



Town of Hilton Head Island

TOWN COUNCIL MEETING

Tuesday, June 1, 2021, 4:00 p.m.

AGENDA

In accordance with the Town of Hilton Head Island Municipal Code § 2-5-15, this meeting is being conducted virtually and can be viewed on the [Town of Hilton Head Island Public Meetings Facebook Page](#) or the [Beaufort County Channel](#) as well as Spectrum channel 1304.

- 1. Call to Order**
- 2. FOIA Compliance:** Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Pledge to the Flag**
- 4. Invocation – Pastor Michael Carr, Central Church**
- 5. Approval of the Agenda**
- 6. Approval of the Minutes**
 - a. Town Council Workshop – May 11, 2021
 - b. Town Council Regular Meeting – May 18, 2021
- 7. Report of the Town Manager**
 - a. Items of Interest
- 8. Reports from the Members of Town Council**
 - a. General Reports from Town Council
 - b. Report of the Community Services & Public Safety Committee – Councilman Harkins
 - c. Report of the Public Planning Committee – Councilman Ames
 - d. Report of the Finance & Administrative Committee – Councilman Lennox
- 9. Proclamations/Commendations - NONE**
- 10. Appearance by Citizens**

*Citizens who wish to address Town Council during the meeting by phone must contact the Town Clerk at 843.341.4701 no later than **12:00 p.m. the day of the meeting**. Citizens speaking during the meeting will limit their comments to no longer than three (3) minutes and will conduct themselves in a manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, threatening, or obscene language.*

11. Unfinished Business

a. Second Reading of Proposed Ordinance 2021-15 – Amendments to the Official Zoning Map

Second Reading of Proposed Ordinance 2021-15 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map by amending the Planned Development Mixed-Use (PD-1) Zoning District, specifically for the Sea Pines Master Plan, to change the allowed use of a property identified as parcel R550 014 000 0508 000, located at 61 Club Course Drive, from Residential to Golf Course; the subject property would remain in the PD-1 Zoning District; and provide for severability and an effective date.

12. New Business

a. Consideration of a Resolution – Honoring the Legacy of Scott Parker Liggett

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, honoring the legacy of Scott Parker Liggett by dedicating the lake at Jarvis Creek Park in his honor and naming it “Lake Liggett”.

13. Public Hearing and Final Reading – 5:00 p.m.

a. Second Reading of Proposed Ordinance 2021-14 – Final Reading of the FY22 Budget Ordinance.

Second Reading of Proposed Ordinance 2021-14 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2022; to establish a Property Tax Levy; to establish funds; to establish policy and acquisition of rights of way and easements; and providing for severability and an effective date.

14. Executive Session

a. Legal Advice: Receipt of legal advice related matters in the Muddy Road area as covered by the attorney-client privilege [pursuant to S.C. Freedom of Information Act § 3-40-70(a)(2)]

15. Possible actions by Town Council concerning matters discussed in Executive Session

16. Adjournment

Public comments concerning agenda items can be submitted electronically via the [Town's Virtual Town Hall Portal](#). The portal will close at **2:00 p.m.** the day of the scheduled meeting. All comments submitted to the portal will be provided to Town Council for review and made part of the official record.



Town of Hilton Head Island
TOWN COUNCIL WORKSHOP
Tuesday, May 11, 2021 at 4:00 p.m.
MEETING MINUTES

Present from Town Council: John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; David Ames, Tamara Becker, Alex Brown, Tom Lennox, Glenn Stanford, *Council Members*

Present from Town Staff: Marc Orlando, *Town Manager*; Josh Gruber, *Deputy Town Manager*; Shawn Colin, *Senior Advisor to the Town Manager*; Angie Stone, *Assistant Town Manager*; Jennifer Ray, *Interim Director of Community Development*; John Troyer, *Finance Director*; Erica Madhere, *Budget Analyst*; Krista Wiedmeyer, *Town Clerk*

1. Call to Order

Mayor McCann called the meeting to order at 4:00 p.m. By way of roll call, attendance of all members of Town Council was affirmed.

