



The Town of Hilton Head Island
Regular Town Council Meeting
May 15, 2018

RESCHEDULED START TIME 4:00 P.M.

BENJAMIN M. RACUSIN COUNCIL CHAMBERS

AGENDA

**As a courtesy to others please turn off/silence ALL mobile devices during the Town Council Meeting.
Thank You.**

- 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. Executive Session - NONE**
- 4. Pledge to the Flag**
- 5. Invocation**
- 6. Proclamations & Commendations**
 - a. Betsy Doughtie
 - b. EMS Safety
- 7. Approval of Minutes**
 - a. Town Council Meeting, May 1, 2018
- 8. Report of Town Manager – No Report**
 - a. Gullah-Geechee Land & Culture Preservation Task Force – Chairman Lavon Stevens
 - b. Items of Interest**
 - i. Town News
 - ii. Noteworthy Events
- 9. Reports from Members of Council**
 - a. General Reports from Council
 - b. Report of the Intergovernmental & Public Safety Committee – Bill Harkins, Chairman
 - c. Report of the Community Services Committee – Kim Likins, Chairman
 - i. Boards and Commissions Appointment
 - d. Report of the Public Planning Committee – David Ames, Chairman
 - e. Report of the Public Facilities Committee – Marc Grant, Chairman
 - f. Report of the Finance & Administrative Committee – John McCann, Chairman

10. Appearance by Citizens

11. Unfinished Business - None

12. New Business

a. Consideration of a Recommendation – Vision and Strategic Action Plan

Consideration of a Recommendation from the Public Planning Committee that Town Council accept the Vision and Strategic Action Plan, adopt the Vision, and approve the Vision Project Management Team recommendations.

b. Consideration of a Recommendation – Direction on Vision Phase 2

Consideration of a Recommendation from the Public Planning Committee that Town Council direct the Committee and staff to develop a process and define principles used to guide Phase 2 of the Vision Process.

c. Consideration of a Resolution – Dissolution of Vision Project Management Team

Consideration of a Resolution of the Town Council, to dissolve the Vision Project Management Team.

d. Consideration of a Recommendation – Affordable Workforce Housing Funding

Consideration of a Recommendation from the Public Planning Committee to direct staff to include funding to start an affordable housing seed fund and identify the funding source in the Fiscal Year 2019 budget.

e. Consideration of a Recommendation – Gullah Neighborhood Signs

Consideration of a Recommendation from the Public Facilities Committee to approve funding for the implementation of a sign project to identify Historic Gullah Neighborhoods on the Island, and authorize the installation of the signs on Town-owned land.

13. Possible actions by Town Council concerning matters discussed in Executive Session

14. Adjournment

COMMENDATION

BY THE TOWN OF HILTON HEAD ISLAND
HONORING

BETSY DOUGHTIE

WHEREAS, service to the public, especially those most in need and at risk, is a core value of our country; and

WHEREAS, Betsy Doughtie, retiring Executive Director of the Hilton Head Island Deep Well Project, has devoted a lifetime to this endeavor; and

WHEREAS, Betsy and the Deep Well team of volunteers have responded to 84,000 help requests during her twenty-two year tenure with the organization; and

WHEREAS, Betsy encourages everyone to be kind, courteous, have a big-heart, and challenge any wrong doing when faced with it; and

*WHEREAS, most importantly, Betsy would remind **EVERYONE** that great things can be done, especially when no one cares who gets the credits.*

*NOW, THEREFORE, I, David Bennett, Mayor of the Town of Hilton Head Island, South Carolina, on behalf of Town Council, and its residents, do hereby commend and honor **Betsy Doughtie** for twenty-two years of exemplary service to the Hilton Head Island Deep Well Project and the Town of Hilton Head Island.*

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed on this fifteenth day of May, in the year of our Lord, two thousand and eighteen.

