

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

**Date:** Tuesday, April 2, 2013

**Time:** 4:00 P.M.

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Bill Harkins, *Mayor Pro Tem*; George Williams, Lee Edwards, Marc Grant, John McCann, *Council Members*

**Absent from Town Council:** Kim Likins, *Council Member*

**Present from Town Staff:** Steve Riley, *Town Manager*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Charles Cousins, *Director of Community Development*; Lavarn Lucas, *Fire Chief*; Bret Martin, *Deputy Director of Finance*; Jill Foster, *Deputy Director of Community Development*; Shawn Colin, *Deputy Director of Community Development*; Heather Colin, *Development Review Administrator*; Anne Cyran, *Senior Planner*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Brian Heffernan, *Island Packet*

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**1) CALL TO ORDER**

Mayor Laughlin called the meeting to order at 4:00 p.m.

Mayor Laughlin stated Council Member Likins had notified staff that she would not be able to attend today's meeting.

**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) Proclamations and Commendations**

**a. St. Patrick's Day Parade 30<sup>th</sup> Anniversary**

Committee members Kim Capin, Alan Perry, Frank Dunne, Michael Taylor, Erin Reilley Booth, Jim Laferriere, Bill Harper, Lynne Hummell, Tom Reilley and Laura Reilley were present to accept the commendation.

**b. National Telecommunications Week**

Tammye Brown, Communications Supervisor, Norma Moore, Communications Supervisor and Sheila Boyll, Communications Dispatcher were present to accept the Proclamation.

**c. Women in Philanthropy**

Margaret Sanders, Chairperson along with numerous members of Women in Philanthropy were present to accept the commendation.

**6) Approval of Minutes**

**a. Town Council Meeting – March 19, 2013**

Mr. Harkins moved to approve. Mr. Williams seconded. The minutes of the March 19, 2013 Town Council meeting were approved by a vote of 6-0.

**7) Report of the Town Manager**

**a. Town Managers Items of Interest**

Mr. Riley reported on some items of interest.

**b. Economic Development Board Process**

Mr. Riley referenced the memos included in the packet concerning accelerating the Economic Development Board process and Board issues. It was the consensus of Council to include discussion of the issues in Item 11.b. under New Business.

**8) Reports from Members of Council**

**a. General Reports from Council**

None.

**b. Report of the Intergovernmental Relations Committee – George Williams, Chairman**

No report.

**c. Report of the Personnel Committee – Lee Edwards, Chairman**

No report.

**d. Report of the Planning & Development Standards Committee – John McCann, Chairman**

No report.

**e. Report of the Public Facilities Committee – Kim Likins, Chairman**

No report.

**f. Report of the Public Safety Committee – Marc Grant, Chairman**

No report.

**g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member**

No report.

**9) Appearance by Citizens**

None.

## 10) Unfinished Business

### a. Second Reading of Proposed Ordinance 2013-01

Second Reading of Proposed Ordinance 2013-01 to amend Title 16 of the Municipal Code of the Town of Hilton Head Island, South Carolina, the Land Management Ordinance, Chapter 4, Article XVII. This amendment, commonly referred to as the *LMO Amendment to Amend Maximum Structure Height*, as noticed in the Island Packet on December 30, 2012, includes a revision to Chapter 4, Article XVII, Section I, Maximum Structure Height; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Williams seconded. The motion was approved by a vote of 6-0.

## 11) New Business

### a. Consideration of a Resolution – Fair Housing Month

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, SC to proclaim April, 2013 as Fair Housing Month.

Mr. Williams moved to approve. Mr. Harkins seconded. The motion was approved by a vote of 6-0.

### b. Consideration of a Recommendation – Economic Development Corporation

Consideration of a Recommendation that Town Council approve the proposed screening process to select Board of Directors for the EDC (Economic Development Corporation) and proposed EDC bylaws (“Exhibit A”).

Mr. Harkins moved to approve. Mr. Edwards seconded. There was an extended discussion regarding the level of specificity of Board member qualities and qualifications that should be included in the bylaws and/or the solicitation for potential board members. Included within this discussion were various comments from Council members concerning their views on what qualities were being sought in the Board and their expectations of the Board’s role.

Staff noted that our standard Board and Committee Application Form was not used in the solicitation of interest posted on the website. An application specific to this Board had been created and posted on the Town website. The application became available on March 25 and will close on Friday April 19<sup>th</sup>.

Following a discussion of the proposed screening process, Council concurred with the outline as presented by Staff, but noted that while the full Town Council was expecting to participate in the process, it was unlikely that every Council member would in fact be able to participate in every meeting and interview.

There followed a discussion of the proposed bylaws. As drafted, Town Council would make the initial appointments as well as all future appointments and reappointments. Staff had suggested that an alternative would be to grant the Board a higher degree of independence by allowing them to make the future appointments and reappointments. Council members generally supported this concept.

There was a discussion of the role of the Town Manager on the Board as well as the concept of having a Council member representative on the Board. Following discussion there was a general consensus that a Council member would not serve on the Board, that the by-laws should be clarified to be clear that the Town Manager would be an ex officio member, and that the Town Manager would not be designated in the bylaws as the Treasurer for the Board.

A variety of other changes and clarifications to the bylaws were suggested by several members of Council, which Staff agreed to take under further consideration.

Mayor Laughlin asked for public comment. Mr. Terry Ennis approached the dais and defined his expectations and hopes concerning the creation of the Economic Development Corporation.

After discussion, the maker and the seconder of the motion agreed to amend the motion to approve the screening process as outlined and to ask staff to revise the by-laws based on Council's input. The amended motion was approved by a vote of 6-0.

## **12) Executive Session**

Mr. Riley stated he needed an Executive Session for contractual matters pertaining to land acquisition, including a request to acquire or use town owned land; legal matters pertaining to threatened litigation; and legal matters pertaining to the Republic Waste hauling contract.

At 6:02 p.m. Mr. Harkins moved to go into Executive Session for the reasons given by the Town Manager. Mr. Williams seconded. The motion was approved by a vote of 6-0.

Mayor Laughlin called the meeting back to order at 7:04 p.m. and stated there was no business as a result of the Executive Session.

## **13) Adjournment**

Mr. Williams moved to adjourn. Mr. Edwards seconded. The motion was approved by a vote of 6-0. The meeting was adjourned at 7:04 p.m.

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Vicki Pfannenschmidt  
Executive Assistant

Approved: 4/23/2013

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Drew A. Laughlin, Mayor