



## **Town of Hilton Head Island**

### **Town Council Meeting**

**Tuesday, April 2, 2024, 3:00 PM**

**1 Town Center Court, Hilton Head Island, SC  
Benjamin M. Racusin Council Chambers**

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The meeting can be viewed on the [Town's YouTube Channel](#), the [Beaufort County Channel](#), and Spectrum Channel 1304.

- 1. Call to Order**
- 2. Pledge to the Flag**
- 3. Invocation**
- 4. Adoption of the Agenda**
- 5. Presentations and Recognitions**
  - a. Report of the Town Manager
  - b. Earth Day Proclamation - Mayor Perry
  - c. Child Abuse Prevention Month Proclamation - Mayor Perry
- 6. Reports from Members of Town Council**
  - a. General Reports from Town Council
  - b. Report of the Lowcountry Area Transportation Study - Glenn Stanford
  - c. Report of the Lowcountry Council of Governments - Tammy Becker
  - d. Report of the Beaufort County Airports Board - David Ames
  - e. Report of the Southern Lowcountry Regional Board - Glenn Stanford
  - f. Report of the Island Recreation Board - Alex Brown
  - g. Report of the Community Services and Public Safety Committee - Tammy Becker

- h. Report of the Public Planning Committee - David Ames
  - i. Report of the Finance and Administrative Committee - Alex Brown
7. **Appearance by Citizens:** Citizens who wish to speak on the matters being discussed during the meeting may do so by submitting the [Request to Speak form](#) no later than 12:00 PM the day of the meeting.
8. **Unfinished Business**
- a. Consideration of an Ordinance to Amend the Town of Hilton Head Island's Comprehensive Plan to Incorporate a Housing Impact Analysis - Second and Final Reading - Missy Luick, Director of Planning
9. **New Business**
- a. Consideration of a Resolution to Authorize Submittal of the Community Development Block Grant Entitlement Program Annual Action Plan for Program Year 2024 to the U.S. Department of Housing and Urban Development. - Marcy Benson, Senior Grants Administrator
  - b. Consideration of a Resolution to Authorize Submittal of the Community Development Block Grant Entitlement Program 2021 Annual Action Plan Substantial Amendment to the U.S. Department of Housing and Urban Development. - Marcy Benson, Senior Grants Administrator
  - c. Consideration of an Ordinance to Amend the Town of Hilton Head Island Budget for the Fiscal Year Ending June 30, 2024; to Provide for the Budgeted Appropriations of the Prior Year Budget Roll Forwards and Certain Other Appropriations and Commitments and the Expenditures of Certain Funds; to Allocate the Sources of Revenue for the Said Funds; and to Provide for Severability and an Effective Date - First Reading - Josh Gruber, Deputy Town Manager
  - d. Consideration of an Ordinance of the Town of Hilton Head Island authorizing the Execution of an Easement Encumbering Property to be Owned by the Town of Hilton Head Island Identified as PIN:R510 008 000 0460 0000, under the Authority of South Carolina Code 5-7-40 and 2-7-20, Municipal Code of the Town of Hilton Head Island and Providing for Severability and an Effective Date - First Reading - Josh Gruber, Deputy Town Manager
10. **Executive Session**
- a. Discussion of Appointment to Boards, Commissions, Committees [Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(1)(2)] related to:
    - 1. Housing Action Committee
  - b. Receipt of Legal Advice from the Town Attorney on Matters Covered Under the Attorney-Client Privilege [Pursuant to the South Carolina Freedom of Information Act Section 30-4-70(a)(2)] related to:
    - 1. Beaufort County v. Town of Hilton Head Island (Law Enforcement Fee)



## **11. Action from Executive Session**

## **12. Adjournment**

FOIA Compliance: Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Hilton Head Island will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. Auditory accommodations are available. Any person requiring further accommodation should contact the Town of Hilton Head Island ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

Municipal Association of South Carolina (MASC) Civility Pledge:

"I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of my city or town."



# TOWN OF HILTON HEAD ISLAND

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*Town Council*

**TO:** Town Council  
**FROM:**  
**DATE:** April 2, 2024  
**SUBJECT:** Report of the Town Manager

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**RECOMMENDATION:**

**SUMMARY:**

**BACKGROUND:**

**ATTACHMENTS:**

None

# *The Town of Hilton Head Island*



## *Proclamation*

**WHEREAS**, on April 22, 1970, the first Earth Day was observed. The celebration honored the environmental movement and raised awareness of environmental issues that may affect future generations; and

**WHEREAS**, 2024 marks the 54<sup>th</sup> anniversary of the Earth Day celebration with the theme of Planet vs Plastics; and

**WHEREAS**, the global community faces significant environmental challenges with plastic pollution, climate change, and natural resource loss; and

**WHEREAS**, all people regardless of race, gender, income, or geography have a moral right to a healthy, sustainable environment; and

**WHEREAS**, it is understood that the citizens of the local community must take action to create positive environmental change to combat these challenges on a global scale; and

**WHEREAS**, a sustainable environment can be achieved on an individual level through consumer behavior changes to reduce the need for plastics, participating in local environmental education opportunities, and proactive community involvement; and

**NOW, THEREFORE**, I, Alan R. Perry, Mayor of the Town of Hilton Head Island, hereby proclaim the 22<sup>nd</sup> day of April, 2024 as **Earth Day** in the Town of Hilton Head Island and urge all citizens to celebrate Earth Day by supporting environmental initiatives within the Town of Hilton Head Island and encouraging others to undertake similar actions.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed on this 2<sup>nd</sup> day of April in the year of our Lord, two thousand and twenty-four.



Alan R. Perry, Mayor

Attest:

Kimberly Gammon, Town Clerk

# *The Town of Hilton Head Island*



## *Proclamation*

**WHEREAS**, South Carolina's future prosperity is dependent on nurturing the healthy development of the 1.1 million children currently residing in the diverse communities across our state and all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development; and

**WHEREAS**, child abuse is a public health issue with serious societal consequences, as data shows the link between the abuse and neglect of children and a wide range of costly medical, emotional, psychological and behavioral problems into adulthood; and

**WHEREAS**, preventing child abuse and neglect must be a priority that requires individuals, families, youth-serving organizations, faith-based groups, businesses, government agencies, and everyone that makes up our community to support the physical, emotional, and educational development of all children and their families; and

**WHEREAS**, effective child abuse prevention exists in communities that provide parents with the social support, knowledge of parenting and child development, and concrete resources they need to cope with the stress and nurture their children, which help to ensure that all children can grow to their full potential.

**NOW. THEREFORE**, I, Alan R. Perry, Mayor of the Town of Hilton Head Island, South Carolina, in conjunction with Hopeful Horizons, Child Abuse Prevention Association (CAPA), and support service programs around the state, designate the month of April as **Child Abuse Prevention and Awareness Month** while urging all citizens to dedicate themselves to protect quality of life for every child.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed on this 2<sup>nd</sup> day of April, in the year of our Lord, two thousand and twenty-four.



Alan R. Perry, Mayor

Attest:

Kimberly Gammon, Town Clerk





# TOWN OF HILTON HEAD ISLAND

## *Town Council*

**TO:** Town Council  
**FROM:** Quincy White, Chief Housing Officer  
**VIA:** Shawn Colin, Assistant Town Manager- Community Development  
**VIA:** Missy Luick, Director of Planning  
**CC:** Marc Orlando, Town Manager  
**DATE:** April 2, 2024  
**SUBJECT:** Consideration of an Ordinance to Amend the Town of Hilton Head Island Comprehensive Plan to Incorporate a Housing Impact Analysis Second Reading

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### **RECOMMENDATION:**

Consideration of an Ordinance to Amend the Town of Hilton Head Island Comprehensive Plan to Incorporate a Housing Impact Analysis.

### **BACKGROUND:**

The Town of Hilton Head Island was instrumental in the passage of Act 57 of the 2023 South Carolina General Assembly Legislative Session. This Act allows local governments to utilize a portion of its state or local accommodations taxes, or both, to be utilized in the development of qualified workforce housing as a tourism related expenditure.

A key component of Act 57 necessary for the Town to utilize up to 15% of Accommodations Tax revenue for workforce housing is the requirement to complete a Housing Impact Analysis which must be adopted by ordinance as an amendment to the Town's Comprehensive Plan Housing Element.

The Town worked with Together Consulting, our housing consultant, to draft the Town's Housing Impact Analysis. In addition to researching and compiling the data required for the Housing Impact Analysis from local, state, and national sources, our housing consultant also received information and data from the Hilton Head Area Realtors, Hilton Head Island Homebuilders Association, and local builders and developers.

### **Public Review Timeline: Housing Impact Analysis – Comprehensive Plan**

- November 27, 2023: Housing Action Committee review
- December 13, 2023: Housing Action Committee recommendation of approval

- December 17, 2023: Legal ad posting
- January 17, 2024: Planning Commission Public Hearing and recommendation of approval
- February 8, 2024: Public Planning Committee recommendation of approval
- February 20, 2024: Town Council Brief
- March 5, 2024: Town Council 1st Reading (Approved 6-1)
- April 2, 2024: Town Council 2nd Reading

### **Housing Impact Analysis (HIA) required by Act 57:**

If local governments opt to use ATAX for workforce housing needs, they will be required to prepare a Housing Impact Analysis (as outlined in Section 6-4-12 in the Act) prior to the second reading of the ordinance allowing such usage. The Analysis outlines workforce housing needs in their communities and how these funds will help solve the local workforce housing needs.

### **Act 57 Key Points:**

- For the purposes of the Act, workforce housing means “residential housing for rent or sale that is appropriately priced for rent or sale to a person or family whose income falls within thirty percent (30%) and one hundred twenty percent (120%) of the median income for the local area, with adjustments for household size, according to the latest figures available from the United States Department of Housing and Urban Development (HUD).”
- Expenditures of both state and local ATAX are capped at fifteen percent (15%) of the local government’s annual collections.
- The provisions of this Act are no longer effective after December 31, 2030.
- A Housing Impact Analysis must be completed and adopted prior to second reading of an Ordinance to Town Council for approval.
- Town must update (amend) its Comprehensive Plan to include/adopt the Housing Impact Analysis as a part of its housing element.

### **The Housing Impact Analysis required by Act 57 must include:**

- Cost of developing, construction, rehabilitating, improving, maintaining, or owning single-family or multifamily dwellings;
- An analysis of the relative impact of the ordinance on low- and moderate-income households.
- The following housing cost information is required as part of the Housing Impact Analysis:
  - Reasonable estimates of the effect of housing costs, either in a brief summary or worksheet demonstrated by computations in dollar amounts.
  - If the local government determines that it is not possible to make an estimate expressed in dollar amounts, then the analysis must include a statement setting forth the reasons for the local government's determination.

