



**The Town of Hilton Head Island  
Regular Public Facilities Committee Meeting**

**Tuesday, October 1, 2013**

**2:00 p.m**

**Benjamin M. Racusin Council Chambers**

**AGENDA**

---

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

- 1. Call to Order**
- 2. Freedom of Information Act Compliance**  
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 3. Committee Business**
  - Approval of proposed 2014 Committee Meeting Dates
  - Approval of Minutes:
    - September 3, 2013 Tour of Arts Center of Coastal Carolina
    - September 3, 2013 Regular Meeting
- 4. Unfinished Business**
- 5. New Business**
  - Proposed Land Lease with the Boys and Girls Club
  - Authorize the Sale of Real Property/Prior Welcome Center Property
- 6. Adjournment**

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

**Town of Hilton Head Island, South Carolina**

**2014**

**Public Projects & Facilities Committee  
Meeting Dates**

**Benjamin M. Racusin Council Chamber**

---

**First Tuesday of the Month  
2:00 P.M.**

**JANUARY 7**

**JULY 1**

**FEBRUARY 4**

**AUGUST 5**

**MARCH 4**

**SEPTEMBER 2**

**APRIL 1**

**OCTOBER 7**

**MAY 6**

**NOVEMBER 5\***

**JUNE 3**

**DECEMBER 2**

**\*Because November 4 is Election Day, meeting has been moved to  
Wednesday, November 5.**

1                                   **TOWN OF HILTON HEAD ISLAND**  
2                                   **PUBLIC FACILITIES COMMITTEE**  
3                                   **Tour of Arts Center of Coastal Carolina**

4  
5 Date: September 3, 2013

Time: 1:00 P.M.

6  
7 Members Present:     Kim Likins, John McCann, Marc Grant

8  
9 Members Absent:     None

10  
11 Staff Present:        Steve Riley, Charles Cousins, Scott Liggett, Susan Simmons, Jill Foster,  
12                           Julian Walls, Bret Martin

13  
14 Others Present:      Drew Laughlin, *Mayor*, Bill Harkins, Lee Edwards, *Councilmen*, Kathi  
15                           Bateson, Rich Seer. Fred Beard, Jeffrey Reeves, *Arts Center of Coastal*  
16                           *Carolina*, Jon Held, *The Gordian Group*, Steve Adams, Scot Loveless,  
17                           *Johnson-Laux Construction*, Tom Trout, *Palmetto Electric Cooperative*,  
18                           Dan Chambless, *Palmetto Air & Chiller Service*

19  
20 Media Present:        Tom Barton, The Island Packet

---

21  
22  
23 **1. Call to Order:**

24  
25 **2. FOIA Compliance:**

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

28 **3. New Business**

29     • **Tour of Arts Center of Coastal Carolina**

30 Town Council and Staff were welcomed by Kathi Bateson, President and CEO of The  
31 Arts Center of Coastal Carolina. Jeffrey Reeves, Senior Vice President & COO  
32 introduced the Contractors and Consultants present. Mr. Reeves mentioned the tour  
33 would include the immediate needs of the facility, as follows:

- 34       ○ Porte-cochere and colonnade  
35       ○ Theater stage  
36       ○ Energy Systems  
37       ○ HVAC System

38  
39                    After the tour was completed, there was a brief question and answer session.

40  
41 **4. Adjournment:**

42 The tour of the Arts Center of Coastal Carolina adjourned at 2:19 p.m.

43  
44 Respectfully Submitted,

45  
46 \_\_\_\_\_  
47 **Karen D. Knox**  
48 **Senior Administrative Assistant**

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19

## TOWN OF HILTON HEAD ISLAND PUBLIC FACILITIES COMMITTEE

5 Date: September 3, 2013

Time: 2:30 P.M.

7 Members Present: Kim Likins, John McCann, Marc Grant

8  
9 Members Absent: None

10  
11 Staff Present: Scott Liggett, Charles Cousins, Jeff Buckalew, Bryan McIlwee, Jill Foster,  
12 Nicole Dixon

13  
14 Others Present: Bill Harkins, *Councilman*, Chris Creed, *Olsen Associates, Inc.*, Frank  
15 Soul, *Island Recreation Association*

16  
17 Media Present: Tom Barton, The Island Packet

---

18  
19  
20 **1. Call to Order:**

21 The meeting was called to order at 2:30 p.m.

22 **2. FOIA Compliance:**

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

25 **3. Committee Business:**

26 **Approval of Minutes:** Councilman McCann moved to approve the Minutes of January 3,  
27 2013. Councilman Grant seconded. The Minutes of January 3, 2013 were unanimously  
28 approved.

29  
30 Councilman McCann moved to approve the Minutes of January 23, 2013. Councilman  
31 Grant seconded. The Minutes of January 23, 2013 were unanimously approved.

