



Town of Hilton Head Island  
**Community Services & Public Safety  
Committee Meeting**  
Monday, May 15, 2023, 10:00 AM  
**AGENDA**

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The Community Services and Public Safety Committee meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers. The meeting can be viewed on the [Town's YouTube Channel](#), the [Beaufort County Channel](#), and Spectrum Channel 1304.

**1. Call to Order**

- 2. FOIA Compliance:** Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

**3. Roll Call**

**4. Approval of the Minutes**

- a. Regular Meeting – April 17, 2023

- 5. Appearance by Citizens:** Citizens who wish to address the Committee may do so by contacting the Town Clerk at 843.341.4701, no later than 4:30 p.m., Friday, May 12, 2023. Citizens may also submit written comments on the agenda item via the [Open Town Hall Portal](#).

**6. New Business**

- a. Beaufort County Sheriff's Office Hilton Head Island Crime Data Quarterly Report- Jeff Purdy, Beaufort County Sheriff's Office Southern Enforcement Branch Commander

**7. Executive Session**

- a. 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. Accommodations Tax Advisory Committee
  - ii. Board of Zoning Appeals
  - iii. Parks & Recreation Commission
  - iv. Planning Commission

**8. Adjournment**

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



# Town of Hilton Head Island COMMUNITY SERVICES & PUBLIC SAFETY COMMITTEE Monday, April 17, 2023, 10:00 a.m. MINUTES

**Present from Committee:** Tamara Becker, *Chair*; Steve Alfred, Patsy Brison, Alex Brown, *Committee Members*

**Present from Town Staff:** Josh Gruber, *Deputy Town Manager*; Jeff Buckalew, *Town Engineer*; Mac Deford, *General Counsel*; Shawn Colin, *Assistant Town Manager – Community Development*; Angie Stone, *Assistant Town Manager*; Bob Bromage, *Public Safety Director*; Cindaia Ervin, *Interim Town Clerk*

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## 1. Call to Order

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

## 2. FOIA Compliance

Ms. Ervin confirmed compliance with the SC Freedom of Information Act.

## 3. Roll Call

Attendance was confirmed by way of roll call.

## 4. Approval of the Minutes

### a. Regular Meeting – March 20, 2023

Mr. Alfred moved to approve. Ms. Brison seconded. Motion carried 4-0.

## 5. Appearance by Citizens

None.

## 6. Unfinished Business

### a. Preliminary Discussion of Beach Parking Management Program

- i. Policy Considerations
- ii. Operations Considerations

Jeff Buckalew updated the Committee regarding the program. He stated staff would be coming back to the committee in June with an updated proposed ordinance and a hours and a fee schedule. He noted the PCI contract was signed on March 27 and took over the residential beach program. Mr. Buckalew stated to date 1314 permits have been sold and registered with 73 pending, awaiting further documentation. He added they are working with PCI to enhance the website and the license plate readers are to be installed shortly. He stated they will be

assessing the need for additional bike racks and installing as needed. The Committee asked questions and provided input regarding: enforcement of the program and presence of the enforcement procedures on the website; confirmation that PCI conducting enforcement of the program; emphasis for the need to gather data in order to make informed decisions regarding the ordinance; concern for the merchants and parking space needs; the need for communication with the merchants near the public parking; concern there is a need for shuttle service for employees from local merchants; confirmation the program will not be implemented until March, 2024; clarification that the initial glitches in the program have been corrected; inquiry into the pending applications and the reason(s) for such; clarification is needed on procedures for illegal parking;

Mac Deford conducted an update on the proposed ordinance and noted the areas that were modified per the Committee's request. The Committee asked questions and provided input regarding: immobilization of vehicles versus towing; the need to have data in order to develop a rate structure; confirmation that rates and hours of operation can be developed by a resolution rather than in the ordinance itself; the need to set fees with residents in mind; and the need to define various hours of operation needed for different locations.

## **7. New Business**

- a. Consideration of a Resolution supporting the proposed approach to complete a Strengths, Weaknesses, Opportunities, and Threats (SWOT) Assessment for Solid Waste and Recycling for Hilton Head Island

Jeff Buckalew explained the item is in the adopted Strategic Action Plan. He explained the analysis will define goals and objectives. He reviewed the staff prepared outline for the approach in detail. After discussion, Ms. Brison moved to approve and forward a recommendation supporting the resolution to Town Council as presented. Mr. Alfred seconded. Motion carried 4-0.

