

**TOWN OF HILTON HEAD ISLAND**  
**Public Planning Committee Meeting**  
**June 2, 2016**  
**1:30p.m. – Benjamin M. Racusin Council Chambers**

Committee Members Present: Chairman Tom Lennox, David Ames, Kim Likins, John McCann

Town Staff Present: Charles Cousins, *Director of Community Development*; Jill Foster, *Deputy Director of Community Development*; Tom Fultz, *Director of Administrative Services*; Don Kirkman, *Executive Director of Economic Development Corporation*; Teresa Haley, *Administrative Assistant*

Others Present: Alex Brown, *Chairman of the Planning Commission*

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**1. Call to Order**

**2. Freedom of Information Act 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. Approval of Agenda**

The Public Planning Committee **approved** the agenda as submitted by general consent.

**4. Approval of Meeting Minutes – May 5, 2016**

The minutes of the Regular Public Planning Committee Meeting held on May 5, 2016 were **approved** as submitted by general consent.

**5. Unfinished Business**

a) Vision – Next Steps

Chairman Lennox requested that Mr. Fultz present the Visioning Process RFP. Mr. Fultz presented an overview of the RFP. Following Mr. Fultz’s presentation, the Committee discussed the RFP. The Committee discussion included the need to better defining certain tasks and deliverables as set forth on RFP Exhibit 1 and the impact of using the term “tourism” in the RFP.

Mr. Fultz then presented the Vision Communication Proposal as prepared by Rawle Murdy. The Committee discussed the details of the proposal and highlighted the goals as described therein. The Committee noted that Rawle Murdy’s role is to provide communication of the visioning process and not act as a public relations firm.

Chairman Lennox opened the meeting for public comment. Mr. Alex Brown asked the Committee to consider adding periodic follow ups as a deliverable to the RFP’s scope of services. One member of the public stated that she attended a Circle to Circle forum and expressed her agreement with the Committee regarding Rawle Murdy acting as a communications firm and not as a public relations firm.

Chairman Lennox requested a motion to approve the Visioning Process RFP with the condition that Staff is to better define the RFP for the Committee's review and approval prior to the release of the RFP. Mr. McCann moved to **approve** the motion. Ms. Likins **seconded** and the motion **passed** unanimously.

Chairman Lennox requested a motion to approve Rawle Murdy's Visioning Communication Proposal. Mr. McCann moved to **approve** the motion. Ms. Likins **seconded** and the motion **passed** unanimously.

**6. New Business** – None

**7. Committee Business** – None

**8. Adjournment**

The meeting was adjourned at 2:00p.m.

Submitted By:

Approved By: August 4, 2016

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Teresa Haley  
Administrative Assistant

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Tom Lennox  
Chairman