



The Town of Hilton Head Island
Town Council
Tuesday, January 21, 2020, 4:00 p.m.
Benjamin M. Racusin Council Chambers
AGENDA

*As a courtesy to others please turn off / silence ALL mobile devices during the Town Council Meeting.
Thank You.*

1. **Call to Order**
2. **FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
3. **Pledge to the Flag**
4. **Invocation – The Rev. Brett Myers, First Baptist Church Hilton Head Island**
5. **Approval of Minutes**
 - a. Town Council Meeting, January 7, 2020
 - b. Town Council Workshop Meeting, January 7, 2020
6. **Report of the Town Manager**
 - a. Board of Zoning Appeals Semi-Annual Update – Jerry Cutrer, Chairman
 - b. Municipal Budget Update – John Troyer, Finance Director
 - c. Items of Interest
7. **Reports from Members of Council**
 - a. General Reports from Council
 - b. Report of the Intergovernmental Committee – Bill Harkins
 - c. Report of the Community Services & Public Safety Committee – Marc Grant
 - d. Report of the Public Planning Committee – David Ames
 - e. Report of the Finance & Administrative Committee – Tom Lennox
8. **Proclamations/Commendations**
 - a. Commendation Recognizing Kathleen Bateson

9. Appearances by Citizens

*[Town Code § 2-5-70: To sign-up, notify the Town Clerk **prior to 12:00 p.m. the day of the meeting.** All comments are limited to 3 minutes.]*

10. Consent Agenda - NONE

11. Unfinished Business - NONE

12. New Business

a. Consideration of a Recommendation – Sunscreen Dispensers on Town Property Proposal

Consideration of a Recommendation from the Community Services and Public Safety Committee regarding a Town partnership with the Hilton Head Island/Bluffton Chamber of Commerce 2019 Leadership Class

b. First Reading of Proposed Ordinance 2020-02

First Reading of Proposed Ordinance 2020-02 ordering a Referendum in the Town of Hilton Head Island, South Carolina (the “Town”), to submit the questions of whether the Town shall issue a total of not exceeding \$65,000,000 General Obligation Bonds; providing for the form of ballot to be used; providing for notices of the Referendum; and providing for all other things necessary to submit the aforesaid questions.

13. Executive Session

14. Possible actions by Town Council concerning matters discussed in Executive Session

15. Adjournment



Town of Hilton Head Island
Town Council
Tuesday, January 7, 2020 at 4:00 pm
Benjamin M. Racusin Council Chambers
MEETING MINUTES

Present from Town Council: John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; Tom Lennox, Marc Grant, David Ames, Tamara Becker, Glenn Stanford *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*; Joshua Gruber, *Assistant Town Manager*; Charles Cousins, *Assistant to the Town Manager*; Scott Liggett, *Director of Public Projects and Facilities*; Shawn Colin, *Director of Community Development*; Brad Tadlock, *Fire Chief*; John Troyer, *Finance Director*; Carolyn Grant, *Communications Director*; Jenn McEwen, *Cultural Affairs Director*; Jennifer Ray, *Deputy Director of Community Development*; Teri Lewis, *Deputy Director of Community Development*; Jeff Buckalew, *Town Engineer*; Nicole Dixon, *Development Review Administrator*; Jeff Herriman, *Accounting Manager*; Andrew Nicholls, *Systems Analyst*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*

Present from Media: Kathrine Kokal, *Island Packet*

1. Call to Order

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

2. FOIA Compliance

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

3. Pledge to the Flag

4. Invocation – The Rev. Dr. William Robinson, First Presbyterian Church, HHI

Dr. Robinson delivered the Invocation.

Mayor McCann asked for a motion to move “*Proclamations/Commendations*” up to item number 5 before the Approval of Minutes, and move “*Appearance by Citizens*” to item number 12, after the completion of all business items. Mr. Grant moved to approve. Mr. Stanford moved to approve. Mr. Harkins seconded. The motion was approved by a vote of 7-0.

5. Proclamations/Commendations

- a. Bluffton-Hilton Head Island Joint Commendation Recognizing Mary Briggs

Mayor Sulka of Bluffton and Mayor McCann presented the Commendation to Mary Briggs. Ms. Briggs made some brief remarks.

6. Approval of Minutes

- a. Town Council Meeting, December 17, 2019

Mr. Stanford moved to approve. Mrs. Becker seconded. The motion for approval of the minutes was approved by a vote of 7-0.

7. Report of the Town Manager

- a. Report of the Auditor, Greene Finney – Emily Sobczak, Partner

Ms. Sobczak, with Green Finney, made a presentation to the members of Town Council, reviewing the Town’s Financial Audit. Mayor McCann asked Mr. Riley that a six month summary of the current municipal budget come forward to the next Town Council meeting.

- b. Our Plan Update – Taylor Ladd, Sr. Planner

Ms. Ladd gave a brief update on the current status of the Comprehensive Planning process.

7. Report of the Town Manager (cont.)

c. Items of Interest

Mr. Riley reviewed the Items of Interest, including Town news, upcoming Town meetings, and noteworthy events taking place throughout the Island over the coming weeks. He pointed out the notice that Town Hall would be closed on Monday, January 20, 2020 in observance of Martin Luther King, Jr. Day.

8. Reports from Members of Council

a. General Reports from Council

Mayor McCann made mention of the ribbon cutting and new interactive park at the Island Rec. Center, he attended earlier that day. He noted how nice it was and encouraged all to visit. Mayor McCann encouraged all the members of Town Council to participate in the Martin Luther King, Jr. march taking place at the Hilton Head Island High School on January 20, 2020.

b. Report of the Intergovernmental Committee – Bill Harkins

Mr. Harkins reported that in connection with workforce housing and transportation, he has contacted the Lieutenant Governor to meet with Town Council, the Chamber, and USCB. He said that he would keep Council updated as information is available.

c. Report of the Community Services & Public Safety Committee – Marc Grant

Mr. Grant reported that at the last meeting the Hilton Head Island-Bluffton Chamber of Commerce Leadership group made presentation to the Committee about partnering with the Town to install sunscreen stations throughout the island. Mr. Grant stated that he thought that recommendation would be coming forward to full Council on January 21, 2020.

d. Report of the Public Planning Committee – David Ames

Mr. Ames reported that the Committee recently reviewed the changes within the Beach Lighting ordinance as well as the Sea Turtle Protection ordinance. He also reported that the Committee discussed the expectations and ideas as the related to transportation solutions and workforce availability. Mr. Ames said this is an ongoing Committee discussion.

e. Report of the Finance & Administrative Committee – Tom Lennox

Mr. Lennox reported that the Committee met earlier in the day where there was a presentation and discussion reviewing property taxes.

9. Consent Agenda

a. Second Reading of Proposed Ordinance 2019-30 – Dissolving of Culture and Arts Advisory Committee

Second Reading of Proposed Ordinance 2019-30 amending the Municipal Code of the Town of Hilton Head Island, South Carolina (1983), by deleting Chapter 8 (Town Culture and Arts Advisory Committee) of Title 8 (Beaches, Waterways, Recreational Areas and Arts); and providing for severability and effective date.

b. Second Reading of Proposed Ordinance 2019-31 – Land Management Ordinance Amendments, Set One

Second Reading of Proposed Ordinance 2019-31 to amend Title 16 of the Municipal Code of the Town of Hilton Head Island, South Carolina, the Land Management Ordinance (“LMO”), Chapters 4, 5, 6, 7, 10 and Appendix B, to revise various Sections. These Amendments, commonly referred to as *General 2019 Amendments – Set One* as Noticed in the Island Packet on October 20, 2019, including changes that provide for General Amendments to a variety of Sections in the LMO, and providing for severability and an effective date.