- b. Review of Proposed Amendments to the Franchise Agreement between the Town of Hilton Head Island and Shore Beach Services, Inc. concerning the allocation of lifeguard personnel

Mac Deford provided a review of the proposed amendments. Mike Wagner provided an explanation for the need of the amendments. After discussion, Ms. Brison moved to approve and forward a recommendation to Town Council to adopt the proposed amendments to the franchise agreement between the Town of Hilton Head Island and Shore Beach Services, Inc. as presented. Mr. Alfred seconded. Motion carried 4-0.

## **8. Executive Session**

- a. Discussion of Personnel Matters [pursuant to the South Carolina Freedom of Information Act Section 30-4-70(a)(1)] Related to:
  - i. Appointments to Town Boards, Commissions, and Committees

1. Accommodations Tax Advisory Committee
2. Board of Zoning Appeals
3. Parks and Recreation Commission
4. Planning Commission

Ms. Becker stated the need for an Executive Session for the above matters. Ms. Brison moved to enter into Executive Session as cited by Chair Becker. Mr. Alfred seconded. Motion carried 4-0.

**9. Possible Action by the Committee Concerning Matters Discussed in Executive Session**

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

**10. Adjournment**

The meeting adjourned at 11:46 a.m.

Drafted and Submitted by:  
Vicki L. Pfannenschmidt  
Temporary Administrative Assistant

**APPROVED:**

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

**BEAUFORT COUNTY  
SHERIFF'S OFFICE**

**UNIFORM CRIME REPORT**



**TOWN OF HILTON HEAD  
1ST QUARTER 2023**

## **DATA SOURCE/CRITERIA**

All law enforcement agencies in the state compile incident-based data on crimes occurring in their jurisdiction. While one incident can result in multiple offenses being tracked in the local system, only data that meets the national criteria is forwarded to the SC Law Enforcement Division.

Currently if a burglary is reported and property stolen, two offenses are tracked locally but only the major crime, burglary, is reported using the South Carolina Incident-Based Reporting System. This data is collected by SLED and then forwarded to the FBI, which administers the Uniform Crime Reporting (UCR) program.

The Beaufort County Sheriff's Office will begin using the UCR criteria to account for crime in this report so that it will more closely match the data published by the FBI.

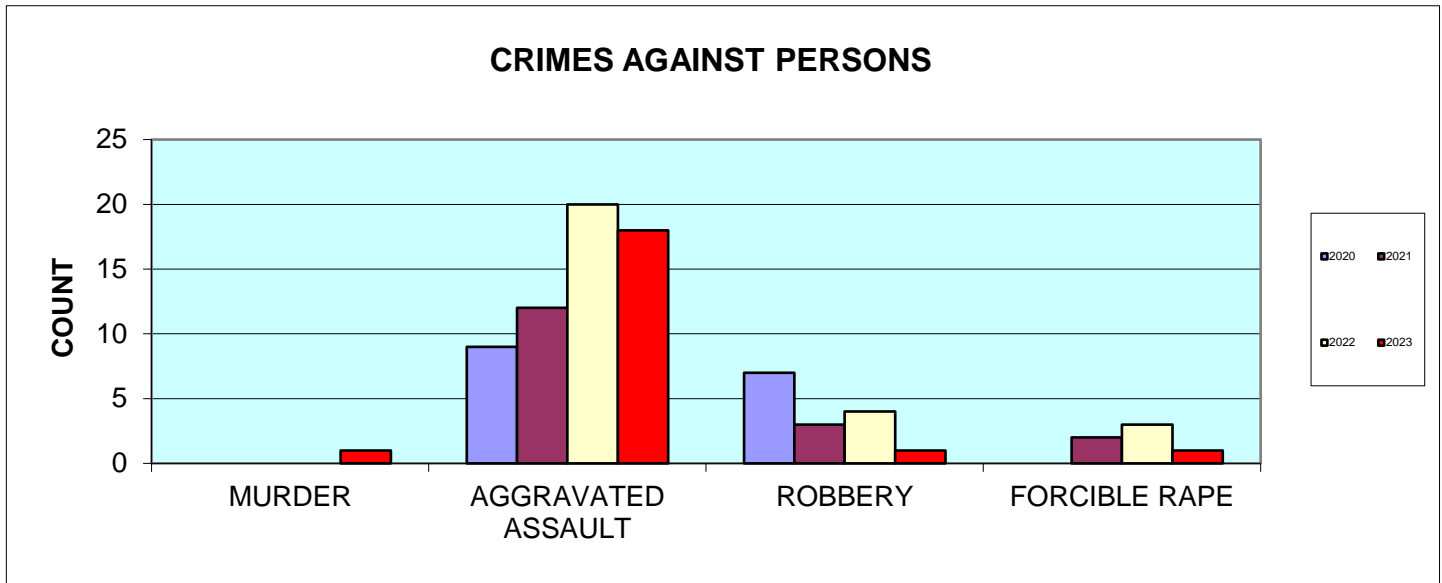
Crimes Against Persons will include Murder, Aggravated Assault, Robbery and Forcible Rape.

