



# **The Town of Hilton Head Island Regular Parks & Recreation Commission Meeting**

**Thursday, March 10, 2011**

**3:30 p.m. – Benjamin M. Racusin Council Chambers**

## **AGENDA**

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

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. 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.
- 4. Approval of Minutes**
  - a. Regular Parks & Recreation Commission Meeting of February 10, 2011
- 5. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 6. Reports**
  - a. Update from Island Recreation Association
  - b. Update from Beaufort County Parks & Leisure Services/Public Works
- 7. Unfinished Business**
- 8. New Business**
  - a. Island Recreation Association Proposed Budget
  - b. Proposed Capital Improvement Program (CIP) FY 2012-2021
- 9. Park Updates – Julian Walls**
- 10. Park Commissioner Comments**
- 11. Adjournment**

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

**The Town of Hilton Head Island  
Parks & Recreation Commission  
Thursday, February 10, 2011  
3:30 p.m.**

**Members Present:** Daniel Gafgen, Jack Hamrick, John McCann, Robert Moore, Timothy Singleton,

**Members Absent:** P. Jeffrey North, Marc Stuckart

**Town Staff:** Anne Cyran, Jill Foster, Julian Walls, Brian Hulbert

**Town Council:** Bill Ferguson

**Other:** Frank Soule, *Island Recreation Association*

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**I. CALL TO ORDER**

Chairman McCann called the meeting to order at 3:30 p.m.

**II. PLEDGE OF ALLEGIANCE TO THE FLAG**

**III. 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.

**IV. APPROVAL OF MINUTES**

The minutes of January 13, 2011 were approved as presented.

**V. APPEARANCE BY CITIZENS**

None

**VI. REPORTS**

- **Update from Island Recreation Association.** Mr. Frank Soule stated that the Snow Day event in January was successful but not as large as a turnout as expected due to the cold weather. Spring sports registration is beginning. Mr. Soule requested to have the Island Recreation Association budget proposal placed on the Parks & Recreation March 10, 2011 meeting agenda.
- **Update from Beaufort County Parks & Leisure Services.** There has been no report since September 9, 2010.

**VII. UNFINISHED BUSINESS**

None

**VIII. NEW BUSINESS**

**Spring Break Tennis.** Mr. Klint Van Aswegen stated that Spring Break Tennis has been on Hilton Head Island for 28 years and he has been in charge of it for the past two years.

Spring Break Tennis (SBT) brings college teams from up and down the east coast to play head-to-head matches with the majority of play on hard courts. Mr. Aswegen stated Hilton Head Island has plenty of clay courts but a limited number of hard courts. Mr. Aswegen stated that SBT has been renting Chaplin courts and Cordillo courts for the last five years. SBT pays a fee each year to the Island Recreation Center.

Spring Break Tennis uses 14 sites on the Island, and Chaplin and Cordillo are the most important because they are hard courts. This past year a group named PTR started an event called Spring Tennis Fest. Mr. Aswegen stated the courts were given to PTR by the Island Recreation Center in a contract without a bidding process. Spring Break Tennis was not given an opportunity to use the courts. SBT starts in March and there are 45 matches unscheduled that will now have to be played on clay courts. Mr. Aswegen asked how this going to be rectified?

Commissioner Singleton asked Mr. Aswegen: 1. Are there other hard courts on Hilton Head Island or in Bluffton that you can use? 2. Can you use the courts at Hilton Head High School as a short-term solution? Mr. Aswegen replied that Spring Break Tennis already uses the high school courts and all other available courts on Hilton Head Island. Mr. Aswegen stated that March 5 thru 17 is the busiest time for the tennis matches – 45 matches are held each day.

Commissioner Singleton suggested collaborating with PTR on scheduling the courts. Mr. Aswegen answered that because PTR has the contract, and they've scheduled all of the available time at Chaplin courts and Cordillo courts, Spring Break Tennis will not have access to those courts.

Chairman McCann asked Mr. Aswegen when he found out that the courts were not going to be available this year. Mr. Aswegen replied that PTR went around to all 14 facilities in April of last year and only 1 out of 14 facilities gave them a contract and that was Island Recreation Center. PTR has 50+ teams whereas SBT has 170 teams.

Mr. Frank Soule responded that the Island Recreation Association is entrusted with the Town facilities to do what is best for the community and for the tennis-playing public which is why Island Recreation signed a contract with PTR. PTR is a not-for-profit organization. Chaplin tennis courts have only been available for spring tennis events for the past six years. The Island Recreation Association works to protect the assets of the community - it is not taken lightly. PTR approached Island Recreation with the proposal of Spring Tennis Fest. The Island Recreation Association has a history working with PTR and trusts them. The Island Recreation Board is working to resolve the issue with the tennis courts.

Commissioner Singleton asked Mr. Soule if there is a way to accommodate SBT. Mr. Soule replied that every year the Island Recreation Association evaluates the play on public tennis courts. Mr. Soule stated that the tennis playing public knows in advance that spring tennis events take place during March and for those two weeks the public tennis courts have limited availability.

The general public has complained about the inability to get on the tennis courts for play.

Commissioner Gafgen asked if there could be a compromise. Mr. Soule replied that the Island Recreation Association has worked closely with PTR. Those two weeks in March are booked. Mr. Soule stated that he has tried to make some courts available to public during those two weeks.

Commissioner Moore stated he hopes that everyone who wants to use the courts can be accommodated. College students coming in will be using island restaurants and hotels and shopping at local businesses. The needs of citizens who live here year round also cannot be ignored.

Commissioner Hamrick asked Mr. Soule if the Island Recreation Center has procedures or processes written or published somewhere. Mr. Soule replied that the Island Recreation Center website has information on court rental and scheduling information.

Commissioner Singleton stated that part of Mr. Aswegen's complaint shows a lack of communication; how did the Island Recreation Center communicate the new contract situation to Mr. Aswegen so he had the opportunity to plan his tennis schedule? Mr. Soule answered that he is guilty of not communicating as well as he should have. Mr. Soule stated he did what was best for our community; this will bring more people to the community to play tennis.

Mr. Aswegen stated that PTR made an offer to buy Spring Break Tennis last year but they were turned down. Then PTR started Spring Tennis Fest and are operating it as a for-profit venture. Mr. Aswegen stated Spring Break Tennis has a large local investment and asked how a contract can be given to one entity instead of another.

Commissioner Singleton asked Mr. Aswegen what outcome he would like to see. Mr. Aswegen stated that he approved of the fact that there will now be a record of the contract process. PTR has a contract with the Island Recreation Center. Mr. Aswegen stated that he wants the Town involved to determine the amount of income generated on those courts by PTR. He stated SBT is offering \$80 per match for courts. Mr. Aswegen wants to know if PTR is using all three available court times and what amount of income are they generating.

Mr. Aswegen stated that PTR has been given all available court times because of possible rain dates. Mr. Aswegen stated that he wants dollar amounts tallied by the Island Recreation Center and shown to Town Council. He stated that his teams are willing to pay for those courts. Mr. Aswegen stated that he won't see the detriment to his business this year; it will be next year.

Mr. Soule stated that the reality is that it is not about dollars and cents. It is about finding an organization to treat Town assets properly. The dollar amount is a small part of the contract.

Citizen: Mary Davenport asked the Commission "Why are you in the tennis business? I don't understand why you people build courts to compete with all the other people on the island who have tennis courts. Biggest majority are home owners that have their own tennis court or are in a plantation with tennis courts. So why take on the expense of taking care of tennis courts?"

Commissioner Moore replied that the Town has public facilities provided on Town property for the citizens of the community; not everyone lives in a gated community. He stated that the issue is whether those facilities continue to be leased to private or for-profit businesses.

Chairman McCann asked Mr. Soule to take a look at the courts and the schedules and see if he could allow SBT to use a few more courts. Chairman McCann stated that even if Mr. Soule has to inconvenience someone, whatever he can arrange would be appreciated. Mr. Soule replied that the Island Recreation Board is working on it.

Chairman McCann told Mr. Aswegen that the Parks & Recreation Commission understands his position, but doesn't understand why it took so long for him to come to the Commission. He said that he knew there were a lot of reasons so he won't go into it. Chairman McCann asked Mr. Soule to come to the April Parks & Recreation Commission meeting with a recommended policy on how the tennis courts will be allocated next year, what the procedure will be for getting a tennis court, what the contract will look like and what details there are on obtaining those tennis courts for next year so that Mr. Aswegen and others don't have the same situation next year. Chairman McCann also asked that the budget include the income from the courts in a line item.

