The Town of Hilton Head Island
Regular Town Council Meeting
July 15, 2014
4:00 P.M.
AGENDA

As a Courtesy to Others Please Turn Off/Silence All Mobile Devices 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

6) Approval of Minutes

a. Town Council Workshop, May 19, 2014

b. Town Council Meeting, June 17, 2014

7) Report of the Town Manager

a. Semi Annual Update of the Design Review Board – Scott Sodemann, Chairman

b. Semi-Annual Update of the Board of Zoning Appeals – Peter Kristian, Chairman

c. Town Manager's Items of Interest

d. June, 2014 Policy Agenda, Management Targets and CIP Updates

e. Semi-Annual Land Acquisition Update

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 – John McCann, Chairman

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

f. Report of the Public Safety Committee – Marc Grant, Chairman

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

9) Appearance by Citizens

10) Unfinished Business

None.

11) New Business

a) Consideration of a Recommendation – Private Roads Right of Way Acceptance Policy Revisions

b) First Reading of Proposed Ordinance 2014-15

First Reading of Proposed Ordinance 2014-15 to repeal Section 12-1-611 of the Municipal Code of The Town of Hilton Head Island; and providing for severability and an effective date.

c) Consideration of a Resolution – Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, updating Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions

d) Consideration of a Recommendation – LMO and Zoning Map

Consideration of a Recommendation that Town Council direct that the appropriate ordinances be brought forward at the Town Council meeting on August 5th, 2014 to adopt a new LMO and zoning map and repeal the current LMO and zoning map as recommended by Planning Commission.

e) Consideration of a Recommendation – Coligny Area temporary parking improvements

Consideration of a Recommendation that Town Council provide direction on short-term and intermediate term concepts to create additional parking at the Coligny Beach Parking Lot.

f) Consideration of a Resolution for the purchase of property within the Pope Avenue Corridor

12) Executive Session

a. Land Acquisition

1) Consideration of a Resolution for the purchase of property within the Pope Avenue Corridor

b. Legal Matters

c. Contractual Matters

13) Adjournment

THE TOWN OF HILTON HEAD ISLAND

TOWN COUNCIL WORKSHOP MID YEAR UPDATE

Date: Monday, May 19, 2014

Present from Town Council: Drew A. Laughlin, *Mayor;* Bill Harkins, *Mayor Pro-Tem*; George Williams, Kim Likins, Lee Edwards, Marc Grant, John McCann, *Council Members.*

Present from Town Staff: Steve Riley, *Town Manager*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities*

Present from Media: None.

1) CALL TO ORDER

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

3) NEW BUSINESS

The workshop convened at 9:00 a.m. Mayor Laughlin opened the meeting with some remarks and introduced Mr. Lyle Sumek of Lyle Sumek Associates, Inc., and stated he would be leading the discussion. A summary of items discussed are attached and will be considered for approval by Resolution at the July 15, 2014 Town Council meeting.

4) ADJOURNMENT

The workshop adjourned at 4:00 p.m.

_____

Victoria L. Pfannenschmidt
Executive Assistant/Town Clerk

Approved:

_____

Drew A. Laughlin, Mayor

DRAFT

THE TOWN OF HILTON HEAD ISLAND

REGULAR TOWN COUNCIL MEETING

Date: Tuesday, June 17, 2014 **Time:** 4:00 P.M.

Present from Town Council: Drew A. Laughlin, *Mayor;* Bill Harkins, *Mayor Pro Tem*; George Williams, Lee Edwards, Marc Grant (arrived at 4:11 p.m.), John McCann, *Council Members*

Absent from Town Council: Kim Likins, *Council Member*

Present from Town Staff: Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Lavarn Lucas, *Fire Chief*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Susan Simmons, *Director of Finance*; Brad Tadlock, *Deputy Fire Chief of Operations*; Brian Hulbert, *Staff Attorney*; Darrin Shoemaker, *Traffic and Transportation Engineer*; Bob Klein, *Building Official*; Melissa Cope, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant*

Present from Media: Dan Burley, Island Packet

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

6) Approval of Minutes

a. Town Council Meeting/Public Hearing, June 10, 2014

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the June 10, 2014 Town Council Meeting/Public Hearing were approved by a vote of 5-0. (Mr. Grant was not present for the vote.)

7) Report of the Town Manager

a. Hilton Head Island Airport Safety/Enhancement Projects – Jon Rembold, Airports Director

Mr. Rembold updated Council on upcoming projects and timelines.

b. Underground Power Line Burial Program Update

Bob Klein and Dan Wood of Palmetto Electric provided an update.

c. Town Manager's Items of Interest

Mr. Riley reported on some items of interest.

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8) Reports from Members of Council

a. General Reports from Council

No reports.

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

No report.

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

No report.

d. Report of the Planning & Development Standards Committee – John McCann, Chairman

No report.

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

No report.

f. Report of the Public Safety Committee – Marc Grant, Chairman

No report.

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

No report.

9) Appearance by Citizens

Mary Amonitti expressed her concerns about multi-family buildings meeting code and safety requirements.

10) Unfinished Business

a. Second Reading of Proposed Ordinance 2014-10

Second Reading of Proposed Ordinance 2014-10 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2015; to establish a property tax levy; to establish funds; to establish a policy for acquisition of rights of way and easements; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-1. (Mr. Grant was opposed.)

11) New Business

a. Consideration of a Request to Amend the Beaufort County Sheriff's Office (BCSO) Contract dated January 17, 2012

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. McCann suggested the item be referred to the Public Safety Committee for complete review, citing the need for additional data. After discussion, the maker and seconder withdrew the motion. The Mayor assigned the item to the Public Safety Committee meeting scheduled for July 7, 2014.

DRAFT

b. Consideration of a Recommendation – Traffic Safety Enhancements on Lagoon Road and US 278 (Bus.) at Shipyard Drive

Consideration of a Recommendation that Town Council approve the dual recommendations of the Public Safety Committee made at their June 2, 2014 meeting to request that the South Carolina Department of Transportation implement safety improvements to Lagoon Road, and to direct staff to perform an engineering study and resulting recommendation for submission to the SCDOT for their approval that signal phasing revisions be implemented at the intersection of William Hilton Parkway with Shipyard Drive and Wexford Drive.

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. Williams requested and it was agreed by all that upon completion of the engineering study, staff would report the results to Town Council for review and discussion before submitting anything to SCDOT. The motion was approved by a vote of 6-0.

12) Executive Session

Mr. Riley stated he needed an Executive Session for contractual matters pertaining to the development agreement with Shelter Cove Town Center; legal matters pertaining to a proposed Memorandum of Understanding with USCB; and legal matters pertaining to a Business License enforcement matter.

At 4:37 p.m. Mr. Harkins moved to go into Executive Session for the reasons given by the Town Manager. Mr. McCann seconded. The motion was approved by a vote of 6-0.

Mayor Laughlin called the meeting back to order at 5:41 p.m. and stated there was no business as a result of the Executive Session.

13) Adjournment

Mr. Edwards moved to adjourn. Mr. McCann seconded. The motion was unanimously approved by a vote of 6-0. The meeting was adjourned at 5:42 p.m.

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Vicki L. Pfannenschmidt,
Executive Assistant/Town Clerk

Approved:

_____

Drew A. Laughlin, Mayor

Mid-Year Strategic Report 2014

Mayor, Town Council and
Town Manager

Hilton Head Island, South Carolina
May 2014

Lyle Sumek Associates, Inc.
9 Flagship Court
Palm Coast, FL 32137-3373

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HILTON HEAD ISLAND MID-YEAR STRATEGIC PLANNING WORKSHOP
Mayor and Town Council

May 2014

Workshop Purposes

+ Review the status of the Action Agenda
+ Discuss key issues and direction on major policy actions
+ Outline next Town activities and time frames
+ Update Action Outlines on key priorities
+ Refine the governance process

Workshop Agenda

1. **Strategic Planning for Town of Hilton Head Island: Overview**
   A. Goals 2018
   B. Action Agenda 2014
   C. Action Outlines 2014

2. **Achievements 2014 (1/14 to 5/14): Review**

3. **Strategic Discussion on Major Issues**
   A. Status
   B. Key Issues/Topics: Discussion and Direction
   C. Next City Actions and Time Frame

4. **Action Agenda 2014: Review**
   A. Status
   B. Next Steps

5. **Other Topics for Discussion**

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SECTION 1

ACHIEVEMENTS 2014: 1/14 to 5/14

HILTON HEAD ISLAND
TOWN ACHIEVEMENTS 2014
1/14 – 5/14

1. USCB Campus Development (Top Priority)
    - Location
    - Agreement between Town Government and USCB
    - Property Acquisition Initiated

2. TIF Extension (Top Priority)
    - Negotiation with Beaufort County, Beaufort County Schools, PSD's
    - Agreements
    - Demonstrated trust in Town government
    - Willingness to invest in Hilton Head Island's future

3. Dredging Project Completed (Major Project)
    - Private group's leadership for permitting and funding
    - Governor's assistance in acquiring the state permit
    - Saved the harbor for the Golf Tournament

4. Major Private Re-Investment in Resorts and Mall
    A. Sea Pines
    B. Sonesta
    C. Westin
    D. Omni
    E. Shelter Cove
    F. The Beach House Hotel

    _____

    - Businesses seeing a return on their investments
    - Town removed barriers to redevelopment
    - Visible improvements and enhanced resort experiences

5. Beach Renourishment at Port Royal (Major Project)
    - Town communicated and worked with the Port Royal community
    - Completed on budget and ahead of schedule
    - Minimal disruption to the community and residents

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6. Dirt Street Paving
    - Town going in the right direction
    - Dirt streets being addressed by the Town

7. Water and Sewer Service Extension
    - Town going in the right direction
    - Town worked closely with PUD
    - Used Town property for wells, and easements provided for utility lines

8. Island Recreation Center Expansion/Renovation
    - Transition from discussion to action
    - Town commitment to Island Recreation Center expansion
    - Funding recommendation in FY 2015 Capital Improvement Budget

9. Solid Waste: Decision
    - Decision made
    - Moving on

10. Open Burning
    - Reached a compromise
    - Decision made
    - 2 days per month

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HILTON HEAD ISLAND
OTHER ACHIEVEMENTS 2014

1. Texting Ban: Decision
2. Cellphone Coverage: Clear Direction
3. Bike Friendly Community: Close to "Gold Level"
4. Shrimp Boat: Removed
5. Leamington Improvements and Traffic Signal
6. Pathways: Gardner and Pembroke
7. SCDOT Road Resurfacing
8. Rowing and Sailing Center Community Park at Squire Pope
9. Mathews Connector
10. New Permitting System: Implemented
11. Rezoning: Old Main Street Inn
12. Town Staffing and Support for Hilton Head Island EDC

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SECTION 2

HILTON HEAD ISLAND EDC FRAMEWORK

HILTON HEAD ISLAND ECONOMIC DEVELOPMENT CORPORATION FRAMEWORK

PRIMARY PURPOSES

1. To develop a knowledge base about the local economy and economic redevelopment on Hilton Head Island
2. To serve as an economic resource by continuously evaluating the Hilton Head Island opportunities, gaps, and impediments to economic growth and redevelopment
3. To market and showcase Hilton Head Island as a “Great Place to Live” and “Positive Environment for Business”
4. To support the retention and growth of current Hilton Head Island businesses
5. To assist Hilton Head Island Town Government in creating a positive environment for business development and investment

HILTON HEAD ISLAND ECONOMIC PILLARS

1. Resort: Enhancement and Expansion
2. Wellness, Medical and Health-Related
3. Retirement
4. Education
5. Quality of Life: Individuals Making the Choice to Live on Hilton Head Island

GUIDELINES

1. Developing a Hilton Head Island reputation as a "Positive Climate for Business"
2. Attracting individuals who have a personal choice where to live
3. Attracting "Pillar" businesses and support or complimentary businesses
4. Developing infrastructure necessary to businesses
5. Working with regional economic partners; avoiding economic development "silos"

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GOALS FOR 2020 and MEASURES OF SUCCESS