Crimes Against Property will include Burglary, Larceny and Auto Theft.  
Vehicle Collisions will remain the same as they are not reportable UCR crimes.

This report is based only on the crimes that occurred on Hilton Head Island.

# CRIMES AGAINST PERSONS

CRIMES AGAINST PERSONS	1ST QTR	1ST QTR	1ST QTR	1ST QTR
	2020	2021	2022	2023
MURDER	0	0	0	1
AGGRAVATED ASSAULT	9	12	20	18
ROBBERY	7	3	4	1
FORCIBLE RAPE	0	2	3	1
<b>TOTAL</b>	<b>16</b>	<b>17</b>	<b>27</b>	<b>21</b>



These statistics are compiled using the following Uniform Crime Reporting (UCR) criteria:

**Murder and non-negligent manslaughter:** The willful killing of one human being by another. Any death due to injuries received in a fight, quarrel, assault or commission of a crime is classified in this category.

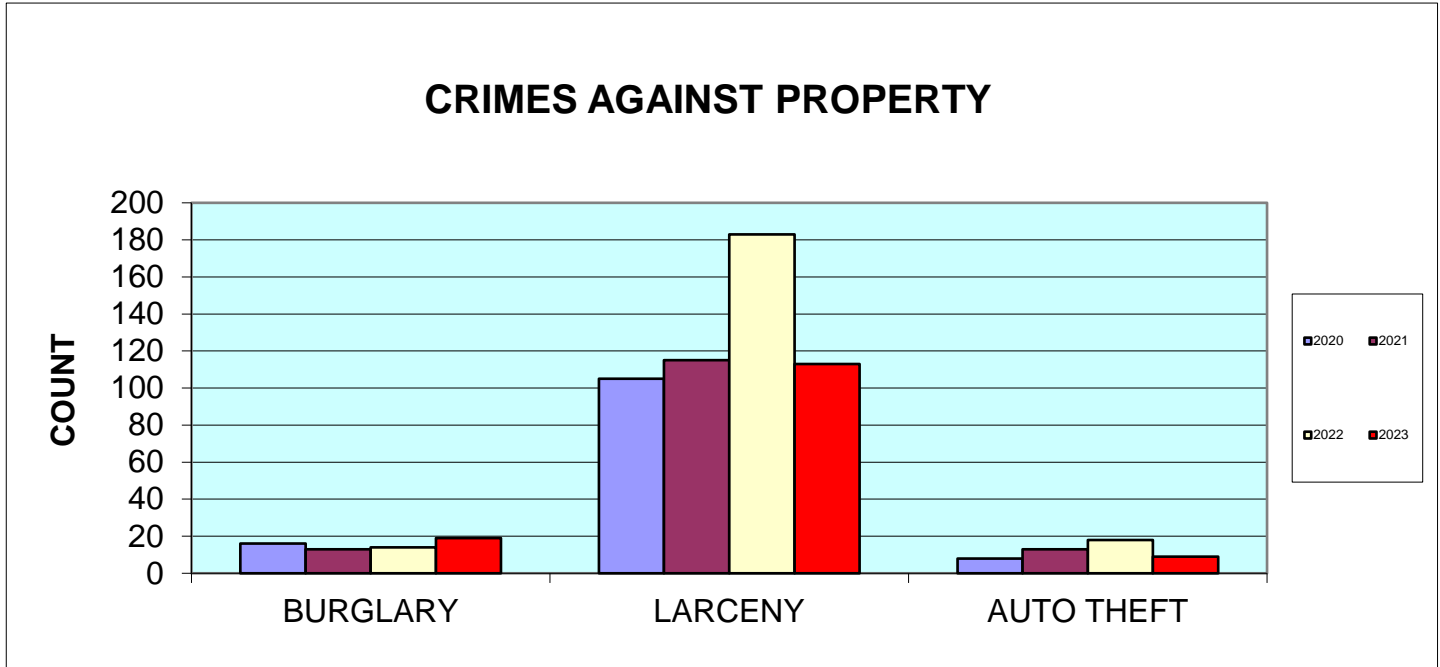
**Aggravated Assault:** An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury (involving apparent broken bones, loss of teeth, possibly internal injury, severe laceration, loss of consciousness due to injury, etc.)

