



**The Town of Hilton Head Island
Regular Public Facilities Committee
Meeting**

**March 26, 2018
9:00 a.m.
Council Chambers**

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

1. **Call to Order**
2. **Freedom of Information Act 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**
 - Approval of Minutes:
 - February 26, 2018
4. **Unfinished Business**
 - Status report and recommendation on the acquisition of qualifying private unpaved roads.
5. **New Business**
 - Discussion on proposal from Beaufort County regarding the transfer of County-owned parks to the Town of Hilton Head Island.
6. **Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

TOWN OF HILTON HEAD ISLAND PUBLIC FACILITIES COMMITTEE

Date: February 26, 2018

Time: 9:00 A.M.

Members Present: Marc Grant, David Ames, Tom Lennox

Members Absent: None

Staff Present: Scott Liggett, Charles Cousins, Chief Brad Tadlock, Jeff Buckalew, Teri Lewis, Chris Darnell, Jayme Lopko, James Cook, Shawn Colin, Ed Boring

Others Present: Kim Likins, *Council Member*, Chet Williams, Esquire, Heather Rath

Media Present: None

1. Call to Order:

The meeting was called to order at 9:00 a.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:

Approval of Minutes:

- January 22, 2018

Councilman Ames moved to approve the Minutes of January 22, 2018. Councilman Lennox seconded. The Minutes were unanimously approved.

4. Unfinished Business

- **Time frame for implementation and completion of the acquisition and paving of the dirt roads.**

Scott Liggett, Director of Public Projects & Facilities/Chief Engineer stated there is no presentation, but if the Committee wants to have a discussion, staff is here to facilitate and provide information in that regard.

Chairman Grant said one thing he wants to bring up is the timeframe. Jeff Buckalew, myself and others attended some meetings in terms of three roads, Cobia Court, Alfred Lane and Aiken Place. Councilman Grant asked that the maps for those areas be put up on the screen so he could show the Committee some of the issues about it. The reason why is because as we went and talked to the people in the community, some of the property goes across driveways into their yards and some of the citizens came up with an idea that is unique and a little different from what we are used to.

Chairman Grant referred to a house on the left it goes across the driveway, shrubs are taken out, etc. and this is where we wanted a 50 foot right of way. He referred to another house that the easement is right where she parks her car and also her driveway and referred to several other homes as well. Chairman Grant said based on this particular concept that we have been doing in terms of standard roads in our communities, most of the

people who have homes in these communities have been established. There was no plan – they just decided to put a house where it looked good at that particular time. Over the years when you have hundreds of children who come through – family members, etc. the road was just created, but it was created as a way to get to your home or see family members. Now the road is in such bad shape that it doesn't fit the Town's code in terms of a road. Some individuals came up with a concept of doing a one way road. The reason why in my personal opinion it is a good suggestion is because it would reduce the buffer setback hopefully to maybe 20-25 foot. It would meet the needs of the people in this community and at the same time if we believe that we are trying to assist our citizens and the Fire Department and various other issues to address storm water then the goal should be how we best meet the needs of our community members. If you look at Alfred Lane it meets the same standards. We also have to talk about if it is a one lane road the person all the way at the far left at the bottom understands that they will have to all the way around to the end. They just can't cut through and go make a short cut there. The challenges that I see will take time – a lot more time than I thought. As we go through this process I hope we are able to look at meeting the needs of those community members that we serve and make sure we can make some type of adjustments to that. I would ask once the family members approve the Town to look into doing a road that we look at each individual road to meet the needs of those people.

In saying that, I know at one time we were looking at doing six roads a year. I know at one time I was hoping ten roads. Realistically, I can't see us getting ten roads done a year. I am hoping that maybe once we begin moving this that our goal would be to get at least six roads done a year.

Alfred Lane, Cobia Court and Aiken Place are the three roads we looked at. I cannot vote on Aiken Place because that is my family. I ask that you look and take consideration on the other two. Cobia Court might be able to stay the same. I do think Alfred Lane should be one lane road and also Aiken Place. I ask the Town Engineers to take that into consideration.