2. FOIA Compliance: Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Approval of the Agenda

Mr. Harkins moved to approve. Mr. Stanford seconded. Motion carried by a vote of 7-0.

4. Appearance by Citizens

Mike Davis and Kim Likins addressed the Mayor and Town Council concerning funding for the First Tee. Asking that when Town Council considers the budget for FY2022 they also consider providing funding to the First Tee.

5. Review of the Fiscal Year 2022 Municipal Budget for the Town of Hilton Head Island

Mr. Orlando opened up the discussion and made a presentation to the Mayor and Town Council, providing an overview of the Fiscal Year 2022 Municipal Budget. He highlighted many of the items discussed during the introduction and first reading of the budget. These items included the 2021 economic factors, the budget goals, an overview of the general fund, stormwater utility fund, capital improvements program fund, and the debt service fund. In his review of the debt service fund, Mr. Orlando pointed out that with this budget, the millage rate will remain the same at 5.9 mills. He also reported that no new bonds were proposed in this budget. Mr. Orlando discussed the replacement of fire trucks in this budget, noting that the proposal is to lease the vehicles versus outright purchasing. He closed his presentation by noting the public hearing and second reading would take place at the June 1, 2021 Town Council meeting. Mr. Orlando wrapped up the discussion answering questions posed to him from the members of Town Council.

6. Adjournment

By unanimous vote, the meeting adjourned at 5:27 p.m.

Approved: June 1, 2021

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor



Town of Hilton Head Island
TOWN COUNCIL
Tuesday, May 18, 2021 at 4:00 p.m.
MEETING MINUTES

Present from Town Council: John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; David Ames, Alex Brown, Glenn Stanford, *Town Council Members*

Absent from Town Council:; Tamara Becker, Tom Lennox; *Town Council Member*

Present from Town Staff: Marc Orlando, *Town Manager*; Josh Gruber, *Deputy Town Manager*; Shawn Colin, *Senior Advisor to the Town Manager*; Angie Stone, *Assistant Town Manager*; Jennifer Ray, *Capital Projects Manager*; Jeff Buckalew, *Interim Director of Public Projects & Facilities/Chief Engineer*; Teri Lewis, *Deputy Director of Community Development*; Krista Wiedmeyer, *Town Clerk*

1. Call to Order

Mayor McCann called the meeting to order at 4:00 p.m. By way of roll call, all members of Town Council were present except Mrs. Becker and Mr. Lennox.

2. FOIA Compliance: Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Pledge to the Flag

4. Invocation – Pastor Jeff Dorth, Island Lutheran Church

Pastor Dorth delivered the invocation.

5. Approval of Agenda

Mr. Harkins moved to approve the agenda. Mr. Stanford seconded. By way of roll call, the agenda was approved by a vote of 5-0.

6. Approval of Minutes

a. Workshop – May 3, 2021

b. Regular Meeting – May 4, 2021

Mr. Harkins moved to approve the minutes as noted on the agenda. Mr. Stanford seconded. By way of roll call, the minutes were approved by a vote of 5-0.

7. Report of the Town Manager

a. Planning Commission Update – Peter Kristian, Chairman

Peter Kristian, Chairman of the Planning Commission, updated the Mayor and Town Council on the matters covered by the Commission over the last several months. No questions were posed.

b. Items of Interest

Mr. Orlando reported that Fire Rescue Captain Lee Jenkins had been named the Rotary Club of Hilton Head Island Firefighter of the year. Captain Jenkins was recognized for his contributions and leadership in the departments fire hose and community outreach programs.

8. Reports from Members of Town Council

a. General Reports from Council

Mr. Ames asked Mayor McCann when Town Council could expect to return to Town Hall for in-person meetings. Mayor McCann stated that it would be at the second meeting in June, June 15, 2021.

