

THE TOWN OF HILTON HEAD ISLAND
SPECIAL MEETING/BUDGET WORKSHOP

Date: Tuesday, May 12, 2015

Time: 4:00 P.M.

Present from Town Council: David Bennett, *Mayor*; Bill Harkins, *Mayor Pro Tem*, Lee Edwards, Marc Grant, Tom Lennox, Kim Likins, John McCann, *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Brad Tadlock, *Fire Chief*; Nancy Gasen, *Director of Human Resources*; Susan Simmons, *Director of Finance*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Tom Fultz, *Director of Administrative Services*; Brian Hulbert, *Staff Attorney*; Julian Walls, *Facilities Manager*; Ed Boring, *Deputy Fire Chief*; Mike Mayers, *Deputy Fire Chief*; Jill Foster, *Deputy Director of Community Development*; Jeff Buckalew, *Town Engineer*; Brian McIlwee, *Assistant Town Engineer/Storm Water Manager*; Victoria Shanahan, *Accounting Manager*; Erica Madhere, *Finance Administrator*; John Valvo, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant/Town Clerk*

Present from Media: Zach Murdock, Josh Mitelman, Island Packet

1. Call to Order

Mayor Bennett called the special meeting/budget workshop to order at 4:03 p.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. Review of Budgets of Affiliated Agencies

- a. Solicitor's Office – Drug Court and Career Criminal Program
- b. Beaufort County Sheriff's Office
- c. USCB Event Management and Hospitality Training Program
- d. Hilton Head Island Economic Development Corporation
- e. Shore Beach Services, Inc.
- f. Coastal Discovery Museum
- g. Island Recreation Association
- h. Palmetto Breeze (LRTA)
- i. Community Foundation of the Lowcountry Public Art Exhibition

Representatives from the above organizations were present and answered questions from Council. Mayor Bennett referenced staff recommendations and after discussion, Council was in agreement to increase the funding for Palmetto Breeze (LRTA) to the revised requested amount of \$200,000 and to identify funding to add an additional \$50,000. In addition staff was directed to identify funding to increase the Beaufort County Sheriff's Office by an additional \$75,000 to cover reimbursement for the Detention Center operations.

4. Review of General Operating Budget

Susan Simmons presented a power point and conducted a review of the general fund budget, general fund expenditures by type, studies and special projects and the bigger picture funding. She reviewed projects that are included and not included in the proposed budget. Discussion ensued regarding developing cost estimates for the Island wide traffic study and master plan. Mayor Bennett stated he felt Council would have better direction on capital needed for sewer service after the completion of the Sewer Summit scheduled for Thursday, May 14.

Ms. Simmons reviewed the millage rates and millage rate cap calculations and FY15 Council directives regarding the reserve for dredging.

5. Review of Debt Service

Mrs. Simmons discussed the debt service fund budget, status of existing bonds and new bonds that are planned.

She reviewed the budget meeting time line and asked Council to be prepared to finalize their directives regarding proposed changes and/or additions by the planned budget preparation wrap up to be held on June 2 prior to first reading on June 9.

6. Appointments to the Arts and Cultural Strategic Planning Committee

7. Executive Session

Before discussion of **Item 6** above, Mr. Riley stated he needed an executive session for personnel matters related to appointments to board and commissions and also contractual matters related to land acquisition. At 7:02 p.m. Mr. Harkins moved to go into executive session for the reasons outlined by the Town Manager. Mrs. Likins seconded the motion. The motion was unanimously approved by a vote of 7-0.

Mayor Bennett called the meeting back to order at 8:07 p.m. stating no action was taken during Executive Session and asked if there was any business as a result of the Executive Session. Mrs. Likins confirmed there was and her motion regarding Item 6 of the agenda is listed below:

Mrs. Likins moved to appoint the following individuals to the new Community Services Arts and Cultural Strategic Planning Committee:

- Jane Joseph as an At Large Member
- Mary Ann Bastnagel as an At Large Member
- Janice Gray as a representative for the Art League
- Jim Collett as a representative for Hilton Head Symphony Orchestra
- Robert Lee as a representative for the Arts Center of Coastal Carolina
- Ben Wolfe as an At Large Member
- Lisa Snyder as an At Large Member
- Hannah Horne as an At Large Member
- Mary-Ellen Eberly as an At Large Member

Mrs. Likins further moved to appoint Jane Joseph as the Chairperson of the committee and Mary Ann Bastnagel as Vice Chairperson of the Committee. Mr. Edwards seconded. The motion was unanimously approved by a vote of 7-0.

8. Adjournment

Mayor Bennett adjourned the meeting at 8:09 p.m.

Approved: 06/02/2015

Vicki L. Pfannenschmidt,
Executive Assistant/Town Clerk

David Bennett, Mayor