David Bennett, Mayor

Proclamation

**BY
THE TOWN OF HILTON HEAD ISLAND**

WHEREAS, Emergency Medical Services is a vital public service to our citizens and visitors; and

WHEREAS, the Town's Emergency Medical Services provide an invaluable safety net for the community regardless of race, religion, or ability to pay; and

WHEREAS, Emergency Medical Technicians and Paramedics engage in thousands of hours of specialized education and training to enhance their life-saving skills; and

WHEREAS, the Town enjoys one of the highest save rates for sudden cardiac arrest in the United States; and

WHEREAS, the members of Hilton Head Island Fire Rescue are committed to saving lives and the preservation of human dignity; and

WHEREAS, our Emergency Medical Services are ready to respond to those in need 24 hours a day, 7 days a week, 365 days a year; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, I, David Bennett, Mayor of the Town of Hilton Head Island, South Carolina, hereby proclaim the week of May 20–26, 2018 as:

EMERGENCY MEDICAL SERVICES WEEK

*With the theme, **Stronger Together**, I encourage the community to observe this week with appropriate programs, ceremonies, and activities.*

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed this fifteenth day of May, in the year of our Lord, two thousand and eighteen.

David Bennett, Mayor

Attest:

Krista M. Wiedmeyer, Town Clerk

**THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING**

Date: Tuesday, May 1, 2018

Time: 4:00 P.M.

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

Present from Town Staff: Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects & Facilities/Chief Engineer*; Brad Tadlock, *Fire Chief*; Brian Hulbert, *Staff Attorney*; John Troyer, *Finance Director*; Jenn McEwen, *Director of Cultural Affairs*; Steven Markiw, *Deputy Finance Director*; Shawn Colin, *Deputy Director of Community Development*; Emily Sparks, *Vision Project Lead*; Marcy Benson, *Senior Grants Administrator*; Ed Boring, *Deputy Fire Chief, Support Services*; Heidi Boring, *Finance Administrator*; Cindaia Ervin, *Finance Assistant*; Melissa Cope, *System Analyst*; Krista Wiedmeyer, *Executive Assistant/Town Clerk*

Present from Media: Alex Kincaid, *Island Packet*

1. Call to Order

Mayor Bennett called the meeting to order at 4:01 p.m.

2. 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.

3. Executive Session

Mayor Bennett stated he needed an Executive Session for: (a) Legal Matters; the receipt of legal advice related to pending, threatened, or potential claim related to, (i) City of Columbia et. al. v. Expedia, Inc., et al, and (b) Land Acquisition; the discussion of negotiations incident to the proposed contractual arrangements, sale, or purchase of property in the Marshland Road/Cross Island Parkway area.

At 4:03 p.m. Mrs. Likins moved to go into Executive Session for matters mentioned by the Mayor. Mr. Harkins seconded, the motion was approved by a vote of 7-0.

Council returned to the dais at 5:00 p.m.

4. Pledge to the Flag

5. Invocation

6. Proclamations & Commendations

a. Bike Month

Mayor Bennett presented the Bike Month proclamation to the members of the Hilton Head Island Bicycle Advisory Committee.

b. Building Safety Month

Mayor Bennett presented the Building Safety Month proclamation to Chris Yates, the Town's Building Official.

7. Approval of Minutes

a. Town Council Meeting, April 17, 2018

Mrs. Likins moved to approve the Town Council meeting minutes from April 17, 2018. Mr. Harkins seconded, the motion was approved by a vote of 6-0-1. Mr. Grant had to leave the April 17, 2018 meeting early, and abstained from voting.

8. Report of Town Manager – No Report

a. Items of Interest

i. Town News

ii. Noteworthy Events

Mayor Bennett reviewed the upcoming meetings and noteworthy events taking place in the coming weeks. He also noted the upcoming Budget Workshop taking place on May 15, 2018.

9. Reports from Members of Council

a. General Reports from Council

Mr. McCann reported that he attended the Fire Rescue Strategic Planning Session earlier in the day. He said he thought it was extremely well done, extremely professional and found it to be very informative. Mr. McCann asked the Mayor if the PSD could provide an accounting as to the cost of the sewers to date. The Mayor said that he would make that request of the PSD.