The Mayor also talked to me regarding a timeframe. I think we overall need to know how long will it take for constituents to turn in their paperwork. I believe they are due on March 15th. After March 15th, what is the process that we go through in terms of the time table from that point? I think that is what we should look at in terms of having an idea how long for getting all the deeds signed, and actually getting the contractors doing the road. The Mayor is interested in coming up with a relatively easy plan of how we can move the roads from signing it over to the town and quickly getting some contractor in place to get it done in a short time frame.

Councilman Ames stated using Aiken Place as an example, if it were a one land road with a narrow right of way, would the utilities go in in that narrow right of way also. Chairman Grant said he is not an Engineer, but I can tell you that if we still have the same specifications, I think it should be fine for the utilities to be able to use it. Councilman Ames said he believes it should be a flagged item whether or not utilities could go in a narrow right of way.

Councilman Lennox said so the only issue we are dealing with is the width of the right of way. Councilman Grant said he thinks that Town staff could look at it. It might be 30 feet, but I just know 40 feet won't work.

Chairman Grant asked if we need to vote on this. Councilman Ames said he is not sure we need to vote on this, but if Town staff could look into the possibility of the ramifications of narrowing a right of way in those areas.

Scott Liggett stated staff is happy to look into that. This is our first engagement under the new policy with road owners that would benefit from the program. We have already started to deviate or step away a little bit from the policy. I think staff is prepared to return to Committee or to Town Council after this March 15th deadline has passed. When the program and policy was put forth, there was the notion that we would desire 100% participation voluntary, 100% donation and to a degree would sort be a take it or leave it scenario. We would propose a right of way that we thought is sufficient to address the needs as we understood them and that was the arrangement. I suppose to some degree we are 0 for 3 on these roads because in every instance we have had a follow-up from the adjacent residents to alter the original plan. What we are prepared to do is return once we have had an opportunity to examine the requests that have come, return to Town Council if need be to get formal guidance. It does seem to be that we are stepping away a little bit from the policy to date. I think we have received two of 38 notices of intention to participate. The vast majority are still outstanding and frankly I think are predicated on our ability to redesign the road from what we originally intended. If we don't have everyone's signature on board by the 15th, is it Council's desire that we set those aside and go to the next three? I am not sure that is the case. To my mind we are examining all the things that Mr. Grant had made mention of and will do a report when able to access that formally. There are concerns that I will share with you. Some of them deal with an overly narrow road that may not allow us to provide all of the facilities within that right of way – utilities, drainage, etc. The other thing from my sunny day non-emergency response standpoint, I have some concerns or misgivings about everyday use, enforcement and liability about imposing one way streets, particularly on Aiken where you have the horseshoe. Virtually everybody is going to have to drive on that road in a longer way than they would now to get back out to Marshland Road. If that occurs, are we prepared to undertake some sort of enforcement? We are looking at all that and are prepared to come back with a report here in the coming weeks.

5. New Business

• Park Name Request

Chris Darnell, Community Development said staff recommends the Public Facilities Committee recommend to Town Council a name for the proposed park to be located at 80 & 90 Pope Avenue. Staff recommends the name of Forest Beach Community Park.

The opportunity to name a park is always given to the Community organization. In this instance it happens to be Forest Beach Property Owner's Association. They submitted three names. Those names were submitted to Fire Rescue for vetting. Fire Rescue using a national protocol vets those names to make sure there is not any duplication in names to prevent confusion during an emergency response. The name that came forward from Fire Rescue was Forest Beach Community Park. This went to Parks & Recreation Committee on January 11, 2018 and after four failed motions, the name that they recommended is Forest Beach Park at Coligny. They recommended that to Town Council. That was with a vote of two in favor and four abstentions. This is becoming a critical issue because park construction is scheduled this time next year and we need to name the park in order to

complete the DPR which allows us to get the building permit which allows us to get the park going.

