



The Town of Hilton Head Island Public Facilities Committee Meeting

March 25, 2019

9:00 a.m.

Benjamin M. Racusin 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:
 - January 28, 2019
4. **Unfinished Business**
5. **New Business**
 - Trash Container Enclosures on the Beach
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: January 28, 2019

Time: 9:00 A.M.

Members Present: Marc Grant, David Ames, Tamara Becker

Members Absent: None

Staff Present: Scott Liggett, Josh Gruber, Brian Hulbert, Shawn Colin, Jennifer Ray, Charles Cousins, Emily Sparks, Jayme Lopko

Others Present: Tom Lennox, Bill Harkins, *Council Members*, Lou Benfante, President, *Heritage Library Foundation*

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: November 26, 2018 – Council Member Ames moved to approve. Council Member Grant seconded. The minutes from the November 26, 2018 meeting were unanimously approved.

Approval of 2019 Proposed Meeting Dates: Council Member Ames motioned to approve. Council Member Becker seconded. The 2019 Proposed Meeting Dates were unanimously approved.

4. Unfinished Business

None

5. New Business

• **Lease of Property Adjacent to Zion Chapel of Ease to Heritage Library**

Emily Sparks, Project Lead said the Committee had before them a recommendation from staff to forward a recommendation to Town Council to approve the Lease of the Town Owned Property adjacent to the Zion Chapel of Ease to the Heritage Library Foundation (Heritage.) Heritage owns and maintains the St. Luke's Parish Zion Chapel of Ease Cemetery at the intersection of Mathews Drive (William Hilton Parkway) and Folly Field Road. Heritage has proposed opening the Saint Luke's Parish Zion Chapel of Ease History Park (History Park) and is requesting that Town Council consider a long term lease of the adjacent historic property owned by the Town to Heritage for construction of the History Park. Under the leasing arrangement, the property would operate as a public park.

Heritage submitted a project description and a conceptual site plan to the Town of Hilton Head Island outlining the proposed scope of work. This leasing arrangement would enable Heritage to establish parking areas, a visitor pavilion with interpretive signage, a replica militia muster house, improvement of vehicular traffic ingress and egress, accessibility to Town of Hilton Head Island pathways, a wood dock/observation platform, and a viewing platform/overlook.

The addition of the History Park will promote and preserve a historic site, enhance access to and enjoyment of history, and highlight a unique cultural-heritage tourism asset while adding a centrally located public site for educational outreach and guided reflection relative to the pre-Twentieth Century periods on the Island.

Key components of the lease are as follows:

- The property will remain open as a public park
- The lease is contingent upon the adoption of an Ordinance by the Town
- The initial term is 45 years with a renewal option

After a brief discussion, Council Member Ames moved to forward a recommendation to Town Council to approve the lease of the Town owned property adjacent to Zion Chapel of Ease to the Heritage Library Foundation. Council Member Becker seconded. The motion passed unanimously.

- **Historic Mitchelville Freedom Park MOU Renewal & Lease Amendments**

Jayne Lopko, Senior Planner recommended the Committee forward a recommendation to Town Council to renew the Memorandum of Understanding (MOU) related to Historic Mitchelville Freedom Park for an additional two (2) years and approve amendments to the lease of Historic Mitchelville Freedom Park to the Mitchelville Preservation Project, Inc. (MPP.)

The approved MOU related to the former Fish Haul Creek Park or Historic Mitchelville Freedom Park is expiring and requires review by the Town and Mitchelville prior to the expiration in April, 2019. Approval of the updated MOU will reflect the approved park name change and will extend the term of the MOU, which is set to expire, for an additional two years. Approval of the updated lease will correctly reflect the approved park name change, will provide Mitchelville with more flexibility regarding events, and will extend the deadline for approval of their Business Plan to coincide with the approval of the Master Plan, both of which are currently underway. To address these issues, an updated MOU and amended lease have been prepared to bring the information up-to-date.

After a brief discussion, Council Member Ames moved to forward a recommendation to Town Council to renew the Memorandum of Understanding (MOU) related to Historic Mitchelville Freedom Park for an additional two (2) years and approve amendments to the lease of Historic Mitchelville Freedom Park to the Mitchelville Preservation Project, Inc. (MPP.)

6. Adjournment

Council Member Ames moved to adjourn. Council Member Becker seconded. The meeting was adjourned at 9:17 a.m.

