

**THE TOWN OF HILTON HEAD ISLAND**  
**REGULAR TOWN COUNCIL MEETING**

**Date:** Tuesday, January 5, 2016

**Time:** 4:00 P.M.

**Present from Town Council:** David Bennett, *Mayor* Bill Harkins, *Mayor Pro Tem*; Marc Grant, Tom Lennox, Kim Likins, John McCann, Lee Edwards, *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects & Facilities/Chief Engineer*; Brad Tadlock, *Fire Chief*; Brian Hulbert, *Staff Attorney*; Susan Simmons, *Director of Finance*; John Troyer, *Deputy Finance Director*; Jayme Lopko, *Senior Planner*; Julian Walls, *Facilities Manager*; Melissa Cope, *Systems Analyst*; Lynn Buchman; *Senior Administrative Assistant*

**Present from Media:** None

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**1) CALL TO ORDER**

Mayor Bennett called the meeting to order at 4:00 p.m.

**2) PLEDGE TO THE FLAG**

**3) INVOCATION**

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

**5) Proclamations and Commendations**

None.

**6) Approval of Minutes**

**a. Town Council Meeting, December 15, 2015**

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the December 15, 2015 regular Town Council meeting were unanimously approved by a vote of 7-0.

**7) Report of the Town Manager**

Mr. Riley reported on the items of interest listed below.

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

- (1) Town News
- (2) Noteworthy Events

**8) Reports from Members of Council**

**a. General Reports from Council**

Mr. McCann reviewed the Finance and Administrative Committee accomplishments and achievements for 2015 which were the revised Town Manager performance/review process; the revised Town Attorney (outside Counsel) performance/review process; the revision and formulation of the ATAX grant process; revised Town Council Annual Workshop format with the new facilitator; the design and scope for the process for the public communications firm; the commenced discussion with the Arts Center to

determine the appropriate course of action as related to their ability to maintain fixed assets; the best business practices for government entities; review of the procurement procedures for the Town; review of the budget process for affiliated agencies; maintenance and fixed income for operating costs developed with Town staff; zero based budgeting for the year 2017; review of the debt service process for the Town; and review of the revenue and collection process for the Town. He thanked Mayor Bennett for creating the committee noting the good work of the members and the excellent work of Town staff. Mayor Bennett thanked the Committee members for their efforts.

**b. Report of the Intergovernmental Relations Committee – Bill Harkins, Chairman**

Mr. Harkins reported that on January 19 the MASC Legislative Affairs Director, Mr. Scott Slaten will address upcoming legislation for the next Session and discussing MASC key priorities. He added that on February 15 the Committee will meet with Senator Davis and on March 14 Representative Jeff Bradley will attend the meeting. He encouraged all to attend.

**c. Report of the Community Services Committee – Kim Likins, Chairman**

Mrs. Likins stated the Arts and Strategic Cultural Committee has completed their report and will be presented at the January 19 Town Council meeting. Mayor Bennett thanked Mrs. Joseph for her efforts.

**d. Report of the Public Planning Committee – Tom Lennox, Chairman**

Mr. Lennox noted that Steven Ames of the Ames Group Limited will be coming to Hilton Head Island the week of February 8 to meet with Council, committees and citizens to discuss the state of the vision as it exists today and what direction is needed for the future.

**e. Report of the Public Facilities Committee – Lee Edwards, Chairman**

No report.

**f. Report of the Public Safety Committee - Marc Grant, Chairman**

Mr. Grant reported the Committee met on January 4 to discuss crime and safety on the building practices along South Forest Beach. He said the meeting was informal information gathering event and during the meeting citizens provided input on key major concerns. He said many citizens addressed issues with Xanadu and Oceanwalk regarding calls to Beaufort County Sheriff's Office and how they were addressed. He reviewed items discussed and reviewed regarding the calls and building and safety code concerns regarding split units, lockouts and covenant enforcement. He explained the purpose of the meeting was for information gathering and another meeting will be scheduled where Town staff will be provided opportunity to discuss solutions and policy recommendations.

Mr. Harkins requested that for the next meeting a detailed activity report be provided by the Sheriff's office and an invitation to attend the meeting be extended to the State Fire Marshal. He added that he would like a historical review of the concept of lockouts on Hilton Head Island. Mayor Bennett stated he felt the units were permitted as lockout units and with the initial design of the units were meant to be temporary and long term rental of them creates two of something from one dwelling unit.

**g. Report of the Finance and Administrative Committee - John McCann, Chairman**

Mr. McCann reported that the Finance and Administrative Committee will bring forward a recommendation to Council on January 19 regarding the process for utilizing the Public Communications firm. He added that the Committee will meet on January 19 to review the proposed Capital Project Sales Tax and conduct an analysis as to what percentage of the funds will come back to the Town.