Councilman Lennox said he has talked with a lot of people about the name of this park and there is so much brand equity in the name Coligny that I think it is, as many of these people have thought, it is appropriate to find a way to imbed Coligny into whatever name we come up with on the park. The more I speak with people and the more I hear their argument I am inclined to agree.

Councilman Ames said because he has been in the development business for my career I have had to name a lot of things and I know that from experience you can tie yourself in knots trying to have a perfect name especially when you are having different points of view as to what might be appropriate. I think that staff has weighed in on this, Parks & Recreation has weighed in on this and I am not sure that Town Council should be using its energies and its “creativity” to try and second guess decisions that have been made up to this point. I am recognizing that there could be and probably would be some confusion over the two parks in that area if Coligny were used in both. I am concerned from an emergency standpoint about that. I have to say though as a longtime resident of Hilton Head Island, I have always referred to that area down there as Coligny. I also would add that it probably doesn't matter a hoot what we name it as the community will probably refer to it as it will. At this point today I would support staff's position on this. I think they have weighed it and I am not sure it is a policy decision that rises to a Council vote.

Chairman Grant said for the record this is a challenge as I was going through the names of the parks that we have, e.g., Compass Rose Park, Coligny Beach Park, we don't have anything North Forest Beach, but I do understand what my constituents are saying about Coligny because it is an area that the name stands out. I don't have a decision to make today on this, but I do believe we should move it up to full Town Council for a vote because of the fact that based on what I am seeing on paper, they had debates and had four people who abstained for whatever reason and two voted for a particular name. I just think it is time for it to move up to the full Council for a decision. However, it would be nice to come up with a unique name for a very special park that is going to be different from any park on the entire Island that would bring its own synergy. Like I said earlier, I understand the North Forest Property Owner's Association and I understand people in Coligny that own business in that area and they have probably in my personal opinion more experience of what they want in their community.

Chairman Grant asked if there was any comment from the public. Larry LeBlanc said he thinks it is very relevant to the fact how we name this park and if it is Forest Beach Community Park, Forest Beach Park at Coligny, etc. but I think the name needs to start with Forest Beach. Make it the community park as that would be our main gathering but then also set the stage so that we create Forest Beach Dog Park, Forest Beach Fit Park etc.

Jack Daley said he sees why Coligny should be in there and sees why Forest Beach should be in there. People are going to call it whatever they want. I hope we don't get too weighed down and upset one way or another. It is going to be transformative.

Heather Rath, former Chairman of Parks & Recreation wanted to point out that this park is not a community park. This park is going to be the best park in the State of South Carolina and we really need to be understanding and embracing what we are going to be building

and what we are going to be putting in there. We are looking at an outdoor pavilion that will hold concerts to host thousands. We are looking at a pirate ship, the Sandbox Children's Museum attached to it. This is not a community park. This is one of the biggest initiatives that our Town has ever undertaken and going off brand and not utilizing the world renowned brand of Coligny Beach Park in my opinion is a misstep for us on a marketing level and on a branding level. The other thing I want to say is that there are design elements that are pulled directly from Coligny Beach Park and put into this plan. Literally, the Coligny Beach Park Plan has elements that are tailored right into this park. The only thing that is going to happen is that they are crossing a road. From a branding and a perception point of view of the public, they are literally going to cross from Coligny into the same exact elements that they are seeing on the other side. Those are some of the things that I want you to think about. I love the idea of the Coligny Outdoor Park at Forest Beach. To me this represents what this park should and can be for the entire region and the State. We are looking at this on a much larger scale than a Community Park.

Chairman Grant said some of his constituents brought to his attention the reason they like "community" in the name is because we are one community and it is a Town property that we all invest in. Shouldn't it have community in it so everyone understands it is for everyone? Ms. Rath said she understands his perspective, but if you look around the state at some of these great parks you are not looking at the word community. You are looking at an experience. We are crossing an imaginary line and coming off brand when the elements are going to be the exact same. To me it is odd. It is a misuse of our brand and our elements of our brand that we have the resources to protect.

