



The Town of Hilton Head Island Regular Public Facilities Committee Meeting

September 7, 2010

2:00 p.m. – Benjamin M. Racusin Council Chambers

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

- 1. Call to Order**
- 2. Freedom of Information Act Compliance**
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 3. Committee Business**
 1. Approval of Minutes
 - August 3, 2010 Regular Meeting
 - August 26, 2010 Special Meeting
- 4. Unfinished Business**
- 5. New Business**
 - Use of Town Land for Disaster Related Debris Operations
 - Beach Management Program Sustainability/Port Royal Shoreline Project Funding Proposal
- 6. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

TOWN OF HILTON HEAD ISLAND PUBLIC FACILITIES COMMITTEE

Date: August 3, 2010

Time: 1:30 P.M.

Members Present: John Safay, George Williams, Drew Laughlin

Members Absent: None

Staff Present: Curtis Coltrane, Scott Liggett, Charles Cousins, Shawn Colin, Shea Farrar, Anne Cyran, Heather Colin, Nicole Dixon, Jill Foster, Teri Lewis

Others Present: Tom Peebles, *Mayor*, Bill Ferguson, Ken Heitzke, Bill Harkins, *Councilman*, Thomas Barnwell, Jr., Dr. Ben Williams, Dr. Emory Campbell, Robert Smith, *Heritage Library Foundation*, Richard Cyr, *Hilton Head Island PSD*, Mark Baker, *Public Art Committee*, Carolyn Torgerson, Christy Calloway, *Community Foundation of the Lowcountry*, Michael Marks, *Coastal Discovery Museum*, Pamela Martin Ovens, *Beaufort County Historical Society*, Mary Amonetti, Bill Dalton, *Retired Landscape Architect*

Media Present: Tom Barton, *The Island Packet*

1. Call to Order.

The meeting was called to order at 1:30 P.M.

2. FOIA Compliance:

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Committee Business:

Councilman Williams moved to approve the Minutes of July 6, 2010. Councilman Laughlin seconded. The Minutes of July 6, 2010 were unanimously approved.

4. Unfinished Business:

5. New Business

• **Stoney Pump Station**

Shea Farrar, Senior Planner, Community Development Department advised staff recommends Town Council approve in concept the conveyance of permanent easement rights to Hilton Head Island Public Service District (HHPSD) for the establishment and operation of a regional sewer lift station and its required infrastructure on Town owned property located at the corner of U.S. 278 and Old Wild Horse Road, with the following conditions:

1. The easement area is limited to a 50 x 50 square foot area.
2. The lift station is accessed from an existing curb cut on Old Wild Horse Road.
3. No interruption of wastewater service occurs for the two buildings located within the Town's property.

Chairman Safay commented this is part of the Town's ongoing initiative to aid in bringing sewer into areas that are not served at this point. Five years ago, approximately 20% of the properties in PSD #1 were still on septic. I understand today the figure is closer to 8%. We are making great strides to eliminate that problem. After a brief discussion, Councilman Laughlin moved the Public Facilities Committee recommend Town Council approve in concept the conveyance of permanent easement rights to Hilton Head Public Service District for the establishment and operation of a regional sewer lift station and its required infrastructure on Town owned property located at the corner of U.S. 278 and Old Wild Horse Road. Councilman Williams seconded the motion. The motion unanimously passed.

- **Public Art**

Shawn Colin, Comprehensive Planning Manager, Community Development Department advised staff recommends the Public Facilities Committee forward a recommendation to Town Council to approve three proposed sites identified by the Public Art Committee of the Community Foundation of the Lowcountry as potential sites for placement of public art on Hilton Head Island.

In preparation for the 2011 Public Art Exhibition scheduled for fall of 2011, the Community Foundation of the Lowcountry established a Public Art Committee. One task assigned to this Committee was to identify potential sites that would be suitable for the placement of public art. The list of potential sites would be included in a Request for Proposals (RFP) to allow artists the ability to incorporate site characteristics and context into the design of their public art exhibits. The preliminary site selection list submitted by the Public Art Committee identified eight sites. After reviewing these locations with Town staff, the following three sites are submitted by the Public Art Committee to Town Council for consideration:

- **Site A:** New Chamber of Commerce Welcome Center site on U. S. Highway 278
- **Site B:** Jarvis Creek Park Lake
- **Site C:** Town-owned parcel in the Chaplin Community (on west side of U.S. Highway 278 past Sherwin Williams store and before the old Cracker Barrel site.)

Councilman Williams asked why these three sites moved to top of the list. Mr. Colin stated that based on comments provided by staff, these sites had the least amount of negative impact.

Mark Baker, Chairman of the Public Art Committee advised this is such an exciting adventure and they are pleased to advance it one step closer to our fall 2011 Public

Art Exhibition. As Mr. Colin mentioned, we are in the process of preparing our call for artists and part of that would be the RFP. We have worked over the last several months to survey potential sites on the Island. We started out with 10-12 sites and through discussions with Town staff and others have narrowed those sites to the three that you see. Those were selected primarily because they were sites that were ready for art sooner. As we acquire pieces of art in the future, we would be able to add additional sites.