Mr. Brian Hulbert asked the Commissioners to hold off on the policy request from Mr. Soule for the April Parks & Recreation agenda because the Town's agreement with the Island Recreation Center for managing Chaplin tennis courts and Cordillo tennis courts as well as other facilities is up for renewal this year. Town staff will be meeting with Mr. Soule to discuss how we can come up with a policy to address these issues. Mr. Hulbert stated that the Town doesn't want to rush into anything, but instead it wants to do what is best for the community. Chairman McCann asked that when the agreement and policy is complete that it be brought back to the Parks & Recreation Commission and the Commission will inform Mr. Aswegen.

Commissioner Singleton made a recommendation that the need for more tennis courts be brought to Town Council for discussion. Commissioner Singleton stated that the impact of spring break is large and that people shouldn't be turned away from Hilton Head Island based on whatever so-called bias certain people might see.

**IX. UPDATES**

None

**X. PARK COMMISSIONER COMMENTS**

None

**XI. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:10 p.m.

Respectfully submitted by Eileen Wilson

Approved by: \_\_\_\_\_  
John McCann, Chairman

Memorandum

Date: February 25, 2011  
TO: Town's Parks and Recreation Commission  
FROM: Island Recreation Association Board of Directors  
RE: FY 2011-12 Proposed Funding

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The Association's Board of Directors is requesting approval from the Parks and Recreation Commission for two funding sources for our FY 11-12 budget. The first request is for the general fund support of \$623,109. As you will read in the columns below, we are requesting a 1% increase in the funding. This equates to \$6,169 or \$514 per month.

The other request is for the funding of the Association's CIP budget. Last FY we received \$136,550. This year we are requesting \$170,000 or an additional \$36,500. We have provided a list of CIP items as part of this budget document which is the last page.

**Town's General Fund Support:**

	Proposed	Current Budget
	FY 11-12	FY 10-11
GOVERNMENT		
Town - General Fund	\$ 532,594	\$ 527,350
Town-Senior Programs	\$ 90,515	\$ 89,590
Total	<u>\$ 623,109</u>	<u>\$ 616,940</u>

The Association's Board of Director has approved this document at our February meeting. We fully understand this is an aggressive budget which has taken the positive outcomes we have had over the last twelve months and applied them to the future.

We look forward to presenting our budget to the Commission in March. Again, we greatly appreciate the support the Commission has provided us of over the years.

## INTRODUCTION

February 25, 2011

We present this budget with one objective in mind; to provide the highest quality and greatest variety of recreational services to the community. The resources requested from the Town will allow the Association to continue the effective management of recreational facilities, as well as the coordination of recreational programs and community events.

The Hilton Head Island Recreation Association requests **\$623,109** in general fund support of the Association's operation for FY 11-12. This is a \$6,169 or 1% increase from last year. With the steady increase in propane cost to heat the pool, the need for extensive routine maintenance of the gym floor, along with providing our employees with a 2% raise have led to an overall increase in the Association's operation budget of 3%. This will be the first pay increase for our employees in two years.

The Association recognizes the challenges the Town faces. This is why you will find a 6 % increase in program revenues and 1.5% increase in general revenues, which is mainly our community special events and fund raising efforts.

You will also find a summary of our FY 11-12 CIP request, which has increased by 26.7%. The projects we have selected this FY will help us in the long term to save operational money while taking into account the need to update and improve the Island Recreation Center.

The Association's Board of Directors approved this proposal at the February Board meeting.

### OVERVIEW:

#### Town's General Fund Support:

	Proposed	Current Budget
	FY 11-12	FY 10-11
GOVERNMENT		
Town - General Fund	\$ 532,594	\$ 527,350
Town-Senior Programs	\$ 90,515	\$ 89,590
Total	<u>\$ 623,109</u>	<u>\$ 616,940</u>

The Association provides a scholarship program to families who want to participate yet need financial assistance. In 2009-10, our scholarship program provided \$92,000 to 197 children from 135 families. Scholarships were made available in such programs as the After-School Recreation Club, Vacation Club, Summer Day and Challenge Special Needs Camps, Summer Sports Camps, Youth Basketball, Discovery Club, Youth Soccer, and Swim Lessons.

Over 1,190 volunteers including the board of directors, advisory board members, youth sports coaches and senior center volunteers donated an estimated 16,225 hours to programs, special events, program evaluations and planning meetings. Without these special volunteers, we would not be able to provide such quality recreational services. According to the National Points of Light Foundation, these volunteer hours saved the Association and the community over \$342,571.

From July 1, 2009 to June 30, 2010, the Association had 288,715 participant visits to programs. The average daily number of participants at Association programs was 798.

Of the 288,715 users, our records show the following breakdowns:

69% of the users were age 17 or under	198,600
23% of the users were age 18-49	67,700
8% of the users were age 50 or older	21,415
33% of the users were minority participation	95,600
67% of the users were white	193,115
58% of the users were male	167,250
42% of the users were female	121,465

The senior programs will always be a vital part of the overall programs we provide to the community. During FY 2009-10 we had 19,750 participant visits in our SHARE Active Adult programs. While we host many of the programs at the SHARE Active Adult Center, we also provide trips and utilize other facilities throughout the community. We offer programs in four categories: classes & educational presentations, recreational sports, socials & special events, and trips.

The Town's Finance Department prepares, bi-weekly, the Association's payroll and payable checks. The Town supplies us with a monthly financial statement and general ledger report. The Town approves capital expenditures reimbursed to the Association. The Association's budget is submitted annually to the Town's Parks and Recreation Commission for review and all financial records are available to the public, Town council and the Parks and Recreation Commission at all times.

Island Recreation Association  
 FY 11-12 Budget  
 Summary Page

REVENUES	PROPOSED 11-12	FY FY 10-11	Percentage increase/decrease
Program Revenue	\$ 656,000.00	\$ 619,738.00	5.9% up
Government Income	\$ 623,109.00	\$ 616,940.00	1.0% up
Other Income	\$ 459,250.00	\$ 452,250.00	1.5% up
<b>SUB TOTAL INCOME</b>	<b>\$ 1,738,359.00</b>	<b>\$ 1,688,928.00</b>	2.9% up
CIP Reimbursement	\$ 173,000.00	\$ 136,550.00	26.7% up
<b>TOTAL INCOME</b>	<b>\$ 1,911,359.00</b>	<b>\$ 1,825,478.00</b>	4.7% up

EXPENSES	PROPOSED 11-12	FY FY 10-11	Percentage increase/decrease
Program Expenses	\$ 237,795.00	\$ 232,295.00	2.4% up
Other Expenses	\$ 169,773.00	\$ 150,000.00	13.2% up
Payroll & Taxes/Insurance	\$ 973,041.00	\$ 960,383.00	1.3% up
General Administration	\$ 357,750.00	\$ 346,250.00	3.3% up
<b>SUB TOTAL EXPENSES</b>	<b>\$ 1,738,359.00</b>	<b>\$ 1,688,928.00</b>	2.9% up
CIP PROJECTS	\$ 173,000.00	\$ 136,550.00	26.7% up
<b>TOTAL EXPENSES</b>	<b>\$ 1,911,359.00</b>	<b>\$ 1,825,478.00</b>	4.7% up

