



# The Town of Hilton Head Island Regular Town Council Meeting

Tuesday, March 6, 2012

4:00 P.M.

## AGENDA

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As a Courtesy to Others Please Turn Off All Cell Phones and Pagers During  
the Town Council Meeting

- 1) **Call to Order**
- 2) **Pledge to the Flag**
- 3) **Invocation**
- 4) **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.
- 5) **Proclamations and Commendations**
  - a. Disabilities Awareness Month
- 6) **Approval of Minutes**
  - a. Special Town Council Meeting – February 2, 2012
  - b. Town Council Meeting – February 7, 2012
- 7) **Report of the Town Manager**
  - a. Annual Report of the Disaster Recovery Commission – Ward N. Kirby, Chairman
  - b. Town Manager’s Items of Interest
  - c. February, 2012 Policy Agenda, Management Targets and CIP Updates
  - d. Tax Increment Financing Annual Report
  - e. Update on proposed flyovers linking 278 and Bluffton Parkway
- 8) **Reports from Members of Council**
  - a. General Reports from Council
  - b. Report of the Intergovernmental Relations Committee – George Williams, Chairman
  - c. Report of the Personnel Committee – Lee Edwards, Chairman
  - d. Report of the Planning & Development Standards Committee – Bill Ferguson, Chairman
  - e. Report of the Public Facilities Committee – Kim Likins, Chairman
  - f. Report of the Public Safety Committee – Bill Harkins, Chairman
  - g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member

**9) Appearance by Citizens**

**10) Unfinished Business**

**a. Second Reading of Proposed Ordinance 2012-01**

Second Reading of Proposed Ordinance 2012-01 authorizing the execution of a Quit Claim Deed for the sale of 0.027 acres to Sandra Simmons pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (Supp. 2011), and Sec. 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and effective date.

**11) New Business**

None.

**12) Executive Session**

**a. Land Acquisition**

**13) Adjournment**

# Proclamation

*By*

*The Town of Hilton Head Island*

*WHEREAS, more than 500,000 South Carolina residents and families are impacted by severe lifelong disabilities, including autism, head injuries, spinal cord injuries, mental retardation and related disabilities, without regard to race, culture, geography, age, sex or economic class; and*

*WHEREAS, people with lifelong disabilities are productive citizens, neighbors, and family members deserving of respect and opportunities for economic self-sufficiency, independence and personal growth; and*

*WHEREAS, the SC Department of Disabilities and Special Needs and the Beaufort County Disabilities and Special Needs Board work with families to provide services that promote independence and inclusion; and*

*WHEREAS, we owe a special debt of gratitude to the caregivers who selflessly provide physical, emotional, and spiritual support to our residents with disabilities and special needs; and*

*WHEREAS, the 2012 observance of Disabilities Awareness Month celebrates the successful partnership between people with and without disabilities as well as the increasing involvement of people with disabilities in education, employment, and community activities.*

*NOW, THEREFORE, I, Drew A. Laughlin, Mayor of the Town of Hilton Head Island, South Carolina, do hereby proclaim March 2012, as*

## ***DISABILITIES AWARENESS MONTH***

*and encourage our citizens to work together to promote increased opportunities for people with disabilities; to recognize the many contributions made by people with disabilities to our community; and to honor the dedication of the caregivers who bring support and hope to their fellow citizens.*

*IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed this sixth day of March, in the year of our Lord, two thousand and twelve.*



*Drew A. Laughlin, Mayor*

*Attest:*



*Cori Brock, Town Clerk*

**THE TOWN OF HILTON HEAD ISLAND**  
**SPECIAL TOWN COUNCIL MEETING**

**Date:** Thursday, February 2, 2012

**Time:** 5:00 P.M.

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Ken Heitzke, *Mayor Pro-Tem*; George Williams, Bill Harkins, Bill Ferguson, Kim Likins, and Lee Edwards, *Council Members*.

**Absent from Town Council:** None

**Present from Town Staff:** Stephen G. Riley, *Town Manager*; Susan Simmons, *Director of Finance*; Brian Hulbert, *Staff Attorney*; Marcy Benson, *Senior Grants Administrator*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Erica Madhere, *Finance Assistant*; Debra Cyrilla, *Human Resources Assistant*; Lynn Buchman, *Administrative Assistant*

**Present from Media:** Tom Barton, *Island Packet*

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**1. CALL TO ORDER**

**2. PLEDGE TO THE FLAG**

**3. INVOCATION**

**4. 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.

**5. NEW BUSINESS**

Mayor Laughlin invited Bret Martin, Chair of the Accommodations Tax Advisory Committee to speak concerning the recommendations before Town Council. Mr. Martin reviewed the process that took place and how they arrived at their recommendations. Mayor Laughlin thanked Mr. Martin and the Committee Members for their hard work.

**a. Consideration of recommendations of the Accommodations Tax Advisory (ATAX) Committee for the purpose of allocating the proceeds of the Accommodations Tax Funds.**

Mr. Heitzke moved to approve. Mr. Harkins seconded.

Each recommendation of the Committee was reviewed and discussed. During the discussion of the Main Street Youth Theatre, Kim Likins disclosed a potential conflict of interest and temporarily left the dais. The required disclosure form is attached.

It was noted there was a balance of \$22,853 left after the recommendations of the Accommodations Tax Advisory Committee.

Mayor Laughlin suggested Council discuss the changes they would like to make, if any, and after in agreement that an amended motion be made to include all changes. All Council members were in agreement with the suggestion. After comments and discussions among the Town Council as to the additional allocation of the \$22,853, members of Town Council were in agreement to increase the recommendations of the Accommodations Tax Advisory Committee in the following areas:

The Sandbox from \$45,000 to \$50,000.  
 South Carolina Repertory Company from \$10,000 to \$15,000.  
 Hilton Head Concours d'Elegance from \$98,000 to \$103,000.  
 The Heritage Library from \$10,000 to \$15,000.  
 Hilton Head Area Hospitality Association from \$34,000 to \$36,853.  
 The increases above total \$22, 853.

Mr. Harkins moved to amend the motion to accept the recommendations of the Accommodations Tax Advisory Committee as discussed and modified as stated above. Ms. Likins seconded. The amendment was approved by a vote of 7-0. The list below designates all grants being considered for approval by Town Council.

<b>\$ Approved By Town Council</b>	<b>Agency Name</b>	<b>Forward Funded Grants Approved by Town Council</b>
50,000	Art League of Hilton Head	
N/A	Arts Center of Coastal Carolina	\$ 346,678
0	Beaufort County Black Chamber of Commerce	
8,000	Harbour Town Merchants Assoc.-(July 4th fireworks)	
5,000	Hilton Head Audubon Society	
22,000	Hilton Head Choral Society	
103,000	Hilton Head Concours d'Elegance	
12,000	Hilton Head Dance Theater	
36,853	Hilton Head Area Hospitality Association	
0	Hilton Head Island Airport	
8,000	Hilton Head Island St. Patrick's Day Parade	
240,000	Hilton Head Island-Bluffton Chamber of Commerce VCB	
30,000	Hilton Head Symphony Orchestra - Special Request	
42,000	Main Street Youth Theater	
0	Comm. Found. of Lowcountry- Mitchelville Preservation Project	
N/A	Native Island Business & Community	75,266
0	SC Lowcountry & Resort Islands Tourism	
8,000	Shelter Cove Harbour Company-(July 4th fireworks)	
6,650	Skull Creek July 4th Celebration	
15,000	South Carolina Repertory Company	
168,000	The Coastal Discovery Museum	
15,000	The Heritage Library	
50,000	The Sandbox	
N/A	Town of Hilton Head Island	878,106

All applicants were afforded the opportunity to speak concerning their requests and respond to any comments or questions Council members posed during discussion of their applications. Members of the public were also invited to speak.

After discussion and suggestions from Town Council Members the amendment was approved by a vote of 7-0. Mr. Heitzke moved to amend the motion to add security for the purposes for which the Hilton Head Island Saint Patrick's Day Parade can use their awarded funds. Mr. Williams seconded. The amendment was approved by a vote of 7-0. The original motion as amended was approved by a vote of 7-0 with Ms. Likins renewing her recusal as to the vote in

connection with Main Street Youth Theatre funding.