Mr. Brown stated that he would like to make sure that the elected offices have an opportunity to be part of the discussion related to the American Rescue Plan. He reviewed the Presidential Executive Order #13985, specifically to advancing racial equity. Mr. Brown said that he wanted to make sure the funds received by the Town are used wisely and equitably. Mayor McCann said that he will work to schedule a meeting of Town Council to discuss the matter.

b. Report of the Community Services & Public Safety Committee – Bill Harkins

Mr. Harkins reported that the Committee is continuing to review applications for the open vacancies on various boards and commissions.

c. Report of the Public Planning Committee – David Ames

Mr. Ames stated the he did not have a report.

d. Report of the Finance & Administrative Committee – Tom Lennox

Mr. Lennox was not present at the meeting.

9. Proclamations/Commendations – NONE

10. Appearance by Citizens

Pat Zuk addressed the Mayor and Town Council concerning funding for the First Tee. Asking that when Town Council considers the budget for FY2022 they also consider providing funding to the First Tee..

Skip Hoagland addressed Town Council concerning matters related to the Town and Chamber.

11. Unfinished Business

a. Consideration of a Resolution – Municipal Consent for Mosquito Control

Consideration of a Resolution of the Town of Hilton Head Island, South Carolina, authorizing the Town Manager to execute the Municipal Consent for Beaufort County Mosquito Control to conduct aerial application of public health insecticides for Mosquito Control.

Mr. Harkins moved to approve. Mr. Stanford seconded. Greg Hunt with the Beaufort County Mosquito Control spoke to the Mayor and Town Council about the mosquito spraying and the effects it has to the bee population. Mr. Hunt answered questions posed to him. With no further discussion, by way of roll call, the motion carried by a vote of 5-0.

12. New Business

a. First Reading of Proposed Ordinance 2021-15 – Amendments to the Official Zoning Map

First Reading of Proposed Ordinance 2021-15 to amend Title 16, “The Land Management Ordinance,” of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map by amending the Planned Development Mixed-Use (PD-1) Zoning District, specifically for the Sea Pines Master Plan, to change the allowed use of a property identified as parcel R550 014 000 0508 000, located at 61 Club Course Drive, from Residential to Golf Course; the subject property would remain in the PD-1 Zoning District; and provide for severability and an effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, by way of roll call, the motion carried by a vote of 5-0.

13. Executive Session

14. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

15. Adjournment

By unanimous vote, the meeting was adjourned at 4:27 p.m.

Approved: June 1, 2021

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor



Items of Interest

June 1, 2021

Scholarships for New Firefighters

EMS Captain Tina Sanders worked with the Technical College of the Lowcountry to secure scholarships for their EMT course. Six new firefighters will begin the class on June 2, 2021. Since all of them have been residents of South Carolina for 12 months, they receive free tuition to the EMT course via scholarship. The scholarships are funded through special funding from the State of South Carolina's Free Workforce Training program. This is a cost savings to the Town of \$13,200.

Water Rescue Assets for the Regional Rescue Team

Since 2018, Fire Rescue has utilized annual South Carolina Homeland Security Grants allocated for the South Carolina Urban Search and Rescue Regional Team to strengthen the team's water rescue capabilities.

Over the past two years South Carolina Task Force # 4 (SCTF-4 -- Hilton Head/Bluffton) has acquired the following equipment:

2018 - Purchased a 16' inflatable rescue boat with jet drive outboard

2020 - Purchased the flood water deployment trailer that allows two boats and equipment to be carried as a single package.

2021 - Purchased custom built 17' Prodigy shallow water boat with jet drive outboard motor. This boat was designed and built specifically with flood water/swift water operations in mind.

Both boats are fitted with flip down wheels that allow them to be easily and quickly deployed into bodies of water and local waterways without the use of a trailer or boat ramp.

Grant funding has also supported 27 members of the rescue team to become certified as basic boat operators, meeting nationally recognized standards.

