



AGENDA
SOUTHERN BEAUFORT COUNTY
CORRIDOR BEAUTIFICATION BOARD
Thursday, November 7, 2013
2:00 p.m.
Hilton Head Island Library
11 Beach City Rd., Hilton Head Island, SC
Contact: 843.255.2140

Members:

Stephen Wilson (Council District 11), Chairman
Glenn Stanford (Council District 8), Vice-Chairman
Douglas Novak (Council District 9), Secretary
Sallie Bridgewater (Council District 6)
Henry Deirxsens (Council District 5)
C.J. Humphrey (Council District 10)
Richard Hunter (Council District 7)
Andy Miller (Town of Bluffton)
Vacant (Town of Hilton Head)

Staff Support:

Anthony Criscitiello, Planning Division-Director
Amanda Flake, Natural Resources Planner

1. CALL TO ORDER AND WELCOME – 2:00 p.m. (Wilson)
2. REVIEW AND ADOPTION OF OCTOBER 3, 2013 MEETING MINUTES ([backup](#)) (Wilson)
3. ADOPTION OF BYLAWS (Stanford)
4. UPDATE ON INFORMATION FOR CREATION OF 501C3 (Stanford)
5. UPDATE ON PROJECTS CURRENTLY UNDERWAY AND ANTICIPATED THAT WILL BE WITHIN THE JURISDICTION OF THE BOARD (Wilson)
6. UPDATE ON BEAUFORT COUNTY TREE REFORESTATION FUND AND A LISTING OF ALL CURRENT AND ANTICIPATED FUNDS AVAILABLE FOR NEAR-TERM BOARD PROJECTS (Criscitiello)
7. DEFINE MISSION STATEMENT (GENERAL DISCUSSION)
8. DISCUSSION AND APPROVAL OF OPERATING PROCEDURES FOR BOARD (Wilson)
9. BOARD'S ROLE IN ONGOING OVERSIGHT OF LANDSCAPING, INSTALLATION, IRRIGATION AND LONG-TERM MAINTENANCE OF MEDIANS AND RIGHTS OF WAY (Wilson)
10. SETTING OF MEETING SCHEDULE (Wilson)
11. ADJOURNMENT (Wilson)

SOUTHERN BEAUFORT COUNTY CORRIDOR BEAUTIFICATION BOARD

The Southern Beaufort County Corridor Beautification Board (herein after known as the Board) was held on October 3, 2013 at the Buckwalter Regional Park Conference Room at 10:00 a.m.

MEMBERS PRESENT:

Mr. Steve Wilson (Chairman)	Mr. Henry Diercxsens
Mr. Glenn Stanford (Vice-Chairman)	Ms. C.J. Humphrey
Mr. Doug Novak (Secretary)	Mr. Tray Hunter
Ms. Sallie Bridgwater	Mr. Andy Miller

MEMBERS ABSENT:

None

STAFF PRESENT:

Mr. Tony Criscitiello, Beaufort County Planning Director
Ms. Amanda Flake, Beaufort County Natural Resources Planner
Mr. Josh Gruber, Beaufort County Attorney
Ms. Allison Coppage, Beaufort County Assistant Attorney

GUESTS PRESENT:

Mr. Jim Tiller, JK Tiller and Associates
Mr. Josh Tiller, JK Tiller and Associates

CALL TO ORDER

Chairman Steve Wilson called the meeting to order at 10:09 a.m.

REVIEW OF MINUTES

Chairman Wilson asked if there were any changes to the Minutes from the September 12, 2013, Board meeting. Hearing none, Mr. Glenn Stanford made a motion and Ms. Sallie Bridgwater seconded the motion to accept the Minutes from the September 12, 2013 Board meeting. **The motion was carried unanimously to accept the minutes from the September 12, 2013, Board meeting** (FOR: Bridgwater, Diercxsens, Humphrey, Hunter, Miller, Novak, Stanford, Wilson).

