

Regular Town Council Meeting

Theodore D. Washington Municipal Building, Henry "Emmett" McCracken Jr. Council Chambers,
20 Bridge Street, Bluffton, SC
October 14, 2025

I. CALL TO ORDER

Mayor Toomer called the meeting to order at 5:00 PM.

Mayor Pro-Tempore Wood - Absent

II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Toomer.

III. INVOCATION

The Invocation was led by Councilmember Burden.

IV. ADOPTION OF THE MINUTES

1. Regular Meeting Minutes of 09/09/2025

A motion made by Councilmember Burden; seconded by Councilmember Hamilton to approve the Regular Meeting Minutes of 09/09/2025.

Town Council unanimously approved the minutes as written.

V. PRESENTATIONS, CELEBRATIONS, AND RECOGNITIONS

1. Beaufort County School District Character Student of the Month - Mayor Larry Toomer

Mayor Larry Toomer honored Parker Hooser for the character traits of friendship and kindness. She is a 2nd grader, attending Bluffton Elementary School.

2. National Medicine Abuse Awareness Month - Mayor Larry Toomer

Mayor Larry Toomer presented a proclamation for "National Medicine Abuse Awareness Month," an annual campaign to raise awareness of medicine misuse. Kyra Pasqualone and Tamyra Bolden from Lowcountry Alliance for Healthy Youth accepted the proclamation.

3. Breast Cancer Awareness Month Proclamation - Mayor Larry Toomer

Mayor Larry Toomer read a proclamation for Breast Cancer Awareness Month.

VI. PUBLIC COMMENT

Bobby Mozingo 40 Lawrence Street - Mr. Mozingo spoke before Council concerning the Noise Control Ordinance.

Virginia Marshall representing Beaufort County EMS shared information regarding the 4th Annual Beaufort County First Responder Food Drive being held November 1- December 12, 2025.

Jacqueline Bower 8 Wharf Street - Ms. Bower spoke before Council concerning the Noise Control Ordinance.

Vickie Buckley 110 Crestview Lane - Ms. Buckley addressed Council regarding the proposed development at the Pinecrest Golf Course.

Sharon Brown 163 Buck Island Road - Ms. Brown provided remarks concerning public commentary related to Councilmember Frazier and the ongoing legal proceedings.

Jeff Dixon 3 Cherry Orchard Lane - Mr. Dixon addressed Council to share his comments regarding Councilmember Frazier and matters related to ongoing legal litigation.

VII. COMMUNICATIONS FROM MAYOR AND COUNCIL

Councilmember Burden stated she had no report at this time.

Councilmember Frazier offered prayers of peace and healing for all those affected by the recent tragedy on St. Helena. She advised that she will not be commenting on matters related to ongoing legal litigation. Councilmember Frazier also expressed gratitude for the recognition of Breast Cancer Awareness Month through the Town's proclamation.

Mayor Toomer noted that Mayor Pro-Tempore Wood was absent due to traveling with his brother.

VIII. WORKSHOP AGENDA ITEMS

IX. PUBLIC HEARING & FINAL READING

X. FORMAL AGENDA ITEMS

1. Proposed Amendments to the Town of Bluffton Code of Ordinances to include Regulations Addressing Abandoned and Derelict Boats in the Town's Waterways – Second & Final Reading – Heather Colin, Assistant Town Manager

A motion made by Councilmember Hamilton; seconded by Councilmember Burden to approve the second and final reading of an ordinance amending the Town of Bluffton Code of Ordinances, Chapter 13, to include Article III to establish procedures, requirements, and penalties for derelict, abandoned, and sunken vessels and other matters related.

Town Council unanimously approved amending the ordinance.

2. Consideration of an Ordinance Approving a Real Property Exchange Agreement between the Town of Bluffton and the Beaufort County School District for Certain Real Property Owned by the Town of Bluffton within Buckwalter Planned Unit Development Identified as R610-022-000-1094-0000; and Authorizing Execution and Recording of Certain Documents Therewith – Second & Final Reading – Kevin Icard, Director of Growth Management

A motion made by Councilmember Burden; seconded by Councilmember Hamilton to approve the second and final reading of an ordinance authorizing the Town Manager, in consultation with legal counsel, to execute all necessary documents, including the extinguishment of the easement agreements, land swap agreement, and the purchase and sales agreement and to make any amendments that do not change the project scope as outlined in the attachments and exhibits.

Town Council unanimously approved the ordinance.

