Community Facilities & Infrastructure Committee
Special Called Meeting

September 29, 2026 – 10:00 AM
Watch Live on YouTube

Seabrook Island Town Hall, Council Chambers
2001 Seabrook Island Road
Seabrook Island, SC 29455

AGENDA

CALL TO ORDER, ROLL CALL, AND FOIA STATEMENT

APPROVAL OF MINUTES

June 9, 2026 Community Facilities & Infrastructure Committee Special Called Meeting

ITEMS FOR INFORMATION AND DISCUSSION

- Update of Facilities Assessment and Space Needs Study
  - Meeting w/ Liollio Architecture

COMMITTEE COMMENTS

ADJOURNMENT

Community Facilities & Infrastructure Committee
Special Called Meeting

June 9, 2026 – 1:00 PM
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2001 Seabrook Island Road
Seabrook Island, SC 29455

MINUTES

CALL TO ORDER

Chairman Hund called the meeting to order at 1:08 pm.

ROLL CALL

Committee Members Present: Thomas Hund; Chairman, Patrick Faulkner, George Yocum, George Fink, Jerry Gordon

Town Staff Present: Joe Cronin (Town Administrator) and Peter Wiggins (Town Clerk).

FOIA STATEMENT

The Town Clerk confirmed that the meeting was advertised in compliance with the requirements of the South Carolina Freedom of Information Act. Agendas were posted and furnished to news media and all others requesting notification.

APPROVAL OF MINUTES

March 19, 2026

Mr. Gordon motioned to approve the minutes of the March 19, 2026, meeting, seconded by Mr. Yocum.

Mr. Gordon's motion was APPROVED unanimously.

ITEMS FOR INFORMATION AND DISCUSSION

Facility Assessment & Space Needs Study

Mr. Cronin gave a brief background of and presentation on RFP 2026-02. This request for proposal is related to the Town's Facility Assessment and Space Needs Study.

EXECUTIVE SESSION

Mr. Gordon motioned to enter into Executive Session to discuss items incident to proposed contractual arrangements related to RFP 2026-02, seconded by Mr. Faulkner.

Mr. Gordon's motion was APPROVED unanimously.

The Community Facilities & Infrastructure Committee entered into Executive Session at 1:12 pm.

Chairman Hund motioned to reenter Open Session, seconded by Mr. Fink.

Chairman Hund's motion was APPROVED unanimously.

The Community Facilities & Infrastructure Committee reentered Open Session at 3:32 pm.

Mr. Faulkner motioned to recommend to Town Council that RFP 2026-02 be awarded to Liolio Architecture, seconded by Mr. Yocum.

Mr. Faulkner's motion was APPROVED unanimously.

COMMITTEE COMMENTS

Seabrook Island Road & Drainage Project

Mr. Cronin stated that the Seabrook Island Road & Drainage Project is on the proposed project list for the proposed Sales Tax Referendum. Mr. Cronin stated there was strong participation during the public comment period by Seabrookers. Mr. Cronin thanked residents for their participation. Mr. Cronin stated that staff are still working to procure the necessary permits for physical construction to begin.

Mr. Yocum asked if permits will be obtained before the referendum goes to Charleston County voters.

Mr. Cronin stated he could give the committee a firmer answer at their July meeting. He stated he has the expectation that the permits will be in hand before the end of 2026. He stated whether that is before Election Day, he was unsure. Mr. Cronin stated that assuming the referendum is approved, the Town would likely enter into an Intergovernmental Agreement with Charleston County where they would manage the project.

ADJOURNMENT

There being no further business, Councilman Hund declared the meeting adjourned at 3:44 pm.

Peter D. Wiggins II, MPA
Town Clerk

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Town of Seabrook Island
Town Hall Programming Questionnaire

Please complete and bring with you to the kickoff meeting or return to Joseph Cronin in advance.
Thank you for your help!

1. Name:

2. Title:

3. Job Descriptions and Responsibilities:

4. Where and how do you interact with the public?

5. Where and how do you interact with other employees?

6. Who do you work with regularly (please include position as well as name)?

7. Where and how do you do your typical work tasks? (i.e. sitting at computer, talking on phone, fieldwork, outdoors, meeting rooms, remote work, etc.)

8. Does your workday vary from day to day? Does your work vary at different times of year? Do you work full time or part time?

9. How would you describe your workspace? Are you in a private office? Are you in an open work area? What type of furniture do you currently have and is it working for you?

10. What equipment or tools do you use currently for your job? Do these need to be replaced? What equipment or tools do you not have, and need to have, for your job?

11. What kind of storage do you use and need? Any special or support areas needed? What type of storage do you use at your desk? Do you have separate storage rooms that you use often?

12. What aspects of your current work environment are working well?

13. What aspects of your current work environment are obstacles to doing your job?

14. Are there any spaces or types of rooms that you don't currently have at the Town Hall that should be considered for a new Town Hall?

15. What amenities are important to have, if possible? Consider amenities that are both within the building or outside amenities.

16. What is (are) your biggest goal(s) for a new facility?

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17. What must be accomplished for a successful project?

18. How would you describe the community of Seabrook Island? What characteristics would you like to see in the Town Hall?

19. What did we forget to ask? What is most important to you that we know?