The rescue boats are assigned to the regional rescue team and can be deployed anywhere in the State as needed or when requested. The value to Hilton Head Island is that these assets are managed by Fire Rescue and can be used in our local waters at any time to support our emergency response needs.



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Marc Orlando, ICMA-CM, *Town Manager*
VIA: Jennifer Ray, ASLA, *Interim Community Development Director*
VIA: Teri B. Lewis, AICP, *Deputy Community Development Director*
VIA: Nicole Dixon, AICP, CFM, *Development Review Administrator*
FROM: Missy Luick, *Senior Planner*
DATE: May 19, 2021
SUBJECT: Proposed Ordinance No 2021-15 for ZA-000744-2021 – Sea Pines Country Club

Town Council reviewed the proposed zoning map amendment application at their meeting on May 18, 2021. At that meeting, Town Council made no changes to Proposed Ordinance 2021-15.

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

ORDINANCE NO. 2021-__

PROPOSED ORDINANCE NO. 2021-15

AN ORDINANCE TO AMEND TITLE 16, "THE LAND MANAGEMENT ORDINANCE," OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING SECTION 16-1-107, THE OFFICIAL ZONING MAP BY AMENDING THE PLANNED DEVELOPMENT MIXED-USE (PD-1) ZONING DISTRICT, SPECIFICALLY FOR THE SEA PINES MASTER PLAN, TO CHANGE THE ALLOWED USE OF A PROPERTY IDENTIFIED AS PARCEL R550 014 000 0508 0000, LOCATED AT 61 CLUB COURSE DRIVE, FROM RESIDENTIAL TO GOLF COURSE; THE SUBJECT PROPERTY WOULD REMAIN IN THE PD-1 ZONING DISTRICT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on October 7, 2014, the Town Council did adopt a new Land Management Ordinance (LMO); and

WHEREAS, this zoning change would be compatible with surrounding land uses and neighborhood character, would not be detrimental to the public health, safety and welfare, and further, would be in conformance with the Land Management Ordinance and Comprehensive Plan; and

WHEREAS, the Planning Commission held a public hearing on April 21, 2021 at which time a presentation was made by staff and an opportunity was given for the public to comment on the proposed zoning map amendment application; and

WHEREAS, the Planning Commission, after consideration of the staff presentation and the criteria set forth in Section 16-2-103, voted 5-0-0 to recommend that Town Council approve the proposed zoning map amendment application with conditions; and

WHEREAS, after due consideration of said zoning map amendment application and the recommendation of the Planning Commission, the Town Council, upon further review, finds it is in the public interest to approve the proposed zoning map amendment application with conditions.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID COUNCIL:

Section 1. Amendment. That the Official Zoning Map of the Town of Hilton Head Island, as referred to in Section 16-1-107 of the LMO, be hereby amended to modify the zoning designation of 61 Club Course Drive, identified as PIN R550 014 000 0508 0000 by amending the Planned Development Mixed-Use (PD-1) Zoning District, specifically for the Sea Pines Master Plan to change the allowed use of a property from Residential to Golf Course with conditions to require a vegetative screen be planted on lot 13 near the property line between lot 13 and lot 14, and to require a vegetative screen be maintained and/or planted on lot 13 near the property line between lot 13 and club course drive. The subject property would remain in the PD-1 Zoning District.

Section 2. Severability. If any section, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. Effective Date. This Ordinance shall be effective upon its adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS ____ DAY OF _____, 2021.

THE TOWN OF HILTON HEAD
ISLAND, SOUTH CAROLINA

John J. McCann, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Public Hearing: April 21, 2021
First Reading: May 18, 2021
Second Reading:

APPROVED AS TO FORM:

Curtis L. Coltrane, Town Attorney

Introduced by Council Member: _____



TOWN OF HILTON HEAD ISLAND

Executive Department

TO: Mayor McCann and Town Council
FROM: Angie Stone, Jenn McEwen, Krista Wiedmeyer
CC: Marc Orlando
DATE: May 27, 2021
SUBJECT: Honoring Scott Liggett's Legacy

Background: Soon after the unexpected death of Scott Liggett, Steve Riley, Chuck Holle, Greg DeLoach and Charles Cousins began considering ways in which the community could appropriately honor the significant contribution Scott made in his capacity as Director of Public Projects and Facilities. This was done in consultation of Scott's wife, Lou Ann, and their children, and the proposal below comes to the Mayor and Town Council with their full support.