Ms. Rath asked staff is this considered a regional park or a community park in the Comprehensive Plan. Shawn Colin advised based on the direction for this park to be a destination park, I would classify it more as a regional park based on the Comp Plan definition. Ms. Rath said in terms of the Comprehensive Plan there are different elements for parks. There is community parks, a specific use park like the Sailing & Rowing Center. It is a destination or a regional park. Again, Coligny Destination Park at Forest Beach or Coligny Outdoor Park at Forest Beach.

Frank Babel stated he thought the park should be called Coligny Park. There is a difference between Coligny Beach Park and Coligny Park.

Councilman Ames said he appreciates the opinions that were offered and two words stick out in my mind that staff may want to consider. One is does this name truly reflect the expectation of this being a destination and 2) does the name evoke an experience. I think we need to resolve the issue of the emergency vehicles and feel comfortable that we are not creating a problem for Fire Rescue. If staff can be creative in implying the importance of this park to the broader area as well as the experience for residents and tourists. My motion today is to pass it on to Council without recommendation. I am not sure I have a recommendation that I can really articulate at the moment. Chairman Grant agreed. Councilman Lennox seconded. The motion unanimously passed.

Councilman Ames had a request for staff – it has to do with our garbage collection on the Island. A number of people have approached me and heard the rumor that those people who are paying for recycling are not actually getting their recycling debris recycled and that they are in fact paying a premium for no benefit. Is there a possibility that the Town could seek clarification on the part of those different collectors? Scott Liggett stated the

Town Code currently requires that all of the commercial haulers provide reports and I believe it is a status two times a year. Let us try and summarize that and return to Town Council with what we get and if Council desires us to do more than what the Code speaks to we will look to the full Council for that direction.

6. Adjournment

Councilman Lennox moved to adjourn. Councilman Ames seconded. The meeting was adjourned at 9:53 a.m.

Respectfully submitted,

Karen D. Knox
Senior Administrative Assistant

DRAFT



TOWN OF HILTON HEAD ISLAND

Public Projects and Facilities Management Department

TO: Stephen G. Riley, ICMA-CM, Town Manager
VIA: Scott Liggett, PE, Director of PP&F/Chief Engineer
FROM: Jeff Buckalew, PE, Town Engineer
James Cook, Engineering Project Manager
CC: Gregg Alford, Town Attorney
Teri Lewis, LMO Official
DATE: March 26, 2018
SUBJECT: Status Report and Recommendation on the Acquisition of Qualifying Private Unpaved Roads

Recommendation:

Pursuant to Council policy, Staff is prepared to direct our acquisition of private road rights of way on to the next four highest ranked qualifying private unpaved roads, and abandon active acquisition pursuits of Aiken Place, Alfred Lane and Cobia Court due to the lack of responses indicating a willingness of property owner owners to participate in the program. The next three highest ranked qualifying private unpaved roads are Murray Avenue, Mitchellville Lane, Alice Perry Drive and Pine Field Road. Staff seeks guidance from Council.

Summary:

In accordance with policy as approved by Town Council on January 9, 2018, staff has pursued the donations of land for public road rights of way on Aiken Place, Alfred Lane and Cobia Court. Staff believes that there may not be a significant willingness of the affected property owners to participate in the program as offered. We had sought 100% willing participation of the affected property owners to move forward with expending funds on legal and surveying costs. Of the 39 property owners requested to sign a non-binding petition (attached) confirming their willingness to donate land for a public road right of way, only 5 submitted (4 out of 16 on Aiken Place, 0 out of 13 on Alfred Place, and 1 out of 10 on Cobia Court). The next three roads may have more willing participation. The opportunity can remain open for Aiken Place, Alfred Lane, and Cobia Court, if those owners change their minds and agree to donate the necessary right of way to the Town.