The total amount awarded by Town Council for new grant applicants was \$819,503. The total amount awarded by Town Council for forward funded grants was \$1,300,050.

**b. Consideration of a recommendation regarding the Mitchelville Preservation Project Grant**

Consideration of a recommendation to extend the 2011 Mitchelville Preservation Project Grant for one year.

Mr. Riley explained that the 2010 application for Mitchelville included reference to advertising and promotion. He said it also included references to partnerships and a small construction project that could be eligible. He explained the Town's internal rules are that the grantee needs to spend the money within one year but State law allows up to two years. Mr. Riley noted \$15,000 of the original grant of \$50,000 was expended on the grant with a balance of \$35,000. He added that by the Town internal rules the \$35,000 would relapse and be available for allocation in the following year without further action. He said staff is recommending that the grant be extended for one year to give them the opportunity to expend the funds on promotion, advertising and the small construction project which are eligible under the grant as expenditures. Mr. Heitzke moved to approve the carryover of the balance of the funds awarded last year but not expended. Mr. Harkins seconded. The motion was approved by a vote of 7-0.

**6. ADJOURNMENT**

Mr. Williams moved to adjourn the meeting at 6:27 p.m. Mr. Edwards seconded. The motion was approved by a vote of 7-0.

\_\_\_\_\_  
Vicki Pfannenschmidt, Executive Assistant

Approved:

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Drew A. Laughlin, Mayor

**THE TOWN OF HILTON HEAD ISLAND**  
**REGULAR TOWN COUNCIL MEETING**

**Date:** Tuesday, February 7, 2012

**Time:** 4:00 P.M.

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Ken Heitzke, *Mayor-Pro Tem*; George Williams, Lee Edwards, Bill Ferguson, Bill Harkins, Kim Likins, *Council Members*.

**Present from Town Staff:** Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Teri Lewis, *LMO Official*; Nancy Gasen, *Director of Human Resources*; Susan Simmons, *Director of Finance*; Victoria Shanahan, *Accounting Manager*; Brian Hulbert, *Staff Attorney*; Jeff Buckalew, *Town Engineer*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Tom Barton, *Island Packet*

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**1) CALL TO ORDER**

Mayor Laughlin called the meeting to order at 4:00 p.m.

**2) PLEDGE TO THE FLAG**

**3) INVOCATION**

**4) 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.

**5) Proclamations and Commendations**

a. Town Council Meeting – January 17, 2012

Mr. Heitzke moved to approve. Mr. Williams seconded. The minutes from the January 17, 2012 Town Council meeting were approved by a vote of 7-0.

**6) Report of the Town Manager**

a. Semi-Annual Report of the Parks and Recreation Commission – B. Marc Stuckart, Chairman

Chairman Stuckart presented an activity report for the final six months of 2011.

b. FY2011 CAFR and Audit Presentation – Tom McNeish, Shareholder, Elliott Davis, LLC

Mr. Riley invited Tom McNeish to approach the dais for review of the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2010. Mr. McNeish reviewed the procedures and went over the favorable outcome of the audit which determined the financial statements are fairly presented materially, and within generally accepted accounting principles. He explained the required changes concerning fund balances. Mr. Riley invited Council members to contact him with any questions concerning the report and to let him know if they would like to meet with Susan Simmons or Mr. McNeish.

**c. FY2012 Financial Statements**

Susan Simmons explained the statements were through December, 2011. She added that revenues had not been received significantly through December but that a great deal of tax revenue and tourism driven revenues that are paid quarterly are received during the month of January. She reviewed various areas of the report noting she was available for any questions.

**d. Town Manager's Items of Interest**

Mr. Riley reported on some items of interest.

**7) Reports from Members of Council**

**a. General Reports from Council**

None.

**b. Report of the Intergovernmental Relations Committee – George Williams, Chairman**

**i. Proposed Legislative Letters**

Mr. Williams referred to the letters included in the packet and moved that Town Council approve them for the Mayor's signature. Mr. Heitzke seconded. The motion was approved by a vote of 7-0.

**c. Report of the Personnel Committee – Lee Edwards, Chairman**

Mr. Edwards stated the Committee had interviewed candidates for vacancies and would be discussing them with Council during Executive Session.

**d. Report of the Planning & Development Standards Committee –Bill Ferguson, Chairman**

No report.

**e. Report of the Public Facilities Committee – Kim Likins, Chairman**

Mrs. Likins said the Committee met earlier in the day to review proposed revisions to the Town's debris removal policy. She said they will continue the review in March.

**f. Report of the Public Safety Committee – Bill Harkins, Chairman**

Mr. Harkins stated the Committee met earlier in the week and he was pleased to report the Fourth Quarter Crime Stat Report compared to the same quarter last year had moved in a favorable direction in the areas of Crimes Against Property, Vehicle Collisions, and tickets. He said they also reviewed a draft of the potential towing ordinance asking staff to summarize and highlight the biggest concern the Committee has, which is making sure that members of the public are not charged exorbitant fees.

**g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member**

Mrs. Likins informed Town Council that the Committee met the consultant that was hired to work on the LMO Rewrite project. She said they were impressed and pleased with the organization and look forward to working with them over the next couple months.

**8) Appearance by Citizens**

None.

**9) Unfinished Business**

None.

**10) New Business**

**a. Consideration of a Resolution authorizing Town of Hilton Head Island/Sea Pines Master Drainage Agreement**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution of that certain drainage agreement and access, drainage and maintenance easement with Community Services Associates, Inc. across property located in Sea Pines.

Mr. Heitzke moved to approve. Mr. Williams seconded. The motion was approved by a vote of 7-0.

**b. Consideration of a Resolution authorizing Town of Hilton Head Island/Wexford Master Drainage Agreement**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution of that certain drainage agreement and access, drainage and maintenance easement with Wexford Homeowners Association, Inc. across property located in Wexford.

Mr. Heitzke moved to approve. Mr. Williams seconded. The motion was approved by a vote of 7-0.

**c. Consideration of a Resolution supporting the MASC Legislative Agenda**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, expressing its support for the Municipal Association of South Carolina's 2012 Legislative Agenda.

Mr. Heitzke moved to approve. Mr. Williams seconded. The motion was approved by a vote of 7-0.

**11) Executive Session**

Mr. Riley stated he needed an executive session for contractual matters pertaining to land acquisition, including requests for easements over Town owned land; requests for land swaps; and personnel matters pertaining to appointments to Boards and Commissions.

At 4:26 p.m. Mr. Heitzke moved to go into Executive Session for the reasons stated by the Town Manager. Mr. Williams seconded. The motion was approved by a vote of 7-0.

Mayor Laughlin called the meeting back to order at 5:38 p.m. and asked if there was any business to take up as a result of executive session.

Mr. Ferguson moved that the Town Council for the Town of Hilton Head Island adopt an ordinance authorizing the execution of a Quit Claim Deed for the sale of 0.027 acres on Gum Tree Road to Sandra Simmons. Mr. Williams seconded. The motion was approved by a vote of 7-0.

Mr. Edwards moved that Alex Brown be appointed to the Planning Commission for the unexpired term of Charles Young. Mrs. Likins seconded.

**12) Adjournment**

Mr. Williams moved to adjourn. Mr. Heitzke seconded. The motion was approved by a vote of 7-0. The meeting was adjourned at 5:39 p.m.

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Vicki Pfannenschmidt  
Executive Assistant

Approved:

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Drew A. Laughlin, Mayor

DRAFT



# Items of Interest

## March 6, 2012

### 1. Town News

Charles Cousins and Shawn Colin both successfully completed the first of four workshops for the South Carolina Economic Development Institute. The remaining workshops will occur during 2012. Once they complete all four workshops and pass the associated exams they will receive a professional development certificate in economic development from the South Carolina Department of Commerce.

**(Contact: Charles Cousins, Director of Community Development, 341-4692)**

Landscaping of the Arrow Road/Dunnagan's Alley roundabout is currently underway. Hilton Head Landscapes was the low bidder to perform the work at a cost of \$21,427.85. Work will consist of the installation of SCDOT approved landscaping within the center island and pedestrian refuge islands of the roundabout. The contractor expects to complete the landscaping prior to the contract completion date of March 15, 2012.