- The analysis must include descriptions of both the immediate effect and the long-term effect of the ordinance on housing costs.

**The local government shall provide copies of the Housing Impact Analysis to:**

- The Department of Revenue,
- The Tourism Expenditure Review Committee, and
- As an ordinance to the members of the legislative body of the local government.

Staff has confirmed receipt by both agencies above. Both agencies also confirmed that the Town of Hilton Head Island is the first municipality to deliver a Housing Impact Analysis.

The Department of Revenue may not disburse any ATAX revenue for workforce housing unless and until the local government has provided the housing impact analysis to the parties listed.

Procedural steps that must be taken:

1. Complete a Housing Impact Analysis.
2. Distribute the Housing Impact Analysis to the required entities.
3. Update/Ratify the Town's Comprehensive Plan.
  - a) Share the Housing Impact Analysis with the Planning Commission.  
(Solicit input from homebuilders, developers, contractors, and housing finance experts.)
  - b) Adopt an Ordinance incorporating the Housing Impact Analysis into the Comprehensive Plan.

**The Housing Impact Analysis has five areas of focus outlined below:**

1. Employment Analysis:

The Employment Analysis assesses the current job market, growth projections, and employment trends within Hilton Head Island. This chapter also highlights how area employees are housing cost burdened. Households are considered cost-burdened if they spend over 30% of their household income on housing. Households are considered extremely cost-burdened if they spend over 50% of their household income on housing.

In May 2022, a US Bureau of Labor Statistics Occupational Employment and Wages study indicated the following averages for Hilton Head Island employment sectors. Workers in the Hilton Head Island-Bluffton-Beaufort, SC Metropolitan Statistical Area had an average (mean) hourly wage of \$22.21 in May 2022, 25 percent below the nationwide average of \$29.76.

In this chapter we pulled wages from the Bureau of Labor Statistics for the top employment sectors for Hilton Head.

- Based on these wages and 30% rule of thumb, rents would need to be below \$964.50 to be considered affordable.
- The current median rent is \$1,330.

2. Housing Market Analysis:

The Housing Market Analysis Chapter highlights the current cost of housing on the Island looking at both single family and condo/villa prices. In addition to national real estate data, the Hilton Head Area Realtors and Hilton Head Island Area Homebuilders Association helped to provide data sources for this section.

The Hilton Head Area Realtors 2022 Year-end Market Trend Analysis indicated a significant increase in median sales costs on the Island in both single family attached and detached showing between 15-20% increases depending on what type of housing. With these accelerated increases in pricing, housing affordability has taken a direct hit.

Recent data from May 2023 indicated historical housing affordability continuing to decline significantly on the Island. The chart below shows a continual trend as housing becomes less affordable based on average incomes on the Island. The lower the number the less affordable the community.

3. Housing Market Conditions:

The Housing Market Conditions Chapter highlights various factors related to increased housing costs.

- This chapter also focused on the Town's housing costs versus other rapidly growing South Carolina markets. Several of these communities compete for the same employment sectors and employees. Hilton Head was by far the most expensive housing market.
- This chapter goes into detail on the rapid growth in housing prices over the last few years on the Island.
- The chart on the left shows overall housing types (condos, townhomes and single-family ownership) with a trend of almost doubling the median sale price from 2020 to 2023. If we just look at single family homes, the median home price is over \$1M.

4. Construction & Development Costs:

The Construction/Development Chapter highlights specific development costs impacting housing affordability. Construction costs have significantly increased the cost of housing over the past few years along with other development factors including but not limited to the availability of developable land, insurance costs and mortgage rate increases. The following development costs were analyzed:

Land Costs:

- Over 70% of the land is in a planned unit development (PUD), minimizing the availability of land for developments, not to mention affordable land. For



example, a recent search on Land Watch for vacant lots for sale on the Island showed one .11 acre lot Mid-Island for \$359,000.

- Developers indicated land cost can be as much \$25,000/door for an apartment development on Hilton Head Island where available, developable land is scarce.

#### Construction Costs:

- The average price per square foot was \$541. Rate.com research indicated a \$261/sq. ft. increase from \$279/sq. ft. to \$540/sq. ft. from August 2021 to August 2023.
- This means for a 1,000 square foot house, construction pricing grew from \$279,000 to \$540,000, not accounting for land, fees, insurance, and taxes.

#### Development Fees:

- On Hilton Head, assuming a \$20M development with approximately 50 dwelling units, 2,500 sq. ft/unit on 2 acres, the Town's fees could be as much as \$360,927 and does not include planning fees estimated at \$7,218.55 per unit in development fees.
- Other fees such as permit fees for the Town of Hilton Head Island and Beaufort County impact fees (water and sewer etc.) can cost over \$3,000/unit.

#### Insurance Costs:

- A June 2023 article in the Island Packet indicated some insurance costs have increased by 500% from 2022. Several insurance policies for Island properties have doubled or tripled in the past two years.

#### Mortgage Rates:

- Increased mortgage rates continue to limit affordable home buying opportunities for families. Since August 2023, interest rates have risen to as high as 8% depending on the loan type, the amount of down payment provided and varying credit score between 580-800.

#### 5. Solving the Housing Crisis:

The Solving the Housing Crisis Chapter highlights past, current, and future strategies the Town has implemented or will consider to address the growing demand for affordable workforce housing.

- The adoption of the Finding Home, Workforce Housing Framework in 2022 was a key step in addressing not only the need to preserve and produce more workforce housing but also outlined priority strategies and action items for implementation.
- If the Housing Impact Analysis is adopted, the Town will have the authority to utilize up to 15% of its state and local Accommodation Tax (ATAX) to support strategies that will increase the production and preservation of workforce housing on the Island.

**ATTACHMENTS:**

1. Town of Hilton Head Island Housing Impact Analysis (HIA)
2. Proposed Ordinance
3. Housing Impact Analysis Presentation



THE TOWN OF HILTON HEAD ISLAND



# HOUSING IMPACT ANALYSIS

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DECEMBER 2023





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# ACKNOWLEDGEMENTS

The information and resources within this Housing Impact Analysis was made possible thanks to several community partners .

## Community Partners:

- Hilton Head Island Area REALTORS
- Jean Beck, CEO, Hilton Head Island Area REALTORS
- Hilton Head Island Area Home Builder Associations (HHAHBA)
- Meg James, Executive Director, HHAHAB
- Local Developers and Homebuilders
- Lowcountry Council of Governments

## Town Staff:

- Marc Orlando, Town Manager
- Josh Gruber, Deputy Town Manager
- Shawn Colin, Assistant Town Manager, Community Development
- Ben Brown, Senior Advisor to the Town Manager
- Missy Luick, Director of Planning
- Katie Kabala, Customer Service Manager
- Shari Mendrick, Floodplain Administrator
- Nigte Barrientos, Planner-Economic Development

## Town Council:

- Alan Perry, Mayor
- David Ames, Mayor Pro-Tem
- Alex Brown
- Patsy Brison
- Tamara Becker
- Steve Alfred
- Glenn Stanford



*Created and Presented by:*



**TOGETHER**  
CONSULTING  
impact social change

*Designed by:*

**Virginia Howat**





# EXECUTIVE SUMMARY



## Housing Impact Analysis



# EXECUTIVE SUMMARY



In November 2022, the Town of Hilton Head Island Town Council adopted the Town of Hilton Head Island's Workforce Housing Framework, *Finding Home*. The goal of the Framework is to provide the Town and municipal leaders with the specific strategies and defined actionable tactics that address both the need for housing preservation and new production of workforce housing. The foundation of the Framework was built on previous planning efforts and broad community engagement through a multi-day planning charrette. The Finding Home Framework is organized by prioritizing four core Pillars: Community, Planning, Revenue and Management. Each of the Pillars includes key strategies and critical first steps.

An essential part of the Framework will be the development of a Multiyear Housing Action Plan that includes broad community engagement and partnership development. To compliment the final Multiyear Housing Action Plan, the Town will also develop a funding plan to support the implementation of the strategies, tactics and action items defined within the plan.

The Town has already committed:

- Town-owned land to support the development of public private partnerships that will help to support and deliver newly constructed workforce housing units.
- \$3.3M in the Town's 2024 FY Budget to support workforce housing initiatives on the Island.
- Established a community-led Housing Action Committee that will provide advice and guidance on policies and programs the Town will consider for implementation to meet the Town's housing goals.
- Hiring a full time Chief Housing Officer who will lead, in partnership with Planning and Community Development leadership, the development and implementation of a Multiyear Housing Action Plan.

# EXECUTIVE SUMMARY



## CONTINUED

The passage of Senate Bill “S284 Development of Workforce Housing” (Act 57) led by state Senator Tom Davis, will enable the Town of Hilton Head Island to access a new funding source to support the Town’s Workforce Housing Framework objectives. The passage of Act 57 enables local governments to use up to 15% of their Accommodations Tax (ATAX) revenue to support local workforce housing projects and programs, and for the Town, this could be as much as \$2M in new funding annually.

In order to designate any percentage of ATAX funds to workforce housing, the local government must prepare a Housing Impact Analysis (HIA) and provide a copy of that analysis to the South Carolina TERC, Department of Revenue and the members of the local government’s legislative body for review prior to the second reading of the ordinance designating ATAX for the purposes of workforce housing. The Housing Impact Analysis must be developed along with the local government’s comprehensive plan or be included as an amendment to the local government previously adopted comprehensive plan.

Over 25% of the Town of Hilton Head Island’s workforce are employed in the hospitality and accommodation sectors. The growing demand for affordable housing for these households continues to be a focus for the Town and area employers. The availability of ATAX as a new funding source for workforce housing also aligns with the strategies and critical action steps defined in the Revenue Pillar in the 2022 Workforce Housing Framework, *Finding Home*. The following Housing Impact Analysis addresses the required questions outlined as part of Act 57 allowing the Town to utilize ATAX as an eligible funding source to support local workforce housing needs.

The following Housing Impact Analysis per Act 57 requirements includes:

- Current housing and employment trends on Hilton Head Island
- Local analysis of housing and development costs
- Market-rate housing prices
- Cost of available financing to purchase or develop housing.
- Local determination of need for workforce housing including income and housing disparities
- ATAX revenue impacts on short- and long-term housing costs

# INTRODUCTION



## Housing Impact Analysis



# INTRODUCTION



The Hilton Head Island community is a key economic engine within Beaufort County and the broader region. Hilton Head Island is a big part of the economic growth and employment opportunities within the region. However, Island employers are increasingly competing with employers in Bluffton and other area communities for workers. A lack of workforce housing on the Island is an impediment to recruiting and retaining both private-sector and public-sector employees to meet the community's workforce demands.