3. Consideration of an Ordinance Amending the Town of Bluffton Fiscal Year 2026 Budget to Provide for the Expenditures of Certain Funds; and to Allocate Sources of Revenue for the Said

Funds to Carryover Unspent Expenditures and Encumbrances from the FY2025 Budget to the FY2026 Budget – Second & Final Reading - Natalie Majorkiewicz, Director of Finance

A motion made by Councilmember Frazier; seconded by Councilmember Hamilton to approve the second and final reading of an ordinance amending the Town of Bluffton Fiscal Year 2026 Budget to provide for the Expenditures of Certain Funds; commit additional funds to the Capital Asset Reserve Fund; and to Allocate Sources of Revenue for the Said Funds to Carryover Unspent Expenditures and Encumbrances from the FY2025 Budget to the FY2026 Budget.

Town Council unanimously approved the ordinance amending the Town of Bluffton Fiscal Year 2026 Budget.

4. Consideration of an Ordinance Authorizing an Economic Development Incentive Agreement between the Town of Bluffton and Spartina 449, LLC. Second & Final Reading – David Nelems – Director of Special Projects, Don Ryan Center for Innovation

A motion made by Councilmember Burden; seconded by Councilmember Hamilton to approve second and final reading of an ordinance authorizing the Town Manager to enter into an Economic Development Grant Agreement between the Town of Bluffton and Spartina 449, LLC.

Town Council unanimously approved the ordinance for Economic Development Grant Agreement.

5. Consideration of Amendments to the Municipal Code of Ordinances, Chapter 12 – Environment, Article 3 – Noise Control and Chapter 13 – Public Property, Article 2 – Public Park and Boat Landing Rules, Section 13-38 Oyster Factory Park – First Reading, Heather Colin, Assistant Town Manager

Motion 1:

A motion made by Councilmember Burden; seconded by Mayor Toomer to approve the first reading of an ordinance amending the Town of Bluffton Code of Ordinances, Chapter 12 – Environment, Article 3 – Noise Control and Bluffton Code of Ordinances, Chapter 13 – Public Property, Article 2 – Public Park and Boat Landing Rules, Section 13-38 Oyster Factory Park.

Town council unanimously approved the first reading to amend the ordinance.

Motion 2:

A motion made by Councilmember Burden; seconded by Councilmember Hamilton to approve the first reading of an ordinance amending the Town of Bluffton Code of Ordinances, Chapter 13 – Public Property, Article 2 – Public Park and Boat Landing Rules, Section 13-38 Oyster Factory Park.

Town council unanimously approved the first reading to amend the ordinance.

6. Consideration of Public Art Committee Recommendation to Award a Public Art Commission at New Riverside Barn Park to Michael McLaughlin with a Fiscal Impact of \$65,000 - Chris Forster, Assistant Town Manager

A motion made by Councilmember Frazier; seconded by Mayor Toomer to approve the Public Art Committee's recommendation to award the Public Art Commission at New Riverside Barn Park to Michael McLaughlin, with a fiscal impact of \$65,000.

The motion failed with a 2–2 vote, as Councilmembers Hamilton and Burden opposed the recommendation.

7. Consideration of the Acceptance of the Hilton Head Medical Center, LLC's One Hundred Percent (100%) Annexation Petition to Annex Certain Real Property Contiguous to the Town of Bluffton's Corporate Boundaries Consisting of a Total of 1.58 Acres, More or Less, Located at the Northwest Corner of Lake Point Drive and the Buckwalter Parkway and Bearing Beaufort County Tax Map No. R600 029 000 2409 0000 – Kevin Icard, Director of Growth Management

Motion 1:

A motion made by Councilmember Frazier; seconded by Councilmember Hamilton to approve to accept the Hilton Head Medical Center, LLC, One Hundred Percent (100%) Annexation Petition to Annex Certain Real Properties Contiguous to the Town of Bluffton's Corporate Boundaries Consisting of a Total of 1.58 Acres, More or Less, and Bearing Beaufort County Tax Map Nos. R600 029 000 2409 0000.

Town Council unanimously approved the annexation petition.

Motion 2:

A motion made by Councilmember Hamilton; seconded by Councilmember Burden to forgo referral of Hilton Head Medical Center, LLC's One Hundred Percent (100%) Annexation Petition to the Town of Bluffton Negotiating Committee.

Town Council unanimously agreed to forgo the referral to the Negotiating Committee.

8. Consideration of an Ordinance Amending Chapter 26, Article 2 of the Town Code to Establish Rules of Operation for Specialized Vehicles – First Reading – Kevin Icard, Director of Growth Management

A motion was made by Councilmember Hamilton; seconded by Councilmember Frazier to approve an ordinance amending Chapter 26, Article 2 of the Town Code to Establish Rules of Operation for Specialized Vehicles.