**(Contact: Bryan McIlwee, Assistant Town Engineer, 341-4775)**

The Town has been mentioned in a March 2012 *Cities Mean Business* (MASC publication) as being one city in the state concentrating on process improvements for permitting. The Article, "Streamlining Business Processes: Municipalities minimize time, costs" also mentions efforts from Mount Pleasant, Sumter, Rock Hill, Spartanburg, Charleston, Columbia and Greenwood. These efforts are hoped to contribute to job creation by establishing an environment that is conducive to growth and supporting businesses.

**(Contact: Jill Foster, Deputy Director of Community Development, 341-4694)**

Ben Waller, Battalion Chief of Training just completed the *Advanced Safety Operations and Management Course* at the National Fire Academy in Emmitsburg, Maryland. This six-day course focuses on reducing the number and severity of firefighter injuries and illnesses by the use of risk management methods including firefighter safety and health programs, effective operational guidelines, and through the use of qualified Safety Officers.

**(Contact: Lavarn Lucas, Fire Chief, 682-5153)**

Lieutenant/Paramedic Kevin Osterstock and Firefighter Tim Huser were recently awarded Medals of Valor by the 200 Club of the Coastal Empire for heroic actions related to their rescue of a lady from her burning home on Hilton Head Island.

**(Contact: Lavarn Lucas, Fire Chief, 682-5153)**

## 2. Noteworthy Events

a) Some of the upcoming meetings at Town Hall:

- Planning Commission – March 7, 2012, 9:00 a.m.
- Parks and Recreation Commission Meeting – March 8, 3:30 p.m.
- Design Review Board – March 13, 1:15 p.m.
- Intergovernmental Relations Committee – March 20, 3:00 p.m.
- Town Council – March 20, 4:00 p.m.

(Meetings subject to change and/or cancellation. Please visit the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) for meeting agendas)

## 2012 Hilton Head Island Events

Saturday, March 10, 2012 12:00pm-3:00pm	Hilton Head Island Wine and Food Festival	Honey Horn
Sunday, March 11, 2012 11:00am-11:00pm	Wild Wing Café Irishfest	Wild Wing Café Parking Lot
Sunday, March 11, 2012 3:00pm-5:00pm	Hilton Head Island St. Patrick's Day Parade	Pope Avenue/Office Park Road
Saturday, March 17, 2012 8:00am-10:00am	Hilton Head Island Shamrock Run	Pope Avenue/North Forest Beach
Sunday, March 18, 2012 1:00 p.m-3:00pm	Marsh Tacky Run/Horse Race	Coligny Beach

**2012 Policy Agenda  
February, 2012**

**Top Priority**

Target	Chief Contact	Comments
<ul style="list-style-type: none"> <li>Economic Development: Assessment and Organization</li> </ul>	Shawn Colin	At Town Council's direction staff will work with appointed citizen committee to outline best fit for HHI ED organization.
<ul style="list-style-type: none"> <li>Coligny Area Redevelopment: Economic Analysis, Town's Role, and Approve a Plan</li> </ul>	Shawn Colin	Ten responses to the ED RFP have been reviewed/evaluated and finalists were interviewed for Economic Impact and Financial Feasibility of Coligny Redevelopment. Contract is expected to be executed in February with a 60-day schedule to complete the project. Findings/report is expected in April.
<ul style="list-style-type: none"> <li>Shelter Cove Area Redevelopment: Determine Town's Role and Develop and Approve a Plan</li> </ul>	Charles Cousins	Discussions continue with the Mall owners and a proposed plan is anticipated in February

**High Priority**

Target	Chief Contact	Comments
<ul style="list-style-type: none"> <li>LMO Re-Write: Complete Draft Amendments and Seek Review and Approval</li> </ul>	Teri Lewis	The consultant, Clarion Associates, held a public forum, interviewed staff and stakeholders, toured the Island and met with the LMO Rewrite Committee during their trip on January 30 <sup>th</sup> & 31 <sup>st</sup> . They are in the process of drafting a Code Assessment document which will recommend the structure for the new LMO and the specifics of what should be re-written. The tentative dates for their next visit are March 29 <sup>th</sup> & 30 <sup>th</sup> .
<ul style="list-style-type: none"> <li>South Island Marina Dredging: Permitting and Determine Town's Long-Term Role</li> </ul>	Scott Liggett	Sea Pines Waterways Task Force representatives invited to make a presentation regarding their findings and recommendations to the Public Facilities Committee on April 3, 2012.
<ul style="list-style-type: none"> <li>Aquatic Center: Direction, Location, and Funding</li> </ul>	Nicole Dixon	Staff is working with our consultant to prepare a scope of work to amend our contract with them so that they may do another feasibility analysis of possibly locating the aquatic center away from the existing rec center, such as at Shelter Cove or Chaplin Park.

**Moderate Priority**

Target	Chief Contact	Comments
<ul style="list-style-type: none"> <li>Promotion and Marketing to Businesses and Investors: Develop Program and Marketing Materials</li> </ul>	Shawn Colin	Staff has been working to development a small business assistance program to include education and one stop shop approach and improved online access/navigation. Draft of materials and approach is expected for ESC review in March/April
<ul style="list-style-type: none"> <li>Commercial Recycling: Evaluation and Direction</li> </ul>	Sally Krebs	Research on how commercial recycling is done in other communities is underway.

2012 Management Agenda February, 2012		
Target	Chief Contact	Comments
<ul style="list-style-type: none"> <li>RBC Heritage Golf Tournament: Identify Town's Funding Source and Assist Tournament with Securing Long-Term Commitment</li> </ul>	Steve Riley	Staff is working with the Chamber and Foundation to secure State matching funds.
<ul style="list-style-type: none"> <li>Island Recreation Memorandum of Understanding: Draft Renewal and Seek Review and Approval</li> </ul>	Scott Liggett/Brian Hulbert	Parks and Recreation Commission to review proposed documents at a special February 27, 2012 meeting.
<ul style="list-style-type: none"> <li>Fire and Rescue Masterplan: Revise Current Plan and Adopt Revisions</li> </ul>	Chief Lucas	ISO Rating Evaluation and Accreditation Peer Review have delayed work on the document. Work to proceed as soon as FY13 budget proposals finalized.
<ul style="list-style-type: none"> <li>Beaufort County Sheriff's Contract for Police Services: Review for Renewal and Approve</li> </ul>	Greg DeLoach	A new 3 year agreement for police services was executed on January 17, 2012.
<ul style="list-style-type: none"> <li>Cell Phone E-911 Errors: Reduction</li> </ul>	Chief Lucas	Communications is currently preparing a presentation for the Public Safety Committee in order to better explain the problems and methods of correction.
CIP Monthly Report February, 2012		
Project	Chief Contact	Comments
<ol style="list-style-type: none"> <li>Port Royal Terminal Groin</li> <li>Port Royal Beach Renourishment</li> <li>Miller's Pond Drainage Project</li> <li>Ground Mounted Street Signs – Phase III</li> <li>Dunnagan's Alley Roundabout Landscaping</li> <li>Mathews Drive / Beach City Road Landscaping</li> <li>William Hilton Parkway Multi-use pathway (Gardner Drive to Mathews Drive)</li> <li>William Hilton Parkway Crosswalks at Shipyard Drive and New Orleans Road</li> <li>William Hilton Parkway WB turn lane at New Orleans Road</li> <li>Crossings Park Batting Cages</li> <li>Jarvis Creek Park Picnic Shelter</li> <li>Rowing and Sailing Center</li> <li>Site Infrastructure – emergency Town Hall at Fire/Rescue Training Center</li> <li>Children's Center Demolition</li> <li>Smokehouse Demolition</li> </ol>	Scott Liggett	<ol style="list-style-type: none"> <li>Under construction – target completion date May 2012</li> <li>Substantially complete</li> <li>Under construction – target completion date April 2012</li> <li>Under construction target completion date March 26, 2012</li> <li>Contract awarded – Notice to Proceed expected Feb. 15, 2012</li> <li>Substantially complete</li> <li>Bids received Feb 3, 2012 – under review</li> <li>Solicitation is pending – target release date Feb. 19, 2012</li> <li>Solicitation is pending – target release date Feb. 19, 2012</li> <li>Bids due February 14, 2012</li> <li>Bids due February 21, 2012</li> <li>Proposed concept to be reviewed by Parks &amp; Recreation Commission March 8, 2012</li> <li>Under construction – target completion date February 17, 2012</li> <li>Underway – target completion date February 20, 2012</li> <li>Target completion date March 9, 2012</li> </ol>



