



**Steering Committee Meeting Minutes**  
**In-Person Meeting at James Island Town Hall**  
**1122 Dills Bluff, James Island, SC 29412**  
**September 25<sup>th</sup>, 2024 at 3:00 P.M.**

**In attendance:** Chairwoman Brook Lyon, Cynthia Mignano, Kristen Crane, Mike Hemmer, Spencer Wetmore, Joe Boykin, Katie Zimmerman, Sheila Parker, Belen Vitello, Joe Walters, Fred Whittle, Jacquie Berger, Eliza Story, Amanda Cox, Emily Pigott

- I. **Welcome** – Chairwoman Lyon called the meeting to order at 3:00 p.m.
- II. **Previous Meeting Minutes** – Chairwoman Lyon  
A motion to approve the minutes from the May 1<sup>st</sup>, 2024 Steering Committee (over zoom) was made and seconded to approve; passed unanimously.
- III. **Public Comments:**
  - Amanda Cox introduced herself as a new planner with the City of Charleston.
  - Jacquie Berger also mentioned that Lowcountry Local First has been coordinating with the City of Charleston regarding their zoning code rewrites.
  - Spencer Wetmore mentioned issues on Folly Road regarding improvement funds for the Folly Road Plan and asked if the City was looking at something like this.
  - There were no other public comments.
- IV. **Phase 1 Project Update – Sheila Parker**  
Parker noted that Phase 1 is in the process of being re-advertised later this year.
- V. **Road Safety Audit**  
There was extensive discussion regarding the recent SCDOT road safety audit. There is a public hearing for the plan scheduled at James Island Town Hall on November 7 from 5 – 7 pm. The engineer from Stantec couldn't be in attendance, but Chairman Lyon noted there is a draft report awaiting DOT approval.
- VI. **Bus stop Improvements / Other Improvements**  
Chairwoman Lyon welcomed Spencer Wetmore. Wetmore discussed how bus stop improvements were not included in the DOT safety audit. Discussion occurred around how to get improvements, perhaps by volunteers, to bus stops. Mignano noted costs of some bus shelters seem to be quite high. Vitello indicated that there are standards required for bus stops (DOT, ADA, etc.) The American College of Building Arts may have some insight into design improvements. Zimmerman noted it was difficult to meet the CARTA standards in the past. Folly Road may benefit from an audit of the bus stop conditions and the development of a plan to address the stops. The COG has asked each municipality to include transit design



standards, but not all municipalities have adopted the standards. Discussion continued regarding potential temporary improvements that could help the patrons of the existing stops while other improvements are designed.

**VII. Consideration of a Consultant**

Wetmore discussed the ability of the committee to obtain help for grant applications, website improvements, and other help that the committee may need overall. The previous consultant was Toole Engineering. There was discussion regarding the ability of everyone to contribute, especially when a grant deadline is looming. The general feeling of the group was receptive to the idea of hiring a consultant to serve as project manager for future improvements. The group reviewed various pages from the Rethink Folly Road Plan and indicated there were projects that each community might support. However, no one could make commitments at this time. Vitello mentioned the ordinance Charleston passed that requires the City to work with CARTA regarding design standards for development. Crane noted that some projects that seemed to be progressing and have stopped. The group seemed interested in seeing a sample of this ordinance. The group also seemed interested in developing details on hiring a consultant.

**VIII. Jurisdictional Updates– Various**

**Charleston County – Joe Boykin**

- Boykin noted the Main Road project starting and Central Park/Riverland improvements. He also noted that the transportation vote in November is critical.

**Town of James Island – Mayor Lyon and Kristen Crane**

- Mayor Lyon noted the Folly Road flagpole project for the Town has hit some issues.
- Crane noted a new Enterprise Rental location, the Jimmy John's project is progressing, and the Townhomes behind Carolina One.

**Charleston County – Emily Pigott**

- Story reported on several County projects.

**City of Charleston – Eliza Story**

- Indicated update on pedestrian bridge into Downtown.

Mayor Lyon noted the next meeting will be scheduled for early December.

**VI. Adjourn – There being no further business, Mayor Lyon adjourned the meeting at 4:05 p.m.**