



Town of Hilton Head Island  
**TOWN COUNCIL MEETING**  
**Tuesday, June 6, 2023, 3:00 PM**  
**Minutes**

**Present from Town Council:** Alan Perry, *Mayor*; David Ames, *Mayor Pro-Tempore*; Alex Brown, Patsy Brison, Tamara Becker, Glenn Stanford, *Town Council Members*

**Absent from Town Council:** Steve Alfred, *Town Council Member*

**Present from Town Staff:** Marc Orlando, *Town Manager*; Josh Gruber, *Deputy Town Manager*, Angie Stone, *Assistant Town Manager*, Shawn Colin, *Assistant Town Manager – Community Development*; Chris Blankenship, *Fire Chief*; Ben Brown, *Sr. Advisor to the Town Manager*; John Troyer, *Finance Director*; Erica Madhere, *Budget Analyst*; Rich Groth, *Procurement Officer*; Bryan McIlwee, *Assistant Community Development Director*; Ashley Goodrich, *Principal Planner*; Carolyn Grant, *Communications Director*; Bob Bromage, *Public Safety Director*; Aaron Black, *Facilities Manager*; Jeff Netzing, *Storm Water Manager*; Cindaia Ervin, *Assistant Town Clerk*; Kimberly Gammon, *Town Clerk*; Curtis Coltrane, *Town Attorney*

**1. Call to Order**

Mayor Perry called the meeting to order at 3:00 p.m.

**2. FOIA Compliance**

Ms. Gammon affirmed compliance with FOIA.

**3. Pledge to the Flag**

**4. Invocation – Rabbi Brad Bloom – Congregation Beth Yam**

Rabbi Bloom delivered the invocation.

**5. Civility Pledge**

**6. Adoption of the Agenda**

Mr. Ames moved to approve. Ms. Brison seconded. Motion carried 6-0. (Alfred absent)

**7. Approval of the Minutes**

- a. Ad-Hoc Committee Meeting Minutes of May 4, 2023
- b. Workshop Meeting Minutes of May 9, 2023

- c. Workshop Meeting Minutes of May 11, 2023
- d. Regular Meeting Minutes of May 16, 2023

Mr. Ames moved to approve. Mr. Stanford seconded. Motion carried 6-0. (Alfred absent)

## **8. Report of the Town Manager**

### **a. Items of Interest**

Mr. Orlando reported on various items of interest. He encouraged citizens to participate in the survey being conducted regarding the Fire Rescue Three-Year Strategic Plan, congratulated Jacob Deuel on his recent certification as a Certified Government Chief Information Officer and reported that the new business on Pope Avenue known as the Bank held a grand opening earlier in the day and donated \$1,000,000 to Mitchelville Freedom Park.

### **b. Report on the State of Law Enforcement on Hilton Head Island – Sheriff PJ Tanner, Beaufort County Sheriff’s Office**

Sheriff Tanner addressed Council stating the state of law enforcement on Hilton head Island is rated as very good. He reviewed statistics regarding calls for service on Hilton Head Island. He went through each category and ranked them noting that larceny and vehicle collisions are continually the highest. Sheriff Tanner explained how they are addressing issues by focusing on problem areas and deploying staff to those areas. Members of Council made comments and asked questions regarding: whether vehicle break-ins are identified if they are local residents vehicles or visitors vehicles; inquiry as to whether there is a report regarding specific time frames when larceny takes place; review of need for an increase in staffing on Hilton Head Island; concern regarding speeding on side streets and appreciation for the department addressing the issue; appreciation for the outreach efforts of the department; questions in regard to how Hilton Head Island statistics compare to other areas of the country; speeding enforcement; red-light running; vacancies on staff level. Ms. Brison requested that going forward within quarterly crime statistics provided to Council that speeding, red-light violations and staff vacancies be broken down within the report. Sheriff Tanner stated they will work on breaking down the areas for future reports.

### **c. William Hilton Parkway Gateway Corridor Update – Shawn Colin, Assistant Town Manager, Community Development**

Shawn Colin updated Council on the remaining steps regarding the project if the resolution is approved. They are as listed:

- The Town will solicit RFQ for a period of 30 days.
- Responses to the Town RFQ will be reviewed by the Advisory Committee and selection team to reach recommendation of the preferred consultant to execute contract. Time frame and cost to complete the Town Lead Independent Study has not yet been determined.

- The Town will continue executing the Installation of Adaptive Traffic Signals for all Town signalized intersections through its Capital Improvements Program. Installation is expected to be complete by June 30, 2023. Initial data on performance will not be available until after the complete system is installed.
- Town staff is working with consultants MKSK to complete flythrough graphics to depict the existing Gateway Corridor, the Modified Preferred Alternative, and the Modified Preferred Alternative to include Town approved recommendations. Final graphics to be completed following review of findings and recommendations from the Independent Study.
- Beaufort County continues to work with SCDOT and their project team to secure remaining funds necessary to substantially fund the project, which will allow submission of the Environmental Assessment (EA) Documents to the Federal Highway Administration for a Finding of No Significant Impacts (FONSI).
- The Town and County agreed in the MOA to pursue the FONSI from Federal Highway Administration.
- The results of the joint Independent Review, as well as the Town procured Independent Study will be presented to respective Council's for consideration.
- If any findings from the Independent Review and Study affect environmental documents submitted for the FONSI, those recommendations will be considered, and the environmental documents will be updated and resubmitted to the Federal Highway Authority as agreed upon by the County and the Town.
- If any findings from the Independent Review and Study affect environmental documents submitted for the FONSI, those recommendations will be considered, and the environmental documents will be updated and resubmitted to the Federal Highway Authority as agreed upon by the County and the Town.
- The County and the Town agree that the Independent Review and Study will be the last and final study needed for the Town to make a final decision related to the Project.
- Town approval of the MOA did not provide municipal consent, nor did it preclude the submission of amended documents to the Federal Highway Administration to include recommendations that emerge from the Independent Review and Study. Such consent may be provided by the Town Council after the Independent Review has been evaluated by the Town and County and before the right-of-way acquisition phase of the Project begins. Municipal consent by the Town will not be unreasonably withheld.

Mr. Colin noted that his counterpart from Beaufort County stated they are at a 30% design level and the acquisition of rights-of-way begins at about 60% so there is a long way to go before that process begins.

Mr. Colin shared a text he received from the SCDOT stating: *Municipal approval typically happens at the end of the NEPA and right before right-of-way acquisitions begin. Based on the understanding of the current project timeline, the Town would need to provide consent prior to the end of the calendar year. It's not delaying anything at this point, but the Town should probably begin their dialogue and any necessary committee work in earnest, within the next 90 days, assuming it will take 60 to 90 days*

*for the Town to issue consent once they start their processes.*

Mayor Perry reiterated the point that municipal consent does not need to take place until the end of the calendar year. He stated the conversations need to take place, but they are not looking for municipal consent until the end of the year.

Mr. Colin recapped the timeline in detail and received input from Council. It was suggested analysis of the data collected be added to the timeline.

## **9. Appearance by Citizens**

Judy Austin addressed Council regarding the 2023 Hilton Head Island-Bluffton Junior Leadership Program. She conducted an overview of the program and the accomplishments of the class.

Garett Simmons addressed Council regarding the 2023 Hilton Head Island-Bluffton Junior Leadership Program and focused on the teamwork aspect of the program.

Peter Kristian addressed Council regarding the William Hilton Parkway Gateway Corridor Project encouraging Council to communicate a sense of urgency regarding the project.

Jon Herron addressed Council regarding the William Hilton Parkway Gateway Corridor Project encouraging Council to move forward with the project quickly.

Lee Wilwerding addressed Council regarding the William Hilton Parkway Gateway Corridor Project stating the Greater Island Council was totally involved in proposing the project be considered as a total traffic corridor project. He stated the project will contribute to a better quality of life for all concerned.

Ray Warco addressed Council regarding the William Hilton Parkway Gateway Corridor Project and the need for it to move forward in a timely manner. He explained there is a need for workers on the Island and due to the traffic problems, the jobs cannot be filled.

Cary Kelley addressed Council regarding the William Hilton Parkway Gateway Corridor Project and the need for it to move forward in hopes it will alleviate the employment problems facing the Island.

