

**THE TOWN OF HILTON HEAD ISLAND
TOWN COUNCIL WORKSHOP**

Date: Thursday, November 21, 2013 thru Saturday, November 23, 2013

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*; Charles Cousins, *Director of Community Development*; Lavarn Lucas, *Fire Chief, Fire & Rescue*; Scott Liggett, *Director of Public Projects and Facilities*; Susan Simmons, *Finance Director*; Nancy Gasen, *Director of Human Resources*; Tom Fultz, *Director of Administrative Services*; Staff members from various departments at different times during the workshop.

Present from Media: Tom Barton, *Island Packet*

1) CALL TO ORDER

2) 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.

3) NEW BUSINESS

The workshop convened at 10:00 a.m. on Thursday, November 21, 2012 at the Best Western Sea Island Inn, 1015 Bay Street, Beaufort, South Carolina, South Carolina. Mayor Laughlin introduced Mr. Lyle Sumek of Lyle Sumek Associates, Inc., and stated he would be leading the discussion. A summary of discussion can be found in the *Leader's Guide 2013 Working Document* maintained at the Town of Hilton Head Island Town Hall.

At 12:00 p.m.(noon) on Friday, November 22, Mr. Harkins moved to go into Executive Session for the purpose of Town Council's annual review of the Town Manager. Mr. Williams seconded. The motion was unanimously approved by a vote of 7-0.

Mayor Laughlin called the workshop back to order at 1:20 p.m. and stated there was no business to take up as a result of executive session.

4) ADJOURNMENT

The workshop adjourned at 12:00 p.m. (noon) on Saturday, November 23, 2013.

Vicki Pfannenschmidt, Executive Assistant

Approved: 1/7/2014

Drew A. Laughlin, Mayor