



Town of Hilton Head Island
**Accommodations Tax
Advisory Committee**

Thursday, October 3, 2019 at 9:00 am
Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present from the Committee: Dru Brown, *Vice-Chairman*; Jim Fluker, Julie A. Smith, Roger Freedman and Richard Thomas

Absent from the Committee: Brad Marra, *Chairman and Stephen Arnold*

Present from Town Council: Tamara Becker

Present from Town Staff: John Troyer, *Director of Finance*; Marcy Benson, *Senior Grants Administrator*; Cindaia Ervin, *Finance Assistant*

Present from Media: None

1. Call to Order

The Chairman called the meeting to order at 9:02 a.m.

2. 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.

3. Approval of Minutes

- a. Accommodations Tax Advisory Committee, August 15, 2019

Mr. Thomas moved to approve the minutes from August 15, 2019. Mrs. Smith seconded. With no discussion, the motion passed with a vote of 5-0.

4. Unfinished Business - NONE

5. New Business

- a. Preliminary Review of 2020 Accommodations Tax Grant Applications.

John Troyer, Director of Finance, informed the Committee of the preliminary funds for the 2020 Accommodations Tax Grant awarding. He indicated that the Town expects a slight increase to aid in the 2020 awarding. The Town is expected to receive \$4.4M; however, the Finance Department is still awaiting the 3rd quarter reimbursement from the State. Dru Brown, Vice-Chairman, stated

that at this time the Committee is not in need of any additional materials from applicants and staff would reach out for additional information if any is needed.

b. Review and Approval of individual dates and times for Applicant Hearings.

Dru Brown, Vice Chairman, reviewed the individual dates and times for the applicant hearings. At that time, four applicants stated that they had a conflict. Hilton Head Symphony Orchestra, Hilton Head Choral Society, The First Tee of the Lowcountry and the Heritage Library requested a hearing date and time change. Those applicants all came to an agreement for new dates and times. All other applicants were content with the proposed dates and times.

Mr. Brown moved to approve the applicant hearing schedule for the 2020 Accommodations Tax Advisory Grant Applications. Mr. Fluker seconded. With no further discussion, the motion passed with a vote of 5-0.

c. Approval of 2020 Proposed Meeting Dates.

Mr. Brown asked the Committee Members if any of the proposed meeting dates posed any conflicts for them and there were none given. He also asked the applicants if there were any conflicts with the dates given as well and none were stated.

Mrs. Smith moved to approve the 2020 Accommodations Tax Advisory Committee meeting dates. Mr. Thomas seconded. With no further discussion, the motion passed with a vote of 5-0.

6. Adjournment

Vice Chairman Brown adjourned the meeting at 9:15 a.m.

Submitted by: Cindaia Ervin, Secretary

Approved: October 17, 2019

Brad Marra, Chairman