

**THE TOWN OF HILTON HEAD ISLAND**

**REGULAR TOWN COUNCIL MEETING/PUBLIC HEARING**

**Date:** Tuesday, June 10, 2014

**Time:** 5:30 P.M.

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Bill Harkins, *Mayor Pro Tem*; George Williams, Kim Likins, Lee Edwards, Marc Grant, John McCann, *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Lavarn Lucas, *Fire Chief*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Bret Martin, *Deputy Director of Finance*; Victoria Shanahan, *Accounting Manager*; Natalie Majorkiewicz, *Systems and Reporting Administrator*; Brad Tadlock, *Deputy Fire Chief of Operations*; Brian Hulbert, *Staff Attorney*; Melissa Cope, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Dan Burley, *Island Packet*

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**1) CALL TO ORDER**

Mayor Laughlin called the meeting to order at 5:30 p.m.

**2) PLEDGE TO THE FLAG**

**3) INVOCATION**

**4) FOIA Compliance** – Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

**5) Proclamations and Commendations**

**a. Hilton Head Island High School Varsity Boys Tennis**

The coach and members of the team were present to accept the commendation.

**b. Hilton Head Island High School Girls Relay**

Coach Bishop was present to accept the commendation.

**c. Hilton Head Island High School Boys Relay**

Coach Bishop was present to accept the commendation.

**d. Hilton Head Island High School Student Carley McGlenn – 1,600 Meter Run**

Coach Bishop was present to accept the commendation.

**e. Hilton Head Island High School Girls Soccer**

Members and coaches of the team were present to accept the commendation.

**6) Approval of Minutes**

**a. Town Council Budget Workshop, May 13, 2014**

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the May 13, 2014 Town Council Budget Workshop were approved by a vote of 6-0-1. Mr. Edwards abstained as he was not present at the workshop.

**b. Town Council Meeting, May 20, 2014**

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. Williams moved that Item 7.b. Town Managers Items of Interest be amended as such: *Mr. Riley reported on some items of interest and announced there would be a Public Hearing concerning the FY2014-2015 proposed budget on Tuesday, June 10, 2014 at 6:00 p.m.* Mr. McCann seconded. The motion to amend was approved by a vote of 7-0. The amended minutes of the May 20, 2014 Town Council Budget Workshop were approved by a vote of 7-0.

**c. Town Council Budget Workshop, May 21, 2014**

Mr. Williams moved to approve. Mrs. Likins seconded. The minutes of the May 21, 2014 Town Council Budget Workshop were approved by a vote of 6-0-1. Mr. Harkins abstained as he was not present at the workshop.

**d. Town Council Special Meeting/Budget Workshop, May 29, 2014**

Mrs. Likins moved to approve. Mr. McCann seconded. The minutes of the May 29, 2014 Town Council Special Meeting/Budget Workshop were approved by a vote of 5-0-2. Mr. Harkins and Mr. Williams abstained as they were not present at the workshop.

**7) Report of the Town Manager**

**a. Town Manager's Items of Interest**

Mr. Riley reported on some items of interest.

**8) Reports from Members of Council**

**a. General Reports from Council**

Mr. Harkins referenced the Draft LMO Rewrite and asked if staff could prepare an executive summary of the proposed changes.

Mrs. Likins addressed the lack of parking at Coligny stating Council needs to do everything they can to remedy the problem. Mayor Laughlin stated that as soon as staff can put together the necessary information for Council to make an informed decision they would be able to address the problem.

Mr. Williams stated he attended the Chamber of Commerce Government Affairs Committee meeting the previous week and representatives from South Carolina Connect were present and reviewed the results of a current survey they conducted. He added that Stu Rodman was present at the meeting and he suggested Town Council express some feeling about the list of suggested projects the Capital Project Sales Tax Commission presented. Mr. Williams stated he personally will not support the list as Hilton Head Island will contribute over 50 percent to the tax while the projects slated for the Town only amount to 11 percent.

Mr. McCann suggested that in the budget preparation process for FY2015-2016 that all CIP items include a line item for projected maintenance costs for future years and further requested that the items for FY2014-2015 be addressed at the December workshop for projected maintenance costs for future years.

Mr. Grant stated his constituents have approached him with concerns about road conditions in their community and the budget. He emphasized the need to take care of the taxpayers and the roads they ride and drive on daily.