Councilman Williams asked how the process would work. Mr. Baker stated the next step is to prepare the RFP which will be the Request for Proposals from artists, that will include site photographs so that the artists can begin to visualize the setting in which their piece might be placed. They will then submit a proposal for a piece of art to our Committee and the Selection Committee will then go through the qualification process of accepting proposals. The winners of that process will have their art exhibited at the Public Art Exhibition at Honey Horn. Ultimately there will be one piece of art procured for the Island. It will be placed at one of the above three sites. Mr. Baker stated the Public Art Committee will have to come back to the Town when they get ready to place the art. There will be multiple steps in which we will engage the Town in the process.

Christy Calloway, Community Foundation of the Lowcountry stated the wonderful thing about the art process is that when we allow the artists to respond to all three sites, it is going to inform us as we roll out the next and the next RFP's and the next purchases because we will start to understand the installation and site preparation that will need to go into all three sites. We will be able to incorporate our pre-requisites for those sites into serving the goals of the Town's intent for those places. The feedback from the RFP isn't just the artists making a submission to us in hopes that we will select them, but it will also be a feedback to help us plan a better public art policy and procedure going forward.

Councilman Laughlin moved the Public Facilities Committee recommend to Town Council the approval of these proposed sites as potential sites for placement of public art. Councilman Williams seconded the motion. The motion unanimously passed.

- **Proposed Cancer Survivor's Park**

Anne Cyran, Planner, Community Development Department advised staff recommends the Public Facilities Committee make a recommendation to Town Council on whether staff should pursue a grant to plan and construct a Cancer Survivor's Park on Town owned property.

Town residents Sandy Stern and Patty Burke approached the Town about the possibility of the Town using a R.A. Bloch Cancer Foundation grant to build a park dedicated to cancer survivors on the site of the old Gullah Flea Market. They presented their proposal to the Parks and Recreation Commission at the July 8th meeting. The Commission subsequently recommended that Town Council move forward with the proposed park.

The R.A. Bloch Center Foundation provides grants to communities to develop parks dedicated to cancer survivors. The proposed park would be designed as a passive,

landscaped space emphasizing the view of the marsh and featuring three standard elements provided by the Foundation: a bronze sculpture and two paths with informational plaques – a Positive Mental Attitude Walk and a Road to Recovery.

The Town would be expected to present a site plan to the Foundation for approval. If approved, the Foundation would provide funds of up to \$1 million to the Town to build the proposed park, with a one year deadline of completion. Payments would be made according to the following schedule: \$300,000 upon signing construction contracts, \$400,000 upon the start of construction, \$300,000 upon completion of the park and \$100,000 for perpetual maintenance of the park's dedication. To receive the grant, the Town must provide a guarantee that it would be responsible for the construction and perpetual maintenance of the park.

Anne Cyran showed the Committee the buildable area they were considering in addition to the adjoining property which would be used to create a passive park.

Chairman Safay asked how many acres they were talking about. Ms. Cyran stated that it was 4.3 acres, but includes a lot of wetlands that cannot be built on. The area that is actually buildable is a little less than one acre. The adjoining site is 1.8 acres. The Foundation has a standard site size which is 1.25 to 2 acres.

Sandy Stern and Patty Burke proceeded to show a brief power point presentation to show examples of what a Cancer Survivor Park looks like. Ms. Stern advised the Committee their landscape architect would be responsible for the site surveys, the filing of the permits, the engineering plans, designing the landscape and overseeing the development of the park.

Ms. Stern advised the Foundation requires a letter from the Town saying they would provide the land, photographs of the site, a description of what is in the immediate vicinity of the site and that we would sign off on the dotted line that the Town would be responsible for the maintenance of it.

Ms. Burke advised they have been working with Mr. Bill Dalton, a retired landscape architect who was present to share his ideas for the Cancer Survivor Park.

Mr. Bill Dalton stated he sees the Cancer Survivor's Park as being a very peaceful and serene park. I would like to make this park very understated.

Councilman Williams asked if the Town of Hilton Head Island would be responsible to pay the cost of the site plan up front before it goes to the Foundation. Mr. Dalton thought that if the Foundation approves what we submit, then the money will come right away. The Foundation first has to approve the land and once that's done, then we submit a proposal.

Chairman Safay stated in the meantime, the cost of the proposal would be advanced by the Town. Mr. Dalton stated that if he was chosen to do it, he would do it and then take it retroactively from the Foundation when the money came in.

Mayor Peeples said he has been supportive of this concept from the beginning. The idea of trying to incorporate the additional property would be a good thing to do. I

think there are more issues that need to be ironed out before the Town makes a commitment. What I think needs to be done is a 501C Non Profit needs to be created. I would like to see the Town lease the property for 99 years at \$1.00 a year virtually giving this property for this use only with the Town retaining the land. Mayor Peeples stated staff knows very well that we have a 5-7 if not 10 year backlog of projects in this Town that need to be done. If all we are going to do here is put the land up and whenever we get around to it at the bottom of this list I think it would be a mistake. We can't dictate that Mr. Dalton would be the designer even though he's willing to do it for free. What I think we ought to do is let me get together with these folks as a private individual and let's brainstorm a little bit how to go forward. We can do it where the Town's commitment is to put up the land and that is where it stops except for long term maintenance of the property. The \$100,000 would be used for the maintenance. Ultimately there will be some maintenance costs to the Town. This project in my opinion ought to be done by a non-profit outside entity. That would give us the ability to move forward with the project and I am here to tell you as President of Tom Peeples Builder that I would take this on as a voluntary donated project to be the Construction Manager of the project working with the designer. What we need to do is get our act together and come back with a way that we could do this expeditiously if Council is of a mind to allow the park to be built here under those circumstances.