# Island Recreation Association

## FY 11-12 Budget

### Revenue

#### 2009-10 BUDGET PROPOSAL-REVENUES

#### BUDGET AMOUNT

REC CENTER AQUATICS REVENUE	FY 11-12	FY 10-11	FY 10-11 12/31	% inc/decrease
64401 AQUATICS	\$ 20,600.00	\$ 20,600.00	\$ 10,475.00	
64402 REC SWIM	\$ 9,400.00	\$ 9,400.00	\$ 7,914.00	
64403 SWIM TEAM	\$ 15,450.00	\$ 15,450.00	\$ 6,300.00	
64407 SWIM LESSONS	\$ 25,000.00	\$ 25,000.00	\$ 8,341.00	
<b>TOTAL REC CENTER AQUATICS REVENUE</b>	<b>\$ 70,450.00</b>	<b>\$ 70,450.00</b>	<b>\$ 33,030.00</b>	<b>0.0%</b>
<b>REC CENTER SENIOR CITIZEN PR</b>				
64630 SUMMER CLASSES (JUNE-AUG)	\$ 1,000.00	\$ 1,000.00	\$ 993.00	
64640 FALL CLASSES	\$ 2,000.00	\$ 2,000.00	\$ 1,788.00	
64650 WINTER CLASSES(DEC-FEB)	\$ 2,800.00	\$ 2,800.00	\$ 797.00	
64660 SPRING CLASSES(MAR-MAY)	\$ 2,000.00	\$ 2,000.00	\$ -	
64709 SENIOR TRIPS	\$ 30,000.00	\$ 30,000.00	\$ 18,977.00	
64725 ATHLETICS	\$ 500.00	\$ 500.00	\$ -	
64735 SOCIAL ACTIVITIES	\$ 6,500.00	\$ 6,500.00	\$ 2,953.00	
<b>TOTAL REC CENTER SENIOR CITIZENS</b>	<b>\$ 44,800.00</b>	<b>\$ 44,800.00</b>	<b>\$ 25,508.00</b>	<b>0.0%</b>
<b>REC CENTER ATHLETIC PROGRAMS</b>				
64501 ALL-SPORTS CAMP	\$ 2,500.00	\$ 2,500.00	\$ 3,400.00	
64504 LITTLE HUSTLERS	\$ 3,000.00	\$ 3,000.00	\$ 405.00	
64506 YOUTH BASKETBALL	\$ 22,000.00	\$ 22,000.00	\$ 19,703.00	
64507 FLAG FOOTBALL	\$ 2,500.00	\$ 2,500.00	\$ 495.00	
64508 ADULT BASKETBALL LEAGUES	\$ 2,000.00	\$ 2,000.00	\$ 370.00	
64509 ADULT SOCCER LEAGUES	\$ 5,200.00	\$ 5,200.00	\$ 4,700.00	
64511 GOLF SCHOOL	\$ 2,000.00	\$ 2,000.00	\$ 575.00	
64513 OPEN GYM PROGRAMS	\$ 750.00	\$ 750.00	\$ 10.00	
64515 SAILING CAMP	\$ 1,500.00	\$ 1,500.00	\$ 945.00	
64516 SOCCER CAMP	\$ 3,500.00	\$ 3,500.00	\$ 3,371.00	
64517 YOUTH-TENNIS	\$ 27,000.00	\$ 27,000.00	\$ 9,770.00	
64518 SOCCER TOURNAMENT	\$ 7,500.00	\$ -	\$ 3,115.00	
64520 VOLLEYBALL-GIRLS CAMP	\$ 2,300.00	\$ 2,300.00	\$ 4,880.00	
64532 CHEERLEADING CAMP	\$ 2,000.00	\$ 2,000.00	\$ 2,236.00	
64535 YOUTH SOCCER	\$ 115,000.00	\$ 118,550.00	\$ 63,041.00	
64536 SURF CAMP	\$ 17,500.00	\$ 12,000.00	\$ 17,600.00	
64539 FAST TRACKERS	\$ -	\$ -	\$ 6,425.00	
64603 EXERCISE CAN BE FUN	\$ 1,000.00	\$ 2,500.00	\$ -	
64610 KARATE-SHOTOKAN	\$ 2,500.00	\$ 6,500.00	\$ 640.00	
64612 ROLLER HOCKEY	\$ 8,000.00	\$ 10,000.00	\$ 6,716.00	
64613 CLUB SOCCER	\$ 6,000.00	\$ -	\$ 12,354.00	
64614 LACROSSE	\$ 5,000.00	\$ -	\$ 3,709.00	
64616 ZUMBA	\$ 2,100.00	\$ -	\$ 1,270.00	
64617 GATOR FOOTBALL	\$ -	\$ -	\$ 2,672.00	
<b>TOTAL REC CENTER ATHLETIC PROGRAMS</b>	<b>\$ 238,750.00</b>	<b>\$ 225,800.00</b>	<b>\$ 168,402.00</b>	<b>5.7% up</b>

# Island Recreation Association

## FY 11-12 Budget

### Revenue

#### REC CENTER YOUTH/TEEN PROGRAM

64901 AFTER-SCHOOL CLUB	\$ 90,000.00	\$ 79,942.00	\$ 66,762.00	
64904 DISCOVERY CLUB	\$ 75,000.00	\$ 70,000.00	\$ 44,641.00	
64910 SUMMER DAY CAMP	\$ 93,000.00	\$ 87,246.00	\$ 86,602.00	
64921 CHALLENGE PROGRAM-SUMMER	\$ 30,000.00	\$ 27,500.00	\$ 47,216.00	
64935 CHILDREN & TEEN ACTIVITIES	\$ 14,000.00	\$ 14,000.00	\$ 3,022.00	
<b>TOTAL REC CENTER YOUTH/TEEN PROGRAM</b>	<b>\$ 302,000.00</b>	<b>\$ 278,688.00</b>	<b>\$ 248,243.00</b>	<b>8.4% up</b>

#### REC CENTER GOVERNMENT INCOME

64015 TOWN OF HILTON HEAD-MONTHLY	\$ 532,594.00	\$ 527,350.00	\$ 263,675.00	
64018 GEN FUND REIM-SENIOR PROG	\$ 90,515.00	\$ 89,590.00	\$ 44,795.00	
<b>TOTAL REC CENTER GOVERNMENT INCOME</b>	<b>\$ 623,109.00</b>	<b>\$ 616,940.00</b>	<b>\$ 308,470.00</b>	<b>1.0% up</b>

#### REC CENTER OTHER INCOME

64017 BEAUFORT COUNTY POOL	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	
64102 FRIENDS DRIVE	\$ 21,750.00	\$ 20,750.00	\$ 4,917.00	
64104 DONATED SERVICES	\$ 5,000.00	\$ 5,000.00	\$ -	
64106 UNITED WAY	\$ 5,000.00	\$ 20,000.00	\$ 12,750.00	
64107 MISC INCOME	\$ 15,000.00	\$ 15,000.00	\$ 9,657.00	
64108 VENDING/RENTALS/CONCESSIONS	\$ 6,000.00	\$ 6,000.00	\$ 2,773.00	
64109 INTEREST	\$ 10,000.00	\$ 10,000.00	\$ 4,400.00	
64110 HERITAGE BOOTH	\$ 5,000.00	\$ 20,000.00	\$ -	
64111 BEAUFORT COUNTY PROGRAMS	\$ 64,000.00	\$ 64,000.00	\$ 32,000.00	
64114 RENTAL-SHELTER COVE	\$ 2,000.00	\$ 2,000.00	\$ 745.00	
64120 DONATIONS EQUIPMENT	\$ -	\$ -	\$ -	
64116 HERITAGE BOOTH-SENIOR PROGRA	\$ 1,000.00	\$ 5,000.00	\$ -	
64117 MISCELLANEOUS-SENIOR PROGRAM	\$ 1,000.00	\$ 1,000.00	\$ -	
64118 BEAUFORT COUNTY - SENIOR PROG	\$ 16,000.00	\$ 16,000.00	\$ 8,000.00	
64119 FRIENDS OF SENIOR PROGRAMS	\$ 2,500.00	\$ 2,500.00	\$ 1,820.00	
64300 SPECIAL EVENTS	\$ 237,500.00	\$ 205,000.00	\$ 193,034.00	
64313 PARK RENTAL INCOME	\$ 7,500.00	\$ -	\$ 1,262.00	
<b>TOTAL REC CENTER OTHER INCOME</b>	<b>\$ 459,250.00</b>	<b>\$ 452,250.00</b>	<b>\$ 331,358.00</b>	<b>1.5% up</b>

<b>FY 09-10 BUDGET- REVENUE TOTAL</b>	<b>\$ 1,738,359.00</b>	<b>\$ 1,688,928.00</b>	<b>\$ 1,115,011.00</b>	<b>2.9% up</b>
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#### REC CENTER CAPITAL IMPROVEMENT

OVERALL CIP REIMBURSEMENT	\$ 173,000.00	\$ 136,550.00	\$ 14,330.00	26.7% up
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<b>FY 09-10 BUDGET-REVENUE TOTAL (CIP &amp; OPEI)</b>	<b>\$ 1,911,359.00</b>	<b>\$ 1,825,478.00</b>	<b>\$ 1,129,341.00</b>	<b>4.7% up</b>
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# Island Recreation Association