Carlton Dallas addressed Council regarding the William Hilton Parkway Gateway Corridor Project stating there is need to address the traffic congestion and address the rate of pay for workers coming from off-island. Mr. Dallas suggested working with the landowners that will be affected by the project in providing them with equity in any future developments that arise from the project. He added that marine transportation could also be a solution for day travelers/workers to the Island.

John Newman addressed Council regarding the William Hilton Parkway Gateway

Corridor Project stating the need for urgency in moving the project forward to assist the families in need of services.

Deidrik Advocaat addressed Council in support of the Strengths, Weaknesses, Opportunities & Threats (SWOT) and Resilience Plan for Hilton Head Island. He suggested extending the resilience plan to Windmill Harbour. Additionally, he addressed Council regarding the William Hilton parkway Gateway Corridor Project cautioning Council not to rush but to go through the exercise to obtain the perfect solution for the Island.

Linda Herrington addressed Council regarding the William Hilton Parkway Corridor Project requesting that they reject all resolutions brought to them from outside body for movement before Town Council.

Andew Shumacher addressed Council regarding the William Hilton Parkway Gateway Corridor Project urging them to move the project forward due to the need for employees and employee retention on Hilton Head Island.

John Shkor addressed Council regarding the William Hilton Parkway Gateway Corridor Project stating the harm to the Island is severe and will continue until new bridges are built. He advocated moving forward quickly to remedy the problem.

Lynn Fontaine addressed Council regarding the William Hilton Parkway Gateway Corridor Project and thanked them for their commitment to due diligence.

Joseph Kernan addressed Council regarding the William Hilton Parkway Gateway Corridor Project and suggested connection the Bluffton Parkway to the Cross Island Parkway which would provide an additional route of access to the Island.

Steve Baer addressed Council regarding the William Hilton Parkway Gateway Corridor Project stating it will not solve the safety problem or congestion and spoke against the Greater Island Council proposed resolution.

Richard Bisi addressed Council regarding the William Hilton Parkway Gateway Corridor Project stating the SCDOT plan for the corridor is poorly designed and likely defective product and will not solve the congestion problem. He stated the need for an independent study before municipal consent is given.

Bobby Tillison addressed Council requesting they add beach volleyball courts to the list of Parks and Recreation projects.

Andrew Dale addressed Council regarding the benefits of beach volleyball and the need for courts.

Holly Hicks addressed Council regarding the rich history of the Island the need to preserve it and protect it from overdevelopment.

Steven Arnold addressed Council encouraging them to continue efforts in fostering the Town's partnership with Habitat for Humanity.

Gray Smith addressed Council regarding the William Hilton Parkway Gateway Corridor Project and the challenge in getting people on and off the Island expeditiously.

## **10. Public Hearing and Final Reading**

- a. Second and Final Reading of Proposed Ordinance 2023–10 Adopting the Municipal Budget for the Town of Hilton Head Island for Fiscal Year 2024 Ending June 30, 2024 – Marc Orlando, Town Manager

At 4:55 p.m. Mayor Perry opened the public hearing and asked for public comment. There were none. The public hearing closed at 4:56 p.m.

Marc Orlando conducted a review of the proposed budget. He stated it is a priority-based budget that is funding the Town's Strategic Plan Initiatives with increased fund balances due to prior year unspent funds, as well as fund balance policy improvements. Mr. Orlando reported there is no change in Property Tax rate with the expectation of a reduction after reassessment. He explained there has been two years of strong non-property tax revenue collections are now being reflected in the budget and enhanced revenues through growth related application fee enhancements. He noted the use of State ATAX funding to increase support of both the General Fund and Capital Projects Fund. Mr. Orlando pointed out the two new funds added this year were the Gullah Geechee Historic Neighborhood Economic Development Fund and the Housing Fund. He reviewed revenues and expenditures within all the funds.

Mr. Orlando expressed his appreciation to Council, John Troyer, Erica Madhere and all department heads for their assistance in preparing the proposed budget.