## **MEMORANDUM**

To: Town Council

From: Susan M. Simmons, Director of Finance

Via: Stephen G. Riley, Town Manager

Date: February 23, 2012

Re: Tax Increment Financing

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The annual audit of the Town of Hilton Head Island's Comprehensive Annual Financial Report has been completed. Enclosed please find the following documents pertaining the Town of Hilton Head Island's tax increment financing (TIF):

1. An Executive Summary of actual and projected expenditures in total and by TIF sub-area.
2. A report of actual revenues and expenditures through June 30, 2011 in total and by fiscal year.
3. A detailed report of actual expenditures through June 30, 2011 by capital project.
4. A report of actual and projected revenues through June 30, 2015, detailed by TIF partners.

Please do not hesitate to contact me if you have any questions or require additional information.

# TOWN OF HILTON HEAD ISLAND

One Town Center Court, Hilton Head Island, S.C. 29928

(843) 341-4600 Fax (843) 842-7728

[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

Drew A. Laughlin  
Mayor

March 6, 2012

Kenneth S. Heitzke  
Mayor ProTem

Gary Kubic, County Administrator  
Beaufort County, South Carolina

**Council Members**

Wm. Lee Edwards  
Willie (Bill) Ferguson  
William D. Harkins  
Kimberly W. Likins  
George W. Williams, Jr.

Valerie Truesdale, Superintendent  
Beaufort County School District

Richard Cyr, General Manager  
Hilton Head Island No. 1 Public Service District

Stephen G. Riley  
Town Manager

Dear Hilton Head Island TIF Partners:

The annual audit of the Town of Hilton Head Island's Comprehensive Annual Financial Report has been completed. Enclosed please find the following documents pertaining the Town of Hilton Head Island's tax increment financing (TIF):

1. An Executive Summary of actual and projected expenditures in total and by TIF sub-area.
2. A report of actual revenues and expenditures through June 30, 2011 in total and by fiscal year.
3. A detailed report of actual expenditures through June 30, 2011 by capital project.
4. A report of actual and projected revenues through June 30, 2015, detailed by TIF partners.

Please do not hesitate to contact me if you have any questions or require additional information.

Sincerely,

Susan M. Simmons, Director of Finance  
(843) 341-4645

[susans@hiltonheadislandsc.gov](mailto:susans@hiltonheadislandsc.gov)

CC: Stephen G. Riley, Town Manager, Town of Hilton Head Island  
Gregory Deloach, Esquire, Assistant Town Manager, Town of Hilton Head Island  
David Starkey, CFO, Beaufort County  
Phyllis White, Chief Operational Services Officer, Beaufort County School District  
Larry Sapp, Finance Manager, Hilton Head Island No. 1 Public Service District

Town of Hilton Head Island  
Tax Increment Financing  
Analysis - Through June 30, 2011

EXECUTIVE SUMMARY

<u>Tax Increment Sub Area</u>	<u>1999 Estimate</u>	<u>Spent with Tax Increment Funds</u>	<u>Future TIF Expenditures</u>	<u>Total TIF Spent/Projected</u>	<u>Spent with Other Funding Sources</u>	<u>Future Expenditures from Other Funding Sources</u>	<u>ALL FUNDING SOURCES - Total Spent/Projected</u>
<b>Chaplin/Broad Creek Area Totals</b>	5,520,000	588,757	2,664,048	<b>3,252,805</b>	6,452,184	1,978,176	<b>11,683,165</b>
<b>Matthews/Gardner Area Totals</b>	1,690,000	11,481,789	2,234,285	<b>13,716,074</b>	712,898	230,000	<b>14,658,972</b>
<b>Bridge to the Beach</b>							
Palmetto Bay Road Area Totals	5,030,000	233,683	13,639	<b>247,322</b>	2,502,592	551,116	<b>3,301,030</b>
Coligny Circle Area Totals	11,450,000	6,407,177	6,425,952	<b>12,833,129</b>	1,257,178	398,722	<b>14,489,029</b>
Sea Pines Circle Area Totals	1,950,000	4,468,108	3,010,549	<b>7,478,657</b>	1,936,299	734,680	<b>10,149,636</b>
<b>Stoney Area Totals</b>	8,200,000	5,394,512	3,483,489	<b>8,878,001</b>	4,343,304	2,376,717	<b>15,598,022</b>
							-
Land Acquisition	5,800,000	11,217,074	-	<b>11,217,074</b>	-	-	<b>11,217,074</b>
Studies	500,000	480,850	-	<b>480,850</b>	-	-	<b>480,850</b>
Project Management	3,500,000	834,279	184,330	<b>1,018,609</b>	-	-	<b>1,018,609</b>
Contingency	4,360,000	-	-	-	-	-	-
Finance Charges	<u>17,000,000</u>	<u>4,366,034</u>	<u>1,511,445</u>	<b><u>5,877,479</u></b>	-	-	<b><u>5,877,479</u></b>
	31,160,000	13,993,330	1,695,775	<b>15,689,105</b>	-	-	<b>15,689,105</b>
<b>Totals</b>	65,000,000	45,472,263	19,527,737	<b>65,000,000</b>	17,204,455	6,269,411	<b>88,473,866</b>
		North End Projects Percentage		55.70%	North End Projects Percentage		60.02%
		South End Projects Percentage		44.30%	South End Projects Percentage		39.98%

Town of Hilton Head Island  
Tax Increment Financing  
Revenue/Debt/Expenditure Analysis  
Inception Through June 30, 2011