There is a real risk that a lack of a qualified, stable workforce will lead to a decline in services and quality of life on the Island. Population shifts over the last 20 years show a significant increase in residents moving to these surrounding communities. The 65 and over population has seen the greatest increase on the Island, an 80% increase since 2000. This population would not necessarily be contributing to the workforce but more likely will want and need more services from the workforce including sectors like hospitality and health care.

The Lowcountry Council of Governments, *2022 People and the Economy Report* indicated 1.5% population growth for the Town of Hilton Head Island versus neighboring Town of Bluffton that has seen 113.6% increase in population.

|                            | Census<br>2000 | Census<br>2010 | Census<br>2020 | Estimates<br>2021 | Percent<br>Change<br>2000-2010 | Percent<br>Change<br>2010-2020 |
|----------------------------|----------------|----------------|----------------|-------------------|--------------------------------|--------------------------------|
| Beaufort County            | 120,937        | 162,233        | 187,117        | 186,007           | 34.1%                          | 15.3%                          |
| City of Beaufort           | 12,950         | 12,361         | 13,607         | 12,899            | -4.5%                          | 10.1%                          |
| Town of Bluffton           | 1,275          | 12,978         | 27,716         | 27,596            | 917.9%                         | 113.6%                         |
| Town of Hilton Head Island | 33,862         | 37,099         | 37,661         | 38,068            | 9.6%                           | 1.5%                           |
| Town of Port Royal         | 3,950          | 10,678         | 14,220         | 12,734            | 170.3%                         | 33.2%                          |



# INTRODUCTION

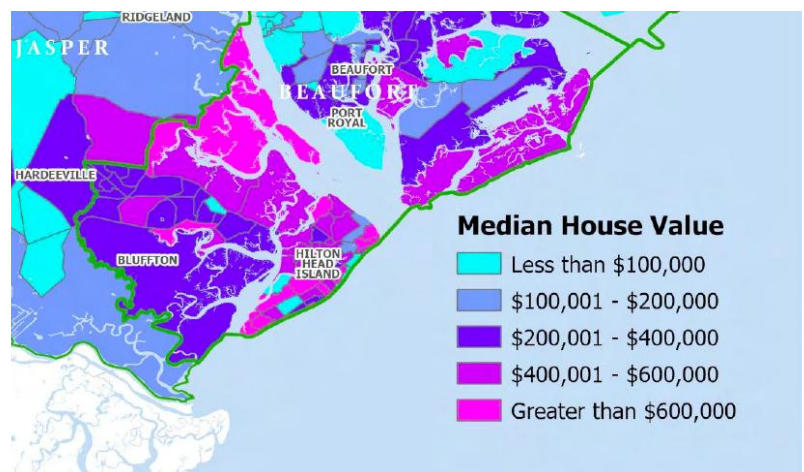
CONTINUED



The Hilton Head Island community is facing a growing challenge around ensuring there is a sufficient supply of affordable and appropriate housing to support its workforce. Employers are having a harder time recruiting and retaining workers for Island employment. Working individuals and families are increasingly being priced out of the community. Everyone on Hilton Head Island—from long-term, year-round residents to seasonal visitors—will feel the impact if the community cannot sustain a qualified workforce.

The ability to attract needed private- and public-sector workers partly depends on the ability of workers to afford housing near their jobs. The growth of employment centers in other parts of Beaufort County means that Hilton Head Island employers will have a more difficult time finding workers as there are more employment options off Island, closer to communities where housing is more affordable, and commutes are shorter. Without an intentional effort to expand workforce housing options on Hilton Head Island, both the economic sustainability and quality of life on the Island may be at risk. (*WFH Strategic Plan*) As shown in the map below from the Lowcountry Council of Governments, *2022 People and the Economy Report* median home values are almost double on Hilton Head Island versus neighboring communities off the Island.

The Town of Hilton Head Island is at a critical juncture to ensure the development and preservation of diverse housing options that are available and affordable for its workforce. Over the last few years, Town Council and Town leadership have consistently indicated this as a top strategic priority. Key recommendations and strategic direction have been defined in the Town's 2019 Workforce Housing Strategic Plan, the Town's Our Plan (Comprehensive Plan) and the recently adopted 2022 Workforce Housing Framework.



# BACKGROUND



## Housing Impact Analysis



# BACKGROUND



In 2019, Town Council adopted the Workforce Housing Strategic Plan in an effort to advance policy that is favorable to address the housing needs of the Island. It includes a set of recommendations that are designed to address current and future workforce housing needs within the Town of Hilton Head Island.

On November 4, 2020, Town Council adopted amendments to the Town's Land Management Ordinance to create a Workforce Housing Program. This included incentives for the conversion of commercial square footage to residential units. On February 16, 2021, Town Council adopted amendments to the Town's Land Management Ordinance to allow for a housing density bonus provided in exchange for workforce housing units.

On February 22, 2022, Town Council held a special meeting where they discussed housing initiatives and proposed next steps. This resulted in three primary efforts that led to the execution of an intergovernmental agreement for participation in the Beaufort Jasper Housing Trust, the pursuit of a public private partnership to develop affordable/workforce housing on the Town-owned Northpoint Tract and the creation of two new public assistance programs for Home Safety and Repair Program and Sewer Connection Program.

On April 1, 2022, the Town released an RFQ seeking a Developer Partner for the Northpoint Tract project. Since that time, an advisory committee reviewed all submittals and the Town Manager announced a development partner in October 2023 and will negotiate a development agreement for Town Council review and consideration.



An increased sense of urgency arose around this issue when an estimated 300 residents, most part of the Island's workforce, were issued eviction notices on August 12, 2022, and residents were only provided one month to move out. The property owner was pursuing plans to redevelop the site. In response to the rising concerns by the community, a special Town Council meeting was held on September 6, 2022, to discuss the status of current workforce housing initiatives. Town Council held a workshop on September 14, 2022 and directed staff to create a housing framework by November 1, 2022.

The Town held a multi-day charette in October 2022 with over 30 community stakeholders along with the Town's senior staff. These two days led to the creation of the Town's Workforce Housing Framework, *Finding Home* which was adopted by Town Council on November 1, 2022. The Framework recommendations are aligned by four pillars, Community, Planning, Management and Revenue with each Pillar defining very specific goals, strategies, and critical first steps for action. This framework outlines the Town's commitment to the creation and preservation of affordable workforce housing on the Island. Key to the implementation of the Framework will be the Revenue pillar, where the Town will define funding and financing sources to support projects and programs that deliver diverse affordable housing options on the Island.

The passage of South Carolina Senate Bill 284, now known as Act 57, provides a direct nexus between the Accommodations and Hospitality industry and the ability to support workforce housing opportunities. Local governments now have access to a new funding source to support the development of additional housing to meet the growing demand for workforce housing on the Island to support the local tourism economy. The recent escalation in housing cost on the Island has made this choice more difficult for this critical workforce.





# EMPLOYMENT & HOUSING ANALYSIS



## Housing Impact Analysis

The Lowcountry Council of Governments, *2022 People and the Economy Report* indicated Beaufort County as on one of the top tourist destinations in the state, with the Hilton Head Island community being a significant draw for visitors. With the increased cost of housing on the Island, employers are finding it more difficult to retain and recruit workers to these tourism related employment sectors.

## Tourism Industry

Tourism is vital for the success of the region's economy. As reflected in Table 17, the region's expenditures had increased until 2019, then declined in 2020 due to the COVID-19 pandemic. Beaufort County, is considered one of the top tourism destinations in the state, having the greatest amount of visitor spending and the largest tourism-generated jobs. Colleton County, nationally recognized for the ACE Basin eco-tourism destination and several 1-95 interchanges, ranks second for tourism expenditures and payrolls.

**Table 17: Economic Impact of Visitors 2017-2020**

|                          | 2017            | 2018            | 2019            | 2020            | Percent Change<br>2017-2020 |
|--------------------------|-----------------|-----------------|-----------------|-----------------|-----------------------------|
| <b>Beaufort County</b>   |                 |                 |                 |                 |                             |
| Tourism Employment       | 14,170          | 14,590          | 15,280          | 14,620          | 5.6%                        |
| Payroll from Tourism     | \$261,570,000   | \$270,780,000   | \$294,880,000   | \$307,230,000   | 23.1%                       |
| Expenditures by Visitors | \$1,374,800,000 | \$1,433,990,000 | \$1,539,740,000 | \$1,379,800,000 | 5.8%                        |



Despite this robust tourism economy, the increased cost of housing on the Island is having an impact on the ability for area employers to recruit and retain workers within the tourism-related employment sectors. Although many of these employers pay above median wages (over \$15/hour) for these positions, employees continue to be cost burdened as they balance other household expenses with the accelerating housing costs. Housing affordability is determined by the percentage of an individual's gross pay that is absorbed by housing costs. An "affordable" unit should cost no more than 30% of that individual's or family's total income. Households are considered "cost burdened" when their housing costs exceed this figure. A household is considered to be "extremely cost burdened" if they are spending over 50% of their income on housing.

There is already evidence of the workforce housing impact. Some local restaurant owners are closing down one day a week because they cannot find sufficient staff. Healthcare providers are having difficulty retaining key employees, like nurse technicians. Landscaping companies on the Island struggle to find enough people to mow lawns, trim trees and install and maintain landscaping. The public school system faces challenges with teacher recruitment and turnover. Employers consider housing availability and affordability on Hilton Head Island as essential for attracting and keeping qualified workers.

Many people working on Hilton Head Island commute from elsewhere in Beaufort County and beyond. **More than 14,000 workers commute onto the Island each day for work, with the number of in-commuters rising steadily each year.**

People who work on Hilton Head Island commute longer distances than those commuting to either Bluffton or Beaufort. **About 17 percent of workers on Hilton Head Island—or nearly 4,400 workers—commute 50 miles or more each way to get to work.** On their way to and from Hilton Head Island, those commuters will pass by growing areas in Bluffton, Hardeeville, Port Royal and other communities where employment opportunities are expanding. More job options in other parts of the county will make it less attractive for workers to continue to commute onto Hilton Head Island to work. (WFH Framework 2022)



# EMPLOYMENT ANALYSIS

CONTINUED



Based on 2021 data, the largest employers on Hilton Head Island are mainly in the service industry and health care. These employment sectors' median salaries are between \$25,000 and \$57,000 depending on experience and tenure as reported by the Bureau of Labor Statistics, May 2022. Based on these salaries service workers in Hilton Head Island can afford to pay \$575 a month in rent while the median rent in Hilton Head Island as of 2020 was \$1,330, while health care employees can afford to pay \$1,250 which is still not enough to afford the median priced apartment on the Island.

In May 2022, a US Bureau of Labor Statistics Occupational Employment and Wages study indicated the following averages for Hilton Head Island employment sectors. Workers in the Hilton Head Island-Bluffton-Beaufort, SC Metropolitan Statistical Area **had an average (mean) hourly wage of \$22.21 in May 2022, 25 percent below the nationwide average of \$29.76.** Regional Commissioner Victoria G. Lee of BLS, noted that, after testing for statistical significance, wages in the local area were lower than their respective national averages in 21 of the 22 major occupational groups.

When compared to the nationwide distribution, Hilton Head Island area employment was more highly concentrated in 7 of the 22 occupational groups, including food preparation and serving related, sales and related, and building and grounds cleaning and maintenance. Thirteen groups had employment shares significantly below their national representation, including production, transportation and material moving, and business and financial operations.

One occupational group—food preparation and serving related—was chosen to illustrate the diversity of data available for any of the 22 major occupational categories. Hilton Head Island had 12,450 jobs in food preparation and serving related, accounting for 16.0 percent of local area employment, significantly higher than the **8.5-percent share nationally.**

## TOP ISLAND EMPLOYERS (2021)

| EMPLOYER                               | EMPLOYEES |
|----------------------------------------|-----------|
| SERG GROUP RESTAURANTS                 | 1,244     |
| MARRIOTT VACATION CLUB INTL            | 580       |
| SEA PINES RESORT                       | 536       |
| HILTON HEAD MEDICAL CENTER AND CLINICS | 506       |
| COASTAL RESTAURANTS AND BARS           | 500       |
| BEAUFORT COUNTY SCHOOL DISTRICT        | 438       |

Source: Town of HHI Comprehensive Annual Financial Report

## "WHAT'S AFFORDABLE?" BY WORKER SEGMENTS



Source: US Census Bureau, 2018 Workforce Housing Strategic Plan

# EMPLOYMENT ANALYSIS

CONTINUED



This chart based on the US Census Bureau data shows the size of the top employment sectors on the Island along with the percentage of change over time. Although accommodations and retail related positions have decreased slightly compared to other employment sectors, they remain the top two employment sectors with Healthcare and Administration within the top five. Accommodations and Food Service have the largest percentage of employment in the region.

The chart below indicates the top three employment sectors and their median wages for each from the 2022 Bureau of Labor Statistics for Hilton Head Island.

The chart shows average hourly wages and salaries for Accommodations and Food service, Retail, Healthcare and Administration employment sectors aligned with what would be considered affordable rents based on spending no more than 30% of an individual's or family's total income on housing. Rents would need to be below \$964.50 for most employment sectors to be considered affordable.

Households who spend over 50% of their income are considered extremely cost burdened.

## SECTOR SIZE & CHANGE, 2002-2019



Source: US Census Bureau, 2000 to 2021 Censuses

## Employment and wage data for Top related occupations, Hilton Head Island metropolitan area, May 2022

| Occupation                                                      | Levels | Hourly   | Annual Salary | Housing Affordability (30%) | Cost Burden (50%) |
|-----------------------------------------------------------------|--------|----------|---------------|-----------------------------|-------------------|
| Total Food preparation and serving related occupations          | 12,450 | \$ 13.32 | \$ 27,700.00  | \$ 692.50                   | \$ 1,154.17       |
| Total Office and Administrative Support Occupations             | 10,050 | \$ 18.52 | \$ 38,520.00  | \$ 963.00                   | \$ 1,605.00       |
| Total Sales and Related Occupations                             | 9,450  | \$ 18.55 | \$ 38,580.00  | \$ 964.50                   | \$ 1,607.50       |
| Total Building and Grounds Cleaning and Maintenance Occupations | 4,220  | \$ 15.84 | \$ 32,950.00  | \$ 823.75                   | \$ 1,372.92       |
| Total Personal Care and Service Occupations                     | 2,910  | \$ 15.38 | \$ 31,980.00  | \$ 799.50                   | \$ 1,332.50       |



Based on the 2023 National Low Income Housing Coalition's Out of Reach Data the following Zip Code data shows the hourly wage necessary to afford a market rate rental unit within 29926 and 29928 areas.

The median wages highlighted on previous page indicates Accommodations and Food Preparation for Hilton Head Island was \$13.32, while an employee must earn at least \$25.96 to afford a one-bedroom apartment on the Island as defined in the charts to the left as indicated by the National Low Income Housing Coalition's Out of Reach Data.

Based on this analysis, all major employment sector employees on the Island would be considered "Cost Burdened".



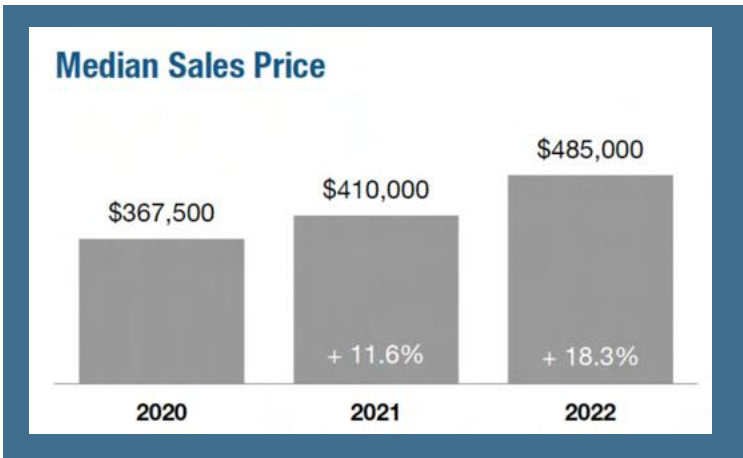
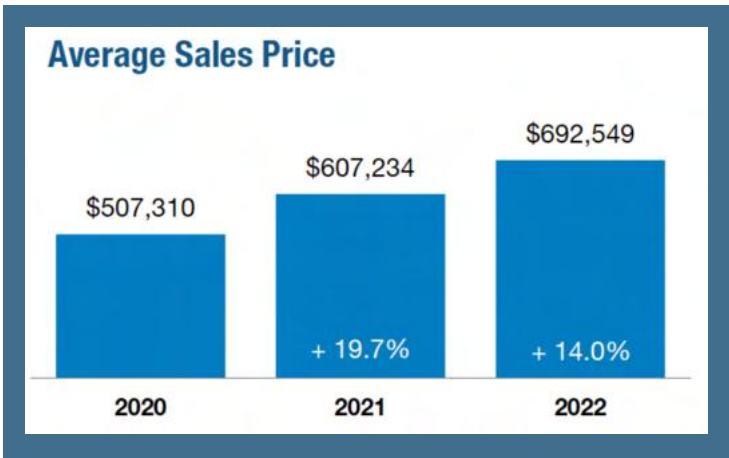
**National Low Income Coalition Zip Code Analysis for Housing Wage**

*The dollar amount shown for each zip code is the two-bedroom Housing Wage, which are only available within metropolitan areas. Zip code-level Housing Wages are based on HUD's Small Area Fair Market Rents (FMRs) for Zip Code Tabulation Areas (ZCTAs) from the U.S. Census Bureau, which differ slightly from U.S. Postal Service zip codes.*



The Hilton Head Area REALTORS 2022 Year-end Market Trend Analysis indicated a significant increase in ownership housing costs on the Island in both single family attached and detached from 2021, and an even greater increase over the last five months of 2023.

The accompanying charts show these increases. From 2021 to 2022, the overall median sales price increased 18.3 percent to \$485,000 for the year. Detached home prices were up 15.0 percent compared to last year, and attached home prices were up 20.0 percent.



## 2022 Year-End Report Hilton Head Island Housing Market Report

Historical Median Sales Price by Month

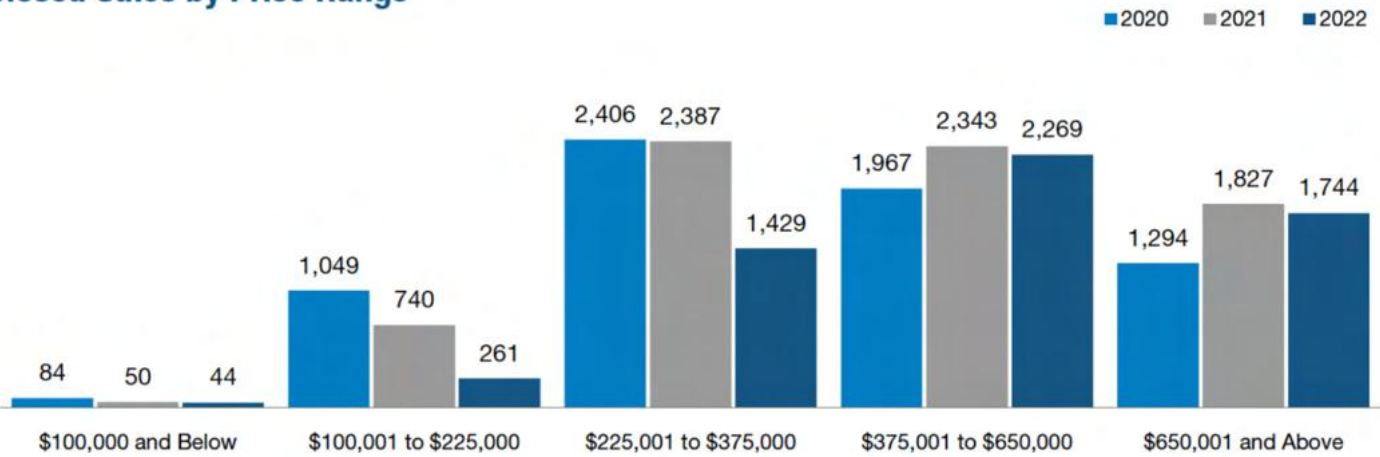




In addition, the number of housing units closed below \$225,000 has declined significantly over the last few years showing a huge loss in affordable inventory.