Respectfully submitted,

Karen D. Knox
Senior Administrative Assistant

DRAFT

Memo



TO: Public Facilities Committee
VIA: Scott Liggett, Director of Public Projects and Facilities
FROM: Julian Walls, Facilities Manager
DATE: March 5, 2019
RE: Trash container enclosures on the beach

Recommendation: In response to public commentary and Council inquiry, Staff recommends one and two can corral structures be placed at Town Beach Park access points in order to enclose current existing trash and recycling containers. Staff further recommends an evaluation to occur during the 2019 beach season before Island-wide deployment of the corrals.

The placement of these corrals will be as far landward as possible in order to create a more uniformed appearance. These corrals will be constructed using #2 treated white pine and stainless steel screws and left natural (no finish).

If approved as recommended, the costs for the project would be absorbed in the FY 2019 operating budget.

Summary: The Town's franchisee, Shore Beach Services currently is responsible for trash and recycling collection on the beach. Staff met with Shore Beach and the Town's Urban Designer for guidance and design options. There are no DRB approvals or OCRM permitting needs for the design or placement.

Below are estimated costs associated with the construction/maintenance of the corrals at Town Beach Parks only:

• 22 Corrals @ \$720 each:	\$15,840.00
• 28 Trash Containers @ \$20 each:	\$560.00
• 16 Recycling Containers @ \$35 each:	\$560.00
• 44 Signs @ \$18 each:	\$792.00
Total Start Up:	\$17,752.00

- Shore Beach Yearly Maintenance Costs: \$2,400.00

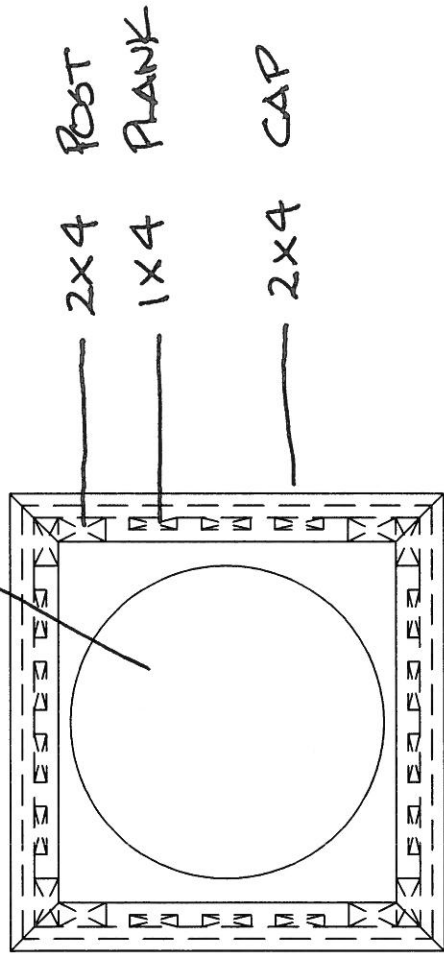
Background: At the December 18, 2018 Town Council meeting, it was suggested by a group of Hilton Head elementary students that trash containers have lids to better manage the trash situation on the beach and to help protect the environment. Town Council assigned the issue to Public Facilities Committee for review.

There are currently 219 trash and 73 recycling containers located at various spots along the entire beach. The recycling containers have lids due to the waste hauler being more restrictive on recycling contamination. Lids are not recommended on the trash containers due to large trash items, lids being taken off and not replaced, lids blowing off and the extra staff time to service. The trash being placed in the containers, generally, does not end up on the ground.

