

TOWN OF HILTON HEAD ISLAND  
**INTERGOVERNMENTAL RELATIONS COMMITTEE**  
Minutes of the Monday, June 15, 2015  
Regular Meeting

*Members Present:* Bill Harkins, *Chairman*, John McCann and Thomas W. Lennox (who arrived at 10:05 AM), *Council Members*

*Members Absent:* None

*Others Present:* Kim Likins, *Council Member*; Joe Croley, *Lowcountry Inside Track*; Jocelyn Staigar, *Hilton Head Area Association of Realtors*

*Staff Present:* Jill Foster, *Deputy Director of Community Development*; Faidra Smith, *Administration Manager/Public Information Coordinator*; and Lynn Buchman, *Senior Administrative Assistant*

*Media Present:* None

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**1. Call to Order**

The meeting was called to order at 10:00 a.m. by Chairman Harkins.

**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 motion to approve the minutes of the April 20, 2015 meeting of the Intergovernmental Relations Committee was made by Mr. McCann and seconded by Mr. Harkins. The motion was adopted by a vote of 2-0, with Mr. Lennox arriving after the vote was taken.

**4. Chairman's Report**

None.

**5. Unfinished Business**

None.

**6. New Business**

**a. Consideration of a Recommendation to Town Council for Approval of a Resolution Identifying the Direct Recipient for MPO Public Transportation Funds**

Chairman Harkins introduced Jill Foster, Deputy Director of Community Development. Ms. Foster explained the proposed Resolution included in the agenda packet, which would designate Lowcountry Regional Transportation Authority (LRTA), Palmetto Breeze, as a direct recipient to receive public transit funds on behalf of the Metropolitan Planning Organization (MPO). She briefly outlined the need for creation of the MPO in 2013, known as the Lowcountry Area Transportation Study (LATS), and the steps taken in forming the MPO, which includes parts of Jasper County, most of Beaufort County, all of the City of Beaufort, the Town of Port Royal, portions of the City of Hardeeville, and all of the Towns of Bluffton and Hilton Head Island.

She reviewed the requirements to receive Federal monies, which included the adoption of a long range regional transportation plan, which LCOG has contracted to be prepared, and a draft is expected in the fall for adoption. A list of regional transportation improvement projects is also required, along with the designation of a direct recipient to receive public transit funds by the areas requiring the formation of the MPO, i.e., Southern Beaufort County, Bluffton, and Hilton Head Island. The proposed Resolution will allow LRTA, as the public transportation authority serving this area, to be a direct recipient of the guaranteed Federal funds given to the MPO. However, she pointed out that the funds cannot be distributed to LRTA until all 3 governments and the LATS Policy Board have passed similar Resolutions. If one of the entities fails to adopt such a Resolution, they will still receive Federal money, but the service by LRTA could possibly be cut to that area.

Chairman Harkins and Ms. Foster discussed the level and term of funding that can be expected. Ms. Foster indicated that the Federal Transit Administration has not yet confirmed the amount, but these would be annual funds with no need to re-apply each year. This has made it difficult for LRTA to provide a budget to the various governments, since these are matching funds that could be used for planning, operating, capital expenses, and administration in varying percentages. She confirmed for Chairman Harkins that the Town funds already allocated in the budget for LRTA can serve as the matching funds required from the Town. She explained the Town has been providing rural funds, which is Section 5311 funds that are not a mandatory requirement. Urban funds, however, which is the requirement based on the MPO, is a required match. LRTA will be determining the amount needed to operate, and once the funds are received, they will be apportioned accordingly. Ms. Foster indicated it is the hope that these funds will be close to what has been requested each year from the Town and not be much of an increase, and could possibly result in a decrease in the request.

Ms. Likins inquired about the funding received by LRTA from Bluffton and Beaufort. Ms. Foster indicated Bluffton had not been contributing to LRTA, since they were not required to do so, and they are now struggling to understand the issues involved. Beaufort County had been doing so, but she did not know the amount of funding. Mr. McCann confirmed with Ms. Foster that the Town of Hilton Head Island would be taking the lead by approving this Resolution first. Ms. Foster pointed out that the Resolution not only designates the LRTA as the direct recipient for the funds, but it also assures the State and Federal agencies that the Town will be working with the other local governments to provide matching funds. Both statements are required in the Resolution.

Mr. McCann moved that the Committee recommend to Town Council that the Resolution be adopted, and Mr. Lennox seconded. The motion was approved by a vote of 3-0.

Chairman Harkins thanked Ms. Foster for her presentation and noted this would bode well for a very important agency which provides needed transportation.

## 6. Adjournment

At 10:10 a.m. Mr. McCann moved to adjourn and Mr. Lennox seconded. The motion was approved by a vote of 3-0.

Respectfully submitted:

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Lynn W. Buchman  
Senior Administrative Assistant

Approved on January 25, 2016:

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Bill Harkins, Chairman