



The Town of Hilton Head Island Accommodations Tax Advisory Committee Regular Meeting

**Thursday, November 5, 2015
9:00 a.m. – Benjamin M. Racusin Council Chambers**

AGENDA

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 Minutes**
 - a. Regular Accommodations Tax Advisory Committee Meeting of October 29, 2015.
- 4. Chairman's Report**
- 5. Unfinished Business**
None
- 6. New Business**
 - a. Review applications and determine final recommendations for the 2015 Accommodations Tax Grants
 - b. Approval of 2016 Proposed Meeting Dates
- 7. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

**TOWN OF HILTON HEAD ISLAND
ACCOMMODATIONS TAX ADVISORY COMMITTEE**

Date: October 29, 2015 **Time:** 9:00 a.m.

Members Present: Mike Alsko, *Chairman*; Stewart Brown, *Vice-Chairman*; Trish Heichel, Rob Bender, Charlie Miner, Cliff McMackin, Brad Marra

Members Absent: None

Council Present: John McCann and Tom Lennox

Staff Present: Susan Simmons, *Director of Finance*; Brian Hulbert, *Staff Attorney*; Marcy Benson, *Senior Grants Administrator*; Erica Madhere, *Finance Administrator*; Cindaia Ervin, *Finance Assistant*

Others Present: Various representatives from organizations that applied for ATAX Grants, members of the public

Media: None

1. Call to Order:

The meeting was called to order at 9:04 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. Approval of Minutes:

Ms. Heichel moved to approve the Minutes of October 22, 2015. Mr. Brown seconded the motion. The Motion passed with a vote of 7-0.

4. Chairman's Report:

None

5. Unfinished Business:

None

6. New Business:

Mr. Alsko reported that Finance Staff had been informed that the State did not have the July-September ATAX amount available. The Committee discussed whether the November 5th recommendation meeting should be rescheduled. They determined to meet as scheduled to discuss their recommendations but would plan to only vote on final recommendations once the final number was made available. If necessary, an additional meeting will be scheduled if the July-September amount is received too late.

a. Hearing of applicants

The following applicants made presentations to the Committee during the morning session:

1. Hilton Head Concours d' Elegance
2. Memory Matters

3. The Heritage Library: *Foundation, Speaker Series & History Day*
4. The Coastal Discovery Museum
5. The Sandbox
6. Mitchelville Preservation Project
7. Native Island Business & Community Association
8. Art League of Hilton Head

Mr. Brown disclosed a potential conflict of interest during the presentation by the Hilton Head Island Concours d' Elegance and Motoring Festival and did not participate. The required disclosure form is attached.

During the presentation by the Art League of Hilton Head, Ms. Heichel and Mr. Miner disclosed a potential conflict of interest and did not participate. The required disclosure forms are attached.

The Committee broke for lunch at 1:25 p.m. and resumed the meeting at 2:00 p.m. with presentations from the following organizations.

9. Hilton Head Island Wine & Food Festival
10. The Outside Foundation
11. Town of Hilton Head Island
12. Hilton Head Recreation Association: *Wingfest & Oyster Festival*
13. David M. Carmines Memorial Foundation: *Seafood Festival*
13. Skull Creek 4th of July Celebration
14. Shelter Cove Harbour Company Harbourfest and 4th of July Fireworks
15. Harbour Town Merchants Association 4th of July Celebration

During the presentation by the Hilton Head Island Wine & Food Festival, Mr. Bender disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

Mr. Marra disclosed a potential conflict of interest during the presentation by the Shelter Cove Harbour Company and did not participate. The required disclosure form is attached.

During the presentation by the Harbour Town Merchants Association, Mr. Bender disclosed a potential conflict of interest and did not participate. The required disclosure form is attached.

7. Adjournment:

Mr. Brown moved to adjourn the meeting. Ms. Heichel seconded the Motion. The motion passed unanimously and the meeting was adjourned at 3:50 p.m.

Approved:

Respectfully submitted:

Mike Alsko, Chairman

Cindaia Ervin, Secretary

ACCOMMODATIONS TAX ADVISORY COMMITTEE 2016 SCHEDULE

Thursday	April 7	9:00 a.m. – DMO Budget & Marketing Plan Presentation	Council Chambers
Wednesday	July 13	9:00 a.m. – Swearing in of members, Election of officers	Council Chambers
Monday	August 15	8:00 a.m. – Grant Application available for electronic filing	www.hiltonheadislandsc.gov
Thursday	August 25	9:00 a.m. – ATAX Applicant Workshop	Council Chambers
Friday	September 16	4:00 p.m. – Application Deadline	www.hiltonheadislandsc.gov
Thursday	October 6	9:00 a.m. – Preliminary Review of Applications	Council Chambers
Thursday	October 20	9:00 a.m. – 4:30 p.m. Applicant Hearings	Council Chambers
Thursday	October 27	9:00 a.m. – 4:30 p.m. Applicant Hearings	Council Chambers
Thursday	November 3	9:00 a.m. – Review and Recommendations	Council Chambers

Notes: Town Council will meet to award the Accommodations Tax Grants on _____(TBD)_____ at _____(TBD)_____ in Council Chambers.