## FY 11-12 Budget

### Expenses

#### BUDGET AMOUNT

REC CENTER AQUATIC PROGRAM	FY 11-12	FY 10-11	FY 10-11 12/31	% inc/decrse
75401 AQUATICS	\$ 8,000.00	\$ 8,000.00	\$ 3,448.00	
<b>TOTAL REC CENTER AQUATIC PROGRAM</b>	<b>\$ 8,000.00</b>	<b>\$ 8,000.00</b>	<b>\$ 3,448.00</b>	<b>0.0%</b>
<b>REC CENTER SENIOR CITIZEN PROG</b>				
75630 SUMMER CLASSES(JUNE-AUG)	\$ 750.00	\$ 750.00	\$ 193.00	
75640 FALL CLASSES (SEPT-NOV)	\$ 750.00	\$ 750.00	\$ 296.00	
75650 WINTER CLASSES(DEC-FEB)	\$ 2,000.00	\$ 2,000.00	\$ -	
75660 SPRING CLASSES(MAR-MAY)	\$ 1,000.00	\$ 1,000.00	\$ 196.00	
75709 SENIOR TRIPS	\$ 30,000.00	\$ 30,000.00	\$ 17,069.00	
75725 ATHLETICS	\$ 500.00	\$ 500.00	\$ 275.00	
75735 SOCIAL ACTIVITIES	\$ 4,500.00	\$ 4,500.00	\$ 1,699.00	
75740 SHARE RENT	\$ 30,420.00	\$ 30,420.00	\$ 17,745.00	
<b>TOTAL REC CENTER SENIOR CITIZEN PROG</b>	<b>\$ 69,920.00</b>	<b>\$ 69,920.00</b>	<b>\$ 37,473.00</b>	<b>0.0%</b>
<b>REC CENTER ATHLETIC PROGRAMS</b>				
75501 ALL-SPORTS CAMP	\$ 500.00	\$ 500.00	\$ 1,080.00	
75503 BASKETBALL-YOUTH	\$ 9,000.00	\$ 9,000.00	\$ 2,740.00	
75505 BASKETBALL HUSTLER CAMP	\$ 1,400.00	\$ 1,400.00	\$ -	
75507 FLAG FOOTBALL	\$ 1,250.00	\$ 1,250.00	\$ -	
75508 ADULT BASKETBALL LEAGUES	\$ 1,500.00	\$ 1,500.00	\$ -	
75509 ADULT SOCCER LEAGUES	\$ 1,000.00	\$ 1,000.00	\$ 615.00	
75511 GOLF SCHOOL	\$ 2,625.00	\$ 2,625.00	\$ 540.00	
75513 OPEN GYM PROGRAMS	\$ 100.00	\$ 100.00	\$ -	
75515 SAILING CAMP	\$ 1,500.00	\$ 1,500.00	\$ 1,170.00	
75516 SOCCER CAMP	\$ 2,500.00	\$ 2,500.00	\$ 2,372.00	
75517 YOUTH-TENNIS	\$ 5,000.00	\$ 5,000.00	\$ 732.00	
75518 SOCCER TOURNAMENT	\$ 3,500.00	\$ -	\$ 11,324.00	
75520 VOLLEYBALL-GIRLS CAMP	\$ 1,200.00	\$ 1,200.00	\$ 2,695.00	
75532 CHEERLEADING CAMP	\$ 1,300.00	\$ 1,300.00	\$ 1,642.00	
75535 YOUTH SOCCER	\$ 55,000.00	\$ 60,000.00	\$ 29,918.00	
75536 SURF CAMP	\$ 8,000.00	\$ 6,000.00	\$ 6,354.00	
75539 FAST TRACKERS	\$ -	\$ -	\$ 4,290.00	
75610 KARATE-SHOTOKAN	\$ 1,500.00	\$ 5,000.00	\$ 322.00	
75612 ROLLER HOCKEY	\$ 7,000.00	\$ 7,000.00	\$ -	
74613 CLUB SOCCER	\$ -	\$ -	\$ 315.00	
75614 LACROSSE	\$ 5,000.00	\$ -	\$ 1,902.00	
75616 ZUMBA	\$ -	\$ -	\$ 1,229.00	
75617 GATOR FOOTBALL	\$ -	\$ -	\$ 11,295.00	
<b>TOTAL REC CENTER ATHLETIC PROGRAMS</b>	<b>\$ 108,875.00</b>	<b>\$ 106,875.00</b>	<b>\$ 80,535.00</b>	<b>1.9% up</b>

# Island Recreation Association

## FY 11-12 Budget

### Expenses

#### REC CENTER YOUTH/TEEN PROGRAMS

75901 AFTER-SCHOOL CLUB	\$ 11,000.00	\$ 12,500.00	\$ 9,317.00	
75904 DISCOVERY CLUB	\$ 6,500.00	\$ 7,500.00	\$ 2,983.00	
75910 SUMMER DAY CAMP	\$ 25,000.00	\$ 20,000.00	\$ 41,316.00	
75921 CHALLENGE PROGRAM-SUMMER	\$ 1,000.00	\$ 2,500.00	\$ 1,719.00	
75935 CHILDREN & TEEN ACTIVITIES	\$ 7,500.00	\$ 5,000.00	\$ 15,738.00	
<b>TOTAL REC CENTER YOUTH/TEEN PROGRA</b>	<b>\$ 51,000.00</b>	<b>\$ 47,500.00</b>	<b>\$ 71,073.00</b>	<b>7.4% up</b>

#### REC CENTER OTHER INCOME

75102 FRIENDS DRIVE	\$ 2,500.00	\$ 3,500.00	\$ -	
75107 MISC INCOME	\$ 3,500.00	\$ 3,500.00	\$ -	
75110 HERITAGE BOOTH	\$ 2,000.00	\$ 10,000.00	\$ 412.00	
75116 HERITAGE BOOTH-SENIOR PROGRAMS	\$ 500.00	\$ 2,500.00	\$ 103.00	
75119 FRIENDS OF SENIOR PROGRAMS	\$ 500.00	\$ 500.00	\$ -	
75300 SPECIAL EVENTS	\$ 160,773.00	\$ 130,000.00	\$ 138,504.00	
<b>TOTAL REC CENTER OTHER INCOME</b>	<b>\$ 169,773.00</b>	<b>\$ 150,000.00</b>	<b>\$ 139,019.00</b>	<b>13.2% up</b>

#### REC CENTER PAYROLL EXPENSE

76010 EXECUTIVE DIRECTOR	\$ 68,182.00	\$ 66,845.00	\$ 36,616.00	
76020 RECREATION DIRECTOR	\$ 50,741.00	\$ 49,746.00	\$ 24,761.00	
76029 YTH/TEEN PROGRAM DIRECTOR	\$ 37,275.00	\$ 36,545.00	\$ 22,190.00	
76031 AFTER SCHOOL PROGRAM	\$ 32,250.00	\$ 32,250.00	\$ 28,596.00	
76032 DISCOVERY CLUB	\$ 52,000.00	\$ 52,000.00	\$ 24,840.00	
76033 SUMMER CAMP	\$ 30,000.00	\$ 30,000.00	\$ 30,682.00	
76034 CHALLENGE PROGRAM-SUMMER	\$ 26,000.00	\$ 26,000.00	\$ 24,392.00	
76035 S.E./SENIOR CITIZEN DIRECTOR	\$ 36,545.00	\$ 35,828.00	\$ 18,190.00	
76036 SENIOR CITIZEN PROG SUPERVISOR	\$ 2,000.00	\$ 2,000.00	\$ 1,034.00	
76037 SENIOR CITIZENS ADMIN.	\$ 21,500.00	\$ 21,500.00	\$ 6,829.00	
76040 ATHLETICS COORDINATOR	\$ 36,658.00	\$ 35,940.00	\$ 17,845.00	
76041 ATHLETICS PROGRAMS	\$ 38,000.00	\$ 38,000.00	\$ 10,600.00	
76045 OFFICE MANAGER	\$ 39,710.00	\$ 38,931.00	\$ 19,378.00	
76047 PROGRAM SUPERVISORS	\$ 13,733.00	\$ 13,430.00	\$ 7,920.00	
76048 BUILDING SUPERVISOR	\$ 32,076.00	\$ 31,773.00	\$ 11,908.00	
76049 SPECIAL EVENTS STAFFING	\$ 10,000.00	\$ 10,000.00	\$ 9,958.00	
76050 SPECIAL EVENTS/FUND	\$ 29,485.00	\$ 28,907.00	\$ 14,388.00	
76051 PROGRAM/MARKETING SPEC	\$ 28,592.00	\$ 28,593.00	\$ 13,962.00	
76060 INTERNS	\$ 12,000.00	\$ 12,000.00	\$ 11,173.00	
76070 AQUATICS DIRECTOR	\$ 33,197.00	\$ 31,908.00	\$ 14,478.00	
76072 SEASONAL POOL STAFF	\$ 86,515.00	\$ 86,515.00	\$ 44,893.00	
76073 MAINTENANCE WORKERS	\$ 48,738.00	\$ 47,782.00	\$ 25,257.00	
76074 DEVELOPMENT COORDINATOR	\$ 37,276.00	\$ 36,545.00	\$ 17,388.00	
<b>TOTAL REC CENTER PAYROLL EXPENSE</b>	<b>\$ 802,473.00</b>	<b>\$ 793,038.00</b>	<b>\$ 437,278.00</b>	<b>1.2% up</b>