9. Consent Agenda (cont.)

c. Second Reading of Proposed Ordinance 2019-32 - Granting of Easement to the South Island Public Service District

Second Reading of Proposed Ordinance 2019-32 of the Town of Hilton Head Island, South Carolina, authorizing the granting of an easement encumbering real property owned by the Town of Hilton Head Island, South Carolina, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2019), and § 2-7-20, Municipal Code of the Town of Hilton Head Island (1983); and providing for severability and an effective date.

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

10. Unfinished Business – NONE

11. New Business

a. Consideration of a Resolution – Authorizing the Town Manager to Execute Rights of Entry

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the Town Manager to execute Rights of Entry related to real property owned by the Town of Hilton Head Island, South Carolina.

Mr. Harkins moved to approve. Mr. Stanford seconded. Mrs. Becker asked if there was a particular template for the Rights of Entry that they could review. Mr. Riley said that one could be provided. With no further discussion, the motion was approved by a vote of 7-0.

12. Appearance by Citizens

Debra Boyd: Addressed the members of Town Council concerning the U.S. 278 road project.

Skip Hoagland: Addressed the members of Town Council on matters related to the Town and Chamber. Mr. Lennox made some brief remarks regarding Mr. Hoagland's comments to Council.

13. Executive Session

Mr. Riley stated that he had a need to enter into Executive Session for discussion on the following matters: (a) Legal Matters, discussions of legal matters related to threatened or potential litigation related to Beaufort County Tax bills; and (b) Contractual Matters; discussion of negotiations incident to proposed contractual arrangements regarding the Town Manager.

At 4:41 p.m. Mr. Harkins moved to go into Executive Session for the items mentioned by Mr. Riley. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

14. Possible actions by Town Council concerning matters discussed in Executive Session

15. Adjournment

At 5:15 p.m., Town Council returned to the dais from Executive Session. Mayor McCann reported there were no actions coming out of Executive Session. Mr. Harkins moved to adjourn. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

Krista Wiedmeyer, Town Clerk

Approved: January 21, 2020

John J. McCann, Mayor



Town of Hilton Head Island
Town Council Workshop
Tuesday, January 7, 2020 at 3:00 pm
Benjamin M. Racusin Council Chambers
MEETING MINUTES

Present from Town Council: John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; Tom Lennox, Marc Grant, David Ames, Tamara Becker, Glenn Stanford *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*; Joshua Gruber, *Assistant Town Manager*; Charles Cousins, *Assistant to the Town Manager*; Scott Liggett, *Director of Public Projects and Facilities*; Shawn Colin, *Director of Community Development*; Brad Tadlock, *Fire Chief*; John Troyer, *Finance Director*; Carolyn Grant, *Communications Director*; Jenn McEwen, *Cultural Affairs Director*; Jennifer Ray, *Deputy Director of Community Development*; Jeff Buckalew, *Town Engineer*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*

Present from Media: Kathrine Kokal, *Island Packet*

1. Call to Order

The Mayor called the meeting to order at 3:00 p.m.

2. FOIA Compliance

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

3. Potential Referendum Discussion

Mr. Riley gave a presentation to the members of Town Council to review and propose the process for a Town referendum. He reviewed the information related to the expiring Tax Increment Financing ("TIF") District and the continuation of the current 5 mil tax rate. Mr. Riley reviewed the types of projects Town staff has proposed, this including projects in the Arts, and Parks and Recreation. He reviewed and discussed the steps that will need to take place in order to get such a referendum on a May 2020 ballot. A robust discussion was had between the members of Town Council and staff.

4. Adjournment

At 3:45 p.m. and upon the conclusion of the earlier discussion, Mr. Harkins moved to adjourn. Mr. Stanford seconded. The motion was approved by a vote of 7-0.

Krista Wiedmeyer, Town Clerk

Approved: January 21, 2020

John J. McCann, Mayor



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Town Council
FROM: Jerry Cutrer, *Chairman of the Board of Zoning Appeals*
DATE: January 6, 2019
SUBJECT: Board of Zoning Appeals Semi-Annual Report: July-December 2019

The August, September, November and December meetings were cancelled due to lack of agenda items.

Variances

VAR-001373-2019 Variance requested from LMO Sections 16-5-102, Setback Standards and 16-5-113, Fence and Wall Standards, to construct a tennis court and 9' high fence within the adjacent street setback located at 1 Brams Point Road. This variance was granted with conditions by a vote of 4-0.

Appeals

APL-001261-2019 Appeal requested by Nate Jones with Broad Creek Marina Adventures. The appellant appealed staff's determination, dated May 24, 2019, that an outdoor go-cart track is not an allowed Outdoor Commercial Recreation use in the Waterfront Mixed Use (WMU) zoning district. Staff's determination was not upheld by the BZA with a vote of 6-0.

Special Exceptions

There were no Special Exception hearings.



Items of Interest

January 21, 2020

TOWN NEWS

- In December, the Town received \$2000 Fire Service Grant from the Municipal Association of South Carolina - Risk Management Services. The program offers grants to fund essential risk reduction initiatives. Fire Rescue utilizes the grant funding to offset the purchase of one set of firefighter bunker gear, which has a cost of approximately \$2500 per set.
- Fire Rescue reports the total number of vehicles counted during the Fire Station # 3 Christmas Light Display this year from Thanksgiving to New Year's Day was 12,180 vehicles. That's an average of 348 vehicles daily with the largest number counted on Christmas Eve totaling 1039 vehicles.

TOWN MEETINGS

- Public Planning Committee – Thursday, January 23, 2020 at 3:00 p.m.
- Community Services & Public Safety Committee – Monday, January 27, 2020 at 9:00 a.m.
- Intergovernmental Committee – Monday, February 3, 2020 at 10:00 a.m.
- Finance & Administrative Committee – Tuesday, February 18, 2020 at 2:00 p.m.
- Town Council – Tuesday, February 18, 2020, at 4:00 p.m.

HILTON HEAD ISLAND EVENTS

- Hilton Head Island Snow Day! – Saturday, January 25, 2020 at 11:00 a.m., at Shelter Cove Community Park
- Free Heirs' Property Seminar – Saturday, January 25, 2020 at 10:00 a.m., at Hilton Head Island Community Church
- Be Well Hilton Head Island – Saturday, February 1, 2020 at 11:00 a.m., at Shelter Cove Community Park
- HHI Marathon, Half Marathon, and 8k – Saturday, February 8, 2020 at 8:00 a.m., at Coligny Beach
- Taste of Gullah – Saturday, February 8, 2020 at 12:00 p.m., at the Arts Center of Coastal Carolina
- 2020 Hilton Head Island Gullah Celebration, February 15-16, 2020, at Honey Horne



For more events taking place on the Island, please visit the Town's Office of Cultural Affairs Events page at www.culturehhi.org/events/

The Town of Hilton Head Island

Commendation

Honoring

KATHLEEN P. BATESON

WHEREAS, *the Town of Hilton Head Island is honoring Kathleen “Kathi” Bateson on the occasion of her retirement as President/CEO and Executive Producer of the Arts Center of Coastal Carolina; and*

WHEREAS, *before shifting into a corporate career and arts management, Kathi worked as goldsmith, an art teacher, and a professional designer; and*

WHEREAS, *during Kathi’s tenure, the Arts Center has become the State’s third largest arts organization as well as its largest professional producing theatre; and*

WHEREAS, *Kathi has served her community as the past President of the S.C. Arts Alliance Board, the Chair and Co-Chair of the Arts & Cultural Council of Hilton Head, and as the founding member and current Chair of the Community Foundation of the Lowcountry’s Women in Philanthropy; and*

WHEREAS, Kathi's impact on the arts community is broad and vast, throughout Hilton Head Island, the State, and beyond; and

WHEREAS, in 2019, Kathi received the Elizabeth O'Neill Verner Governor's Award for the Arts, the State's highest honor in the arts community; and

WHEREAS, Kathi has become an ambassador for our community and State, contributing greatly not just to the arts community, but the overall quality of life.