Mayor Bennett reported he had reviewed the proposed Chamber Marketing Plan. He said he has decided to assign the Plan to two separate Committees of Council to review. Mayor Bennett said the first is the Finance and Administration Committee. He asked that they evaluate the efficacy of the expenditures of those funds. Mayor Bennett said that he would be in communication with Mr. McCann in the next few days to further discuss. Mayor Bennett went on to say the second committee he would like to look at the Plan, is the Public Planning Committee. He said that the Public Planning Committee has marshalled a visioning initiative and arrived at a vision for the Island with supporting pillars. Mayor Bennett said that he would like to see how the Plan lines up with each of the pillars identified in the vision. Mayor Bennett asked that instead of two separate recommendations, he would like to see the Committee Chairs work together on a joint reconciled recommendation back to Council.

b. Report of the Intergovernmental & Public Safety Committee – Bill Harkins, Chairman

Mr. Harkins reported that the Committee would meeting on May 7, 2018 to discuss the Beaufort County Sheriff's Office report. He reported that the previously noted Sea Pines property will not be on the next agenda as a key Town staff member will not be available for this meeting. Mr. Harkins said, this important item is expected to be on the June 4, 2018 agenda.

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

Mrs. Likins reported that the Committee met in executive session begin the interviews for Boards and Commissions. She said that the Committee will meet again later this month to continue the interviews.

d. Report of the Public Planning Committee – David Ames, Chairman

Mr. Ames reported that the Committee met on April 26, 2018 to discuss the visioning process and affordable housing. He said that four actions were taken and are being put before Council. Mr. Ames said the first was the recommendation of the Vision Management Project Team to accept the Vision report and adopt the Vision, plus the Vision Management Team's comments to Council. The second is to dissolve the Vision Management Project Team. Mr. Ames said thirdly, the Committee recommends to Council that they direct the Committee and staff to develop a system for implementing the Vision in accordance with the above principles; he noted that the principles were outlined in the meeting. He said the fourth having to do with affordable housing, the Committee discussed the potential sources of funding an affordable housing and workforce program. He said that no decision was reached, but that the Committee had recommended that Council request staff research potential sources within the Town accounts. Mr. Ames said there were eight responses to the request for the housing consultant. He said that staff is reviewing those responses for compliance with the RFP, and the Committee requests that a member of the Committee join the selection committee once staff has short listed the applicants. Mr. Harkins asked if the RFP process is open to any member of Town Council. Brian Hulbert, Staff Attorney, answered that typically the Town Manager appoints a committee to make a selection of the professional services the Town is engaging in. He said that Council could ask the Town Manager to be part of the selection committee and participate in the process. Mayor Bennett said that he would put a request into Mr. Riley to participate in the selection process for the housing consultant.

e. Report of the Public Facilities Committee – Marc Grant, Chairman

Mr. Grant reported that the Committee met at April 23, 2018. He said that the Committee approved a recommendation for the Gullah neighborhood signs to come forward to Town Council. He said there would be approximately 11 or 12 signs on Town-owned land, SCDOT land, or easements. Mr. Grant gave his gratitude to NIBCA and Murray Christopher for leading the charge by identifying the Gullah neighborhoods and meeting with the community and providing the logo from the Annual Gullah Celebration. Mayor Bennett confirmed with Town staff that the recommendation would be ready in time for the next Town Council meeting.

f. Report of the Finance & Administrative Committee – John McCann, Chairman

Mr. McCann state that he did not have a report.

10. Appearance by Citizens

Skip Hoagland, addressed Town Council regarding his matters with the Town, ATAX, and the Chamber.

11. Unfinished Business - None

12. New Business

a. Private Dirt Road Acquisition Status Report/Confirmation of Policy Direction

Scott Liggett, Director of Public Projects and Facilities/Chief Engineer provided a report to the members of Council regarding the acquisition of the private dirt roads. Mr. Liggett said that staff plans to establish the dialog with the residents on the next four roads to see if there is an opportunity to bring forward a participation with one or more of those roads. Mr. Grant stated that he would like to know what the legalities are for potential easements or one way roads. Mayor Bennett asked about the more narrow roads, and the possibility of providing places for drivers to pull to the side for oncoming traffic. Mr. Liggett indicated that upon review and compliance with the current LMO, and the direction of Council, staff would move forward as directed. Mayor Bennett said that he wants to ensure that the citizens on the Island are provided the appropriate ingress and egress, and that the safety is the top priority. He queried the members of Council to ensure that they were on the same page as he was, concerning this matter. Mayor Bennet asked Mr. Liggett about his timeframe concerning the next four roads. Mr. Liggett said that there is still a lot of staff work to conclude, before moving forward with these next roads. He said that if he had to pin down a timeframe, he would ask for a couple of months.

b. First Reading of Proposed Ordinance 2018-05

First Reading of Proposed Ordinance 2018-05 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2019; to establish a property tax levy; to establish funds; to establish a policy for acquisition of rights of way and easements; and providing for severability and an effective date.