Proposal: These gentlemen have submitted to Town Council a meaningful and thoughtful way to honor Scott's contribution to the quality of life on our Island. One of Scott's more creative projects was Jarvis Creek Park. Originally conceived as no more than a mid-island drainage project, Scott and the contractors cleverly designed the project to include a park, now a popular and award-winning Island amenity. As such, the gentlemen noted herein respectfully request that Town Council name the Jarvis Creek Park "lake" after Scott, namely as *Lake Liggett*, with an accompanying signage and/or plaque. Scott was an avid outdoorsman and fly fisherman, and was a long time Boy Scout leader often visiting the park, this makes the connection even more appropriate.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, HONORING THE LEGACY OF SCOTT PARKER LIGGETT BY DEDICATING THE LAKE AT JARVIS CREEK PARK IN HIS HONOR AND NAMING IT “LAKE LIGGETT”

WHEREAS, Scott Parker Liggett served the Town of Hilton Head Island with distinction from 1991 until his untimely passing on February 2, 2021; and

WHEREAS, Scott Parker Liggett first joined the Town as an Assistant Engineer and was subsequently promoted to Town Engineer and later became the Director of Public Projects and Facilities where he oversaw the ever expanding and increasingly complex engineering and property management activities of the Town; and

WHEREAS, during his time serving the Town, its citizens and visitors, Scott Parker Liggett oversaw hundreds of individual public improvement projects totaling several hundred million dollars’ with an impressive on-time and on-budget record; and

WHEREAS, such projects ranged from simple drainage ditches to \$20 million beach renourishment projects to far more complex drainage structures as well as new parks, beach access facilities, pathways, roads bridges, fire stations and other public buildings; and

WHEREAS, Scott Parker Liggett’s, professionalism and engineering knowledge resulted in public improvements that will benefit residents and visitors well into the future; and

WHEREAS, the creation of Jarvis Creek Park embodies the creativity and environmental sensitivity with which Scott Parker Liggett approached his responsibilities during his long and distinguished career with the Town of Hilton Head Island; and

WHEREAS, the Town initially set out to address significant drainage issues that were impacting the public-school campus, the Main Street commercial district and residential areas within Hilton Head Plantation through the construction of an upgraded drainage ditch linking to the upper reaches of Jarvis Creek leading to the Calibogue Sound and the Intracoastal Waterway; and

WHEREAS, such a drainage ditch would have transformed the narrow and winding natural course of the creek into a 150-foot-wide drainage canal, lined with rip-rap, in the process destroying both unique upland areas and over four-acres of wetlands; and

WHEREAS, such a drainage ditch would have increased the speed of the waterflows and the pollutant loads entering Jarvis Creek, negatively impacting the health of the creek and the shellfish stocks it supports; and

WHEREAS, Scott Parker Liggett led a team of committed Staff members in developing a unique alternative plan whose centerpiece was the creation of a 13-acre lake that became the focal point for a park, but that is first and foremost an award-winning drainage project; diverting and slowing the water flow, filtering the pollutants, using surface evaporation to reduce outflows and actually improving downstream water quality; and

WHEREAS, this team, led by Scott Parker Liggett, saw the opportunity to sell the dirt from creation of the lake to the South Carolina Department of Transportation whose plans for the building of the planned Cross Island Parkway required over one million cubic yards of fill

dirt, dirt that would otherwise have to be transported from the mainland by dump trucks at 10 yards per load; and