NOW, THEREFORE, I, John J. McCann, Mayor of the Town of Hilton Head Island, South Carolina, on behalf of the Town Council, do hereby commend the dedication and contributions of Kathleen P. Bateson on the arts community here on Hilton Head Island, the State of South Carolina, and beyond!

IN TESTIMONY WHEREOF, I hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed this Twenty-first Day of January, in the Year of our Lord, Two Thousand and Twenty.

John J. McCann, Mayor



TOWN OF HILTON HEAD ISLAND

Public Projects and Facilities Management Department

TO: Stephen G. Riley, ICMA-CM, Town Manager
FROM: Scott Liggett, PE, Dir. of Public Projects & Facilities / Chief Engineer
COPY: Julian Walls, Facilities Manager
Shea Farrar, Landscape Associate

DATE: January 10, 2020
SUBJECT: Chamber Leadership Class Project – Sunscreen Dispensers on Town Property Proposal

Recommendation:

The Community Services and Public Safety Committee endorse the concept as proposed and recommend that Town Council authorize the Town Manager to direct the leadership class in the appropriate placement of sun screen dispensers on Town property.

Summary:

The Hilton Head Island/Bluffton Chamber of Commerce Leadership Class of 2019 is proposing the installation of 10 proprietary sunscreen dispensers which would be installed on Town Property. They envision bearing the cost of initial installation and provided a cash donation to the Town in an attempt to cover or defray the costs of maintenance and resupply for a period of no more than 3 years. After which, the Town would bear the annual maintenance and operational costs, estimated to be as much as \$6,000 annually, or remove the dispensers.

Background:

The Town has previously partnered with this program, providing stakeholder support and opportunity for projects thought to have benefit to the greater community. This request represents the latest partnership opportunity.



Providing complimentary sunscreen at Hilton Head Island public parks and recreation centers

Town of Hilton Head Presentation



Class of 2020

Project Overview

Mission Statement

- Skin cancer affects more than 3 million people a year in the U.S., and 9,500 people are diagnosed with skin cancer every day, according to the American Academy of Dermatology. We can help educate and protect our community and visitors from excessive sun exposure. Sunshine Stand(s) will **provide an environmentally-friendly sunscreen stations** at key, heavily-trafficked Hilton Head Island parks and recreation centers.
- Install **10 Sunshine Stand(s) in 7 different parks and recreation areas** throughout the island. Sunshine Stand(s) will give everyone the opportunity to protect themselves from sun exposure in the event they have forgotten sunscreen.

Transition Expectations

Hilton Head/Bluffton Chamber Class of 2020

- Turnover of 10 Sunshine Stands to Town of Hilton Head in May 2020.
- Raise funds to provide refill of sunscreen product, replacement batteries and cover costs for Town of Hilton Head resources

Town of Hilton Head

- Approve takeover of responsibilities for Sunshine Stands for next X years
- Incorporate Sunshine Stands into Parks/Rec daily or weekly activities to include, but limited to, refill sunscreen and battery check
- Assign employee

Product Facts

Product Company:

brightguard

Mission:

“To provide sunscreen and promote a sun-safe lifestyle everywhere we live, work and play”*

Launch: 2015*

Over 1,000 dispensers installed across all 50 states.



Dispenser:

Space for an unbreakable mirror and a message area. Touch Free. Weather resistant. Battery powered.



Design Options:

Highlighter Yellow or dark green colors. Wall mounted or pole mounted.



Sunscreen:

All natural mineral based sunscreen. 1,000 MI per pack. 1.49MI per use. Approx. 665 uses per pack.

Product Concept

- **Sign Material:** 1.5" routed HDU
 - Raised copy and borders
 - Smooth recessed background
 - Painted with gloss
 - 24" by 24"
- **Wooden Post** (if stand-alone sign)
 - Secured in concrete
 - Painted post
 - Routed top
- **Sign Contents:**
 - Sponsor names display based on sponsorship level attained
 - Chamber 2020 class logo/name displayed
 - Sunshine Stand logo
 - Product description
- **Dispenser:**
 - Mount below sign
 - Green or yellow color
 - QR code links to sun safety facts



- SW 7048 - URBANE BRONZE
- SW 6098 - PACER WHITE
- SW 6906 - CITRUS
- SW 6886 - INVIGORATE



Sunshine Stand Locations

- Installed at locations open to the public which contain a high amount of foot traffic, and are in areas where patrons may not think to wear sunscreen.
- Sunshine Stands will be installed in **seven parks & recreation locations** throughout Hilton Head Island.

Hilton Head Island - North End



Hilton Head Sailing and Rowing Center

Address: 137 Squire Pope Road

Number of Site Installations: One

Amenities on Site: Dock, Pier, Picnic, Pavilion, Restrooms and Kayak Launch



Barker Field Park

Address: 70 Baygall Road

Number of Site Installations: Two

Amenities on Site: Baseball Field, Soccer Field, Boardwalk, Playground, Restrooms and Observation Deck



Jarvis Creek Park

Address: 100 Jarvis Park Road

Number of Site Installations: One

Amenities on Site: Fishing Dock, Fitness Trail, Outdoor Workout Equipment, Grills, Picnic Pavilions, Playground and Restrooms

Sunshine Stand Locations

Hilton Head Island – Mid Island



Shelter Cove Community Park

Address: 39 Shelter Cove Lane

Number of Site Installations: One

Amenities on Site: Boardwalk, Observation Deck, Picnic Pavilions, Playground, Restrooms, Veterans' Memorial and Fitness Trail



Chaplin Community Park

Address: 11 Castnet Drive

Number of Site Installations: Two

Amenities on Site: Basketball Court, Beach Access, Dog Park, Soccer Fields, Outdoor Showers, Picnic Pavilions, Playground, Restrooms, Tennis Court and Fitness Trail

Sunshine Stand Locations

Hilton Head Island – South End

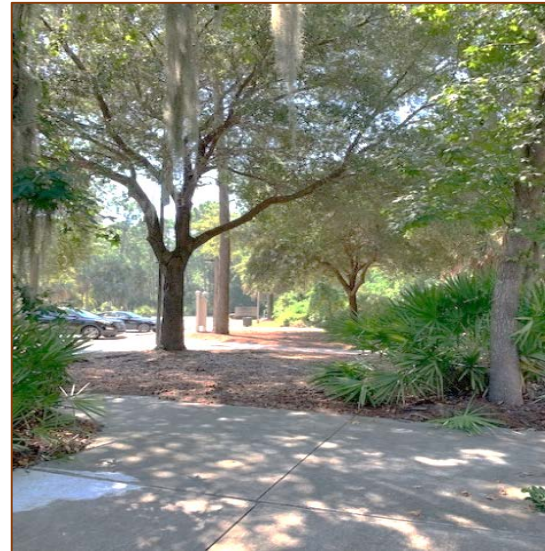


Crossing Park

Address: 6 Haig Point Court

Number of Site Installations: Two

Amenities on Site: Baseball Field,
Picnic Pavilion, Playground,
Restrooms and Soccer Field



Bristol Sports Arena

Address: 4 Helmsman Way

Number of Site Installations: One

Amenities on Site: Skate Park,
Roller Hockey Court and Restrooms



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Shawn Colin, *AICP, Director of Community Development*
FROM: Jennifer Ray, *ASLA, Deputy Director of Community Development*
DATE: January 14, 2020
SUBJECT: Ordinance for Referendum

Recommendation:

Staff recommends Town Council approve an Ordinance ordering a referendum for the purpose of funding Arts and Culture facilities and Parks and Recreation facilities.