GOAL 1	CHANGE THE DEMOGRAPHICS OF HILTON HEAD ISLAND: MAINTAINING AFFLUENCE AND BECOMING YOUNGER

- **Measures of Success**
  1. Age
  2. Income
  3. Number of Families
  4. Number of Young Professionals

GOAL 2	INCREASE THE NUMBER OF BUSINESSES TARGETED AS "ECONOMIC PILLARS" ON HILTON HEAD ISLAND AND EXPAND THE NUMBER OF JOB OPPORTUNITIES

- **Measures of Success**
  1. Number of New Businesses
  2. Number of New Quality Jobs
  3. Number of Jobs Retained
  4. Investment by Current Businesses

GOAL 3	INCREASE PROPERTY VALUES ON HILTON HEAD ISLAND

▶ **Measures of Success**

1. Residential
2. Commercial

GOAL 4	EXPAND THE RESORT ECONOMY BY EXPANDING THE "OFF SEASON" WHILE REDUCING THE PERCENTAGE OF HILTON HEAD ISLAND'S OVERALL ECONOMY

▶ **Measures of Success**

1. Number of visitors becoming neighbors and business owners
2. Number of visitors during the "season"
3. Number of visitors during the "off season"
4. Resort Percentage of total Hilton Head Island economy
5. Visitor Profile: length of stay, spending during stay

EXECUTIVE DIRECTOR

- To be hired and fired by the Hilton Head Island EDC
- A Town employee for benefits, administrative purposes and accountability based upon Town and State legal requirements

SECTION 3

HILTON HEAD ISLAND ARTS STRATEGY

HILTON HEAD ISLAND ART CENTER/ARTS STRATEGY

HHI ART CENTER/ARTS STRATEGY: SHORT TERM/LONG TERM ACTIONS

KEY DISCUSSION POINTS

1. The "Arts" and Arts Center are important to Hilton Head Island with significant community support for the arts.
2. Key Question: What are potential Town revenue sources for funding the arts?
3. The Arts Center has not been responsive to the Town contacts or to request for a new business model/plan - the current business model is failed.
4. The Arts Center has critical physical needs that need to be addressed to keep the doors open - if not addressed short term, the result may be a closed facility.
5. The Symphony and Choral Society indicate they are satisfied with their current facilities.
6. The Arts Center was designed with performance hall, theater and gallery...in value engineering to available resources, corners were cut and performance hall was never built. [Note: it is still possible to build the performance hall on the site.]
7. There are opportunities to rent the facility and increase income.

TOWN ROLE

- Stimulate/be a catalyst for the development of a strategic plan for the arts on Hilton Head Island and a business plan for the Arts Center
- Create a permanent Town funding source to support the arts but not with property taxes.

TOWN ACTIONS

Short Term

1. Art Center Critical Repairs
   A. Identify critical repairs and determine the actual cost of the repairs
   B. Council Decision: Funding of Repairs in FY 2015 Budget
2. Revenue Sources for Funding the Arts
   A. Complete a legal review of funding sources available to the Town of Hilton Head Island
   B. Contact other South Carolina municipalities about revenues especially possible funding sources for the arts
   C. Prepare comprehensive report with options
   D. Council Decision: Revenue Sources, Direction, Next Steps

3. Art Center Business Plan
    A. Define the purposes and scope of the business plan
    B. Work to solicit the participation of the Art Center
    C. Develop a proposal for RFP to develop a Facility Business Plan with cost estimates
    D. Council Decision: Direction, Funding, Time Frame
4. Public Understanding Campaign
    A. Develop a educational/informational campaign about the arts on Hilton Head Island, Town role and funding options
    B. Implement the campaign

Long Term

1. Strategic Plan for Arts on Hilton Head Island: Vision, Goals, Critical Partners, Town Role and Financial Participation, Facilities
2. Collaboration with USCB on the Arts
3. Office of Cultural Affairs, Town Government of Hilton Head Island

SECTION 4

STRATEGIC DISCUSSION ON MAJOR TOPICS

STRATEGIC DISCUSSION ON MAJOR TOPICS

1. COLIGNY DEVELOPMENT/REDEVELOPMENT

Activities/Milestones	***Time***
1. Complete corridor traffic counts, including parking analysis and Heritage Road extension	6/14
2. Complete analysis and Traffic Study	7/14
3. Planning Commission: Preparation of Plan and Recommendations	7/14 – 8/14
4. Town Council: Review, Refinement, Plan Adoption	9/14 – 12/14

2. LMO REWRITE

Discussion Points

1. Mayor and Council desire an opportunity for discussion as a collective body.
2. During the Mayor and Council review, some topics will be identified and will be referred back to the LMO Rewrite committee.
3. Mayor and Town councilmembers are encouraging the public to attend Planning Commission meetings to provide their input. [Note: Council recognized that some public would not get the word or prefer to show at council.]
4. The Town should put information on the website and use other methods to communicate the LMO and the process to the public.

Activities/Milestones	***Time***
1. Planning Commission: Review and Approval 5/14-6/14	5/14 – 6/14
2. Mayor and Councilmember individual briefings on LMO 6/14	6/14
3. Mayor and Town Council Workshop on LMO 7/14 + Individuals are asked to identify issues for discussion or changes + Workshop purposes: to review and discuss as a collective body the LMO, to identify areas for further work and refer these topics back to the LMO Rewrite Committee, to identify areas of agreement	7/14
4. Town Council Regular Meetings for LMO Public Hearings/Decision 8/14-9/14	8/14 – 9/14

3. CHAPLIN LINEAR PARK DEVELOPMENT

Activities/Milestones	***Time***
1. Staff proposal for CIP: Phase 1 - $3 million for Design/Bid + Pathway + Restrooms + Parking + Pedestrian Bridge+	5/14
2. Town Council: FY 15 Capital Budget	5/14

4. HILTON HEAD ISLAND AIRPORT

Discussion Points

1. FAA approval; ready to go forward.
2. Beaufort County funding is stuck in Finance Committee.
3. Mayor and Town Council: time to move on with this project.

Beaufort County Actions

1. County Council: Approval of Funds
2. Airport Layout Plan
3. Tree Survey
4. Noise/Barrier Wall
5. Alternative Approach Path

Town Actions

1. MOU with Town, Palmetto Hall and Beaufort County
2. Town Council: LMO Amendments

5. FIRST TEE FACILITY AND PROGRAM

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

6. TOWN FUNDING FOR FUTURE DREDGING

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

7. PRE-K PROGRAM EVALUATION

Discussion Points

1. Hilton Head High School - Top Quality: need to get the message out especially to the HHI EDC.
2. Need to prepare all schools with basic skills as they enter Kindergarten.
3. Lack of programs for Pre-K education and lack of funding.

Topic referred to Fall Retreat for in-depth discussion.

8. WARD 1 MASTER PLAN

Discussion Points

1. Need to update the Ward 1,2 and 6 Study and Plan including defining the purposes and scope of the project
2. Many rezoning issues are being addressed by LMO changes.
3. Need to address the issue of "Heirs Property" and what can be developed on their property.
4. Need for Town-wide consistency
5. Mayor and Town Council agreed that the LMO needs to be concluded before moving on to a Ward 1 Master Plan.

Topic referred to Fall Retreat for discussion.

9. BID PROCESS

Discussion Points

1. Mayor and Town Council stated that was the responsibility of the Town Manager.
2. On major project, the Mayor and Council can review the RFP criteria

10. TOWN-OWNED LAND

Mayor and Town Council referred this topic to the Fall Retreat for report and in-depth discussion.

11. TOWN PROJECT MANAGEMENT

Discussion Points

1. The Town is exploring "Construction Manager at Risk" versus the traditional approach to bid design, complete design, bid construction for the USCB project.
2. The Town is also exploring "farming out" project management or the other projects may have to "slide" in timing and completion.
3. Further discussion and direction will be needed with the Mayor and Town Council.

SECTION 5

ACTION AGENDA 2014: UPDATE

ACTION AGENDA 2014: UPDATE

1. USCB DEVELOPMENT

Activities/Milestones

1. MOU: In Columbia for Review by the University of South Carolina
2. Land Acquisition: Negotiations with Land Owners (2); Contract (1)
3. 1st Site Plan with Cost Estimate (review by USCB)
4. Town Council: Site Plan Review

2. ROUNDABOUT

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

3. ISLAND RECREATION CENTER UPGRADE

Activities/Milestones	***Time***
Town Council: FY 2015 Capital Project Funding Decision + Design + Permitting	5/14

4. SHELTER COVE DEVELOPMENT

A. Park Development

Discussion Points

1. Town is responsible for 1/2 cost of development - $2.25 million.
2. Developer is preparing site improvement plan and building cost estimates.
3. Mayor and Town Council direction: go forward without the pier.
4. Developer desire to complete park by 8/14.

Activities/Milestones

1. Town Council: Decision on Park Development Funding
2. Decision on Pier: Depending on developer success with the State/DHEC

B. Apartment Development

Discussion Points

1. No formal discussion about revision of the development agreement to increase the number of apartments by 30 - difference between desired number of units and approved number of units
2. Town Council: Decision to Modify the Development Agreement

Activities/Milestones

None at this time.

5. FIRST TEE FACILITY AND PROGRAM

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

6. TOWN FUNDING FOR FUTURE DREDGING

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

7. PRE-K PROGRAM EVALUATION

Discussion Points

1. Hilton Head High School - Top Quality: need to get the message out especially to the HHI EDC.
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11. TOWN PROJECT MANAGEMENT

Discussion Points

1. The Town is exploring "Construction Manager at Risk" versus the traditional approach to bid design, complete design, bid construction for the USCB project.
2. The Town is also exploring "farming out" project management or the other projects may have to "slide" in timing and completion.
3. Further discussion and direction will be needed with the Mayor and Town Council.

APPENDIX

INTERVIEW DATA ANALYSIS

ACHIEVEMENTS 2014 (1/14-5/14)

1. USCB: Location, Agreement, Land Acquisition
2. TIF Extension: Agreements
3. Dredging: Completion
4. Investment in Major Renovation Projects
5. Port Royal Beach Renourishment Project
6. Dirt Streets Paving Projects
7. Water and Sewer Service Extension Projects

SHORT TERM ACTIONS (6/14-12/14)

1. USCB: Status, MOU Adoption, Land Acquisition, and Next Steps
2. Major Road Projects: Marshland Roundabout
3. Island Recreation Center: Design and Permitting
4. Shelter Cove Development: Park and Pier - Status and Direction; Revised Development Agreement
5. Budget: Completion

MAJOR TOPICS FOR STRATEGIC DISCUSSION

1. Arts Study and Arts Center: Status, Strategic Plan/Business, Scope, Expectations, Town Role/Office of Cultural Affairs, Arts Organizations and Collaboration, Potential Referendum, Direction - Short Term and Long Term, Next Steps

2. Economic Development: Status, Town Vision/Goal/Realism for Hilton Head Island, Targeted Businesses, What Does Success Mean, Town Direction, Executive Director, Charge to Organization/Relationship to Town Government, Direction/Report Card/Performance Measures

3. LMO: Status, Key Issues and Council Process/Steps and Time Frame

4. Coligny: Status, Vision/Town Role, Key Issues and Next Steps
    A. Road Improvements (including Heritage Road Extension)
    B. Park with Amenities (to be identified and prioritized)
    C. Parking
    D. Traffic Management
    E. Beautification Projects

5. Town-owned Land: Review, Purposes (protection of natural environment, major economic investment, land banking), Overall Direction/Guidelines for Sale to Private Developer (including a 5 Star Hotel Development)

6. Major Town Projects/Services: Increasing Demands on Town Government, List Review, Priority Going Forward, Guidelines, Specific Direction

7. Airport: Status/County Actions on Improvements, Noise Barrier, Town Direction, Action Steps

8. First Tee Facility: Status, Next Steps, Town Financial Participation

9. Town Funding for Future Dredging: Scope/Guidelines, Goals/Desired Outcomes, Town Role and Financial Participation, Direction

10. Kindergarten and Pre-K Education: Goals/Desired Outcomes, Best Practices, Town Role, Direction

11. Ward 1 Master Plan and Rezoning

12. Chaplin Linear Park: Status, Next Steps

13. Project Management Capacity: Direction, Project Priority (potential project including University Building, Recreation Center, Fire Station 2, Parking Deck, etc.)