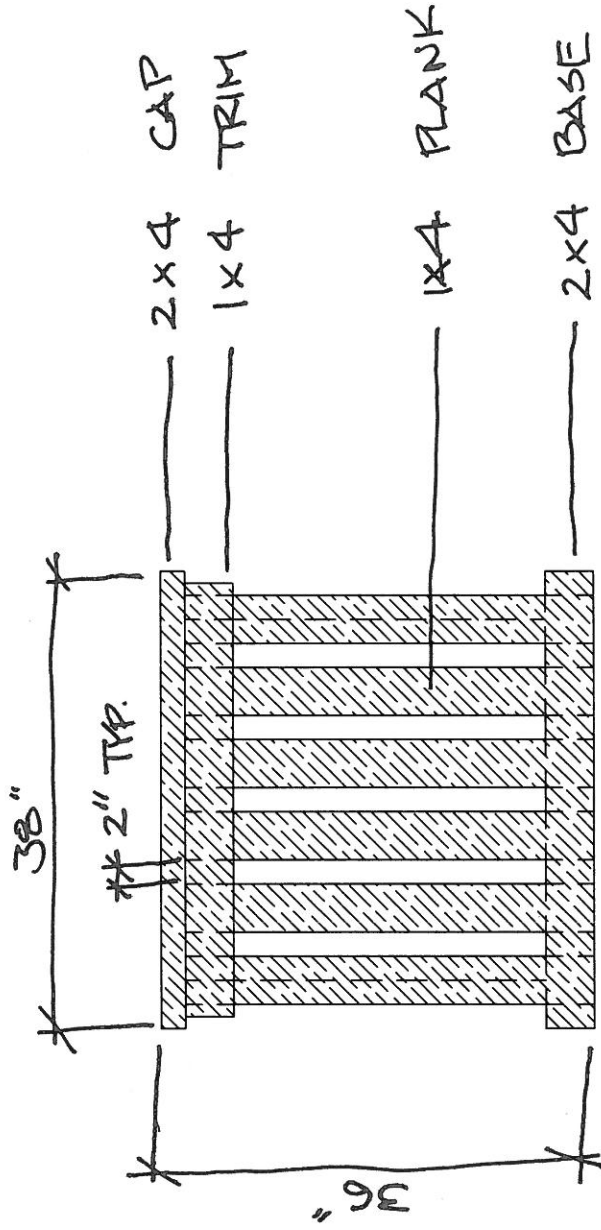
The number of containers has always been placed as demands warrant. Since the inception of our franchise with Shore Beach, trash containers and trash removal has been completed as a required service. Approximately 200 trash cans have been deployed throughout the duration of our franchise agreement. In 2008, recycling cans at Town Beach Parks only were added to the contract. In 2012, at the direction of Town Council, an additional 56 recycling cans were provided to include the entire beach.

Total costs to enclose all 292 cans is estimated to be approximately \$120,000.

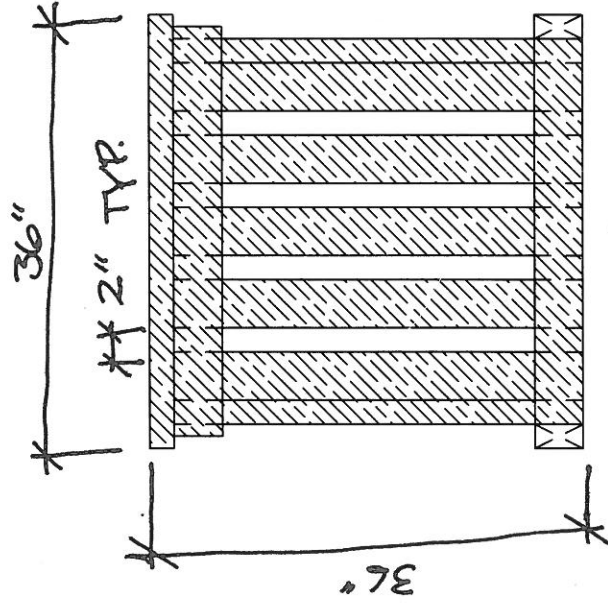
RUBBERMAID CANISTER (1)