Mrs. Likins moved to approve, Mr. Harkins seconded. John Troyer, the Town's Finance Director gave an overview presentation of the Fiscal Year 2019 budget to the members of Council. After some discussion with Mr. Troyer, the members of Council voted to approve the first reading by a vote of 7-0.

13. Possible actions by Town Council concerning matters discussed in Executive Session.

a. City of Columbia et. al. v. Expedia, Inc., et al

Mrs. Likins moved that Town Council authorize the Town Manager to enter into the Settlement Agreement with the Collective Plaintiffs and Defendants as referenced in the Civil Action No. 2014-CP-10-367, Mr. Harkins seconded. The motion was approved by a vote of 7-0.

14. Adjournment

Mayor Bennett adjourned the meeting at 5:51 p.m.

Krista M. Wiedmeyer,
Executive Assistant/Town Clerk

Approved: 05/15/2018

David Bennett, Mayor



ITEMS OF INTEREST

May 15, 2018

TOWN OF HILTON HEAD ISLAND MEETINGS

- Planning Commission – May 16, 2018 – 3:00 p.m.
- Gullah-Geechee Land & Cultural Preservation Taskforce – May 21, 2018 – 1:00 p.m.
- Design Review Board – May 22, 2018 – 1:15 p.m.
- **Town Council Budget Workshop – May 22, 2018 – 5:00 p.m.**
- Public Planning Committee – May 24, 2018 – 3:00 p.m.
- Culture & Arts Advisory Committee – May 30, 2018 – 9:30 a.m.
- Intergovernmental & Public Safety – June 4, 2018 – 10:00 a.m.
- Finance & Advisory Committee – June 5, 2018 – 2:00 p.m.
- Town Council, Executive Session – June 5, 2018 – 4:00 p.m.
- Town Council, Regular Session – June 5, 2018 – 5:00 p.m.
- **Town Hall Administrative Offices Closed May 28, 2018**

Additional meetings may be scheduled and all meetings are subject to change and/or cancellation. Please visit the Town of Hilton Head Island website at www.hiltonheadislandsc.gov for Committee meeting dates and agendas.

HILTON HEAD ISLAND EVENTS

Thursday Evenings 6:00 – 9:00 p.m.	Music & Taste on the Harbour	Shelter Cove Harbour
Saturday, May 19, 2018 9:00 – 4:00 p.m.	Gullah Museum Fish Fry & Car Wash	Gullah Museum
Sunday, May 20, 2018 12:00 – 9:00 p.m.	2018 Fiesta de Mayo	Shelter Cove Community Park
Thursday, May 24, 2018 5:00 – 8:00 p.m.	Car Show	Shelter Cove Community Park
Saturday, May 26, 2018 Sunday, May 27, 2018 10:00 – 5:00 p.m.	Shelter Cove Harbour Art Festival	Shelter Cove Harbour & Marina
Monday, May 28, 2018 7:15 – 9:15 a.m.	Freedom 5K	Shelter Cove Towne Centre
Monday, May 28, 2018 10:00 – 12:30 p.m.	Memorial Day Service	Shelter Cove Veterans Memorial Park

MEMORANDUM

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
FROM: Brad Tadlock, *Fire Chief*
DATE: April 28, 2018
SUBJECT: **Hilton Head Island Fire Rescue – Items of Interest**

❖ Fire in the Streets

Fire in the Streets is a home visit program that provides one-on-one interaction with members of the community offering free smoke alarms, smoke alarm checks, battery changes, and safety information. Prior to our visit, we place door hangers on citizen's doors to let them know when to expect us.

On April 21st we visited 72 homes on Gumtree Road, which included all the side streets. A total of 65 smoke alarms and 25 batteries were installed. There were 26 homes that we did not make contact with the resident. For those 26 homes, we left bags containing various safety and hurricane related information. Since the program began in September 2015, we have held nine Fire in the Streets, installing 468 alarms.





TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Jennifer Ray, ASLA, *Planning and Special Projects Manager*
FROM: Emily Sparks, *Project Lead*
CC: Shawn Colin, AICP, *Deputy Director of Community Development*
DATE: May 2, 2018
SUBJECT: Vision Project Management Team Recommendations

Recommendation: That Town Council accept the *Vision and Strategic Action Plan*, adopt the Vision, and approve the Vision Project Management Team (VPMT) recommendations (Exhibit A) as recommended by the Public Planning Committee.

The Public Planning Committee met on April 26, 2018, and voted 3-0-0 to recommend that Town Council accept the Vision and Strategic Action Plan, adopt the Vision, and approve the Vision Project Management Team recommendations.

Summary: Hilton Head Island – Our Future is the Town of Hilton Head Island’s long range visioning process to ensure that residents, business owners, local institutions and all community stakeholders have a voice in future decision making, and to provide the Town with the insight needed to set intelligent, coordinated, and creative future priorities. Following broad community engagement, Future iQ, the Town’s visioning consultant, published the *Community Engagement Report* and the *Vision and Strategic Action Plan* in February of 2018. This includes a Vision for Hilton Head Island called, “Reinventing Sustainability ... Again!”

Background: On February 7, 2017, Town Council approved a Resolution creating the Vision Project Management Team to develop a comprehensive long range vision for Hilton Head Island.

The VPMT began meeting in February of 2017, met twelve times over the course of the visioning initiative, and ensured considerable public input in the process. Future iQ facilitated comprehensive community engagement activities and delivered the *Community Engagement Report* and the *Vision and Strategic Action Plan*.

Subject: Vision Project Management Team Recommendations

May 2, 2018

Page 2

The VPMT met on April 9, 2018, and voted 6-0-1 to recommend that Town Council accept the *Vision and Strategic Action Plan*, adopt the Vision and approve the attached set of five recommendations, including (1) to continue the visioning process, (2) expand the historical snapshot information, (3) add an appendix referencing the data used in visioning, (4) affirm that the timeline in the report is a suggestion and not a firm recommendation, and (5) to use the *Opportunity and Risk Analysis* and *Key Metrics to Measure Future Success* sections within the report to ensure accountability.

Attachment:

Exhibit A, *Vision Project Management Team Recommendations*

Exhibit A

Vision Project Management Team Recommendations

The Vision Project Management Team recommends that Town Council accept the *Vision and Strategic Action Plan*, adopt the Vision, and approve the following five recommendations:

1. Move forward with this process as it is critical to continue to build trust and to ensure outcomes are achieved. These were constant themes throughout this process.
2. Expand the historical snapshot information to include a more complete history of the Gullah Geechee community and the Hispanic community.
3. Add an appendix referencing the other data used in this vision process, such as the *Community Profile and Benchmark Analysis* and *Community Engagement Report*, and other previous studies, vision planning and reports.
4. Note that on page 51 of the *Vision and Strategic Action Plan* that the suggested timeline is simply that, a suggested timeline, and is not a firm recommendation in terms of timing.
5. To ensure accountability use the *Opportunity and Risk Analysis* on page 52 and the *Key Metrics to Measure Future Success* on page 53 of the *Vision and Strategic Action Plan* as a guide for developing a scorecard to track progress.



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Jennifer Ray, ASLA, *Planning and Special Projects Manager*
FROM: Emily Sparks, *Project Lead*
CC: Shawn Colin, AICP, *Deputy Director of Community Development*
DATE: May 2, 2018
SUBJECT: Direction for Vision Phase 2

Recommendation: That Town Council direct the Public Planning Committee and Staff to develop a process and define principles to be used to guide Phase 2 of the Vision process as recommended by the Public Planning Committee.

Summary: Visioning continues to be a key priority for Town Council. Phase 1 of the project resulted in a community-driven Vision that defines the preferred scenario for the future and outlines an actionable framework for implementation. The Public Planning Committee and Staff will develop a process and define principles to be used to guide Phase 2 of the Vision process.

Background: The Public Planning Committee met on April 26, 2018, and voted 3-0-0 to recommend that Town Council direct the Public Planning Committee and Staff to develop a process and define principles to be used to guide Phase 2 of the Vision process.