WHEREAS, through the foresight of Scott Parker Liggett and his team, over \$600,000 was realized from the sale of the dirt and applied to the construction of the park improvements at what became known as Jarvis Creek Park; and

WHEREAS, in his community role as a Scout leader, Scott Parker Liggett regularly conducted groups of young people through the park, offering lessons in environmental protection and appreciation; and

WHEREAS, the lake at Jarvis Creek Park, which has added to the enjoyment of so many residents and visitors over its more than twenty-year existence, has never had a name; and

WHEREAS, naming the lake for Scott Parker Liggett would be a most fitting tribute to a dedicated public servant taken too soon from his family and from this community.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA:

1. The lake at Jarvis Creek Park is hereby dedicated to the memory and legacy of Scott Parker Liggett and shall now be known as Lake Liggett.

MOVED, APPROVED, AND ADOPTED THIS 1st DAY OF JUNE, 2021.

John J. McCann, Mayor

ATTEST:

By: _____
Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

Curtis Coltrane, Town Attorney

Introduced by Council Member: _____



MEMORANDUM

TO: Town Council
FROM: John M. Troyer, Director of Finance
VIA: Marc Orlando, ICMA-CM, Town Manager
DATE: May 14, 2021
RE: **Second Reading of Proposed Ordinance No. 2021-14**

Recommendation:

Staff recommends Council approve on second reading of Proposed Ordinance No. 2021-14. The ordinance establishes the fiscal year 2022 budgets for the General Fund, Capital Projects Fund, Debt Service Fund and Stormwater.

There are no tax increases or fee increases in this proposed budget.

The proposed FY 2022 total operating budget for the General Fund, Capital Projects Fund, Debt Service Fund, and Stormwater Fund at \$96,838,322. The totals have not changed from first reading.

| | 2021 Budget | 2022 Budget |
|-------------------|----------------------|----------------------|
| General Fund | \$ 42,558,448 | \$ 43,984,657 |
| Debt Service Fund | 21,500,000 | 19,344,566 |
| CIP | 6,471,000 | 28,009,099 |
| Stormwater Fund | 5,450,000 | 5,500,000 |
| Total | \$ 75,979,448 | \$ 96,838,322 |

Summary:

According to Town Code, the Town Manager will present a budget for review by Town Council by the beginning of May. The Town Manager has met with all Town Council members as the budget was being crafted in order to have their input and guidance in the budget development process. There were only a few minor changes from the initial presentation based on response from Town Council. The Pine Island project is no longer a part of the Stormwater activity, but rather included in the Town's normal beach renourishment efforts. The item has been removed from Section 5 of the Budget Ordinance. In response to the changing real estate market conditions on the Town, and in order to position the Town to respond to a possible market opportunity, \$125,000 in transfers from the General Fund for CIP and \$125,000 General Fund Balance have been made available in the Land Purchase account. Any transaction would be reported to Town Council at its next regular meeting. Other Road Enhancements has been reduced by a like amount to maintain the same total budget. In order to better position the Town to begin implementation of the parking improvements recommended by the parking consultant -- the facility enhancements description has been expanded to include implementation of the parking recommendations. ***The total budgeted amounts remain the same as the original presentation.***

ORDINANCE NO. _____

PROPOSED ORDINANCE NO. 2021-14

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, FOR THE FISCAL YEAR ENDING JUNE 30, 2022; TO ESTABLISH A PROPERTY TAX LEVY; TO ESTABLISH FUNDS; TO ESTABLISH A POLICY FOR ACQUISITION OF RIGHTS OF WAY AND EASEMENTS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, Section 5-7-260(3) of the Code of Laws for South Carolina 1976, as amended, and Section 2-7-20 of the Municipal Code of the Town of Hilton Head Island, South Carolina, require that the Town Council act by ordinance to adopt a budget and levy taxes, pursuant to public notice; and

WHEREAS, Town Council also desires to set aside funds to increase the Operating Reserve to provide for emergency-related expenditures, and to offset any fiscal year tax revenue income stream deficiency; and