Councilman Williams stated he thought the Mayor's idea of setting something up and coming back with something more concrete would be very advantageous because then we have something to move forward with.

After additional discussion, Councilman Laughlin stated he is all in favor of this going forward. It is a lot to digest right now and it seems to me that it needs more work before it goes to Town Council. Councilman Williams suggested that we give the Applicants an opportunity to go back and discuss it, get with the Mayor and a key member of staff to talk about how it might work within our Town and under these conditions with the understanding that we are more than willing to look at long term leases for this site and come back in 30 days with something more concrete and go from there.

Chairman Safay stated he believes it is clear that we feel this is a commendable enterprise and think you will find a great deal of support.

- **Mitchelville Preservation Project**

Mr. Thomas C. Barnwell, Jr., Chairman of The Mitchelville Preservation Project thanked the Committee for the opportunity of allowing The Mitchelville Preservation Committee to appear before you today to make an official request of the 15 acres of land at the Fish Haul Park with an arrangement similar to what is now in existence with Honey Horn. We would also like to say that our hopes would be that if and when you make any approval we would like to consider the name change to The Mitchelville Freedom Park. The Mitchelville Preservation Project Committee has been working now for a minimum of five years and I would like to say that I have only been the Chairperson of this Committee since August, 2009. We have 17 active members of the Committee and we have advisors ranging throughout the area and some out of the Community. The Community Foundation

of the Lowcountry has agreed to accept funds for us. Members of our Committee have put funds into the Community Foundation already.

Mr. Mark Baker, Wood & Partners stated they were asked by the Mitchelville Preservation Committee to assist with the development of a vision for this property. It is our hope and desire that the Committee will be able to develop an education and interpretative site of the historic Town of Mitchelville. Some of the park elements that were to be included in the park are a Welcome Center or Meeting House, replicas of some of the residences that existed in the Town of Mitchelville, a heritage path that would include a commemorative wall and perhaps historic statues of General Mitchell and perhaps Harriet Tubman and maybe even the first Mayor of the Town of Mitchelville. Interpretative sites would be included along the heritage path that might include some of the earlier excavations that occurred with the archeology dig that has been done on this property and a period garden which would demonstrate agriculture of that area and how they lived and how they subsisted on what they grew. There would be pre-history and American Indian sites that have the opportunity to be interpreted on the property as well. Additional elements of the park were to include a school, store, open air pavilion or a theater in which performing arts for song and drama could exist. In the Committee's words, a high level goal for the park was to develop an imaginative and exciting place to inform and tell the story of the Mitchelville experiment – an experiment in freedom where Africans in America just out of slavery but not yet citizens first began to self-govern and imagine the experience and the meaning of freedom.

Dr. Ben Williams thanked the Committee for their time and stated that this idea of freedom at Mitchelville began to occur in 1862 prior to the Emancipation Proclamation of 1863 is an authentic American story. One could say that it represents the second wave of freedom. The mission of that freedom was to confirm all of the ideals that we have heard and experienced with Williamsburg and Plymouth. It can capture the imagination not only of our local residents, but nationally and even internationally.

Councilman Bill Ferguson stated that back in 1984 he served on a Committee which was titled the Parks & Recreation Task Force. That Committee was charged with giving the Town at that time some direction on a Park system for Hilton Head Island. The Chairman of the Committee was Charles Fraser. The Committee was represented by a cross section of Islanders. One of the recommendations that Committee made to Town Council is that land be set aside in this area to commemorate and preserve Mitchelville.

Mr. Michael Marks, President, Coastal Discovery Museum stated he enthusiastically supports the work that the Mitchelville Preservation Project and the work their Committee has done thus far. We at the Museum are very supportive of this project. Mitchelville is a story of national importance to us and it is right here on our Island. We think it has immense cultural attraction potential and is a great opportunity and our obligation to advance this program forward. We stand ready to help in any way.

Pamela Ovens, President of the Beaufort County Historical Society which was established in 1939 and is the oldest Society dedicated to the study and preservation

of history in Beaufort County. We endorse the Mitchelville Preservation Project as a valuable historical record that will help in the preservation of the life and times of the African American people on Hilton Head Island. We feel that historical events helped shape the South in many ways and that tourism increases as more people visit the Low Country to study our history.

Robert Smith, President of the Heritage Library Foundation stated it was his pleasure to serve on the Mitchelville Preservation Committee and said it was a great thrill to be part of this wonderful, historical recreation and bringing the history forward.

Dr. Emory Campbell thanked the Committee for the opportunity and stated this is the real story of Gullah/Geechee people and it is right here in our home town and I am proud to be a part of this whole plan.

Ms. Mary Amonetti asked the question – if not now, then when?

Carolyn Torgerson, Community Foundation of the Low country stated The Community Foundation enthusiastically supports the Mitchelville Preservation Project and as Mr. Barnwell mentioned, the Committee has established a charitable fund within the Community Foundation to accept donations and grant dollars in support of this Project and look forward to working with them as they move forward with the Project.

Chairman Safay asked Mr. Thomas Barnwell, Jr. what the Mitchelville Preservation Committee was hoping that the Public Facilities Committee could do to further the project. Mr. Barnwell stated they were hoping that the Public Facilities Committee will make a firm recommendation to Town Council to allow Fish Haul Park to be turned over to the Mitchelville Preservation project for \$1.00/year for 99 years in the form of a lease for the development of the activities that was outlined here today.