- b. Report of the Intergovernmental Relations Committee – George Williams, Chairman  
Mr. Williams stated the meeting scheduled for Monday, June 16, 2014 would be cancelled due to a lack of agenda items.
- c. Report of the Personnel Committee – Lee Edwards, Chairman  
Mr. Edwards stated the Committee met previously and have a list of recommendations to share with Council in Executive Session.
- d. Report of the Planning & Development Standards Committee – John McCann, Chairman  
No report.
- e. Report of the Public Facilities Committee – Kim Likins, Chairman  
No report.
- f. Report of the Public Safety Committee – Marc Grant, Chairman  
Mr. Grant stated the Committee met on June 2, 2014 and voted to recommend Town Council review suggested traffic safety enhancements to Lagoon Road and US 278 at Shipyard Drive.
- g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member  
No report.

**12) 6:00 p.m.- PUBLIC HEARING ON THE MUNICIPAL BUDGET FOR FY2014-2015**

Mayor Laughlin opened the Public Hearing at 6:00 p.m. and invited public comment on the proposed budget for Fiscal Year 2014-2015.

Mr. Jeff Bradley spoke encouraging Council to consider funding the Know2 project. He stated he was available to answer any questions.

Mr. Richard Jackson spoke in support of funding a public road acquisition program.

Mr. Alex Brown spoke concerning increasing funding for paving and maintenance of dirt roads and sewer installation.

After all public comment, Mayor Laughlin closed the Public Hearing at 6:16 p.m.

**9) Appearance by Citizens**

None.

**10) Unfinished Business**

**a. Second Reading of Proposed Ordinance 2014-12**

Second Reading of Proposed Ordinance 2014-12 of the Town of Hilton Head, South Carolina, authorizing the execution of a sanitary sewer easement agreement granting an easement by the Town of Hilton Head Island to South Island Public Service District for the construction, repair, maintenance, and use of a sanitary sewer line through property of the Town of Hilton Head Island, pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (Supp. 2011), and Sec. 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

**b. Second Reading of Proposed Ordinance 2014-11**

Second Reading of Proposed Ordinance 2014-11 approving the Amended Tax Increment Financing Plan for the Town of Hilton Head Island, Redevelopment Plan, March 2014; and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

**c. Second Reading of Proposed Ordinance 2014-13**

Second Reading of Proposed Ordinance 2014-13 of the Town of Hilton Head Island, South Carolina, authorizing the execution of a lease with Choate Construction Company for property owned by the Town of Hilton Head Island, South Carolina, pursuant to the authority of S.C. Code Ann. Section 5-7-40 (Supp. 2011), and Section 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved unanimously by a vote of 7-0.

**d. Revised First Reading of Proposed Ordinance 2014-10**

Revised First Reading of Proposed Ordinance 2014-10 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2015; to establish a property tax levy; to establish funds; to establish a policy for acquisition of rights of way and easements; and providing for severability and an effective date.

Mayor Laughlin stated Item 10.d. would be addressed after the Item 11.b. Budget Wrap Up.

**11) New Business**

**a. Consideration of a Recommendation**

Consideration of a Recommendation from the Accommodations Tax Advisory Committee for the Chamber of Commerce Visitor and Convention Bureau's proposed 2014-2015 "30 Percent" Budget.

Mr. Harkins moved to approve. Mrs. McCann seconded. The motion was unanimously approved by a vote of 7-0.

**b. Budget Wrap-Up**

Mrs. Gasen approached the dais and explained the proposed FY15 personnel budget increase. Council discussed the proposed increase at length.

Various areas of the budget were discussed.

Mr. Williams requested that USCB Event Management and Hospitality Training Program provide a quarterly report to Town Council.

Mr. Grant emphasized that public safety and quality of public life is a basic fundamental of government and he supported acquiring/repairing and maintenance of private dirt roads and installing water and sewer in areas that have none. Mr. Riley suggested moving funds from the Mathews Drive Power Pedestal to Private Road Acquisition to commit to the program. Council discussed the issue at great length. Mr. Grant said he could not support a budget of \$50,000 for the item and recommended

Council pass on it for this year and revisit it in the future when Town Council is committed to pledging adequate dollars.

Mr. Richard Jackson spoke in support of private road acquisition funding.

Mr. Jeff Bradley offered to meet with Council individually or as a group concerning the Know2 Program.

## 10) Unfinished Business

### d. Revised First Reading of Proposed Ordinance 2014-10

Revised First Reading of Proposed Ordinance 2014-10 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2015; to establish a property tax levy; to establish funds; to establish a policy for acquisition of rights of way and easements; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Williams seconded.

Mr. William moved to remove the Power Pedestal on Mathews Roundabout from the proposed budget. Mr. Harkins seconded. After lengthy discussion the amendment was approved by a vote of 7-0.