Background:

At their January 9, 2018 meeting, Town Council voted unanimously to approve the five key policy issues (attached) for staff to move forward in pursuit of public road rights of way on qualifying private unpaved roads. On January 25, staff sent 89 letters, one to every address on Aiken Place, Alfred Lane, and Cobia Court inviting property owners to a public meeting. A petition indicating a willingness to donate land for a proposed right of way was included for those property owners as applicable. Individual public meetings were then held for each of the three roads. The Cobia Court meeting held February 12 at Fire Station 4 had 7 property owners attend, 5 out of the 10 required to donate right of way. The Alfred Lane meeting held February 13 at Town Hall had 9 property owners

attend, 5 out of the 16 required to donate right of way. The Aiken Place meeting held also February 13 at Town Hall had 10 property owners attend, 5 out of the 16 required to donate right of way. Staff also held an on-site evening meeting on Aiken Place as requested by some property owners; 9 property owners attended.

At each public meeting staff presented the program as an opportunity for the currently private road to be paved and maintained by the Town if a public right of way was assembled through donations of land. The right of way width proposed on each road was 40 feet. This was a concession made to ask for less than a 50-foot standard, to lessen impacts on private property and make the program more appealing. The Town Engineer and Town Attorney explained the program and advised property owners to carefully consider the pros and cons participating in the program. In an effort to inform the property owners as much as possible with accuracy of where the proposed right of way would lie, staff had surveyors perform field staking and develop plats at a cost of \$13,660.00. The feedback from the property owners focused on two themes common to all three roads: to narrow the proposed right of way to 30-feet and concern about loss of development potential. Consideration for establishing a 1-way traffic pattern on Aiken Place was requested.

Staff has conceded 40-foot as the proposed right of way to accommodate improvements (pavement, drainage, utilities and safe shoulders). The loss of development potential is real and may result when the zoning and parcel size after donation of right of way will not allow the lot to be subdivided to the extent it could have been prior to the donation. Creation of 1-way traffic circulation plan is not recommended on Aiken Place due to concerns regarding use, enforcement and liability.

The timeliness of these right of way acquisitions has implications to the Town's current Community Development Block Grant to pave dirt roads. The grant shows Cobia Court as the current project to be designed, permitted and paved this fiscal year. The grant can only be used on land the Town owns or has legal rights to. Staff intends to amend that grant for more general project descriptions and not name specific roads; however, we must still acquire rights of way to pave the dirt roads as intended in the grant. The grant has conditions where funds must be used in a timely fashion and cannot accrue over a certain amount.

Attachments:

Exhibit A – List of the thirty-four currently qualifying roads

Exhibit B – Petition used to gage willingness to participate / donate land for public right of way

EXHIBIT A

PRIVATE DIRT ROAD ACQ RATINGS (GROUPED BY # OF DWELLINGS & ADT)