Councilman Laughlin asked Mr. Barnwell how far they were along with a fully developed plan and fund raising and putting project management in place. Mr. Barnwell stated they have a Fund Raising Committee and their first major fundraising will be next month. The Fund Raising Committee is reviewing places where grants can be found. We have a Committee that is working on a plan. We still have work to do on it and can move as fast as practical once we know that the Town is willing to work with us.

Councilman Laughlin asked what the parameters of the project cost are likely to be. Mr. Mark Baker stated that Phase I would be in the \$500,000-\$750,000 range. If you were to build all of it, in the \$2, million to \$2.5 million dollar range.

Councilman Laughlin motioned the Public Facilities Committee recommend Town Council make some commitment to lease the park property to the Mitchelville Preservation Project contingent upon finalizing the plan and showing the financial ability to carry it out and how the project would be managed in the development and construction of it. Councilman Williams seconded the motion. The motion unanimously passed.

6. Adjournment:

Councilman Williams moved to adjourn. Councilman Laughlin seconded the motion. The meeting was adjourned at 3:40 p.m.

Respectfully Submitted,

Karen D. Knox
Senior Administrative Assistant

DRAFT

TOWN OF HILTON HEAD ISLAND PUBLIC FACILITIES COMMITTEE

Date: August 26, 2010

Time: 2:00 P.M.

Members Present: John Safay, George Williams, Drew Laughlin

Members Absent: None

Staff Present: Curtis Coltrane Scott Liggett, Charles Cousins, Sarah Skigen, Sally Krebs, Chief Lavarn Lucas, Brian Hulbert, Alice Derian, Tom Fultz, Jennifer Lyle, Connie Pratt, Steve Riley, Susan Simmons,

Others Present: Bill Harkins, Bill Ferguson *Councilmen*, numerous members of the Community and numerous representatives of Waste Haulers

Media Present: Tom Barton, *The Island Packet*

1. Call to Order.

The meeting was called to order at 2:00 P.M.

2. FOIA Compliance:

Public notification of this meeting has been published, posted and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Committee Business: None

4. Unfinished Business: None

5. New Business

• **Recycling and Waste Collection and Recycling Processing Franchise Agreements**

Sarah Skigen, Natural Resources Associate advised the Committee they put an extensive amount of information in the Memorandum they had before them which basically summarizes the long process that staff has gone through to look at what I would regard as Phase I of the program which is the cart based multi-family and single family properties only. We are not looking at dumpster serviced properties at this time. Jim Frey from Resource Recycling Systems will give a presentation which goes through this in detail.

Jim Frey stated the goal of the process met a series of very specific objectives. We began this process to potentially look at franchising service for 1 to 2 service vendors. If the recommendation today is to move forward, it would basically achieve the following:

- Lower costs to Citizens
- Lower Road Maintenance Costs
- Achieve Sustainability & Green Town Goals
- Increase Public Safety
- Improve Service
- Increase the Recycling Rate

On June 8, 2010, the Town received six proposals for recycling and waste collection and two proposals for processing of recyclables. Through extensive analysis of all proposals, including an initial round of clarifying questions, staff shortlisted two vendors for the collection franchise: Waste Pro and Republic Services. For the processing franchise staff identified Sonoco Recycling as providing the highest rebate option to the Town, complimented with a service package which meets all Town objectives.

The Town's selection committee reviewed all proposals utilizing the advertised selection criteria. For the collection RFP the criteria consisted of the following elements: Cost (Basic Services Rate, Optional Services Rates, Etc.); Capacity to Provide Services that Meet Town Goals; Experience on Similar Projects and Qualifications; References. For the processing RFP the criteria consisted of the following elements: Rebate (Amount, Risk, Market Index Approach, etc.); Capacity to Provide Services that Meet Town Goals; Experience on Similar Projects and Qualifications; References.

The two shortlisted collection vendors were brought in for interviews on July 22, 2010. As a result of those interviews a second round of clarifying questions was issued and the Town requested a best and final price offer from both vendors. The following revised price offers were received:

COST PROPOSAL Household Fee per Quarter	Combined Island- Wide Zone		Zone 1 North Island		Zone 2 South Island	
	WP	REP	WP	REP	WP	REP
2x/wk Trash and 1x/wk Recycling Single Family & Multi-family non-aggregate	\$80.59 Base Price	\$62.40 Base Price	\$ 81.85 Base Price	\$ 69.00 Base Price	\$ 81.43 Base Price	\$ 69.00 Base Price
2x/wk Trash and 1x/wk Recycling Multi-family aggregate	\$48.57 Base Price	\$44.25 Base Price	\$48.57 Base Price	\$ 45.00 Base Price	\$48.57 Base Price	\$ 45.00 Base Price
1x/wk Trash and 1x/wk Recycling Service	\$3.00 Decrease *	\$7.35 Decrease *	\$3.00 Decrease *	\$ 9.00 Decrease *	\$3.00 Decrease *	\$ 9.00 Decrease *
Added Day Trash Service Single Family & Multi- family non-aggregate	\$27.00	\$22.60	\$ 27.00	\$26.25	\$ 27.00	\$26.25
Added Day Trash Service Multi-family aggregate	\$27.00	\$40.75	\$27.00	\$50.25	\$27.00	\$50.25
All Bulky Items	\$20.00	\$ 35.00	\$ 20.00	\$ 35.00	\$ 20.00	\$ 35.00

*Decrease from Base Price

Within the stated selection criteria, under the category of 'additional services', the Town gave special consideration to the vendor's capabilities to initiate and maintain an ongoing education campaign, self-manage and during critical times, such as start-up of the program, actually be capable of providing additional support to the Town. Republic Services provided the best comprehensive package for recycling education and incentives to increase participation. They have also proposed to provide the Town with customer service representatives for the roll-out period of the agreement to assist the Town staff with inquiries and properly direct new service requests.

