

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

Date: Tuesday, May 5, 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*; Teri Lewis, *LMO Official*; Ed Boring, *Deputy Fire Chief*; Randy Lindstrom, *Battalion Chief of Planning*; Jill Foster, *Deputy Director of Community Development*; Shawn Colin, *Deputy Director of Community Development*; Chris Yates, *Chief Building Inspector*; Jeff Buckalew, *Town Engineer*; Darrin Shoemaker, *Traffic & Transportation Engineer*; Shea Farrar, *Senior Planner*; Anne Cyran, *Senior Planner*; Marcy Benson, *Senior Grants Administrator*; Victoria Shanahan, *Accounting Manager*; Rene Phillips, *Website Coordinator*; Karen Campbell, *Asset Management and Loss Administrator*; Tim Kelly, *Fire Apparatus Operator*; Sally Krebs, *Sustainable Practices Coordinator*; John Valvo, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant/Town Clerk*

Present from Media: Zach Murdock, Island Packet

1) CALL TO ORDER

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

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. Building Safety Month Proclamation

Chris Yates was present to accept the proclamation.

b. Bike Month Proclamation

Frank Babel, Co-Chair of the Bicycling Advisory Committee and Hannah Horne, Director of Public Policy and Small Business of the Hilton Head Island – Bluffton Chamber of Commerce were present to accept the proclamation

c. Public Service Recognition Week Proclamation

Teri Lewis, Karen Campbell, Randy Lindstrom and Tim Kelly were present to accept the proclamation.

d. Mayor's Honored Islander Awards

- Dorothy Law
- Everett Miles
- Paul Lang

All recipients were present to accept their awards.

6) Approval of Minutes

- a. Town Council Meeting, April 21, 2015

7) Report of the Town Manager

- a. Hazard Mitigation Plan Annual Progress Report

Marcy Benson reviewed the report and stated she was available to answer questions.

- b. Town Manager's Items of Interest

Mr. Riley reported on items of interest listed below. He said that the May 14, 2015 Sewer Summit Workshop with the Hilton Head Public Service District would now be held at Town Hall in the Benjamin M. Racusin Council Chambers.

- (1) Town News
- (2) Noteworthy Events

8) Reports from Members of Council

- a. General Reports from Council

Mrs. Likins noted the need for the additional parking places at Coligny and stated her appreciation to Town Staff for extending the days and times for overflow parking.

Mr. McCann reported that the Finance and Administrative Committee has begun the process of selecting a new facilitator for the November Town Council Workshop. He stated they would have a report for the Mayor within the next 30 days.

Mr. Grant reported he attended the Penn Center Gala on April 25. He stated Etta Mann and former Governor Richard Riley were honored. He said it was an honor to attend on behalf of the Town and the organizers asked him to extend their thanks for the Town's support.

- b. Report of the Intergovernmental Relations Committee – Bill Harkins, Chairman

No report.

- c. Report of the Community Services Committee – Kim Likins, Chairman

Mrs. Likins reported the Committee met on April 28 and began review of the scope of work for the subcommittee. She announced they are accepting applications for the Arts & Cultural Strategic Planning Committee through May 8 and encouraged any one that is interested to apply.

d. Report of the Public Planning Committee – Tom Lennox, Chairman

Mr. Lennox said the Committee was scheduled to meet on Thursday, May 7 at 3:00 p.m. to review recommendations for approval of various amendments to the Municipal Code.

e. Report of the Public Facilities Committee - Lee Edwards, Chairman

No report.

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

Mr. Grant conveyed the Committee met on May 4 and reviewed the 4th Quarter 2014 and 1st Quarter 2015 Crime Statistics with emphasis on review of the vehicle collisions and possible solutions for determent of such. He added that reserve officer training was discussed and the process was detailed to the Committee by Sheriff Tanner. Sheriff Tanner also explained his views and concerns on the use of video cameras.

g. Report of the Finance and Administrative Committee - John McCann, Chairman

Mr. McCann stated the Committee met on three occasions to review the budgets of the affiliated agencies. He said that in general they were satisfied with the budgets. He explained there are some open issues concerning the Beaufort County Sheriff Office Budget which will be discussed with the full Town Council at the upcoming meeting.

h. Report of the Circle to Circle Committee - Tom Lennox, Town Council Liaison

Mr. Lennox stated the program of action for the Committee is now listed on the Town website. He reviewed the list of dates, times and locations for the upcoming public forums.

