



Town of Hilton Head Island
**Finance & Administrative
Regular Committee Meeting**

Tuesday, April 20, 2021, 2:00 p.m.

MEETING MINUTES

Present from the Committee: Tom Lennox, *Chairman*; Bill Harkins, Glenn Stanford, Alexander Brown, Jr. and Tamara Becker (*Alternate*) *Council Members*

Present from Town Council: David Ames; Council Member

Present from Town Staff: Josh Gruber, *Interim Town Manager*; John Troyer, *Director of Finance*; Cindaia Ervin; *Finance Assistant*

Present from the Media: None

1. Call to Order

The Chairman called the meeting to order at 2:00 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. Roll Call- See as noted above

4. Approval of Agenda

Chairman Lennox asked for a motion to approve the agenda. Mr. Harkins made a motion to approve the agenda as submitted. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 4-0-0.

5. Approval of Minutes- None

6. Citizens Comments

Public comments concerning today's agenda items were to be submitted electronically via the Town's Open Town Hall portal. The public comment period closed the day prior to the meeting at Noon. At the conclusion of the Open Town Hall there were no comments; however, there was one caller that signed up to address the Committee at today's meeting.

Skip Hoagland: Addressed members of the Committee via phone regarding FOIA compliance and his thoughts of corruption within the Town of Hilton Head Island.

7. Unfinished Business- None

8. New Business

a. Town of Hilton Head Island Financial Update

John Troyer, Director of Finance, provided the Finance & Administrative Committee a Financial update on the Town's progress. Mr. Troyer informed the Committee that last month's collections were impacted by the County's delay in the collection of property taxes. The delay of property tax billing has impacted collections causing totals to be collected slower, however, they are increasing. This delay is expected to be temporary as the new tax payment deadline approached March 31st. In his discussion, he stated that year-to-date collections have improved over the last month. Property tax collections have met last year-to-date amounts and are 96.4% of budget for this year. Collections thru February year-to-date totals were 5.3% below last year to date. Some collections that Mr. Troyer highlighted for the month ending collections are; Tax Increment Financing up 4.6%, Local ATAX up 32.3%, Stormwater down -1.3% and Property Taxes up 0.8%. Other positive collections were Business License at 67.3%, State ATAX at 25.9% of budget, permits at 16.2% of budget and Real Estate Transfer fees are at 93.2%.

Mr. Troyer also provided insight into the Town's General Fund. The Town's General Fund last year were 95.5% collected of the eventual actual. Our collections are 100.7% of last year-to-date through March. Of the funds budgeted, the Town is at 96% of budget as of March. The YTD collections compared to last year were 72.7% of the eventual collections. Last month, Mr. Troyer reported 5.3% behind the previous year. The timing of expenses to operate the Town is independent of the timing of revenues (2019 and 2020 actuals). At this time Mr. Troyer could confirm that no department is in an unfavorable spending position. At level spending, 75% would occur by March. This is a cash basis-at year end, the Town will include accruals. Mr. Troyer stated the timing of expenses has had a very similar pattern to last year and the Town will depend on the temporary use of its reserves from time-to-time when Town collections are slower.

Lastly Mr. Troyer provided a brief update on the Town's Dept. activity for this year. The Town had the opportunity with the authorization of Town Council, to issue two bonds for savings this year. The bonds sold were Stormwater and a GO Bond; however, at this time there are no future plans for new funding issues for this fiscal year. Key items that Mr. Troyer wanted the Committee to be aware of are that the Town is continuing to keep an eye on expenditures and adjusting where necessary to continue to be in a good financial position. Business licenses are the next outstanding revenue item- the due date is 4/30. The Committee had many favorable comments regarding Mr. Troyer's presentation of the Town's finances. They were very pleased to see the continued positives in revenues showing the good health of the community and Town even during a global pandemic. Chairman Lennox, thanked all of those in attendance for their comments and questions, and also Mr. Troyer for his good financial presentation to the Committee.

9. Adjournment

At 2:48 p.m. Mr. Harkins moved to adjourn. Mr. Stanford seconded. The motion to adjourn was approved by vote of 4-0-0.

Submitted by: Cindaia Ervin, Secretary

Approved: July 20, 2021