The following is a list of services that would be provided;

Republic Services

- Waste and recycling service for all single family and cart-based multi-family units.
- All participating units receive a trash roll cart with rental fee (optional) and free recycling bin(s).
- Basic service package is 2x week trash/1x week recycling. Residents receive discount for 1x week trash service. Residents pay more for additional service days.
- Residents will be rewarded for recycling through incentive program.
- Collect bulky goods for a fee.
- Republic will do all invoice/billing with a basic fee structure (additional charges for additional services.) There will be discounts for pre-payment and paperless payment.
- On-line complaint and complaint resolution tracking available for residents to log service issues/complaints. Town to verify issues/complaints resolved.
- The Town will receive a franchise fee to cover education, outreach and other associated expenses.
- Education and outreach services. Communicate with each POA. There will be a welcome packet to each resident with services, schedule and RecycleBank information. There will be outreach via newspaper, internet and direct mail as well as school/community education staff member.
- Service set-up. There will be on-site staff members in Town office fielding questions and setting up service before franchise launch.
- Additional services – there will be free recycling containers and service for Town buildings, fire stations, parks and recreation areas.

An exciting part of the program is the RecycleBank Program. You put your recyclables in the cart. There is a way to record that activity. Once the activity is recorded, you would actually be rewarded by that in a point system that is very similar to credit card point system. The average value of this in other communities is \$250.00 in value to each household per year and as much as \$540.00 in value. There are discounts on groceries, gas, prescriptions, movies, restaurants, etc. It is a very successful program. As part of that you have access to a website where you register your account and you are able to track your points and essentially go shopping on line with your points. You can let them accumulate or you can work it daily, weekly or monthly.

Staff recommends the Public Facilities Committee review and recommend approval to Town Council for franchise agreements to be initiated with Republic Services for island-wide waste and recycling collection and Sonoco Recycling for processing of recyclables from single family residences and cart-based multi-family properties.

Councilman Williams asked Mr. Frey if there would be an opportunity for local businesses to participate in the rewards program so that the rewards go back into the community. Mr. Frey said there will be a big emphasis on local businesses being recruited into the program. Councilman Williams asked how long they were looking at before the program gets rolled out. Sarah Skigen advised the rollout would probably take place after the first of the year, 2011.

Councilman Laughlin questioned what kind of coupons/discounts the RecycleBank offers. Mr. Frey stated that there are now almost 2000 vendors – many of them local in each of these Communities. There are approximately 17 types of categories. RecycleBank's purpose in this is to create a marketplace to motivate people to recycle.

Councilman Laughlin asked whether it was true that RecycleBank would only work with Republic Services in this process. Mr. Frey advised that was not true and they said they would

work with whomever the Town suggests. Councilman Laughlin stated the Contract should be worded that RecycleBank is bound and agrees to go with whatever Vendor we suggest. Brian Hulbert, Staff Attorney said they would have to be part of the Contract for that to occur or there would have to be a separate Contract. Councilman Laughlin stated that was very important and he is concerned with the Town's ability down the road if they choose to change vendors.

Councilman Laughlin also asked what kind of staff time are we thinking is likely to be required with this program. Charles Cousins, Director of Community Development stated they did not know yet. There is money in the franchise fee to try and cover it if we need additional staffing.

Chairman Safay stated the rental companies have stated it is very important they have the ability to have a Saturday pick-up. Mr. Frey said that is definitely part of the service.

Chairman Safay stated another concern that people have is what is to stop whoever we pick from doubling their fee next year. Mr. Frey stated essentially they would be in default of the Contract and lose the Franchise. The pricing is clearly specified for the five year term of the Contract each year. Chairman Safay asked Mr. Frey to explain how the Performance Bond will help protect the community. Mr. Frey stated it is one of the benefits of a single hauler system is that it allows the community to hold the vendor accountable for the services they presented in their proposal and gives them a significant hammer so should they be in default and fail to serve, the Town could actually terminate the arrangement and on very short notice bring in another vendor. If there were costs associated with it, the Performance Bond would come in and cover those costs.

Chairman Safay wanted to reiterate that no homeowner is being forced into taking any service should they choose to want to continue to use the recycling center on Dillon Road. You can continue to do that and opt out of this entirely.

Chairman Safay stated there are communities on the Island that are already contracted to have service with a particular hauler and asked what would happen to those Contracts. Sarah Skigen stated they will have 18 months to time out and to come on with the Franchise Agreement.

Chairman Safay asked the audience if they would like to many any comments. Numerous members of the public spoke in favor of the recycling program and applauded the Town for its efforts and numerous members of the public voiced their concern about small local business and asked the Town give consideration to them.

Mr. Art Smith, Republic Services stated he has been in the waste business as long as the Town has been incorporated and admires all the small companies that come and go. We need to decide as a Community what direction we want to head in and do we want to come together and have a recycling program.