ROAD NAME	CONCIL DISTRICT	LENGTH (MILES)	# OF HOUSES SERVED	SECTION 1 ROAD USE	SECTION 2 MAINTENANCE	SECTION 3 EXISTING EASEMENTS	SECTION 4 BENEFIT / COST	TOTAL SCORE	RANK	# OF PARCELS /ADT	
FY 14-16 (GREATER THAN 5 DWELLINGS)											
Alfred Lane	1	0.152	18	18	30	8	1.33	62.64	1	14	180
Murray Avenue	1	0.137	22	22	25	5	1.67	60.33	2	20	220
Aiken Place	1	0.206	17	22	25	2	1.05	54.23	3	15	170
Cobia Court	1	0.319	14	17	25	5	0.50	49.50	4	10	140
Alice Perry Drive	6	0.148	9	20	25	5	0.90	54.51	5	7	90
Pine Field Road	1	0.118	10	10	25	15	0.57	52.83	6	15	100
Mitchellville Lane	6	0.275	11	11	15	25	0.27	52.36	7	13	110
Bligen Lane	1	0.250	18	20	25	0	0.48	47.40	8	14	180
FY 17 (GREATER THAN 5 DWELLINGS)											
Amelia Drive	1	0.122	7	7	30	10	0.36	48.80	1	7	70
Christopher Drive	1	0.187	10	10	30	5	0.32	46.60	2	11	100
Freddies Way	1	0.079	11	11	20	5	0.67	39.36	5	8	110
Manatee Way	3	0.255	17	17	10	10	0.33	38.64	6	2	170
Sam Frazier Retreat	1	0.061	9	9	20	5	0.67	37.37	7	7	90
Horse Sugar Lane	6	0.136	6	6	30	0	0.21	37.06	8	5	60
Orage Lane	1	0.121	14	14	20	0	0.53	36.63	9	8	140
Mackeral Drive	1	0.120	9	9	20	5	0.34	35.71	12	6	90
Farmers Club Drive	1	0.056	6	6	25	0	0.45	33.23	18	4	60
Sadie Common	1	0.076	6	6	25	0	0.33	32.63	19	11	60
Junior Trace	1	0.080	6	6	20	5	0.31	32.55	20	5	60
Great Barracuda Lane	6	0.092	10	10	20	0	0.44	32.18	21	6	100
Benjamin Drive	1	0.135	6	6	20	5	0.18	31.92	22	6	60
Red Tip View	1	0.153	6	6	25	0	0.16	31.81	23	6	60
William Drive	1	0.106	6	8	20	0	0.28	29.41	25	7	60
Palm Tree Place	6	0.156	8	8	20	0	0.19	28.96	26	2	80
Blossom Place	1	0.041	6	6	20	0	0.51	28.53	27	2	60
Eugene Drive	1	0.059	6	6	10	10	0.35	27.76	28	5	60
Sassafras Lane	1	0.089	6	6	20	0	0.23	27.17	34	4	60
Candy Doll Bluff	1	0.089	10	10	10	5	0.37	26.87	35	8	100
Amelia Court	1	0.135	6	6	15	5	0.15	26.77	36	4	60
Indian Pipe Lane	1	0.069	7	7	15	0	0.30	23.48	50	2	70
Triggerfish Trail	6	0.146	6	6	15	0	0.12	21.58	51	6	60
Grant Drive	1	0.094	7	7	10	0	0.17	17.84	60	2	70
Clifford Miller Drive	1	0.103	7	7	0	0	0.06	7.32	71	2	70
Sapos Place	6	0.041	6	6	0	0	0.12	6.59	73	3	60

TEXT COLOR DENOTES ROADS IN SEWER MASTER PLAN

TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA
PETITION TO DONATE PRIVATE ROAD / LAND for PUBLIC ROAD RIGHT OF WAY

EXHIBIT B

TO: James Cook, Town of Hilton Head Island
[842-341-4778, jamesc@hiltonheadislandsc.gov]

FROM: Property Owner(s) of _____ (Name of the private road being donated)

DATE: _____

We, the undersigned property owners with land adjoining or encumbered by the above referenced private street/road, do hereby petition the Town of Hilton Head Island to accept this private road into the Town Road System for ownership and scheduled maintenance and repair. We understand that:

1. This petition will be presented to the Town of Hilton Head Island Town Council and if it is accepted we will be required to donate to the Town a 50' wide right of way (or 40' wide if acceptable to the Town), including the existing roadway and whatever additional land is required to assemble the right-of-way, and any existing or proposed drainage easements necessary for adequate drainage of the proposed road right of way. By signing below, we hereby agree to do so in a timely manner. The Town will offer no monetary compensation for the right of way or easements being donated for public use.
2. By signing this petition, we are giving the Town of Hilton Head Island and its assigns permission to enter our property for the purpose of surveying the proposed right-of-way and any existing or proposed drainage easements.
3. One Hundred Percent (**100%**) of the owners of property which adjoins or is encumbered by the proposed right-of-way must sign this petition in order for it to be presented to the Public Facilities Committee and Town Council for consideration of acceptance.
4. We understand that the road right of way will be designated for public use and all that this entails.