Town Council unanimously agreed to amend the ordinance.

9. Consideration of Ordinance Amending Chapter 6 – Businesses and Business Regulations, Appendix A – Business Licenses Rate Schedule and Appendix B – Business License Class Schedule by NAICS Code of the Town Code as Required by Act 176 of 2020 – First Reading – Natalie Majorkiewicz, Director of Finance

A motion made by Councilmember Frazier; seconded by Councilmember Hamilton to approve an ordinance amending the Town of Bluffton Code of Ordinances, Chapter 6, Business and Business Regulations, Appendix A, Business Licenses Rate Schedule and Appendix B, Business License Class Schedule by NAICS Code to comply with Act 176 of 2020.

Town Council unanimously approved the ordinance amendment.

10. Approval to Authorize a Construction Contract with Gulf Stream Construction Company, Inc. for Construction of the Pritchard Street Streetscape Project (Fiscal Impact: \$2,540,000.00) – Beth Lewis, Water Quality Program Manager

A motion made by Councilmember Hamilton, seconded by Councilmember Frazier authorizing the Town Manager to enter into a contract with Gulf Stream Construction Company, Inc. for construction of the Pritchard Street Streetscape Project for a total fiscal impact of \$2,540,000, which includes a contingency of nearly 20%.

Town council unanimously authorized the Town Manager to enter into a contract with Gulf Stream Construction Company, Inc.

11. Consideration of an Ordinance for a Master Lease to the Don Ryan Center for Innovation, Inc. for Real Property Owned by the Town of Bluffton, Identified as Beaufort County Tax Map No. R610 030 000 2066 0000 located at 97 Progressive Street, Bluffton, South Carolina – Chris Forster, Assistant Town Manager

A motion made by Councilmember Frazier, seconded by Councilmember Hamilton to approve an ordinance authorizing the Town Manager to enter into a commercial master lease agreement with The Don Ryan Center for Innovation, Inc. establishing a landlord-tenant relationship for the property located at 97 Progressive Street, Bluffton South Carolina to foster continued economic development within the Buckwalter Commerce Park.

Town Council unanimously approved the ordinance.

XI. CONSENT AGENDA ITEMS

A motion made by Councilmember Frazier, seconded by Councilmember Hamilton to approve the Consent Agenda as submitted.

Town Council unanimously approved the Consent Agenda items as submitted.

1. Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects & Watershed Resilience, Public Services, Don Ryan Center for Innovation, and Growth Management
2. Town Manager Monthly Report
3. Consideration of a Resolution to Update the Town of Bluffton Employee Handbook Policy: 5.9 Educational Bonus and Policy 5.11 Discretionary Awards - Anni Evans, Director of Human Resources
4. Community Planning Month Proclamation - Mayor Larry Toomer
5. Cyber Security Awareness Month Proclamation - Mayor Larry Toomer
6. Consideration of an Ordinance and Ratification of an Easement Over Certain Real Property owned by the Town of Bluffton, identified as Beaufort County Tax Map No. R610 030 000 1848 0000, in favor of Beaufort Jasper Water & Sewer Authority, to Provide Service to the Economic Development Project at Buckwalter Place – Chris Forster, Assistant Town Manager

XII. EXECUTIVE SESSION

A motion made by Councilmember Hamilton; seconded Councilmember Frazier to enter into Executive Session.

1. Discussions Relating to Arrangements for Proposed Land Acquisition in the Area along Bluffton Road (Pursuant to SC Freedom of Information Act 30-4-70 [a] [2])

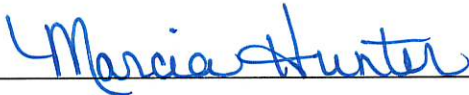
XIII. ACTION FROM EXECUTIVE SESSION

A motion made by Councilmember Burden; seconded by Councilmember Hamilton to approve a resolution authorizing the Town Manager to enter into negotiations for three lots at 182 Bluffton Road contingent upon a suitable appraisal and other due diligence.

Town Council unanimously agreed to the authorization to enter into negotiations.

XIV. ADJOURNMENT

A motion made by Councilmember Hamilton; seconded by Mayor Toomer to adjourn at 7:10 PM.



Marcia Hunter, Town Clerk

Town of Bluffton, South Carolina



Larry C. Toomer, Mayor

Town of Bluffton, South Carolina