**Robbery:** Taking or attempting to take, under confrontational circumstances, anything of value from another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

**Forcible Rape:** Any sexual act directed against another person, forcibly and/or against the persons will; or not forcibly or against the person's will where the person is unable to give consent. A person may unable to give consent due to: very young or very old, mental or physical incapacity, intoxication, the influence of drugs.

# CRIMES AGAINST PROPERTY

CRIMES AGAINST PROPERTY	1ST QTR	1ST QTR	1ST QTR	1ST QTR
	2020	2021	2022	2023
BURGLARY	16	13	14	19
LARCENY	105	115	183	113
AUTO THEFT	8	13	18	9
<b>TOTAL</b>	<b>129</b>	<b>141</b>	<b>215</b>	<b>141</b>



**Burglary/Breaking & Entering:** The UNLAWFUL ENTRY into a building or other structure with the intent to commit a serious crime or theft.

**Structure:** A structure is defined as a building or walled enclosure which can be enclosed on all sides by closing doors or windows.

Motor vehicles, motor homes, trailers and other mobile property are **NOT** structures. Some mobile property may be made immobile.

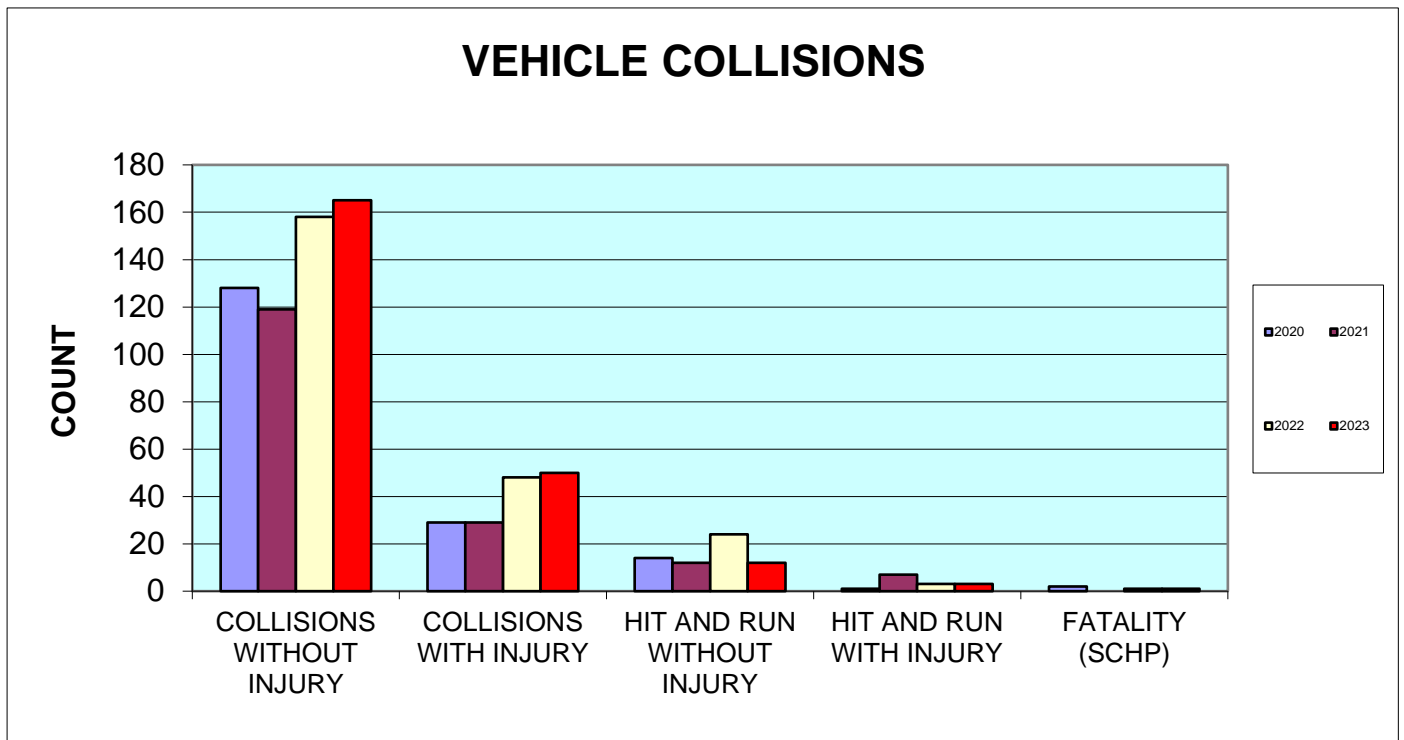
**Larceny:** The unlawful taking of property from the possession or constructive possession of another person. Types of larceny include: pocket picking, purse snatching, shoplifting, theft from a building theft from coin operated machine or device, theft from a motor vehicle, theft of motor vehicle parts and thefts from enclosures, etc, and from residences where **no unlawful entry** of a structure is involved.