Summary:

The effect of passing this Ordinance will be to authorize the Town to cause two referendum questions to be added to a ballot asking registered voters to authorize the Town to continue the 5 Mil millage rate set to expire after FY22 for a period of 25 years, and to provide authority to issue up to \$35M General Obligation Bonds for Arts and Culture facilities and up to \$30M General Obligation Bonds for Parks and Recreation facilities. The referendum would be held on Tuesday, May 5, 2020.

If the referendum questions are approved by a majority of registered voters, the Town would use funds generated for the implementation of Arts & Culture facilities at various locations throughout the Town including the Arts Campus, the Coastal Discovery Museum, and Historic Mitchelville Freedom Park, as well as implementation of Parks and Recreation facilities at various locations throughout the Town including Chaplin Community Park, Crossings Park, and the Town-owned portion of Planter's Row Golf Course. All projects included for consideration have been generated by recently completed or on-going public planning processes.

Background:

Hilton Head Island residents value, and have come to expect, best in class facilities and services. If a community doesn't invest, or reinvest in the community, it becomes tired and dated. Over the years the Town has generated creative alternate funding sources to make investments to improve quality of life. One of those alternate funding sources was the creation and adoption of a Tax Increment Financing District (TIF), in which tax revenues are allocated to create publicly owned projects that stimulate private investment in the area and in turn, improve the quality of life for residents. The Town's existing TIF has generated revenue for several impactful projects but is expiring in 2024. Expiration of the TIF combined with the millage rate caps set by Act 388 have prompted Town staff to again look for a creative funding source to use to reinvest in our community. A temporary 5 Mil millage rate was imposed for a 5 year period to replenish Town reserves for disaster response. The temporary millage is set to expire in FY22. The idea

Subject: Ordinance for Referendum

Date January 14, 2020

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for the referendum was generated as a creative funding strategy that would use the same 5 Mil millage for projects that improve the quality of life for Island residents.

Many public planning processes have generated ideas for proposed improvements to facilities on the island. Planning efforts included Arts and Culture and Parks and Recreation, as well as Our Plan, the on-going process to rewrite the Town's Comprehensive Plan.

Arts and Culture planning efforts included a 3-year effort with Venue Committee to identify recommendations to serve the Arts and Culture needs of the community including expansion of the current Arts facility in Shelter Cove. Webb Management Services, the consultant hired by the Town, worked with the Venue Committee to develop viable options. One option included in the recommendations, outlined as Option B "New Construction and Adaptive Reuse", was to renovate the current Arts facility and included expansion in both space and user groups. This recommendation is included in the referendum for Art and Culture facilities. A summary of the recommendations is included as **Attachment 1**.

The Coastal Discovery Museum is looking to expand current facilities on site to enhance their ability to provide education on the region's history, culture, and art. The referendum would provide funding toward the museum's capital program.

Historic Mitchelville Freedom Park (HMFP) has prepared a master plan and business plan per the requirements of their lease agreement with the Town. The process involved a consultant hired by Beaufort County and included public input. Proposed capital improvements include construction of facilities to provide education on the history of Mitchelville, the first freedman's town in America. The referendum would provide funding toward HMFP's capital program that are intended to include private, local, state, and federal funding. The proposed master plan and capital requirements are included as **Attachment 2**.

The Town's Recreation Open Space Plan was completed in 1995 and outlined parks and recreation facility improvements to be constructed over a period of 20 years. Recently the community requested an update of the plan. As part of the Our Plan process Lose Design was hired by the Town to prepare a Parks and Recreation Master Plan based on a process that included stakeholder interviews, focus group meetings, open houses, and a public opinion survey. 90% of survey respondents indicated they would support or strongly support the Town prioritizing funding of increased quality parks and recreation facilities and programs. Initial recommendations, included as **Attachment 3**, were presented in November 2019 to the Parks and Recreation Commission. The major recommendations are included in the referendum for Parks and Recreation facilities.

Our Plan is the ongoing process to rewrite the Town's Comprehensive Plan. This public process has reinforced Town Council's strategic outcomes including exceptional quality of life, prosperity and innovation, and best in class services and facilities. The community values excellence and expects the Town to continue to provide high quality facilities.

Attachments

appendix a: space program, equipment and capital budgets

HILTON HEAD PERFORMING ARTS FACILITY STUDY
Hilton Head, SC
Schedule of Spaces

| Series # | SPACE | Conceptual Model for a new Community Arts Center Net SF | Notes on Recommended NSF |
|-------------|------------------------------------|--|--------------------------|
| A100 | Public Spaces | | |
| 101 | Public lobby | 1,750 | |
| 102 | Auditorium access circulation | 500 | |
| 103 | Auditorium sound & light locks | - | |
| 104 | Concessions | 200 | |
| 105 | Concessions storage | 60 | |
| 106 | Public restrooms (male) | 200 | |
| 107 | Public restrooms (female) | 400 | |
| 108 | Public restroom (family) | 60 | |
| 109 | Front-of-house storage | 100 | |
| 110 | Box office - sales | 160 | |
| 111 | Office - box office administration | 120 | |
| 112 | Office - house manager | 140 | |
| 113 | Coat room / rentals / programs | 120 | |
| 114 | Community Gallery | 2,000 | |
| 115 | Walter Greer Gallery and prep room | | |
| 116 | Wood Community Room | | |
| 117 | Heritage Room (Founders' Room) | | |
| A200 | Main Theatre (300-seats) | | |
| 201 | Auditorium | 3,500 | |
| 202 | Stage and wings | 3,200 | |
| 203 | Stage sound and light locks (2) | - | |
| 204 | Stage apron | 140 | |
| 205 | Stage crossover | 640 | |
| 206 | Control booth | 180 | |
| 207 | Dimmer room | 100 | |
| 208 | Sound rack room | 80 | |
| 209 | Catwalks, galleries and grid | - | in gross |
| A300 | Stage Support | | |
| 301 | Office - production | 120 | |
| 302 | Office - stage management | 120 | |
| 303 | Scene dock | 400 | |
| 304 | Kitchen - props | - | |
| 305 | Storage - piano | 120 | |
| 306 | Backstage restroom (male) | 120 | |
| 307 | Backstage restroom (female) | 120 | |
| 308 | Storage - general | 300 | |
| 309 | Storage - platforms and chairs | 200 | |
| 310 | Storage - lighting | 120 | |
| 311 | Storage - sound | 120 | |
| A400 | Performer Support | | |
| 401 | Performers' lounge / Green Room | 300 | |
| 402 | Dressing room - 4 people | 240 | |
| 403 | Dressing room - 4 people | 240 | |
| 404 | Dressing room - 10 people | 450 | |
| 405 | Dressing room - 10 people | 450 | |
| 406 | Wardrobe / costume maintenance | 150 | |
| 407 | Laundry | 120 | |
| 408 | Vending | 25 | |
| A500 | Studio Theatre (120 seats) | | |