# Island Recreation Association

## FY 11-12 Budget

### Expenses

#### REC CENTER PAYROLL TAXES & INS

76075 PAYROLL TAXES	\$ 61,390.00	\$ 58,300.00	\$ 34,393.00	
76078 WORKMANS COMPENSATION	\$ 8,800.00	\$ 8,800.00	\$ 8,075.00	
76079 UNEMPLOYMENT TAXES	\$ 3,420.00	\$ 3,420.00	\$ 1,461.00	
76080 HEALTH INSURANCE	\$ 70,000.00	\$ 70,000.00	\$ 30,541.00	
76081 PAYROLL TAXES-SENIOR PROGRAMS	\$ 4,700.00	\$ 4,700.00	\$ 2,060.00	
76082 WORKMENS COMP-SENIOR PROGRAMS	\$ 800.00	\$ 800.00	\$ 584.00	
76083 UNEMPLOYMENT TAXES-SENIOR PROG	\$ -	\$ -	\$ 1.00	
76084 HEALTH INSURANCE-SENIOR PROG	\$ 4,940.00	\$ 4,940.00	\$ 3,239.00	
76085 LONG TERM DISAB INSUR-SENIORPR	\$ 500.00	\$ 500.00	\$ 160.00	
76086 LONG TERM DISABILITY INSURANCE	\$ 2,700.00	\$ 2,700.00	\$ 1,676.00	
76087 TENURE INCOME	\$ 6,818.00	\$ 6,685.00	\$ 3,640.00	
76088 EMPLOYEE 401K CONTRIBUTIONS	\$ 6,500.00	\$ 6,500.00	\$ -	
<b>TOTAL REC CENTER PAYROLL TAXES &amp; INS</b>	<b>\$ 170,568.00</b>	<b>\$ 167,345.00</b>	<b>\$ 85,830.00</b>	<b>1.9% up</b>

#### REC CENTER GEN ADM EXPENSE

77010 AUDIT/BANK FEES	\$ 18,000.00	\$ 18,000.00	\$ 13,342.00
77011 LEGAL FEES	\$ 1,000.00	\$ 1,000.00	
77012 ADVERTISING	\$ 17,500.00	\$ 17,500.00	\$ 6,216.00
77014 VEHICLES	\$ 16,000.00	\$ 16,000.00	\$ 6,011.00
77015 COMPUTER SERVICES	\$ 7,500.00	\$ 7,500.00	\$ 3,203.00
77020 DUES & SUBSCRIPTIONS	\$ 3,250.00	\$ 3,250.00	\$ 150.00
77022 PROPANE	\$ 38,000.00	\$ 35,000.00	\$ 19,282.00
77023 ELECTRICITY-REC CTR	\$ 34,500.00	\$ 34,500.00	\$ 14,095.00
77024 ELECTRICITY-FIELD	\$ 1,800.00	\$ 1,800.00	\$ 1,141.00
77025 ELECTRICITY-SHELTER COVE	\$ 1,500.00	\$ 1,500.00	\$ 349.00
77026 GENERAL LIABILITY	\$ 37,500.00	\$ 37,500.00	\$ 22,872.00
77028 FIRE ALARM SERVICE	\$ 1,000.00	\$ 1,000.00	\$ -
77034 TRASH REMOVAL	\$ 3,500.00	\$ 3,500.00	\$ 873.00
77050 EDUCATIONAL TRAINING	\$ 10,500.00	\$ 10,500.00	\$ 3,006.00
77055 PRINTING-GENERAL	\$ 2,500.00	\$ 2,500.00	\$ 2,447.00
77056 PRINTING-NEWSLETTERS	\$ 24,000.00	\$ 26,500.00	\$ 16,823.00
77060 POSTAGE & FREIGHT	\$ 3,500.00	\$ 3,500.00	\$ 1,005.00
77065 REPAIRS-BUILDING	\$ 17,500.00	\$ 15,000.00	\$ 11,808.00
77066 REPAIRS-SWIM POOL	\$ 8,000.00	\$ 8,000.00	\$ 3,441.00
77075 LEASES-OFFICE EQUIPMENT	\$ 9,500.00	\$ 9,500.00	\$ 4,065.00
77083 DEPRECIATION	\$ -	\$ -	\$ -
77085 SUPPLIES-OFFICE	\$ 5,000.00	\$ 5,000.00	\$ 2,820.00
77086 SUPPLIES-SWIM POOL	\$ 17,000.00	\$ 15,000.00	\$ 12,344.00
77087 SUPPLIES-GENERAL PURPOSE	\$ 5,500.00	\$ 5,500.00	\$ 1,030.00
77088 SUPPLIES-JANITORIAL	\$ 9,500.00	\$ 9,500.00	\$ 5,712.00
77090 TELEPHONE	\$ 9,500.00	\$ 9,500.00	\$ 4,558.00
77095 WATER & SEWER	\$ 7,500.00	\$ 7,500.00	\$ 3,347.00
77096 SUPPLIES GEN PURPOSE-SENIOR PR	\$ 2,000.00	\$ 2,000.00	\$ 289.00
77097 SUPPLIES-OFFICE-SENIOR PROGRAM	\$ 1,500.00	\$ 1,500.00	\$ 729.00
77098 TELEPHONE-SENIOR PROGRAMS	\$ 2,500.00	\$ 2,500.00	\$ 1,296.00

Island Recreation Association

FY 11-12 Budget

Expenses

**REC CENTER GEN ADM EXP (CONT.)**

77099 VEHICLES-SENIOR PROGRAMS	\$ 2,500.00	\$ 2,500.00	\$ 711.00	
78010 HEATING & AC	\$ 2,000.00	\$ 2,000.00	\$ 2,242.00	
78011 GROUNDS MAINTENANCE	\$ 13,000.00	\$ 13,000.00	\$ 13,874.00	
78012 GYM FLOOR	\$ 8,500.00	\$ 2,000.00	\$ -	
78016 REPAIRS TENNIS	\$ 1,500.00	\$ 1,500.00	\$ -	
78017 GROUNDS MAINTENANCE-SHELT.COVE	\$ 1,000.00	\$ 1,000.00	\$ -	
78018 GROUNDS MAINTENANCE-TENNIS	\$ 1,000.00	\$ 1,000.00	\$ 110.00	
78019 SUPPLIES-TENNIS	\$ 2,000.00	\$ 2,000.00	\$ -	
78021 ADVERTISING-SENIOR PROGRAMS	\$ 1,500.00	\$ 1,500.00	\$ -	
78022 COMPUTER SERV-SENIOR PR	\$ 500.00	\$ 500.00	\$ -	
78023 INSURANCE(GENERAL)-SENIOR PROG	\$ 3,500.00	\$ 3,500.00	\$ 1,813.00	
78024 POSTAGE-SENIOR PROGRAMS	\$ 1,000.00	\$ 1,000.00	\$ 111.00	
78025 PRINTING GEN-SENIOR PROGRAMS	\$ 1,500.00	\$ 1,500.00	\$ -	
78029 COPIER LEASE MAINT-SENIOR	\$ 1,700.00	\$ 1,700.00	\$ -	
78030 INTEREST ON LOAN	\$ -	\$ -	\$ 153.00	
78032 TOWN FEES	\$ -	\$ -	\$ -	
<b>TOTAL REC CENTER GEN ADM EXPENSE</b>	<b>\$ 357,750.00</b>	<b>\$ 346,250.00</b>	<b>\$ 181,268.00</b>	<b>3.3% up</b>

**FY 09-10 BUDGET-EXPENSES TOTAL (OPERA \$ 1,738,359.00 \$ 1,688,928.00 \$ 1,035,924.00 2.9% up**

**REC CENTER CAPITAL IMPROVEMENT**

OVERALL CIP PROJECTS \$ 173,000.00 \$ 136,550.00 \$ 22,129.00 26.7% up

**FY 09-10 BUDGET-EXPENSES TOTAL (CIP & OPE \$ 1,911,359.00 \$ 1,825,478.00 \$ 1,058,053.00 4.7% up**

Island Recreation Association  
FY 11-12 Budget  
Capital Improvement Projects

CIP Budget 2011-2012

PROJECT (update 2-8-11)	
Ceiling Cleaning (Gym)	\$ 6,000
Program Utility Vehicle (Truck)	\$ 23,000
Solar Hot Water System (Rec Center)	\$ 38,000
Ladders Replacement	\$ 5,000
Starting Blocks Replacement	\$ 15,000
Pool Filter (Salt System)	\$ 46,000
*Plastering of Pool	\$ 25,000
Tents	\$ 5,000
Dome Equipment Update	\$ 10,000
<b>TOTAL</b>	<b>\$ 173,000</b>

memo

**TO: Planning Commission CIP Committee**  
**FROM: Thomas W. Lennox, Chairman**  
**DATE: February 24, 2011**  
**SUBJECT: Planning Commission CIP Committee Meetings**

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Once again it is time to convene our Committee to provide a proposed Capital Improvement Program (CIP) to Town Council via the Planning Commission in accordance with State law. Attached is a working draft CIP for FY 2012–2021.

