



Town of Hilton Head Island TOWN COUNCIL MEETING Tuesday, March 19, 2024, 3:00 PM Minutes

Call to Order

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

Council Members present: Alan Perry, Mayor, David Ames, Ward 3, Mayor Pro-Tempore; Patsy Brison, Ward 2; Alex Brown, Ward 1; Tammy Becker, Ward 4; Steve Alfred, Ward 5; Glenn Stanford, Ward 6 (attended via Microsoft Teams)

Invocation

The Invocation was delivered by a Pastor from Grace Community Church.

Adoption of the Agenda

Mr. Ames moved to approve. Mr. Alfred seconded. Motion carried 7-0.

Approval of the Minutes

Regular Meeting Minutes of February 20, 2024

Regular Meeting Minutes of March 5, 2024

Mr. Ames moved to approve the regular meeting minutes of February 20, 2024 and regular meeting minutes of March 5, 2024. Mr. Alfred seconded. Motion carried 7-0.

Report of the Town Manager

The week of 2/9 – 2/16 was SC Arts Advocacy Day, sponsored by the SC Arts Alliance in cooperation with the SC Arts Commission. Natalie Harvey served as a Regional Captain by the group to assist in setting up meetings with legislators for visits from Lowcountry residents advocating for the arts in our communities on South Carolina Arts Day at the State House in Columbia on 2/15. This year, Natalie was the only HHI representative, but she has already begun recruiting members of our rich artistic community to join the event next year.

Introduction of Employees

- TJ Jett, Chief Environmental Officer
- Quincy White, Chief Housing Officer

Strategic Planning Workshop:

Mr. Orland announced the Strategic Planning Workshop is scheduled for Thursday, March 21st beginning at 9 AM at the Westin. He invited all to attend or watch it live via the Beaufort County Channel.

Proclamation Honoring the Red Cross Month - Mayor Perry

Mayor Perry presented and read the proclamation.

Housing Action Committee Update - Chair Jack Alderman

Mr. Alderman provided an update and clarified that the Committee does not have final authority regarding housing issues or a budget to work with. He stated they collaborate and work with staff. He reviewed the 2024 priorities of the Committee and future issues they will be dealing with. He noted it has become clear to the Committee that housing is the most important issue for the vibrant future of the community and now is the time to do something about it. He noted the need for the Town to address the issue regarding workforce housing.

William Hilton Parkway Gateway Corridor End to End Analysis Preliminary Report – Shawn Colin, Assistant Town Manager, Community Development

Mr. Colin provided an update with the following information:

Town of Hilton Head Island Gateway Corridor Project Guiding Principles

Fix the transportation issues in the corridor in a way that improves the safety and quality of life for all residents, workers, and visitors to Hilton Head Island:

- Address transportation needs for natural disasters and resiliency of island access.
- Consider future transportation alternatives.

Improve the safety and quality of life for the residents of the neighborhoods and businesses directly impacted by the US 278 corridor:

- Stoney Community.
- Neighborhoods on Jenkins and Hog Islands (including but not limited to Windmill Harbor).

Have a gateway to and from Hilton Head Island that the region will be proud of:

- Aesthetically pleasing and reflecting the Hilton Head Island/Low Country values.
- Safe and functional pathways for pedestrians and cyclists.
- Minimizes environmental impacts and enhances the national asset of Pinckney Island.

Town Council Approved Scope of Work Independent Study

Task 1: Project Initiation and Coordination:

- Initial meeting with Town of Hilton Head Island and Independent Consultant.
COMPLETE

- Conduct Bi-weekly project status meetings with Town staff and the project advisory committee. ONGOING
- Review meeting with representatives of Town of Hilton Head Island, SCDOT and the existing design consultants on prior work performed ONGOING
- Monthly update meetings with Town Manager. PROVIDED BY STAFF
- Review and define the study area. COMPLETE
- Perform a site visit/field review. COMPLETE
- Review and understand bridge inspection data. IN PROCESS
- Understand the Town of Hilton Head Island's and Community concern with the proposed concept and existing model. COMPLETE
- Study existing project reports including: the SCDOT Draft Environmental Assessment, Town Council recommendations supported by MKSK and HDR studies, and the Technical Working Group report dated 3/31/23 to FHWA/Council on Environmental Quality/SCDOT. COMPLETE