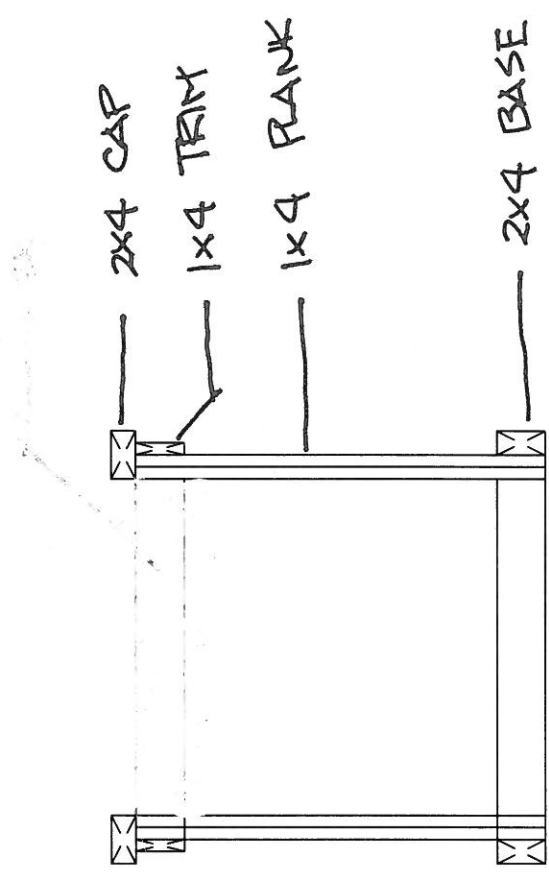
TOP / PLAN VIEW



ELEVATION B



ELEVATION A



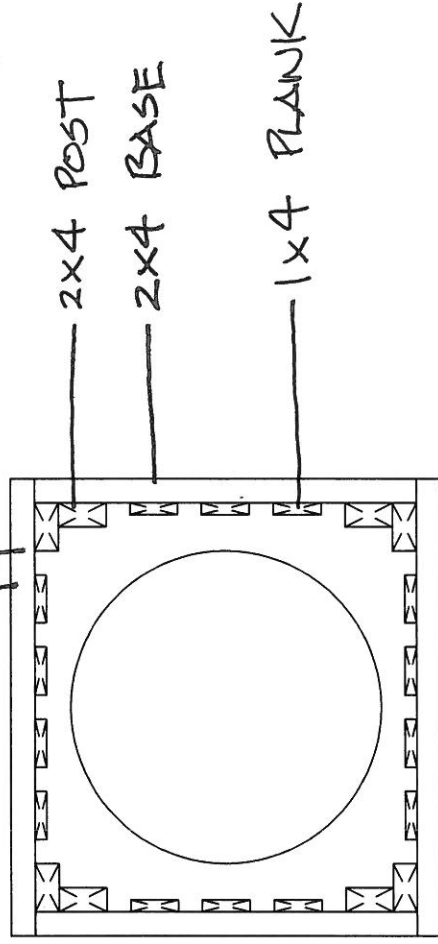
SECTION

- NOTE:
1. ALL FASTENERS SHALL BE STAINLESS STEEL
 2. ALL WOOD #2 TREATED PINE TO BE LEFT NATURAL

ELEVATION B



2" SPACING TYP.