To recap, the upcoming fiscal year CIP was developed by our committee in October; approved by the Planning Commission; and forwarded to Town Council for its consideration at their annual workshop last December. Attached is the Town Council’s new “Policy Agenda 2011” that was developed during the workshop. Please review these documents and bring them to our meetings for reference.

At the recommendation of Staff, we are initiating a process that differs somewhat, from what has been done in previous years. We will transition to a single CIP recommendation each year, preferably in the fall, originated by the Committee and approved by the Commission. This action would be supplemented by quarterly updates to the Committee, and to the Planning Commission as required.

As an example, you will recall that the Committee and Commission action taken in November of 2010, resulted in the attached list of priority projects for FY 12 being recommended and forwarded to Council. Staff has made recommendations for only minor changes (Public Art and Surveillance Cameras) and, absent any additional specific additions or deletions by the Committee, I would suggest that the previous recommendations by the Committee remain our operating document. We will further discuss this and confirm at our meeting.

As we make this transition, our primary task during the course of the year will be to examine, review and refine the schedule of proposed CIP projects looking forward nine years. No action is required regarding the out-years projects at this time. During the course of subsequent quarterly meetings in 2011, additional project documentation will be provided. We should intend to complete our annual work in the form of a recommendation to the Planning Commission in the fall of 2011 regarding the proposed CIP for FY 13.

CIP Committee Meetings Memo  
Page 2

The following schedule of meetings seems compatible with committee members and staff. This schedule will allow us to report to the Planning Commission during our regularly scheduled meeting at 9 AM on Wednesday, April 6, 2011, if necessary.

The following committee meetings will be conducted in Conference Room # 4:

2:00 PM, March 21 : Overview / explanation proposed refinements to the Planning Commission's CIP review and recommendation process, Confirmation of recommended priority projects for funding in FY 12, Overview of CIP out-years' projects, FY 11 project status report.

2<sup>nd</sup> Meeting if necessary

TBD:

Discussion / confirmation of FY 12 Priority Projects.

cc: Town Council, w/o attachments  
Planning Commission  
Chairs of Boards, Commissions and Committees  
Stephen G. Riley  
Charles Cousins  
Chief Lavarn Lucas  
Susan Simmons  
Scott Liggett  
Jeff Buckalew  
Jill Foster

CAPITAL IMPROVEMENTS PROGRAM  
 FY 2012 FUNDING SUMMARY  
 (Proposed\_post workshop)

FY 12 - Post Workshop		ACCEL	In Bid or Obligated	SLIDE or CNAP?	NEW	CHANGE					
		THOUSANDS OF DOLLARS									
	FY	IMPACT	PRIOR YEAR	2011 FISCAL	BEACH	SWU	HOSP	TIF	OTHER		
	2012	FEES	FUNDING	YEAR TAXES	FEE	FEE	TAX		FUNDS		
<b>A PATHWAYS</b>		Traffic									Impact Fees, TIF & Taxes
1	PATHWAY REHABILITATION	180		Recurring	55		125				
2	US 278-B - Gardner Drive to Mathews Drive	300		80				300			
3	US 278-B - Wexford Circle to Fresh Market Shoppes	20	10				10				
4	LEG O' MUTTON ROAD	55	27				28				
5	PEMBROKE DRIVE	55	27				28				
6	GARDNER DRIVE	50	25				25				
	<b>TOTAL PATHWAYS</b>	660	89	80	55	0	216	300	0		
<b>B DRAINAGE IMPROVEMENTS</b>		SWU Bond									
1	STORMWATER PUMP STATION MAINTENANCE	140		Recurring		140					
2	DRAINAGE SYSTEM REHABILITATION, MAINTENANCE, MONITORING, CREDITS, EDUCATION & NPDES II COMPLIANCE	1,163		Recurring		1,163					
3	SYSTEM UPGRADES / NEW PROJECTS / PROFESSIONAL SERVICES	1,103		Recurring					1,103	SWU Bond	
4	ARROW ROAD AREA	200							200	SWU Bond	
	<b>TOTAL DRAINAGE IMPROVEMENTS</b>	2,606	0			1,303			1,303		
<b>C ROADWAY IMPROVEMENTS</b>		Traffic									
1	MAINLAND TRANSPORTATION IMPROVEMENTS	600		500 IGA obligation			600				
2	MATHEWS DRIVE / MARSHLAND ROAD ROUNDABOUT	1,150		40				1,150			
3	MATHEWS DRIVE / CHAPLIN AREA CONNECTIVITY (TIF)	500		110				500			
4	US 278 GATEWAY IMPROVEMENTS AT WINDMILL HARBOUR	300		200			300				
5	LEAMINGTON/FRESH MARKET SHOPPES/US 278 (Hosp Tax or Bond?)	FY11		230							
6	PEDESTRIAN CROSSWALKS & REFUGES (TIF funded in District)	220		Recurring	40		180				
7	TRAFFIC SIGNAL MAST ARMS (TIF Funded in District)	250		Recurring			250				
8	F&R EMERGENCY ACCESS POINTS	110		Recurring			110				
9	PRIVATE (DIRT) ROADS ACQUISITION	25		Recurring	25						
10	DIRECTIONAL / NEIGHBORHOOD SIGNAGE	100		Recurring			100				
11	INTERSECTION / CROSSWALK / PATHWAY LIGHTING (TIF Funded in District)	TBD									
12	STONEY SECONDARY ROAD (SOUTH)	40	40	50							
	<b>TOTAL ROADWAY IMPROVEMENTS</b>	3,295	40	630	65	0	1,540	1,650	0		



CAPITAL IMPROVEMENTS PROGRAM  
FISCAL YEARS 2012- 2021  
CIP FY 12  
(post workshop)

<b>FY- 12 Post Workshop</b>		ACCEL	In Bid or Obligated	SLIDE or CNAP?	New	Change	
PROJECT		FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017-2021
<b>A PATHWAYS</b>							
<b>1</b>	<b>PATHWAY REHABILITATION</b>	180	185	195	200	210	1050
<b>2</b>	<b>US 278-B (Gardner Drive to Mathews Drive) (TIF)</b>						
	a. design	obligated					
	b. r/w acquisition	obligated					
	c. legal	obligated					
	d. construction	300					
<b>3</b>	<b>US 278-B (Wexford Circle to Fresh Market Shoppes) (up to 1/2 Traffic Impact Fees, Hosp Tax)</b>						
	a. design	IN-HOUSE					
	b. r/w acquisition	TBD					
	c. legal	20					
	d. construction		660				
<b>4</b>	<b>LEG O' MUTTON (Segment installed from Marshland Rd to Victoria Square) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design	50					
	b. legal	5					
	c. construction		560				
<b>5</b>	<b>PEMBROKE DRIVE (Bundle with Gardner) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design	50					
	b. legal	5					
	c. construction			480			
<b>6</b>	<b>GARDNER DRIVE (Bundle with Pembroke) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design	30					
	b. r/w acquisition	TBD					
	c. legal	20					
	d. construction			330			
<b>7</b>	<b>US 278 (Stoney Area from the ends of existing sidewalks to Jenkins Island) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design			30			
	b. r/w acquisition			TBD			
	c. legal			10			
	d. construction				300		
<b>8</b>	<b>JONESVILLE ROAD (1/2 Traffic Impact Fees and Property Tax)</b>						
	a. design				80		
	b. legal				20		
	c. construction					760	
<b>9</b>	<b>US 278-B (Fresh Market Shoppes to Shelter Cove / Chaplin) (up to 1/2 Traffic Impact Fees, Hosp Tax)</b>						
	a. design				130		
	b. r/w acquisition				TBD		
	c. legal				30		
	d. construction					1320	
<b>10</b>	<b>US 278-B (Gardner Drive to Jarvis Park / Honey Horn) (up to 1/2 Traffic Impact Fees, Hosp Tax)</b>						
	a. design				100		
	b. r/w acquisition				TBD		
	c. legal				20		
	d. construction					930	
<b>11</b>	<b>US 278 (GUM TREE ROAD TO SQUIRE POPE ROAD) (Sidewalk installed with Cross Island Parkway) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design					55	
	b. legal					10	
	c. construction						550
<b>12</b>	<b>SINGLETON BEACH ROAD (Segment installed from US 278 to Chaplin Community Park) (1/2 Traffic Impact Fees and Hosp Tax/Beach Fee?)</b>						
	a. design					30	
	b. r/w acquisition					TBD	
	c. legal					10	
	d. construction						300
<b>13</b>	<b>US 278 (Squire Pope Road to near Welcome Center) (Sidewalks exist on both sides of US 278 east of the Welcome Center) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design					60	
	b. legal					20	
	c. environmental					30	
	d. construction						600
<b>14</b>	<b>US 278 (JENKINS ISLAND TO BRIDGE) (1/2 Traffic Impact Fees and Hosp Tax)</b>						
	a. design						40
	b. legal						20
	c. environmental						30
	d. construction						400