WHEREAS, Town Council also desires to give the Town Manager authority to adjust revenue estimates as necessary to account for the economic impact of the COVID-19 Pandemic, without changing the total adopted budget. Any changes made under this section will be reported to Town Council on a quarterly basis; and

WHEREAS, Town Council finds that it would be more economical and efficient to authorize the Town Manager to move forward with construction contract modifications, change orders, contract price adjustments, and execution of contracts for supplies, services, and construction where the contract amount involved does not exceed the budget line item or project budget as approved by Town Council in the Consolidated Municipal Budget.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS HEREBY ORDAINED BY THE AUTHORITY OF THE SAID COUNCIL:

NOTE: Underlined and bold-face typed portions indicate additions to the Ordinance. ~~Stricken~~ Portions indicate deletions to the Ordinance.

Section 1. Adoption of the Budget. The prepared budget of estimated revenues and expenses, a copy of which is attached hereto and incorporated herein, is hereby adopted as the budget for the Town of Hilton Head Island for the fiscal year ending June 30, 2022.

The General Fund budgetary authority is adopted at the Departmental level as follows:

| | 2021 Budget | 2022 Budget |
|--------------------------------|-------------------|-------------------|
| Town Council | 493,601 | 471,242 |
| Town Manager | 871,833 | 1,286,306 |
| Human Resources | 648,424 | 665,941 |
| Administrative Services | 4,073,649 | 4,986,821 |
| Finance | 2,052,125 | 1,916,176 |
| Community Development | 3,601,547 | 3,602,665 |
| Public Projects and Facilities | 5,911,304 | 7,107,474 |
| Fire Rescue | 15,897,377 | 16,524,716 |
| Sheriff/Other Public Safety | 3,927,634 | 2,498,430 |
| Townwide | 3,289,037 | 2,450,459 |
| Community Grants | 1,791,917 | 2,224,427 |
| Transfer to CIP | - | 125,000 |
| Transfer to Fund Blance | - | 125,000 |
| Total | 42,558,448 | 43,984,657 |

The Debt Service Fund and the Stormwater Fund are adopted at the Fund level. Capital Improvement Projects are adopted at the Project level. The Town Manager is authorized to transfer amounts up to \$100,000; larger transfers require Town Council approval.

Section 2. Establishment of Property Tax Levy. A tax to cover the period from July 1, 2021 through June 30, 2022, inclusive, for the sums and in the manner hereinafter mentioned, is and shall be, levied, collected and paid into the treasury of the Town of Hilton Head Island for its uses at a rate of mills on assessed value of real estate and personal property of every description owned in the Town of Hilton Head Island, except such property as is exempt from taxation under the Constitution and laws of the State of South Carolina. Said tax levy shall be paid into the Town Treasury for the credit of the Town of Hilton Head Island for its corporate purposes, for the purpose of paying current operational expenses of the said municipality 17.2 mills, Debt Service 5.9 mills, and Disaster Recovery (millage override) 5.00 mills making the total levy of 28.1 mills.

Section 3. Establishment of Funds. To facilitate operations, there shall be established and maintained a General Fund, a Capital Projects Fund, a Debt Service Fund, a Stormwater Fund and other appropriate funds in such amounts as are provided for in the aforesaid Budget, as hereby adopted or as hereafter modified pursuant to law.

Section 4. Acquisition of Rights of Way and Easements. The Town Manager is charged with the duty of executing all necessary documents to obtain rights of way, easements, and other property interests necessary to complete duly authorized Capital Improvement Projects.