	Actual												
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	Total
<b>Beginning Fund Balance</b>	-	1,798	(2,920,794)	(3,910,375)	(3,885,330)	4,737,879	6,323,953	6,785,423	2,508,650	9,831,588	6,502,704	6,100,342	
<b>Revenues</b>													
Prior Period Adjustment	-	-	-	-	-	-	-	-	(744,318)	-	-	-	(744,318)
Taxes	-	10,963	255,416	418,912	1,179,681	3,777,553	4,065,562	3,985,064	4,427,710	5,833,846	6,308,512	6,369,085	36,632,304
Interest	5,747	762	615	772	1,039	105,709	229,217	251,324	48,110	17,565	123,859	14,231	798,950
Transfer from SWU Fees	-	-	-	-	-	-	-	-	-	-	197,749	-	197,749
Bond Proceeds	-	-	-	-	8,000,000	-	-	-	22,000,000	-	-	-	30,000,000
	<b>5,747</b>	<b>11,725</b>	<b>256,031</b>	<b>419,684</b>	<b>9,180,720</b>	<b>3,883,262</b>	<b>4,294,779</b>	<b>4,236,388</b>	<b>25,731,502</b>	<b>5,851,411</b>	<b>6,630,120</b>	<b>6,383,316</b>	<b>66,884,685</b>
<b>Expenditures</b>													
2004 Debt - Interest	-	18,948	81,715	101,112	172,732	347,200	357,004	326,227	294,112	260,400	225,176	188,116	2,372,742
2008 Debt - Interest	-	-	-	-	-	-	-	-	79,903	563,763	492,362	418,136	1,554,164
Cost of Issuance	-	-	-	-	215,628	1,000	-	-	222,500	-	-	-	439,128
Capital Projects													
Pathways	-	-	-	-	-	55,952	350,837	602,815	2,517,796	716,522	707,120	417,643	5,368,685
Drainage	-	-	-	-	-	-	-	57,881	17,443	117,096	(192,420)	-	0
Roadways	-	-	-	-	-	12	1,549,180	1,411,408	9,146,543	3,674,798	234,324	1,003,944	17,020,210
Land Acquisition	-	2,887,920	1,163,874	-	3,000	1,809,843	747,243	4,605,194	-	-	-	-	11,217,074
Parks	-	-	-	-	-	-	5,670	152,675	1,559,650	47,917	1,671,580	1,409	3,438,901
Facilities	-	-	-	-	-	82,741	178,375	462,751	810,617	433,539	430,549	347,659	2,746,231
Transfer to GF	-	-	-	-	-	-	-	219,210	-	226,260	193,790	184,330	823,590
Administrative	1,949	5,457	23	10	2,810	440	-	-	-	-	-	-	10,689
Consulting	2,000	21,992	-	293,517	163,341	-	-	-	-	-	-	-	480,850
<b>Expenditures that apply to spending cap</b>	<b>3,949</b>	<b>2,934,317</b>	<b>1,245,612</b>	<b>394,639</b>	<b>557,511</b>	<b>2,297,188</b>	<b>3,188,309</b>	<b>7,838,161</b>	<b>14,648,564</b>	<b>6,040,295</b>	<b>3,762,482</b>	<b>2,561,237</b>	<b>45,472,264</b>
2004 Debt - Principal	-	-	-	-	-	-	645,000	675,000	710,000	740,000	775,000	810,000	4,355,000
2008 Debt - Principal	-	-	-	-	-	-	-	-	3,050,000	2,400,000	2,495,000	2,595,000	10,540,000
<b>Total Expenditures</b>	<b>3,949</b>	<b>2,934,317</b>	<b>1,245,612</b>	<b>394,639</b>	<b>557,511</b>	<b>2,297,188</b>	<b>3,833,309</b>	<b>8,513,161</b>	<b>18,408,564</b>	<b>9,180,295</b>	<b>7,032,482</b>	<b>5,966,237</b>	<b>60,367,264</b>
<b>Ending Fund Balance</b>	<b>1,798</b>	<b>(2,920,794)</b>	<b>(3,910,375)</b>	<b>(3,885,330)</b>	<b>4,737,879</b>	<b>6,323,953</b>	<b>6,785,423</b>	<b>2,508,650</b>	<b>9,831,588</b>	<b>6,502,704</b>	<b>6,100,342</b>	<b>6,517,421</b>	<b>6,517,421</b>
<b>Fund Balance per CAFR</b>	<b>1,798</b>	<b>(2,920,794)</b>	<b>(3,910,375)</b>	<b>(3,885,330)</b>	<b>4,737,879</b>	<b>6,323,953</b>	<b>6,785,423</b>	<b>2,508,650</b>	<b>2,010,587</b>	<b>3,552,262</b>	<b>4,560,317</b>	<b>6,370,189</b>	
<b>Difference</b>	-	-	-	-	-	-	-	-	7,821,001	2,950,442	1,540,025	147,232	
									<b>2008 TIF Bond Fund Balance</b>	<b>7,821,001</b>	<b>2,950,442</b>	<b>1,540,025</b>	<b>147,232</b>
									<b>Difference</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>0</b>

Per the authorizing legislation, the TIF is limited to \$65 million expenditures. The payment of debt principal is not included in the spending cap rather the initial project expenditures funded by the bond issue applies to the cap. Principal payments are a reduction of debt vs. an expenditure for these purposes.

Town of Hilton Head Island  
Tax Increment Financing  
Revenue/Debt/Expenditure Analysis  
Inception Through June 30, 2011

Project Detail - TIF

		Actual												
TIF Subarea		2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	Total
<b>Administrative</b>		1,949	5,457	23	10	2,810	440	-	-	-	-	-	-	10,689
<b>Consulting</b>														
LDR International		2,000	21,992	-	269,358	155,666	-	-	-	-	-	-	-	449,016
Wilbur/Smith		-	-	-	24,000	-	-	-	-	-	-	-	-	24,000
Coltrane (Legal)		-	-	-	159	-	-	-	-	-	-	-	-	159
Pitkin		-	-	-	-	7,675	-	-	-	-	-	-	-	7,675
		<b>2,000</b>	<b>21,992</b>	<b>-</b>	<b>293,517</b>	<b>163,341</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>480,850</b>
<b>Debt - 2004</b>														
Principal		-	-	-	-	-	-	645,000	675,000	710,000	740,000	775,000	810,000	4,355,000
Interest		-	18,948	81,715	101,112	172,732	347,200	357,004	326,227	294,112	260,400	225,176	188,116	2,372,742
<b>Debt - 2008</b>														
Principal		-	-	-	-	-	-	-	-	3,050,000	2,400,000	2,495,000	2,595,000	10,540,000
Interest		-	-	-	-	-	-	-	-	79,903	563,763	492,362	418,136	1,554,164
<b>Cost of Issuance</b>														
McNair (Legal)		-	-	-	-	129,628	-	-	-	-	-	-	-	129,628
Alford (Legal)		-	-	-	-	6,000	-	-	-	-	-	-	-	6,000
Placement fee		-	-	-	-	80,000	-	-	-	-	-	-	-	80,000
Nexson Pruet		-	-	-	-	-	1,000	-	-	222,500	-	-	-	223,500
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>215,628</b>	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>222,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>439,128</b>
<b>Transfer to General Fund</b>		-	-	-	-	-	-	-	219,210	-	226,260	193,790	184,330	<b>823,590</b>
<b>Transfer to Beach Preservation</b>		-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Pathways</b>														
(52309)	Mathews Drive/Marshland South	Charlin/Broad Creek Area	-	-	-	-	-	-	-	248,555	-	-	-	248,555
(52318)	Pope Avenue	Coligny Circle Area	-	-	-	-	47,559	175,559	370,603	1,621,918	3,864	-	-	2,219,503
(52325)	Lagoon Road	Coligny Circle Area	-	-	-	-	-	-	-	6,901	14,734	100,841	15,736	138,212
(52326)	Avocet Road	Coligny Circle Area	-	-	-	-	-	-	-	7,701	4,527	132,293	38,167	182,688
(52309)	Mathews Drive/Marshland South	Mathews/Gardner Area	-	-	-	-	-	-	-	57,162	-	-	-	57,162
(52316)	Mathews Drive/Marshland Rd.	Mathews/Gardner Area	-	-	-	-	-	135,511	41,172	-	-	-	-	176,683
(52321)	Mathews Drive	Mathews/Gardner Area	-	-	-	-	-	-	15,395	-	92,115	13,929	253,544	374,983
(52328)	U.S. 278 Gardner to Mathews	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	9,946	9,946
(52323)	Mathews Drive/Islander Drive	Mathews/Gardner Area	-	-	-	-	-	-	174,278	533,623	217,284	3,660	80	928,924
(52319)	Palmetto Bay Road	Palmetto Bay Road Area	-	-	-	-	8,393	39,767	1,367	22,887	138,561	(58,156)	2,183	155,002
(52322)	Target Road	Palmetto Bay Road Area	-	-	-	-	-	-	-	3,000	75,681	-	-	78,681
(52327)	Dunnagan's Alley	Sea Pines Circle Area	-	-	-	-	-	-	-	-	-	-	17,048	17,048
	U.S. 278 Wexford to Fresh Market Shoppes	Sea Pines Circle Area	-	-	-	-	-	-	-	-	-	-	-	-
	Dunnagan's Alley	Sea Pines Circle Area	-	-	-	-	-	-	-	-	-	-	-	-
(52324)	New Orleans Road	Sea Pines Circle Area	-	-	-	-	-	-	-	16,049	169,756	514,553	80,940	781,298
(52307)	Wild Horse Road	Stoney Area	-	-	-	-	-	-	-	-	-	-	-	-
			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>55,952</b>	<b>350,837</b>	<b>602,815</b>	<b>2,517,796</b>	<b>716,522</b>	<b>707,120</b>	<b>417,643</b>	<b>5,368,685</b>
<b>Drainage</b>														
(53168)	Squire Pope Road	Stoney Area	-	-	-	-	-	-	57,881	17,443	117,096	(192,420)	-	0
<b>Roadways</b>														
(53105)	Traffic signal mast arms	Chaplin/Broad Creek Area	-	-	-	-	-	159,392	-	-	-	-	-	159,392
(53123c)	Roadway Safety Improvements	Chaplin/Broad Creek Area	-	-	-	-	-	-	-	-	103,680	65,550	11,580	180,810
(53103)	Pedestrian crosswalks	Coligny Circle Area	-	-	-	-	-	-	-	-	-	-	-	-
(53103)	Pedestrian crosswalks	Coligny Circle Area	-	-	-	-	-	-	-	-	-	-	-	-
(53117)	Coligny Circle reconfiguration	Coligny Circle Area	-	-	-	-	12	436,694	-	-	-	-	-	436,706
(53119)	SCDOT road resurfacing - US 278/Deallyon Road & Cordillo Road	Coligny Circle Area	-	-	-	-	-	-	334,608	-	-	-	-	334,608
(53119)	SCDOT Road Resurfacing	Coligny Circle Area	-	-	-	-	-	-	-	355,548	2,218	-	-	357,766
(53125)	Directional Neighborhood Signage	Coligny Circle Area	-	-	-	-	-	-	-	16,836	86,004	-	-	102,840
(53130)	Nassau St. Extension	Coligny Circle Area	-	-	-	-	-	-	-	-	-	-	-	-
(53103)	Pedestrian crosswalks	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	-	-
(53103)	Pedestrian crosswalks	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	-	-
(53105a)	Traffic Signal Mast Arms	Mathews/Gardner Area	-	-	-	-	-	-	-	-	118,494	-	40,892	159,386
(53111)	Widen Mathews Drive	Mathews/Gardner Area	-	-	-	-	-	358,257	208,246	5,684,829	2,576,517	5,826	-	8,833,675
(53111)	Roadway Safety Improvements	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	-	-
(53120)	Widen Mathews Drive	Mathews/Gardner Area	-	-	-	-	-	-	-	189	196,814	-	-	197,003
(53126)	Mathews Drive/Chaplin Connectivity	Chaplin/Broad Creek Area	-	-	-	-	-	-	-	-	21,448	-	-	21,448
(53182)	Mathews Drive/Marshland Road Connectivity	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	3,835	3,835

