

THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING

Date: Tuesday, September 15, 2015

Time: 4:00 P.M.

Present from Town Council: David Bennett, *Mayor*; Marc Grant, Tom Lennox, Kim Likins, John McCann, *Council Members*

Absent from Town Council: Bill Harkins, *Mayor Pro Tem*, Lee Edwards, *Council Member*

Present from Town Staff: Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects & Facilities/Chief Engineer*; Brad Tadlock, *Fire Chief*; Susan Simmons, *Director of Finance*; Heather Colin, *Development Review Administrator*; Jennifer Ray, *Urban Designer*; Brian Hulbert, *Staff Attorney*; Teri Lewis, *LMO Official*; Rene Phillips, *Website Administrator*; John Valvo, *Systems Analyst*; Cindaia Ervin, *Finance Assistant*; Vicki Pfannenschmidt, *Executive Assistant/Town Clerk*

Present from Media: None

1) CALL TO ORDER

Mayor Bennett called the meeting to order at 4:09 p.m.

2) PLEDGE TO THE FLAG

3) INVOCATION

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

5) Proclamations and Commendations

a. Mayor's Honored Islander Awards

- Logan Fettes
- Marv Lich
- Tim Drake

Mr. Lich and Mr. Drake were present to accept their awards. Mr. Fettes was away at school and will receive his award at the semi-annual dinner scheduled for October 12.

6) Approval of Minutes

a. Town Council Public Hearing/Special Meeting, August 12, 2015

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

7) Report of the Town Manager

a. MASC Presentation of the Joseph P. Riley, Jr. Award for Economic Development for the Mall at Shelter Cove.

Mr. Bill Taylor, MASC Field Services Manager, presented the award.

- b. Semi-Annual Update of the Parks and Recreation Planning Commission - Heather Rath, Chairman

Mr. Peter Keber, Vice-Chairman, updated Council on the previous six months activity of the Committee.

- c. Quarterly Update of the Economic Development Corporation - Don Kirkman

Mr. Kirkman and Mr. Carlton Dallas, Vice-Chairman, presented the quarterly update and briefed Council on recent activities and projects of the EDC.

- d. Proposed 2016 Town Council Meeting Dates

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

- a. Town Manager's Items of Interest

Mr. Riley invited Fire Chief Brad Tadlock to conduct a presentation. Chief Tadlock and Mayor Bennett presented Hilton Head Island Fire Rescue employee Lieutenant Scott Mason with a plaque commemorating his retirement from the United States Naval Reserves with 30 years of service.

Mr. Riley announced that the Town launched an official Facebook page and encouraged everyone to 'like' the page to stay up-to-date on the latest happenings going on in our Town. He added that the Town also has a Town Council Policy Agenda Dashboard on the home page of the Town website. He stated the dashboard provides a quick update on the Town Council policy agenda.

Mr. Riley reported on items of interest listed below.

- (1) Town News
- (2) Noteworthy Events

Mr. McCann requested that the Town Manager provide a quarterly update on the USCB project. Mr. Riley stated he would be happy to provide the update.

8) **Reports from Members of Council**

- a. General Reports from Council

Mr. McCann recommended that Town Council consider resurrecting the discussion related to the potential public acceptance of Main Street. He suggested the item be vetted by the Public Facilities Committee and include a review of previous discussions on the topic and the determination of the merits of imposing the Municipal Improvement District (MID) as part of the solution. Mayor Bennett stated he has received a number of emails from constituents regarding the subject. He said he would discuss the item with Mr. Edwards, Chairman of the Public Facilities Committee, regarding starting the process and one of them will report back to Council at the next meeting.

Mr. McCann reported that the Finance and Administrative Committee met earlier in the day and received a report from the Circle to Circle Committee. He said the report was extremely encouraging noting that one of the immediate items to be reviewed is re-identifying beaches and beach locations so that both tourists and Islanders will know where beaches are located and not think that Coligny is the only Town beach.

b. Report of the Intergovernmental Relations Committee – Bill Harkins, Chairman

No report.

c. Report of the Community Services Committee – Kim Likins, Chairman

Mrs. Likins reported the Arts & Cultural Strategic Planning Committee is continuing with their mission. She said they are holding public sessions and gathering information and plan to have a report to Council before the November workshop.

d. Report of the Public Planning Committee – Tom Lennox, Chairman

No report.

e. Report of the Public Facilities Committee – Lee Edwards, Chairman

No report.

