

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

**Date:** Thursday, January 3, 2013

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

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

**Absent from Town Council:** Council Member Lee Edwards left the meeting at 5:21 p.m.

**Present from Town Staff:** Stephen G. Riley, *Town Manager*; Susan Simmons, *Director of Finance*; Marcy Benson, *Senior Grants Administrator*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Erica Madhere, *Finance Assistant*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Brian Heffernan, *Island Packet*

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**1. CALL TO ORDER**

**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. NEW BUSINESS**

Mr. Riley explained there was a typo discovered in the adopted Town Council Policy Agenda. He stated there were items omitted under High Priority and Moderate Priority and requested a correction be added to this agenda.

Mr. Williams moved to amend the agenda to include approval of the revised Exhibit “A” for the Town of Hilton Head island 2013 Policy Agenda/Targets for Action. Mr. Harkins seconded. The motion was approved unanimously by a vote of 7-0.

Mr. Williams moved to approve and adopt the revised Exhibit “A” for the Town of Hilton Head island 2013 Policy Agenda/Targets for Action. Mrs. Likins seconded. The motion was approved unanimously by a vote of 7-0.

**a. Consideration of a Recommendation – SCDOT Fiscal Year 2013 Federal Match Program Grant Agreement**

Consideration of a Recommendation that Town Council authorize the Town Manager to execute the South Carolina Department of Transportation (SCDOT) Fiscal Year 2013 Federal Match program Grant Agreement and direct staff to amend the Fiscal Year 2013 Consolidated Municipal Budget in order to provide the 50% match requirement of \$771,132.50 to SCDOT. Funds are available in the form of unallocated Hospitality Tax Revenues or bond proceeds.

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

**b. Consideration of recommendations of the Accommodations Tax Advisory (ATAX) Committee for the purpose of allocating the proceeds of the Accommodations Tax Funds.**

Mr. Williams moved to approve. Mr. McCann seconded.

Susan Simmons explained reviewed the amount of available funds and the timeline involved.

Mr. Riley noted that a Council member asked a question about some of the grants which go to benefit some fundraising activities of some of the applicants. He said Town Council was provided a memo summarizing State Code and past TERC opinions suggesting that if the money is going to indirectly end up in a fundraising organization and distributed for their charitable purposes, it is probably not appropriate use of the grant money. Mr. Riley stated that is consistent with past opinions but it was an updated request so a new memo was provided to Council.

Mayor Laughlin suggested Council discuss each application individually and the changes they would like to make, if any, and after in agreement that an amended motion be made to include all changes. All Council members were in agreement with the suggestion. He added that there are many more worthy applicants than funds available.

Mayor Laughlin invited Bret Martin, Chair of the Accommodations Tax Advisory Committee to speak concerning the recommendations before Town Council. Mr. Martin reviewed the process that took place and how they arrived at their recommendations.

During review of the applicants, Mr. Grant suggested Town Council develop a specific criteria, communicate it to the public and have more of a consistency in awarding grants. After thorough discussion, comments and review of the Accommodations Tax Advisory Committee recommendations, Town Council made the following grant awards:

	<b>ATAC</b>	<b>Town</b>
	<b>Recommendation</b>	<b>Council</b>
		<b>Award</b>
Art League of Hilton Head	45,000	40,000
Beaufort County Black Chamber of Commerce	4,000	0
David M. Carmines Memorial Foundation	2,500	0
Harbour Town Merchants Assoc.-(July 4th fireworks)	8,500	8,000
Harbour Town Merchants Assoc.-(Harbour Town Lights)	2,500	0
Hilton Head Choral Society	17,000	12,000
Hilton Head Concours d'Elegance (advertising only)	115,000	115,000
Hilton Head Dance Theater	8,000	12,000
HH Area Hospitality Association (culinary advertising)	47,000	40,000
Hilton Head Island Airport	0	0
Hilton Head Island Institute	0	25,000
HHI St. Patrick's Day Parade (band & refreshments only)CY12 inc. LEO	8,500	8,000
Hilton Head Island-Bluffton Chamber of	250,000	250,000

Commerce VCB		
Hilton Head Symphony Orchestra	142,000	175,000
Italian American Club of Hilton Head	10,000	0
LoCo Motion	10,000	0
Lowcountry Golf Course Owners Association	55,000	50,000
Main Street Youth Theater	20,000	12,000
Mitchelville Preservation Project	10,000	15,000
Penn Center	0	0
SC Lowcountry & Resort Islands Tourism	0	0
SCWatercolor Society dba SC Watermedia Society	1,000	0
Shelter Cove Harbour Company-(July 4th fireworks)	8,500	8,000
Skull Creek July 4th Celebration	8,500	8,000
South Carolina Repertory Company	10,000	12,000
The Coastal Discovery Museum	168,000	168,000
The Heritage Library	10,000	10,000
The Heritage Library - Encyclopedia Hilton Head	0	0
The Sandbox	55,000	50,000
<b>Totals</b>	<b>1,016,000</b>	<b>1,018,000</b>
<b>Total Funds Available</b>	<b>1,018,023</b>	<b>1,018,023</b>
<b>Balance</b>	<b>2,023</b>	<b>23</b>

Mayor Laughlin asked members of Town Council if anyone needed to abstain from voting on any specific awards to applicants. There were no abstentions.

Mr. Williams moved to amend the motion to approve the recommendations of the Accommodations Tax Advisory Committee reflecting the changes made by Town Council as stated above. Mr. Harkins seconded. The amended motion was approved by a vote of 6-0.

Mr. Harkins stated he felt it would be appropriate for Town Council to consider approval of a resolution in support of the Hilton Head Island Institute. Copies were distributed to Town Council, the media and placed on the back table for the public and Mr. Harkins read the resolution and moved to approve. Mr. Williams seconded. The motion was approved by a vote of 6-0.

All applicants were afforded the opportunity to speak concerning their requests and respond to any comments or questions Council members posed during discussion of their applications. Members of the public were also invited to speak.

The total amount awarded by Town Council for new grant applicants was \$1,018,000.

Mayor Laughlin thanked the Accommodations Tax Advisory Committee for their hard work.

**6. ADJOURNMENT**

Mr. Williams moved to adjourn the meeting at 7:05 p.m. Mrs. Likins seconded. The motion was approved by a vote of 6-0.

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Vicki Pfannenschmidt, Executive Assistant

Approved:

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Drew A. Laughlin, Mayor