CAPITAL IMPROVEMENTS PROGRAM  
FISCAL YEARS 2012- 2021  
CIP FY 12  
(post workshop)

PROJECT	FY	FY	FY	FY	FY	FY
	2012	2013	2014	2015	2016	2017- 2021
<b>15 US 278-B (Shelter Cove / Chaplin to Mathews North) (up to 1/2 Traffic Impact Fees, Hosp Tax)</b>						
a. design						120
b. r/w acquisition						
c. legal						30
d. construction						1170
<b>16 US 278-B (Jarvis Park / Honey Horn to Graves Bridge) (up to 1/2 Traffic Impact Fees, Hosp Tax)</b>						
a. design						170
b. r/w acquisition						
c. legal						50
d. construction						1690
	<b>660</b>	<b>1,405</b>	<b>1,045</b>	<b>880</b>	<b>3,435</b>	<b>2,990</b>
<b>B DRAINAGE IMPROVEMENTS</b>						
<b>1 STORMWATER PUMP STATION MAINTENANCE (SWU Fee)</b>						
a. General Pump Maintenance	100	100	100	100	100	400
b. Buildings, grounds and utilities maintenance	40	44	45	46	47	198
<b>2 DRAINAGE SYSTEM REHABILITATION, MAINTENANCE, MONITORING, CREDITS, EDUCATION AND NPDES II COMPLIANCE (SWU Fee)</b>	753	790	771	661	645	3,330
a. Sea Pines	50	50	50	50	50	300
b. Shipyard	50	75	75	75	75	300
c. Hilton Head Plantation	75	75	75	75	75	300
d. Port Royal	75	75	75	75	75	300
e. Indigo Run	50	50	50	50	50	300
f. Palmetto Hall	50	50	50	50	50	300
g. Wexford	60	50	50	50	50	300
h. Palmetto Dunes	TBD	75	75	75	75	300
<b>3 SYSTEM UPGRADES / NEW PROJECTS / PROFESSIONAL SERVICES (SWU Bond)</b>	335	295	606	606	303	303
a. Hilton Head Plantation - Control Structures, Dredging and Culverts	200	200	100			
b. Port Royal - Canal Dredging	100	100	100			
c. Shipyard - Dredging and Culverts	150	75	75			
d. Palmetto Hall - Weir and Inlets	85					
e. Bay Pines / Point Comfort Outfall	200					
f. Wexford Pump Station Generator Permanent Mount	33					
<b>4 ARROW ROAD AREA (SWU Bond)</b>						
a. concept, survey and design	100					
b. r/w acquisition	30					
c. legal	20					
d. environmental	50					
e. construction		500				
<b>TOTAL DRAINAGE IMPROVEMENTS</b>	<b>2,606</b>	<b>2,604</b>	<b>2,297</b>	<b>1,913</b>	<b>1,595</b>	<b>6,631</b>
<b>C ROADWAY IMPROVEMENTS</b>						
<b>1 MAINLAND TRANSPORTATION IMPROVEMENT PROJECTS (Hosp Tax: Not to exceed \$2.5 million for Council approved projects)</b>	600					
<b>2 MATHEWS DRIVE/MARSHLAND ROAD ROUNDABOUT (TIF)</b>						
a. concept, survey and design	obligated					
b. r/w acquisition	TBD					
c. legal	20					
d. environmental	30					
e. project management	100					
f. construction	1,000					
<b>3 MATHEWS DRIVE / CHAPLIN AREA CONNECTIVITY (Inter-Parcel Connectivity on East side of Mathews Drive South) (TIF)</b>						
a. concept, survey and design	obligated					
b. r/w acquisition	TBD					
c. legal	obligated					
d. environmental	obligated					
e. construction	500					
<b>4 US 278 GATEWAY IMPROVEMENTS AT WINDMILL HARBOUR</b>						
a. concept, survey and design	obligated					
b. r/w acquisition	25					
c. legal	25					
d. environmental	250	250				
e. project management		150				
f. construction			2000			
<b>5 LEAMINGTON/FRESH MARKET SHOPPES/US 278 B (Hosp Tax or Bond?)</b>						
a. concept, survey and design	obligated					
b. r/w acquisition	TBD					
c. legal	obligated					
d. environmental	obligated					
e. project management	obligated					
f. construction		1,125				

CAPITAL IMPROVEMENTS PROGRAM  
FISCAL YEARS 2012- 2021  
CIP FY 12  
(post workshop)

PROJECT	FY	FY	FY	FY	FY	FY
	2012	2013	2014	2015	2016	2017- 2021
<b>6 PEDESTRIAN CROSSWALKS &amp; REFUGES</b>						
a. US 278 & Central Ave. (Tie to WHP Resurf./Festival Center Median Closure) (Property Tax)	40					
b. US 278 & Chamber Drive (Tie to WHP Resurfacing)	60					
c. US 278 & Yacht Cove Drive (Tie to WHP Resurfacing)	60					
d. US 278 & Regency Drive (Tie to WHP Resurfacing)	60					
<b>7 TRAFFIC SIGNAL MAST ARMS (TIF Funded in District)</b>						
a. Mall Blvd / US 278 Replacement	100					
b. Palmetto Dunes / US 278 Replacement	150					
c. Leamington/Fresh Market Shoppes/US 278 (Hosp Tax Bond) (Tie to Intersection Improvement)		125				
d. Pembroke Drive / US 278 Replacement		100				
e. Gum Tree Road / US 278 Replacement			150			
f. Spanish Wells / US 278 Replacement (TIF)			150			
<b>8 F&amp;R EMERGENCY ACCESS POINTS (Hospitality Tax)</b>						
a. Spanish Wells at Muddy Creek Road	100					
b. Palmetto Dunes at Swing About		100				
c. TBD			100			
i. Gate Controllers	10	10				50
<b>9 PRIVATE (DIRT) ROADS ACQUISITION</b>	25	TBD	TBD	TBD	TBD	TBD
<b>10 DIRECTIONAL / NEIGHBORHOOD SIGNAGE including street signs</b>	100	100	50	50	50	TBD
<b>11 INTERSECTION / CROSSWALK / PATHWAY LIGHTING (TIF Funded in District)</b>	TBD	TBD	TBD	TBD	TBD	TBD
<b>12 STONEY SECONDARY ROAD (SOUTH) (Spanish Wells spur to Kirby Lane)</b>						
a. concept, survey and design	obligated					
b. r/w acquisition	TBD					
c. legal	30					
d. environmental	10					
e. driveway improvements at Adrianna Lane	obligated					
e. construction		600				
<b>13 ROADWAY SAFETY IMPROVEMENTS</b>						
a. US 278 Median Turn Lane at Yacht Cove Drive (Traffic Impact Fees)		50				
b. US 278 / Jenkins Rd Right Turn Lane (Traffic Impact Fees)		50				
<b>14 SUMMIT DRIVE REALIGNMENT AND REFURBISHMENT (Hosp Tax \$165k and County/FAA Contribution \$165k) \$50k obligated in FY09 - survey/design</b>		400				
<b>15 LEMOYNE ROAD RECONSTRUCTION AND EXTENSION (Traffic Impact Fees)</b>						
a. design		50				
b. legal		25				
c. construction			800			
<b>16 FIFTH STREET EXTENSION construction complete by Jan 1, 2015 per Indenture Deed (TIF)</b>						
a. concept, survey and design		200				
b. legal		50				
c. environmental		50				
d. project management			120			
e. construction			1,200			
<b>TOTAL ROADWAY IMPROVEMENTS</b>	<b>3,295</b>	<b>3,435</b>	<b>4,570</b>	<b>50</b>	<b>50</b>	<b>50</b>

CAPITAL IMPROVEMENTS PROGRAM  
FISCAL YEARS 2012- 2021  
CIP FY 12  
(post workshop)