Capital Improvement Projects based on the ownership and life expectancy of the assets or improvements or based on the funding source authorized may be budgeted in the General, Capital Projects or Stormwater Funds. If expenditures are expressly authorized for an approved Capital Improvement Project in any of the budgeted funds, then the Town Manager is hereby authorized to execute all necessary documents and to expend such funds as are approved pursuant to the Capital Improvement budgets. Provided, however, in the event that the costs of an acquisition of such real property interests materially exceeds the amount budgeted in the approved Capital Improvement Project and the Town Manager is unable to shift additional funds from other authorized sources, the Town Manager shall be required to obtain the approval of Town Council for such additional expenditures. Nothing herein shall obviate the requirement that no condemnations shall be commenced without the appropriate approval of the Town Council for the Town of Hilton Head Island.

Section 5. Revised Holiday Schedule. As part of the adoption of the Budget, Town Council approves an updated Holiday Schedule for 2021 and 2022 in accordance with the attached schedules.

Section 6. Approval of State ATAX. The Town Budget is relying on State ATAX revenues for the operation of the Town in accordance with TERC guidelines in the amount of \$1,695,211. This amount includes amounts as provided by State Law formulas and Town approval to total \$1,695,211 and is hereby approved with this budget.

Section 7. Severability. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 8. Effective Date. This Ordinance shall be effective upon its enactment by the Town Council for the Town of Hilton Head Island.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF
HILTON HEAD ISLAND ON THIS ____ DAY OF _____, 2021.**

John McCann, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

First Reading: May 4, 2021
Public Hearing: June 1, 2021
Revised First Reading: _____
Second Reading: _____

APPROVED AS TO FORM:

_____, Town Attorney

Introduced by Council Member: _____

TOWN OF HILTON HEAD ISLAND ADMINISTRATIVE STAFF 2021 HOLIDAY SCHEDULE

Revised 7/1/2021

| | |
|---------------------------------------|-------------------------------------|
| New Year's Day | January 1, 2021 (Friday) |
| Martin Luther King, Jr. Day | January 18, 2021 (Monday) |
| Memorial Day | May 31, 2021 (Monday) |
| Independence Day (observed) | July 5, 2021 (Monday) |
| Labor Day | September 6, 2021 (Monday) |
| Veterans' Day | November 11, 2021 (Thursday) |
| Thanksgiving Day | November 25, 2021 (Thursday) |
| Day after Thanksgiving | November 26, 2021 (Friday) |
| Christmas Eve (observed) | December 23, 2021 (Thursday) |
| Christmas Day (observed) | December 24, 2021 (Friday) |
| New Year's Day 2022 (observed) | December 31, 2021 (Friday) |

Floating Holidays:

Employees hired during the first half of the calendar year will be granted the full annual allocation of floating holidays to be taken by the end of the calendar year. Employees hired during the second half of the calendar year will be granted one half of the annual allocation to be taken by the end of the calendar year. See Section 5.02 of the Policy Manual for additional details regarding floating holidays.

TOWN OF HILTON HEAD ISLAND ADMINISTRATIVE STAFF 2022 HOLIDAY SCHEDULE

| | |
|---------------------------------------|---------------------------------|
| New Year's Day (observed) | December 31, 2021 (Friday) |
| Martin Luther King, Jr. Day | January 17, 2022 (Monday) |
| Presidents Day | February 21, 2022 (Monday) |
| Memorial Day | May 30, 2022 (Monday) |
| Independence Day | July 4, 2022 (Monday) |
| Labor Day | September 5, 2022 (Monday) |
| Veterans' Day | November 11, 2022 (Friday) |
| Thanksgiving Day | November 24, 2022 (Thursday) |
| Day after Thanksgiving | November 25, 2022 (Friday) |
| Christmas Eve (observed) | December 23, 2022 (Friday) |
| Christmas Day (observed) | December 26, 2022 (Monday) |
| New Year's Day 2023 (observed) | January 2, 2023 (Monday) |

Floating Holidays:

Employees hired during the first half of the calendar year will be granted the full annual allocation of floating holidays to be taken by the end of the calendar year. Employees hired during the second half of the calendar year will be granted one half of the annual allocation to be taken by the end of the calendar year. See Section 5.02 of the Policy Manual for additional details regarding floating holidays.