14. RFP/Consulting Services: Council Role in Defining the Scope, Developing Selection Criteria, Evaluating/Interview Finalists, etc.

Items of Interest
July 15, 2014

1. Town News

The Town of Hilton Head Island Financial Statements for the period ending May 31, 2014 including the Financial Dashboard have been posted on the Town's website. You can view them at www.hiltonheadislandsc.gov

(Contact: Susan Simmons, Director of Finance at 843-341-4645 or susans@hiltonheadislandsc.gov)

2. Noteworthy Events

a) Some of the upcoming meetings at Town Hall:

- Construction Board of Adjustments & Appeals – July 22, 2014, 5:30 p.m.
- LMO Rewrite Committee – July 24, 2014, 8:30 a.m.
- Town Council Workshop – July 29, 2014, 4:00 p.m.
- Public Safety Committee – August 4, 2104, 10:00 a.m.
- Public Facilities Committee – August 5, 2014, 2:00 p.m.
- Town Council – August 5, 2014, 4:00 p.m.

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

2014 Policy Agenda Thru June, 2014		
Top Priority		
Target	**Chief Contact**	**Comments**
• Tax Increment Financing Extension	Steve Riley/Susan Simmons/Charles Cousins	TIF Extension finalized in June. Adds 10 years and $50 million.
• USCB Facility Development	Jennifer Ray	Capacity study, initial estimates, and traffic study completed. Wetland delineation and jurisdictional determination request completed. Surveying underway and expected to be completed by mid-late June.
• Coligny Area Development	Jennifer Ray	Traffic counts and parking counts will be underway in early June with results expected by end of June. Consultants will finalize conceptual master plan based on results of traffic study with presentation to Planning Commission expected in late July/August.
High Priority		
Target	**Chief Contact**	**Comments**
• Land Management Ordinance Rewrite	Teri Lewis	The public hearing for the Draft LMO and Draft Zoning Map was held at the June 4th Planning Commission meeting. The public hearing is being held open and continued at the June 18th Planning Commission meeting for the purpose of further discussion related to the Coligny Resort District standards and setbacks associated with Telecommunication Facilities. Town Council will hold a workshop on July 8th to discuss the draft LMO and Zoning Map.
• Arts Collaboration Study	Jill Foster	Project has been completed.

Moderate Priority		
Target	Chief Contact	Comments
• Dredging Future Management and Maintenance	Scott Liggett	Reserve funding established in accordance with FY 15 Consolidated Municipal Budget
• Shelter Cove Park	Jennifer Ray	Development Plan Review underway. Blanchard & Calhoun estimates construction starting in June pending all permits/approvals.

2014 Management Agenda Thru June, 2014		
Target	Chief Contact	Comments
• Economic Development Corporation	Shawn Colin	Executive Recruitment to present candidates for Executive Director position to EDC Board in early July.
• Shelter Cove Town Centre Development: Rezoning	Heather Colin	SCTC has applied for a rezoning to increase the number of apartments from 210 to 240. This is scheduled for a public hearing at the Planning Commission on July 2 at 9:00am.
• ATAX Additional Funds Criteria	Susan Simmons	The Accommodations Tax Advisory Committee recommends a separate grant application process for one-time funding to coincide with the regular annual grants. It meets in July to review/establish the process and dates for both applications.
• Beach Renourishment (2015): Permitting	Scott Liggett	Joint application to US Army Corps of Engineers and the State's Office of Ocean and Coastal Resource Management is pending. Targeted start of construction date – November 2015
• Mathews Drive Side Street Improvement Project: Funding	Scott Liggett	Complete
• Lemoyne Avenue Roadway and Pedestrian Improvements: Direction and Funding	Scott Liggett	Funding for roadway rehabilitation provided in FY 15 Consolidated Municipal Budget
• Employee Compensation: Direction and Funding	Nancy Gasen	FY15 funding for Classification & Compensation Study recommendation implementation approved. Future compensation program direction established. Project completed.

CIP Monthly Report		
Project	Chief Contact	Comments
1. Fire Station #6 2. Rowing and Sailing Center 3. Mathews Drive – side street connectivity 4. Traffic signal pre-emption system (Opticom) replacement	Scott Liggett	1. Under Construction. To be completed summer 2014. 2. Under Construction – scheduled for completion in fall 2014. 3. Notice to proceed issued effective July 7, 2014. 4. Contract approval pending

TO: Town Council

FROM: Stephen G. Riley, Town Manager

DATE: July 15, 2014

RE: **Land Acquisition Update**

Since our last update in December, 2013, we have announced the acquisition of 5.54 acres including the Sapelo and Carolina buildings from Carolina Office Park, LLC and the Kiawah building from James Kokinda, both of which are described on the attached chart. Tax Increment Financing (TIF) is the source of funds for these acquisitions.

Available Funding – June 2014

The Town's Land Acquisition Program has the following available funds.

2010 GO Referendum Bonds	$1,545,594
Sale of Land Account	2,749,242
Total	$4,294,836

The Town's 2013 GO Referendum Bond issue for $5,000,000 (part of the $9,000,000 GO Bond issue in June, 2013) are fully expended.

Semi-Annual Update
Announced/Acquired Properties since December 2013

Name	Acreage	Location	Cost	Source of Funding	Use
Carolina Office Park (Map No. 97)	5.54 acres and 2 office buildings- Sapelo and Carolina buildings	Office Park Road/adjacent to other Town-owned property	$1,675,000.00	Tax Increment Financing	Demolish the 2 buildings/utilize land for a University of South Carolina facility in the Office Park Road area
Kiawah Office Building (Map No. 97)	18.500 square foot office building	Office Park Road/part of the three-building Carolina Office Park development	$1,210,000.00	Tax Increment Financing	Demolish the building/ utilize land for a University of South Carolina facility in the Office Park Road area

OTHER LAND TRANSACTIONS

- **Property Exchange/no money involved: Town conveyed .24 acres (Hargray Tract-Map No. 18) to HCP Acquisition, LLC in exchange for .50 acres near William Hilton Parkway and the Fresh Market Shoppes.**

- **Authorized the Sale of 10 acres/2 parcels -the Pineland Tract (Map No. 5) to Pineland Associates II, LLC with restrictions that the property shall be developed as a commercial shopping center (including single user freestanding buildings) in conjunction with the substantial redevelopment of the Pineland Station development.**

Town of Hilton Head Island

Memo

To: Stephen G. Riley, ICMA-CM, Town Manager

From: Scott Liggett, Director of Public Projects & Facilities/Chief Engineer

Date: June 19, 2014

Re: Private Road Right of Way Acceptance Policy Revisions

The Public Facilities Committee recommended an examination of the recently developed private road right of way acceptance policy which was approved earlier this year. A copy of the policy is attached. Upon further review and with an attempt at the practical application of this policy, staff is recommending changes be considered.

In addition to the mostly objective standards, it is thought that subjective criteria be considered as part of the deliberations concerning the transfer of any road right of way via this program.

Town staff recommends that applicants seeking to donate roads provide additional information such that Staff can assess the following:

- A clear and compelling public purpose achievable through the dedication of right of way to the Town.
- A primary benefit to the community-at-large rather than the primary benefit of simply relieving the road owner of maintenance responsibilities and shifting the burden to the Town.
- The benefit to the public roadway network via interconnection of existing adjacent publicly owned streets.
- The creation of an alternate publicly owned route to William Hilton Parkway and other major and minor arterial streets.
- The provision of access to Town owned property or critical public facilities.

It is further recommended that regardless of adjacent uses, roads offered to the Town have a functional street classification of “collector” or higher as defined in the Land Management Ordinance.

Inclusion of the additional criteria to the previously developed standards may better communicate the intent of the Town’s program.

TOWN OF HILTON HEAD ISLAND
POLICY FOR THE DEDICATION AND
ACCEPTANCE OF PRIVATE ROAD RIGHTS OF WAY

January 7, 2014

The Town desires a policy for the dedication and acceptance of private roads that clearly defines the requirements and procedures for the offer of dedication and further to guide staff and Town Council in the decision to accept or reject the offer. The Town Council of Hilton Head Island has approved the following policy on the management of these dedications and their disposition.

The following definitions are intended for use with this policy:

Town Road – Any road or street, paved or unpaved, improved or unimproved, that is owned and maintained by the Town of Hilton Head Island and available for use by the traveling public.

Public Road – Any road or street, that is owned and maintained by a public or governmental entity and available for use by the traveling public; all Town roads are public roads.

Private Road – Any road or street, that is owned and maintained by a privately-held landowner or multiple landowners, be they an individual, multiple individuals, or a corporation, and that is situated in a dedicated right-of-way recorded with the Beaufort County Register of Deeds, and subdivided from adjoining parcels.

Private Driveway - Any facility providing vehicular access, that is owned and maintained by a privately-held landowner or multiple landowners, be it an individual, multiple individuals, or a corporation, that is not situated within a readily identifiable dedicated right-of-way subdivided from adjoining parcels.

Dwelling Unit – A building, or a portion of a building, providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

ACCEPTANCE CRITERIA

To be considered for acceptance of ownership and perpetual maintenance responsibility by the Town of Hilton Head Island, a private road must:

1. Be situated in a readily identifiable, dedicated right-of-way recorded with the Beaufort County Register of Deeds;

2. Be directly accessible by and connected to a public road;

3. Provide exclusive access to at least six (6) dwelling units or multiple non-residential properties, or have an Annual Average Daily Traffic (AADT) volume of one thousand (1,000) or greater;

4. Be formally proposed for acceptance by the Town of Hilton Head Island via submission of a road dedication application as defined herein by the roadway's owner or owners;

5. Be free of liens against (or other clouds on) title to the road's dedicated right-of-way, and be free of any other covenants, restrictions, or encumbrances substantially affecting the Town's ability to use the road as a Town Road; and

6. Be situated within a dedicated right-of-way of a minimum width that satisfies the requirements of Section 16-5-504 of the Town's Land Management Ordinance.

7. All streets offered for public dedication shall be constructed and surfaced with finished paving in conformance with the latest edition of the Standard Specifications for Highway Construction, South Carolina Department of Transportation (per Section 16-5-504 of the Town's Land Management Ordinance).

ROAD RIGHT OF WAY DEDICATION APPLICATION PROCEDURE

1. A completed Application for Road Right of Way Dedication must be submitted to the Town of Hilton Head Island by the owner(s) of the private road right of way. It will be the applicant's responsibility to have each and every owner sign the application. One hundred percent participation on the part of the right of way (property) owners is required for acceptance consideration.

2. A complete application must include a copy of the deed on file that evidences the applicant's ownership of the road, a survey plat of the road right of way, and a topographic survey of the physical features within the road right of way. This plat and survey shall be certified by a professional land surveyor registered in South Carolina. The Town reserves the right to ask for additional information such as pavement corings and construction reports if deemed necessary for condition assessment and cost-estimating purposes. The Town further reserves the right to require the road owner to make certain repairs if deemed a necessary condition for acceptance. The application shall also include a right of entry to allow Town staff to inspect the right of way.

3. Applications shall be submitted to the Town Manager. The Town Manager will assign review of the application to the Town Engineer and Town Attorney.

4. The submission of a completed application indicates the property owners' willingness to:

    a. donate that amount of land needed to assemble a dedicated right-of-way of minimum width that satisfies the requirements of 16-5-504 of the Town's Land Management Ordinance,
    b. donate any existing or proposed drainage easements that the Town Engineer considers necessary for adequate storm drainage conveyance, and
    c. have the road designated for public use

5. Engineering staff shall assess the existing conditions of the right-of-way and develop an inventory of immediate, short-term, and long-term maintenance needs, as well as a cost estimate associated with each. This information shall include the Town Engineer's estimated costs of any potential rights-of-way and easement acquisition as outlined in the preceding item. This information will be provided to the Town Manager for consideration by Town Council accompanied by a staff recommendation on whether the Town should consider accepting the ownership and perpetual maintenance responsibility for the road. The staff recommendation shall include a discussion on the impacts to existing and future budgets, and whether improvements or compensation to address deficiencies by the roadway owner(s) is recommended.