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Jennifer Ray, ASLA, *Planning and Special Projects Manager*
FROM: Emily Sparks, *Project Lead*
CC: Shawn Colin, AICP, *Deputy Director of Community Development*
DATE: May 2, 2018
SUBJECT: Vision Project Management Team Dissolution

Recommendation: Staff recommends that Town Council adopt a resolution to dissolve the Vision Project Management Team as recommended by the Public Planning Committee.

The Public Planning Committee met on April 26, 2018, and voted 3-0-0 to recommend that Town Council dissolve the Vision Project Management Team.

Summary: The adoption of a resolution to dissolve the Vision Project Management Team will officially conclude the work effort assigned to that group by Town Council.

Background: The Vision Project Management Team, created by Town Council on February 7, 2017 and tasked with the development of a comprehensive long range vision for Hilton Head Island, has completed the work requested by Town Council by making recommendations to accept the *Vision and Strategic Action Plan*, adopt the Vision, and approve five additional recommendations to Town Council.

The Vision Project Management Team met twelve times over the course of the visioning initiative, and ensured considerable public input in the process. In addition to their public meetings, the team encouraged the public to participate in the 24 public engagement workshops and numerous community surveys.

The members of the Vision Project Management Team worked diligently throughout the process and are to be publicly commended for their tireless efforts related to this project.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SC TO DISSOLVE THE VISION PROJECT MANAGEMENT TEAM.

WHEREAS, the Vision Project Management Team was established on February 7, 2017, as a temporary committee under the oversight of the Town Council Public Planning Committee to develop a comprehensive long range vision for Hilton Head Island; and

WHEREAS, the Vision Project Management Team has completed their task by issuing their recommendations; and

WHEREAS, Town Council was presented the report and recommendations on May 15, 2018.

NOW, THEREFORE, BE IT, AND IT HEREBY RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA:

SECTION 1: THAT THE TOWN EXTENDS ITS THANKS TO THE MEMBERS OF THE VISION PROJECT MANAGEMENT TEAM FOR THEIR EFFORTS IN COMPLETING THEIR TASK AND DOES HEREBY PUBLICLY COMMEND THEM FOR THEIR EFFORTS.

SECTION 2: THE VISION PROJECT MANAGEMENT TEAM IS TO BE DISSOLVED ON MAY 15, 2018.

MOVED, APPROVED, AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS _____ DAY OF

_____,
2018.

David Bennett, Mayor

ATTEST:

Krista Wiedmeyer, Town Clerk

Approved as to form: _____
Gregory M. Alford, Town Attorney

Introduced by Council Member: _____ =



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Shawn Colin, AICP, *Deputy Director of Community Development*
FROM: Jennifer Ray, ASLA, *Planning and Special Projects Manager*
CC: Teri Lewis, AICP, *LMO Official*
Marcy Benson, *Senior Grants Administrator*
DATE: May 2, 2018
SUBJECT: Affordable Workforce Housing funding

Recommendation: That Town Council direct Staff to include funding to start an affordable housing seed fund and identify the funding source in the FY19 budget as recommended by the Public Planning Committee.

Summary: Workforce Availability, including affordable housing, is a key priority for Town Council. Staff continues to work with the Public Planning Committee on a number of items related to this initiative.

Background: The Public Planning Committee met on April 26, 2018, and voted 3-0-0 to recommend that Town Council direct Staff to include funding of \$500,000-\$1,000,000 and identify a source of revenue for the upcoming budget to start a fund to be used for affordable workforce housing.

The Public Planning Committee anticipates the need to fund program elements to be determined based on the work of the consultant to be hired to prepare an Affordable Workforce Housing Strategic Plan. It is anticipated that program recommendations will occur in FY19 and the Public Planning Committee believes it is appropriate to have funding available when the recommendations are approved by Town Council.



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Stephen G. Riley, ICMA~CM, *Town Manager*
VIA: Charles Cousins, AICP, *Director of Community Development*
VIA: Jennifer Ray, *Special Projects and Planning Manager*
FROM: Jayme Lopko, AICP, *Senior Planner*
CC: Shawn Colin, AICP, *Deputy Director of Community Development*
DATE: May 1, 2018
SUBJECT: Historic Gullah Neighborhood Signs

Recommendation: That Town Council approve funding for implementation of a sign project to identify Historic Gullah Neighborhoods on the island, and authorize installation of up to five signs on Town-owned land. Staff recommends Town Council approve the allocation of a portion of the initiative funding to support this project.

