



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

**Monday, May 7, 2018 - 1:00p.m.**

**Benjamin M. Racusin Council Chambers**

**AGENDA**

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*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 – April 16, 2018 Meeting**
- 5. Unfinished Business**
  - a) Fire Hydrant Program Update
  - b) Resource Center Update
  - c) Request for Proposal (RFP) Update
- 6. Appearance by Citizens**
- 7. 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**  
April 16, 2018 – 1:00 PM  
Council Chambers – Town Hall

Task Force Members present: Palmer Simmons (Acting Chairman), Caroline McVitty, Todd Theodore, Martha Davis, Ibrahim Abdul-Malik, Theresa White

Community Development Staff present: Jayme Lopko, Charles Cousins, Shawn Colin, Teri Lewis, Jennifer Ray, Taylor Ladd, Nancy Gasen, Lisa Stauffer, Angie Stone

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- Chairman Stevens called the meeting to order at 1:03 PM.
- Todd Theodore made a motion to approve the agenda for today's meeting and the minutes from the March 19, 2018 meeting. Martha Davis seconded the motion and the motion passed unanimously.
- Acting Chairman Simmons introduced Charles Cousins, Community Development Director who requested feedback from the Task Force regarding duties, skills, and education for the job description of the Gullah liaison position. The Task Force asked that Mr. Cousins bring a draft of the job description back to them for review and comment.
- Acting Chairman Simmons introduced Teri Lewis, LMO Official who provided information to the Task Force in response to questions asked at a previous meeting regarding impact fees. Ms. Lewis provided information on: pathway projects completed since 1989, amount spent on pathways since 2002, amount spent on pathway maintenance, tracking manufactured homes, impact fee reduction or waiver, and the current impact fee ordinance.
- There was no update on the Resource Center. The RFP responses are due by 2pm on April 24<sup>th</sup>.
- Theresa White asked that Case Studies be postponed to a future meeting. The Task Force discussed what information they would like the case studies to contain and requested that information be sent in advance of the meeting for them to review.
- Acting Chairman Simmons opened the meeting for public comment and the following were received: how does the Town track mobile home located on the island, the Town should track the number of mobile homes on the island – there used to be more permanent homes, now more mobile homes in hurricane prone area, only fair for the Town to track mobile homes on a property by property basis, mobile home tracking language is confusing – if I am not bringing a new mobile home on the island causing more traffic then impact fees should be waived, impacts fees can be a deterrent to Gullah families, LMO says you should be keeping a count on mobile homes and if you are not then you cannot prove that I am making an impact by adding one, why are we doing case studies – document the issues to learn from so not repeated, there might be some roads that are challenged for access by emergency vehicles, and a mobile home placement permit was denied due to not having a fire hydrant within 600 feet of the unit – thought there was a program to deal with these issues.
- The Task Force asked the Ms. Lopko provide information on manufactured home permits for the past three years at the next meeting including the number of permits applied for, how many were approved/denied, and reasons for not being approved.
- Chairman Stevens adjourned the meeting at 2:51 PM.

Submitted by: Jayme Lopko  
Meeting date: April 16, 2018