Councilman Laughlin stated he wants the benefits of the increased recycling, reduced costs and fewer trucks on the road. I do have some concerns and don't particularly care for the collateral damage of squeezing out the local company who is not able to meet the bonding criteria for the RFP. Any Contract that I would be willing to vote for would have to have a commitment from RecycleBank that they would work with any hauler on the same terms and that they will do that when we get into the next round and start looking to expand the program into commercial service. I will be extremely unhappy if I find out that they were only willing to deal with one of the people who were trying to get this Contract. I do believe the benefits of this outweigh the drawbacks.

Councilman Williams stated that this process was open to all trash haulers if they could meet the requirements of the Town's needs. We have one particular hauler who happens to meet the requirements better than others and it appears that Republic Services came out ahead and hopefully they will perform as the Town and its citizens expect.

Councilman Williams moved that the Public Facilities Committee recommend to Town Council to go forward with a Franchise Agreement with Republic Services for the island-wide waste and recycling collection and Sonoco Recycling for the processing of the recyclables. Councilman Laughlin seconded. The Motion passed unanimously.

Chairman Safay stated they are not insensitive to the plight of the small businesses, but at this stage we have the entire community that we have to be concerned about and that is our charge and, therefore, I am in full agreement with the recommendation.

6. Adjournment:

Councilman Williams moved to adjourn. Councilman Laughlin seconded the motion. The meeting was adjourned at 3:35 p.m.

Respectfully Submitted,

Karen D. Knox
Senior Administrative Assistant

DRAFT

Memo



To: Public Facilities Committee

Via: Scott Liggett, Dir. of PP&F / Chief Engineer
Charles Cousins, Dir. of Comm. Dev.
Curtis Coltrane, Asst. Town Manager
Stephen Riley, Town Manager

From: Jeff Buckalew, Town Engineer
Jennifer Lyle, Assistant Town Engineer

Subject: Use of Town Land for Disaster Related Debris Operations

Date: September 2, 2010

Recommendation: Staff recommends the Public Facilities Committee concur with the use of designated Town owned properties, as endorsed by the Disaster Recovery Commission (DRC), for the collection, reduction, storage, and management of disaster related debris.

Summary:

In order to independently and efficiently manage disaster related debris, Town owned properties must be utilized. The identification and selection of candidate properties has been completed in a manner that is consistent with Federal Emergency Management Agency guidelines, is supported by the Town's Debris Management Consultant/Contractor Team and minimizes impacts on existing development, the environment, and adjacent lands.

The DRC endorsed the use of these recommended lands on July 29, 2010.

Background:

It is critical that Town make strategic use of its land holdings in managing post disaster debris removal and recovery operations. Staff has selected only those properties needed to effectively manage the predicted volumes of debris. It is important to note that while staff recommends the Public Facilities concur with the use of proposed Town owned lands for debris operations, there is an inherent uncertainty involved in debris generating events that warrant flexibility in our response. Some of these sites may not be needed, some new sites may be needed, or the use of a site may need to change. Subsequent Town Council approval will be sought if there is a need to use additional properties beyond those identified in Exhibit C. The sites and their designated uses will be reviewed annually by staff and recommended changes will be presented to the Disaster Recovery Commission, Public Facilities Committee, and Town Council for approval. Staff recommends that the Committee recommend these sites for debris management planning and preparation purposes.

Attachments:

Exhibit A - UPDATED DEBRIS VOLUME PREDICTIONS

Exhibit B - CLASSIFICATION OF SITES BY TYPE, NEEDED FOR DEBRIS OPERATIONS (including descriptions)

Exhibit C – MAP OF RECOMMENDED TOWN OWNED LAND FOR DEBRIS MANAGEMENT ACTIVITIES

Exhibit D - HONEY HORN DEBRIS MANAGEMENT SITE CONCEPTUAL LAYOUT

Exhibit E - CHAPLIN PARK DEBRIS MANAGEMENT SITE CONCEPTUAL LAYOUT

EXHIBIT A

HURICANE DEBRIS - VOLUME PREDICTIONS

	CAT 1	CAT 2	CAT 3	CAT 4	CAT 5
Total Debris:	271,603 cy	732,435 cy	2,065,437 cy	3,971,994 cy	6,335,190 cy
Vegetative and Woody Debris:	200,107 cy	446,451 cy	1,135,990 cy	2,184,597 cy	3,495,355 cy
Construction and Demolition Debris:	60,772 cy	243,086 cy	790,030 cy	1,519,287 cy	2,430,861 cy
White Goods / Metal Debris:	10,724 cy	42,898 cy	139,417 cy	268,110 cy	428,975 cy

Prepared 2010

EXHIBIT B

CLASSIFICATION OF SITES BY TYPE, NEEDED FOR DEBRIS OPERATIONS

Debris Management Site (DMS): Large site used to store, segregate, and reduce debris prior to ultimate disposal.

Collection Center or Citizen Drop Off Center: Site used by the public to drop off eligible storm debris instead of leaving it on the side of the road. Debris will be transported from this site to the DMS or final disposal site.

Truck Certification Site: Site for monitors to certify all trucks to be used for debris removal operations under a Town contract.

Equipment Staging Site: Site used to store equipment when not in use during debris removal operations.