Task 2: Provide Modeling of Data and Recommended Design Concepts

- Review assumptions contained within the model – Daily, Hour, Land Use, and identify other input variables, including adaptive traffic signals and safety provisions. COMPLET

The results of each alternative evaluated should include but not be limited by the following:

IN PROGRESS

Throughput and Traffic Simulation

This includes factors such as end-end delay, level of service, and average speed. We wish to see these computed via event simulation from end-to-end in each direction (for each alternative) including modeling the coupling and interactions of all proposed traffic lights, merges, splits, and other possible constrictions, as opposed to summing them as acting individually. The simulation must operate on the smallest interval possible to provide meaningful results.

Costs

Since detailed engineering for the various Corridor options is not available at this point, the Consultant shall use broad-gauge cost estimates similar to those used by SCDOT. The Consultant shall solicit assistance from SCDOT, the County, and the Town in developing cost estimates for the various options and identifying the split between covered and uncovered costs.

Safety, Environmental and Community Impacts

- Review data collection approach and study area.
- Review model outputs and subsequent recommendations for intersection

- operations and bridge concepts.
- Model Review and Concept Review Memo.
- Compile findings into a Summary Review Memo, identifying primary findings and recommendations for improvement.
- Review data collection from Adaptive Traffic Signals.

Task 3: Model and Operational Analysis Updates

- The model updates will be based on the version of the Lowcountry Area Transportation Study (LATS) model utilized to develop the project. Consultant to study and recommend a model alternative if warranted. COMPLETE
- Provide simulation and modeling of various data. IN PROGRESS
- Confirm that the base traffic demand model accurately takes into account trips generated by visitor traffic, workforce traffic, mass transit traffic, and traffic demand from redevelopment from existing island parcels. COMPLETE
- Update the model based on findings in Task 2 and coordination with the Town of Hilton Head. COMPLETE
- Expand the SCDOT project model and study area to include the following signalized intersections and merge points east of Spanish Wells Road: COMPLETE
 - William Hilton Parkway (US 278) merge with Cross Island Parkway.
 - William Hilton Parkway (US 278 Bus) at Gum Tree Road.
 - William Hilton Parkway (US 278 Bus) at Jarvis Park Road / Wilborn Road.
 - William Hilton Parkway (US 278 Bus) at Pembroke Drive/Museum Street.
 - William Hilton Parkway (US 278 Bus) at Indigo Run Drive/Whooping Crane Way.
 - Palmetto Bay Road (US 278) at Point Comfort Road/Arrow Road.
 - Palmetto Bay Road at Target Road.
 - Sea Pines Circle - William Hilton Parkway (US 278 Bus) at Palmetto Bay Road.
- Expand the model and study area to include the following signalized intersections and merge points west of Bluffton Parkway Flyover on US 278: COMPLETE
 - US 278 (Fording Island Road) at Buckingham Plantation Drive/Moss Creek Drive (on Mainland).
 - Bluffton Parkway at Buckingham Plantation Drive (on Mainland)

Task 4: Proposed Intersection Improvements and other important elements:

- Evaluate the safety for bicycle and pedestrians within the original Project Study Area including new signal proposed at Windmill Harbour. IN PROGRESS
- Evaluate vehicular safety of the Project and make cost-effective recommendations to reduce accidents and enhance safety for the motoring public including emergency response considerations. IN PROGRESS
- Identify potential modifications to the proposed intersection designs of the preferred alternative within the original Project Study Area from Moss Creek to Spanish Wells Road that deliver the same (or better) expected operational levels. IN PROGRESS
- Based on the findings of Task 3 for intersections outside of the original project study area, develop alternatives to improve operations in the future. Evaluation should include but not be limited to traffic conveyance and capacity

improvements (LOS, delay, etc.) as well as anticipated project costs and known impacts or concerns with the alternatives IN PROGRESS