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

Mr. Grant stated the Committee met on September 14 and Fire Chief Brad Tadlock reviewed Fire Rescue Semi-Annual Report, Mid-Year Response Statistics and Strategic Plan Update. He added that they discussed computerizing fire hydrants to monitor pressure, yard burning violations and make up days for burning, along with emergency calls, noting that 80% of the calls were medical issues. Mr. Grant said they also reviewed the Smart 911 Program being implemented by Fire Rescue. He explained it is free and it is a safety profile for any household discussing a variety of information for the department to have on file to assist during an emergency. Mr. Grant noted that Chief Tadlock will be conducting a community awareness program regarding Smart 911 so all are informed.

Mr. Grant informed Council that Captain Joey Woodward of the Beaufort County Sheriff's Office also reported on the 2nd Quarter Crime Statistics for Hilton Head Island. He stated that they discussed community forums to meet with Town Council representatives in various locations on the Island. He said Captain Woodward will get back with the Committee regarding dates and procedures for the forums.

g. Report of the Finance and Administrative Committee - John McCann, Chairman

Mr. McCann stated he had not additional report.

h. Report of the Circle to Circle Committee - Tom Lennox, Town Council Liaison

Mr. Lennox reported the Committee will meet tomorrow, September 16 at 8:30 a.m. to review the results of the Traffic Study and to present the analysis, discuss findings and optional recommendations regarding the study.

Mayor Bennett stated work has been done on the Heritage Tourism initiative on a county-wide basis. He said he is very encouraged by how well the municipalities and County are working together on the initiative. He updated Council that they have identified in each community, the various historic assets to be part of the initiative and they are creating an advisory committee comprised of some of the major historic and cultural organizations within the respective communities. Mayor Bennett stated the organizations selected for Hilton Head Island were the Heritage Library, Gullah Geechee Consortium, Coastal Discovery Museum, Hilton Head Island-Bluffton Chamber of Commerce, and the Mitchelville Preservation Project. He said a letter has been prepared and will be distributed by the individual communities to reach out to the organizations for membership applicants for the advisory committee. Mayor Bennett

stated the applications for the organizations from Hilton Head Island will be reviewed by the Community Services Committee for consideration of appointment to the advisory committee with recommendations by the October 20 Town Council meeting.

Mayor Bennett stated he had the privilege of writing the State of the Town for Hilton Head Monthly's most recent edition. He said it made him mindful of how hard all of Council is working and extended his appreciation. Additionally, he thanked Mr. Riley and his staff for their efforts in handling the additional workload.

9) Appearance by Citizens

Skip Hoagland, Peter Buonaiuto, Mare Deckard and Dave McGarry addressed Council regarding the Hilton Head Island-Bluffton Chamber of Commerce funding.

10) 5:30 P.M. – PUBLIC HEARING – Proposed Addendum #1 to that certain Amended and Restated Development Agreement dated November 19, 2014 between Shelter Cove Towne Centre, LLC, and the Town of Hilton Head Island.

Mayor Bennett opened the Public Hearing noted above at 5:39 p.m.

Mayor Bennett invited members of the public to speak. There were no requests.

Mayor Bennett closed the Public Hearing at 5:39 p.m.

11) Unfinished Business

a. Second Reading of Proposed Ordinance 2015-18

Second Reading of Proposed Ordinance 2015-18 to amend Title 16, the Land Management Ordinance, of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map and the Palmetto Dunes Resort Master Plan with respect to the certain parcels identified as Parcel 7, on Beaufort County Tax Map #12C, and an approximately 4.4 acre portion of Parcel 2 on Beaufort County Tax Map #12C, within the Palmetto Dunes Resort Master Plan under the PD-1 Planned Development Mixed Use District, to amend the associated uses and densities for Parcel 7, Tax Map #12C to community park and 120-150 multi-family dwelling units; and the portion of Parcel 2, Tax Map #12C to 80-120 multi-family dwelling units and community park; provided the aggregate total of multi-family units does not exceed 240 total and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

b. Second Reading of Proposed Ordinance 2015-17

Second Reading of Proposed Ordinance 2015-17 of the Town Council for the Town of Hilton Head Island, South Carolina, authorizing the execution of Addendum #1 to that certain Amended and Restated Development Agreement for Shelter Cove Mall with Shelter Cove Towne Centre, LLC and Shelter Cove II, LLC for the redevelopment of property previously known as the Mall at Shelter Cove and surrounding property, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