BASE

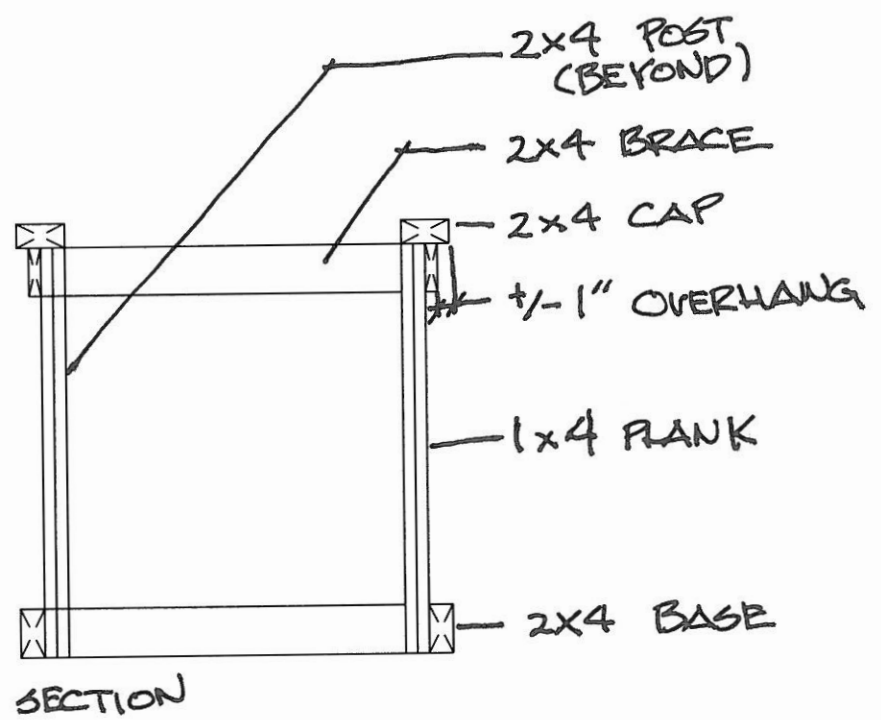
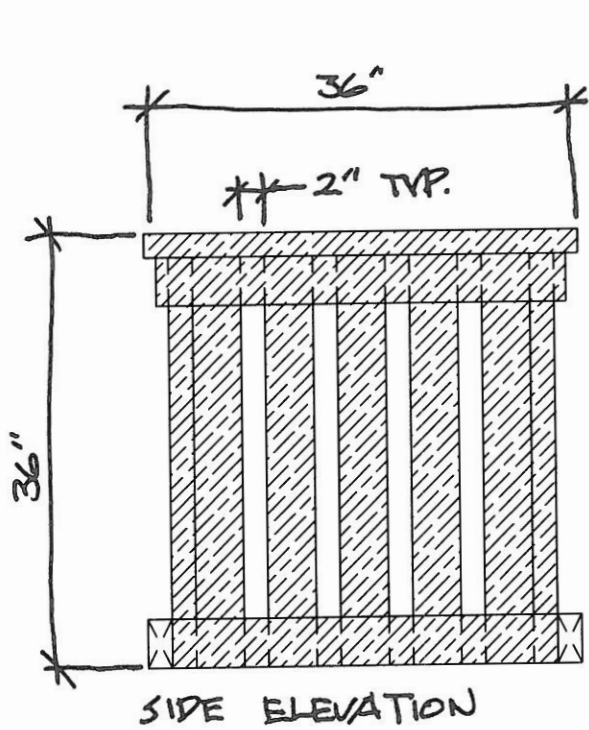