HILTON HEAD PERFORMING ARTS FACILITY STUDY
Hilton Head, SC
Schedule of Spaces

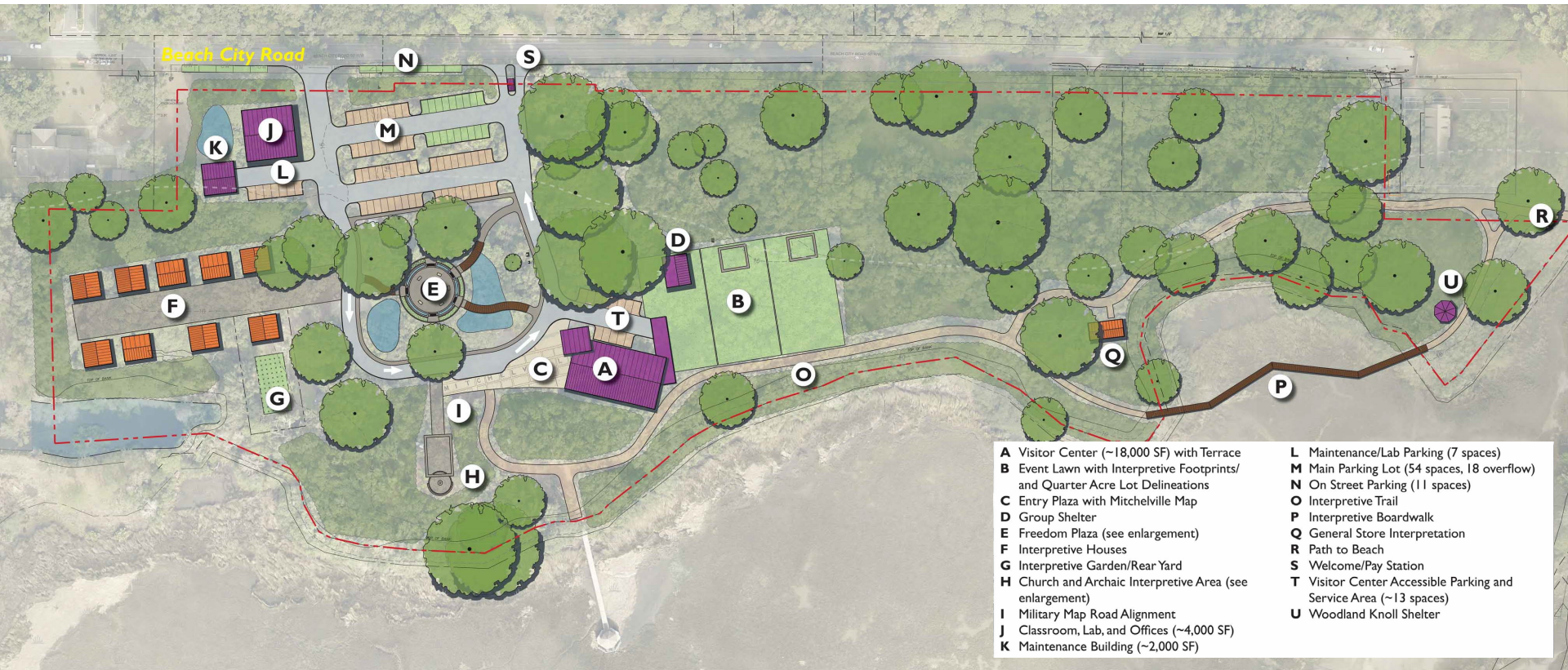
| | | Conceptual Model for a new Community Arts Center | |
|-------------|---|--|--------------------------|
| Series # | SPACE | Net SF | Notes on Recommended NSF |
| 501 | Studio theatre | 2,000 | 32' clear height |
| 502 | Control booth | 180 | |
| 503 | Storage | 200 | |
| | | | |
| A600 | Instruction and Rehearsal spaces | | |
| 601 | Rehearsal room / dance studio | 2,000 | 16' clear height |
| 602 | Rehearsal room | 1,600 | |
| 603 | Storage | 200 | |
| 604 | Disney Art Studio | | |
| 605 | Classroom | 1,200 | |
| 606 | Classroom | 800 | |
| 607 | Practice room | 140 | |
| 608 | Practice room | 140 | |
| 609 | Practice room | 80 | |
| 610 | Practice room | 80 | |
| 611 | Practice room | 80 | |
| 612 | Practice room | 80 | |
| 613 | Maker/Media Space | 1,500 | |
| | | | |
| A700 | Administration Spaces | | |
| 701 | Reception and waiting | 100 | |
| 702 | Office | 200 | |
| 703 | Office | 140 | |
| 704 | Office | 140 | |
| 705 | Office | 140 | |
| 706 | Office | 140 | |
| 707 | Office | 140 | |
| 708 | Office | 140 | |
| 709 | Office equipment | 80 | |
| 710 | Kitchenette | 120 | |
| 711 | Conference room | 300 | |
| | | | |
| A800 | Services | | |
| 801 | Security station | 100 | |
| 802 | IT hub | 60 | |
| 803 | Catering kitchen | | |
| 804 | Custodial closet | 30 | |
| 805 | Custodial closet | 30 | |
| 806 | Storage - maintenance | 80 | |
| 807 | Storage - janitorial supplies | 80 | |
| 808 | Trash / Recycling storage & disposal | - | in gross |
| 809 | Loading dock | - | in gross |
| | | | |
| | TOTAL - net square feet | 29,665 | |
| | Net-to-gross multiplier | 1.6 | |
| | TOTAL - gross square feet | 47,464 | |
| A | COST PROJECTION FOR NEW CONSTRUCTION | | |
| | Cost bracket #1 | \$ 400 | |
| | Cost bracket #2 | \$ 500 | |
| | Cost bracket #3 | \$ 600 | |
| | | | |
| | GSF x Cost bracket #1 | \$ 18,985,600 | |
| | GSF x Cost bracket #2 | \$ 23,732,000 | |
| | GSF x Cost bracket #3 | \$ 28,478,400 | |
| | | | |
| | Soft Cost multiplier | 1.3 | |

HILTON HEAD PERFORMING ARTS FACILITY STUDY
Hilton Head, SC
Schedule of Spaces

| Series # | SPACE | Conceptual Model for a new Community Arts Center | Net SF | Notes on Recommended NSF |
|----------|---|--|------------|--------------------------|
| | Construction cost + soft costs for Bracket #1 | \$ | 24,681,280 | |
| | Construction cost + soft costs for Bracket #2 | \$ | 30,851,600 | |
| | Construction cost + soft costs for Bracket #3 | \$ | 37,021,920 | |
| B | COST PROJECTION FOR COMBINED | | | |
| | NEW CONSTRUCTION AND ADAPTIVE REUSE | | | |
| | Cost bracket #1 | \$ | 350 | |
| | Cost bracket #2 | \$ | 400 | |
| | Cost bracket #3 | \$ | 450 | |
| | GSF x Cost bracket #1 | \$ | 16,612,400 | |
| | GSF x Cost bracket #2 | \$ | 18,985,600 | |
| | GSF x Cost bracket #3 | \$ | 21,358,800 | |
| | Soft Cost multiplier | | 1.3 | |
| | Construction cost + soft costs for Bracket #1 | \$ | 21,596,120 | |
| | Construction cost + soft costs for Bracket #2 | \$ | 24,681,280 | |
| | Construction cost + soft costs for Bracket #3 | \$ | 27,766,440 | |

HISTORIC MITCHELVILLE FREEDOM PARK

SITE PLAN



➤ *Capital requirements for phased development have been identified.*

HMFP Master and Interpretive Plan Capital Requirements

Creating a commemorative Park on a site where no visible elements of the town remain is a challenging and rewarding undertaking, but also unavoidably a capital-intensive endeavor. Execution of the entire Master Plan and Interpretive Plan summarized above is estimated at \$19.2 million, of which 48% is for Master Plan implementation, 28% for interpretive design and elements, and 24% in fees, contingency and archaeology costs.

