



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

Wednesday, May 19, 2021, 9:00 a.m.

## **MEETING MINUTES**

**Present from the Committee:** Andrew Brown, *Chairman*; James Fluker, *Vice-Chairman*; Stephen Arnold, Julie Martin, James Berghausen and John Farrell

**Absent from the Committee:** Richard Thomas

**Present from Town Council:** William Harkins, Tamara Becker and Tom Lennox

**Present from Town Staff:** John Troyer, *Director of Finance*; Erica Madhere, *Finance Administrator*; Cindaia Ervin, *Finance Assistant*

**Present from Media:** None

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### **1. Call to Order**

The Chairman called the meeting to order at 9:00 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. Roll Call-** See as noted above.

### **4. Approval of Agenda**

Chairman Brown asked for a motion to approve the agenda. Mr. Fluker moved to approve the agenda as submitted. Mr. Arnold seconded. By way of roll call, the motion was approved by a vote of 6-0.

### **5. Approval of Minutes**

**a.** Accommodations Tax Advisory Committee, April 1, 2021

Chairman Brown asked for a motion to approve the meeting minutes from April 1, 2021. Mr. Fluker moved to approve the meeting minutes as submitted. Mr. Arnold seconded. By way of roll call, the motion was approved by a vote of 6-0.

## **6. Citizen Comments**

Cindaia Ervin, Committee Secretary, stated that comments concerning agenda items were to be submitted electronically via the Town's Open Town Hall portal. The public comment period closed the day prior to the meeting at 4:30 p.m. At the conclusion of the Open Town Hall, there were no comments, however, 1 citizen did sign up to speak before the Committee today.

Skip Hoagland addressed the members of the Accommodations Tax Advisory Committee regarding his concerns of Accommodations tax and other related items.

## **7. New Business**

### **a. Hearing of 2021 Out-of-Cycle Applicants**

The following applicants made presentations to the Committee:

1. The Sandbox
2. Sea Turtle Patrol of HHI
3. Palmetto Quilt Guild, Inc.
4. The Children's Center
5. The Coastal Discovery Museum
6. The Outside Foundation
7. Lean Ensemble Theater
8. HH Symphony Orchestra

During the presentation by The First Tee of the Lowcountry, Mr. Farrell disclosed a potential conflict of interest and did not participate. The required disclosure forms are on file. After the presentations concluded, Mr. Brown thanked everyone for taking the time to present to the Committee for the Out-of-Cycle grant process.

## **8. Chairman's Report**

Chairman Brown reviewed with those present via Facebook Live that the next meeting will be held on May 26<sup>th</sup> at 9:00 a.m. for the review and recommendation for the 2021 Out-of-Cycle Grants. Once awarded by ATAC. Town Council will review and award the grants at a later meeting. Also, Mr. Brown stated that the May 28<sup>th</sup> meeting previously held for an additional day of out-o-cycle hearings has been cancelled. All 2020 grants awarded by Town Council have an expiration date of December 31<sup>st</sup>, 2021. Mr. Brown asked that organizations that need information regarding the balance of their grants should contact Committee Secretary, Cindaia Ervin.

## **9. Adjournment**

Chairman Brown adjourned the meeting at 11:00 a.m.

**Submitted by:** Cindaia Ervin, Secretary

**Approved:** July 8, 2021