GENERAL DISCUSSION

Enabling Legislation

Beaufort County Attorney Josh Gruber reviewed the Ordinance that created this Board.

Bylaws

Vice-Chairman Stanford discussed the Bylaws that he had written for this Board. Vice-Chairman Stanford will make some adjustments to the Bylaws and present them at the November meeting for adoption by the Board.

501c3

Vice-Chairman Stanford stated that he has an attorney that will possibly do the pro bono work to get the 501c3 established. However, some money is needed for the permitting fees. The Board might need to send a request to County Council to help pay for these fees. County Attorney Gruber said he would check on this request.

Mission Statement

There was some discussion about the mission statement but nothing was decided. The Board decided to postpone this item and hopefully some ideas will develop in future meetings.

Contract Between JK Tiller and Associates and Beaufort County

Mr. Josh Tiller reviewed the contract that was signed by Beaufort County Administrator Gary Kubic for \$17,000.00 with JK Tiller and Associates in February 2013. This contract allowed JK Tiller and Associates to design the median landscape plans for approximately 10 miles of Highway 278 from Moss Creek to and including the Highway 170 interchange and to obtain South Carolina Department of Transportation (SCDOT) encroachment permits and final construction documents from South Carolina Department of Health and Environmental Control (SCDHEC). Currently there is \$4,570.00 left on this contract. Amendments may be added to this contract as long as the total contract amount does not exceed \$25,000.00. County Attorney Gruber suggested that irrigation design and coordination with Beaufort Jasper Water and Sewer Authority (BJWSA) be added to this contract. Vice-Chairman Stanford made a motion to amend the existing Beaufort County/JK Tiller and Associates contract to include irrigation design (coordinating with BJWSA) and SCDOT encroachment permits for the Tanger 1 and 2 Outlets and Belfair. Ms. Bridgwater seconded the motion. **The motion was carried unanimously and the Board resolved to amend the existing Beaufort County/JK Tiller and Associates contract to include irrigation design (coordinating with BJWSA) and SCDOT encroachment permits for Tanger 1 and 2 Outlets and Belfair** (FOR: Bridgwater, Diercxsens, Humphrey, Hunter, Miller, Novak, Stanford, Wilson).

JK Tiller and Associates Hwy 278 Median Landscape Plan

Mr. Josh Tiller presented the Hwy 278 Median Landscape Plan that JK Tiller and Associates had designed back in 2008. The plan extends from the Hwy 170/Hwy 278 interchange to Moss Creek. Vice-Chairman Stanford made a motion to accept the JK Tiller and Associates Hwy 278 Median Landscape Plan as the template for this Board to use for median landscape design. Ms. C.J. Humphrey seconded the motion. **The motion was carried unanimously and the Board**

resolved to accept the JK Tiller and Associates Hwy 278 Median Landscape Plan as the standard for this Board to use for median landscape design and deliberations (FOR: Bridgwater, Diercxsens, Humphrey, Hunter, Miller, Novak, Stanford, Wilson).

Demonstration Project

Chairman Wilson said that the Tanger 1 Outlet is more of an entrance to Hilton Head Island than Belfair. However, since all the permits are ready to go for Belfair, it should be the demonstration project.

Miscellaneous

Mr. Jim Tiller brought to attention that the Board might want to come up with a minimum set of standards for groups that will be taking over maintenance of the Hwy 278 medians in the future. He also suggested that language be added to these standards to make sure the design criteria that was approved by SCDOT is maintained and not changed over the years.

ADJOURNMENT

With no further business, Chairman Wilson entertained a motion at 12:00 p.m. from Vice-Chairman Stanford, and seconded by Ms. Bridgwater, to adjourn the meeting. The motion was approved unanimously (FOR: Bridgwater, Diercxsens, Humphrey, Hunter, Miller, Novak, Stanford, Wilson).

Submitted by: Amanda Flake, Natural Resources Planner

Approved:

Steve Wilson, Chairman,
Southern Beaufort County Corridor Beautification Board

Date: _____