HMFP’s design consultants are recommending a two-phased approach for implementation. Under this approach, Phase 1, at a cost of \$4.6 million, essentially would: lay the infrastructure for the Park; provide the outdoor interpretation areas; ghost interpretive houses; build the classroom/office and maintenance buildings; and put in place the complementary interpretive elements. Phase 2, \$14.6 million, would: complete the site preparation; finish the landscaping, and hardscaping; complete the interpretive houses, the Park’s shelters and main plaza; build the anchor facility, the Visitor Center; and implement the remaining interpretive elements.

| Master Plan and Interpretive Plan Implementation | Phase 1 | Phase 2 | Total | % Total |
|---|---------------------|----------------------|----------------------|-------------|
| Interpretive Plan | | | | |
| Design Fees | \$ 1,090,000 | \$ 3,440,000 | \$ 4,530,000 | 24% |
| Interpretive Elements | \$ 140,500 | \$ 697,000 | \$ 837,500 | 4% |
| Subtotal Interpretive Plan | \$ 1,230,500 | \$ 4,137,000 | \$ 5,367,500 | 28% |
| Master Plan | | | | |
| Master Plan | \$ 2,287,860 | \$ 6,888,220 | \$ 9,176,080 | 48% |
| Grand Subtotal | \$ 3,518,360 | \$ 11,025,220 | \$ 14,543,580 | 76% |
| Contingency @ 15% | \$ 527,754 | \$ 1,653,783 | \$ 2,181,537 | 11% |
| Permitting Fees @ 5% | \$ 175,918 | \$ 551,261 | \$ 727,179 | 4% |
| Landscape Architecture, Eng, Architectural Fees @ 12% | \$ 422,203 | \$ 1,323,026 | \$ 1,745,230 | 9% |
| Archaeology | \$ 15,000 | \$ 25,000 | \$ 40,000 | 0% |
| Grand Total | \$ 4,659,235 | \$ 14,578,290 | \$ 19,237,526 | 100% |
| % Total | 24% | 76% | 100% | |

The detail behind this project cost summary is provided in Exhibit 1 to this document.

We aim to raise and deploy the \$19+ million to complete the Park in two years. HMFP’s Board and executive leadership are confident Mitchelville will be considered a strong candidate for capital support of this magnitude. We also understand that the capital support necessary to implement these plans for HMFP would need to be incremental to the support the organization already receives.

However, we are now in a position to make a strong case for such consideration. In this business case, we explain Historic Mitchelville Freedom Park will become a unique and substantial visitor attraction, having the power to bring high-value culture and heritage tourists to the Island, to stimulate the economy of the north end, and to generate national recognition for Native Islanders and the Gullah Geechee culture. Mitchelville will complement, rather than compete directly with, other existing history, art and culture

attractions, fill a void in the telling of local, regional, and national history, and make the telling of that story relevant to the present.

HFMP's Board and executive leadership are eager to engage the Town, County, public and private supporters and donors in the quest to secure the necessary incremental capital required to make a reality of the vision and potential of Historic Mitchelville Freedom Park.



Initial Recommendations for the Town of Hilton Head Island

November 5, 2019

Introduction

In support of the Town of Hilton Head Island Comprehensive Parks and Recreation Master Plan and in response to Town Council's request for input on potential big projects for the near future, Lose Design has formulated the following capital improvement recommendations. These recommendations are based on the analysis of the Town's parks and recreation needs and preferences to date and should be received as a broad stroke draft that will be improved as the master plan process is completed.

Analysis

Lose Design compared an inventory of current and proposed park facilities to Nation Recreation and Park Association (NRPA) Park Metrics data for jurisdictions with comparable populations. The analysis included future amenities that will be included in the Lowcountry Celebration Park which will include special event space, a large playground, pavilions, event stage and museum building.

This comparison was used to identify potential deficits and surpluses within the parks and recreation system. Additionally, recreational amenities from private residential developments were inventoried separately as facilities that supplement public recreation facilities.

Next, park properties and corresponding service areas were mapped to identify possible gaps in access for Hilton Head Island residents. Additionally, community input was gathered from open house events, and community survey efforts in order to discern public desires for possible improvements.

Deficits & Surpluses

Overall, identified deficits were relatively minor to many communities we have worked with. Playgrounds (-3), youth baseball (-2), and multipurpose synthetic fields (-2) were identified as facilities that are not meeting local demand based on NRPA Park Metrics and public input. Soccer fields and tennis courts were identified as exceeding NRPA

averages however, information provided by focus groups and community input indicate that soccer fields are often unplayable or otherwise unavailable to user groups.

Pickleball facilities and sand volleyball were identified by public engagement efforts as facilities that are needed by the community. Pickleball is provided at public and private venues across the island, however, public pickleball courts are provided in small numbers which do not allow for large groups to use for informal tournaments. Private pickleball facilities are available through memberships or for a user fee. Some from the community are concerned associated costs may be a barrier for some players.

Sand volleyball also received interest from the community, which is a sport with a relatively small footprint. The growth in popularity of sand volleyball is, in part, due to the availability of collegiate scholarships for high school athletes. The design team identified only two sand volleyball courts that are available to the public. Ideally, five to eight courts would be developed to facilitate practices and small tournaments.

Gap Analysis

Parks across the island are well distributed, however, including amenities such as playgrounds or picnic shelters that are typical of community parks in cultural parks such as Honey Horn or sports parks like Crossing Park would broaden the users of those properties. This will increase level of service for park users by locating these recreation facilities closer to residences.

Recommended Improvements

With these findings in mind, the following recommendations are suggested:

Crossings Park

- Consolidate baseball and softball facilities to Crossings Park.
- Retain the three baseball fields at this location.
- Build 2-3 additional baseball fields at Crossings Park to address identified inventory deficit.
- Additional parking to support this expansion.
- Add a significant playground amenity to add community park recreation features to this property.

Chaplin Park

- Develop a new masterplan for Chaplin Park for a more efficient and user-friendly design
- Three multisport fields for soccer, football and lacrosse:
 - Two multisport synthetic rectangular fields
 - One natural surface multisport field
- Replace support buildings (concessions, bathroom buildings and shelters)

Pickleball Complex

- Develop a significant pickleball complex to include:
 - Lighted courts based on recommendations from Sports Facility Advisory;
 - Provide for support facilities such as restrooms and concessions;
 - This facility could be located at an existing reconfigured park or a future new park.

Additional Playgrounds

- Add new or update playgrounds at sports parks and special use parks to broaden the targeted users of these properties and help to serve the few underserved portions of Hilton Head Island.

Sand Volleyball Complex

- Develop six to eight competition level sand volleyball courts to support the growing high school and collegiate sport;
- This facility could be located at an existing reconfigured park or a future new park.

