



Town of Hilton Head Island
**FINANCE & ADMINISTRATIVE
COMMITTEE MEETING**
Tuesday, March 21, 2023, 1:00 PM
Minutes

Present from the Committee: Alex Brown, *Chairman*; David Ames, Steve Alfred, Glenn Stanford, *Members*

Present from Town Council: Mayor Alan Perry, Patsy Brison, Tamara Becker

Present from Town Staff: Marc Orlando, *Town Manager*; Josh Gruber, *Deputy Town Manager*; Angie Stone, *Assistant Town Manager*; Bob Bromage, *Director of Public Safety*; Rich Groth, *Procurement Officer*; Marcy Benson, *Senior Grants Administrator*; Mac Deford, *General Counsel*; Ashley Goodrich, *Principal Planner*; Cindaia Ervin, *Interim Town Clerk*

1. Call to Order

Chair Brown called the meeting to order at 10:00 a.m.

2. FOIA Compliance: Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

Ms. Ervin confirmed compliance with the SC Freedom of Information Act.

3. Roll Call

Attendance was confirmed by way of roll call.

4. Approval of the Minutes

a. Regular Meeting – January 17, 2023

Mr. Ames moved to approve. Mr. Stanford seconded. Motion carried 4-0.

5. Appearance by Citizens

Skip Hoagland addressed the Committee regarding the Hilton Head Island Bluffton Chamber of Commerce.

6. New Business

a. Review and Discussion of the Town of Hilton Head Island's Affiliated Agency Funding Request Applications for Fiscal Year 2024

Representative of the following agencies conducted presentations and answered questions from the Committee members:

Mitchelville Preservation Project
Coastal Discovery Museum
Hilton Head Island Recreation Association
USCB Event Management and Hospitality Training
LRTA – Palmetto Breeze
14th Circuit Solicitor – Multidisciplinary Court

14th Circuit solicitor – Career Criminal Program
Beaufort County Economic Development Corporation
Hilton Head Regional Habitat for Humanity

Upon conclusion of the presentations, public comment was received. Presentations and comments can be accessed through the Town website listed below.

- b. Consideration of Proposed Amendments to Provisions of Title 11, Chapter 1 of the Municipal Code for the Town of Hilton Head Island to Provide for a Small and Minority-Owned Disadvantaged Business Enterprise Utilization Program and a Corresponding Good Faith Effort Program

Without objection, it was decided the item above will be placed on a future Finance and Administrative Committee agenda with the date to be determined.

- c. Preliminary Review and Discussion of the Marketing Plan for the Town of Hilton Head Island Destination Marketing Organization

Ariana Pernice, Vice President of the Visitor and Convention Bureau of the Hilton Head Island – Bluffton Chamber of Commerce conducted a brief presentation and answered questions regarding the marketing plan. Committee members provided input as to how they would like the plan developed.

- d. Consideration of a Resolution of the Town of Hilton Head Island Authorizing the Town to Enter into an Intergovernmental Agreement with Beaufort County for the Collection of Library and Transportation Impact Fees

Josh Gruber conducted a brief presentation and answered questions from Committee members. After discussion, Mr. Ames moved to forward the Resolution to Town Council for consideration. Mr. Stanford seconded. Motion carried 4-0.

- e. Consideration of a Resolution for the Housing & Urban Development /Community Development Block Grant Entitlement Program- 2023 Annual Plan Request for Project Approval

Without objection, it was decided the item above will be placed on a future Finance and Administrative Committee agenda with the date to be determined.

7. Adjournment

The meeting was adjourned at 2:59 p.m.

Drafted and Submitted by:
Vicki L. Pfannenschmidt
Temporary Administrative Assistant

APPROVED: April 4, 2023

The recording of this meeting can be found on the Town's website at www.hiltonheadislandsc.gov