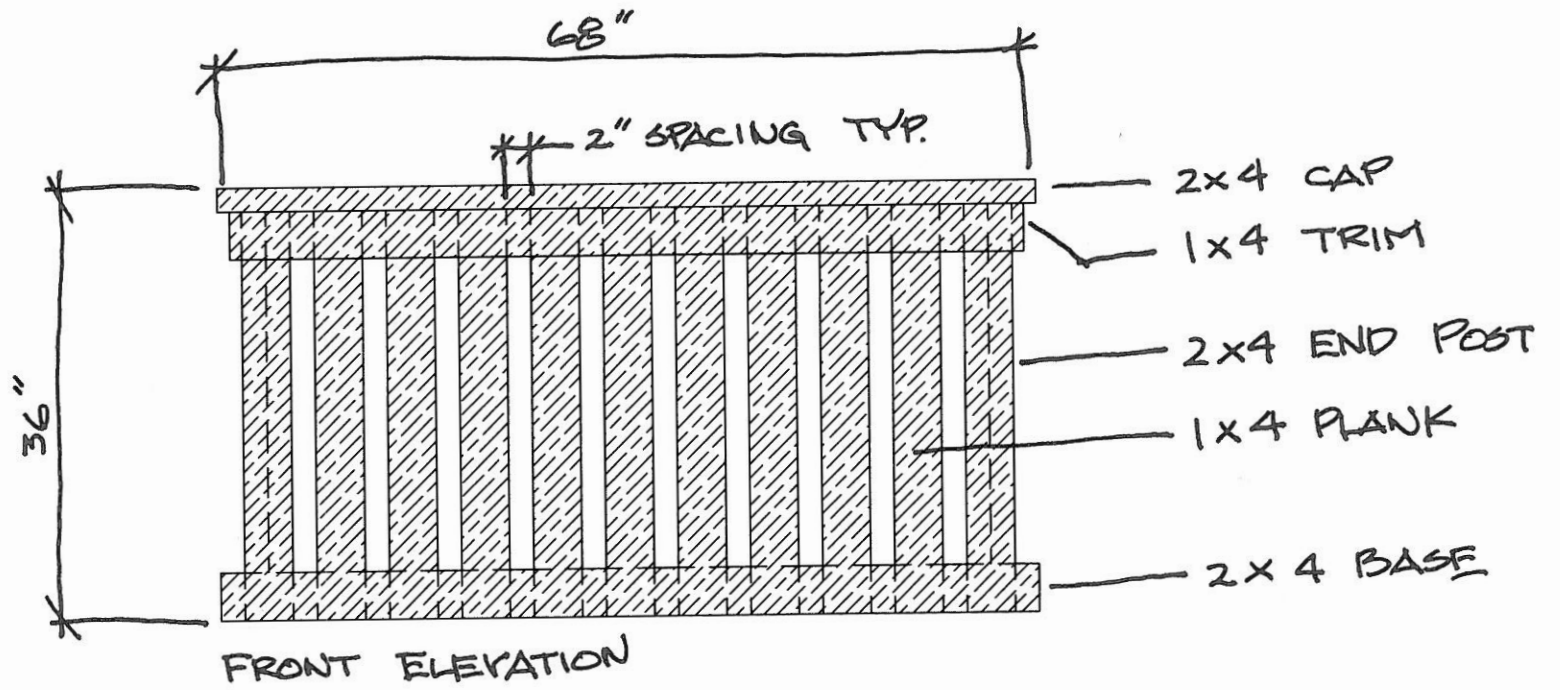
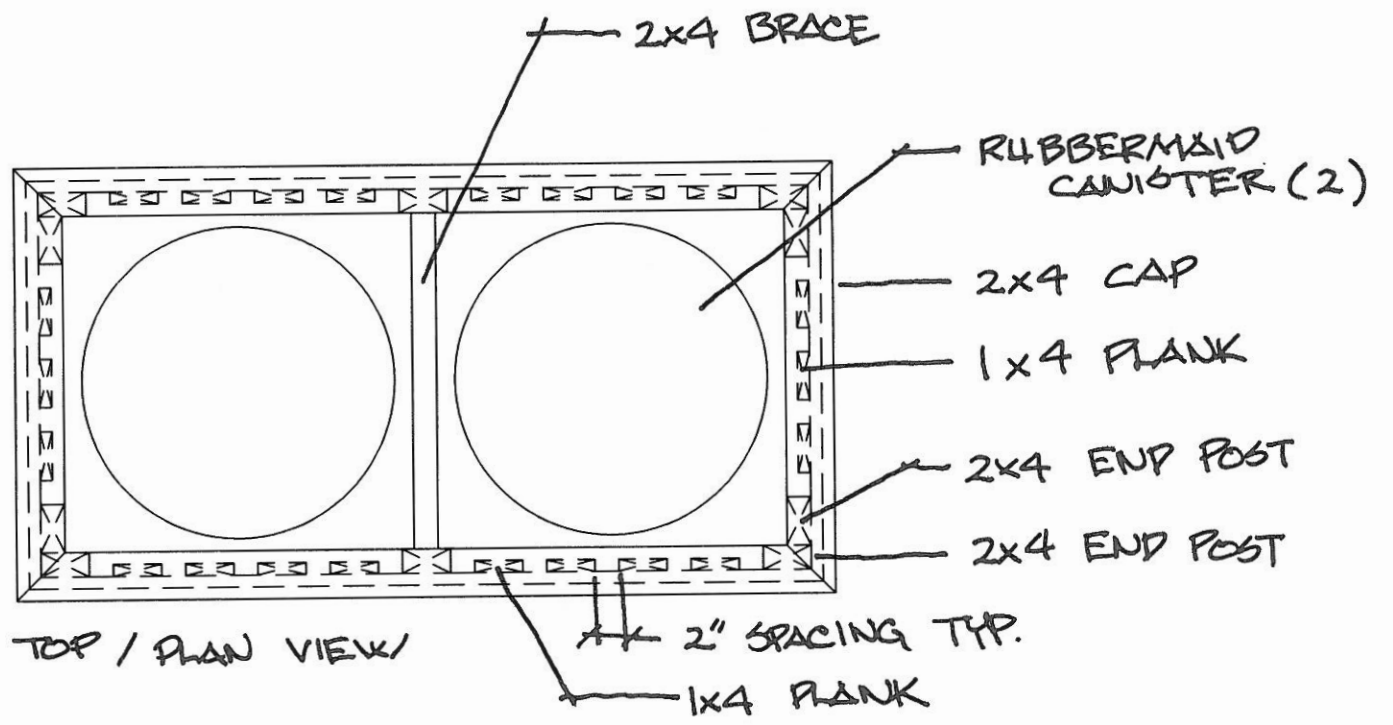
ELEVATION A



