



**Town of Hilton Head Island
Gullah-Geechee Land & Cultural
Preservation Task Force Meeting**

Monday, May 21, 2018 - 1:00p.m.

Benjamin M. Racusin Council Chambers

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.

- 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**
- 4. Acceptance of Meeting Minutes – May 7, 2018 Meeting**
- 5. Unfinished Business**
 - a) Gullah Liaison Primary Job Duties
 - b) Resource Center Update
 - c) Request for Proposal (RFP) Update
- 6. New Business**
 - a) None
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Adjournment**

Please note that a quorum of Town Council may result if four or more of their members attend this meeting.

Please note that a quorum of Planning Commission may result if five or more of their members attend this meeting.

Gullah-Geechee Land and Cultural Preservation Task Force
Meeting Minutes
May 7, 2018 – 1:00 PM
Council Chambers – Town Hall

Task Force Members present: Lavon Stevens, Palmer Simmons, Caroline McVitty, Todd Theodore, Martha Davis, Ibrahim Abdul-Malik, Theresa White, Shani Green, Joyce Wright

Town Council present: Marc Grant

Community Development Staff present: Jayme Lopko, Jennifer Ray, Taylor Ladd, Carolyn Grant, Brad Tadlock

- Chairman Stevens called the meeting to order at 1:02 PM.
- The agenda for today's meeting was approved by consent. The minutes from the April 16, 2018 meeting were approved as amended by consent.
- Chairman Stevens introduced Fire Chief Brad Tadlock to clarify the fire hydrant program that had been discussed at a prior meeting. Chief Tadlock clarified the priorities for Town and PSD installation of a fire hydrant and when a Town permit would be denied for not having a fire hydrant within the required distance. The Task Force and Chief Tadlock discussed leeway for permitting requirements, timing for implementing the program, the evaluation process for exemption, costs of the program, and possible coordination of this program with other infrastructure projects.
- Jayme Lopko and Joyce Wright gave an update on the Gullah Resource Center. They will continue to work toward both a physical and digital location for the Center. Ms. Wright stated that the resource center should be up and running in the next quarter.
- Jayme Lopko provided an update on the RFP. The Town received three responses to the RFP that will be evaluated based on a set of criteria. The Task Force discussed who will be on the selection committee for hiring the consultant and felt that members of the Task Force and the Gullah community should be involved. Joyce Wright made a motion that the Gullah Task Force recommend, in the form of a letter to the Town Manager, that the selection committee for the RFP should include two members of the Gullah Task Force and two people from the Gullah community. Ibrahim Abdul-Malik seconded the motion and the motion passed by a vote of 9-0-0.
- Chairman Stevens opened the meeting for public comment and the following were received: are there homes over 1,000 feet from a fire hydrant now and would we be able to save those in the event of a fire, the LMO considers placement of two homes or more as development which then requires fire hydrants and permits can be denied due to this, a physical resource location may be obsolete since people don't use hard copies anymore, you need community input on hiring a consultant that will impact the community, Carolyn Grant – the new Town Communications Director introduced herself to the Task Force, and Phil Hartman introduced himself to the Task Force and let them know he is running for the District 123 house seat.
- Chairman Stevens adjourned the meeting at 2:51 PM.

Submitted by: Jayme Lopko
Meeting date: May 7, 2018

Primary Job Duties

- Works with the public on planning issues, development regulations, and requirements that have a potential to impact Ward 1 and Gullah-Geechee/Native Island property;
- Serves as a Liaison to the Ward 1 Gullah-Geechee/Native Island community;
- Communicates information to the Ward 1 Gullah-Geechee/Native Island community on opportunities for the Town to further community goals;
- Serves as a conduit to the community to explain Town issues;
- Creates educational material for the community;
- Undertakes Town planning efforts related to Ward 1 and Gullah-Geechee/Native Island property including updating the Comprehensive Plan;
- Assists on Ward 1 related projects such as dirt road acquisition, code enforcement, business licenses, fire hydrants and public safety, neighborhood signage, art and heritage, and outreach and communication;
- Coordinates and facilitates the application and pre-application process for Native Islanders to include overseeing and setting conference appointments, maintaining related computerized information, verifying application requirements and facilitating application and pre-application meetings; clarifies issues according to the LMO and Comprehensive Plan, and answers inquiries;
- Serves as a resource to walk community members through the Town requirements that must be met to get permits for activities other than those related to development, including business licenses, and special event permits;
- Serves as a resource to the Gullah-Geechee/Native Island community on issues related to land ownership, such as property taxes, water and sewer connections, etc.; and
- Serves as manager for projects impacting Ward 1.