(53139)	Marshland Rd Roundabout	Mathews/Gardner Area	-	-	-	-	-	-	-	47,115	-	242	47,357		
(53177)	Mathews Dr. N. - Roundabout at Beach City	Mathews/Gardner Area	-	-	-	-	-	-	-	-	63,919	607,468	671,387		
(53107)	Widen Office Park Road	Sea Pines Circle Area	-	-	-	-	4,357	670,883	135,023	105,477	49,379	75,660	1,040,779		
(53108)	Long Cove lane extension	Sea Pines Circle Area	-	-	-	-	11,788	38,212	-	-	-	-	50,000		
(53112)	intersection improvements	Sea Pines Circle Area	-	-	-	-	-	-	294,108	-	183	7,785	302,076		
(53123b)	Roadway Safety Improvements	Sea Pines Circle Area	-	-	-	-	-	-	-	50,697	-	-	50,697		
(53125)	Directional Neighborhood Signage	Sea Pines Circle Area	-	-	-	-	-	-	-	-	-	55,629	55,629		
(53132)	Intersection/Crosswalk Lighting	Sea Pines Circle Area	-	-	-	-	-	-	13,537	17,924	15,827	252	47,540		
(53138)	Dunnagan's Alley Roundabout	Sea Pines Circle Area	-	-	-	-	-	-	-	66,203	10,138	191,777	268,118		
(53137a)	Median Curbing	Palmetto Bay Road Area	-	-	-	-	-	-	-	-	-	-	-		
(53103)	Pedestrian crosswalks	Stoney Area	-	-	-	-	-	110,283	-	-	-	-	110,283		
(53103)	Pedestrian crosswalks	Stoney Area	-	-	-	-	120,762	-	50,000	-	-	-	170,762		
(53105a)	Traffic Signal Mast Arms	Stoney Area	-	-	-	-	-	-	-	-	-	-	-		
(53112)	intersection improvements	Stoney Area	-	-	-	-	295,384	-	-	-	-	-	295,384		
(53115)	Horseshoe Rd. connector	Stoney Area	-	-	-	-	101,434	18,624	706,932	101,928	20,977	1,993	951,887		
(53118)	Gumtree/Squire Pope Roundabout	Stoney Area	-	-	-	-	-	-	1,633,429	118,140	1,257	6,832	1,759,657		
(53123)	Roadway Safety Improvements	Stoney Area	-	-	-	-	61,112	-	56,000	31,983	-	-	149,095		
(53128)	US 278/ Squire Pope Road	Stoney Area	-	-	-	-	-	22,052	-	-	-	-	22,052		
(53129)	Stoney Secondary Road	Stoney Area	-	-	-	-	-	8,500	112	30,156	1,269	-	40,037		
(53179)	Honey Horn Entrance Improvements	Stoney Area	-	-	-	-	-	-	-	-	-	-	-		
(53133)	Honey Horn Road Project	Stoney Area	-	-	-	-	-	-	200,000	-	-	-	200,000		
			-	-	-	-	12	1,549,180	1,411,408	9,146,543	3,674,798	234,324	1,003,944	17,020,210	
<b>Parks</b>															
(52213)	Chaplin Linear Park	Chaplin/Broad Creek Area	-	-	-	-	-	-	-	-	-	-	-		
(52223)	Coligny Beach Park	Coligny Circle Area	-	-	-	-	-	-	46,273	38,329	1,667,769	(371)	1,752,000		
(52220)	Rock's/Remy's	Sea Pines Circle Area	-	-	-	-	400	-	-	-	-	-	400		
(52219)	Park Upgrades - Compass Rose Park /Art	Sea Pines Circle Area	-	-	-	-	-	150,000	312,713	-	-	-	462,713		
(52221)	McKibben Property	Sea Pines Circle Area	-	-	-	-	5,270	-	-	-	-	-	5,270		
(52222)	Compass Rose Park	Sea Pines Circle Area	-	-	-	-	-	2,675	1,200,664	9,588	3,811	1,780	1,218,518		
			-	-	-	-	5,670	152,675	1,559,650	47,917	1,671,580	1,409	3,438,901		
<b>Facilities</b>															
(57207)	Demolition of Structures	Chaplin/Broad Creek Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Chaplin/Broad Creek Area	-	-	-	-	-	-	-	-	-	-	-		
(57013)	Coligny/Pope Avenue Imprv.	Coligny Circle Area	-	-	-	-	-	30,505	962	-	-	-	31,467		
(57207)	Demolition of Structures	Coligny Circle Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Coligny Circle Area	-	-	-	-	-	-	-	-	-	1,404	1,404		
(57224)	Fire Station #1 Replacement	Coligny Circle Area	-	-	-	-	29,699	37,981	322,348	57,477	43,573	346,906	837,984		
(57227)	Fiber to Sheriff's Building	Coligny Circle Area	-	-	-	-	12,000	-	-	-	-	-	12,000		
(57207)	Demolition of Structures	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Palmetto Bay Road Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Palmetto Bay Road Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Sea Pines Circle Area	-	-	-	-	-	-	-	-	-	-	-		
(57207)	Demolition of Structures	Sea Pines Circle Area	-	-	-	-	-	-	-	-	-	-	-		
(57014)	Dunnagan's Alley	Palmetto Bay Road Area	-	-	-	-	-	-	-	31,736	39,673	-	71,409		
(57216)	Sea Pines Circle	Sea Pines Circle Area	-	-	-	-	82,741	-	-	-	-	-	82,741		
(57217)	McKibben Property	Sea Pines Circle Area	-	-	-	-	-	13,872	-	-	-	-	13,872		
(57015)	Sewer Service Projects	Stoney Area	-	-	-	-	-	163,464	181,057	-	-	3,699	348,220		
(57015)	Sewer Service Projects	Stoney Area	-	-	-	-	-	-	-	-	324,185	-	324,185		
(57019)	Stoney Area CDBG Project	Stoney Area	-	-	-	-	-	-	-	342,401	23,118	(4,350)	361,169		
(57207)	Demolition of Structures	Stoney Area	-	-	-	-	136,676	-	-	-	-	-	136,676		
(57207)	Demolition of Structures	Stoney Area	-	-	-	-	-	216,929	306,250	1,925	-	-	525,104		
			-	-	-	-	82,741	178,375	462,751	810,617	433,539	430,549	347,659	2,746,231	
<b>Land Acquisition</b>															
	Hack - Fire Station #3	Chaplin/Broad Creek Area	-	-	-	-	-	293,167	-	-	-	-	293,167		
15	Legendary Golf	Coligny Circle Area	-	1,750,000	-	-	-	-	-	-	-	-	1,750,000		
	Town Center (Shipyard fire station)	Coligny Circle Area	-	-	-	-	-	4,500	-	-	-	-	4,500		
	Hack - Fire Station #3	Mathews/Gardner Area	-	-	-	-	-	-	-	-	-	-	-		
3	Howell/Arrow Road	Sea Pines Circle Area	-	800,000	-	-	-	-	-	-	-	-	800,000		
101	Rock's/Remy's	Sea Pines Circle Area	-	-	-	-	1,809,843	-	193	-	-	-	1,810,036		
	Art Center	Sea Pines Circle Area	-	-	-	-	-	636,934	-	-	-	-	636,934		
	Office Park Rd. condemnation	Sea Pines Circle Area	-	-	-	-	-	(50,828)	-	-	-	-	(50,828)		
	Office Park LLC	Sea Pines Circle Area	-	-	-	-	727,800	-	-	-	-	-	727,800		
29	Land Acquisition Group, LLC	Stoney Area	-	275,000	-	-	-	-	-	-	-	-	275,000		
84	Williams	Stoney Area	-	-	551,616	-	-	-	-	-	-	-	551,616		
88	R.G. Holdings	Stoney Area	-	-	603,550	-	-	-	-	-	-	-	603,550		
	Ackridge	Stoney Area	-	-	-	-	-	2,510,284	-	-	-	-	2,510,284		
	Low Country Investments	Stoney Area	-	-	-	-	-	1,210,944	-	-	-	-	1,210,944		
	Miscellaneous		-	62,920	8,708	-	3,000	19,443	-	-	-	-	94,071		
			-	2,887,920	1,163,874	-	3,000	1,809,843	747,243	4,605,194	-	-	11,217,074		
			3,949	2,934,317	1,245,612	394,639	557,511	2,297,188	3,833,309	8,513,161	18,408,564	9,180,295	7,032,482	5,966,237	60,367,264

