

**THE TOWN OF HILTON HEAD ISLAND**  
**SPECIAL TOWN COUNCIL MEETING**

**Date:** Thursday, February 2, 2012

**Time:** 5:00 P.M.

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Ken Heitzke, *Mayor Pro-Tem*; George Williams, Bill Harkins, Bill Ferguson, Kim Likins, and Lee Edwards, *Council Members*.

**Absent from Town Council:** None

**Present from Town Staff:** Stephen G. Riley, *Town Manager*; Susan Simmons, *Director of Finance*; Brian Hulbert, *Staff Attorney*; Marcy Benson, *Senior Grants Administrator*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Erica Madhere, *Finance Assistant*; Debra Cyrilla, *Human Resources Assistant*; Lynn Buchman, *Administrative Assistant*

**Present from Media:** Tom Barton, *Island Packet*

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**1. CALL TO ORDER**

**2. PLEDGE TO THE FLAG**

**3. INVOCATION**

**4. 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.

**5. NEW BUSINESS**

Mayor Laughlin invited Bret Martin, Chair of the Accommodations Tax Advisory Committee to speak concerning the recommendations before Town Council. Mr. Martin reviewed the process that took place and how they arrived at their recommendations. Mayor Laughlin thanked Mr. Martin and the Committee Members for their hard work.

**a. Consideration of recommendations of the Accommodations Tax Advisory (ATAX) Committee for the purpose of allocating the proceeds of the Accommodations Tax Funds.**

Mr. Heitzke moved to approve. Mr. Harkins seconded.

Each recommendation of the Committee was reviewed and discussed. During the discussion of the Main Street Youth Theatre, Kim Likins disclosed a potential conflict of interest and temporarily left the dais. The required disclosure form is attached.

It was noted there was a balance of \$22,853 left after the recommendations of the Accommodations Tax Advisory Committee.

Mayor Laughlin suggested Council discuss the changes they would like to make, if any, and after in agreement that an amended motion be made to include all changes. All Council members were in agreement with the suggestion. After comments and discussions among the Town Council as to the additional allocation of the \$22,853, members of Town Council were in agreement to increase the recommendations of the Accommodations Tax Advisory Committee in the following areas:

The Sandbox from \$45,000 to \$50,000.  
 South Carolina Repertory Company from \$10,000 to \$15,000.  
 Hilton Head Concours d'Elegance from \$98,000 to \$103,000.  
 The Heritage Library from \$10,000 to \$15,000.  
 Hilton Head Area Hospitality Association from \$34,000 to \$36,853.  
 The increases above total \$22, 853.

Mr. Harkins moved to amend the motion to accept the recommendations of the Accommodations Tax Advisory Committee as discussed and modified as stated above. Ms. Likins seconded. The amendment was approved by a vote of 7-0. The list below designates all grants being considered for approval by Town Council.

<b>\$ Approved By Town Council</b>	<b>Agency Name</b>	<b>Forward Funded Grants Approved by Town Council</b>
50,000	Art League of Hilton Head	
N/A	Arts Center of Coastal Carolina	\$ 346,678
0	Beaufort County Black Chamber of Commerce	
8,000	Harbour Town Merchants Assoc.-(July 4th fireworks)	
5,000	Hilton Head Audubon Society	
22,000	Hilton Head Choral Society	
103,000	Hilton Head Concours d'Elegance	
12,000	Hilton Head Dance Theater	
36,853	Hilton Head Area Hospitality Association	
0	Hilton Head Island Airport	
8,000	Hilton Head Island St. Patrick's Day Parade	
240,000	Hilton Head Island-Bluffton Chamber of Commerce VCB	
30,000	Hilton Head Symphony Orchestra - Special Request	
42,000	Main Street Youth Theater	
0	Comm. Found. of Lowcountry- Mitchelville Preservation Project	
N/A	Native Island Business & Community	75,266
0	SC Lowcountry & Resort Islands Tourism	
8,000	Shelter Cove Harbour Company-(July 4th fireworks)	
6,650	Skull Creek July 4th Celebration	
15,000	South Carolina Repertory Company	
168,000	The Coastal Discovery Museum	
15,000	The Heritage Library	
50,000	The Sandbox	
N/A	Town of Hilton Head Island	878,106

All applicants were afforded the opportunity to speak concerning their requests and respond to any comments or questions Council members posed during discussion of their applications. Members of the public were also invited to speak.

After discussion and suggestions from Town Council Members the amendment was approved by a vote of 7-0. Mr. Heitzke moved to amend the motion to add security for the purposes for which the Hilton Head Island Saint Patrick's Day Parade can use their awarded funds. Mr. Williams seconded. The amendment was approved by a vote of 7-0. The original motion as amended was approved by a vote of 7-0 with Ms. Likins renewing her recusal as to the vote in

connection with Main Street Youth Theatre funding.

The total amount awarded by Town Council for new grant applicants was \$819,503. The total amount awarded by Town Council for forward funded grants was \$1,300,050.

**b. Consideration of a recommendation regarding the Mitchelville Preservation Project Grant**

Consideration of a recommendation to extend the 2011 Mitchelville Preservation Project Grant for one year.

Mr. Riley explained that the 2010 application for Mitchelville included reference to advertising and promotion. He said it also included references to partnerships and a small construction project that could be eligible. He explained the Town's internal rules are that the grantee needs to spend the money within one year but State law allows up to two years. Mr. Riley noted \$15,000 of the original grant of \$50,000 was expended on the grant with a balance of \$35,000. He added that by the Town internal rules the \$35,000 would relapse and be available for allocation in the following year without further action. He said staff is recommending that the grant be extended for one year to give them the opportunity to expend the funds on promotion, advertising and the small construction project which are eligible under the grant as expenditures. Mr. Heitzke moved to approve the carryover of the balance of the funds awarded last year but not expended. Mr. Harkins seconded. The motion was approved by a vote of 7-0.

**6. ADJOURNMENT**

Mr. Williams moved to adjourn the meeting at 6:27 p.m. Mr. Edwards seconded. The motion was approved by a vote of 7-0.

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Vicki Pfannenschmidt, Executive Assistant

Approved:

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Drew A. Laughlin, Mayor