6. Staff will present the offer of dedication and its recommendation as an item to the Public Facilities Committee and Town Council.

7. The Town Attorney shall advise the Town Manager when the acquisition process has been completed. The road will then be added to the Town's road inventory and the Town shall be responsible for perpetual maintenance, with a level of service based on a prioritization scheme and available funding.

ROADWAY INSPECTION

Once a complete Application for Road Right of Way Dedication is received, the Town Engineer shall determine the length of the road and the number of discrete dwelling units served by the road. The Town Engineer, or their designee, shall conduct an inspection of the existing roadway for the purpose of assessing needed repairs, surface conditions, drainage adequacy, and the estimated cost of bringing the road up to acceptable condition. A summary of these findings, along with staff comments and recommendations shall be documented and attached to the application. The inspection report shall include projected yearly maintenance cost as well as estimated life cycle replacement cost.

PUBLIC FACILITIES COMMITTEE

The Town Engineer shall prepare an agenda item summarizing all of the data regarding the subject road dedication. The agenda item shall include a recommendation of the Engineering Division to accept or reject the dedication. The Public Facilities Committee shall act on the staff recommendation and forward its recommendation to the full council.

TOWN COUNCIL

An affirmative vote by simple majority of Town Council is required for public acceptance of the road right of way.

RIGHT-OF-WAY DEEDS

Once Town Council has approved the acceptance of the dedication, the Town Attorney shall prepare the necessary right-of-way deeds. Each deed will reference the applicant's survey and plat of the proposed road right-of-way. The deeds will be mailed to the property owner(s) at the address used by the County Treasurer for property tax mailings. All deeds must be properly executed and returned to the Town Attorney and the Town Attorney must record the deed(s) with the Beaufort County Register of Deeds to consummate the acceptance of ownership and perpetual maintenance responsibilities.

NOW THEREFORE, BE IT RESOLVED, the Hilton Head Island Town Council does approve this Policy for Dedication and Acceptance of Private Road Rights of Way.

Adopted this 7th day of January, 2014.

TOWN COUNCIL OF HILTON HEAD ISLAND

By:_____
Drew Laughlin, Mayor

ATTEST:

_____

_____, Town Clerk

MEMORANDUM

TO: Town Council
FROM: Staff Attorney

Via: Stephen G. Riley, ICMA-CM, Town Manager
Gregory D. DeLoach, Esquire, Assistant Town Manager

RE: Repeal of Municipal Code Section 12-1-611, Prohibiting the composition, reviewing, or sending of electronic messages while operating a motor vehicle in the Town of Hilton Head Island

DATE: June 12, 2014

Recommendation: Staff recommends that Municipal Code Section 12-1-611 be repealed.

Summary: The state legislature has passed a law prohibiting texting and driving. The Governor signed this law into effect on June 9, 2014. This new state law makes it a violation to use a wireless electronic communication device to compose, send, or read a text-based communication while operating a motor vehicle on the public streets and highways. Exceptions are listed in subsection (c).

During the first 180 days after the law's effective date, law enforcement officers shall only issue warnings for violations of this law. After 180 days has passed, a person who is adjudicated to be in violation of the law must be fined not more than $25, no part of which may be suspended. No court costs, assessments, or surcharges may be assessed against a person who violates a provision of this section.

§56-5-3890 of the South Carolina Code of Laws preempts local ordinances, regulations, and resolutions adopted by municipalities, counties, or other local government entities regarding people using wireless electronic devices while operating motor vehicles on the public streets and highways.

Background:

Municipal Ordinance 2013-06 was adopted by Town Council on July 2, 2013 in order to prohibit text messaging while driving on Hilton Head Island. By virtue of the passing of this new state law, there is no longer a need to keep our Municipal law in effect, as it has been preempted by the new state law. This new state law is attached to this memo.

Section 56-5-3890.

(A) For purposes of this section:

(1) 'Hands-free wireless electronic communication device' means an electronic device, including, but not limited to, a telephone, a personal digital assistant, a text messaging device, or a computer, which allows a person to wirelessly communicate with another person without holding the device in either hand by utilizing an internal feature or function of the device, an attachment, or an additional device. A hands-free wireless electronic communication device may require the use of either hand to activate or deactivate an internal feature or function of the device.

(2) 'Text-based communication' means a communication using text-based information, including, but not limited to, a text message, an SMS message, an instant message, or an electronic mail message.

(3) 'Wireless electronic communication device' means an electronic device, including, but not limited to, a telephone, a personal digital assistant, a text messaging device, or a computer, which allows a person to wirelessly communicate with another person.

(B) It is unlawful for a person to use a wireless electronic communication device to compose, send, or read a text-based communication while operating a motor vehicle on the public streets and highways of this State.

(C) This section does not apply to a person who is:

(1) lawfully parked or stopped;

(2) using a hands-free wireless electronic communication device;

(3) summoning emergency assistance;

(4) transmitting or receiving data as part of a digital dispatch system;

(5) a public safety official while in the performance of the person's official duties; or

(6) using a global positioning system device or an internal global positioning system feature or function of a wireless electronic communication device for the purpose of navigation or obtaining related traffic and road condition information.

(D)(1) A person who is adjudicated to be in violation of the provisions of this section must be fined not more than twenty-five dollars, no part of which may be suspended. No court costs, assessments, or surcharges may be assessed against a person who violates a provision of this section. A person must not be fined more than fifty dollars for any one incident of one or more violations of the provisions of this section. A custodial arrest for a violation of this section must not be made, except upon a warrant issued for failure to appear in court when summoned or for failure to pay an imposed fine. A violation of this section does not constitute a criminal offense. Notwithstanding Section 56-1-640, a violation of this section must not be:

(a) included in the offender's motor vehicle records maintained by the Department of Motor Vehicles or in the criminal records maintained by SLED; or

(b) reported to the offender's motor vehicle insurer.

(2) During the first one hundred eighty days after this section's effective date, law enforcement officers shall issue only warnings for violations of this section.

(E) A law enforcement officer shall not:

(1) stop a person for a violation of this section except when the officer has probable cause that a violation has occurred based on the officer's clear and unobstructed view of a person who is

using a wireless electronic communication device to compose, send, or read a text-based communication while operating a motor vehicle on the public streets and highways of this State;
(2) seize, search, view, or require the forfeiture of a wireless electronic communication device because of a violation of this section;
(3) search or request to search a motor vehicle, driver, or passenger in a motor vehicle, solely because of a violation of this section; or
(4) make a custodial arrest for a violation of this section, except upon a warrant issued for failure to appear in court when summoned or for failure to pay an imposed fine.

(F) The Department of Public Safety shall maintain statistical information regarding citations issued pursuant to this section.

(G) This section preempts local ordinances, regulations, and resolutions adopted by municipalities, counties, and other local government entities regarding persons using wireless electronic communication devices while operating motor vehicles on the public streets and highways of this State

2013-2014 Bill 459: Use of cellphone while operating a motor vehicle - South Carolina Legislature Online

South Carolina General Assembly

120th Session, 2013-2014

Download This Bill in Microsoft Word format

Indicates Matter Stricken

Indicates New Matter

R270, S459

STATUS INFORMATION

General Bill

Sponsors: Senators Sheheen, Rankin, Alexander and Lourie

Document Path: l:\s-jud\bills\sheheen\jud0049.jjg.docx

Companion/Similar bill(s): 880

Introduced in the Senate on February 28, 2013

Introduced in the House on April 10, 2014

Last Amended on June 4, 2014

Passed by the General Assembly on June 4, 2014

Governor's Action: June 9, 2014, Signed

Summary: Use of cellphone while operating a motor vehicle

HISTORY OF LEGISLATIVE ACTIONS

Date	Body	Action Description with journal page number
2/28/2013	Senate	Introduced and read first time (Senate Journal-page 4)
2/28/2013	Senate	Referred to Committee on Judiciary (Senate Journal-page 4)
3/8/2013	Senate	Referred to Subcommittee: Massey (ch), Coleman, Nicholson, Bennett, Shealy
1/14/2014	Senate	Referred to Subcommittee: Massey (ch), Coleman, Bennett,

Johnson, Shealy

2/26/2014 Senate Committee report: Favorable with amendment Judiciary (Senate Journal-page 14)

2/27/2014 Scrivener's error corrected

3/6/2014 Senate Committee Amendment Amended and Adopted (Senate Journal-page 18)

3/6/2014 Senate Read second time (Senate Journal-page 18)

3/6/2014 Senate Roll call Ayes-41 Nays-1 (Senate Journal-page 18)

3/7/2014 Scrivener's error corrected

3/26/2014 Senate Amended (Senate Journal-page 44)

4/9/2014 Senate Read third time and sent to House (Senate Journal-page 36)

4/9/2014 Senate Roll call Ayes-38 Nays-2 (Senate Journal-page 36)

4/10/2014 House Introduced and read first time

4/10/2014 House Referred to Committee on Education and Public Works

5/14/2014 House Committee report: Favorable with amendment Education and Public Works (House Journal-page 7)

5/20/2014 House Amended (House Journal-page 61)

5/20/2014 House Read second time (House Journal-page 61)

5/20/2014 House Roll call Yeas-99 Nays-6 (House Journal-page 63)

5/21/2014 House Read third time and returned to Senate with amendments (House Journal-page 8)

5/28/2014 Senate Non-concurrence in House amendment (Senate Journal-page 101)

5/29/2014 House House insists upon amendment and conference committee appointed Reps. Owens, Daning, Branham

5/29/2014 Senate Conference committee appointed Rankin, Sheheen, Massey

(Senate Journal-page 95)

6/4/2014 House Conference report adopted

6/4/2014 House Roll call Yeas-94 Nays-2

6/4/2014 Senate Conference report adopted (Senate Journal-page 81)

6/4/2014 Senate Roll call Ayes-42 Nays-2 (Senate Journal-page 81)

6/4/2014 Senate Ordered enrolled for ratification

(Senate Journal-page 86)

6/5/2014 Ratified R 270

6/9/2014 Signed By Governor

View the latest legislative information at the LPITS web site

VERSIONS OF THIS BILL

2/28/2013

2/26/2014

2/27/2014

3/6/2014

3/7/2014

3/26/2014

5/14/2014

5/20/2014

6/4/2014

(Text matches printed bills. Document has been reformatted to meet World Wide

Web specifications.)

NOTE: THIS COPY IS A TEMPORARY VERSION. THIS DOCUMENT WILL REMAIN IN THIS

VERSION UNTIL PUBLISHED IN THE ADVANCE SHEETS TO THE ACTS AND JOINT RESOLUTIONS.

WHEN THIS DOCUMENT IS PUBLISHED IN THE ADVANCE SHEET, THIS NOTE WILL BE REMOVED.

(R270, S459)

AN ACT TO AMEND THE CODE OF LAWS OF SOUTH CAROLINA, 1976, BY ADDING SECTION 56-5-3890 SO AS TO DEFINE CERTAIN TERMS RELATED TO THE USE AND OPERATION OF A WIRELESS ELECTRONIC COMMUNICATION DEVICE, TO PROVIDE THAT IT IS UNLAWFUL FOR A PERSON TO USE A WIRELESS ELECTRONIC COMMUNICATION DEVICE TO COMPOSE, SEND, OR READ A TEXT-BASED COMMUNICATION WHILE OPERATING A MOTOR VEHICLE ON THE PUBLIC HIGHWAYS OF THIS STATE, TO PROVIDE EXCEPTIONS TO THIS PROHIBITION, TO PROVIDE A PENALTY FOR A VIOLATION OF THIS SECTION, TO PROVIDE THAT A VIOLATION OF THIS SECTION MUST NOT BE INCLUDED IN THE OFFENDER'S MOTOR VEHICLE RECORD OR REPORTED TO HIS MOTOR VEHICLE INSURER, TO PROVIDE THAT LAW ENFORCEMENT OFFICERS SHALL ISSUE ONLY WARNINGS FOR VIOLATIONS OF THIS SECTION DURING THE FIRST ONE HUNDRED EIGHTY DAYS AFTER ITS EFFECTIVE DATE, TO PLACE CERTAIN RESTRICTIONS ON LAW ENFORCEMENT OFFICERS WHO ENFORCE THIS SECTION, TO REQUIRE THE DEPARTMENT OF PUBLIC SAFETY TO MAINTAIN STATISTICAL INFORMATION REGARDING CITATIONS ISSUED PURSUANT TO THIS SECTION, AND TO PROVIDE THAT THIS SECTION PREEMPTS ALL ORDINANCES, REGULATIONS, AND RESOLUTIONS ADOPTED BY LOCAL GOVERNMENTAL ENTITIES REGARDING PERSONS USING WIRELESS ELECTRONIC COMMUNICATION DEVICES WHILE OPERATING MOTOR VEHICLES ON THE PUBLIC HIGHWAYS OF THIS STATE.

