

# TOWN OF HILTON HEAD ISLAND PUBLIC FACILITIES COMMITTEE

Date: July 6, 2010

Time: 2:00 P.M.

Members Present: John Safay, George Williams, Drew Laughlin

Members Absent: None

Staff Present: Curtis Coltrane, Scott Liggett, Charles Cousins, Lavarn Lucas, Ed Boring, Julian Walls, Shawn Colin, John Tuttle, Marcy Benson

Others Present: Tom Peeples, *Mayor*, Ken Heitzke, Bill Ferguson, Bill Harkins, *Councilmen*,

Media Present: None

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**1. Call to Order.**

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

**2. FOIA Compliance:**

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

**3. Committee Business:**

Councilman Williams moved to approve the Minutes of May 4, 2010. Councilman Laughlin seconded. Councilman Williams noted that on page 4, second paragraph, second line, the “s” in sea Pines needed to be capitalized. The Minutes of May 4, 2010 were unanimously approved.

**4. Unfinished Business:**

• **Sailing and Rowing Center Proposal**

Marcy Benson, Senior Grants Administrator briefly reviewed staff’s recommendation and advised staff recommends Town Council allocate funds in the Fiscal Year 2011 Capital Improvement Budget to clean up the proposed Sailing and Rowing site, direct staff to apply for a DHEC/OCRM dock permit and designate funding in the 2012 Capital Improvement Budget for site design and construction. In 2005 a private citizens group approached the Town with a proposal for a Sailing and Rowing Center to be located on Town owned property. This proposal was endorsed by the Town’s Parks & Recreation Commission and was then forwarded to Town Council. As part of this effort, the citizens group prepared a site plan and a cost estimate of approximately \$1.5 million dollars. The operation of the facility would be handled via the Island Recreation Association. The project was presented to the Public Facilities Committee in 2009 with an updated construction cost of \$2.6 million dollars. At that time the Committee asked staff to review the cost estimate and come back with a bare bones estimate which is what you have in front of you

today. The revised estimate shows the project would be constructed for a total cost of \$1 million dollars. Funding for this would come from the Town at a cost of approximately \$692,000 and by private donations raised by the Sailing and Rowing Group at an approximate cost of \$356,000. In addition to these construction costs, Town funds for annual operating budget for this facility prepared by the Island Recreation Association would be approximately \$67,000 for an unstaffed facility. Some of the changes in the reduced construction costs include adjusting from a paved parking lot to a gravel parking lot, a revision of the drive aisle turn around which had originally been a full circle and now it is a revised hammer head, we have revised the dimensions of the floating dock and there was also a revision to the office space needs.

Councilman Williams asked whether the pier is going to be removed or replaced. Ms. Benson advised it is being removed. DHEC looked at the pier and the pilings are un-salvageable.

Councilman Williams advised there is no water at low tide on the landward side of those piers and on the outside western side there is about 1 ½ foot at low tide. There is no money in here to make this functional for all the tide periods without having to wait two hours on either side of the low tide. We are going to have to consider looking at doing something about dredging those small areas and I would suggest that we have someone go and take a look at it and include some monies for that type of stuff. The last thing we want to do is go in there and build something nice and then restrict the usage due to tides because we didn't look far enough ahead or we didn't budget enough money. Mr. Williams also suggested we look into whether one security camera is enough.

Chairman Safay stated his concern was how you have a facility like this if it is not staffed. Ms. Benson explained the administration of the programs that would take place at this facility would be handled at the Recreation Center. When there are events and activities scheduled at this facility, staff from Mr. Soule's division would be there. Originally we had an office area, larger storage area thinking it would be manned with a full time person as well as a part time person or two. When we scaled back, we determined we could do it through his staff based at the Recreation Center and as the programs were scheduled, have someone working there at the facility.

Mr. Lou Strayer, Mr. Jack Berry, Mr. Dave Erdman, Ms. Veronica Miller were all in favor of moving forward with the Sailing and Rowing Center.

Councilman Bill Ferguson questioned whether the entire public would be able to utilize the facility. Chairman Safay assured him it is a public endeavor and available to everyone.

Mayor Tom Peeples stated he thought this was great and that we need to move on with it. He also voiced concern about taking donations that are being given because we are going to be accepting a liability the minute we accept the donation. Now the Town becomes responsible for the upkeep of what we just took as a donation. We are talking about donating the equipment necessary for sailing and rowing to happen. I just want to caution everyone to think about the minute we accept the donation do we not become responsible to upkeep those facilities that are being

donated. I am absolutely not saying we should not move forward with this but I think we should think hard about whether we are actually getting an asset or are we getting a deteriorating liability over time due to depreciation. Why not just accept the fact that the Sailing and Rowing Club is admirably bringing to the table what it takes for them to perform their role. It doesn't really further anyone else's role at all.

Councilman Laughlin followed up on the Mayor's comment by asking whether the program equipment would be strictly for use by the Rowing and Sailing folks. Ms. Benson said that is correct. Councilman Laughlin stated he is inclined to agree with the Mayor in that what we have been talking about doing is providing a facility that they could run their program out of. I don't see any need for us to own equipment that they are the only ones that will be using them.

Chairman Safay asked Ms. Benson if the equipment would be strictly for the rowing and sailing people. Ms. Benson stated the Island Recreation Center would be the administrator of the program so it wouldn't necessarily only be participants in the Sailing and Rowing Group. If we have the Island Recreation Center managing the lessons, their groups would use the equipment.

Councilman Laughlin stated he is on board with the improvement of the site and creating a site that the sailing and rowing folks could operate out of. I think the details beyond would be something we would have to take a look at.

Chairman Safay asked Ms. Benson how much was needed for the first budget year of 2011. Ms. Benson advised that for site debris removal and clean up the amount was approximately \$16,000 and removing the existing dock and pilings would be approximately \$45,000.

Councilman Williams asked whether the funds were in the CIP. Mr. Scott Liggett, Director of Public Projects & Facilities advised there is no explicit line item that necessarily allows us to move ahead with any of the project that Marcy has described. Up to this point, we were prepared to absorb it within the monies that were previously budgeted, but not necessarily called out.

Councilman Laughlin moved the Public Facilities Committee recommend to Town Council that Town Council allocate funds in the fiscal year 2011 Capital Improvement Budget to clean up the proposed Sailing and Rowing site, direct staff to apply for a DHEC/OCRM dock permit and designate funding in the 2012 Capital Improvement Budget for site design and construction. Councilman Williams seconded. The motion passed unanimously.

## 5. **New Business**

### • **Telecommunication Tower/Improved Wireless Communication**

Mr. Charles Cousins, Director of Community Development advised staff recommends Town Council provide direction to staff concerning a recent request from American Tower to place telecommunication towers on two Town owned properties. Further direction should be provided relating to the Council's desire to improve wireless communication within the Town.

American Tower Company has inquired about the possibility of placing cell towers on both the Town's Crossings property and at the Fire Station 7 site. They desire to enter into a 25 year lease of a 100x100 feet area at both sites. The actual area to be leased may have to be altered based on fall zone calculations of the tower and LMO buffer and setback requirements. Also the LMO requires all towers of 150 feet or more in height to be lighted. American Tower has agreed to limit the height to less than 150 feet so it will not have to be lighted. In negotiating any lease associated with this request, consideration should be given to future Town emergency communication needs. Adequate space, approved by the Town's Fire and Rescue Division, should be reserved on each tower for future emergency 911 service infrastructures.

During its annual workshop in 2009, Town Council discussed improving wireless communication ability for the public. Since that time, the Mayor's Task Force for the Future has also discussed improving wireless communication capabilities for the public. In considering this request from American Tower, Town Council could consider investigating a more comprehensive analysis of how its property could be used to further wireless communication capabilities within the Town.

Mr. Jay Sanders from American Tower Company was present to answer any questions the Committee might have and to also advise that they will build the Tower to accommodate future users. If T-Mobile, Verizon or someone else wants to come in, the Tower will be able to accommodate them and the ground space will be able for them as well.

Councilman Williams asked whether American Tower also do equipment maintenance. Mr. Sanders advised they do maintain it and have a quarterly audit and maintenance.

Councilman Laughlin questioned whether the towers would be able to accommodate any other carriers. Mr. Sanders advised that was correct. Mr. Sanders also mentioned that American Tower Company is solely a tower company and that is all they do. They are not in the cell phone business. AT&T comes to an American Tower instead of AT&T putting the capital up to actually build it. They would rather use their capital to develop other sites.

Mr. Jim Vaughan asked whether staff has done the work to find out whether we are simply moving stuff from existing facilities on to a new facility for economic reasons. Mr. Sanders advised these are existing areas we do not coverage in. If there was an existing tower or anything else out there that we could obviously co-locate then they would.

Mr. Charles Cousins stated everyone liked the flag pole tower over in Shipyard. It is 120 feet tall. I think we need to think about a 150 foot tall tower and what kind of size flag we need on it and how it is going to look. I am not sure a flag that big will look proportional to what we would like to see.

Mr. Cousins also mentioned Chief Lucas was looking at microwave communication in the future and is not sure if a cell tower on a flag pole will be the kind of pole we will need to handle the microwave dish.

Chief Lavarn Lucas said they already have a license for 4.9 gigs and it is our plan that in the future we would move to that platform for the purpose of transmitting data from station to station. This was the first that I heard in regard to it being a flag pole. I don't believe we can mount a microwave dish on a flag pole. The provision is in staff's recommendation that if they were to move forward with putting a tower up, that they would reserve space to our specifications that would be the most appropriate space for our future use.

Chairman Safay said it is his opinion that we have to do this and move forward. We have to be doing to be able to stay as a vibrant community.

Councilman Laughlin moved the Public Facilities Committee recommend to Town Council that we move forward and enter into negotiations with American Tower for the lease of two Town owned sites, one being somewhere in the Crossings Park and one on the Station 7 property, the terms of course being worked out and brought back to Council later **and** direct staff to move forward and begin investigations of ways the Town can be proactive with the business community in moving forward with expanding the wireless broadband and other telecommunication capabilities on Hilton Head Island. Councilman Williams seconded the Motion. The Motion passed unanimously.

**6. Adjournment:**

Councilman Williams moved to adjourn. Councilman Laughlin seconded the motion. The meeting was adjourned at 3:15 p.m.

Respectfully Submitted,

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**Karen D. Knox**  
**Senior Administrative Assistant**