New North Island Community Park

- New community park on the north end of the island to include
 - Bike trails (away from roads)
 - Disc golf
 - Adventure play area

AN ORDINANCE

ORDERING A REFERENDUM IN THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA (THE "TOWN"), TO SUBMIT THE QUESTIONS OF WHETHER THE TOWN SHALL ISSUE A TOTAL OF NOT EXCEEDING \$65,000,000 GENERAL OBLIGATION BONDS; PROVIDING FOR THE FORM OF BALLOT TO BE USED; PROVIDING FOR NOTICES OF THE REFERENDUM; AND PROVIDING FOR ALL OTHER THINGS NECESSARY TO SUBMIT THE AFORESAID QUESTIONS.

WHEREAS, after community input, the Town of Hilton Head Island, South Carolina (the "Town") has identified a need for public improvements related to arts and culture projects and parks and recreation projects at a combined estimated cost of \$65,000,000; and

WHEREAS, the Town's constitutional debt limit is not sufficient to cover the combined estimated cost of the projects; and

WHEREAS, Town Council has been advised that the Town may conduct a referendum on the questions of the issuance of general obligation debt for the projects;

WHEREAS, Town Council has been advised that in order to conduct a referendum, it is necessary to enact an Ordinance ordering the referendum.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN AS FOLLOWS:

SECTION 1. Findings and Determinations. The Town Council, as the governing body of the Town hereby finds and determines:

(a) The Town is a municipal corporation organized and existing under and by virtue of the laws of the State of South Carolina (the "State").

(b) The Town Council finds that there is a need to create an arts campus at Shelter Cove and to improve existing facilities and/or construct new facilities at Mitchellville Freedom Park and the Coastal Discovery Museum (the "Arts and Cultural Projects").

(c) The Town Council finds that there is a need to make capital improvements to Chaplin Community Park, Crossings Park, and the Port Royal Tract (the "Parks and Recreation Projects," and together with the Arts and Cultural Projects, the "Referendum Projects").

(d) The Town Council further finds that the Referendum Projects constitute a corporate and public purpose of the Town and will serve to enrich the lives of those residents and visitors to the Town as well as enhance the quality of life, both now and in the future.

(e) The Town Council further finds that the funding of the Referendum Projects is in the best interests of the Town and warrants the borrowing of necessary funds by utilizing the constitutional and statutory ability of the Town to issue general obligation bonds.

(f) Article X, Section 14 of the Constitution of the State of South Carolina, 1895, as amended (the "Constitution"), provides that incorporated municipalities of the State shall have the power to incur bonded indebtedness only in such manner and upon such terms and conditions as the General Assembly shall prescribe by general law.

(g) Article X, Section 14, subsection (6) of the Constitution provides that if general obligation debt is authorized by a majority vote of the qualified electors of the Town voting in a referendum authorized by law, there shall be no conditions or restrictions limiting the incurring of such indebtedness except: (i) those restrictions and limitations imposed in the authorization to incur such indebtedness; (ii) such general obligation debt shall be issued within five years of the date of such referendum; and (iii) such general obligation debt may be incurred only for a purpose which is a public purpose and which is a corporate purpose of the Town and such debt shall mature within forty years from the time such indebtedness shall be incurred.

(h) The provisions of Section 11-27-40 of the Code of Laws of South Carolina 1976, as amended (the "Code"), empower the Town to order any such referendum as is required by Article X of the Constitution, to prescribe the notice thereof and to conduct or cause to be conducted such referendum in the manner prescribed by Title 7 of the Code.

(i) The provisions of Title 5, Chapter 21, Article 5 of the Code (being the "Municipal Bond Act") authorizes the Town to issue general obligation bonds.

(j) Prior to the issuance of general obligation bonds approved in the Referendum (hereinafter defined), in order to obtain funding to begin the Referendum Projects, the Town is authorized to issue general obligation bond anticipation notes which would be retired from the proceeds of general obligation bonds or to use other legally available funds of the Town with such amount advanced to be reimbursed from the proceeds of general obligation bonds.

(k) Under the Town's present constitutional debt limitation, the amount of general obligation bonds authorized to be issued is limited unless the questions of issuing such general obligation bonds are submitted and approved by the qualified electors of the Town.

(l) It is in the best interest of the Town for the Town Council to order a referendum to be held in the Town to submit to the qualified electors of the Town the questions of whether the Town shall be authorized to issue not exceeding Thirty-five Million Dollars (\$35,000,000) general obligation bonds for the cost of Arts and Cultural Projects and not exceeding Thirty Million Dollars (\$30,000,000) for the cost of the Parks and Recreation Projects.

SECTION 2. Order to Hold Referendum. Pursuant to the aforesaid provisions of the Constitution and laws of the State, there is hereby ordered a referendum to be held in the Town on May 5, 2020 (the "Referendum"), at which there shall be submitted to all persons qualified to vote under the Constitution and laws of the State of South Carolina the questions set forth in Section 4 hereof.

SECTION 3. Voting Precincts and Polling Places. The voting precincts in the Town for the Referendum shall be those designated by Section 7-7-110 of the Code. The polling places in each of such precincts shall be designated by the Board of Voter Registration and Elections of Beaufort County, South Carolina (the "Board").

The polls shall be opened at seven o'clock in the forenoon and closed at seven o'clock in the afternoon on the date fixed for the Referendum and shall be held open during said hours without intermission or adjournment.

SECTION 4. Form of Ballot. The Elections Board is requested to cause to be printed a sufficient number of ballots for each voting machine used in the Referendum and a sufficient number of emergency ballots for use in the Referendum. The instructions must appear conspicuously at the top of the ballot face and must be printed in bold-faced type at least as large as the largest type on the ballot. Upon approval by the Elections Board, the forms of questions on the ballot label to be used in the Referendum and the instructions to voters appearing thereon shall be in substantially the form set forth below. The format of the ballot may be changed to accommodate voting machines, but the form of questions shall remain the same.

(FORM OF BALLOT)

OFFICIAL BALLOT, REFERENDUM
\$65,000,000 GENERAL OBLIGATION BONDS
TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA
MAY 5, 2020

Precinct _____

No. _____

Initials of Issuing Officer

OFFICIAL BALLOT, REFERENDUM
\$65,000,000 GENERAL OBLIGATION BONDS
TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA
MAY 5, 2020

Question 1

Shall the Town of Hilton Head Island, South Carolina, be authorized to incur general obligation bonds in an amount not to exceed Thirty-five Million Dollars (\$35,000,000) for the following public and corporate purposes relating to arts and cultural projects: Establishing an arts campus at Shelter Cove including, but not limited to, purchasing real property, and acquiring, constructing, renovating, improving and equipping new and/or existing facilities; and capital improvements to the Coastal Discovery Museum and Mitchelville Freedom Park, including, but not limited to, constructing and equipping new facilities and/or renovating and improving existing facilities?

If the voter wishes to vote in favor of the question, select “Yes, In favor of the question”; if the voter wishes to vote against the question, “No, Opposed to the question.”

Yes, In Favor of the question

No, Opposed to the question

Question 2

Shall the Town of Hilton Head Island, South Carolina, be authorized to incur general obligation bonds in an amount not to exceed Thirty Million Dollars (\$30,000,000) for the following public and corporate purpose relating to parks and recreation projects: Capital improvements to Chaplin Community Park, Crossings Park, and the Port Royal Tract, including, but not limited to, renovating, improving, constructing and equipping athletic fields, a pickle ball complex, tennis courts, playgrounds, splash pads, open play fields, bicycle trails, walking trails, and interpretive trails?