Mayor Bennett stated as a general update he wanted to report that he and the three founding members of the Heritage Tourism Task Force would be meeting with Mayors of Beaufort County, Beaufort County Council Chairman, Paul Sommerville and a couple other Beaufort County Council members. He explained the meeting is to begin the developing the regional collaborative effort previously discussed and he will report back to Council the results of the meeting.

9) Appearance by Citizens

Karl Engelman and Mary Barrett addressed Council concerning their opposition to the USCB Campus on Hilton Head Island.

10) Unfinished Business

a. Second Reading of Proposed Ordinance 2015-06

Second Reading of Proposed Ordinance 2015-06 to amend Title 2 (General Government and Administration) of the Municipal Code of the Town of Hilton Head Island, South Carolina by amending Section 2-11-50 updating the Enabling Ordinance for Fire Rescue.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

b. Second Reading of Proposed Ordinance 2015-10

Second Reading of Proposed Ordinance 2015-10 to amend the budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2015; to provide for the expenditures of certain funds; to allocate the sources of revenue for the said funds; and to provide for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

c. Second Reading of Proposed Ordinance 2015-11

Second Reading of Proposed Ordinance 2015-11 of the Town of Hilton Head Island, South Carolina, authorizing the granting of an easement encumbering real property owned by the Town of Hilton Head Island, South Carolina, along Gumtree Road, pursuant to the authority of S. C. Code Ann. § 5-7-40 (Supp. 2010), and § 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983, As Amended); and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

d. Second Reading of Proposed Ordinance 2015-12

Second Reading of Proposed Ordinance 2015-12 of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the Town Manager of the Town of Hilton Head Island to negotiate and execute, on behalf of the Town, lease modifications and/or lease extensions with existing tenants in property located at 21 Office Park Road, Hilton Head Island, South Carolina, more specifically known as the Kiawah, Carolina and Sapelo Buildings, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

e. Consideration of a Resolution – ATAX Grant Process

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, to adopt process improvements for Accommodations Tax Grants, and Town Council participation in the request for qualification and proposal process

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 7-0. Mayor Bennett asked for public comment on **Items 10.f. and 10.g.** at this time.

Chet Williams spoke on behalf of the applicant. Four residents spoke in favor of and twelve residents spoke in opposition to the applications. Documents submitted during public comment have been placed with the official files in the Town of Hilton Head Island Community Development Department.

Council discussed the applications. Todd Salvagin of SRS Engineering, Inc. reviewed the traffic studies and answered questions from Council. The motion and vote is listed below each corresponding agenda item.

f. Second Reading of Proposed Ordinance 2015-08

Second Reading of Proposed Ordinance 2015-08 to amend Title 16, the Land Management Ordinance, of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map and the Port Royal Plantation and Surrounds Master Plan with respect to a portion of the certain parcel identified as Parcel 277 on Beaufort County Tax District R510 Map 9, within the Port Royal Plantation and Surrounds Master Plan under the PD-1 Zoning District, by changing the allowed use from golf course to golf course, golf clubhouse, golf pro shop, tennis courts, tennis pro shop, fitness and wellness center, locker rooms, and administrative offices, and by increasing the allowed density on the parcel from no density to 12,500 square feet of administrative office use, and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved unanimously by a vote of 7-0.

g. Second Reading of Proposed Ordinance 2015-09

Second Reading of Proposed Ordinance 2015-09 to amend Title 16, the Land Management Ordinance, of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-1-107, the Official Zoning Map and the Port Royal Plantation and Surrounds Master Plan with respect to a portion of the certain parcel identified as Parcel 277 on Beaufort County Tax District R510 Map 9, within the Port Royal Plantation and Surrounds Master Plan under the PD-1 Zoning District, by changing the base zoning district from PD-1, Planned Development Mixed-Use, to RD, Resort Development, and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-2. (Mayor Bennett and Mr. Grant were opposed.)