Be it enacted by the General Assembly of the State of South Carolina:

Unlawful use of a wireless electronic communication device while operating a motor vehicle

SECTION 1. Article 31, Chapter 5, Title 56 of the 1976 Code is amended by adding:

"Section 56-5-3890. (A) For purposes of this section:

(1) 'Hands-free wireless electronic communication device' means an electronic device, including, but not limited to, a telephone, a personal digital assistant, a text-messaging device, or a computer, which allows a person to

wirelessly communicate with another person without holding the device in either hand by utilizing an internal feature or function of the device, an attachment, or an additional device. A hands-free wireless electronic communication device may require the use of either hand to activate or deactivate an internal feature or function of the device.

(2) 'Text-based communication' means a communication using text-based information, including, but not limited to, a text message, an SMS message, an instant message, or an electronic mail message.

(3) 'Wireless electronic communication device' means an electronic device, including, but not limited to, a telephone, a personal digital assistant, a text-messaging device, or a computer, which allows a person to wirelessly communicate with another person.

(B) It is unlawful for a person to use a wireless electronic communication device to compose, send, or read a text-based communication while operating a motor vehicle on the public streets and highways of this State.

(C) This section does not apply to a person who is:

(1) lawfully parked or stopped;

(2) using a hands-free wireless electronic communication device;

(3) summoning emergency assistance;

(4) transmitting or receiving data as part of a digital dispatch system;

(5) a public safety official while in the performance of the person's official duties; or

(6) using a global positioning system device or an internal global positioning system feature or function of a wireless electronic communication device for the purpose of navigation or obtaining related traffic and road condition information.

(D)(1) A person who is adjudicated to be in violation of the provisions of

this section must be fined not more than twenty-five dollars, no part of which may be suspended. No court costs, assessments, or surcharges may be assessed against a person who violates a provision of this section. A person must not be fined more than fifty dollars for any one incident of one or more violations of the provisions of this section. A custodial arrest for a violation of this section must not be made, except upon a warrant issued for failure to appear in court when summoned or for failure to pay an imposed fine. A violation of this section does not constitute a criminal offense. Notwithstanding Section 56-1-640, a violation of this section must not be:

(a) included in the offender's motor vehicle records maintained by the Department of Motor Vehicles or in the criminal records maintained by SLED; or

(b) reported to the offender's motor vehicle insurer.

(2) During the first one hundred eighty days after this section's effective date, law enforcement officers shall issue only warnings for violations of this section.

(E) A law enforcement officer shall not:

(1) stop a person for a violation of this section except when the officer has probable cause that a violation has occurred based on the officer's clear and unobstructed view of a person who is using a wireless electronic communication device to compose, send, or read a text-based communication while operating a motor vehicle on the public streets and highways of this State;

(2) seize, search, view, or require the forfeiture of a wireless electronic communication device because of a violation of this section;

(3) search or request to search a motor vehicle, driver, or passenger in a motor vehicle, solely because of a violation of this section; or

(4) make a custodial arrest for a violation of this section, except upon a warrant issued for failure to appear in court when summoned or for failure to

pay an imposed fine.

(F) The Department of Public Safety shall maintain statistical information regarding citations issued pursuant to this section.

(G) This section preempts local ordinances, regulations, and resolutions adopted by municipalities, counties, and other local governmental entities regarding persons using wireless electronic communication devices while operating motor vehicles on the public streets and highways of this State."

Time effective

SECTION 2. This act takes effect upon approval by the Governor.

Ratified the 5th day of June, 2014.

_____

President of the Senate

_____

Speaker of the House of Representatives

Approved the _____ day of _____2014.

_____

Governor

----XX----

This web page was last updated on June 10, 2014 at 9:33 AM

AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND

PROPOSED ORDINANCE NO.: 2014-15 **ORDINANCE NO.: 2014-**

AN ORDINANCE TO REPEAL SECTION 12-1-611 OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Hilton Head Island, South Carolina previously adopted Ordinance 2013-06, Chapter 1 of Title 12 entitled "Text Messaging" on July 2, 2013; and

WHEREAS, the State Legislature has enacted Section 56-5-3890 of Code of Laws for the State of South Carolina which makes it a violation to use a wireless electronic communication device to compose, send, or read a text-based communication while operating a motor vehicle on the public streets and highways; and

WHEREAS, §56-5-3890 preempts local ordinances, regulations, and resolutions adopted by municipalities, counties, or other local government entities regarding people using wireless electronic devices while operating motor vehicles on the public streets and highways.

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

NOTE: <u>Underlined and bold-face typed</u> portions indicate additions to the Municipal Code. ~~Stricken~~ portions indicate deletions to the Municipal Code.

That Section 611 of Chapter 1 of Title 12 of the Municipal Code of the Town of Hilton Head Island, South Carolina, is hereby repealed.

~~Article 6. TEXT MESSAGING~~

~~"Section 12-1-611. Electronic Communications While Operating a Motor Vehicle.~~

~~(a) Definitions:~~

~~"Electronic communications device" means an electronic device used for the purpose of composing, reading, or sending an electronic message, but does not include a global positioning system or navigation system or a device that is physically or electronically integrated into the motor vehicle.~~

~~"Electronic message" means a self-contained piece of digital communication that is designed or intended to be transmitted between physical devices. "Electronic message" includes, but is not limited to, electronic mail, a text message, an instant message, or a command or request to access an internet site.~~

~~(b) It shall be unlawful for a person to use an electronic communication device to compose, read, or send an electronic message while operating a motor vehicle on the streets and roads within the Town.~~

~~(c) Exceptions. This section shall not apply to a person operating a motor vehicle while:~~

~~(1) off the traveled portion of a roadway;~~

~~(2) using an electronic communication device in a hands free, voice-activated, or voice-operated mode that allows the driver to review, prepare and transmit an electronic message without the use of either hand except to activate, deactivate, or initiate a feature or function;~~

~~(3) summoning medical or other emergency assistance; or~~

~~(4) using a citizens band radio, commercial two-way radio communication device, in-vehicle security, or amateur or ham radio device.~~

~~(5) public safety personnel employed by a federal, state, county, or municipal organization who are utilizing an electronic communication device during the course and scope of their official duties.~~

(d) ~~Penalty. A person who violates this section is guilty of misdemeanor distracted driving and, upon conviction, shall be fined one hundred dollars for a first offense, two hundred dollars for a second offense, and three hundred dollars for a third or subsequent offense. This fine is subject to all applicable court costs, assessments, and surcharges.~~

Section 2. Severability. If any provision, clause, sentence or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, that invalidity shall not affect the other provisions of the Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be severable.

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

PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS _____ DAY OF _____, 2014

By:_____
Drew A. Laughlin, Mayor

ATTEST:

By:_____
Victoria L. Pfannenschmidt, Town Clerk

First Reading: _____
Second Reading: _____

APPROVED AS TO FORM:

_____
Gregory M. Alford, Town Attorney

Introduced by Council Member:_____

TO: Town Council

FROM: Stephen G. Riley, Town Manager

DATE: June 18, 2014

RE: **Mid-Year Workshop Results**

Please find attached a Resolution for your consideration updating Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions.

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, UPDATING TOWN OF HILTON HEAD ISLAND COUNCIL 2014 POLICY AGENDA/TARGETS FOR ACTION, 2014 MANAGEMENT AGENDA, AND GOVERNANCE ACTIONS

WHEREAS, on December 17, 2013, the Town Council of the Town of Hilton Head Island adopted Resolution #2013-22 establishing the Town of Hilton Head Island Destination 2029 Guiding Principles, the Five Year (2019) Goals, 2014 Policy Agenda/Targets for Action, and 2014 Management Agenda; and

WHEREAS, the Town Council of the Town of Hilton Head Island met in a workshop session on May 19, 2014 for the purpose of updating its 2014 Policy Agenda/Targets for Action, 2014 Management Agenda and Governance Actions; and

WHEREAS, The Town Council believes that updating the 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions will provide a framework for action and will provide guidance in executing its desires for itself, for staff, and for citizens of the Town of Hilton Head Island.

NOW, THEREFORE, BE IT, AND IT HEREBY IS, RESOLVED, BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, THAT the attached updated 2014 Policy/Targets for Action, 2014 Management Agenda, and Governance Actions, are hereby adopted.

PASSED, APPROVED AND ADOPTED by the Town Council of the Town of Hilton Head Island on this _____ day of July, 2014.

_____
Drew A. Laughlin, Mayor

ATTEST:

_____
Victoria L. Pfannenschmidt, Town Clerk

Approved as to Form: _____
Gregory M. Alford, Town Attorney

Introduced by Council Member: _____

Mid-Year Strategic Report 2014

Mayor, Town Council and
Town Manager

Hilton Head Island, South Carolina
May 2014

Lyle Sumek Associates, Inc.
9 Flagship Court
Palm Coast, FL 32137-3373

Phone: (386) 246-6250
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E-mail: sumekassoc@gmail.com

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HILTON HEAD ISLAND MID-YEAR STRATEGIC PLANNING WORKSHOP
Mayor and Town Council

May 2014

Workshop Purposes

+ Review the status of the Action Agenda
+ Discuss key issues and direction on major policy actions
+ Outline next Town activities and time frames
+ Update Action Outlines on key priorities
+ Refine the governance process

Workshop Agenda

1. **Strategic Planning for Town of Hilton Head Island: Overview**
   A. Goals 2018
   B. Action Agenda 2014
   C. Action Outlines 2014

2. **Achievements 2014 (1/14 to 5/14): Review**

3. **Strategic Discussion on Major Issues**
   A. Status
   B. Key Issues/Topics: Discussion and Direction
   C. Next City Actions and Time Frame

4. **Action Agenda 2014: Review**
   A. Status
   B. Next Steps

5. **Other Topics for Discussion**

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SECTION 1

ACHIEVEMENTS 2014: 1/14 to 5/14

HILTON HEAD ISLAND
TOWN ACHIEVEMENTS 2014
1/14 – 5/14

1. USCB Campus Development (Top Priority)
    - Location
    - Agreement between Town Government and USCB
    - Property Acquisition Initiated

2. TIF Extension (Top Priority)
    - Negotiation with Beaufort County, Beaufort County Schools, PSD's
    - Agreements
    - Demonstrated trust in Town government
    - Willingness to invest in Hilton Head Island's future

3. Dredging Project Completed (Major Project)
    - Private group's leadership for permitting and funding
    - Governor's assistance in acquiring the state permit
    - Saved the harbor for the Golf Tournament

4. Major Private Re-Investment in Resorts and Mall
    A. Sea Pines
    B. Sonesta
    C. Westin
    D. Omni
    E. Shelter Cove
    F. The Beach House Hotel

    _____

    - Businesses seeing a return on their investments
    - Town removed barriers to redevelopment
    - Visible improvements and enhanced resort experiences

5. Beach Renourishment at Port Royal (Major Project)
    - Town communicated and worked with the Port Royal community
    - Completed on budget and ahead of schedule
    - Minimal disruption to the community and residents

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6. Dirt Street Paving
    - Town going in the right direction
    - Dirt streets being addressed by the Town

7. Water and Sewer Service Extension
    - Town going in the right direction
    - Town worked closely with PUD
    - Used Town property for wells, and easements provided for utility lines

8. Island Recreation Center Expansion/Renovation
    - Transition from discussion to action
    - Town commitment to Island Recreation Center expansion
    - Funding recommendation in FY 2015 Capital Improvement Budget