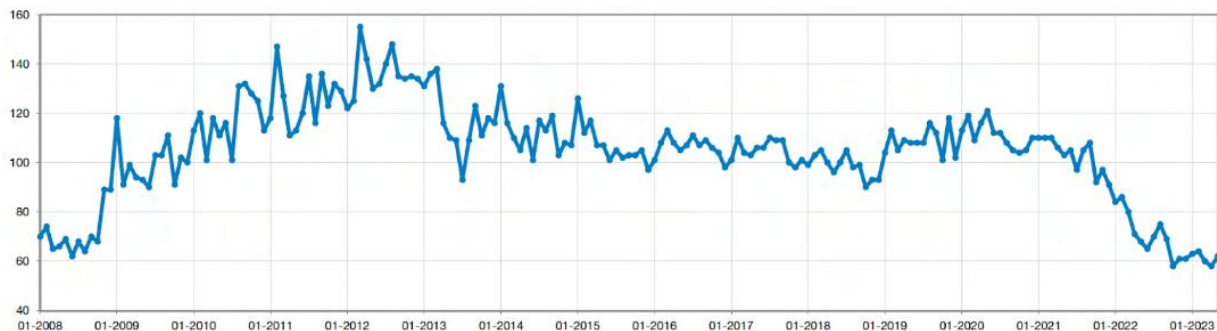
(See Sales closed by Price Range Chart below)

Closed Sales by Price Range



Recent data from May 2023 indicated historical housing affordability continuing to decline significantly on the Island. The chart below shows a continual trend as housing becomes less affordable based on average incomes on the Island. The lower the number the less affordable the community. Homeownership keeps getting tougher for potential buyers as average 30-year home-mortgage rates in the U.S. have risen from 3 percent in 2021 to over 7 percent. Those latest price and interest rate hikes, along with other forces, continue to push the typical cost of major ownership expenses up far faster than wages, resulting in declining home affordability.

Historical Housing Affordability Index by Month

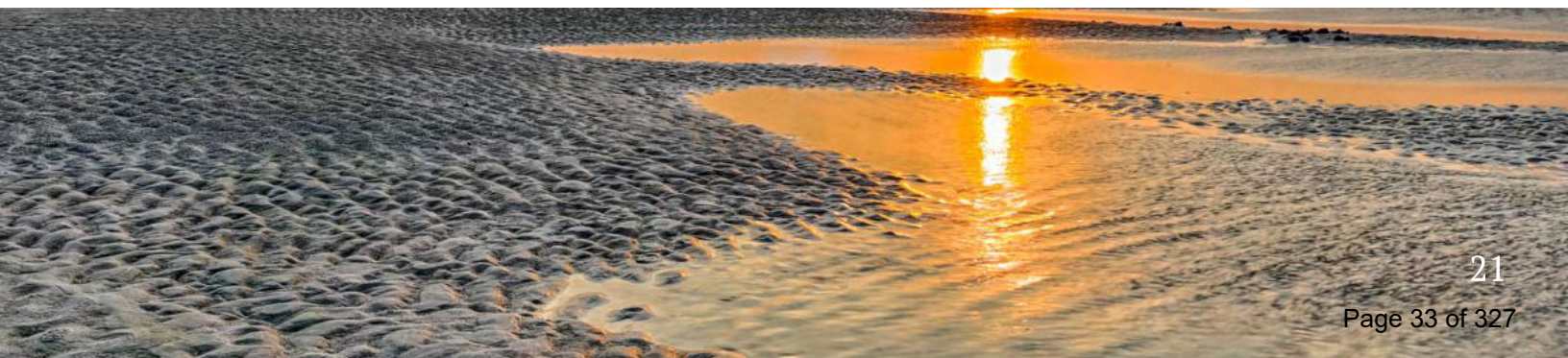
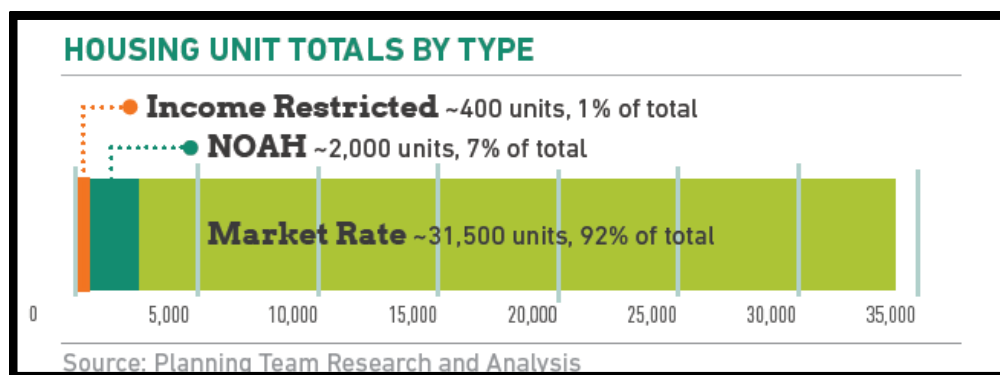


### RENTAL MARKET DATA:

These trends are unsustainable to meet the growing demands for workforce housing on the Island. With increased costs in construction, labor, materials, insurance and interest rates, affordability of housing will play a huge role in the future population and workforce on the Island if the Town does not address these growing needs.

Preliminary housing analysis revealed only about 400 “protected” (meaning they are income restricted or deed restricted based on income) affordable housing rental units on the Island and about 2,000 “naturally occurring affordable housing” (NOAH) rental units. NOAH units are not income restricted or protected by income related deed restrictions; therefore, they are not protected from the possibility of large-scale rental hikes or future redevelopment into luxury or short -term rentals.

Many of these historically affordable housing units are at the greatest risk of being redeveloped into to higher end housing as the overall rental housing supply continues to remain low of the Island. Building permit data indicated only two multifamily rental communities have been built on the Island in the last 20 years both of which are market rate communities. Over the last decade, average monthly rents grew by almost 40%.





# HOUSING MARKET CONDITIONS



## Factors in Housing Market Cost:

Although the South Carolina population continues to have strong population growth, building has not kept up with the growth. **The 2023 Palmetto State Housing Study** published by SC State Housing indicated that a decade of underbuilding has culminated in a shortage of housing inventory. South Carolina’s population has grown steadily at an average annual rate of roughly 1.2% from 2002 to 2021 (compared to 0.8% for the overall US), yet the average annual growth rate in the number of new housing permits in South Carolina dropped by nearly half after the Great Recession of 2008. The decline includes both single and multi-family housing, therefore creating gaps in the supply and demand for housing and escalating the cost of housing due to the shortage of supply. **The lack of housing inventory in South Carolina is especially pronounced among lower price points.**

Although a lack of demand in the immediate aftermath of the Great Recession helped temporarily increase the availability of entry-level homes, **the number of homes sold in South Carolina for less than \$100,000 has decreased by 14.8 percent each year since 2014.”** (2023 Palmetto Study) The decrease in supply is most pronounced in coastal regions of South Carolina. **In 2022, the percentage of homes sold in South Carolina for under \$100,000 fell below 5 percent for the first time.**

Figure 6 – S.C. Multi-Family Housing Permits vs. Pop. Growth

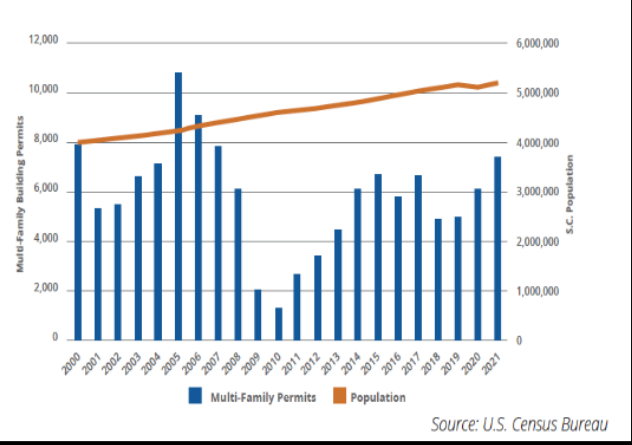
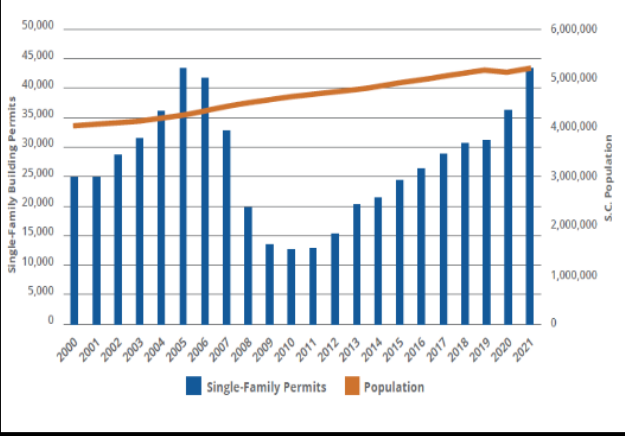


Figure 5 – S.C. Single-Family Housing Permits vs. Pop. Growth

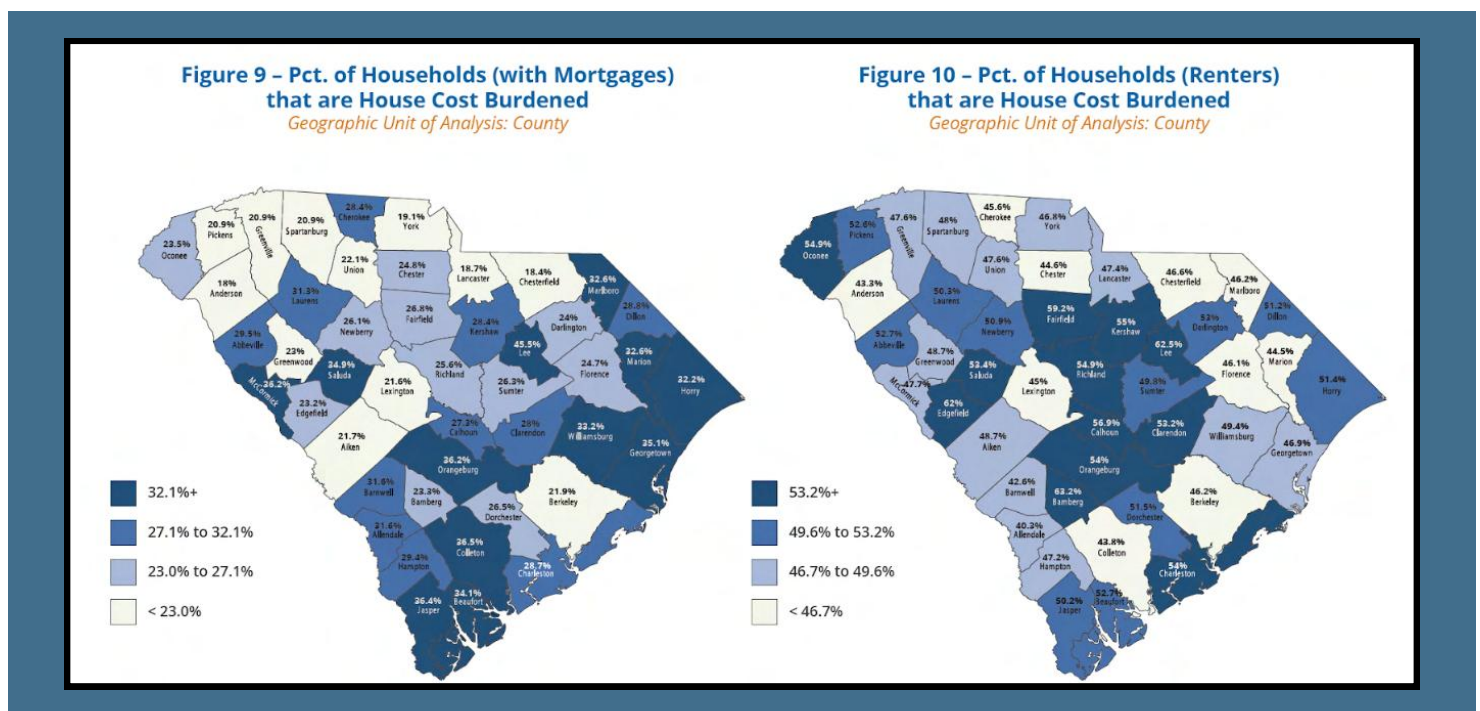




The 2023 Palmetto Housing Study, as shown in the charts below, reveals that South Carolina's housing market is imbalanced due to high demand and low inventory levels. This imbalance has resulted in affordability challenges for many South Carolinians.

