

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

**Date:** Tuesday, October 6, 2015

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

**Present from Town Council:** Bill Harkins, *Mayor Pro Tem*; Marc Grant, Tom Lennox, Kim Likins, John McCann, Lee Edwards, *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 & Facilities/Chief Engineer*; Brad Tadlock, *Fire Chief*; Susan Simmons, *Director of Finance*; Jennifer Ray, *Urban Designer*; Brian Hulbert, *Staff Attorney*; John Valvo, *Systems Analyst*; Joheida Fister, *Fire Marshal*; Cinda Seamon, *Fire and Life Safety Educator*; Numerous staff/crew members of Fire Rescue; Vicki Pfannenschmidt, *Executive Assistant/Town Clerk*

**Present from Media:** Zack Murdock, *Island Packet*

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**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. Fire Prevention Week**

Joheida Fister, Cinda Seamon and numerous staff/crew members of Hilton Head Island Fire Rescue were present to accept the proclamation.

**b. Beaufort-Jasper Water & Sewer Authority/Hilton Head-Broad Creek-South Island Public Service Districts– *Imagine a Day Without Water Campaign***

Representatives from each district were present to accept the proclamation.

**6) Approval of Minutes**

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

Mrs. Likins moved to approve. Mr. McCann seconded. The minutes of the September 15, 2015 Town Council regular meeting were approved by a vote of 4-0-2. Mr. Edwards and Mr. Harkins abstained as they were not present at the meeting.

## 7) **Report of the Town Manager**

### a. Update on Beach Renourishment Project Status – Scott Liggett, Director of Public Projects and Facilities

Mr. Liggett updated Council on the status of the bids received and gave detailed information regarding the bid process which was advertised with three options. He noted that they received four bids with two of them submitting pricing for all three options and two vendors submitting pricing for only one option. Mr. Liggett said he would be meeting with various officials of the gated communities for input. He explained he would be coming forward on October 20 with the detailed results and a recommendation.

### b. Presentation of Storm Ready Community Designation – Ron Morales, Warning Coordination Meteorologist

Mr. Riley explained the presentation had to be cancelled due to the recent flooding in South Carolina. He said Mr. Morales was in the field conducting surveys of the damage.

### c. Town Manager's Items of Interest

Mr. Riley reported on the items below.

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

## 8) **Reports from Members of Council**

### a. General Reports from Council

Mr. McCann moved that the draft of the agenda for the November Town Council Workshop be placed on the agenda of the upcoming meeting of the Finance & Administrative Committee, inviting all members of Council to attend, citing the importance of expressing the important issues that belong on the agenda, those items being a full report from the Arts & Cultural Strategic Planning Committee, Circle to Circle, and PSD's on sewers which may mean expanding of the time of the program, with all contributing to the formation of the workshop agenda. Mr. Edwards seconded. The motion was approved by a vote of 6-0.

Mr. Lennox stated he attended the Lowcounty Area Transportation Study (LATS) Policy Committee meeting on Friday, October 2. He reviewed the agenda items in detail explaining the process for prioritization of projects. Mr. Lennox noted the SCDOT anticipates construction to begin on approximately 109 million dollars in transportation projects between fiscal year 2016 and 2019 in the LATS Metropolitan Organization area which encompasses Beaufort and Jasper Counties with 22 million dollars being spent in Beaufort County. He detailed the projects.

Mrs. Likins stated that due to the devastation from the flooding in Columbia and as a Town Government she would like to ask the Town Manager to place a call to the municipality offering assistance and support. Mr. Riley informed Council that the MASC is coordinating a response effort and Hilton Head Island has offered a variety of resources to the endeavor.

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

No report.

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

Mrs. Likins reported the Arts & Cultural Strategic Planning Committee continues to meet and will be prepared to make recommendations at the November Workshop. She stated the meetings

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

Mr. Lennox reported the Committee will meet on October 8 and the agenda topic is visioning and a master plan for the Island.

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

No report.

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

No report.

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

Mr. McCann proposed that the Finance and Administrative Committee at its Tuesday, October 13 meeting, in executive session, review the proposed DMO contract with the Town and the Hilton Head Island – Bluffton Chamber of Commerce. He requested the item be placed on the agenda. The Mayor Pro-Tem agreed to place it on the Committee agenda.

Mr. McCann reported that at the Committee meeting held last week they conducted a beach issue session with 35 to 40 people in attendance and received 35 to 40 emails with follow up. He reported the Committee members are formulating the opinions that came forward and the item will go back to the Finance and Administrative Committee in the next two weeks for further review and they will then make a recommendation to Town Council.

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

Mr. Lennox reported the Committee met on September 16 and reviewed and analyzed the results of the June, 2015 traffic study conducted regarding Sea Pines Circle. He stated the study shows that during the three peak hours the Circle is significantly stressed and that mitigation of the traffic circle is going to be required. He said the Committee has recommended engaging the services of an urban planner to evaluate the existing corridor and the corridor as it could be improved under the new LMO. Mr. Lennox explained the RFP has been structured and will go out within the next 15 days for urban planning services.

**9) Appearance by Citizens**

Mary Lou Bolger addressed Council regarding her perception of a dangerous driving culture on Hilton Head Island and the lack of enforcement.

Peter Buonaiuto, Ron Clifford, Donald C. Peterson and Skip Hoagland addressed Council regarding requiring audits of the Hilton Head Island-Bluffton Chamber of Commerce.

**10) Unfinished Business**

**a. Second Reading of Proposed Ordinance 2015-16**

Second Reading of Proposed Ordinance 2015-16 of the Town of Hilton Head Island, South Carolina, to amend Title 2 General Government and Administration of the Municipal Code of the Town of Hilton Head Island, South Carolina by amending Chapter 5 (Meetings of Council and Rules of Procedure) Section 2-5-50, Agenda and Order of Business; 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.

**b. Second Reading of Proposed Ordinance 2015-19**

Second Reading of Proposed Ordinance 2015-19 to adopt an updated Town of Hilton Head Island Design Guide, 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.

**11) New Business**

None.

**12) Executive Session**

Mr. Riley stated he needed an executive session for contractual matters pertaining to the proposed sale, lease or purchase of property related to: a parcel near the corner of US278 and Wild Horse Road; parcels on Palmetto Bay Road; a parcel in the Mitchelville area; a matter relating to 5<sup>th</sup> Street; and a personnel matter relating to the Town Attorney Annual Performance Review.

At 4:54 p.m. Mrs. Likins moved to go into Executive Session for the reasons as set forth by the Town Manager. Mr. McCann seconded. The motion was approved by a vote of 6-0.

Mayor Pro-Tem Harkins called the meeting back to order at 6:13 p.m. and stated there was nothing to take up as a result of Executive Session.

**13) Adjournment**

Mr. McCann moved to adjourn. Mr. Grant seconded. The motion was approved by a vote of 6-0. The meeting was adjourned at 6:14 p.m.

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Vicki L. Pfannenschmidt  
Executive Assistant/Town Clerk

Approved: 10/20/2015

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William D. Harkins, Mayor Pro-Tem