



Town of Hilton Head Island
**COMMUNITY DEVELOPMENT AND PUBLIC
SERVICES COMMITTEE MEETING**
Monday, October 20, 2025, 10:00 AM
Minutes

Call to Order

Chair Becker called the meeting to order at 10:00 a.m.

Committee Members present: Tammy Becker, Chair, Ward 4; Steve DeSimone, Ward 3; Steve Alfred, Ward 5

Council Members present not voting: Alex Brown, Ward 1, Mayor Pro Tempore; Patsy Brison, Ward 2; Melinda Tunner, Ward 6

Others Present: Curtis Coltrane, Town Attorney; Kim Gammon, Town Clerk

Adoption of the Agenda

Mr. Alfred moved to approve. Mr. DeSimone seconded. Motion carried 3-0.

Approval of the Minutes

Regular Meeting Minutes of September 15, 2025

Mr. Alfred moved to approve. Mr. DeSimone seconded. Motion carried 3-0.

Public Comment - Non Agenda Items

None.

New Business

Consideration of a Resolution Authorizing the Execution of a Standardized Stormwater Agreement for the Cedar Woods Subdivision - Jeff Netzinger, Engineering & Public Projects Director

Chair Becker invited Jeff Netzinger to conduct his presentation.

Mr. Netzinger provided background regarding the item.

After the creation of the Storm Water Utility in 2001, the Town offered to accept corrective maintenance responsibility for storm water systems located within private Planned Unit Developments (PUDs). Between 2007 and 2012, the Town executed and delivered drainage

agreements with eleven (11) PUDs including Shipyard, Wexford, Long Cove Club, Sea Pines, Palmetto Dunes, Leamington, Shelter Cove, Port Royal Plantation, Indigo Run, Hilton Head Plantation, and Palmetto Hall.

On September 21, 2021, Town Council authorized executing drainage agreements with six (6) additional communities, including Bermuda Pointe, Jarvis Creek Club, Seagrass Landing, Spanish Wells, Wells East, and Yacht Cove.

On November 4, 2020, Town Council approved standardized terms and conditions for current and future drainage agreements. All eleven (11) original agreements were recently updated, using the standard terms and conditions, as authorized by Town Council on July 19, 2022.

On June 6, 2023, Town Council authorized executing drainage agreements with five (5) additional communities, including Ashton Cove, Beach City Place, Carolina Isles, Chinaberry Ridge, and Peregrine Pointe.

On November 12, 2024, Town Council authorized executing drainage agreements with four (4) additional communities, including Broad Creek Landing, Paddocks on Jarvis Creek, Ribaut Island, and Victoria Square.

To date, Town Council has authorized executing drainage agreements with twenty-six (26) communities. Cedar Woods Owners' Association, Inc., is currently requesting a similar agreement.

Following comments, Mr. Alfred moved to forward the resolution to the full Council for consideration of approval. Mr. DeSimone seconded. Motion carried 3-0.

Consideration of a Resolution Authorizing the Acceptance of Roadways in the Cedar Woods Subdivision Known as Song Sparrow Lane, Phoebe Lane, and Goldfinch Lane - Jeff Netzinger, Engineering & Public Projects Director

Mr. Netzinger provided background regarding the item.

The Town Attorney received a letter dated July 23, 2025, from the Cedar Woods Owners' Association requesting Town acceptance and conveyance of three (3) private roads including Song Sparrow Lane, Phoebe Lane, and Goldfinch Lane and a drainage system owned by the Association. Acceptance of these roads will benefit and promote the general health, safety, and welfare of the citizens, residents, property owners and businesses in the Town.

Acceptance of these roads would add approximately one-half mile of roadway to the Town's roadway inventory, increasing the total lane mileage from 16.0 to 16.5 miles. Staff estimates the average annual cost to the Town, including routine maintenance, repair, and periodic pavement rehabilitation, would equate to \$25,000.

Mr. DeSimone moved for approval. Mr. Alfred seconded.

Following questions and discussion regarding the roadways, **Mr. DeSimone moved to amend his motion to table the item until the scheduled November 17 meeting when Committee**

can receive an update regarding finances available to contribute from the President or representative of the Homeowners Association. Mr. Alfred seconded the amended motion. Motion carried 3-0.

Discussion Regarding the Holiday Homes Neighborhood Character Overlay District Amendment Request - Shawn Leininger, Deputy Town Manager

Mr. Leininger inquired that since there was not a representative from Holiday Homes Neighborhood present, would the Chair and Committee prefer tabling the item until the next scheduled meeting?

Mr. DeSimone moved to table Item 6.c. regarding Holiday Homes Neighborhood Character Overlay District until the next scheduled meeting on November 17. Mr. Alfred seconded. Motion carried 3-0.

Executive Session

At 10:18 a.m., Ms. Becker noted the need to have an Executive Session for the reasons stated below.

Mr. DeSimone moved to go into Executive Session for the reasons stated by the Chair. Mr. Alfred seconded. Motion carried 3-0.

Discussion of Appointment to Boards, Commissions, and Committees [Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(1)] related to:

1. Beaufort County Airports Board
2. Beaufort Jasper Housing Trust
3. Board of Zoning Appeals
4. Housing Action Committee

Action from Executive Session

At 11:02 a.m. the Committee returned to the dais and Mr. DeSimone moved to end the Executive Session and return to the regular meeting. Mr. Alfred seconded. Motion carried 3-0.

Ms. Becker stated there was no action to be taken as a result of the Executive Session.

Adjournment

At 11:03 a.m. Mr. Alfred moved to adjourn. Mr. DeSimone seconded. Motion carried 3-0.

The full recording and a transcript of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov