

THE TOWN OF HILTON HEAD ISLAND
TOWN COUNCIL WORKSHOP MID YEAR UPDATE

Date: Monday, June 3, 2013

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 June 18, 2013 Town Council meeting.

4) ADJOURNMENT

The workshop adjourned at 4:00 p.m.

Victoria L. Pfannenschmidt
Executive Assistant

Approved:

Drew A. Laughlin, Mayor

**MAJOR POLICY DISCUSSION AND DIRECTION
TOWN OF HILTON HEAD ISLAND**

1. ARTS COLLABORATION AND SUPPORT

POLICY TOP PRIORITY

2012 DIRECTION

- 1. Work with community arts organizations**
- 2. Develop a Community Arts Master Plan (study)**
- 3. Define the Town's role in the arts**
- 4. Explore USCB arts and cultural partnership**

OUTCOMES

1. The Arts is an important part of Hilton Head Island in the attraction of residents and in support of economic development.
2. The Arts Center facility doors should remain open.
3. The Town needs to complete the study.
4. The Arts Center needs a realistic and sustainable operational and business plan.
5. The Town needs to define its role and policies with the arts.

DIRECTION

The Arts Study completion

- a) Selection of Consultant. 6/13
- b) Final Agreement. 7/13
- c) Initial Information to Mayor and Town Council before ATAX. 11/13
- d) Complete Final Report. 1/14 or 2/14

2. ARTS CENTER SHORT TERM DIRECTION

POLICY TOP PRIORITY

2012 DIRECTION

- 1. Define the Town's role**
- 2. Request an operation and business plan**
- 3. Address urgent building needs**

DIRECTION

1. The Town government should make a loan to the Arts Center to address urgent maintenance needs to address health and safety issues/problems and to keep the doors open: HVAC/power system, portico, stage and sound system.

**3. BEAUFORT COUNTY RECREATION SERVICES: FIELD MAINTENANCE,
LEVEL OF SERVICE AND FUNDING. HORIZON**

INFORMATION

1. PALS: responsible for scheduling selected parks and facilities and lights.
2. County Public Works: responsible for field maintenance (estimated costs: \$400,000 - \$500,000 for the Town to takeover).

DIRECTION

1. Monitor activities by Beaufort County.
2. No Town Actions.

4. RECREATION ORGANIZATION, MANAGEMENT AND PERFORMANCE AUDIT. POLICY MODERATE PRIORITY

2012 DIRECTION

- 1. Define performance standards**
- 2. Define expectations and responsibilities**
- 3. Develop a business plan**
- 4. Advocate for the Town's interests**

DIRECTION

1. The charge to the Parks and Recreation Commission is:
 - a) to identify "best practices" and evaluate their application to Hilton Head Island;
 - b) to evaluate the community's recreational needs;
 - c) to evaluate current programs: performance, participation level, effectiveness;
 - d) to explore alternative service delivery mechanisms;
 - e) to provide financial oversight;
 - f) to develop outcome based measures and comparative analysis of recreation programs.
2. The Island Recreation Association should provide a monthly report to the Parks and Recreation Commission and a quarterly report to the Public Facilities Committee.

5. RECREATION CENTER EXPANSION PROJECT. POLICY HIGH PRIORITY

2012 DIRECTION

- 1. Phase I: Construction**
- 2. Determine the direction on future phases**

DIRECTION

1. Complete construction of Phase I.
2. Update the site plan for future phases. FY 2014
3. Initiate design. To Be Determined
4. Begin permitting. To Be Determined
5. Decide on project funding. To Be Determined
6. Initiate construction. To Be Determined

6. AQUATIC CENTER: DIRECTION.

HORIZON

2012 DISCUSSION

- 1. Define the scope**
- 2. Assess community needs**
- 3. Determine location**
- 4. Determine funding**

DIRECTION

1. Possible location is at Chaplin Park.
2. Project is on hold.

7. TIF DISTRICT EXTENSION.

MANAGEMENT TOP PRIORITY

2012 DIRECTION

- 1. Review the concept of TIF**
- 2. Complete an analysis: benefits and costs**
- 3. Decide on extension**

INFORMATION

1. Current TIF allocated for Coligny: \$5.8 million.
2. USCB need: \$12 million for project.
3. TIF Extension: \$30 million available for projects.
4. USCB needs to conduct fund raising.
5. Future funding for operations and maintenance needs to be determined.

