

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

Date: Tuesday, July 19, 2016

Time: 4:00 P.M.

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

Absent from Town Council: David Bennett, *Mayor*

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 and Facilities*; Brad Tadlock, *Fire Chief*; Brian Hulbert, *Staff Attorney*; Susan Simmons, *Director of Finance*; Nancy Gasen, *Director of Human Resources*; Tom Fultz, *Director of Administrative Services*; Shawn Colin, *Deputy Director of Community Development*; Julian Walls, *Facilities Manager*; Jennifer Ray, *Urban Designer*; Shea Farrar, *Senior Planner*; Jeff Buckalew, *Town Engineer*; Mike Mayers, *Deputy Fire Chief – Operations*; Joheida Fister, *Fire Marshal*; John Troyer, *Deputy Finance Director*; Derrick Coaxum, *Assistant Facilities Manager*; Melissa Cope, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant*

Present from Media: Teresa Moss, *Island Packet*

1) CALL TO ORDER

Mayor Pro Tem Harkins 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

a. Parks and Recreation Month

Alan Perry, Hilton Head Island Recreation Association Board President and Heather Rath, Parks and Recreation Commission Chairperson were present and accepted the proclamation.

6) Approval of Minutes

a. Town Council Meeting, June 21, 2016

Mrs. Likins moved to approve. Mr. McCann seconded. The minutes of the June 21, 2016 regular Town Council meeting were approved by a vote of 6-0.

7) Report of the Town Manager

a. Design Review Board Semi-Annual Update – Jake Gartner, Chairman

Mr. Gartner provided an update of the activities of the Board for the previous six month period.

b. Board of Zoning Appeals Semi-Annual Update – Glenn Stanford, Chairman

Mr. Stanford provided an update of the activities of the Board for the previous six month period.

c. Land Acquisition Update

Mr. Riley referenced the materials in the packet and updated the status.

d. Town Manager's Items of Interest

Mr. Riley reported on some items of interest. He announced that there will be a Public Hearing at 5:00 pm on August 16th in the Benjamin M. Racusin Council Chambers of Hilton Head Island's Town Hall located at One Town Center Court, Hilton Head Island, South Carolina to consider a proposed Ordinance to adopt the 2016 Beach Management Plan and a Public Hearing at 5:30pm on August 16th in the Benjamin M. Racusin Council Chambers of Hilton Head Island's Town Hall located at One Town Center Court, Hilton Head Island, South Carolina to consider a proposed Ordinance to adopt the Beaufort County Hazard Mitigation Plan 2015 Update.

8) Reports from Members of Council

a. General Reports from Council

None.

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

No report.

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

Mrs. Likins stated the Venue Committee met on July 7 and continues to have updated meetings from various art and cultural organizations from throughout the community. She added that the public relations firm of Rawle/Murdy was present and reviewed the public relations plan. She stated the next meeting is scheduled for Friday, July 22 and the Arts and Strategic Planning Committee is going to schedule a meeting to work on a job description for the executive director for the Office of Arts and Cultural Affairs.

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

Mr. Lennox reported that the Committee and staff continue to work on finalizing the Steering Committee application and job description. He noted it would be reviewed at the upcoming meeting on August 4. He said they also anticipate having a preliminary review of RFP responses for the vision consultant.

e. Report of the Public Facilities Committee – David Ames, Chairman

Mr. Ames said the Committee met on July 18 and voted unanimously to recommend to Council to enter into a lease agreement and MOU with the Sandbox Children's Museum and to recommend a conveyance of an easement with Hilton Head Island Public Service District.

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

Mr. Grant said the Committee met on July 8 and one topic of discussion was vehicle access to Mustang Lane. He said they also addressed lockout units and the Committee recommended to ask the Town Manager to work with Oceanwalk representatives regarding the issue with a member of Council in attendance.

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

Mr. McCann stated the Committee met earlier in the day and had a general discussion regarding a fund balance policy and reviewed and made recommendations regarding the BCSO performance audit which will be coming forward to Council at the August meeting.

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

Mr. Lennox announced the Committee has completed its work and presented the report to the Planning Commission and the report would be coming forward to Council at the August meeting.

9) Unfinished Business

None

10) New Business

a. Consideration of a Recommendation – Beaufort County Storm Water Agreement

Consideration of a Recommendation that Town Council amend the Town's Storm Water Management and Utility Intergovernmental Agreement (IGA Agreement) with Beaufort County.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

b. First Reading of Proposed Ordinance 2016-11

First Reading of Proposed Ordinance 2016-11 of the Town Of Hilton Head Island adopting the 2016 Beach Management Plan; and to provide for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

11) Appearance by Citizens

Mr. Tai Scott addressed council regarding Native Islander issues.

12) Executive Session

It was the consensus of Council there was not a need for Executive Session and to proceed with the items listed under Item 13.

13) Possible actions by Town Council concerning matters discussed in Executive Session

a. Consideration of a Recommendation – Municipal Judge

Consideration of a Recommendation that Council consider the renewal of a contract with Municipal Judge, Maureen Coffey, for a 2 year term.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

b. First Reading of Proposed Ordinance 2016-20

First Reading of Proposed Ordinance 2016-20 of the Town of Hilton Head Island, South Carolina, authorizing the execution of a lease with Diamond Towers IV LLC, for property owned by the Town of Hilton Head Island, South Carolina, known as a portion of the Islander's Beach Park Tract, and authorizing the execution of two easements in favor of Diamond Towers IV LLC, encumbering town owned land, known as a portion of the Islander's Beach Park Tract, pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (Supp. 2012), 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 approved by a vote of 6-0.

c. Consideration of a Resolution – License Agreement Fire Station 2

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution of a license agreement with Marriott Ownership Resorts, Inc. for the purpose of utilizing certain real property owned by Marriott Ownership Resorts, Inc. for use as a temporary fire station.

Mr. Riley explained the bids regarding Fire Station 2 came in well over budget and because of that they are not ready to execute the agreement referenced above. He asked that the item be removed from the agenda. Mrs. Likins moved to remove item 13.c. from the agenda. Mr. McCann seconded. The motion was approved by a vote of 6-0.

d. Consideration of a Resolution – BCSD Lease w Island Rec

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution of a lease and facility use agreement with the Beaufort County School District Board of Education and Hilton Head Island Recreation Association for the purpose of leasing certain real property owned by Beaufort County School District Board of Education and to be used and operated by the Hilton Head Island Recreation Association.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

e. Consideration of a Resolution – Pope Avenue/Office Park Road/New Orleans Road Intersection Improvement Project

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing condemnation, pursuant to S.C. Code Section 28-2-10, *et seq.*, of easement rights and right of way ownership over portions of parcels at the intersection of Office Park Road, New Orleans Road and Pope Avenue on Hilton Head Island to facilitate the Town of Hilton Head Island's Pope Avenue – Office Park Road – New Orleans Road Intersection Improvements Project.

Mrs. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

f. Consideration of a Recommendation – Heritage Classic Foundation

Consideration of a Recommendation that Town Council consider entering into an agreement with the Heritage Classic Foundation (Heritage).

Mr. Likins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0. Simon Fraser thanked Council and the citizens of Hilton Head Island for their continued support. He said he received a study from the PGA Tour noting the benefit of the tournament for just pure publicity is in excess of 11 million dollars world-wide.

14) Adjournment

Mr. Likins moved to adjourn. Mr. McCann seconded. The motion was approved by a vote of 6-0 and the meeting was adjourned at 4:42 p.m.

Vicki L. Pfannenschmidt
Executive Assistant/Town Clerk

Approved: 08/16/2016

William D. Harkins, Mayor Pro-Tem