



Town of Hilton Head Island  
**William Hilton Parkway Gateway Corridor  
Independent Review Advisory Committee**  
Thursday August 3, 2023, 3:00 p.m.

## **AGENDA**

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The William Hilton Parkway Gateway Corridor Independent Review Advisory Committee meeting will be held in person at Town Hall in the Benjamin M. Racusin Council Chambers.

**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. Approval of Minutes**

a. Meeting – May 12, 2023

**4. Appearance by Citizens**

Citizens may submit written comments via the [Town's Open Town Hall Portal](#). The portal will close at 4:30 p.m. the day prior to the scheduled meeting. Comments submitted through the portal will be provided to the Committee and made part of the official record.

**5. New Business**

a. Review of Responses to the RFQ for Independent Study of the William Hilton Parkway Gateway Corridor

**6. Executive Session**

a. Discussion of Negotiations Incident to Proposed Contractual Arrangements for Independent Study of the William Hilton Parkway Gateway Corridor

**7. Possible Action by the Independent Review Advisory Committee Concerning Matters Discussed in Executive Session**

**8. Adjournment**

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



Town of Hilton Head Island  
**William Hilton Parkway Gateway Corridor  
Independent Review Advisory Committee**

**Friday, May 12, 2023, 9:30 a.m.**

## **MEETING MINUTES**

**Present from the Committee:** Alan Perry, Deiderik Advocaat, Charles Walczak, Edward C. Warner, Jr., Willie Young

**Present from Town Staff:** Shawn Colin, *Assistant Town Manager - Community Development*; Bryan McIlwee, *Assistant Community Development Director*; Bob Bromage, *Public Safety Director*, Yazmin Winston Black – *CD Coordinator*, Karen Knox – *Administrative Assistant*

**Present from Town Council:** Patsy Brison, Tamara Becker

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### **1. Call to Order**

Mayor Perry called the meeting to order at 9:30 a.m.

### **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 Town of Hilton Head Island requirements.

### **3. Approval of Agenda**

### **4. Approval of Minutes for April 17<sup>th</sup>, 2023**

Mr. Advocaat moved to approve. Mr. Warner Seconded, minutes was unanimously approved.

### **5. Appearance by Citizens**

Public comments concerning agenda items were to be submitted electronically via the Open Town Hall portal. The comments that were received on the Open Town Hall Portal were sent to the Commission and made part of the official record.

Mr. Baer spoke to the commission about the review process and scope of work for the corridor.

Mr. Hoagland was signed up and called to speak but was not present at the meeting.

Citizen spoke about the language of the appearance by citizens section of the agenda. He also spoke about the SCDOT plan for the corridor.

### **6. New Business**

#### **a. Review of Last Meeting's Actions**

Mr. Colin provided an overview of the last meeting's actions. The

committee did not ask any questions.

**b. Review and Finalize Draft Request for Qualification (RFQ) - Scope of Work**

Mr. Advocaat asked about the inclusion of his comments from the previous meeting. Mr. Colin stated that both a copy of the commission's comments and Mr. Advocaat's comments were sent out with the packet for this meeting.

Mr. Colin provided background information about the SCDOT project and the Draft Request for Qualification.

Mr. Colin provided the staff's presentation as included in the packet. The Committee asked about the period the traffic studies were conducted, the SCDOT's reviews, the funding for the project, hard copies of the RFQ, representation from Bluffton, and budget maximums.

The Committee went through the RFQ and asked several questions and made suggestions for additions. Mayor Perry stressed that the requirements should not lead the consultant, and their recommendations should be as objective as possible.

Mayor Perry asked the Committee about their opinions on the progress and inclusions of the RFQ. The Committee mentioned several topics/concerns, including alternative routes, funding and tolls, the number of lanes, future planning, and current travel times.

Mayor Perry asked for a motion to move the draft forward as written. Mr. Warner made the motion; Mr. Young seconded the motion. The motion carried unanimously.

Mayor Perry asked for comments from the public. Several citizens spoke about the committee's discussion.

Mr. Colin stated that the RFQ will be brought to the council on June 6<sup>th</sup> with all comments and additions made by the committee.

**7. Adjournment**

Mayor Perry adjourned the meeting at 11:41 a.m.

**Submitted by:** Brian Glover

Administrative Assistant

**Approved:**