

TOWN OF SEABROOK ISLAND

RESOLUTION NO. 2019-12

ADOPTED MARCH 26, 2019

**A RESOLUTION TO ADOPT THE TOWN OF SEABROOK ISLAND'S
STRATEGIC PRIORITIES FOR 2019-20**

WHEREAS, the Mayor and Council of the Town of Seabrook Island recognize the value of prioritizing its strategic goals and objectives in order to articulate a shared vision for future actions to be taken by Council, and to ensure the most efficient and effective use of limited public resources; and

WHEREAS, on March 12, 2019, the Mayor and Council of the Town of Seabrook Island held a strategic planning workshop facilitated by Charlie Barrineau of the Municipal Association of South Carolina to identify and rank the town's strategic priorities for 2019-20; and

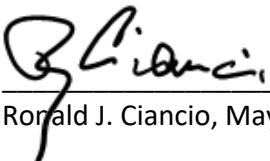
WHEREAS, the Mayor and Council of the Town of Seabrook Island think it is fitting and proper to formalize the results of this workshop by adopting its Strategic Priorities for 2019-20;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council for the Town of Seabrook Island hereby adopts the "Strategic Priorities for 2019-20," attached hereto as Exhibit A and incorporated by reference as if set forth fully herein; and

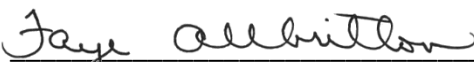
BE IT FURTHER RESOLVED, that the items contained within the attached "Strategic Priorities for 2019-20" shall be considered a guide for future actions to be undertaken by the Mayor and Council in the furtherance of the town's strategic goals and objectives; and

BE IT FURTHER RESOLVED, that the Town Administrator is hereby directed to post the "Strategic Priorities for 2019-20" on the town's website, otherwise disseminate the Strategic Priorities as he deems appropriate and to make copies of the same available to the public upon request.

SIGNED AND SEALED this 1st day of April, 2019, having been duly adopted by the Town Council for the Town of Seabrook Island on the 26th day of March, 2019.

Signed: 

Ronald J. Ciancio, Mayor

Witness: 

Faye Albritton, Town Clerk

EXHIBIT A

TOWN OF SEABROOK ISLAND STRATEGIC PRIORITIES FOR 2019-20

1. “MUST DO” ITEMS

- A. Complete and adopt the Seabrook Island Road Master Plan; adopt ordinance(s) to implement the recommendations of the Seabrook Island Road Master Plan; complete a legal review of existing utility agreements for properties located outside the town limits.**

Targeted Completion Date:

- Adoption of Master Plan: Q2 2019
- Adoption of Implementation Ordinance(s): Q3 2019
- Completion of Legal Review: Q3 2019

Assigned To: Mayor Ciancio, Councilman Wells, Town Administrator Cronin, Town Attorney Brown, Utility Commission

- B. Complete and adopt required updates to the town’s Comprehensive Plan (10-year update) and Beach Management Plan (5-year update).**

Targeted Completion Date:

- Adoption of Comprehensive Plan Update: Q2 2019
- Adoption of Beach Management Plan Update: Q4 2019

Assigned To: Councilman Wells, Town Administrator Cronin, Planning Commission

- C. Initiate and complete a comprehensive update to the town’s Development Standards Ordinance.**

Targeted Completion Date:

- Project Initiation (Consultant selection and committee appointment): Q1 2019
- Adoption of New DSO: Q4 2020

Assigned To: Councilman Crane, Town Administrator Cronin, DSO Update Committee, Planning Commission

2. “SHOULD DO” ITEMS

- A. Complete design, permitting and construction of drainage and other related improvements at Town Hall and within the Seabrook Island Road right-of-way.**

Targeted Completion Date:

- Complete Design (Town Hall): Q2 2019

- Construction (Town Hall): Q3 2019
- Complete Design (Seabrook Island Road): Q4 2019
- Construction (Seabrook Island Road): Q1-Q4 2020

Assigned To: Councilman Wells, Town Administrator Cronin, Consultant (ESP)

B. Develop and adopt a fund balance policy.

Targeted Completion Date: Q2 2019

Assigned To: Mayor Ciancio, Town Administrator Cronin, Town Clerk Allbritton, Accountant (Duffy & Basha), Auditor (Glaser & Co.)