BEACH TRASH RECEPTACLE (SINGLE RECEPTACLE)

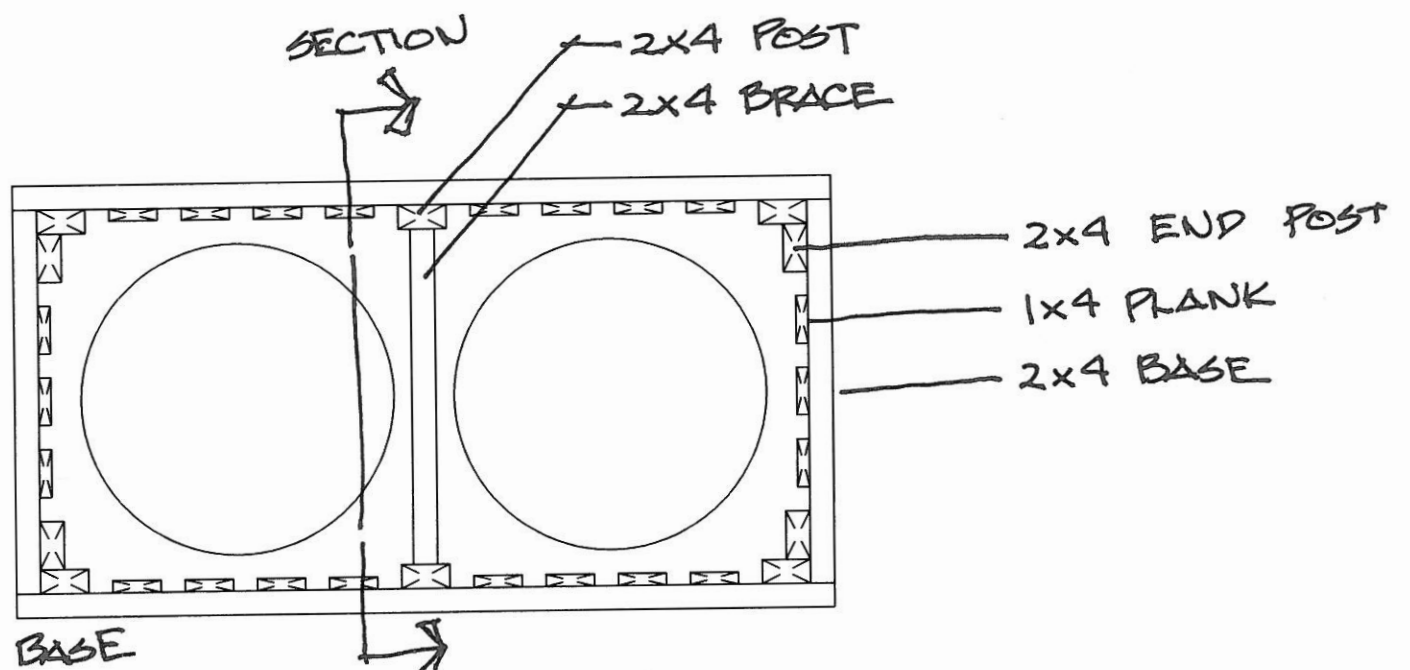
SCALE 1/16" = 0'-1"

JAN. 17, 2019



NOTE:

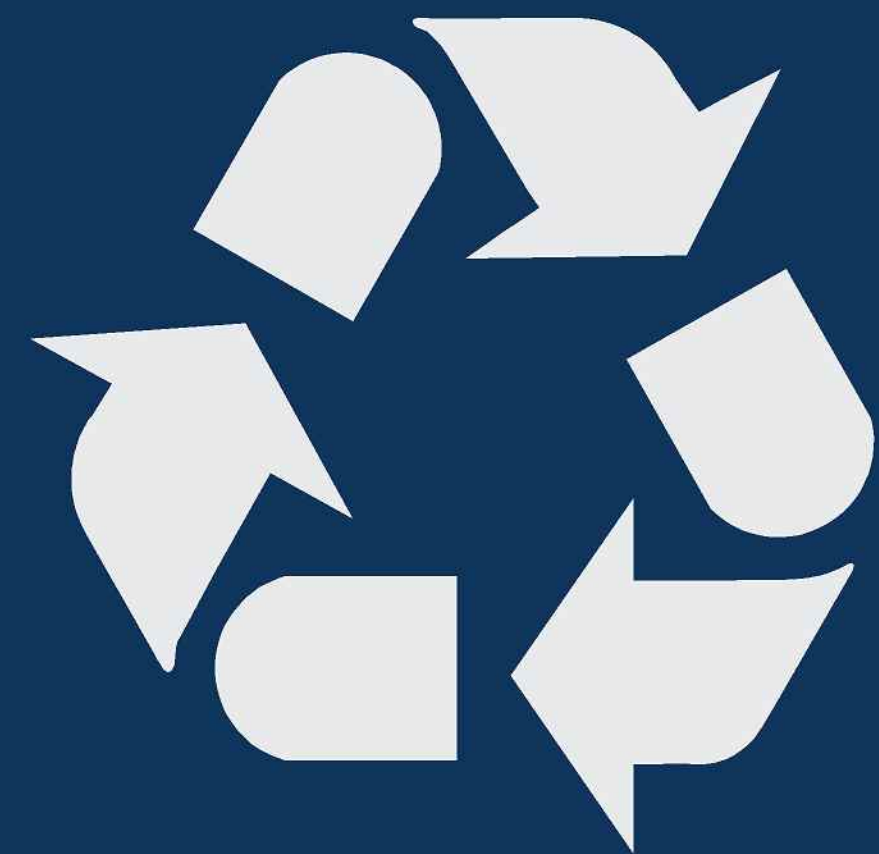
1. ALL FASTENERS SHALL BE STAINLESS STEEL.
2. ALL WOOD SHALL BE #2 TREATED PINE TO BE LEFT NATURAL



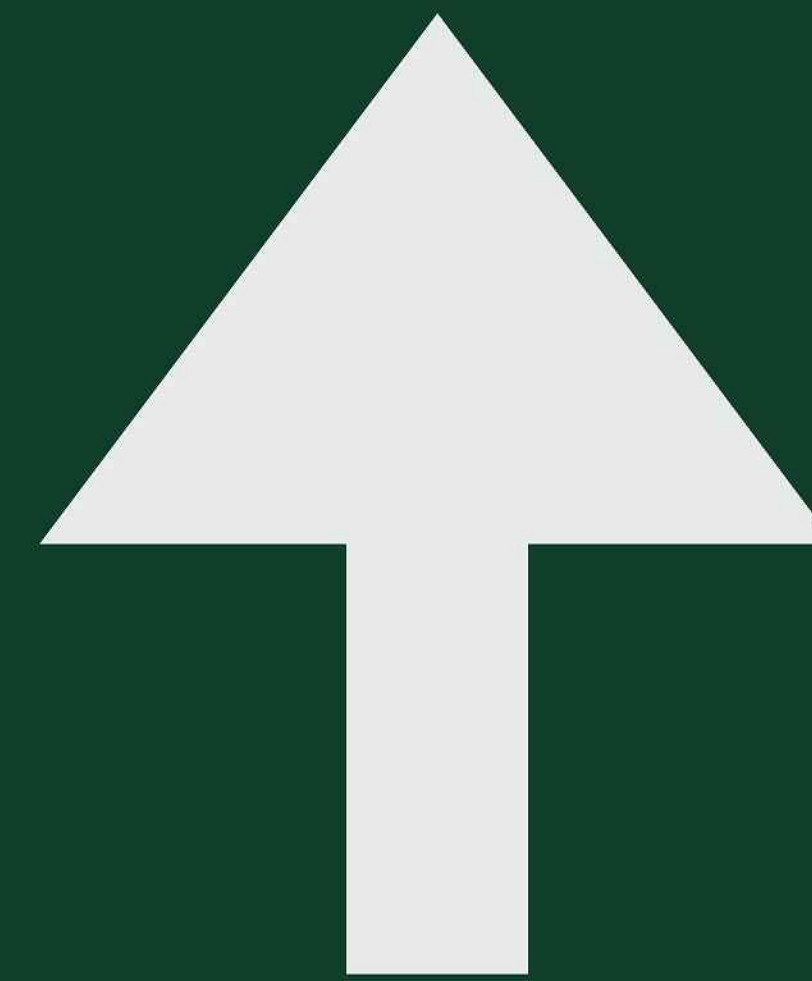
BEACH TRASH RECEPTACLE (DOUBLE CONTAINER)

SCALE 1/16" = 0'-1"

JAN. 17, 2019



**MIXED
RECYCLABLES**



TRASH



♻️
MIXED
RECYCLABLES

↑
TRASH