- Evaluate, quantify, and explain the Project's impacts on the Stoney Community. IN PROGRESS
- Develop a Summary of Findings and Recommendations for review by the Town of Hilton Head that can be utilized to secure future funding for the improvements beyond the Project Study Area. IN PROGRESS

Task 5: Final Report

- Compile model updates, operational analysis, and findings into a report for a review and discussion.
- Integrate safety objectives based on the results of data and analysis into findings and recommendations.
- The report shall contain a detailed quantitative, objective comparison of alternatives including pros and cons of each that assesses the conveyance and capacity efficacy, safety improvements, community and social impacts, environmental impacts, appearance/aesthetic impacts, and total costs. This comparison shall be summarized in a simple to understand, tabular format as agreed to by the Town.
- Finalize elements into draft and final reports, including executive summaries and recommendations.
- Presentation of study, with final findings and recommendations, to Town Council for endorsement/adoption.
- Submit final report electronically for endorsement/adoption by Town Council.
- All engineering work must be certified by a Professional Engineer.

No Left Turn Assessment

No Left Turns at Peak Hours – Stoney Corridor Signalized Intersections

- Compared to the 2023 No-Build scenario, the VISSIM models show that the removal of the left turns would:
 - **Increase** eastbound US 278 travel times by 84 seconds during the AM peak; and,
 - **Decrease** westbound travel times by 669 seconds during the PM peak.
- The increase in eastbound travel times during the AM peak period is due to increased traffic reaching the Gumtree Road intersection, which results in queues spilling back on US 278.

TABLE 1: 2023 PEAK HOUR VISSIM TRAVEL TIMES

Scenario	AM (Seconds)	PM (Seconds)
	EB US 278	WB US 278
2023 No-Build	1192	1760
2023 No Left-Turns	1276	1091
2023 Build	583	592

Overall, the no left-turn analysis has shown that removal of the eastbound and westbound left turn along US 278 at the signalized intersections at Squire Pope Road/Chamberlin Drive and Wild Horse Road/Spanish Wells Road would have little impact to eastbound US 278 AM peak period travel times but improve westbound US 278 PM peak period travel times. However, the CBB Independent Review Build configuration still provides a higher benefit to system travel times and long-term capacity.

Town of Hilton Head Island Critical Path/Next Steps

- Complete the Independent Study and approved Scope of Work with consultant and the Advisory Committee. Preliminary Findings expected in the first quarter of 2024 with focus on segment from Moss Creek intersection to Gum Tree Road, with final report and recommendations due in the second quarter of 2024.
- Assess recommendations for design revisions to achieve Guiding Principles.
- Coordinate meetings with impacted property owners to identify mitigation opportunities.
- Municipal Consent request and consideration (Bridge, Corridor, Impacts/Mitigation)

Members of Council had questions, comments and discussion regarding: confirmation the mitigation plan submitted to the Town previously was not adopted; inquiry regarding the SCDOT model and the consultants view of that model; how the consultants model was calibrated; confirmation the scope of work with the consultant is more detailed; confirmation the task of the Committee is to make sure the scope of work approved by Council is executed; confirmation the contract includes an evaluation of all reasonable elements to maintain a family land segment; the need for the community to be informed of the tasks within the study; inquiry as to limitations in the timeline for funding; confirmation the consultants are dividing or postponing work that is east of Gumtree Road and trying to finish up the portion that is west of Gumtree Road; inquiry as to how the Town will ensure the residents in the Stoney Community are going to be taken care of; inquiry as to a flyover; acknowledgement there is outreach to the community for input regarding the project; the need to consider quality of life for residents in the stoney Community; discussion regarding alternative modes of transportation being included in the report; the need to make a decision on the project; concern of impact on our economy due to traffic congestion; confirmation the final report will be delivered by the end of June, 2024; and appreciation conveyed to the County for their efforts regarding meeting with families impacted by the project.