C. Consider adoption of an ordinance to transition Town Council from two-year terms to four-year staggered terms.

Targeted Completion Date: Q2 2019

Assigned To: Mayor Ciancio, Town Administrator Cronin, Town Clerk Allbritton, Town Attorney Brown

D. Further define the roles and responsibilities of the town's committee structure; consider adding citizens (subject area experts) to town committees; develop strategies to promote advocacy on behalf of the town's interests and continuity of town leadership.

Targeted Completion Date: Q3 2019

Assigned To: Council Ad Hoc Committee (Mayor Ciancio, Councilman Gregg & Councilwoman Finke), Town Administrator Cronin

3. "COULD DO" ITEMS

A. Complete a comprehensive review and update of the town's Business License Ordinance; consider adopting the Municipal Association of South Carolina (MASC) Model Business License Ordinance; modify licensing policies and procedures to streamline the license renewal process.

Targeted Completion Date: Q3 2019

Assigned To: Councilman Gregg, Town Administrator Cronin, License & Permit Specialist Stearns, Admin Assistant Springs

B. Develop and implement an orientation program for new Town Council members.

Targeted Completion Date: Q3 2019

Assigned To: Mayor Ciancio, Town Administrator Cronin & Town Clerk Allbritton

C. Develop and implement an ordinance to ban single-use plastic bags.

Targeted Completion Date: Q3 2019, unless pre-emptive action by the state legislature requires an expedited schedule.

Assigned To: Councilwoman Finke & Town Administrator Cronin

4. OTHER ITEMS

A. Administration & Finance

- Issue requests for proposals (RFP) and enter into new contracts for a landscape services provider and financial auditor.
- Identify opportunities for local, state and federal grant funding and develop capacity for pursuing grant opportunities.
- Create a database of existing town contracts (vendors, terms, renewal dates, etc.)
- Evaluate available revenue sources to address town priorities (property tax millage?); complete a comprehensive review of the town's fee schedule to ensure that fees are competitive with neighboring jurisdictions and adequately cover the cost of providing services to the public.
- Implement a point-of-sale system to allow for the acceptance of credit and debit cards at Town Hall.

B. Beach Management

- Design and install new signage on the beach
- Evaluate whether the town, rather than SIPOA, should take the lead on beach renourishment projects.

C. Capital Projects

- Complete design of a new garage and storage structure at Town Hall and submit to neighboring property owner for review and approval (as required by deed restriction).
- Develop and adopt a Capital Improvements Plan (CIP) to plan for the periodic purchase, maintenance and replacement of town facilities and equipment.

- Evaluate the feasibility of a shared Town Hall-SIPOA office facility (cost sharing, space needs, etc.)

D. Planning, Zoning & Code Enforcement

- Pursue annexation of the Bradham Property adjacent to Bohicket Marina; identify threats and opportunities associated with other properties adjacent to the town limits.
- Continue the town's engagement on regional transportation and land use issues affecting Johns Island and surrounding areas.
- Document and address zoning and land use issues at Bohicket Marina (grandfathered uses, etc.)
- Review current short-term rental regulations and work with SIPOA to define who is responsible for administering and enforcing certain regulations (ie. town ordinance vs. private restrictions).
- Evaluate the relationship of the town's zoning ordinance to existing PUD's and determine whether it would be in the best interest of the town and its residents to replace PUD's with standard zoning districts.

E. Public Engagement

- Research and implement tools to improve access to public meetings using technology, to include a publicly accessible archive of audio and/or video files.
- Research strategies to encourage more individuals to run for Town Council.
- Seek ways to identify and tap into subject area expertise of town residents.
- Provide public information regarding adoption of the new FEMA flood maps.

F. Public Safety

- Develop and adopt a Sea Level Rise Master Plan and identify funding sources for implementation of the plan's recommendations.
- Research FEMA's guidance for private property debris removal (PPDR) to determine public assistance (PA) reimbursement eligibility when debris on private property is so widespread that it threatens public health and safety or economic recovery of a community; determine the role of the town and SIPOA in such situations.

- Review town policies and ordinances to ensure that the public safety is adequately protected following adoption of the new FEMA flood maps; address any unintended consequences that may result from the implementation of the new base flood elevations (eg. building heights, etc.)

G. Utilities

- Research and better understand the structure of the Seabrook Island Utility Commission, including its operations, service commitments and relationship to the town.