DIRECTION

1. TIF is important to attracting USCB to Hilton Head Island.
2. The Mayor and Town Council agreed that USCB is an important priority for Hilton Head Island's future and the TIF extension is linked to USCB.
3. The Town should continue meetings with other governments to discuss the extension of the TIF. 7/13 and 8/13
4. Agreements on a TIF Extension with other governments should be completed by 10/13.

8. COLIGNY AREA DEVELOPMENT TOWN PROJECTS.

POLICY TOP PRIORITY

2012 DIRECTION

- 1. Complete community input sessions and process with residents.**
- 2. Determine direction on Town projects**
- 3. Determine funding**

DIRECTION

1. Complete negotiations with consultant on an agreement to refine the plan.
2. Develop an activity outline: activities and time frame.

3. Continue meeting for soliciting input with property owners, POAs and the community.
4. Provide an opportunity for Mayor and Town Council input on the plan update.
5. Complete the updated plan.
6. Decide on the plan adoption.
7. The potential purchase of the "Old Sheriff's" building is on hold until the plan is completed.

9. CHAPLIN LINEAR PARK AND BOARDWALK. POLICY TOP PRIORITY

2012 DIRECTION

- 1. Approve detailed plan**
- 2. Determine direction on land acquisition**
- 3. Initiate permitting process**

INFORMATION

1. Project: \$2 million.
2. Tree house tower is more important than iconic bridge.

DIRECTION

1. Complete negotiation on agreement with consultant. 7/13
2. Develop an activity outline: activity and time frame.
3. Meet with the community.
4. Complete design. 11/13
5. Discuss at Annual Strategic Planning Retreat. 11/13

10. ECONOMIC DEVELOPMENT ORGANIZATION: CREATION AND OPERATIONS. POLICY TOP PRIORITY

2012 DIRECTION

- 1. Develop a charter**
- 2. Appoint the Board of Directors**
- 3. Determine operations**
- 4. Determine the Town's funding level**

DIRECTION

1. Appoint Board.
2. Continue as planned.

11. SHELTER COVE AREA REDEVELOPMENT PROJECT (private project). MANAGEMENT IN PROGRESS and SHELTER COVE AREA PUBLIC PROJECTS. MANAGEMENT TOP PRIORITY

INFORMATION

1. Kroger store is under construction and to be completed by Fall 2013.
2. Road is under construction.
3. The Town is addressing the potential issue of parking for 4th of July Celebration.
4. Potential future issue is reallocation of apartments which would require rezoning.

DIRECTION

1. The Town should continue to advocate for a 200-300 foot boardwalk 20 feet wide and oppose a 900 foot that is 10 feet wide with South Carolina DHEC.

12. SOUTH ISLAND MARINA DREDGING. MANAGEMENT IN PROGRESS

INFORMATION

1. Permit 6/13.
2. Bid Dredging is next step.

KEY ISSUES

1. Overall role of Town government.
2. Management system.
3. Funding mechanism (long term).
4. Agreement with Sea Pines community.

DIRECTION

1. The topic is to be addressed at the annual Strategic Planning Retreat.

13. LMO MODIFICATIONS. POLICY HIGH PRIORITY

2012 DIRECTION

- 1. Process: Chapter 1 and Chapter 2**
- 2. Site Development Standards**
- 3. Zoning Districts/Allowable Uses**
- 4. PUD: Transfer of Responsibility**
- 5. Allowable Uses**

INFORMATION

1. Committee is beginning to review zoning.
2. Committee process extremely open including audience participation.
3. No Committee update/status reports to Mayor and Town Council.
4. Committee is getting side tracked on other issues, such as historic preservation for Mitchelville.

DIRECTION

Overall: Committee needs to get back on track and complete their Charter.

1. Meeting with Chair: Mayor and Town Manager.
2. Review charter to the Committee.
3. Receive regular update reports from Committee and to Mayor and Council.
4. Develop an activity outline and time frame to get back on track.

14. EDUCATION STRATEGY. POLICY HIGH PRIORITY

2012 DIRECTION

- 1. Identify educational needs and critical issues**
- 2. Determine direction (overall)**
- 3. Define Town's role and responsibilities**
- 4. Participate "Know To" project**

BACKGROUND

1. Two elementary schools: Those with limited English proficiency: 34% and 41%;
Of these, 7.7 % graduate from high school.

DIRECTION

1. The topic will be discussed at the Annual Strategic Planning Retreat in 11/13.

15. ROWING AND SAILING CENTER/COMMUNITY PARK. MAJOR PROJECT

DIRECTION

1. The Mayor and Town Council agree that the Town should go ahead with the park for \$1 million as currently planned.
2. The cost of the dock is currently unknown.
3. The Mayor and Town Council also agree to come up with a name for the park.