9. Solid Waste: Decision
    - Decision made
    - Moving on

10. Open Burning
    - Reached a compromise
    - Decision made
    - 2 days per month

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HILTON HEAD ISLAND
OTHER ACHIEVEMENTS 2014

1. Texting Ban: Decision
2. Cellphone Coverage: Clear Direction
3. Bike Friendly Community: Close to "Gold Level"
4. Shrimp Boat: Removed
5. Leamington Improvements and Traffic Signal
6. Pathways: Gardner and Pembroke
7. SCDOT Road Resurfacing
8. Rowing and Sailing Center Community Park at Squire Pope
9. Mathews Connector
10. New Permitting System: Implemented
11. Rezoning: Old Main Street Inn
12. Town Staffing and Support for Hilton Head Island EDC

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SECTION 2

HILTON HEAD ISLAND EDC FRAMEWORK

HILTON HEAD ISLAND ECONOMIC DEVELOPMENT CORPORATION FRAMEWORK

PRIMARY PURPOSES

1. To develop a knowledge base about the local economy and economic redevelopment on Hilton Head Island
2. To serve as an economic resource by continuously evaluating the Hilton Head Island opportunities, gaps, and impediments to economic growth and redevelopment
3. To market and showcase Hilton Head Island as a “Great Place to Live” and “Positive Environment for Business”
4. To support the retention and growth of current Hilton Head Island businesses
5. To assist Hilton Head Island Town Government in creating a positive environment for business development and investment

HILTON HEAD ISLAND ECONOMIC PILLARS

1. Resort: Enhancement and Expansion
2. Wellness, Medical and Health-Related
3. Retirement
4. Education
5. Quality of Life: Individuals Making the Choice to Live on Hilton Head Island

GUIDELINES

1. Developing a Hilton Head Island reputation as a "Positive Climate for Business"
2. Attracting individuals who have a personal choice where to live
3. Attracting "Pillar" businesses and support or complimentary businesses
4. Developing infrastructure necessary to businesses
5. Working with regional economic partners; avoiding economic development "silos"

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GOALS FOR 2020 and MEASURES OF SUCCESS

GOAL 1	CHANGE THE DEMOGRAPHICS OF HILTON HEAD ISLAND: MAINTAINING AFFLUENCE AND BECOMING YOUNGER

- **Measures of Success**
  1. Age
  2. Income
  3. Number of Families
  4. Number of Young Professionals

GOAL 2	INCREASE THE NUMBER OF BUSINESSES TARGETED AS "ECONOMIC PILLARS" ON HILTON HEAD ISLAND AND EXPAND THE NUMBER OF JOB OPPORTUNITIES

- **Measures of Success**
  1. Number of New Businesses
  2. Number of New Quality Jobs
  3. Number of Jobs Retained
  4. Investment by Current Businesses

GOAL 3	INCREASE PROPERTY VALUES ON HILTON HEAD ISLAND

▶ **Measures of Success**

1. Residential
2. Commercial

GOAL 4	EXPAND THE RESORT ECONOMY BY EXPANDING THE "OFF SEASON" WHILE REDUCING THE PERCENTAGE OF HILTON HEAD ISLAND'S OVERALL ECONOMY

▶ **Measures of Success**

1. Number of visitors becoming neighbors and business owners
2. Number of visitors during the "season"
3. Number of visitors during the "off season"
4. Resort Percentage of total Hilton Head Island economy
5. Visitor Profile: length of stay, spending during stay

EXECUTIVE DIRECTOR

- To be hired and fired by the Hilton Head Island EDC
- A Town employee for benefits, administrative purposes and accountability based upon Town and State legal requirements

SECTION 3

HILTON HEAD ISLAND ARTS STRATEGY

HILTON HEAD ISLAND ART CENTER/ARTS STRATEGY

HHI ART CENTER/ARTS STRATEGY: SHORT TERM/LONG TERM ACTIONS

KEY DISCUSSION POINTS

1. The "Arts" and Arts Center are important to Hilton Head Island with significant community support for the arts.
2. Key Question: What are potential Town revenue sources for funding the arts?
3. The Arts Center has not been responsive to the Town contacts or to request for a new business model/plan - the current business model is failed.
4. The Arts Center has critical physical needs that need to be addressed to keep the doors open - if not addressed short term, the result may be a closed facility.
5. The Symphony and Choral Society indicate they are satisfied with their current facilities.
6. The Arts Center was designed with performance hall, theater and gallery...in value engineering to available resources, corners were cut and performance hall was never built. [Note: it is still possible to build the performance hall on the site.]
7. There are opportunities to rent the facility and increase income.

TOWN ROLE

- Stimulate/be a catalyst for the development of a strategic plan for the arts on Hilton Head Island and a business plan for the Arts Center
- Create a permanent Town funding source to support the arts but not with property taxes.

TOWN ACTIONS

Short Term

1. Art Center Critical Repairs
   A. Identify critical repairs and determine the actual cost of the repairs
   B. Council Decision: Funding of Repairs in FY 2015 Budget
2. Revenue Sources for Funding the Arts
   A. Complete a legal review of funding sources available to the Town of Hilton Head Island
   B. Contact other South Carolina municipalities about revenues especially possible funding sources for the arts
   C. Prepare comprehensive report with options
   D. Council Decision: Revenue Sources, Direction, Next Steps

3. Art Center Business Plan
    A. Define the purposes and scope of the business plan
    B. Work to solicit the participation of the Art Center
    C. Develop a proposal for RFP to develop a Facility Business Plan with cost estimates
    D. Council Decision: Direction, Funding, Time Frame
4. Public Understanding Campaign
    A. Develop a educational/informational campaign about the arts on Hilton Head Island, Town role and funding options
    B. Implement the campaign

Long Term

1. Strategic Plan for Arts on Hilton Head Island: Vision, Goals, Critical Partners, Town Role and Financial Participation, Facilities
2. Collaboration with USCB on the Arts
3. Office of Cultural Affairs, Town Government of Hilton Head Island

SECTION 4

STRATEGIC DISCUSSION ON MAJOR TOPICS

STRATEGIC DISCUSSION ON MAJOR TOPICS

1. COLIGNY DEVELOPMENT/REDEVELOPMENT

Activities/Milestones	***Time***
1. Complete corridor traffic counts, including parking analysis and Heritage Road extension	6/14
2. Complete analysis and Traffic Study	7/14
3. Planning Commission: Preparation of Plan and Recommendations	7/14 – 8/14
4. Town Council: Review, Refinement, Plan Adoption	9/14 – 12/14

2. LMO REWRITE

Discussion Points

1. Mayor and Council desire an opportunity for discussion as a collective body.
2. During the Mayor and Council review, some topics will be identified and will be referred back to the LMO Rewrite committee.
3. Mayor and Town councilmembers are encouraging the public to attend Planning Commission meetings to provide their input. [Note: Council recognized that some public would not get the word or prefer to show at council.]
4. The Town should put information on the website and use other methods to communicate the LMO and the process to the public.

Activities/Milestones	***Time***
1. Planning Commission: Review and Approval 5/14-6/14	5/14 – 6/14
2. Mayor and Councilmember individual briefings on LMO 6/14	6/14
3. Mayor and Town Council Workshop on LMO 7/14 + Individuals are asked to identify issues for discussion or changes + Workshop purposes: to review and discuss as a collective body the LMO, to identify areas for further work and refer these topics back to the LMO Rewrite Committee, to identify areas of agreement	7/14
4. Town Council Regular Meetings for LMO Public Hearings/Decision 8/14-9/14	8/14 – 9/14

3. CHAPLIN LINEAR PARK DEVELOPMENT

Activities/Milestones	***Time***
1. Staff proposal for CIP: Phase 1 - $3 million for Design/Bid + Pathway + Restrooms + Parking + Pedestrian Bridge+	5/14
2. Town Council: FY 15 Capital Budget	5/14

4. HILTON HEAD ISLAND AIRPORT

Discussion Points

1. FAA approval; ready to go forward.
2. Beaufort County funding is stuck in Finance Committee.
3. Mayor and Town Council: time to move on with this project.

Beaufort County Actions

1. County Council: Approval of Funds
2. Airport Layout Plan
3. Tree Survey
4. Noise/Barrier Wall
5. Alternative Approach Path

Town Actions

1. MOU with Town, Palmetto Hall and Beaufort County
2. Town Council: LMO Amendments

5. FIRST TEE FACILITY AND PROGRAM

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

6. TOWN FUNDING FOR FUTURE DREDGING

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

7. PRE-K PROGRAM EVALUATION

Discussion Points

1. Hilton Head High School - Top Quality: need to get the message out especially to the HHI EDC.
2. Need to prepare all schools with basic skills as they enter Kindergarten.
3. Lack of programs for Pre-K education and lack of funding.

Topic referred to Fall Retreat for in-depth discussion.

8. WARD 1 MASTER PLAN

Discussion Points

1. Need to update the Ward 1,2 and 6 Study and Plan including defining the purposes and scope of the project
2. Many rezoning issues are being addressed by LMO changes.
3. Need to address the issue of "Heirs Property" and what can be developed on their property.
4. Need for Town-wide consistency
5. Mayor and Town Council agreed that the LMO needs to be concluded before moving on to a Ward 1 Master Plan.

Topic referred to Fall Retreat for discussion.

9. BID PROCESS

Discussion Points

1. Mayor and Town Council stated that was the responsibility of the Town Manager.
2. On major project, the Mayor and Council can review the RFP criteria

10. TOWN-OWNED LAND

Mayor and Town Council referred this topic to the Fall Retreat for report and in-depth discussion.

11. TOWN PROJECT MANAGEMENT

Discussion Points

1. The Town is exploring "Construction Manager at Risk" versus the traditional approach to bid design, complete design, bid construction for the USCB project.
2. The Town is also exploring "farming out" project management or the other projects may have to "slide" in timing and completion.
3. Further discussion and direction will be needed with the Mayor and Town Council.

SECTION 5

ACTION AGENDA 2014: UPDATE

ACTION AGENDA 2014: UPDATE

1. USCB DEVELOPMENT

Activities/Milestones

1. MOU: In Columbia for Review by the University of South Carolina
2. Land Acquisition: Negotiations with Land Owners (2); Contract (1)
3. 1st Site Plan with Cost Estimate (review by USCB)
4. Town Council: Site Plan Review

2. ROUNDABOUT

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

3. ISLAND RECREATION CENTER UPGRADE

Activities/Milestones	***Time***
Town Council: FY 2015 Capital Project Funding Decision + Design + Permitting	5/14

4. SHELTER COVE DEVELOPMENT

A. Park Development

Discussion Points

1. Town is responsible for 1/2 cost of development - $2.25 million.
2. Developer is preparing site improvement plan and building cost estimates.
3. Mayor and Town Council direction: go forward without the pier.
4. Developer desire to complete park by 8/14.

Activities/Milestones

1. Town Council: Decision on Park Development Funding
2. Decision on Pier: Depending on developer success with the State/DHEC

B. Apartment Development

Discussion Points

1. No formal discussion about revision of the development agreement to increase the number of apartments by 30 - difference between desired number of units and approved number of units
2. Town Council: Decision to Modify the Development Agreement

Activities/Milestones

None at this time.

5. FIRST TEE FACILITY AND PROGRAM

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

6. TOWN FUNDING FOR FUTURE DREDGING

Activities/Milestones	***Time***
1. Town Council: FY 2015 Capital Project Funding Decision	5/14

7. PRE-K PROGRAM EVALUATION

Discussion Points

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2. The Town is also exploring "farming out" project management or the other projects may have to "slide" in timing and completion.
3. Further discussion and direction will be needed with the Mayor and Town Council.