Town of Hilton Head Island Tax Increment Financing Districts  
TIF Revenue by Source  
Projected Revenue through End of TIF

Partner	Actual											Projected				Totals
	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
Beaufort County	4,026	94,424	155,015	432,321	1,436,515	1,584,937	1,402,765	1,583,172	1,770,879	1,982,445	2,030,096	2,030,096	2,030,096	2,030,096	2,030,096	<b>20,596,980</b>
Beaufort County School District	4,152	100,005	166,900	504,933	1,664,539	1,850,091	1,844,991	2,245,753	3,062,795	3,463,826	3,487,145	3,487,145	3,487,145	3,731,245	3,731,245	<b>32,831,911</b>
Hilton Head #1 PSD	-	8,827	15,914	2,277	18,370	21,525	193,913	32,484	52,225	64,382	69,626	69,626	69,626	69,626	69,626	<b>758,047</b>
Forest Beach Special	-	348	(17)	(10)	-	-	-	-	-	-	-	-	-	-	-	<b>320</b>
Town of Hilton Head Island	<u>2,785</u>	<u>51,813</u>	<u>81,099</u>	<u>240,160</u>	<u>658,129</u>	<u>609,009</u>	<u>543,395</u>	<u>566,301</u>	<u>947,947</u>	<u>797,859</u>	<u>782,219</u>	<u>838,235</u>	<u>838,235</u>	<u>838,235</u>	<u>838,235</u>	<b>8,633,657</b>
	<u>10,963</u>	<u>255,416</u>	<u>418,912</u>	<u>1,179,681</u>	<u>3,777,553</u>	<u>4,065,562</u>	<u>3,985,064</u>	<u>4,427,710</u>	<u>5,833,846</u>	<u>6,308,512</u>	<u>6,369,086</u>	<u>6,425,102</u>	<u>6,425,102</u>	<u>6,669,202</u>	<u>6,669,202</u>	<b>62,820,914</b>

These projections are calculated based upon no increase or decrease in assessed property values.

Projections include the increase in participation from the Beaufort County School District from 70% to 75% in fiscal years 2014 and 2015.

Based on these projections, it is not anticipated that the TIF will end prior to its planned ending date. If revenues approach the maximum of \$65,000,000, the distribution may be limited in fiscal year 2015.



## Memorandum

**TO:** Town Council  
**FROM:** Steve Riley, Town Manager  
**DATE:** February 13, 2012  
**RE:** **Second Reading of Proposed Ordinance No. 2012-01**

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There were no changes made to Proposed Ordinance #2012-01 during the first reading on February 7, 2012.

**PROPOSED ORDINANCE NUMBER 2012-01 ORDINANCE NUMBER:**

**AN ORDINANCE OF THE TOWN OF HILTON HEAD, SOUTH CAROLINA, AUTHORIZING THE EXECUTION OF A QUIT CLAIM DEED FOR THE SALE OF 0.027 ACRES TO SANDRA SIMMONS PURSUANT TO THE AUTHORITY OF S.C. CODE ANN. SEC. 5-7-40 (SUPP. 2011), AND SEC. 2-7-20, *CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA*, (1983); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**LEGISLATIVE FINDINGS**

WHEREAS, The Town of Hilton Head Island (hereinafter “Town”) owns a certain parcel of real property known as R510-007-000-150A-0000 (hereinafter “Town Parcel”) which is located on Gumtree Road near Katie Miller Drive; and

WHEREAS, Sandra C Simmons owns the adjacent parcel, R510-007-000-025G-0000 and has requested access to Gumtree Road over the Town’s parcel in anticipation of development of her parcel in the future; and

WHEREAS, in order for the future development to comply with the Land Management Ordinance, Simmons must acquire right of way to her parcel; and

WHEREAS, the Town has agreed to sell to Simmons a 0.027 Ac. Right of Way which includes restrictions on a 0.014 Ac. Portion of the property for a Sight Easement as shown on the Quit Claim Deed attached as Exhibit “A”; and

WHEREAS, under the provisions of S.C. Code Ann. § 5-7-40 (SUPP. 2011) and § 2-7-20, *Code of the Town of Hilton Head Island , South Carolina*, (1983), the conveyance or granting of an interest in real property owned by the Town of Hilton Head Island must be effected by Ordinance.

**NOW THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AS FOLLOWS:**

**Section 1.** Execution of Agreement.

- (a) The Mayor and/or Town Manager are hereby authorized to execute and deliver the Quit Claim Deed which is attached hereto as Exhibit "A"; and
- (b) The Mayor and/or Town Manager are hereby authorized to take such other and further actions as may be necessary to complete the transaction contemplated in the Agreement as authorized hereby.

**Section 2.** Severability.

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

**Section 3.** Effective Date.

This Ordinance shall become effective upon adoption thereof by the Town Council for the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ON THIS \_\_\_ DAY OF \_\_\_\_\_ 2012.**

\_\_\_\_\_  
Drew Laughlin, Mayor

ATTEST

\_\_\_\_\_  
Cori Brock, Town Clerk  
First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Gregory M. Alford, Town Attorney

Introduced by Council Member: \_\_\_\_\_



permitted for trees if the lower canopy of the trees allows a clear line of sight between 3 feet and 7 feet above the street grade and the trunks of such trees are sufficiently spaced or are so located as to be unlikely to substantially interrupt the line of sight.

3. A public right-of-entry in favor of the Grantor shall be reserved for the purpose of removing any object, material or otherwise, that obstructs the clear sight.

4. The Sight Triangle shall at all times have the dimensions shown in the table referenced in 16-5-508(D)(4), as may be amended or supplemented.

This being a portion of the same property conveyed to the within Grantor by Gumtree Nursery, Inc., dated May 5, 2011, and recorded on May 10, 2011, in the Office of the Register of Deeds for Beaufort County, South Carolina in Record Book 3058 at Page 1649.