**Motor Vehicle Theft:** Theft of a motor vehicle. This **does not** include using a motor vehicle without the expressed consent of the owner.



# VEHICLE COLLISIONS

VEHICLE COLLISIONS	1ST QTR	1ST QTR	1ST QTR	1ST QTR
	2020	2021	2022	2023
COLLISIONS WITHOUT INJURY	128	119	158	165
COLLISIONS WITH INJURY	29	29	48	50
HIT AND RUN WITHOUT INJURY	14	12	24	12
HIT AND RUN WITH INJURY	1	7	3	3
FATALITY (SCHP)	2	0	1	1
<b>TOTAL</b>	<b>174</b>	<b>167</b>	<b>234</b>	<b>231</b>



**Note:**  
 These statistics are compiled using the Offense Code.

## VEHICLE COLLISIONS ANALYSIS

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
<b>5Y</b>	<b>WILLIAM HILTON PARKWAY</b>					
	ARROW ROAD	0	1	0	0	0
	BEACH CITY ROAD	2	0	0	0	0
	BRADLEY BEACH ROAD	1	0	0	0	0
	BURKES BEACH ROAD	1	0	0	0	0
	CENTRAL AVENUE	0	0	0	2	0
	CHAMBER OF COMMERCE DRIVE	1	0	0	0	0
	CHAMBERLIN DRIVE	5	1	0	0	0
	COGGINS POINT ROAD	0	1	0	0	0
	DILLON ROAD	2	0	0	0	0
	FOLLY FIELD ROAD	0	1	0	0	0
	GARDNER DRIVE	2	0	0	0	0
	GUM TREE ROAD	4	3	0	0	0
	HARBOUR PASSAGE	1	1	0	0	0
	INDIGO RUN DRIVE	2	0	0	0	0
	JARVIS PARK ROAD	3	1	0	0	0
	JENKINS ROAD	0	1	0	0	0
	LONG COVE DRIVE	1	0	0	0	0
	MATHEWS DRIVE	2	2	1	0	0
	MUSEUM STREET	3	0	1	0	0
	NORTHRIDGE DRIVE	1	0	0	0	0
	PEMBROKE DRIVE	2	1	1	0	0
	QUEENS FOLLY ROAD	0	1	0	0	0
	SEA PINES CIRCLE	2	1	1	0	0
	SHELTER COVE LANE	1	0	0	0	0
	SINGLETON BEACH ROAD	2	0	0	0	0
	SOUTHWOOD PARK DRIVE	0	1	0	0	0
	SPANISH WELLS ROAD	4	3	0	0	0
	SQUIRE POPE ROAD	1	0	0	0	0
	UNION CEMETERY ROAD	1	0	0	0	0
	WILBORN ROAD	2	1	0	0	0
	WILLIAM HILTON PARKWAY	4	0	1	0	0
	<b>TOTAL</b>	<b>50</b>	<b>20</b>	<b>5</b>	<b>2</b>	<b>0</b>