32  
33 **4. Unfinished Business:** None

34  
35 **5. New Business**

36 • **Island Wide Beach Renourishment 2015 Proposed Project Limits**

37 Scott Liggett, Director of Public Projects & Facilities advised staff recommends the  
38 Public Facilities Committee endorse and recommend to Town Council the direct  
39 placement of sand as part of our next Island-wide Beach Renourishment Project occur  
40 along a limited reach of shoreline just north of South Beach, between Alder Lane (in  
41 South Forest Beach) and the Folly along our Atlantic Oceanfront shoreline and between  
42 the Port Royal Beach House and Tattnail Place along the Port Royal Sound-front  
43 shoreline.

44  
45 The recommendation for placement of sand is driven by need, considering collectively,  
46 three performance indicators:

47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94

- Beach Width
- Rate of Shoreline Recession
- Rate of Volumetric Sand Loss

The recommendations contained herein, come as a result current or expected beach conditions and high rates of shoreline recession and volumetric sand loss which can be mitigated with the placement of sand. Conversely, areas falling outside the limits described above are the result of a lack of compelling current or expected conditions in one or more of the indicators through the expected design life of the project in question (7-10 years.)

Chris Creed, Olsen Associates, Inc., the Town’s Coastal Engineering Consultant gave a short power point presentation.

After a brief discussion, Councilman McCann motioned the Public Facilities Committee endorse and recommend to Town Council the direct placement of sand as part of our next Island Beach Renourishment Project occur along a limited reach of shoreline just north of South Beach, between Alder Lane (in South Forest Beach) and the Folly along our Atlantic Oceanfront shoreline and between the Port Royal Beach House and Tatt nail Place along the Port Royal Sound-front shoreline. Councilman Grant seconded. The motion passed unanimously.

- **Park Name Recommendation – New Facility at 133 Squire Pope Road**  
Bryan McIlwee, Assistant Town Engineer advised staff recommends the Public Facilities Committee endorse and recommend to Town Council the official name for the new park to be constructed at 133 Squire Pope Road be “Rowing and Sailing Center at Skull Creek Park.” A park’s name should be brief and concise, with the goal and intent of emphasizing the park’s function, location, physical features, or association with Hilton Head Island.

Mr. McIlwee advised the Committee the Town’s Parks & Recreation Committee recommended this name at their July 11, 2013 Meeting and further advised that on August 19, 2013, the Town received an email from Veronica Miller, Chairman of the Squire Pope/Stoney Property Owner’s Association recommending two additional names as follows: 1) Bryan-Walters Rowing and Sailing Community Park and Squire Pope/Stoney Community Park/Rowing and Sailing Center.

Councilman Grant stated he spoke with his constituents at a meeting recently and they would like the name to be Bryan-Walters Rowing and Sailing Community Park. Councilman Grant also mentioned he thought the name Charlie Simmons Rowing and Sailing Community Park should be considered because of Mr. Simmons’ history on the Island and the work he has done throughout our community.

Councilman Grant moved the Public Facilities recommend to Town Council the name of the new facility at 133 Squire Pope Road be Bryan-Walters Rowing and Sailing Community Park. There being no second, the Motion did not carry.

95 Councilman McCann moved the Public Facilities Committee endorse and recommend  
96 to Town Council the official name for the new facility at 133 Squire Pope Road be  
97 Rowing and Sailing Center at Skull Creek Park. Chairman Likins seconded the  
98 Motion. The Motion passed with a vote of 2-1. Councilman Grant was opposed.  
99

100 **6. Adjournment:**

101 Councilman McCann moved to adjourn. Councilman Grant seconded the motion. The  
102 meeting was adjourned at 3:12 p.m.

103  
104 Respectfully Submitted,

105  
106  
107 \_\_\_\_\_  
108 **Karen D. Knox**  
109 **Senior Administrative Assistant**

## **MEMORANDUM**

**TO:** Public Facilities Committee

**FROM:** Stephen G. Riley, Town Manager

**DATE:** September 17, 2013

**RE:** **Proposed Land Lease with the Boys and Girls Club**

---

### **Recommendation**

That the Public Facilities Committee recommend to the full Town Council adoption of a long-term land lease with the Boys and Girls Club of Hilton Head Island to facilitate development of a First Tee training facility on the Island. The lease involves 13 acres of Town-owned land adjoining the Boys and Girls Club facility on Gumtree Road.

### **Summary**

If approved, the Town would enter into a long-term land lease, similar to leases with the Coastal Discovery Museum and the Mitchelville Preservation Project, to enable the development of a First Tee facility on 13 acres of Town-owned land. The lease would be for an initial term of 40 to 50 years and would be renewable. A commitment to lease would be executed and would be contingent on approval by Council of a Master Plan and Business Plan.

A conceptual master plan, a copy of which is attached, indicates that the First Tee facilities would occupy portions of the Town property as well as the Boys and Girls Club parcel. Some existing recreational space used by the Club may be relocated and partially occupy the Town land. The lease will need to accommodate both activities, but the trigger for termination of the lease would be if the First Tee operation ever ceased to operate.