Housing affordability is usually measured by examining the extent to which families are considered to be housing cost burdened. **The U.S. Department of Housing and Urban Development (HUD) defines a cost burdened household as one that pays more than 30 percent of its income for housing.**

**By this measure, approximately 50 percent of renting households and 25 percent of households with a mortgage are housing cost burdened in South Carolina.** Examining housing cost burdens by county reveals that renters are most likely to be cost burdened in the Midlands and coastal regions of South Carolina. By contrast, households with mortgages are most likely to be cost burdened in the Pee Dee and coastal regions, as shown in **Figures 9 and 10. On average, housing cost burdens across the state are higher for renters than they are for households with mortgages.**





# HOUSING MARKET CONDITIONS

CONTINUED

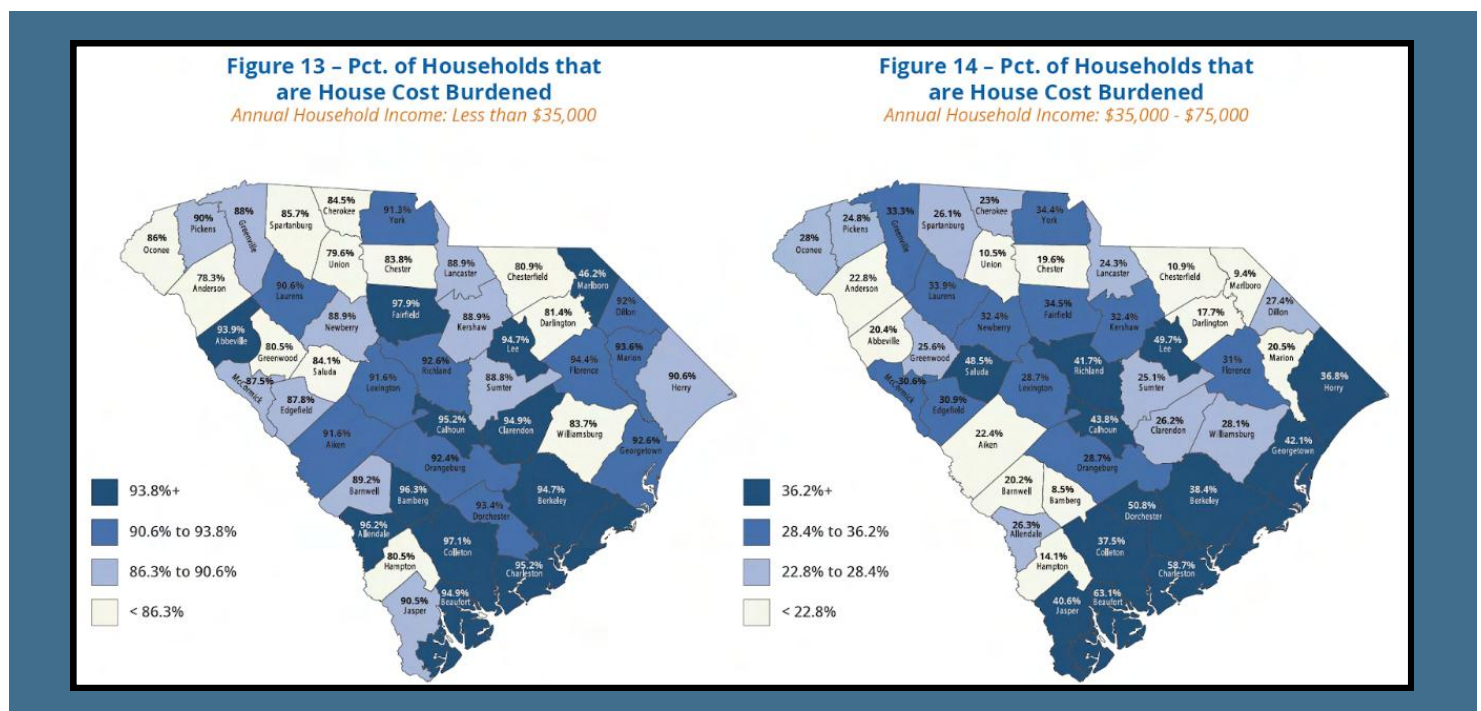


Housing affordability is often considered to be a challenge that is either mostly or exclusively concentrated among households with lower income. Approximately 90% of South Carolina's lower income households, defined as those earning less than \$35,000 annually are estimated to be housing cost burdened based on the 2023 Palmetto Housing Study.

**However, in South Carolina there is also a significant population base of middle-income households that also face affordability challenges. Specifically, this study estimates that more than one-third (34.5%) of households earning between \$35,000 and \$75,000 annually are also housing cost burdened by traditional measures.**

Existing statewide workforce housing initiatives are often designed for this population.

The cost burden of this segment of the population is especially high in coastal South Carolina as shown in Figures 13 and 14. The data demonstrates that while housing affordability is nearly a universal challenge for lower-income households, it is also a significant strain on working-class families. **Policies directed at improving housing affordability should also include attainable housing programs and new inventory for middle-income families.** Individuals in these households are often employed as teachers, first responders, and health care support workers.



### For Homeownership:

- **The average salary in Hilton Head Island is \$68,437.**
- **The median home cost in Hilton Head Island is \$724,900**

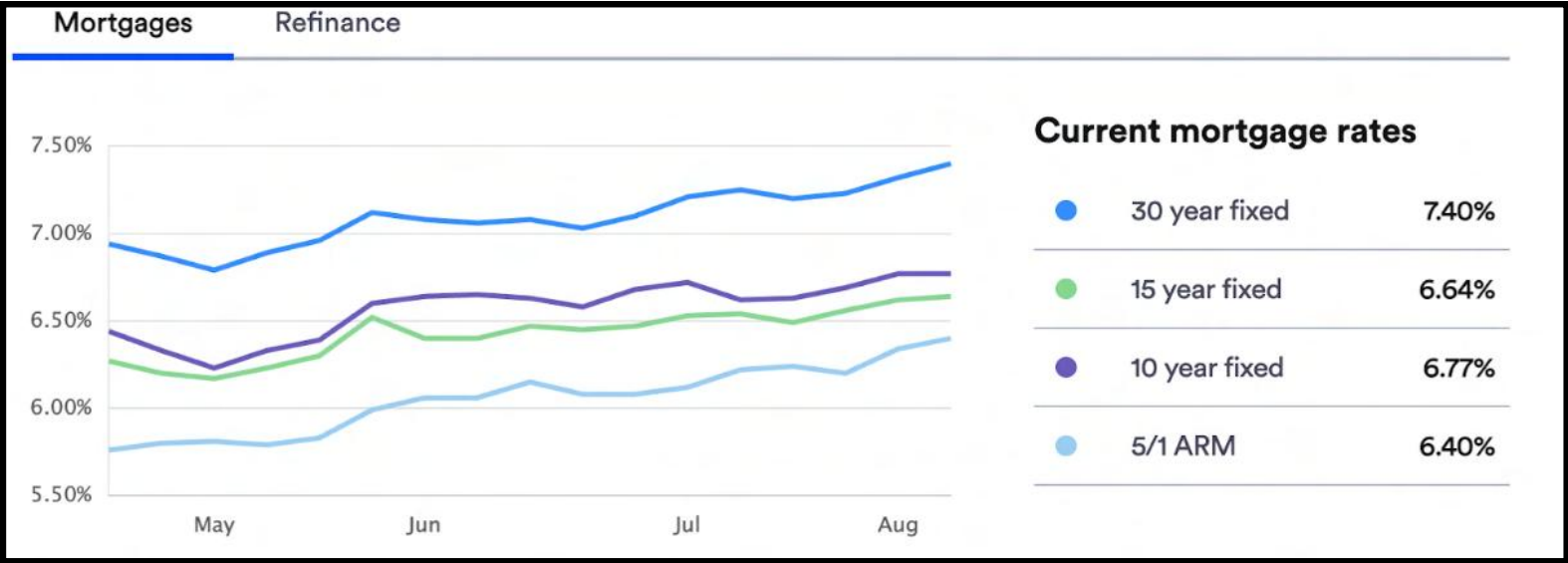
Based on the US Department of Housing and Urban Development (HUD) rule of thumb for defining “affordability,” a household should spend **no more than 3 times** their annual salary for their housing cost for ownership and **no more than 30% of household income** on rental housing. Based on the above-mentioned average salary in Hilton Head Island, **\$205,311** would be the maximum “affordable” home for a family in the Town of Hilton Head Island. Over \$500,000 less than the median priced homes on the Island.

Escalating real estate costs are not the only barrier to homeownership. Increased mortgage rates continue to limit affordable home buying opportunities for families. Since August 2023, interest rates have risen to as high as 8% depending on the loan type, the amount of down payment provided and also takes into consideration a varying credit score between 580-800. These variables make home buying more difficult for lower income households that have limited downpayment and may have lower credit scores.

For example depending on these variables, a **\$200,000 home** could cost a household anywhere between **\$1,222- \$1,444/month**. The lower monthly payment would be a VA or FHA type loan. This scenario also considers a 3% down payment and a credit score of 780. This monthly estimate does not include insurance, taxes, or any HOA fees.