Mr. Harkins moved to endorse a merit increase of 2.5 per cent and fund Private (Dirt) Road Acquisitions at \$100,000. Mrs. Likins seconded. Mr. McCann voiced his support for the 3% merit increase. Mr. Grant also supported the 3% merit increase. Mr. Riley explained that even if he had the funds for the Private (Dirt) Road Acquisition he would not be able to spend them due to the length of the process and staffing constraints. He suggested moving the funds committed to the Power Pedestal to Road Acquisitions to begin the project. The amendment was defeated by a vote of 1-6. (Mayor Laughlin, Mr. Williams, Mrs. Likins, Mr. Edwards, Mr. Grant, and Mr. McCann were opposed.)

Mr. Grant moved to increase the Private (Dirt) Road Acquisition Program to \$100,000. Mrs. Likins seconded. Mr. Edwards emphasized that if the funds were not allocated due to matter of time and staffing resources for the upcoming year, he did not understand why it was being addressed in the budget. Mr. Harkins concurred. He said Council would be funding the item for show rather than a realistic project. Mr. Grant said he would take it back to his community that the project would not be funded this year due to a lack of commitment by Council. Mayor Laughlin stated the commitment was made to make the program a priority by increasing the amount to \$50,000 to start the project.

Mr. Alex Brown suggested redirecting the funds towards a maintenance program rather than an acquisition program.

Mr. Gary Carter asked what would happen next year to make the program possible.

Mr. Riley stated that the Town cannot use tax dollars to maintain private roads. He added that if Council makes the program a priority in the following fiscal year he would shift staffing and resources to address the issue.

The amendment was defeated by a vote of 1-6. (Mayor Laughlin, Mr. Harkins, Mr. Williams, Mrs. Likins, Mr. Edwards and Mr. McCann were opposed.)

Mr. McCann moved to increase the Private (Dirt) Roads Acquisition Program to \$50,000. Mrs. Likins seconded. After further discussion, the amendment was approved by a vote of 6-1. (Mr. Grant was opposed.)

The amended motion was approved by a vote of 6-1. (Mr. Grant was opposed.)

### 13) Executive Session

Mr. Riley stated he needed an Executive Session for contractual matters pertaining to amendments to the Shelter Cove Town Center Developer Agreement and personnel matters pertaining to appointments to boards and commissions.

At 8:07 p.m. Mr. Harkins moved to go into Executive Session for the reasons given by the Town Manager. Mr. McCann seconded. The motion was approved by a vote of 7-0.

Mayor Laughlin called the meeting back to order at 8:53 p.m. and stated that as a result of Executive Session New Business, Item 11.c. would be addressed.

#### c. Consideration of Appointments to Boards and Commissions

Mr. Edwards moved to appoint the following persons:

##### **For the Accommodations Tax Committee:**

Charles Miner for a 3 year term as the Cultural Organization member (filling the expiring term of Frank Soule).

Brad Marra for a 3 year term as the Lodging member (filling a vacant position with the resignation of Robert Stenhammer).

Re-appoint Trish Heichel to a 3 year term as an At-Large member.

##### **For the Board of Zoning Appeals:**

Re-appoint Glen Stanford to a 3 year term as an At-Large member.

##### **For the Construction Board of Adjustments and Appeals:**

Re-appoint Chauncey Burtch (At-Large), Randy May (Electrical Industry), Robert Zinn (Building Industry), and Joe Nix (Building Industry) to 4 year terms.

##### **For the Design Review Board:**

Dale Strecker for a 3 year term as the Architect member (filling the expiring term of Tom Parker).

Brian Witmer for a 3 year term as the Landscape Architect member (filling the expiring term of Todd Theodore).

Kyle Theodore for an unfilled term to end 6/16 created by the recent resignation of At-Large member Deborah Welch.

Ron Hoffman for a 3 year term (filling the expiring term of Jennifer Moffet).

##### **For the Parks and Recreation Commission:**

Re-appoint Peter Keber, Heather Rath, and Mike Weaver to 3 year terms.

##### **For the Planning Commission:**

Re-appoint David Bennett for a 3 year term as an At-Large member.

Mr. Likins seconded. The motion was approved by a vote of 7-0.

**14) Adjournment**

Mr. Williams moved to adjourn. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0. The meeting was adjourned at 8:56 p.m.

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Vicki L. Pfannenschmidt,  
Executive Assistant/Town Clerk

Approved: 6/17/2014

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Drew A. Laughlin, Mayor