If the voter wishes to vote in favor of the question, select “Yes, In favor of the question”; if the voter wishes to vote against the question, “No, Opposed to the question.”

Yes, In Favor of the question

No, Opposed to the question

SECTION 5. Qualification of Voters. Every person offering to vote must be at least eighteen (18) years of age and must be duly registered on the books of registration for the Town as an elector in the precinct in which he or she resides and offers to vote on or before the date on which said books of registration are closed for the Referendum, and must present such documents and/or forms of identification as required by State law. Any registered elector who has moved his or her place of residence within the Town after the date on which said books of registration are closed for the Referendum, but before the date of the Referendum, shall be entitled to vote fail safe, providing they qualify to vote in the election at the voter registration office on election day.

Absentee ballots for the Referendum shall be available at the absentee ballot precincts. The books of registration shall be closed thirty (30) days before the Referendum.

SECTION 6. Notice of Referendum. The Town Council hereby authorizes the publication of a Notice of Referendum to be published in the *Beaufort Gazette* and *The Island Packet*, newspapers of general circulation in Beaufort County, South Carolina, in compliance with Section 7-13-35 of the Code. Such notice must be published not later than 60 days before the date of the Referendum and again not later than two weeks after the first notice. A Notice of Referendum, substantially in the form attached hereto as Exhibit A, shall be published in the *Beaufort Gazette* and *The Island Packet* at not less than two occasions. The first publication shall appear not less than 15 days prior to the occasion set for the holding of the Referendum and the second publication shall appear within the week prior to the Referendum in compliance with the Municipal Bond Act.

The Elections Board is authorized to insert the location of any omitted polling places or change any of the locations of polling places for the Referendum as deemed necessary or advisable. Appropriate changes are authorized to be made in the Notice of Referendum.

SECTION 7. Elections Board. A certified copy of this Ordinance shall be filed with the Elections Board and the Elections Board is hereby requested as follows:

- (a) To join in the action of the Town in providing for the respective Notices of Referendum;
- (b) To prescribe the form of ballot to be used in the Referendum;
- (c) To arrange for polling places in each precinct, or any part of a precinct within the Town;
- (d) To appoint Managers of Election;
- (e) To provide ballot labels, ballot cards and vote recorders for the Referendum;
- (f) To conduct the Referendum, receive the returns thereof, canvass such returns, declare the results thereof, and certify such results to the Town Council; and
- (g) To take other steps and prepare such other means as shall be necessary or required by law in order to properly conduct the Referendum.

SECTION 8. Execution of Documents. The Town Council hereby authorizes the Mayor, the Town Clerk, Town Manager, Town Finance Director and Town Attorney to execute such documents and instruments as necessary with regard to the Referendum.

SECTION 9. Severability. If any section, phrase, sentence or portion of this Ordinance is, for any reason, held or deemed to be invalid or unconstitutional by any court of competent jurisdiction, then such section, phrase, sentence or portion shall be deemed a separate, distinct and independent provision, and shall not affect the remaining portions thereof.

SECTION 10. Effective Date. This Ordinance shall be effective upon the enactment thereby by the Town Council for the Town of Hilton Head Island, South Carolina.

[Signatures follow]

**PASSED, APPROVED, AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF
HILTON HEAD ISLAND ON THIS _____ DAY OF _____ 2020.**

TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

John J. McCann, Mayor

(SEAL)

ATTEST:

Krista M. Wiedmeyer, Town Clerk

First reading: January 21, 2020
Second reading: February 18, 2020

APPROVED AS TO FORM:

Curtis Coltrane, Town Attorney

Introduced by Council Member: _____

(FORM OF NOTICE OF REFERENDUM)

NOTICE OF REFERENDUM
\$65,000,000 GENERAL OBLIGATION BONDS
THE TOWN OF HILTON HEAD ISLAND,
SOUTH CAROLINA

NOTICE IS HEREBY GIVEN that on May 5, 2020, a referendum will be held in the Town of Hilton Head Island, South Carolina. The purpose of the referendum is to submit to the qualified electors of the Town the following questions:

Question 1

Shall the Town of Hilton Head Island, South Carolina, be authorized to incur general obligation bonds in an amount not to exceed Thirty-five Million Dollars (\$35,000,000) for the following public and corporate purposes relating to arts and cultural projects: Establishing an arts campus at Shelter Cove including, but not limited to, purchasing real property, and acquiring, constructing, renovating, improving and equipping new and/or existing facilities; and capital improvements to the Coastal Discovery Museum and Mitchelville Freedom Park, including, but not limited to, constructing and equipping new facilities and/or renovating and improving existing facilities?

If the voter wishes to vote in favor of the question, select “Yes, In favor of the question”; if the voter wishes to vote against the question, “No, Opposed to the question.”

Yes, In Favor of the question

No, Opposed to the question

Question 2

Shall the Town of Hilton Head Island, South Carolina, be authorized to incur general obligation bonds in an amount not to exceed Thirty Million Dollars (\$30,000,000) for the following public and corporate purpose relating to parks and recreation projects: Capital improvements to Chaplin Community Park, Crossings Park, and the Port Royal Tract, including, but not limited to, renovating, improving, constructing and equipping athletic fields, a pickle ball complex, tennis courts, playgrounds, splash pads, open play fields, bicycle trails, walking trails, and interpretive trails?

If the voter wishes to vote in favor of the question, select “Yes, In favor of the question”; if the voter wishes to vote against the question, “No, Opposed to the question.”

Yes, In Favor of the question

No, Opposed to the question

Such questions are being submitted pursuant to Article X, Section 15 of the Constitution of the State of South Carolina, 1895, as amended, Title 11, Chapter 27, Code of Laws of the State of South Carolina 1976, as amended, and Title 5, Chapter 21, Article 5, Code of Laws of South Carolina, 1976, as amended. If a majority of the qualified electors of the Town voting in the Referendum approve the issuance of not exceeding a total of \$65,000,000 General Obligation Bonds (the "Bonds"), the Bonds may be issued by the Town either at one time or from time to time, but no Bonds shall be issued later than five years from the date of the Referendum. The proceeds of the Bonds will be used to finance the costs of the projects identified in the questions.

The precincts or portions thereof within the Town and locations of the several polling places for such Referendum are as follows:

[TO BE PROVIDED]

The polls shall be opened from 7:00 a.m. until 7:00 p.m. at the polling places designated above and shall be open during these hours without intermission or adjournment. Appropriate voting machines will be provided at the polling places for the casting of ballots on the aforesaid question. Managers of Election will be appointed by the Elections Board of Voter Registration and Elections of Beaufort County (the "Elections Board"). The Managers of Election shall see that each person offering to vote takes the oath that he or she is qualified to vote at this Referendum according to the Constitution of this State and that he or she has not voted previously in this Referendum.

Every person offering to vote (a) must be at least 18 years of age on the date of the Referendum; (b) must reside in the Town; (c) must be duly registered on the books of registration for the Town as an elector in the precinct in which he or she resides and offers to vote on or before the date on which the books of registration are closed for the Referendum, such date being _____, 2020; and (d) must present such documents and/or forms of identification as required by State law.

The process of examining the return-address envelopes containing absentee ballots will begin at _____ a.m. on the date of the Referendum in the office of the Elections Board of Voter Registration and Elections of Beaufort County, South Carolina. Persons wishing more information concerning absentee balloting should contact the office of the Elections Board at _____.

The Beaufort County Board of Canvassers shall hold a hearing on ballots challenged in the Referendum on _____, _____, at _____ a.m., at _____.