Name (Print)

Name (Signature)

Address

City, State, Zip Code

Day Time Phone Number/Email Address

Parcel Number

Name (Print)

Name (Signature)

Address

City, State, Zip Code

Day Time Phone Number/ Email Address

Parcel Number

Name (Print)

Name (Signature)

Address

City, State, Zip Code

Day Time Phone Number/Email Address

Parcel Number

Name (Print)

Name (Signature)

Address

City, State, Zip Code

Day Time Phone Number/Email Address

Parcel Number

NOTE: Please return this application to:
James Cook
One Town Center Court
Hilton Head Island, SC 29928

All:

The topic of the Town assuming the responsibility for operation and maintenance of parks from the County is one that has been around for many years. An appropriate level of funding to be provided by the County has heretofore been an insurmountable issue. Some of the issue may be a result of the Town's standards for maintenance differing from the County's.

About two years ago, County staff submitted a proposal that was uniformly rejected by Council members, Staff, the Parks and Recreation Commission members and others.

Last week, at its annual strategic planning workshop, the County Council identified their priorities for the coming year. Reexamining the issue of responsibility for park maintenance within the municipalities, while not a top priority, nevertheless was adopted as a priority.

Last July, at my request, Town staff updated their estimates of the costs to take over operation and maintenance of the parks from the County. The new estimate (attached) was higher than Staff had previously estimated based in large part on their experience in renovating and returning Chaplin Park into working order after it had been used as a debris clearing site following Matthew. Steve and Scott have told me that this estimate is still valid.

I would like us to use this estimate as the basis for a proposal and subsequent negotiation with the County to finally take back operation and maintenance of our parks so that they receive the level of attention and care our citizens expect and demand.

I believe our proposal to the County should include an initial amount of \$600,000 block granted by the County to Hilton Head Island for FY 19 and increase annually by \$100,000 until the block grant amount reaches \$900,000, which is roughly the figure arrived at when applying the ratio of Hilton Head's population to the County's total population to the annual PALS budget. Thereafter, the block grant amount would increase by applying an appropriate index (CPI, etc.).

I am assigning this to the Public Facilities Committee, with the hope that we can gain agreement to make a formal proposal to the County as quickly as possible.

MEMORANDUM

TO: Scott Liggett, Director of Public Projects and Facilities
FROM: Julian Walls, Facilities Manager
DATE: July 10, 2017
RE: County Park Maintenance

In an effort to update the previously submitted cost analysis to maintain the County parks, we have secured proposals from a contractor who has the capability and equipment that would be necessary if the Town chooses to assume all of the maintenance responsibilities; which are reflected in the summary below:

PARK	Maintenance	Janitorial	Litter pick/up	Total
Barker Field (Baseball) Expansion	\$83,000.00 \$60,190.00	\$9,000.00 \$9,000.00	\$2,000.00 \$1,200.00	\$94,000.00 \$70,390.00
Bristol	\$82,035.00	\$9,000.00	\$2,300.00	\$93,335.00
Chaplin	\$181,790.00	\$36,000.00		\$217,790.00
Crossings	\$133,945.00	\$9,000.00	\$6,300.00	\$149,245.00
HH Park (Old Elem.)	\$40,218.00	N/A	\$2,000.00	\$42,218.00
Two additional Facilities Tech (salary and benefits)*	\$134,000.00			\$134,000
SUBTOTAL	\$715,178.00	\$72,000.00	\$13,800.00	\$800,978.00
Estimate of Utilities				\$103,220.00
TOTAL				\$904,198.00

*It is anticipated that the Town would require an additional two Facilities Technicians to appropriately cover the additional duties that will be required.

The estimate that was provided a few years ago was \$574,456.00 which included an estimate for utilities.

The Town currently pays insurance on all of the properties listed above under an umbrella policy, so that would not change.