APPENDIX

INTERVIEW DATA ANALYSIS

ACHIEVEMENTS 2014 (1/14-5/14)

1. USCB: Location, Agreement, Land Acquisition
2. TIF Extension: Agreements
3. Dredging: Completion
4. Investment in Major Renovation Projects
5. Port Royal Beach Renourishment Project
6. Dirt Streets Paving Projects
7. Water and Sewer Service Extension Projects

SHORT TERM ACTIONS (6/14-12/14)

1. USCB: Status, MOU Adoption, Land Acquisition, and Next Steps
2. Major Road Projects: Marshland Roundabout
3. Island Recreation Center: Design and Permitting
4. Shelter Cove Development: Park and Pier - Status and Direction; Revised Development Agreement
5. Budget: Completion

MAJOR TOPICS FOR STRATEGIC DISCUSSION

1. Arts Study and Arts Center: Status, Strategic Plan/Business, Scope, Expectations, Town Role/Office of Cultural Affairs, Arts Organizations and Collaboration, Potential Referendum, Direction - Short Term and Long Term, Next Steps

2. Economic Development: Status, Town Vision/Goal/Realism for Hilton Head Island, Targeted Businesses, What Does Success Mean, Town Direction, Executive Director, Charge to Organization/Relationship to Town Government, Direction/Report Card/Performance Measures

3. LMO: Status, Key Issues and Council Process/Steps and Time Frame

4. Coligny: Status, Vision/Town Role, Key Issues and Next Steps
    A. Road Improvements (including Heritage Road Extension)
    B. Park with Amenities (to be identified and prioritized)
    C. Parking
    D. Traffic Management
    E. Beautification Projects

5. Town-owned Land: Review, Purposes (protection of natural environment, major economic investment, land banking), Overall Direction/Guidelines for Sale to Private Developer (including a 5 Star Hotel Development)

6. Major Town Projects/Services: Increasing Demands on Town Government, List Review, Priority Going Forward, Guidelines, Specific Direction

7. Airport: Status/County Actions on Improvements, Noise Barrier, Town Direction, Action Steps

8. First Tee Facility: Status, Next Steps, Town Financial Participation

9. Town Funding for Future Dredging: Scope/Guidelines, Goals/Desired Outcomes, Town Role and Financial Participation, Direction

10. Kindergarten and Pre-K Education: Goals/Desired Outcomes, Best Practices, Town Role, Direction

11. Ward 1 Master Plan and Rezoning

12. Chaplin Linear Park: Status, Next Steps

13. Project Management Capacity: Direction, Project Priority (potential project including University Building, Recreation Center, Fire Station 2, Parking Deck, etc.)

14. RFP/Consulting Services: Council Role in Defining the Scope, Developing Selection Criteria, Evaluating/Interview Finalists, etc.

TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, *Town Manager*
VIA: Charles Cousins, AICP*, Director of Community Development*
FROM: Teri Lewis, AICP*, LMO Official*
CC: LMO Rewrite Committee
DATE: July 9, 2014
SUBJECT: LMO Rewrite Project

Recommendation: Staff recommends that Town Council direct that the appropriate ordinances be brought forward at the Town Council meeting on August 5th, 2014 to adopt a new LMO and zoning map and repeal the current LMO and zoning map as recommended by Planning Commission.

Summary: The LMO Rewrite Committee, with the assistance of Clarion Associates, was appointed to rewrite the Town's LMO based on goals set forth by Town Council in the resolution appointing the Committee; the draft LMO and Zoning Map reflect these goals.

Planning Commission held three public hearings to review and take comment on the proposed rewritten LMO and the draft zoning map. At the conclusion of the final public hearing, Planning Commission voted unanimously to recommend that Town Council approve the draft LMO and the draft zoning map.

Town Council held a workshop on July 8th, 2014, the purpose of which was to discuss the draft LMO and the draft zoning map. Town Council reviewed several specific issues during their workshop. Those issues are as follows:

- Changes to density, allowed uses and height in various zoning districts
- Density, parking and design and performance standards in the proposed Coligny Resort District
- Elimination of the 500' separation between liquor stores
- Elimination of the prohibition on operating businesses out of storage units
- The addition of additional conditions on convenience stores in the RM-4 zoning district
- The ability or inability of the LMO to help address decaying properties
- Changes to the adjacent use setbacks and buffers
- Setback distance and lighting requirements for telecommunication towers
- The elimination of interval occupancy (timeshare) as a specific use in the LMO

There seemed to be no consensus from Town Council on clear direction or suggested changes related to the above items; however several members expressed an interest in moving forward with the draft documents as recommended by Planning Commission with the understanding that if issues arise associated with the issues discussed at the workshop, Town Council can direct future amendments to the LMO to address them as well as any other issues that may arise.

Background: The LMO Rewrite Committee has worked for more than three years to develop a draft LMO and draft zoning map. These documents were developed after numerous meetings where public input was sought and received.

The “Draft” Land Management Ordinance and Zoning Map are available for review on the Town website at

http://www.hiltonheadislandsc.gov/misc/lmorewrite.cfm

or

at the

Town of Hilton Head Island Administrative Offices

TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA-CM, *Town Manager*
VIA: Charles Cousins, AICP, *Community Development Director*
FROM: Jennifer B. Ray, ASLA, *Urban Designer*

DATE: July10, 2014
SUBJECT: Coligny Area temporary parking improvements

Recommendation: Staff recommends Town Council provide direction on short-term and intermediate term concepts to create additional parking at the Coligny Beach Parking Lot.

Summary: Staff has been working with the Town's consultants to identify short-term temporary parking solutions, as recommended by Planning Commission, aimed at improving the conditions in the Coligny area until the larger improvement project is ready for installation. Attached to this memo is the recommendation from Ms. Gail Quick, dated May 28, 2014, as well as supporting documents prepared by Wood+Partners, dated May 20, 2014.

One option is to use the boneyard for immediate, temporary, over-flow parking. This will require the existing dumpsters to be consolidated and relocated to an area that does not require grading, limiting the remaining area that can be used for parking as shown on the attached "Constraints on Immediate Use", dated July 11, 2014. The small remaining area will require relocation of construction debris resulting in an area that may accommodate between 30-40 overflow spaces. The cost of these improvements is estimated to be +/- $47,000 and will take several weeks. As the summer parking season is over in mid-August, staff questions the short-term benefit to the community of pursing this option at this time.

As a longer term, temporary over-flow parking solution, the attached "Boneyard Capacity Study 2", dated July 10, 2014, identifies additional improvements to the boneyard. This plan requires the existing dumpsters to be consolidated and relocated to an area that will require minor grading as well as some construction debris removal. The service area would be enclosed and separated from parking by a chain link fence. A more organized parking area with gravel surface and concrete wheel stops could yield +/- 128 parking spaces with +/- 4 over-sized spaces for small buses. These improvements, if desired, would require some permitting and could be pursued for the 2015 summer season at a cost of +/- $217,000.

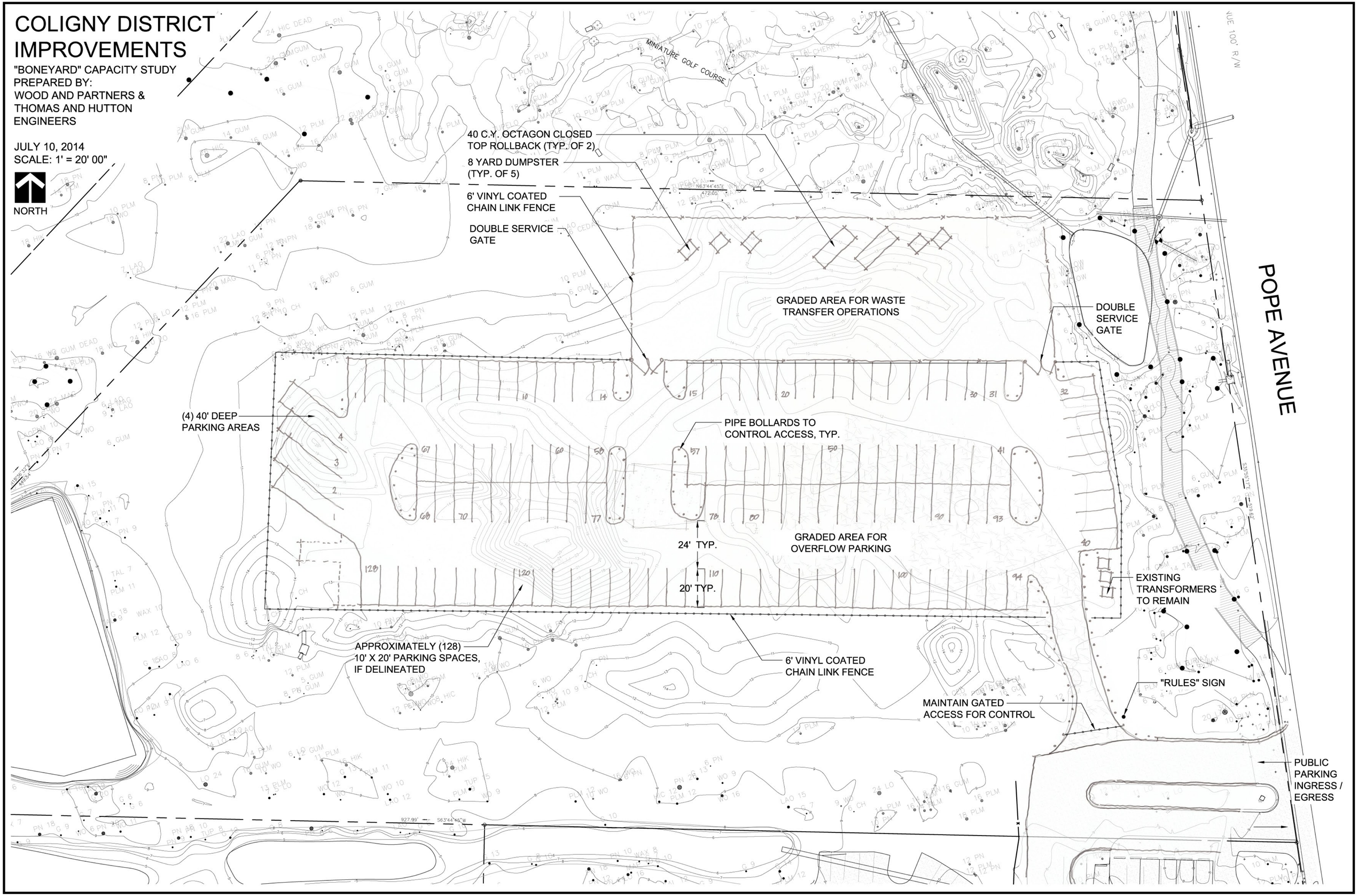
An additional option for consideration is identified on the attached "Parking Enhancement", dated May 20, 2014, that addresses improvements to the existing beach parking lot. These improvements would address some inefficiency within the parking area closest to Pope Avenue as well as provide a new entry connection to the back portion of the parking lot and expand the existing egress at South Forest Beach to accommodate two-way traffic and provide an alternate access to the parking lot. If desired, these improvements would require permitting and could be pursued for the 2015 summer season. Costs for these improvements will be provided at the meeting on July 15, 2014.

COLIGNY DISTRICT IMPROVEMENTS

"BONEYARD" CAPACITY STUDY
PREPARED BY:
WOOD AND PARTNERS &
THOMAS AND HUTTON
ENGINEERS

JULY 10, 2014
SCALE: 1' = 20' 00"

NORTH



TOWN OF HILTON HEAD ISLAND
PLANNING COMMISSION

Gail Quick
Chairman

David Bennett
Vice Chairman

Commission Members

Tom Lennox
Barry Taylor
Terry Ennis
Alex Brown
Bryan Hughes
Brian Witmer
Judd Carstens

MEMORANDUM

TO: Stephen G. Riley, ICMA-CM, *Town Manager*
VIA: Jennifer B. Ray, ASLA, *Urban Designer*
FROM: Gail Quick, *Planning Commission Chairman*
CC: Charles Cousins, AICP, *Community Development Director*
Teri B. Lewis, AICP, *LMO Official*
DATE: May 28, 2014
RE: Coligny Area Improvements "quick action" items

Recommendation: The Planning Commission recommends Town Council authorize the implementation of quick action items aimed at improving conditions in the Coligny area until the larger project is ready for installation.

Summary: The Planning Commission and Staff have been working with the Town's design team, led by Wood+Partners, to study potential quick action items that can be accomplished in a short time at a relatively low cost. Staff is currently engaged in pursing some upgrades to the area to improve existing conditions. Additional improvements could enhance the area as an interim step while the design of the larger project is underway and can be included in current projects if authorized by Town Council.