**Beaufort County Tax Map Reference:** A Portion of R510-007-000-150A-0000

This Deed was prepared in the law office of Alford, Wilkins & Coltrane, LLC Post Office Drawer 8008, Hilton Head Island, South Carolina, 29938-8008, by John W. Wilkins, Esq.

TOGETHER with all and singular, the Rights, Members, Hereditaments and Appurtenances to the said Premises belonging, or in anywise incident or appertaining.

TO HAVE AND TO HOLD, all and singular, the said Premises before mentioned unto the said Grantee, in fee simple, her Heirs and Assigns, forever.

(SIGNATURES ON FOLLOWING PAGE)

WITNESS Grantor's hand this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

SIGNED SEALED AND DELIVERED  
IN THE PRESENCE OF

TOWN OF HILTON HEAD  
ISLAND, SOUTH CAROLINA

2) \_\_\_\_\_  
*Signature of 1<sup>st</sup> Witness (must be different than 2<sup>nd</sup> witness)*

By: \_\_\_\_\_  
Stephen G. Riley  
Town Manager

3) \_\_\_\_\_  
*Signature of 2<sup>nd</sup> Witness (the Notary Public)*

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF BEAUFORT )

UNIFORM ACKNOWLEDGMENT

I, the undersigned Notary Public do hereby certify that Stephen G. Riley appeared before me this day and, in the presence of the two witnesses above named, acknowledged the due execution of the foregoing instrument on behalf of the Town of Hilton Head Island, South Carolina.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

4) \_\_\_\_\_(SEAL)  
Signature of Notary Public for \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

**LEGEND:**

- PRESENT R/W
- NEW R/W

**REFERENCE PLATS:**

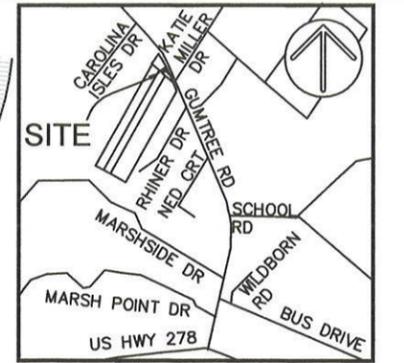
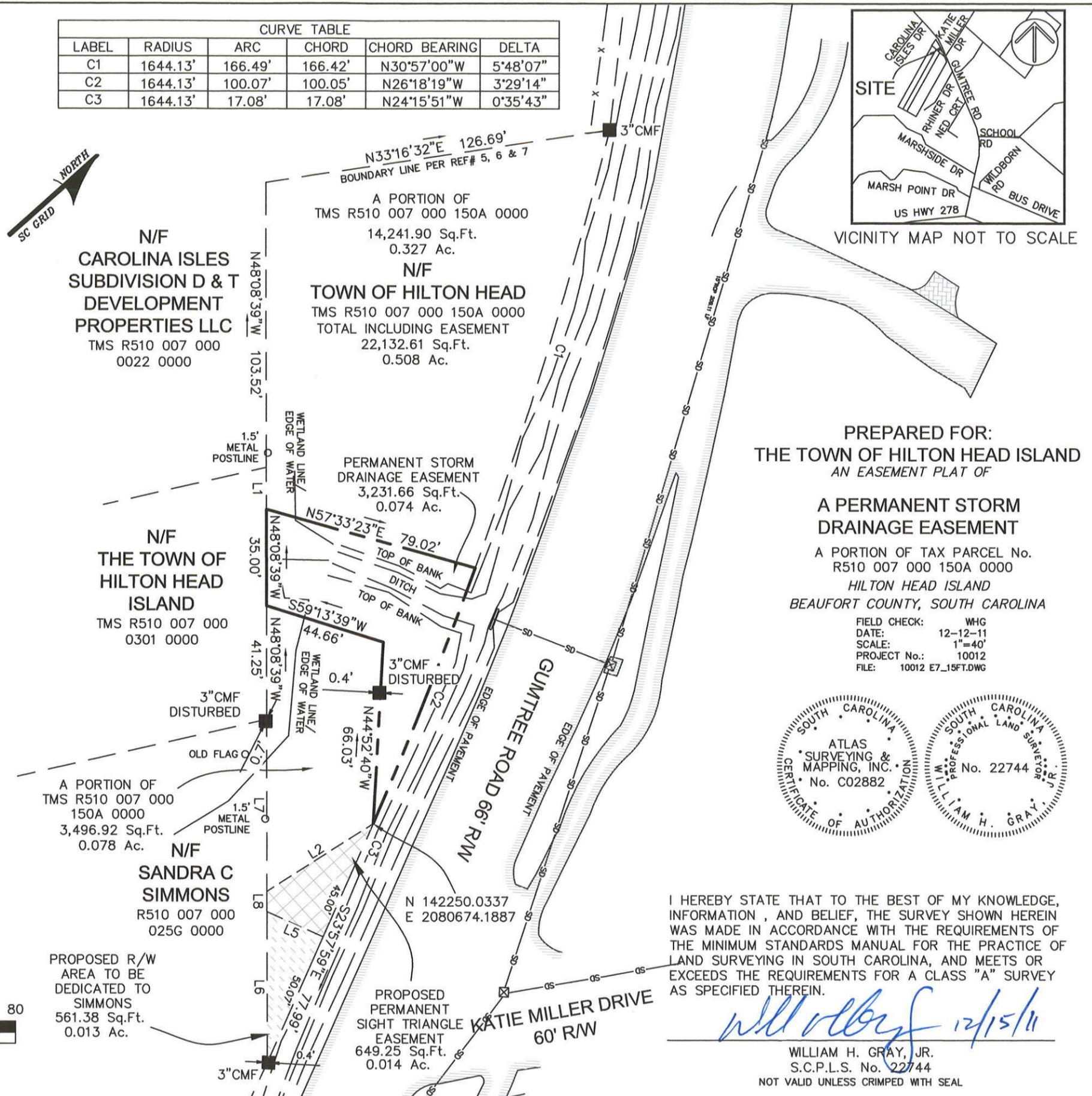
1. PROPOSED CONSTRUCTION PLANS FOR BEAUFORT COUNTY SC-116 @ S-86 INTERSECTIONS.  
DATE: 03-24-11  
BY: JEFFREY K. NETZINGER  
S.C.R.L.S. No. 23238

**NOTES:**

1. THESE PARCELS APPEAR TO LIE IN FLOOD ZONE C, FIRM PANEL 0065-D COMMUNITY 450025.

LINE TABLE		
LABEL	BEARING	DISTANCE
L1	N48°08'39"W	15.17'
L2	N09°40'12"E	45.91'
L5	N65°58'48"E	22.42'
L6	S48°08'39"E	54.86'
L7	S48°08'39"E	62.45'
L8	S48°08'39"E	7.45'

CURVE TABLE					
LABEL	RADIUS	ARC	CHORD	CHORD BEARING	DELTA
C1	1644.13'	166.49'	166.42'	N30°57'00"W	5°48'07"
C2	1644.13'	100.07'	100.05'	N26°18'19"W	3°29'14"
C3	1644.13'	17.08'	17.08'	N24°15'51"W	0°35'43"



VICINITY MAP NOT TO SCALE

PREPARED FOR:  
**THE TOWN OF HILTON HEAD ISLAND**  
AN EASEMENT PLAT OF

**A PERMANENT STORM DRAINAGE EASEMENT**

A PORTION OF TAX PARCEL No.  
R510 007 000 150A 0000  
HILTON HEAD ISLAND  
BEAUFORT COUNTY, SOUTH CAROLINA

FIELD CHECK: WHG  
DATE: 12-12-11  
SCALE: 1"=40'  
PROJECT No.: 10012  
FILE: 10012 E7\_15FT.DWG



I HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREIN WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

*William H. Gray, Jr.* 12/15/11

WILLIAM H. GRAY, JR.  
S.C.P.L.S. No. 22744  
NOT VALID UNLESS CRIMPED WITH SEAL

**ATLAS SURVEYING INC.**

49 BROWN'S COVE ROAD, SUITE #5  
RIDGELAND, SC 29936  
PHONE: (843) 645-9277  
FAX: (843) 645-9267  
E-MAIL: BGRAY@ATLASSURVEYING.COM



GRAPHIC SCALE