The below chart shows a snapshot of mortgage rate options nationally for single family purchases.



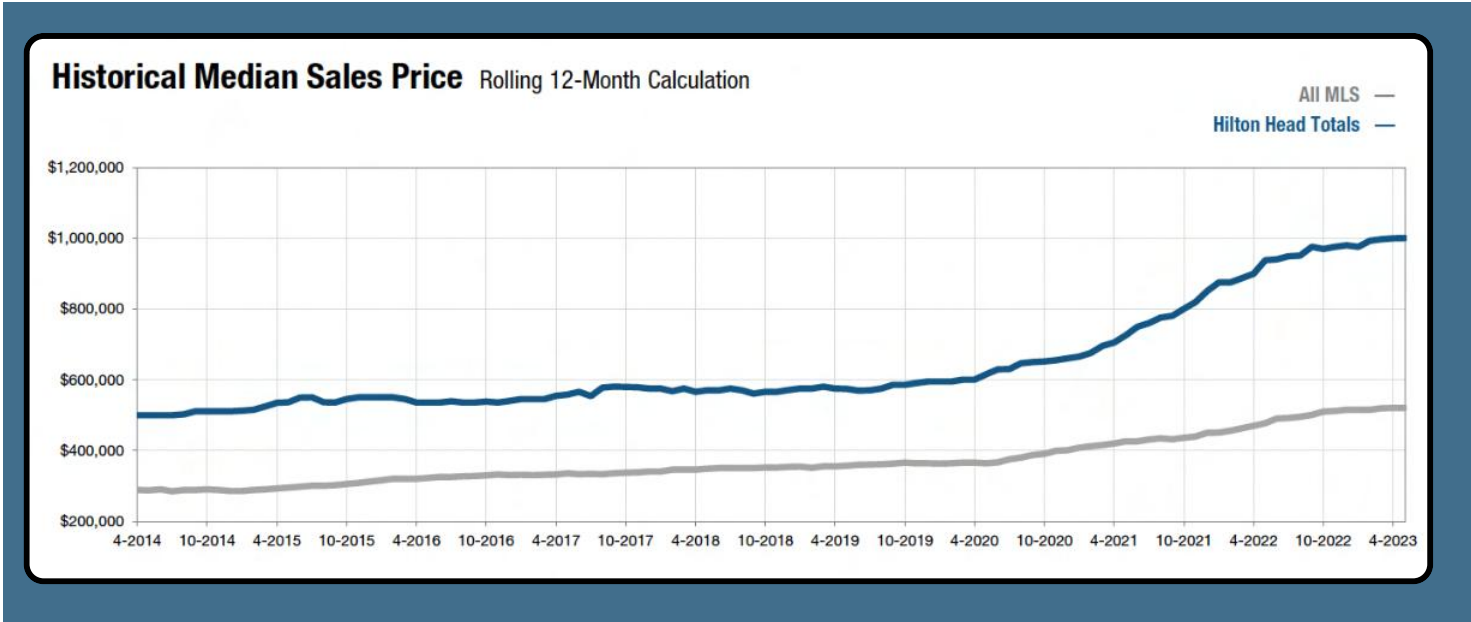
In a recent interview with the Hilton Head Area REALTORS, CEO, Jean Beck, indicated that there have been double digit increases in housing costs in both attached and detached housing. In 2018-2019 there was 26 month's worth of inventory, all of which has been sold.

There are currently only 2 month's worth of inventory on the Island. The reports on the next page show almost double digit increases in all housing sectors from 2020 to 2023. From \$600,000 for detached single family homes to over \$1M and \$350,000 to over \$600,000 in attached (condo/villa) homes.

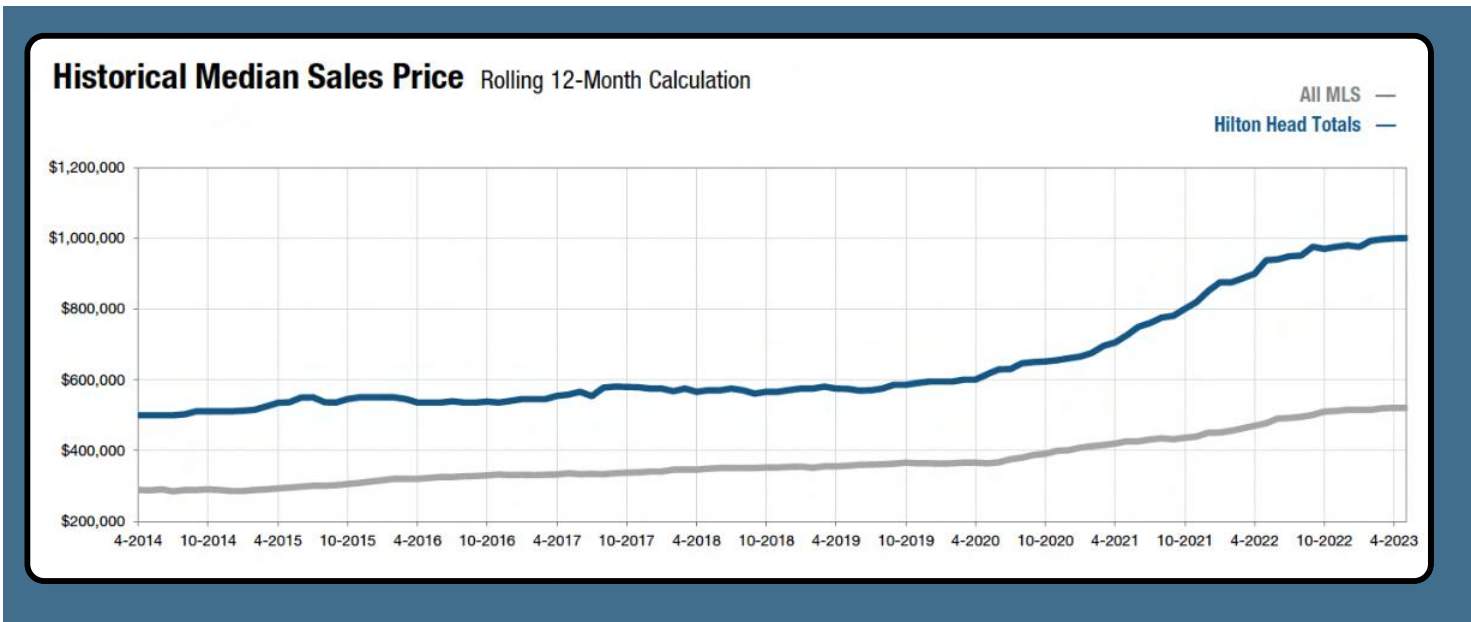




## All Hilton Head Island Detached (Single Family Home)



## All Hilton Head Island Attached (Condo/Villa)



# HOUSING MARKET CONDITIONS

CONTINUED



The Market Reports on the previous pages from May 2023 shows year over year for Attached (Condo/Villas) and Detached (Single Family Homes) and include all Hilton Head Island properties. 70% of land on Hilton Head Island is located within a Planned Unit Development (PUD) limiting the amount of available and eligible land that could be used to support the demand for workforce housing.

Of the 30% of land outside of the PUD's, there is limited developable land due to various conservation easements, environmentally protected areas, wetland areas and tidal marsh.

The Hilton Head Area REALTORS 2023 General Reports includes listings and sales not included in housing units that are located within gated communities, in a PUD or in an established designated area or community, which would most likely be areas in which new workforce housing would be built. The charts on the following page show those area changes year over year.



The following General listings are NOT located in a PUD.

## HH General

Detached Homes Only

| Key Metrics                     | May       |           |                | Year to Date |           |                |
|---------------------------------|-----------|-----------|----------------|--------------|-----------|----------------|
|                                 | 2022      | 2023      | Percent Change | 2022         | 2023      | Percent Change |
| New Listings                    | 20        | 22        | + 10.0%        | 86           | 51        | - 40.7%        |
| Closed Sales                    | 17        | 8         | - 52.9%        | 70           | 23        | - 67.1%        |
| Median Sales Price*             | \$635,000 | \$649,500 | + 2.3%         | \$580,000    | \$615,950 | + 6.2%         |
| Percent of List Price Received* | 99.5%     | 98.4%     | - 1.1%         | 100.2%       | 98.0%     | - 2.2%         |
| Days on Market Until Sale       | 100       | 73        | - 27.3%        | 98           | 70        | - 28.6%        |
| Inventory of Homes for Sale     | 27        | 32        | + 18.5%        | --           | --        | --             |

\* Does not account for sale concessions and/or downpayment assistance. † Percent changes are calculated using rounded figures and can sometimes look extreme due to small sample size.

## HH General

Condos / Villas Only

| Key Metrics                     | May       |           |                | Year to Date |           |                |
|---------------------------------|-----------|-----------|----------------|--------------|-----------|----------------|
|                                 | 2022      | 2023      | Percent Change | 2022         | 2023      | Percent Change |
| New Listings                    | 44        | 29        | - 34.1%        | 187          | 137       | - 26.7%        |
| Closed Sales                    | 21        | 26        | + 23.8%        | 173          | 117       | - 32.4%        |
| Median Sales Price*             | \$295,000 | \$262,522 | - 11.0%        | \$280,000    | \$292,500 | + 4.5%         |
| Percent of List Price Received* | 100.9%    | 97.9%     | - 2.9%         | 100.0%       | 97.2%     | - 2.8%         |
| Days on Market Until Sale       | 57        | 56        | - 2.2%         | 76           | 80        | + 5.0%         |
| Inventory of Homes for Sale     | 42        | 37        | - 11.9%        | --           | --        | --             |

\* Does not account for sale concessions and/or downpayment assistance. † Percent changes are calculated using rounded figures and can sometimes look extreme due to small sample size.



In addition to the limited land available to build new developments and the low inventory of existing housing units impacting the overall availability of affordable housing on the Island, increased cost in wind and flood insurance are also impacting overall households costs. In some cases, insurance costs have doubled for residential and commercial properties, pricing people out of their homes. For the rental market, insurance premiums are passed along to renters by apartment owners therefore increasing the cost of rent for many families on the Island, while incomes have not kept up with housing costs.

In some cases, rental property owners have converted their "previously affordable" rental properties into higher cost luxury apartments or short-term rentals, taking them out of the affordable housing inventory.

In addition to these accelerating housing costs along with low inventory, a recent 4 millage increase in property taxes for the school district will most dramatically impact properties that are already at a 6% tax rate. These increases are typically passed along to the end renters. Although the Town of Hilton Head Island recently reduced the millage rate for the Town, they do not have control over the school district increases.





