

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

**Date:** July 30, 2013 **Time:** 11:00 a.m.  
**Members Present:** Robert Stenhammer, *Chairman*; Frank Soule, Trish Heichel, Stewart Brown, Rob Bender, Bob Spear  
**Members Absent:** Mike Alsko, *Vice-Chairman*  
**Staff Present:** Susan Simmons, *Director of Finance*; Bret Martin, *Deputy Director of Finance*; Lynn Buchman, *Administrative Assistant-Executive Department*  
**Council Present:** None  
**Others Present:** None  
**Media:** None

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**1. Call to Order:**

The meeting was called to order at 11:00 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. New Business:**

**a. Amend the Accommodations Tax Advisory Committee 2013 Meeting Schedule**

Mr. Brown made a motion to move the date that the 2014 Accommodations Tax Grant Application will be available for electric filing on-line from August 26 to August 19, to move the date of the ATAX Applicant Workshop from September 10 to August 27, and to move the Application filing deadline date from September 27 to September 20. Mr. Spear seconded the motion. The motion passed unanimously 6-0.

The Committee discussed changing the ATAX Applicant Workshop to an official Accommodations Tax Advisory Committee Meeting so that all Committee Members may be present. The purpose of the Workshop Meeting would be to ensure the Applicants understand the changes that have been made to the Application, to express philosophies, principles, and expectations that will be guiding the Committee's decision making, to hear Applicant concerns and questions, and to ultimately work on improving the Application process for the following year. In transforming the Workshop to a more formal approach, the Committee would strongly encourage Applicants to attend. Ms. Heichel made a motion to change the ATAX Applicant Workshop to an official Accommodations Tax Advisory Committee meeting. Mr. Bender seconded the motion. The motion passed unanimously 6-0.

**4. Adjournment:**

The meeting was adjourned at 11:18 a.m.

**Approved:**

**Respectfully submitted:**

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**Robert Stenhammer, Chairman**

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**Erica Madhère, Secretary**