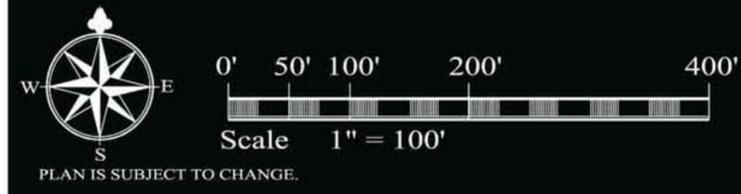
## **Background**

The Town, primarily through the Staff, has worked for many years with the Boys and Girls Club of Hilton Head Island, and other local groups, to explore options for bringing a First Tee facility to the Island; recognizing the importance of bringing golf to a new generation. Prior efforts have not borne fruit.

In 1998, 6.6 acres of land adjacent to the Boys and Girls Club site were donated to the Town on the condition that at least half of the land be used jointly between the Town and the Boys and Girls Club. Some 3 acres of that land have been set aside as a wetlands mitigation and drainage overflow area as part of a regional drainage project serving that area of the Island. It was contemplated, even at that time, that First Tee might be part of that recreation equation.

In March of this year the Town agreed to acquire a 10 acre site that abuts this 6.6 acre parcel for \$250,000. The stated reason at the time was to “provide an opportunity for the Town to partner with the Boys and Girls Club to provide additional recreational facilities for the benefit of both the Club and the community as a whole.” We were aware of the First Tee discussions and planning efforts being undertaken at the time by the Boys and Girls Club, along with the Heritage Classic Foundation and others; but no formal agreements were in place to allow for a formal announcement.

The Boys and Girls Club of Hilton Head Island has now reached a formal agreement with the First Tee organization and has entered the planning, permitting and fund raising portions of this initiative. Having a formal lease commitment from the Town is crucial to several of their grant submissions. Staff recommends approval of a lease agreement.



# THE FIRST TEE TRAINING FACILITY

BOYS & GIRLS CLUB  
 Hilton Head Island, SC  
 August 28, 2013

Prepared By:  
**Wood Partners Inc. WPI**  
 Landscape Architects  
 Land Planners  
**CLYDE JOHNSTON DESIGNS, INC.**  
GOLF COURSE ARCHITECTURE



# TOWN OF HILTON HEAD ISLAND

## *Community Development Department*

**TO:** Public Facilities Committee  
**VIA:** Charles Cousins, *AICP, Community Development Director*  
**VIA:** Shawn Colin, *AICP, Deputy Director of Community Development*  
**FROM:** Shea Farrar, *Senior Planner*  
**DATE:** September 23, 2013  
**SUBJECT:** Authorize the Sale of Real Property (Portion of Previous Welcome Center Site)

---

**Recommendation:** That the Public Facilities Committee recommend that Town Council authorize the execution of a contract for the sale of approximately 1.8 acres of Town-owned property as shown on Exhibit "A" to facilitate off-street parking improvements and that the contract for the sale include the conditions outlined in this memo.

**Summary:** If approved, Town Council would authorize the execution of a contract for the sale of approximately 1.8 acres of Town-owned property adjacent to the Crazy Crab restaurant to increase the availability of parking for the restaurant with the following conditions:

1. The 1.8 acres is combined with the restaurant parcel and has no associated density.
2. Access to the remaining Town property is provided from a shared access location on William Hilton Parkway via a 30' wide re-locatable cross access easement.
3. A Street Buffer from William Hilton Parkway of 75' is proposed to provide adequate buffer in the event that William Hilton Parkway is widened through this area.
4. A 14' re-locatable pathway easement is granted to the Town along the property frontage with William Hilton Parkway.

A sale of the property with these conditions will provide an opportunity to address additional parking needed for the restaurant with minimal impact on the remaining Town land.

**Background:** The Town owns a property located at 100 William Hilton Parkway that was the location of the previous Welcome Center. The property is adjacent to a property owned by William S. Toomer that is the location of the Crazy Crab restaurant. Currently, a Shared Access and Parking Rights Agreement exists that grants access to the Town's property through the existing entranceway to Crazy Crab from William Hilton Parkway via cross access lanes that connect parking areas on the two properties. It also allows restaurant patrons to park on the paved parking areas on the Town's property.

The Town recently demolished the previous Welcome Center building and does not anticipate using this property for anything other than green, open space and to provide views to the marsh. The parking on the Town's property, however, is heavily utilized for restaurant parking. It has been proposed that the Town sell a 1.8 acre portion of this property to Mr. Toomer for this purpose.

EASTBOUND LANES - WILLIAM HILTON PARKWAY

**+/- 1.4 ACRES REMAIN**  
TOWN OF HHI

14' RE-LOCATABLE PATHWAY/EASEMENT

PROPOSED 75' BUFFER FROM WHP (ACCOMODATES WIDENED WHP R-O-W)

30' WIDE RE-LOCATABLE CROSS ACCESS FOR TOWN

**+/- 1.8 ACRES**  
TO CRAZY CRAB

MARSHES OF JARVIS CREEK

NEW PROPERTY  
LINE LOCATION

EXISTING PROPERTY LINE LOCATION

CRAZY CRAB  
RESTAURANT

**EXHIBIT "A" - CONCEPT SKETCH  
FOR  
WELCOME CENTER/ CRAZY CRAB  
PROPERTY  
RECONFIGURATION**

PREPARED BY: TOWN OF HILTON HEAD ISLAND  
SEPTEMBER 23, 2013