Mr. Ames moved to approve. Mr. Stanford seconded. Ms. Becker stated she would vote against the proposed budget because the growth of government through staff at this point needs to be considered, as well as her request to find ways in which tax dollars could be returned to residents. Mr. Stanford pointed out the fact that there is no increase in taxes and after the reassessment there is a possibility of a reduction. Ms. Brison thanked the staff for all their efforts and noted that this is the sixth year of paying down debt which protects and preserves the Town's bond ratings. Mr. Ames asked if there has been public inquiry regarding the budget. Mr. Orlando stated some public comment has been provided but not a lot. Mr. Ames said he is excited about the budget which gives the Town an opportunity to re-establish itself as a leader in planning and investment in quality projects. He referenced and thanked other entities that are also committing investments in the Town. Mayor Perry noted that until the reassessment is complete Council cannot commit to anything regarding those funds. He applauded Mr. Orlando for presenting a budget

that addresses the issues at hand, improvements in customer service and the completion of projects in a timely manner.

Mayor Perry asked for public comment.

Fred Goulet addressed Council regarding the Housing Fund and the utilization of funds. He stated he was against the Town participating in the housing business.

Lynn Pico Bullard stated the best thing that happened to Hilton Head Island was hiring Marc Orlando as Town Manager.

Peter Kristian pointed out that the projects within the budget are attracting people to Hilton Head Island which emphasizes the need for the William Hilton Parkway Corridor Project to begin. He stated appreciation for the Main Street project, stormwater management system, pathway system and the hurricane preparedness program.

Caitlin Lee thanked Council for investing in what is valued. She stated the Housing Fund is 2.7% of the total budget which is a small investment for a huge payback for the community.

The motion carried 5-1 (Becker opposed, Alfred absent)

## **11. Unfinished Business**

- a. Second and Final Reading of Proposed Ordinance 2023–13 Amending Provisions of Title 11, Chapter 1 of the Municipal Code for the Town of Hilton Head Island to Provide for a Small and Minority-Owned Disadvantaged Business Enterprise Utilization Program and a Corresponding Good Faith Effort Program – John Troyer, Finance Director

John Troyer provided a brief overview of the proposed ordinance. He explained the amendments will permanently and clearly establish the Town’s commitment to inclusivity in its procurement practices, with no downside. Mr. Ames moved to approve. Ms. Brison seconded. Ms. Becker reiterated she felt there was no need for an ordinance regarding this subject and she would be voting against it. Mayor Perry asked for public comment. There was none. Motion carried 6-0 (Becker against, Alfred absent)

## **12. New Business**

- a. Consideration of a Resolution Supporting the Proposed Approach to Complete a Strengths, Weaknesses, Opportunities & Threats (SWOT) and Resilience Plan for Hilton Head Island – Bryan McIlwee, Assistant Community Development Director

Bryan McIlwee conducted a brief presentation regarding the item. He stated the Strategic Action Plan contains an initiative to identify Strengths, Weaknesses, Opportunities and Threats (SWOT) of Hilton Head Island resilience. He added that a

key element of this initiative is to procure a consultant(s) to model future impact scenarios to identify inundation impacts and a menu of mitigation actions, each with benefit costs analysis associated with varying levels of protection. Mr. McIlwee noted that working with a highly qualified consultant, applicable public agencies, and stakeholders to develop a Hilton Head Island Resilience Plan for Climate Adaptation and Sea Level Rise will guide future decisions on policy, projects, and protections. Mr. Ames moved to approve. Ms. Brison seconded. Mayor Perry asked for public comment. There was none. Motion carried 6-0 (Alfred absent).

**b. Consideration of a Resolution Approving the William Hilton Parkway Gateway Corridor Independent End-to-End Analysis Request for Qualifications and Scope of Work – Shawn Colin, Assistant Town Manager, Community Development**

Shawn Colin stated the William Hilton Parkway Gateway Corridor Independent Review Advisory Committee recommended to Town Council for endorsement the final content and scope of work to be included in the Request for Qualifications to complete a new Independent Study for William Hilton Parkway Gateway Corridor Project. He stated the study should take no longer than six months and was available to answer questions. Mr. Ames moved to approve. Ms. Becker seconded. Mayor Perry asked for public comment.

Richard Bisi addressed Council thanking them for moving this item forward.

Peter Kristian addressed Council asking Council to place a sense of urgency on this task and get it done.

Steve Baer addressed Council agreeing with the sense of urgency regarding the subject. He stated he feels the traffic problem is a result of the traffic lights and the study will address the issue.

Steve Birdwell addressed Council regarding the traffic issues and the effect on employee retention. He stated the need for urgency regarding the project.