11) New Business

a. Consideration of a Resolution – Financial Agreement for Gumtree Sewer Project

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution and delivery of an agreement by and between the Town of Hilton Head Island, South Carolina, and the Hilton Head Public Service District relating to the Gumtree Sewer Project.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

b. Consideration of a Recommendation – Agreement with Hilton Head Island Crew

Consideration of a Recommendation Town Council authorize the Town Manager to execute an agreement with Hilton Head Island Crew for the construction and operation of a boat storage shed located within the fenced storage yard at the Rowing and Sailing Center at Squire Pope Community Park.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

c. First Reading of Proposed Ordinance 2015-13

First Reading of Proposed Ordinance 2015-13 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2016; to establish a property tax levy; to establish funds; to establish a policy for acquisition of rights of way and easements; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. Riley presented a power point conducting an overview of the projected budget. At 6:17 p.m., Mr. Edwards explained he had a previous commitment and had to leave the meeting. He then left the dais. The motion was approved by a vote of 6-0.

13) Executive Session

Mr. Riley stated he needed an Executive Session for contractual matters related to land acquisition and for personnel matters related to consideration of appointments to boards and commissions. At 6:26 p.m., Mr. Harkins moved to go into Executive Session for the reasons set forth by the Town Manager. Mr. McCann seconded. The motion was approved by a vote of 6-0.

Mayor Bennett called the meeting back to order at 7:37 p.m. and asked if there was any business as a result of the Executive Session. Mrs. Likins confirmed there was and her motion following Executive Session is listed below under **New Business: Item 11.d.**

11.d. Appointments to Board and Commissions

Mrs. Likins moved to re-appoint the following persons to boards and commissions:

For the Accommodations Tax Advisory Committee:

Re-appoint Mike Alsko to a 3-year term ending June 30, 2018, and re-designate him from a Lodging member to an At-Large member.

Re-appoint Stewart Brown to a 3-year term ending June 30, 2018, and re-designate him from an At-Large member to a Hospitality member.

For the Board of Zoning Appeals:

Re-appoint Steve Wilson to a 3-year term ending June 30, 2018 as an At-Large member.

For the Construction Board of Adjustments and Appeals:

Re-appoint Michael Lynes to a 4-year term ending June 30, 2019 as an Electrical Contractor member.

Re-appoint Jay Owen to a 4-year term ending June 30, 2019 as an Electrical Engineer member.

Re-appoint Gary Schmidt to a 4-year term ending June 30, 2019 as a Plumbing Contractor member.

Re-appoint Robert Tanner, Jr., to a 4-year term ending June 30, 2019 as a Building Industry At-Large member.

For the Parks and Recreation Commission:

Re-appoint Fred Lowery to a 3-year term ending June 30, 2018.

For the Planning Commission:

Re-appoint Bryan Hughes to a 3-year term ending June 30, 2018 as an At-Large member.

Re-appoint Barry Taylor to a 3-year term ending June 30, 2018 as an At-Large member.

Re-appoint Todd Theodore to a 3-year term ending June 30, 2018 as a Landscape Architect member.

For the Beaufort County Airports Board:

Move to recommend re-appointment of Rich Sells to Beaufort County Council for a 2-year term as Hilton Head Island Town Council representative.

Further, Mrs. Likins moved to appoint the following persons:

For the Accommodations Tax Advisory Committee:

Appoint Cliff McMackin to a 3-year term ending June 30, 2018 as a Lodging member.

For the Board of Zoning Appeals:

Appoint John V. White to a 3-year term ending June 30, 2018 as an At-Large member.

For the Design Review Board:

Appoint Kevin Quat to a 3-year term ending June 30, 2018 as an At-Large member.

Appoint Debbie Remke to a 3-year term ending June 30, 2018 as an At-Large member.

For the Parks and Recreation Commission:

Appoint Mario Caballero to a 3-year term ending June 30, 2018.

Appoint Paul Boes to a 3-year term ending June 30, 2018.

Mr. Harkins seconded. The motion was approved by a vote of 6-0.

14) Adjournment

Mr. Harkins moved to adjourn. Mr. McCann seconded. The motion was approved by a vote of 6-0. The meeting was adjourned at 7:40 p.m.

Vicki L. Pfannenschmidt,
Executive Assistant/Town Clerk

Approved: 05/19/2015

David Bennett, Mayor