



**Town of Hilton Head Island
Town Council
Community Services Committee Meeting**

**Monday, January 7, 2019
8:00 a.m. – Conference Room 3**

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

- 1. Call to Order**
- 2. Freedom of Information Act Compliance**
Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act.
- 3. Approval of Minutes**
 - a. Approval of December 20, 2018, minutes of the Town Council Community Services Committee.
- 4. New Business**
 - a. Discussion of draft charter for U.S. 278 Gateway Corridor Committee.
- 5. Executive Session**
 - a. Conduct interviews with applicants for the U.S. 278 Gateway Corridor Committee.
- 6. Adjournment**

Note: All or a portion of the meeting may be held in Executive Session.

Please note that a quorum of Town Council may result if four (4) or more Town Council members attend this meeting.

TOWN OF HILTON HEAD ISLAND
COMMUNITY SERVICES COMMITTEE REGULAR MEETING

Date: December 20, 2018 **Time:** 9:00am

Members Present: Marc Grant, *Chairman*; Bill Harkins; Tom Lennox

Members Absent: Tamara Becker, *Alternate*

Council Present: David Ames

Town Staff Present: Josh Gruber, *Assistant Town Manager*
Charles Cousins, *Assistant to the Town Manager*
Lindsey Rambow, *Records Administrator*

Media Present: None

1. Call to Order

Chairman Grant called the meeting to order at 9:00am.

2. 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.

3. Approval of Minutes

The minutes of the December 17, 2018, meeting were approved.

4. Executive Session

At 9:00am, Mr. Harkins made a motion to adjourn to Executive Session for the purpose of conducting interviews for the U.S. 278 Gateway Corridor Committee. The motion was seconded by Mr. Lennox and approved by a vote of 3-0.

5. Adjournment

At 10:50am, the Committee returned to Open Session. Mr. Harkins moved to adjourn and Mr. Lennox seconded. The motion was approved.

Approved
Marc Grant, Chairman

Submitted by
Lindsey Rambow, Records Administrator

CHARTER FOR HILTON HEAD ISLAND U.S. 278 GATEWAY CORRIDOR COMMITTEE

PURPOSE:

The South Carolina Department of Transportation (SCDOT) has determined that the US 278 eastbound bridge crossing Mackay Creek to Hilton Head Island is structurally deficient and requires replacement. As part of this work SCDOT is interested in addressing capacity issues on this bridge and the other 3 bridges crossing Mackay Creek or the Intracoastal Waterway. These bridges provide the sole access to and egress from Hilton Head. SCDOT has identified a US 278 Gateway Corridor project to address roadway issues in this area. The boundaries of this project are along US 278 from the intersection of Moss Creek Drive to the intersection of Spanish Wells Road. A first step in the SCDOT process for this project is an Environmental Assessment that will identify various alternative treatments for this crossing, evaluate the environmental, cultural and social impacts of each alternative, and ultimately develop a recommended alternative.

The Hilton Head Island Town Council recognizes the importance of this project and the likely impacts it will have not just on access to and egress from the Town, but also on nearby neighborhoods and businesses. Because of this importance, Hilton Head Island Town Council approved a resolution creating the Hilton Head Island US 278 Gateway Corridor Committee (resolution attached) on November 7, 2018. The purpose of this committee is to work cooperatively with the South Carolina Department of Transportation to gather information, obtain and provide citizen input into the environmental assessment process, and make recommendations to Town Council regarding the US 278 Environmental Assessment and Design Alternatives.

To accomplish this the committee will:

- Examine impacts to areas within the boundaries of the SCDOT project, consider current and projected traffic congestion, safety, effects on neighborhoods and families, ingress and egress on US 278 for affected neighborhoods, aspects of historical and cultural protection, business impacts, aesthetics, and access to the Town following a hurricane or other natural disaster.
- Seek input from individuals, businesses and families in the neighborhoods directly impacted by the potential corridor changes, and from the general public.
- Incorporate strategies for early and continual citizen involvement.
- Develop a strong interface with both SCDOT and Beaufort County staff involved with this project.
- Educate local decision makers, stakeholders and the general public on the process being employed by SCDOT; status of the project; alternatives being evaluated; other alternatives or options that should be considered; issues, needs and desires of the community and recommendations to address community issues and desires.

- Make recommendations to the Town Council Community Services Committee on community desires related to the project and ways to mitigate impacts of the project.
- Provide a quarterly report to the Community Services Committee.

DURATION AND MEMBERSHIP:

The committee is established as a special committee of Town Council for the duration of the SCDOT Environmental Assessment. All members of the committee are appointed by the Town Council. The Chairman and Vice Chairman will be designated by the Mayor with approval by Town Council. Membership on the committee will constitute an appropriate mix of individuals with technical expertise and individuals representing groups affected by the potential changes to the US 278 Corridor. Membership will consist of at least 7 regular members with a maximum of 11 regular members. Additionally, the Mayor will appoint one Town Council member to serve as an ex officio member of the committee.

PROCEDURAL RULES:

- The committee will follow all the legal requirements of a publicly appointed body.
- All committee meetings will be properly noticed and open to the public. Any time a quorum of the committee is present it shall be considered a public meeting.
- Any recommendations to SCDOT will be provided to the Town Council Community Services Committee and then to the full Town Council rather than directly to SCDOT.
- Town staff will publicize meetings, prepare meeting agendas and minutes and provide other technical and administrative assistance.
- The committee shall seek approval from Town Council prior to creating any subcommittees.