Car / Boat Storage Site: Site to store abandoned cars and boats that were found during debris clearing to be stored until owners claim the vehicles.

EXHIBIT C

RECOMMENDED TOWN OWNED LAND FOR DEBRIS MANAGEMENT ACTIVITIES

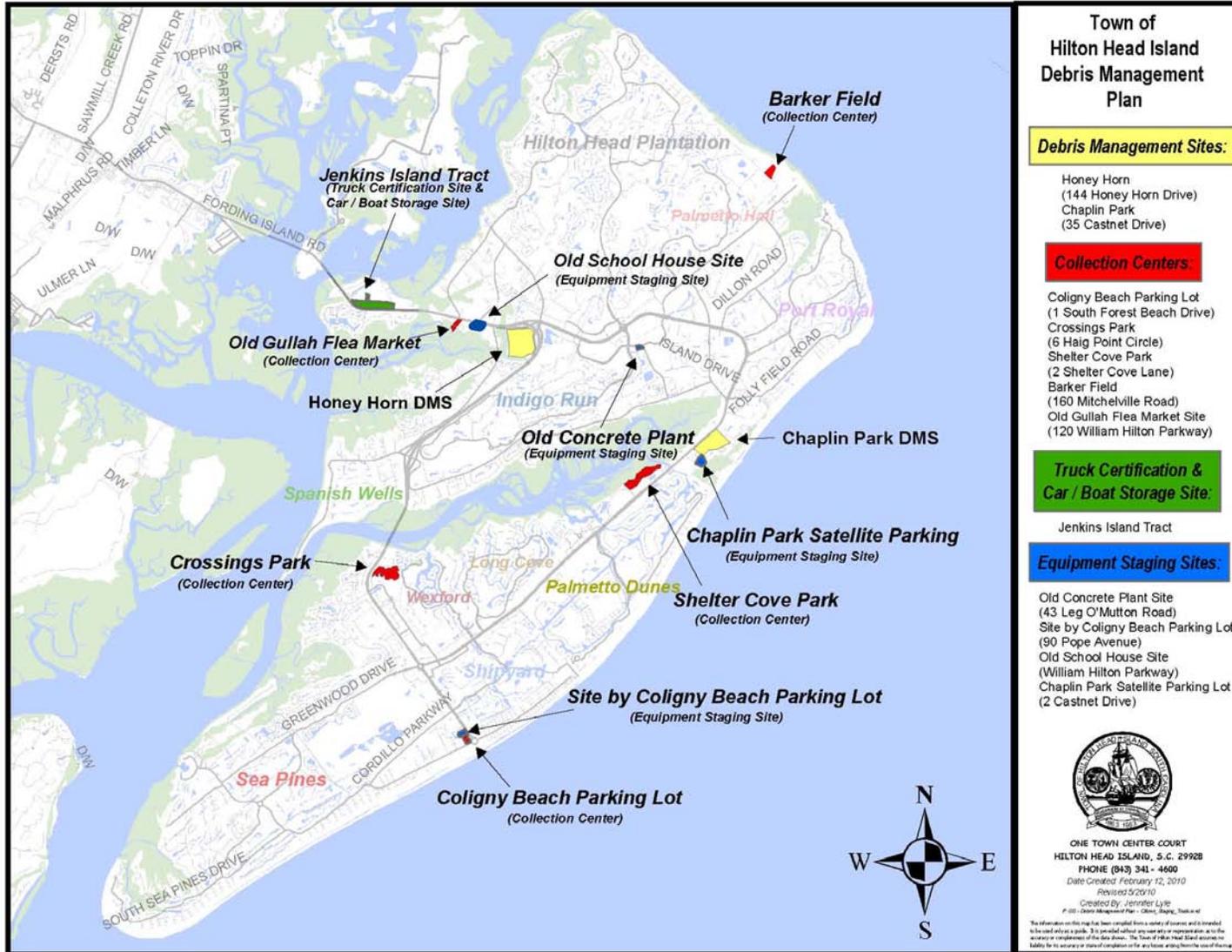


EXHIBIT D
HONEY HORN DEBRIS MANAGEMENT SITE CONCEPTUAL LAYOUT



EXHIBIT D
CHAPLIN PARK DEBRIS MANAGEMENT SITE CONCEPTUAL LAYOUT





MEMORANDUM

TO: Public Facilities Committee

FROM: Stephen G. Riley, CM and Town Manager

VIA: Scott Liggett, Director of PPF
Susan Simmons, Director of Finance

DATE: September 2, 2010

RE: Port Royal Fill Project

Recommendation: Staff requests the Committee recommend to Town Council that staff proceed with the Port Royal Fill Project as approved in the current budget and amend the funding sources.

Summary: Town Council approved the Port Royal Fill Project for \$12.5 million from beach preservation fees in the Town's fiscal year 2011 budget with the condition that staff would analyze and refine the project, costs, and funding sources and would report these revised recommendations to Council for approval prior to bidding the project.

Town staff and its vendors performed the requested research and are reporting to Council via the Public Facilities Committee. Representatives from Olsen Associates, the Town's coastal engineering firm, and Merchant Capital, the Town's financial advisor, as well as Town staff will present the results and answer questions at the September 7, 2010 Public Facilities Committee. With favorable Committee action, staff plans to present these recommendations to Council at its September 21 meeting (if Olsen and Merchant Capital are not needed) or October 5 (if needed).

