



Town of Hilton Head Island
COMMUNITY DEVELOPMENT AND PUBLIC
SERVICES COMMITTEE MEETING
Monday, November 17, 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

Others Present: Kim Gammon, Town Clerk; Curtis Coltrane, Town Attorney (via Microsoft Teams)

Adoption of the Agenda

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

Approval of the Minutes

Special Meeting Minutes of October 7, 2025

Mr. Alfred moved to table the minutes until the next meeting. Mr. DeSimone seconded. Motion carried 3-0.

Regular Meeting Minutes of October 20, 2025

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

Public Comment - Non Agenda Items

Chair Becker asked for public comment. There was none.

Unfinished Business

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 the following 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 Town of Hilton Head Island Community Development and Public Services Committee

Association in accordance with the Association's governing covenants. Justification for this request cited in the letter included excessive ongoing maintenance costs incurred by the Association exceeding the logistical and financial capacity of the small neighborhood. The letter also noted that the roads (including Kingbird Lane and Bobwhite Lane) and the drainage system of Point Comfort Woods, a neighboring community, were previously accepted by the Town (in 2001), making consistent (Town) oversight more essential for effective stormwater management. The Town Attorney drafted a Limited Warranty Deed providing the mechanism for the public dedication and acceptance of Song Sparrow Lane, Phoebe Lane, and Goldfinch Lane from Cedar Woods Owners' Association, Inc. that was subsequently executed by the Board of Directors on August 13, 2025.

Mr. Netzinger stated that at the previous meeting held by the Committee on October 20, 2025, the Committee requested further information regarding the roads and available funding that the Owners' Association could contribute. He noted the Association responded by email regarding the request, noting the Town had previously acquired roads in the Point Comfort area without any contribution of funds. Mr Netzinger stated Leslie Ford was present at the meeting to answer questions.

Mr. Alfred noted there was no denial of acceptance or refusal stated by the Committee at the October 20 meeting. He stated the issue that was raised was that the Town accepts roads in a variety of situations, and that the standard practice in municipalities around the country is to accept roads only when they are in first class condition and that is not always going to work out. After discussion, the committee requested that staff prepare a guideline on rules as to when and under what circumstances the town will accept the dedication of roadways from private organizations. He noted that there has not been enough time to prepare the guidelines and, under the circumstances, he did not want to hold up the acceptance of these particular roads.

Chair Becker asked for public comment.

Leslie Ford addressed the committee regarding the procedure going forward. Chair Becker explained that if the Committee votes to forward the item to Town Council, it will be placed on an agenda for consideration. Mr. Netzinger stated he would notify her of the meeting date.

Mr. Alfred moved to forward the Item to Town Council for consideration to go ahead and accept the dedication of roadways in this circumstance with an indication this is not to be a precedent of any kind. Mr. DeSimone seconded. Motion carried 3-0.

New Business

Beaufort County Sheriff's Office Quarterly Reports for Q4 - 2024, Q1-Q3 - 2025 - Major Jeff Purdy, Beaufort County Sheriff's Office

Major Purdy presented Hilton Head Island's first, second and third-quarter 2025 crime data, including crimes against persons, crimes against property, traffic accidents, calls for service, tickets and warnings issued for violations of state law and town ordinances. Members of the

Committee asked questions, made comments and held discussion regarding the report.

Chair Becker asked for public comment. There was none.

Shore Beach Services Annual Report - Mike Wagner, Beach Patrol Director

Mr. Wagner provided a service report for the period of March 1, 2025, thru October 31, 2025, regarding incidents, enforcement, major medical aid, minor medical aid, missing persons, prevention, rescue and wildlife. Members of the Committee asked questions, made comments and held discussion regarding the report.

Chair Becker asked for public comment. There was none.

Community Code Enforcement Annual Report - Bob Bromage, Director of Public Safety

Mr. Bromage presented the 2025 Public Safety Department Report. The report included statistical data for activities through October 2025: short-term rental enforcement, pay-for-parking enforcement, abandoned boat removals, beach regulation enforcement and building site/Land Management Ordinance enforcement. Members of the Committee asked questions, made comments and held discussion regarding the report.

Chair Becker asked for public comment. There was none.

Adjournment

Chair Becker adjourned the meeting at 11:45 a.m.

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