



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

Thursday, October 6, 2022, at 9:00 a.m.

## **MEETING MINUTES**

**Present from the Committee:** Jim Fluker, *Chairman*; James Berghausen, Julie Martin, John Farrell and Margaret Johnson

**Absent from the Committee:** Stephen Arnold and Richard Thomas

**Present from Town Council:** None

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

**Present from the Media:** None

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

The meeting was called to order at 9:00 a.m.

### **2. FOIA 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. Roll Call-** See as noted above.

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

- a. Chairman Fluker asked for a motion to approve the agenda. Mrs. Johnson moved to approve the agenda as submitted. Ms. Martin seconded. By way of roll call, the motion was approved by a vote of 5-0-0.

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

- a. Accommodations Tax Advisory Committee Meeting August 11, 2022

Chairman Fluker asked for a motion to approve the revised meeting minutes from August 11, 2022. Mrs. Johnson moved to approve the meeting minutes as submitted. Ms. Martin seconded. By way of roll call, the motion was approved by a vote of 5-0-0.

### **6. Appearance by Citizens**

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 submitted, however, there was one request from a citizen to speak to the Committee in person.

At the time of appearance by citizens and again prior to the chairman adjuring the meeting, Mr. Skip Hoagland was not present.

## **7. New Business**

### **a. Consideration of the Proposed Calendar Year 2023 Meeting Dates**

Chairman Fluker asked for a motion to approve the proposed calendar year 2023 meeting dates. Mrs. Johnson moved to approve the meeting dates as submitted. Ms. Martin seconded. By way of roll call, the motion was approved by a vote of 5-0-0.

### **b. Consideration of the Proposed Dates and Times for the Applicant Hearings**

Chairman Fluker asked for a motion to approve the proposed dates and times for the applicant hearings except for those applicants that have timing issues to be worked out. Mr. Berghausen moved to approve the proposed dates and times for the applicant hearings as submitted. Ms. Martin seconded. By way of roll call, the motion was approved by a vote of 5-0-0.

### **c. Preliminary Review of the 2023 Accommodations Tax Grant Applications**

Chairman Fluker asked the Committee Members if they had any questions for the applicants that they could be stated today or emailed to Ms. Ervin to request additional information and a few Committee Members stated they previously discussed with Ms. Ervin information they would like to see.

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

Chairman Fluker urged applicants in the future to be mindful when uploading financials to provide the most current information. He also expressed that reviewing the applications is important to the Committee and that they will be looking at all information submitted closely. Mr. Fluker stated that he is cautious in saying that there "might" be sufficient funding and it is also possible that some applicants may be disappointed in their recommending decisions but they have a duty to follow the statutory requirements and is hopeful the Committee will be able to fund each applicant in full, but it is not guaranteed.

## **9. Adjournment**

At 9:17 a.m. Mr. Fluker adjourned the meeting.

**Submitted by:** Cindaia Ervin, Secretary

**Approved:** November 3, 2022