As part of the analysis conducted and in response to inquiries made by Town Council, several project scenarios other than the previously approved and preferred option were examined in an attempt to minimize the Town's financial exposure. These options included: construction of a stand alone groin, placement of sand fill only and delaying the project. In the end, there was not a material difference in the estimated short-term or life cycle costs of the options deemed to be technically feasible. Thus, the recommendation contained herein represents what we believe is the preferred means by which the Town can implement and pay for its preferred solution.

Staff recommends the following actions relative to the Town's beach renourishment program:

1. Proceed with the \$12.5 million Port Royal Fill Project as presented.

- Amend the funding sources associated with the project.

	Capital Projects Fund	
	<u>Original</u>	<u>Proposed</u>
Revenues/Other Sources		
Transfer from Beach Preservation Fees	\$12,500,000	\$1,000,000
Beach Preservation Fee Bond Proceeds		\$11,000,000
Grant Revenues		\$1,000,000
Total	\$12,500,000	\$13,000,000
Expenditures/Other Uses		
Port Royal Fill Project	\$12,500,000	\$12,500,000
Bond Issue Costs		\$500,000
Total	\$12,500,000	\$13,000,000

- Prepare a resolution authorizing the Town to make interim payments related to this project from existing beach preservation fee revenues or other funds on hand with the intent to reimburse these funds from the proceeds of taxable or tax-exempt debt.
- Proceed with obtaining a grant of up to \$1 million. If the grant is not approved or the amount is reduced, staff should proceed with the project substituting the funding source with beach preservation fee revenues.
- When permits, grant awards and projects bids are received, staff will formalize the final estimated costs and funding sources in a budget amendment ordinance.
- Proceed with the issuance of up to \$11 million beach preservation fee revenue bonds with a repayment schedule up to fiscal year 2023.
- Plan a sustainable beach renourishment program with the next beach renourishment in 2015 and a recurring eight (8) year cycle, on average.
 - Staff and the coastal engineers should ensure a sustainable beach renourishment program through continued efforts to minimize the renourishment areas and quantities and contain the related costs.
 - Debt for each renourishment should have an eight year maturity such that the final payment coincides with the issuance of new bonds for the next renourishment.

It is anticipated that the future revenue stream is sufficient to:

- support the existing debt service on previously issued bonds associated with the 2006 project
- support the additional level of indebtedness associated with the issuance of new bonds as described above for the 2011 project
- support the funding as may be necessary for the expected 2015 project

Background: Recognizing the importance of a healthy beach, the Town created the Shore and Beach Preservation Task Force shortly after incorporation. This group was charged with assessing beach conditions Island-wide and developing a long term approach to address the Island's beach erosion control and shoreline management needs. The approach recommended to and adopted by Town Council was to manage the Island's sandy shorelines as a system, rather than continue the pre-incorporation practice of managing the shoreline as discrete, unrelated segments and fractionalized responses to erosion problems. The fundamental goals of the adopted program are:

- To provide an enhanced recreational amenity for residents and visitors,

- To provide an enhanced measure for storm protection and buffer, and
- To protect and enhance natural resources.

In support of the adopted management approach, the Island's shoreline change conditions and littoral transport processes were analyzed and a sediment budget was developed that quantified erosion conditions and annual sand requirement necessary to offset erosion. Key to the preferred management strategy chosen to combat the expected annual sediment loss rate was the periodic placement of hydraulically dredged, beach compatible sand – “beach nourishment.”

In general, the material identified for beach placement was located in several near shore shoal features. Sand from these areas has been used in 1990, 1997, 1999, and 2006 as beach nourishment fill. The Town also has identified sufficient quantities of beach compatible sand in these and other near island areas that allow us to be sure of an adequate supply of sand through 2023 and reasonably sure of an adequate supply of sand for an indefinite future period. We estimate that to date a volume of sand equivalent to about only 1% of the potentially available beach suitable sand in the Port Royal Sound ebb tidal shoal has been placed as fill along Hilton Head Island. To date, almost 8 million cubic yards of sand has been placed with the vast majority of material still accounted for in the littoral system.

The design life of any one project, barring unforeseen circumstances or storms was identified as “7-10 years.” Thus far we have been successful in achieving this goal.

Since completion of the 1990 project, we have seen reductions in sand loss rates from the beach, island-wide. We believe these reductions can be attributable to the beneficial stabilizing effects of island-wide sand placement since 1990, the purposeful use of sand which is slightly coarser than native sand, recent changes to the nearshore shoal features that affect sand transport conditions and the generally modest storm conditions.

At this time, a paradigm shift in how we view the management needs of the Island's shoreline may be in order. The future management objectives should consider a focus on maintaining conditions, rather than striving to continually widen the beach. Continued beach monitoring results suggest that future beach nourishment projects may be able to maintain our desired beach conditions with smaller periodic projects compared to those that have been constructed in the past. Specifically, it is estimated that following completion of the Port Royal Shoreline Restoration and Stabilization Project in 2011, the planned periodic nourishment projects in 2015 and 2023 may only need to be about 60 percent of the size of the past projects to achieve our continued beach management goals.

In 1993, the Town created the Beach Preservation Fee; a 2% tax on short-term rental accommodations. It was expected that this revenue stream would allow the Town to be self sufficient in our pursuit of beach management initiatives. Thus far, that has been the case and the revenue projections remain at approximately \$4 million / year. The use of this revenue stream is critical to the current staff recommendation.