Background: The Planning Commission held a Coligny Area Improvement Project Workshop on April 2, 2014 and received public input regarding priority items. The project has moved into the Conceptual Master Plan Phase and will include study of the issues of vehicular and pedestrian circulation. At the Special Planning Commission meeting held on April 23, 2014, the Planning Commission and the public discussed several issues that should be considered "quick issue" items (see attachment 1; Memorandum re: Potential for Quick Action).

At the Planning Commission regular meeting on May 21, 2014, Kyle Theodore, Wood+Partners, gave a project update and presented results of their study including potential modifications to the existing beach parking lot that would result in an increase of +/- 27-57 parking spaces in the short term. Additionally, adding overflow parking on the adjacent Town property known as the "bone yard" was discussed as a possibility for adding temporary parking in the short term. On May 21st, the Planning Commission voted 8-1-0 to recommend to Town Council that the Parking Enhancement plan (see attachment 2, page 1; Parking Enhancement Plan) be approved, including performing necessary grading and adding gravel spaces, as well as preparing a capacity study on the additional lot.

ATTACHMENTS:
Memo regarding Potential Quick Action, from Gail Quick, dated April 28, 2014
Parking Enhancement, Prepared by Wood+Partners, dated May 20, 2014
Parking Redesign, Prepared by Wood+Partners, dated May 20, 2014
Signage Considerations, Prepared by Wood+Partners, dated May 20, 2014

TOWN OF HILTON HEAD ISLAND
PLANNING COMMISSION

Gail Quick
Chairman

David Bennett
Vice Chairman

Commission Members

Tom Lennox
Barry Taylor
Terry Ennis
Alex Brown
Bryan Hughes
Brian Witmer
Judd Carstens

MEMORANDUM

TO: Town-engaged consultants
CC: Town Council
CC: Steve Riley, Town Manager
VIA: Jennifer Ray, Town Urban Designer
FROM: Gail Quick, Planning Commission Chairman
DATE: April 28, 2014
RE: Potential for Quick Action on Planning Commission Recommendations for Coligny Area Improvements

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On April 2, 2014 the Town's Planning Commission held a public workshop to solicit public input to be presented to the Town-engaged consultants in designing a revised concept plan for the Coligny Area. At a special follow-up meeting on April 23rd, the Planning Commission approved forwarding preliminary recommendations to the consultants based on the common themes that were identified in the public comments received at the meeting. On April 23rd, a further recommendation was made to develop a potential "quick action" list of items and suggestions that may go ahead immediately and not wait until concept completion. The following is a list of items that should be evaluated for such immediate action:

- Evaluate the potential of instituting alternate or additional pedestrian crossing improvements like the H.A.W.K system described at the meeting.
- Address traffic back-ups at the Lagoon Road and Pope Avenue intersection resulting from the removal of the "right turn only" lane on Lagoon Road that previously served Pope Avenue.
- Install signage to identify an alternate route to Pope Avenue via Deallyon for vehicles exiting the Town's beach parking lot onto South Forest Beach.
- Increase the availability of beach drop-off areas.
- Provide "temporary" or incremental parking improvements beginning this season by providing shuttles from existing, underutilized parking areas. (I.e. existing parking at the Town-owned office property on Office Park Road, Bank of America, churches, etc.)
- Install a pathway on Lagoon Road.
- Consider expanding the stormwater lagoon on Town's property adjacent to the beach parking lot to create more wildlife habitat.
- Redesign the existing beach parking lot to increase the number of spaces and expand parking onto the adjacent Town-owned property.
- Provide more bike racks.

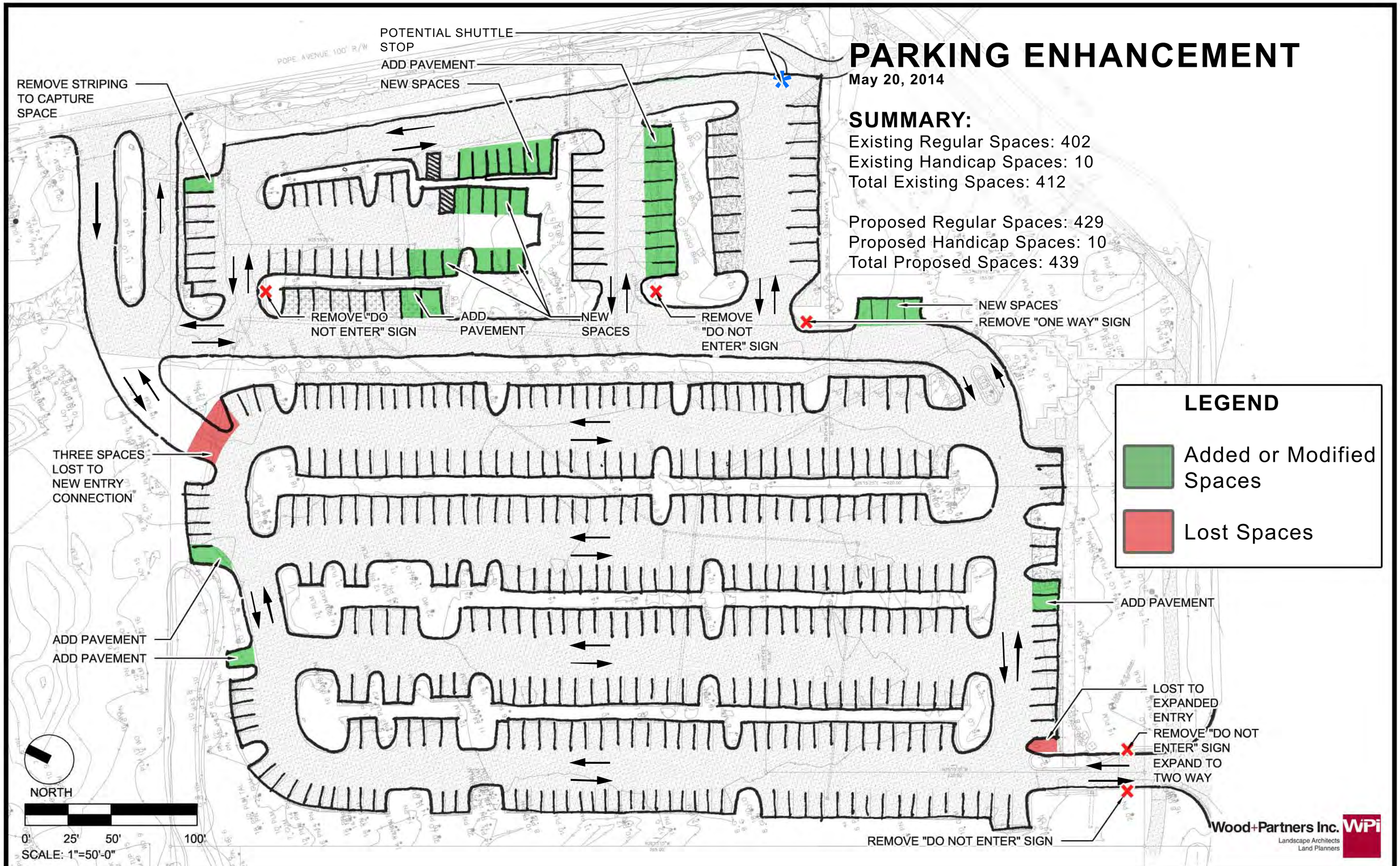
PARKING ENHANCEMENT

May 20, 2014

SUMMARY:

Existing Regular Spaces: 402
Existing Handicap Spaces: 10
Total Existing Spaces: 412

Proposed Regular Spaces: 429
Proposed Handicap Spaces: 10
Total Proposed Spaces: 439



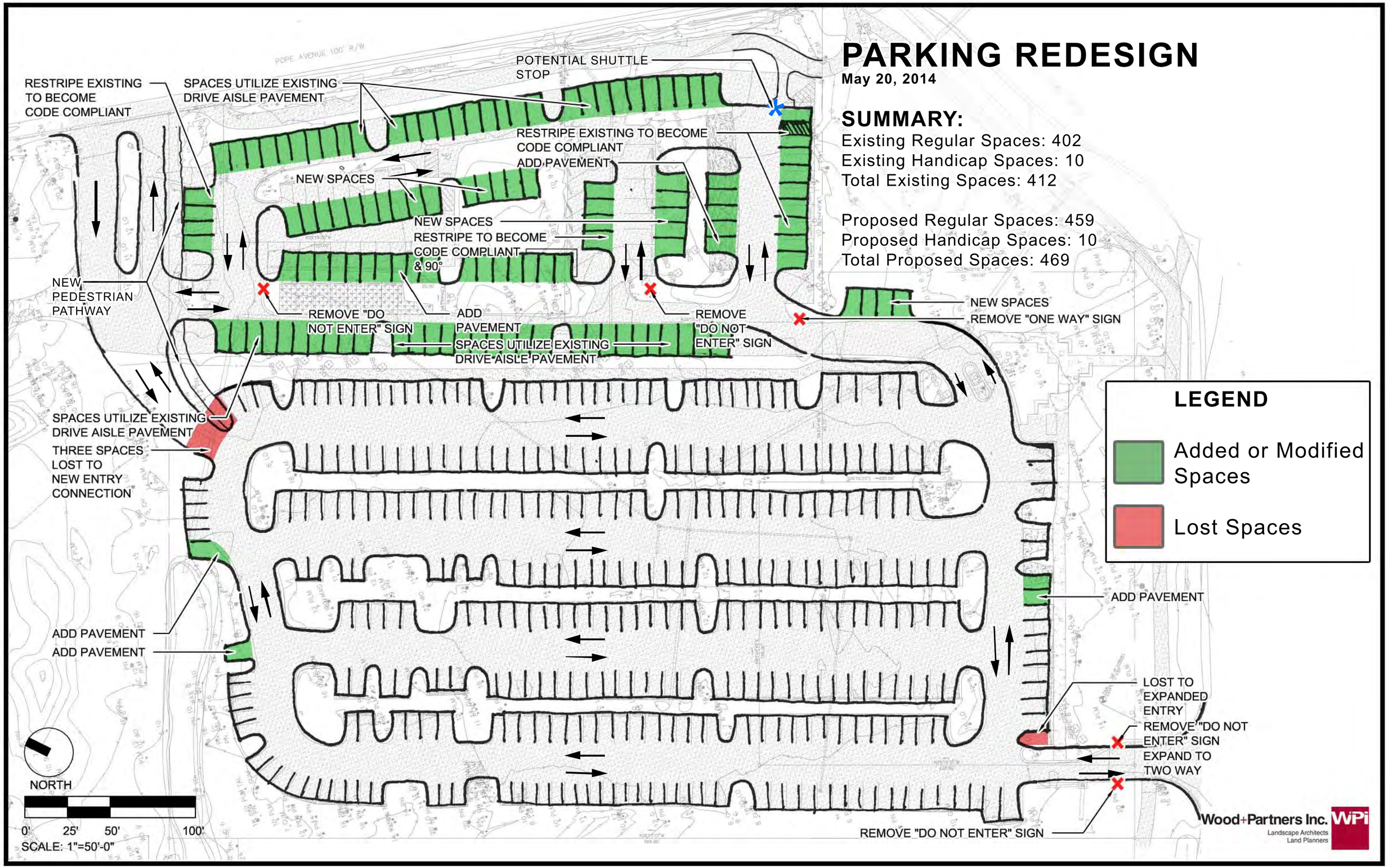
PARKING REDESIGN

May 20, 2014

SUMMARY:

Existing Regular Spaces: 402
Existing Handicap Spaces: 10
Total Existing Spaces: 412

Proposed Regular Spaces: 459
Proposed Handicap Spaces: 10
Total Proposed Spaces: 469



COLIGNY DISTRICT IMPROVEMENTS: SIGNAGE CONSIDERATIONS

PREPARED FOR: MAY 20, 2014

NORTH

Wood+Partners Inc.
Landscape Architects
Land Planners

LEGEND

- EXISTING CONDITION TO BE MODIFIED
- SHORT TERM RECOMMENDATION
- LONG RANGE RECOMMENDATION