General Reports from Town Council

Council Members Becker and Brison reported on various events and activities that have taken place and future activities that may be of interest to the community.

Report of the Lowcountry Area Transportation Study – Glenn Stanford

No report.

Report of the Lowcountry Council of Governments – Tammy Becker

No report.

Report of the Beaufort County Airports Board – David Ames

Mr. Ames noted there is an upcoming meeting scheduled for Thursday, March 21 but he will not be able to attend as he will be attending the Town Strategic Planning Workshop.

Report of the Southern Lowcountry Regional Board – Glenn Stanford

Mayor Perry reported in place of Mr. Stanford. He stated the Board received a presentation from the Green Tax Committee stating they have received four applications to date and are conducting an outreach for additional applications. He reported the Beaufort County Chairman conducted a presentation regarding the next thirty years and what it means in terms of growth in traffic and how each municipality needs to take a look at that and how each one is affecting individually as well as the County as a whole.

Report of the Island Recreation Association Board – Alex Brown

Mr. Brown reported the Board met and he provided an update on the climbing wall, outdoor basketball and pickle ball. He stated the Senior Center has developed a direct mail newsletter which has improved participation. He stated that soccer has over 600 children registered and Town Manager Marc Orlando is one of the coaches. He added that the Board approved the creation of a pickleball advisory committee that will work with Island Rec staff to promote the programs. He announced the 27th Wingfest Celebration will be held this weekend at Lowcountry Celebration Park.

Report of the Community Services and Public Safety Committee – Tammy Becker

Community Services and Public Safety Committee Report – March 18, 2024

The Community Services and Public Safety Committee undertook the following actions at its March 18, 2024, meeting:

1. Received a presentation on the 2023 Hilton Head Island Fire and Rescue Annual Report.
2. The Committee reviewed the Strengths, Weaknesses, Opportunities, and Threats (SWOT) Assessment for Solid Waste and Recycling on Hilton Head Island and had a robust conversation with staff and the report's author on the short, mid, and long-term options to improve recycling and solid waste disposal on the Island. The Committee then voted 3-1 to recommend that the Town Council adopt a Resolution supporting the Assessment.
3. Lastly, the Committee considered an Ordinance to amend the Town's code to include a definition for "electronic smoking devices" otherwise known as vaping, and to prohibit the use of these devices in the same manner that traditional

smoking materials are currently prohibited. The Committee voted unanimously to recommend approval of the Ordinance to the Town Council.

Report of the Public Planning Committee – David Ames

At its meeting on March 14, 2024, the Public Planning Committee voted to act on the following items that will be forwarded to Town Council for its consideration:

1. Consideration of a Resolution Supporting the Town of Hilton Head Island Conditions and Trends Assessment

The Committee discussed a proposed Resolution, which if adopted, would authorize the use of the Conditions and Trends Assessment for future planning purposes.

Ms. Brison moved to recommend that the Town Council accept the conditions and trends assessment with the following amendments:

- Page 113 – strike the word “strategies” and insert in lieu thereof the phrase “potential strategies”.
- Page 114 – strike the phrase “current steps” and insert in lieu thereof the phrase “potential first steps”.
- Page 115 – strike the phrase “future strategies and steps” and insert thereof the phrase “potential future strategies and steps”.

And further to amend the draft resolution as follows:

- In the seventh Whereas – strike the word “adoption” and insert in lieu thereof the word “acceptance”.
- Under the Resolution clause and paragraph number (1) strike the word “adopted” and insert in lieu thereof the word “accepted”.
- In the second clause under the resolution language strike number (2) and insert in lieu thereof the following sentence: “The Town Manager is authorized to use the Conditions and Trends Assessment for future planning purposes”.
- Finally, ask the Town Manager to have the Town Staff review the document in light of public comments to make any technical corrections.

Mr. Alfred seconded the motion.

Ms. Becker expressed concern over not being able to follow each change and questioned if all were confident that the document would reflect the changes.

