



Town of Hilton Head Island  
**Community Services & Public Safety Committee**

Monday, August 12, 2019 at 9:00 am  
Benjamin M. Racusin Council Chambers

## **MEETING MINUTES**

**Present From the Committee:** Marc Grant, Tom Lennox, Tamara Becker

**Present from Town Council:** David Ames, Glen Stanford

**Present from Town Staff:** Scott Liggett, Josh Gruber, Charles Cousins, John Troyer, Jeff Buckalew, Jennifer Ray, Teri Lewis, Nicole Dixon, Marcy Benson

**Present from Media:** Katherine Kokal, *The Island Packet*

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### **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. Approval of Minutes – June 24, 2019** – Councilman Lennox moved to approve. Chairman Grant seconded. The Minutes of June 24, 2019 were unanimously approved. **July 22, 2019** – Councilman Lennox moved to approve. Chairman Grant seconded. The Minutes of July 22, 2019 were unanimously approved.

### **4. Unfinished Business**

#### **a. Main Street Rights of Way Dedication**

Scott Liggett, Director of Public Projects & Facilities stated staff did not intend to make a re-presentation of the material that we discussed here in June. I did want to call your attention to the two specific questions that were raised at the end of that discussion that are addressed here. The two questions that arose at the end of June were:

#### **1. What are the business license revenues remitted to the Town by the businesses that comprise the Commercial Association?**

The most recent year business license revenue total is \$131,080. Including HTAX, local ATAX and Beach Preservation Fees, the total is \$472,466 for the most recent year. This is without property taxes.

#### **2. What are the legal options the Town could consider in the assessment/collection of a share of the road rehabilitation costs from the Commercial Owners' Association?**

State Code and the Municipal Improvement Act of 1999 provides a means by which an "Improvement District" could be created and property owners within such district

could be assessed by the Town via annual tax bills. Additionally, Beaufort County is enabled to create a Special Purpose Tax District, though such a district may only be created upon petition by the impacted property owners. Lastly, as a condition of the agreement for the transfer of the rights of way, the Town could include a requirement that the association assess, collect and remit to the Town, the private share of the cost of improvements.

Staff continues to recommend the Town accept the dedication of the subject road rights of way for perpetual ownership and maintenance with the conditions that the road owner repairs the existing deficiencies to the satisfaction of the Town, or provide compensation totaling 50% of the actual cost of immediate repairs (assessments and estimates available upon request), currently estimated at not to exceed \$238,319.00, that the road owner assign to the Town currently possessed easement rights 10' wide adjacent to all rights of way for construction and maintenance of future pedestrian infrastructure, and that the rights of way not be accepted before July 1, 2020 to afford time for necessary budget and legal provisions. The private road rights of way to be dedicated are: Main Street, from Whopping Crane Way to Wilborn Road, Central Avenue, Museum Street and Merchant Street.

After a brief discussion, Councilman Lennox moved that the Committee authorize the Town Manager after a full review of the POA organizational documents that they clearly define the options available to the POA and the Town pertaining to the dedication, construction and improvement of Main Street. Council Member Becker seconded. The Motion unanimously passed.

## **5. New Business**

### **a. Potential Cost Sharing Project Related to a Potential Third Lane on a Portion of William Hilton Parkway.**

Chairman Grant recused himself from this item and left the dais.

Teri Lewis, Deputy Director of Community Development stated it was staff's recommendation that the Community Services & Public Safety Committee forward to Town Council a recommendation related to this request.

The Circle K owners have been working with Town staff to develop a path forward that allows them to redevelop their site to better serve their cliental while still keeping the median cut on Mathews Drive open. They are interested in partnering with the Town in a cost sharing project that would result in the addition of a third lane on William Hilton Parkway between Dillon Road and Mathews Drive.

The Circle K convenience store and gas station development submitted a plan in 2018 to redevelop the site. The applicant was required to submit a Traffic Impact Analysis Plan (TIAP) as a result of the additional trips projected to be generated due to the scope of the proposed redevelopment. One of the recommendations of the TIAP stated that a right turn lane should be added to serve the site's right-in/right-out access on to William Hilton Parkway. The applicant was amenable to providing this turn lane; however, they were required to obtain an encroachment permit from SCDOT for this improvement. SCDOT conditioned their approval on the closure of the median cut on Mathews Drive in front of the Circle K site. The applicant, due to the significance of this median cut to their business, does not wish to close it. The Town has considered the addition of a third lane between Dillon Road and Mathews Drive for future CIP consideration to facilitate traffic circulation

improvements in this area. SCDOT has indicated if the Town were to pursue such a CIP project then the median cut on Mathews Drive would not be required to be closed.

Council Member Becker said she doesn't have a lot of information on it, but her gut reaction is I wouldn't support it. Council Member Becker stated she doesn't know how this would improve the situation – it is already a pretty dangerous corner and this might just exasperate the problem. Teri Lewis stated what has been observed in the past is that people come off of Dillon or are coming along 278 – either way they start to move over and there is some confusion as to if someone is moving over because they want to continue on and turn onto Mathews Drive or whether they are slowing down to turn into Circle K. There have been some fender benders there because of that confusion. We are hoping that having a separate deceleration lane to go into that would improve the rate of those incidents.