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VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
<b>5Z</b>	<b>POPE AVENUE/PALMETTO BAY ROAD</b>					
	ARCHER ROAD	1	0	0	0	0
	ARROW ROAD	4	0	0	0	0
	BAY PINES ROAD	1	0	0	0	0
	CORDILLO PARKWAY	0	2	0	0	0
	EXECUTIVE PARK ROAD	2	0	0	0	0
	GENESTA STREET	1	0	0	0	0
	OFFICE PARK ROAD	1	1	0	0	0
	POPE AVENUE	2	0	0	0	0
	SOL BLATT JR PKWY	3	3	0	0	0
	TARGET ROAD	6	1	0	0	0
	<b>TOTAL</b>	<b>21</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>

**28**





VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5P	LONG COVE CLUB AREA					
	LONG COVE DRIVE	1	0	0	0	0
	<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5Q	PALMETTO DUNES/SHELTER COVE					
	CARNOUSTIE ROAD	1	0	0	0	0
	LEAMINGTON LANE	1	0	0	0	0
	SHELTER COVE LANE	2	0	1	0	0
	TRENT JONES LANE	0	1	0	0	0
	WILLIAM HILTON PARKWAY	1	0	0	0	0
	<b>TOTAL</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>

7

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5R	PALMETTO HALL AREA					
	FORT HOWELL DRIVE	1	0	0	0	0
	<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5U	HILTON HEAD PLANTATION AREA					
	BIG WOODS DRIVE	1	0	0	0	0
	SURREY LANE	0	1	0	0	0
	<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

2

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5X	SPANISH WELLS PLANTATION AREA					
	BRAMS POINT ROAD	1	0	0	0	0
	<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

1

FATALITIES	
1	FATALITY VEHICLE VS PEDESTRIAN NEAR 421 WILLIAM HILTON PARKWAY

# TICKETS

		<b>TICKETS</b>		<b>WARNINGS</b>			
		<b>2022</b>	<b>2023</b>	<b>2022</b>	<b>2023</b>		
JANUARY		120	135	151	176		
FEBRUARY		121	209	143	206		
MARCH		165	165	181	156		
APRIL		155		180			
MAY		207		306			
JUNE		114		141			
JULY		164		187			
AUGUST		190		232			
SEPTEMBER		157		205			
OCTOBER		196		233			
NOVEMBER		179		226			
DECEMBER		214		230			
<b>TOTAL</b>		<b>1982</b>	<b>509</b>	<b>2415</b>	<b>538</b>		
<b>TOTAL 2022</b>		<b>1982</b>		<b>2415</b>			
<b>TOTAL 2023</b>		<b>509</b>		<b>538</b>			

## CALLS FOR SERVICE

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL
<b>CFS 2022</b>	14,839	15,417	14,131	13,192	<b>57,579</b>
<b>CFS 2023</b>	12,039				<b>12,039</b>
<b>REPORTS 2022</b>	778	911	842	696	<b>3,227</b>
<b>REPORTS 2023</b>	645				<b>645</b>
<b>ARRESTS 2022</b>	118	113	156	114	<b>501</b>
<b>ARRESTS 2023</b>	97				<b>97</b>
<b>TR-309 2022</b>	86	137	127	62	<b>412</b>
<b>TR-309 2023</b>	48				<b>48</b>
<b>DOOR HANGERS 2022</b>	19	42	44	43	<b>148</b>
<b>DOOR HANGERS 2023</b>	28				<b>28</b>

**CFS** - Calls for Service. Any call initiated by the officer (proactive or extra patrol) or the dispatch center.

**Reports** - Any incident documented by the officer and assigned a case number.

**Arrests** - Courtesy Summons or physical arrest made by an officer.

**TR-309** - Traffic collision form for a collision not investigated by BCSO. Not assigned a case number.

**Door Hangers** - Hang tags left by an officer for activated alarms, unsecured property etc.

