, CFO

Please check one box

☐ Regular Meeting ☐ Special Meeting

☑ Work Session

Please check one box, if applicable

☑ Ordinance ☐ Resolution ☐ Proclamation ☐ Request to Purchase

Ordinance/Resolution Title

AN ORDINANCE AMENDING THE ANNUAL BUDGET OF THE CITY OF GOOSE CREEK, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2026 AND ENDING DECEMBER 31, 2026

Background Summary

There were two Chevy Tahoe's for Command Staff that were budgeted in the Fire Department. Due to supply and demand, these vehicles were not available for purchase until February 2026.

The City had budgeted $500,000 for contingency in 2025. It is not expected that these funds will be used by the end of the year so will also be included in the budget amendment for carry-over funds.

Funds for the Camelot Sewer Extension project are also included in the General Fund & Water Fund.

Those unspent funds resulted in excess funds will be carried over into the 2026 budget and allow those purchases to be made.

The 2026 budget will be amended to reflect the additional use in fund balance for those expenditures.

Financial Impact

The budget will be amended to allow those purchases to be made.

Impact if denied

Those purchases will not be able to be made.

Impact if approved

The budget will be amended to allow those purchases to be made.

Department Head:	City Administrator:
_____	_____
Signature & Date	*Signature & Date*

SUMMARY OF BUDGET AMENDMENT

General Fund		
Revenue - Original Budget	$	66,686,433
Accumulated Surplus / Fund Balance		2,420,000
Total Amended Revenue	$	69,106,433
Expenditures - Original Budget	$	66,601,422
Carryover of Expenditures		2,420,000
Total Amended Expenditures	$	69,021,422
Amended Totals		
Revenue	$	69,106,433
Expenditures	$	69,021,422
Water Fund		
Revenue - Original Budget	$	7,492,922
Accumulated Surplus / Fund Balance		288,280
Total Amended Revenue	$	7,781,202
Expenditures - Original Budget	$	7,434,284
Carryover of Expenditures		288,280
Total Amended Expenditures	$	7,722,564
Amended Totals		
Revenue	$	7,781,202
Expenditures	$	7,722,564

DETAILED LISTING OF EXPENDITURES BY FUND

GENERAL FUND

100-622-000-800-8065	Vehicles	120,000

This line item is for the purchase of two command vehicles to replace the pick-up trucks that have been reallocated as service trucks at Station 2 & Station 3.

Command Vehicles	$	120,000

100-680-000-780-7894	Miscellaneous Expenditures	500,000

The City has various miscellaneous expenditures during the year that are not associated with one general ledger account and will be coded to this account. These funds are held as a contingency.

100-680-000-800-8058	Construction in Progress	1,800,000

Expenditures for any single item with a value of $5,000 or more and a useful life greater than two (2) years is considered capital outlay. This line item accounts for the construction of capital assets that typically expend beyond the current budget year.

Camelot Sewer Extension Project	$	317,773

TOTAL GENERAL FUND $ 2,420,000

WATER FUND

500-680-000-800-8015	Improvements to the System	288,280

Expenditures for any single item with a value of $5,000 or more and a useful life greater than two (2) years is considered capital outlay. This line item accounts for the construction of capital assets that typically expend beyond the current budget year.

Camelot Sewer Extension Project	$	288,280

TOTAL WATER FUND $ 288,280