Walter Nester, Esquire of Burr, Forman & McNair stated they represent Circle K and the owner and gave a brief history of what has transpired to date.

Councilman Lennox said for him to move this forward he would like in addition to other options, consideration of no right turn on red at Dillon and 278. I would also like consideration of a left in coming off of Mathews into the Circle K and a right out only which would disarm having a car cross four, possibly five lanes to get into Mathews Drive.

Councilman Lennox moved that we refer this to Town Council with consideration of no right on red off of Dillon onto 278 and a right turn out only on Mathews Drive. The Motion failed for lack of a second.

**b. Recommendation for Community Development Block Grant (CDBG) 2015-2019 Five Year Consolidated Funding Program.**

Jennifer Ray, Deputy Director of Community Development stated she was here today to talk about the Community Development Block Grant Entitlement Program commonly referred to as CDBG. Staff recommends that the Community Services & Public Safety Committee forward a recommendation to Town Council to approve the projects listed below to complete the 2015-2019 Five Year Consolidated Plan Funding Program.

- Island Recreation Center Playground Upgrade
- Patterson Property Park
- Rowing & Sailing Center Playground and Parking

Approval of these projects would allow for the timely implementation and expenditure of U.S. Department of Housing and Urban Development (HUD) CDBG funding to cover projects identified by the Community within qualified areas during the needs assessment public meeting. More specifically, approval would allow the following:

- 2017 program year funds of \$86,465 would roll forward to the 2018 program year.
- 2018 program year would replace the Murray Avenue dirt road paving project with a new park on the Town owned Patterson property located along Marshland Road. The 2018 Annual Action Plan would be amended and funding allocated to this park project.
- 2019 program year would remain the same, allocating funds to the Rowing and Sailing Center at Squire Pope Community Park playground and parking upgrades project.

CDBG has come up a lot in the past year. It is a very confusing program so we thought we would take a few minutes to talk about the history of the Town's involvement in the program and to explain the process to you that we go through, discuss the five year project list and review the next steps of what is coming up over the next few months in this Program.

When you accept to participate in the Program, you have to prepare a Five Year Consolidated Plan that tells generally what you are going to do with the money over the five years. It would mean that we would receive approximately \$200,000 per year in funds. We would have to conduct a needs assessment meeting to find out what the Community wanted to do. Each year you have to write an Annual Action Plan.

In April 2019 during the public input process for the 2019 CDBG Annual Action Plan, there was a significant number of public comments received regarding the playground and parking expansion at the Rowing and Sailing Center at Squire Pope Community Park. The public comments received for the 2019 CDBG Annual Action Plan included a request to use 2019 CDBG funds for a shade structure at the Hilton Head Island Boys and Girls Club. Prior to the public comments received in conjunction with the 2019 Annual Action Plan and at the June 4, 2019 Town Council Meeting, a shade structure at the Hilton Head Island Boys and Girls Club was not mentioned as a community need.

Chairman Grant stated he supported inclusion of the Boys and Girls Club because they do support and do good work in the Community and address the needs of low income people.

Council Member Becker stated The Boys and Girls Club impacts a large number of our most vulnerable citizens and children. I think it ought to be a priority. I would strongly suggest that we remove Patterson Property Park from the 2018 Consolidated Plan and replace it with the structure at the Boys and Girls Club and fund it to the full extent of funds available, both from 2018 and the balance from 2017.

Chairman Grant opened up the meeting for public comment. Kim Likins thanked the Committee for the opportunity to speak and thanked Town staff for the time they have spent working with us and looking at this project. I am here pleading with you to support this project. We are doing everything we can on our side to make it so that the Town staff is not overburdened in any way to make this modification. This is the right thing to do with this money. This money is meant to go to support low and moderate income children and to help their needs. This will allow us to do as much as we can with our facility to support the children of this Island that are the most vulnerable and that need us the most. We should be able to use this Federal money the way it is intended to be used and support these children and programs and also find ways to build neighborhood playgrounds. I thank you so much for your consideration and doing the right thing and using these funds for the highest and best use.

Jennifer Ray asked the Committee if the Committee would be comfortable with their recommendation going straight to Town Council on August 20, 2019 so that we don't wait until September to get the word to change the project and start multiple amendments. Both Chairman Grant and Council Member Becker were in favor of that. Chairman Grant asked Ms. Ray if she thought they could do all the projects and she responded they would certainly try.

Chairman Grant moved that the Committee recommend to Town Council \$200,000 of the 2018 CDBG funds be allocated to the Boys and Girls Club project, the remaining 2017 and 2018 CDBG funds be allocated toward the Patterson Property Park, and all 2019 CDBG

funds be allocated for the Rowing and Sailing Center at Squire Pope Community Park. Council Member Becker seconded. The motion passed unanimously.

6. **Executive Session** – At 11:06 a.m., the Committee adjourned to Executive Session to review Talent Bank Applications for a vacancy on the Parks and Recreation Commission and to discuss the proposed interview schedule.
7. **Adjournment** – At 11:24 am the Committee returned to open session and Chairman Grant advised that no action was taken on the Parks & Recreation Commission vacancy. Meetings will be scheduled within the next two weeks for interviews. Chairman Grant motioned to adjourn.

**Submitted by:** Karen D. Knox

**Approved:** 8/26/2019