

WE DO NOT HAVE A QUORUM FOR MEMBERS PRESENT TO APPROVE THESE MINUTES

TOWN OF HILTON HEAD ISLAND
Planning Commission – CIP Committee
Minutes of the March 7, 2018
Regular Meeting

Members Present: Bryan Hughes, *Chairman*, Barry Taylor, Glenn Stanford, Lavon Stephens
Members Absent: None
Staff Present: Scott Liggett, Charles Cousins, Jeff Buckalew, James Cook
Others Present: Frank Babel
Media Present: None

I. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

II. 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.

III. COMMITTEE BUSINESS

Barry Taylor moved to approve the Minutes of March 14, 2017. Lavon Stephens seconded. The Minutes were unanimously approved. Barry Taylor moved to approve the Minutes of April 3, 2017. Lavon Stephens seconded. The Minutes were unanimously approved.

Chairman Hughes said the purpose of this meeting is to review what we did last year, what got approved and what is going on right now and then to take any of the items that were left over from last year's list, analyze those and then perhaps add some new items to our Priority List that we will be recommending to Town Council.

Scott Liggett and I had an opportunity to meet on March 1, 2018 to get our ducks in a row for what happened last year, what the status of those projects are now and what we might realistically be looking at next year. Again, this meeting is for 2019 projects, not for projects that are going on right now.

We will review our list from last year, which projects made the cut, analyze any left overs and then discuss any new items that may have risen to the top over the past year. Last year in our CIP Meeting, we were just coming out of Hurricane Matthew which none of us had expected. This year we are coming out of Hurricane Irma. There are a lot of things that have been very important projects over the years that have been delayed for one reason or another. Those project

still remain high priorities for both this Committee and Town Council. I just want everyone to keep in mind that we have had another disaster that will affect how we budget and how we plan for projects in the next year. The ultimate goal at the end of this meeting is to basically have the bones of our list ready to start discussing and vetting and hopefully based on what happens in this meeting today we will have another meeting after this where we will finalize our list of recommendations to Town Council.

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

• **Capital Improvement Program – Fiscal Year 2018 Update/Fiscal Year 2019 Proposed Priority Projects**

Backdrop behind this whole process actually has its roots in the State Law – State Enabling Legislation for communities like us have Planning Commissions creates a function, duty and power of the Commission to prepare this list of Priority Projects. Let me read a sentence or two straight out of the State Code – State Enabling Legislation creates the function, power and duty of the local Planning Commission to prepare and recommend, among other things Capital Improvements Program setting forth projects required to implement plans which have been prepared and adopted, including an annual list of Priority Projects for consideration by the government bodies responsible for implementation prior to preparation of their capital budget. With the understanding that Council has teed up their budget workshops to occur during May, what we are trying to set up for is a recommendation from Committee here at the conclusion of your work likely by the end of the month with the full discussion of the Planning Commission in early April such that we can get that recommendation to Town Council as part of the budget workshop in May.

Scott Liggett proceeded to review line by line the below list of Priority Projects that was endorsed by the Planning Commission and recommended to Town Council for funding consideration.

A. Pathways

- US 278 – B (William Hilton Parkway) Shelter Cove Plaza to Beaufort County Sheriff's Office. (design, construction)
- Pathways Accessibility and Safety Enhancement Projects
- Main Street (Whooping Crane Way to Wilborn Road) – (survey and concept development)
- US 278 – B (William Hilton Parkway) Shelter Cove Lane to Mathews Drive-north - (design, construction)
- Shelter Cove Lane (William Hilton Parkway to Shelter Cove Park (survey and concept development)

B. Roadway Improvements

- Office Park Road Intersection Improvements - (construction)
- Extension of Lagoon Road – (construction)
- Reconstruction of Nassau Street – (construction)
- South Forest Beach Drive Improvements – Coligny Circle to Beach Park (construction)
- William Hilton Parkway Improvements Jenkins Island to Squire Pope Road
- Intersection Improvements at Shelter Cove Town Center including pedestrian crosswalks - (FY 16 Funding for survey, concept development and design)
- Dirt Road Paving (CDBG) – Cobia Court
- Dirt Road Paving (RUF) – Alfred Lane and Aiken Place

C. Park Development

- Town Parks Upgrades

D. Existing Facilities & Infrastructure

- Fire Station #2 Replacement – (construction including temp quarters)
- Town Hall Remodeling- (construction)

E. New Facilities

- USCB Hospitality Management Program Building (funding for activities per approved MOU)
- Coligny Area Improvements – parking improvements, park/playground/performance shell, children’s museum - (construction)
- Sewer Expansion Projects – Squire Pope Area, Stoney Area
- Fire Hydrant Expansion Projects

F. Beach Maintenance

- Beach Management and Monitoring – (survey, data collection)
- Dune Fencing/Planting
- South Beach Lane/Beach Lagoon Renourishment

After review and discussion, the Committee will meet again to put their final stamp of approval on the changes made to the Proposed Priority Projects for Fiscal 2019 before it is sent to the Planning Commission for their review.

VI. ADJOURNMENT

There being no further business, the meeting adjourned at 11:42 a.m.

Respectfully Submitted:

Karen D. Knox
Senior Administrative Assistant