**h. Report of the Circle to Circle Committee - Tom Lennox, Town Council Liaison**

Mr. Lennox said the Committee met December 9, 11, 14 and 15 to interview and select an Urban Planning Consultant to assist in the recommendations coming out of the Committee work. He stated a firm has been selected and procurement will negotiate a fee and execute a contract. He added that once the contract is signed the firm will be announced.

**9) Appearance by Citizens**

Mr. Carl Engelman addressed Council regarding Town Council/and Committee meeting procedures.

Mr. Peter Buonaiuto addressed Council regarding rights of citizens to speak and responsibility for Town Council to listen to them.

Mr. David Albert, Mr. Michael Hahn and Bob and Duchess Raehn addressed Council regarding the possible acquisition of Palmetto Tract West on Jonesville Road.

**10) Unfinished Business**

**None.**

**11) New Business**

**a. First Reading of Proposed Ordinance 2016-01**

First Reading of Proposed Ordinance 2016-01 to amend Title 8 (Beaches, Waterways, and Recreational Areas) of the Town of Hilton Head Island by amending Chapter 1 (Beaches) Section 8-1-211 Prohibited and Regulated Activities; and provide for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. McCann explained the proposed ordinance is a result of public hearings and meetings held by the Finance and Administrative Committee regarding beach activities. He explained the ordinance addresses certain activities with additional education for tourists and restricts hours for fishing on the beach. Mr. Grant and Mr. Edwards expressed concern about restricting fishing in all areas of the beach at the proposed times. Jack Daly spoke in favor of making fishing available on certain areas of the beach. Beverly (Last name inaudible) spoke in favor of restricting fishing on the beach to a specific area. After lengthy discussion by Council regarding the pros and cons of restricting fishing on the entire beach, Mr. Harkins moved to withdraw his original motion and moved that the item be remitted to the Public Facilities Committee and Shore Beach Services be requested to participate again, as well as any member of the public that's interested and that Town Council come back with a definitive direction. It was agreed by the maker of the motion and the seconder that this was regarding the fishing only and parking will be addressed at another time. The new motion was approved by a vote of 7-0.

## **b. First Reading of Proposed Ordinance 2016-02**

First Reading of Proposed Ordinance 2016-02 to repeal Chapter 1 of Title 17 of the Municipal Code of the Town of Hilton Head Island, South Carolina and to reenact a new Chapter 1 of Title 17, adoption by reference of Beaufort County Ordinance Chapter 14, Article II Animal Control; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. Edwards asked if staff or a representative of the County could clarify the registration requirements. Brian Hulbert reviewed the proposed ordinance with Council. He introduced Allison Coppage, Beaufort County Assistant Attorney and she answered all questions from Council. Mary Amonetti inquired about education of the community on the ordinance. Ms. Coppage stated there would be a six month educational time period with warnings initially but subsequent offenses would be addressed. The motion was approved by a vote of 6-1. (Mr. McCann was opposed.)

## **c. Consideration of a Resolution – Acceptance of Public Art**

Consideration of a Resolution of the Town of Hilton Head Island, South Carolina, authorizing the execution of a gift agreement with the Community Foundation of the Lowcountry for the acquisition of the “THEB-Tally” sculpture.

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

## **d. General discussion by Town Council of potential Capital Project Sales Tax Commission list.**

Mayor Bennett explained he placed the above item on the agenda due to the deadline of February 1 requiring the Town of Hilton Head Island sponsored projects to be submitted to the Capital Sales Tax Commission. He stated Council should be proactive in finding out what portion of the tax would be allocated to Hilton Head Island and communicating that to the Commission. Mayor Bennett stated he would like to assign the item to the Finance and Administrative Committee to work on an analysis of the allocation as well as a list of projects Council would plan to sponsor if it decided to support the referendum. He added that he and Mrs. Likins are working with others on a request for a performing arts center to add to the list.

## **12) Executive Session**

Mr. Riley stated an executive session was needed for Land Acquisition; discussion of negotiations incident to the proposed sale, lease or purchase of property specifically related to parcels on Palmetto Bay Road; related to potential acquisition of property in the Jonesville Road area; related to potential acquisition of property in the Mitchelville Road area.

In addition, Mr. McCann moved that Council add on the discussion of the purchase of property in the Sea Pines Circle area. Mr. Harkins seconded.

Mayor Bennett called the meeting back to order at 6:23 p.m. and stated there was no action taken during executive session and adjourned the meeting.

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Vicki L. Pfannenschmidt  
Executive Assistant/Town Clerk

Approved: 01/19/2016

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David Bennett, Mayor