The Public Facilities Committee met on April 23, 2018 and voted 3-0-0 to recommend that Town Council approve funding for implementation of a sign project to identify Historic Gullah Neighborhoods on the island, and authorize installation of up to five signs on Town-owned land.

Summary: Approval of funding for the eleven Historic Gullah Neighborhood signs and authorization to use Town property for the installation of up to five of the eleven proposed signs would allow staff to move forward with implementation of the recommendation made by NIBCAA in 2009. If approved, staff will work to pursue easements or encroachment permits for proposed signs not located on Town-owned property and coordinate fabrication and installation of the eleven signs.

Background: The Native Island Business and Community Affairs Association (NIBCAA) Land Management Ordinance Committee identified Historic Gullah Neighborhoods in 2009. Staff coordinated with NIBCAA to create a map for inclusion in the Town's 2010 Comprehensive Plan. The map identified the following 14 Historic Gullah Neighborhoods:

- Big Stoney
- Little Stoney
- Squire Pope
- Jarvis
- Jonesville
- Old House Creek
- Spanish Wells
- Gardner
- Marshland
- Chaplin
- Grassland
- Big Hill
- Mitchelville
- Baygall

In addition to identifying and mapping the neighborhoods, NIBCAA requested that the Historic Gullah Neighborhoods be celebrated with neighborhood signs. Town staff worked with NIBCAA to propose locations and create a design for the signs. The design contains the logo from the annual Gullah Celebration as an identifier for the Gullah community on the island (see Attachments B & C).

The Community Action Committee of NIBCAA and residents of Ward One communities were invited to attend a community meeting to hear about the project and give their input on the proposed design and locations for the signs. The Gullah Task Force is supportive of the project and the community is encouraged that this project is moving forward. Comments received during this meeting related to the proposed sign locations and design were positive.

A sign identifying the Historic Gullah Neighborhood of Mitchelville was installed in February 2018 as part of the annual Gullah Celebration and served as a pilot project for this initiative (see Attachment B). Eleven additional signs have been proposed to identify the remaining thirteen neighborhoods. The eleven proposed sign locations are identified on Attachment A: Sign Locations Map with a number corresponding to the number in the table below:

Sign #	Single or Double Sided Sign	Neighborhood(s)	Location
1	Single Sided	Big Stoney & Little Stoney ("Stoney")	Town-Owned Property
2	Double Sided	Stoney & Squire Pope	Town-Owned Property
3	Single Sided	Squire Pope	Town-Owned Property
4	Double Sided	Stoney & Jarvis/Jonesville	Town-Owned Property
5	Double Sided	Spanish Wells	SCDOT Right-of-way
6	Single Sided	Gardner	Easement
7	Double Sided	Marshland	SCDOT Right-of-way
8	Single Sided	Chaplin	SCDOT Right-of-way
9	Single Sided	Grassland	Easement
10	Single Sided	Big Hill	State Property - Easement
11	Double Sided	Baygall & Mitchelville	SCDOT Right-of-way
12*	Single Sided	Mitchelville	SCDOT Right-of-way

** Mitchelville sign already installed as pilot project.*

The total cost of sign fabrication and installation is +/- \$11,561. This cost does not include any legal costs for drafting easement documents, which is anticipated to be +/- \$500 for each easement. The total cost of the project will be +/- \$15,000 depending on the final number of easements to be secured.

