



Town of Hilton Head Island
Accommodations Tax Advisory Committee

Thursday, July 18, 2024, at 9:00 a.m.

MEETING MINUTES

Present from the Committee: Stephen Arnold, *Chairman*; John Farrell, *Vice-Chairman*; Martin Lesch, Thomas Dowling

Absent from the Committee: Adriaan Radder, Cecile Eck, Keith Schlegel

Present from Town Council: None

Present from Town Staff: Adriana Burnett, *Director of Finance*; John McGowan, *Assistant Director of Finance*; Erica Madhere, *Budget Analyst*; Bob Bromage, *Director of Public Safety*; Shena Smith, *Finance Assistant*

Present from the Media: None

1. Call to Order

The meeting was called to order at 9:04 a.m.

2. Introduction of Newly Appointed & Reappointed Members

Ms. Smith, Committee Secretary welcomed back Mr. John Farrell who began his service with a partial term in October of 2020 and who has provided extensive knowledge with his hospitality background.

Mr. Adriaan Radder was announced as joining the Committee for his first term. Mr. Radder has a background in hospitality, most recently as the General Manager for the Sonesta Resort on Hilton Head Island.

Mr. Thomas Dowling was announced as the Committee's new "At-Large" addition and is bringing with him a heavy finance background as well as experience serving the community on the Parks and Recreation Commission.

3. Acknowledgment of Departing Members

Mr. Arnold, last year's Vice-chairman, presented Certificates of Appreciation to departing Committee Members, Jim Fluker and Margaret Johnson. Both were considered invaluable in their efforts with the Accommodations Tax Advisory Committee and are greatly appreciated for the time they've given to the Community of Hilton Head Island.

4. Adoption of the Agenda

Mr. Arnold moved to approve the agenda. By a show of hands, the motion was approved by vote of 4-0-0.

5. Approval of the Minutes

a. Regular Meeting – April 4, 2024

Mr. Arnold moved to approve the meeting minutes from April 4, 2024. By show of hands, the motion was approved by a vote of 4-0-0.

6. Special Orders

Mr. Arnold opened the floor to the Committee for nominations for Chairman. Mr. Lesch made a motion to appoint Stephen Arnold. By show of hands, the motion was approved by a vote of 3-0-1 with Mr. Arnold abstaining from the vote.

Mr. Arnold made a motion to appoint John Farrell as Vice-Chairman. After discussion, Mr. Arnold clarified Vice-Chairman would be available to step in when the Chairman was unavailable. By show of hands, the motion was approved by a vote of 3-0-1 with Mr. Farrell abstaining from the vote.

7. Public Comment – Non-Agenda Items

8. New Business

a. Introduction of Finance Director – Adriana Burnett, Finance Director

Ms. Burnett has accepted the position as Finance Director with the Town and loves being a new Hilton Head Island resident. She expressed her thanks to the Committee Members for volunteering their time to their community and for accepting such an important commitment.

b. Discussion Regarding 2025 Accommodation Tax Grant Application – Adriana Burnett, Finance Director

Ms. Burnett addressed the applicants in the room and recommended beginning the Accommodations Tax Grant application at their earliest convenience in order to bring questions with them to have answered at the applicant workshop scheduled for August 15th.

Ms. Burnett made notes of important dates to be remembered:

- Monday, August 5th 8:00 a.m. – Grant Application available for electronic filing
- Thursday, August 15th 9:00 a.m. – ATAX Applicant Workshop
- Friday, September 6th 4:00 p.m. – Application Deadline

9. Adjournment

At 9:16 a.m. Mr. Arnold adjourned the meeting.

Submitted by: Shena Smith, Secretary

Approved: August 15, 2024