Report of the Finance and Administrative Committee – Alex Brown

The Finance and Administrative Committee met on March 12, and acted on two items of New Business:

- 1) The Committee voted unanimously to recommend a Resolution to Town Council that would authorize the submittal of the Town’s CDBG Annual Action Plan to HUD for the 2024 funding allocation to be used for the Patterson Park project.

- 2) The Committee also reviewed the requests and presentations for Affiliated Agency applicants. After each presentation, the committee determined the funding amount which it recommend to Town Council.

The Committee voted unanimously to recommend the following funding requests be included in the FY2025 Budget proposal that will be considered by Town Council on May 7, 2024:

Hilton Head Island Recreation Association - \$1,167,366
Coastal Discovery Museum - \$107,700
Mitchelville Preservation Project - \$105,000
USCB Event Management & Hospitality Training - \$235,000
Palmetto Breeze – LRTA - \$253,595
14th circuit Solicitor – Multidisciplinary Court* - \$50,000
14th Circuit Solicitor – Career Criminal Program* - \$118,500
Beaufort County Economic Development Corporation - \$40,000
Sea Turtle Patrol Hilton Head Island - \$73,480

The Committee did not recommend funding at this time for the following entities:

Beaufort Jasper Economic Opportunity Commission
BlacQuity
Memory Matters

The Committee went on to further recommend that Town staff seek additional State and County grant funding to replace the \$50,000 and \$125,000 for the 14th Circuit Solicitor that was requested and recommended to Town Council. For now, these amounts will be included in the FY2025 Budget proposal. If State and County funding is obtained before the FY2025 budget is approved, these amounts will be removed from the budget proposal.

Lastly, the Committee recommended that Town Council consider exploring the development of an MOU between the Sea Turtle Patrol and the Beaufort Jasper Economic Opportunity Commission to define the responsibilities and services that these entities will provide to the Town should funding for these entities ultimately be approved by Town Council.

Appearance by Citizens

Adam Lipson addressed Council on behalf of Burkes Beach POA and stated their opposition to and Island wide Floor Area Ratio (FAR). He warned of the potential damage it would cause. He said it is not a one size fits all noting some people are responsible in managing their property and should not have rights taken away.

Alex Cruden addressed Council regarding the success of the local pickleball tournament which raised over \$6,000 for Memory Matters. He emphasized the need for additional

courts.

Sandy West addressed Council regarding the crisis for Chimney Cove residents who are facing eviction and the need to assist them.

Lynn Greeley addressed Council stating she was giving her three minutes to Skip Hoagland.

Mayor Perry acknowledged the request and stated that the three minutes would count as Mr. Hoagland's time allotment. Mr. Hoagland argued that he would speak for Lynn Greeley and himself and would utilize 3 minutes for each and refused to leave the podium.

Due to Skip Hoagland's refusal to leave the podium, Mayor Perry called for a recess at 4:30 p.m.

Upon reconvening the meeting Mr. Ames moved to move Public Comment to follow Executive Session. Ms. Brison seconded. Motion carried 6-1 (Becker opposed).

Mr. Hoagland continued to refuse to leave the podium.

At 4:47 p. m. Mr. Ames moved to amend the agenda by moving Executive Session to take place at this time. Ms. Brison seconded. Motion carried 6-1 (Becker opposed).

Executive Session

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]) related to:

1. Marshland Road
2. Cordillo Parkway Area
3. Pembroke Drive Area

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)]

Action from Executive Session

At 5:55 p.m. Mr. Ames moved to come out of Executive Session. Ms. Brison seconded. Motion carried 7-0.

Upon returning to regular session, Mayor Perry gave Mr. Hoagland the opportunity to leave the podium and sit down so Council could resume the meeting. Mr. Hoagland refused.

Adjournment

At 5:57 p.m. Mr. Ames moved to adjourn. Ms. Becker seconded. Motion carried 7-0.

Approved:



Kimberly Gammon, Town Clerk



Alan R. Perry, Mayor

The recording of this Meeting can be found on the Town's website at www.hiltonheadislandsc.gov