Lynn Bullard addressed Council expressing concern of how three lanes of bridge is going to merge into two lanes on the Island.

Joseph Kernan addressed Council stating that adding lanes to the existing roads doesn't solve the problem. He stated the only solution is to connect the Bluffton Parkway to the Cross Island Parkway.

Risa Prince addressed Council in support of the study.

Rene Roth addressed Council stating support for an additional bridge to the Island.

Frank Babel addressed Council emphasizing the need to work towards solutions amicably.

Motion carried 6-0 (Alfred absent).

**c. Consideration of a Resolution of the Town of Hilton Head Island Adopting the Town of Hilton Head Island FY2023 – 2025 Strategic Action Plan – Josh Gruber, Deputy Town Manager**

Mr. Ames moved to approve. Mr. Stanford seconded. Mr. Ames asked if there were any changes from January. Mr. Gruber confirmed there were no changes. Mayor Perry asked for public comment. There was none. Motion carried 6-0 (Alfred absent).

- d. Consideration of a Resolution Authorizing the Execution of Standardized Stormwater Agreements for Ashton Cove, Carolina Isles, Peregrine Point, Beach City Place, and Chinaberry Ridge – Bryan McIlwee, Assistant Community Development Director

Mr. Ames moved to approve. Mr. Stanford seconded. Ms. Brison asked for the map of partners that have agreements to be displayed. She stated the importance of the Town being involved in a coordinated stormwater plan. Mayor Perry asked for public comment. There was none. Motion carried 6-0 (Alfred absent).

### **13. Executive Session**

- a. Discussion of Negotiations Incident to Proposed Contractual Arrangements for a Beach Franchise Agreement (Pursuant to the South Carolina Freedom of Information Act Section 30-4-70[a][2])
- b. Discussion of Legal Advice from the Town Attorney on Matters Covered Under the Attorney-Client Privilege (Pursuant to the South Carolina Freedom of Information Act 30-4-70 [a][2]) related to:
  - 1. Mount Calvary Missionary Baptist Church of Hilton Head Island, et al vs. Town of Hilton Head Island
  - 2. Mitchelville Road Dirt Road Paving
  - 3. Main Street Right of Way Acquisition
  - 4. 131 Dunnigan's Alley – Cretaceous Well #2
- c. Discussion of Negotiations Incident to Proposed Contractual Arrangements and Discussions for the Proposed Sale or Purchase of Property (Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 [a][2]) related to:
  - 1. Gum Tree Road Area
  - 2. Squire Pope Area
  - 3. Shelter Cove Area
  - 4. Pope Avenue Area
  - 5. Marshland Road Area
- d. Discussion of Personnel Matters (Pursuant to the South Carolina Freedom of Information Act Section 30-4-70[a][1]) related to:
  - 1. Town Council Appointments to Town Boards, Commissions, and Committees:
    - i. Housing Action Committee
- e. Discussion and Status Update on the Negotiations Incident to Proposed Contractual Arrangements for the Northpoint Public-Private Partnership Workforce Housing Project (Pursuant to the South Carolina Freedom of

Information Act Section 30-4-70 [a][2])

At 6:10 p.m. Mr. Orlando stated the need to enter Executive Session for the reasons listed above. Mr. Ames moved to enter Executive Session for the reasons cited by the Town Manager. Mr. Stanford seconded. Motion carried 6-0 (Alfred absent).

#### **14. Action from Executive Session**

Upon return to regular session at 8:04 p.m., Mayor Perry asked if there were any actions to be taken as a result of Executive Session.

Mr. Ames moved that the Mayor and Town Manager be authorized to execute and deliver a contract by and between the Town of Hilton Head Island, South Carolina, and KLR, LLC, for the purchase and sale of 3.04 acres, more or less, located at 71 Shelter Cove Lane, and to authorize the Mayor and Town Manager to take all other and further actions that may be necessary to complete the transaction described in the contract. Ms. Brison seconded. Mayor Perry asked for public comment. There was none. Motion carried 6-0 (Alfred absent).

#### **15. Adjournment**

The meeting was adjourned at 8:05 p.m.

**Approved: July 18, 2023**

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Kimberly Gammon, Town Clerk

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Alan R. Perry, Mayor

The recording of this Meeting can be found on the Town's website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)