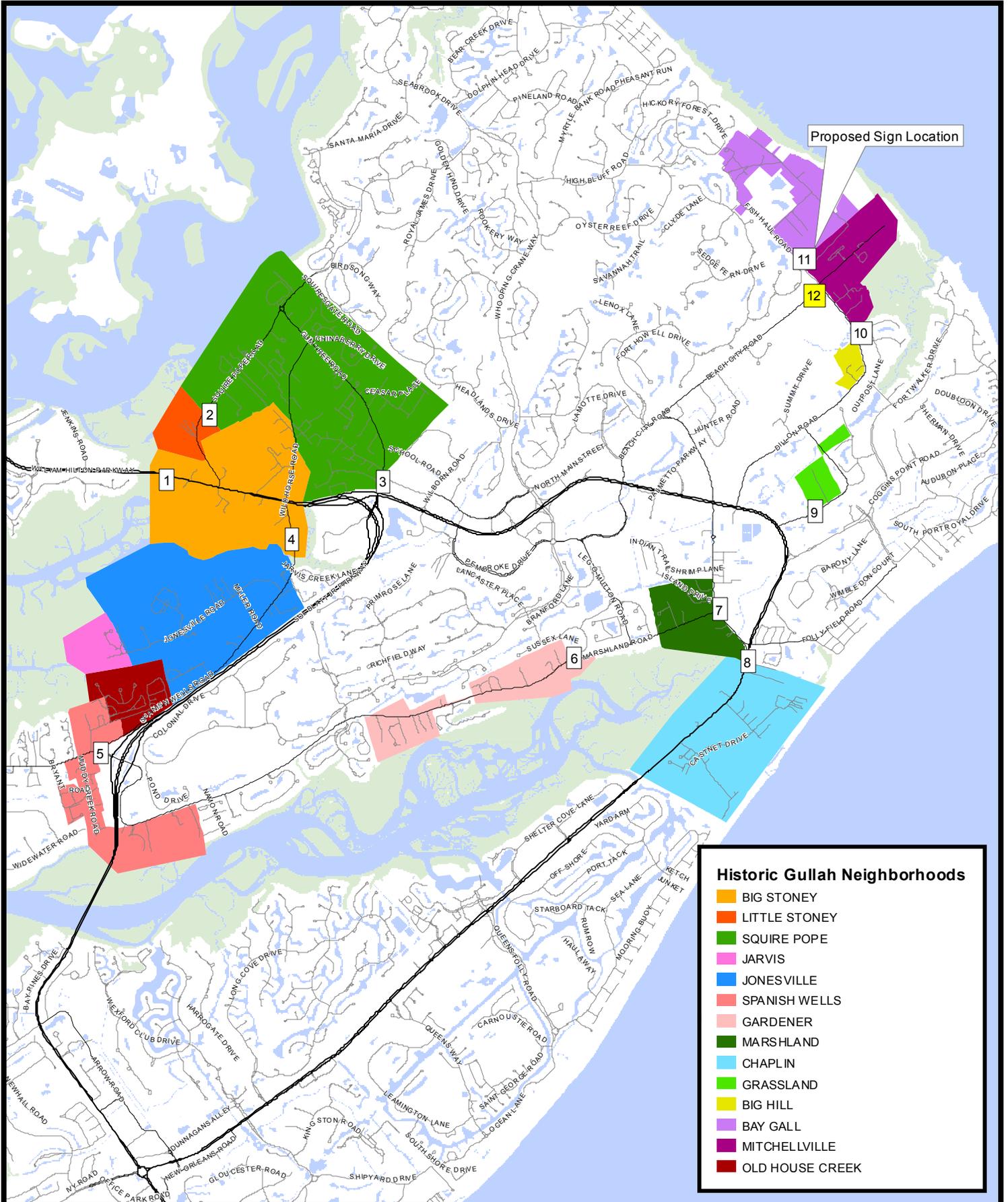
Attachments:

Attachment A: Sign Locations Map

Attachment B: Sign Photo

Attachment C: Sign Specification

Attachment A



Historic Gullah Neighborhoods

- BIG STONEY
- LITTLE STONEY
- SQUIRE POPE
- JARVIS
- JONESVILLE
- SPANISH WELLS
- GARDENER
- MARSHLAND
- CHAPLIN
- GRASSLAND
- BIG HILL
- BAY GALL
- MITCHELLVILLE
- OLD HOUSE CREEK



The information on this map has been compiled from available sources and is intended to be used only as a guide. It is provided without any warranty or representation as to the accuracy or completeness of the data shown. The Town of Hilton Head Island assumes no liability for the accuracy or date of compilation or for any errors appearing on the map.



Welcome to
Mitchelville



Historic Gullah Neighborhood

Neighborhood Identification Sign Specifications

Extra backer with reclaimed wood face
PVC Letters and Graphics