PROJECT	FY	FY	FY	FY	FY	FY
	2012	2013	2014	2015	2016	2017- 2021
<b>D PARK DEVELOPMENT</b>						
<b>1 PARKS UPGRADES</b>	125	200	200	200	200	1,000
a. Island Recreation Association Park and Equipment Upgrades / Replacements	173	TBD	TBD	TBD	TBD	TBD
b. Crossings Park - Rowley Field Complex Upgrades	75					
c. Public Art Program - foundations for purchased items	15					
<b>2 RECREATION CENTER ENHANCEMENTS</b>						
a. Feasibility Study / Preparation of a Business Plan	obligated					
b. Masterplan	obligated					
c. design	200					
c. construction		TBD	TBD			
<b>3 ROCK'S/REMY'S TRACT PARK (TIF)</b>						
a. Survey, analysis (coordinate with Dunnagan's Initiative Area work)	obligated					
b. Design (in-house)	in-house					
c. construction	20					
<b>4 CHAPLIN LINEAR PARK with BOARDWALK (Connects to Shelter Cove Park Phase II) (TIF)</b>						
a. design	200					
b. construction			1,500			
<b>5 ROWING &amp; SAILING CENTER (TIF)</b>						
a. design	150					
b. construction			1,500			
<b>6 YACHT COVE COMMUNITY PARK (Parks Impact Fees)</b>						
a. design (in-house)	50					
b. construction				1,000		
<b>7 COLLIER BEACH PARK (Beach Fee?)</b>		400				
<b>8 CHAPLIN COMMUNITY PARK BOARDWALK to COLLIER BEACH PARK (Beach Fee?)</b>		400				
<b>9 FORD SHELL RING PARK (Hosp. Tax, Parks Impact Fees?)</b>						
a. design		25				
b. construction				500		
<b>TOTAL PARK DEVELOPMENT</b>	<b>1,008</b>	<b>1,025</b>	<b>3,200</b>	<b>1,700</b>	<b>200</b>	<b>1,000</b>
<b>E EXISTING FACILITIES &amp; INFRASTRUCTURE</b>						
<b>1 REHABILITATION &amp; RENOVATION of EXISTING CAPITAL ASSETS (FY Taxes)</b>	251	251	251	251	251	1,255
<b>2 CLEAN UP, SAFETY &amp; DEMOLITION ON TOWN PROPERTY &amp; UNSAFE STRUCTURES ORDINANCE DEMOLITION (Lease Account &amp; FY Taxes)</b>	291	291	291	291	291	1,455
<b>3 APPARATUS &amp; VEHICLES REPLACEMENT/REFURBISHMENT (FY Taxes, Hosp Tax, Beach Fee &amp; PECI Franchise Fee)</b>						
a. F&R Apparatus & Vehicles (Hosp Tax)	295	300	1,113	92	203	7,601
b. Town Vehicles (Ad Valorem Taxes)	60	114	143	152	126	321
c. Island Rec Assn Utility Vehicle (FY Taxes)			26			TBD
<b>4 FIRE STATION # 6 REPLACEMENT (Palmetto Dunes) (Hospitality Tax)</b>						
a. design	obligated					
b. construction	2,750					
<b>5 FIRE STATION # 2 REPLACEMENT (Sea Pines) (Hospitality Tax)</b>						
a. design	obligated					
b. construction		2,500				
<b>6 FACILITIES SURVEILLANCE CAMERAS (Hospitality Tax)</b>	100					
<b>7 TOWN HALL OFFICE SPACE RECONFIGURATION (Hospitality Tax)</b>	150					
<b>TOTAL EXISTING FACILITIES &amp; INFRASTRUCTURE</b>	<b>3,897</b>	<b>3,456</b>	<b>1,824</b>	<b>786</b>	<b>871</b>	<b>10,632</b>

CAPITAL IMPROVEMENTS PROGRAM  
FISCAL YEARS 2012- 2021  
CIP FY 12  
(post workshop)

PROJECT	FY	FY	FY	FY	FY	FY
	2012	2013	2014	2015	2016	2017- 2021
<b>F NEW FACILITIES &amp; INFRASTRUCTURE</b>						
<b>1 SEWER SERVICES PROJECTS (Some Timing: TBD) (TIF Funding in District, SWU Fee ?)</b>						
a. Old Schoolhouse - William Hilton Parkway (TIF)	obligated					
b. Chaplin South (TIF)	obligated					
c. Ford Shell Ring (TIF)	obligated					
d. Marshland Rd (Broad Creek headwaters) (Pump Station on Town Property?) (TIF)	obligated					
e. Barker Field Area Project including Mitchellville Beach Park Connection	600					
f. SCDOT Parcel on Spanish Wells Rd	600					
g. Fish Haul Park - Beach City Rd	31					
h. Jarvis Creek Park (SWU Fee?)		33				
i. Islanders Beach Park (Beach Fee ?)		33				
j. Aranda Tract (coordinate with park project) (TIF)			35			
k. Indigo Run Hotel Site (coordinate with Park project)				100		
l. Jenkins Island (coordinate with Park project)					100	
<b>2 DISPATCH CENTER EQUIPMENT UPGRADE (Hospitality Tax)</b>	5	5	20	5	5	77
<b>3 Fire/ Medical Systems and Equipment Replacement</b>						
a. Mobile Repeater	20					
b. Monitoring Equipment	20					
c. AED Biphasic		25				
d. AED Administrative Vehicles Addition - 14 units		45				
e. SCBA Compressor Replacement			40			
f. SCBA Replacement			365			400
g. Life Pack 12 Replacement				360		
h. Turn Out Gear / PPE						300
i. Thermal Infrared Camera Replacement						250
j. Rescue Tools Replacement						80
<b>4 PUBLIC SAFETY SYSTEMS EQUIPMENT UPGRADE</b>	50	135	135	50	90	380
<b>5 MOBILE COMPUTING AVL UPGRADE</b>	20	90				120
<b>6 F&amp;R COMPUTER SYSTEMS (Hospitality Tax) - CAD Updates</b>	75		25		28	65
<b>7 COLIGNY / POPE AVE INITIATIVE AREA IMPROVEMENTS with COMMUNITY PARK</b>						
a. design	250					
b. land acquisition	TBD					
c. Nassau Street Extension		500				
d. Lagoon Road Improvements	145		825			
e. Intersection Improvements - Pope Ave. / Cordillo Pkwy	100					
f. Crosswalks / Refuges - Pope Ave. / Woodhaven, Cordillo, Lagoon		150				
c. construction			2,670			
<b>8 DUNNAGAN'S ALLEY / ARROW RD INITIATIVE AREA IMPROVEMENTS (TIF)</b>						
a. study & design	obligated					
b. land acquisition	TBD					
c. Intersection improvements at Arrow Road and Target Road	500					
d. pathway relocation	250					
e. on street parking	200					
f. landscaping	100					
<b>9 PUBLIC SAFETY WAN/VPN</b>				215		
<b>10 LAW ENFORCEMENT CENTER (Hospitality Tax &amp; County Funding?) (Pending Council's Decision)</b>						
a. design						500
b. construction						5,000
<b>TOTAL NEW FACILITIES &amp; INFRASTRUCTURE</b>	<b>2,966</b>	<b>1,016</b>	<b>4,115</b>	<b>730</b>	<b>223</b>	<b>7,172</b>
<b>G BEACH MAINTENANCE</b>						
<b>1 BEACH MANAGEMENT &amp; MONITORING (Beach Fee)</b>	345	500	500	500	500	2,500
<b>2 BEACH PARKS / ACCESS REHABILITATION (Beach Fee)</b>	75	75	75	75	75	375
<b>3 DUNES REFURBISHMENT MAINTENANCE (Beach Fee)</b>	25	25	25	25	25	125
<b>4 BEACH RENOURISHMENT (Beach Fee)</b>					17,000	
<b>TOTAL BEACH MAINTENANCE</b>	<b>445</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>17,600</b>	<b>3,000</b>
<b>A PATHWAYS</b>	660	1,405	1,045	880	3,435	2,990
<b>B DRAINAGE IMPROVEMENTS</b>	2,606	2,604	2,297	1,913	1,595	6,631
<b>C ROADWAY IMPROVEMENTS</b>	3,295	3,435	4,570	50	50	50
<b>D PARK DEVELOPMENT</b>	1,008	1,025	3,200	1,700	200	1,000
<b>E EXISTING FACILITIES &amp; INFRASTRUCTURE</b>	3,897	3,456	1,824	786	871	10,632
<b>F NEW FACILITIES &amp; INFRASTRUCTURE</b>	2,966	1,016	4,115	730	223	7,172
<b>G BEACH MAINTENANCE</b>	445	600	600	600	17,600	3,000
<b>TOTALS (THOUSAND OF DOLLARS)</b>	<b>14,877</b>	<b>13,541</b>	<b>17,651</b>	<b>6,659</b>	<b>23,974</b>	<b>31,475</b>

0800 February 24, 2011