c. Second Reading of Proposed Ordinance 2015-20

Second Reading of Proposed Ordinance 2015-20 of the Town Council for the Town of Hilton Head Island, South Carolina, authorizing the sale of real property owned by the Town of Hilton Head Island, South Carolina, to Shelter Cove II, LLC, in exchange for land to be conveyed to the Town of Hilton Head Island, South Carolina and owned by Shelter Cove II, LLC, in conjunction with Addendum #1 to that certain Amended and Restated Development Agreement, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

d. Second Reading of Proposed Ordinance 2015-21

Second Reading of Proposed Ordinance 2015-21 of the Town Council for the Town of Hilton Head Island, South Carolina, authorizing the establishment of covenants and restrictions on real property in conjunction with Addendum #1 to that certain Amended and Restated Development Agreement, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

12) New Business

a. First Reading of Proposed Ordinance 2015-16

First Reading of Proposed Ordinance 2015-16 of the Town of Hilton Head Island, South Carolina, to amend Title 2 General Government and Administration of the Municipal Code of the Town of Hilton Head Island, South Carolina by amending Chapter 5 (Meetings of Council and Rules of Procedure) Section 2-5-50, Agenda and Order of Business; and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

b. First Reading of Proposed Ordinance 2015-19

First Reading of Proposed Ordinance 2015-19 to adopt an updated Town of Hilton Head Island Design Guide, and providing for severability and an effective date.

Mrs. Likins commended staff on the Design Guide. Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

c. Consideration of a Resolution – United Way Thermometer Signs

Consideration of a Resolution by the Town Council of the Town of Hilton Head Island approving the increase in display time of the four official United Way of the Lowcountry thermometer signs during its annual fundraising campaign.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

d. Sewer Service Initiative – Year One Budget Amendment Recommendation

Mrs. Likins moved to approve. Mr. McCann seconded. Mayor Bennett commended Denise Spencer of the Community Foundation of the Lowcountry for the efforts in partnering with the Town in generating solutions. He noted it is important to the Community Foundation's efforts to seek grants to augment the Project SAFE fund for the donors and grantee organizations to know that if they put their dollars in that this project will be completed. He added that that later this year a plan for the final four years of the initiative will need approval to facilitate Denise Spencer in her efforts. Mayor Bennett stated as a part of the recommendation staff recommended bifurcating the storm sewer work and the road work from the sanitary sewer work. He asked Mr. Riley to prepare a project timeline assuming they do bifurcate the work, along with a project timeline assuming they do not and asked that it be prepared in time for the November Town Council Workshop for review.

Dot Law, President of the Marshland/Chaplin/Gardner POA, congratulated Council on placing the issue on the agenda. She said the issue is important to those that live in the neighborhoods where sewer has not been available. She also thanked the Community Foundation of the Lowcountry for their support in helping out Project SAFE to make this situation finally happen.

The motion was approved by a vote of 5-0.

13) Executive Session

a. Land Acquisition

Discussion of negotiations incident to the proposed sale, lease or purchase of property:

1. related to a lease for the Hilton Head PSD Aquifer Storage Site.
2. related to a parcel along Dunnagans Alley.
3. related to a parcel near the corner of US 278 and Wild Horse Road.
4. related to parcels on Palmetto Bay Road.
5. related to a parcel in the Mitchelville area.
6. related to leases at the Carolina Office Park.

b. Contractual Matters

Discussion of negotiations incident to proposed contractual arrangements:

1. related to Palmetto Hall/Town/County MOU

c. Personnel Matters

Mr. Riley stated he needed an Executive Session for the items listed on the agenda under Section 13, subsections a, b and c.

At 5:52 p.m. Mrs. Likins moved to go into Executive Session for the reasons as set forth by the Town Manager. Mr. McCann seconded. The motion was approved by a vote of 5-0.

Mayor Bennett called the meeting back to order at 6:50 p.m. and stated there was nothing to take up as a result of Executive Session.

13) Adjournment

Mrs. Likins moved to adjourn. Mr. McCann seconded. The motion was approved by a vote of 5-0. The meeting was adjourned at 6:51 p.m.

Vicki L. Pfannenschmidt
Executive Assistant/Town Clerk

Approved: 10/06/2015

William D. Harkins, Mayor Pro-Tem