Market Research and the Cost of Housing:

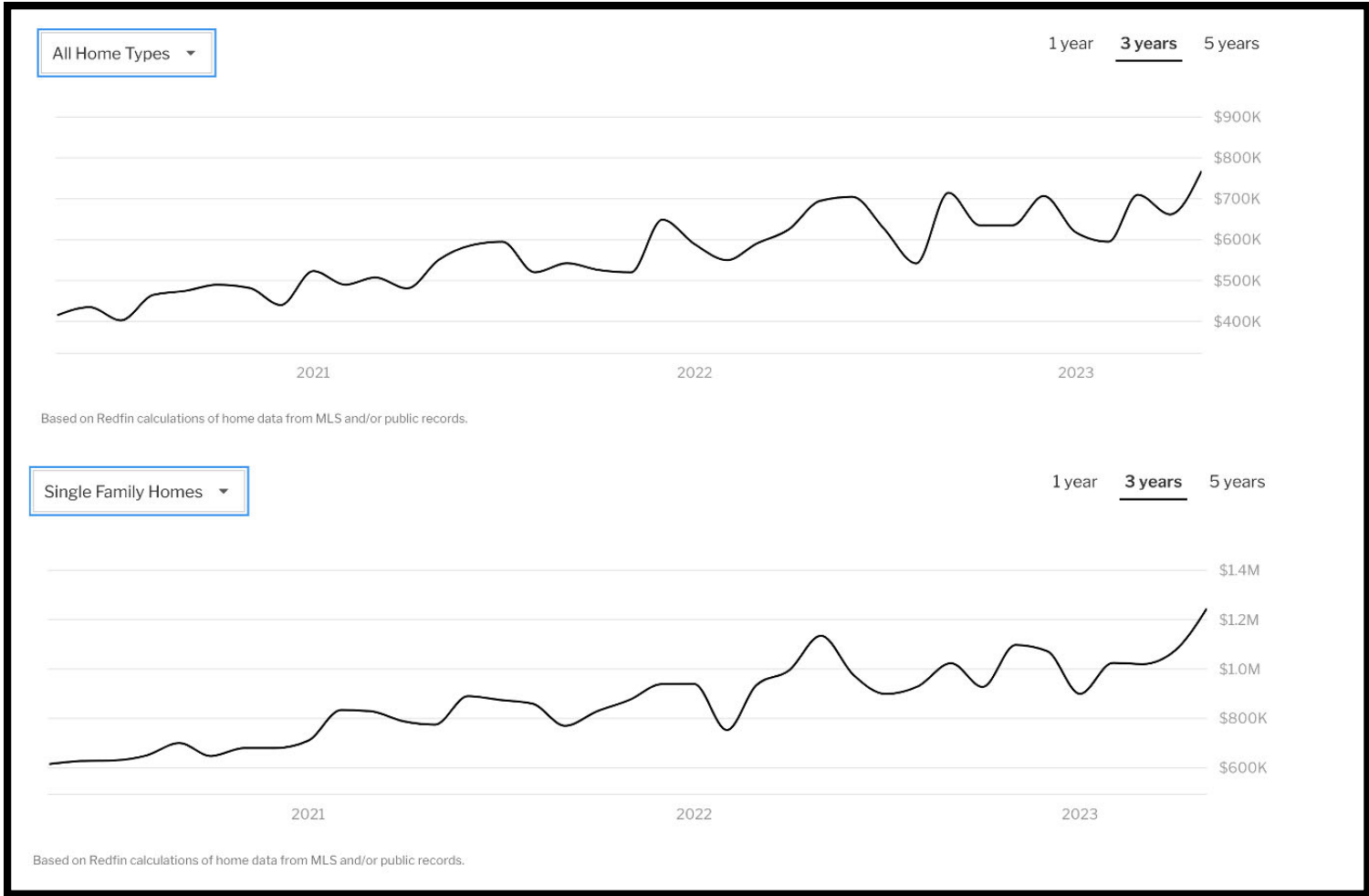
In May 2023, Hilton Head Island home prices were up 10.5% compared to last year, selling for a median price of \$768K. On average, homes in Hilton Head Island sell after 20 days on the market compared to 48 days last year. There were 176 homes sold in May this year, down from 185 last year. (Redfin.com)

Hilton Head Island is significantly higher compared to other South Carolina cities.

| Location           | Median Price | % Change from 2022 to 2023 |
|--------------------|--------------|----------------------------|
| Hilton Head Island | \$768,000    | +10.5%                     |
| Charleston         | \$563,500    | +10.7%                     |
| Beaufort           | \$390,000    | +12.4%                     |
| Myrtle Beach       | \$325,000    | +10.6%                     |
| Greenville         | \$377,500    | -10.1%                     |
| Charlotte MSA      | \$410,000    | +1.5%                      |

Based on recent data pulled from Redfin calculations of home data from MLS listings and public records the following charts show the continued rise in housing cost over the last 3-year. The Charts include 1) All Home Types listed (villas, condos, townhomes and detached) and 2) Single Family Homes separately.

The chart below shows overall housing types (condos, townhomes and single-family ownership) showing a trend of almost doubling the median sale price from 2020 to 2023. If we just look at single family homes, the median home price is over \$1M.



***The overall cost of living in Hilton Head Island is 7% higher than the National average.***



# CONSTRUCTION AND DEVELOPMENT COSTS

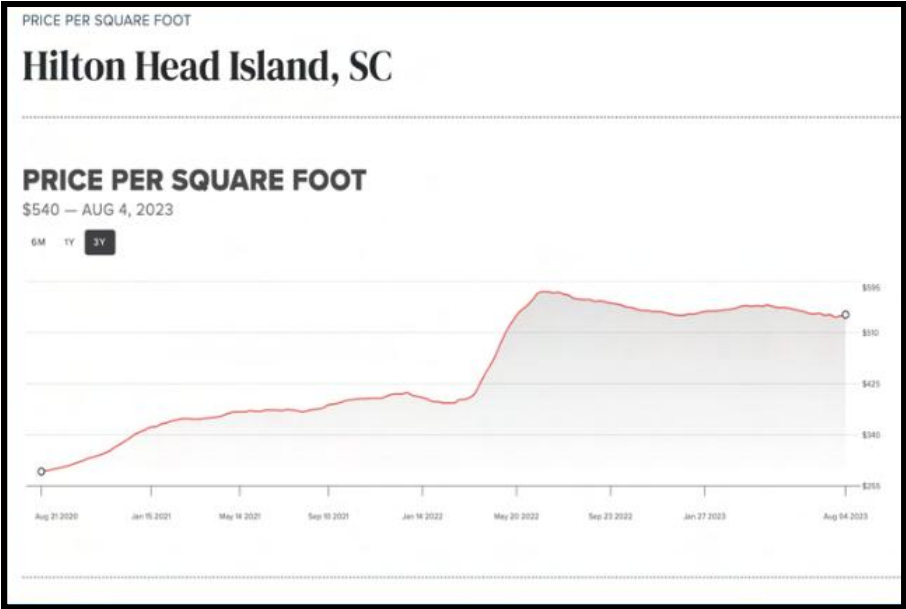


## Ownership Market Costs

Construction costs have significantly increased the cost of housing on the Island over the past few years. As of June 2023, single family homes were selling on average for \$1.7M with about 100 days on market. The average price per square foot was \$541. Rate.com research indicated over \$261 per square foot increase from \$279/square foot to \$540/square foot from August 2021 to August 2023. For a 1,000 square foot house, this means the construction cost has risen from \$279,000 to \$540,000, not accounting for land, fees, insurance, and taxes.

Townhomes and condos sold on average for \$495,000 and spent 86 days on the market. The average price per square foot was \$542. As of June 2023, the median home price was \$454,300 and the median rent was \$1,330.

Based on these home averages, an employee on the Island would need to earn close to \$100,000 to afford a \$500,000 home. In August 2023, BankRate.com indicated to afford a \$500,000 house, you need to make a minimum of \$91,008 a year — and probably more to make sure you’re not house-poor and can afford day-to-day expenses, maintenance, HOA, taxes, and other debt, like student loans or car payments. One good guideline to follow is not to spend more than 30 percent of your income on housing.



Limited housing options within these price points make it difficult for working families to find affordable housing for both ownership and rent. Increases in short term rental on the Island has also impacted available inventory options. Around 7,000 units are actively permitted as short term rental.

### HOUSING BY PRODUCT TYPE



Source: US Census Bureau



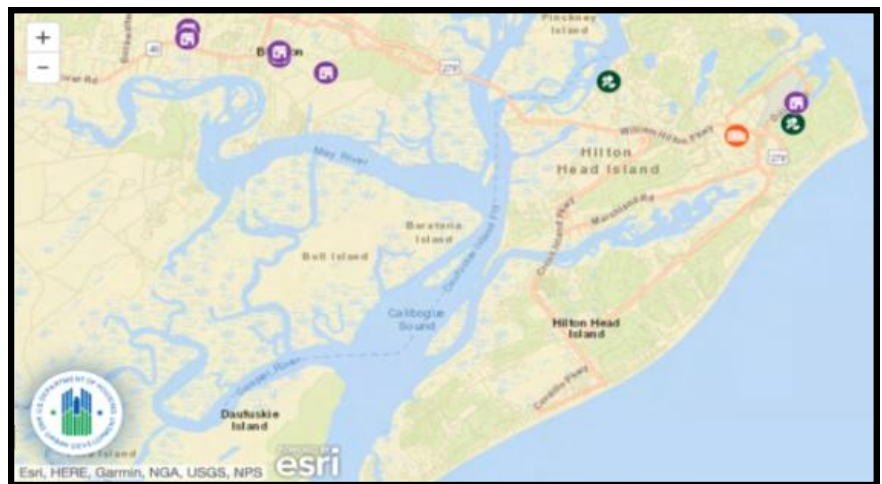
# CONSTRUCTION AND DEVELOPMENT COSTS

## Rental Market Costs

There is limited affordable inventory available on the Island to support workforce housing needs. Based on recent research on Apartments.com there was only one apartment listed for rent on the Island below \$1,450/month, a studio apartment. Other available apartments were in Bluffton.



There were only two properties that are listed on the HUD website as considered subsidized “affordable housing” on the Island. As mentioned earlier, there has been very limited apartment developments on Hilton Head Island over the past two decades. A 2022 market study for an apartment development in Bluffton, just over the bridge from the Island, indicates escalating rental prices across the region.



In a market study, conducted by RPRG for a proposed tax credit project in Bluffton, indicated market rents for: One-bedroom were on average \$1,608 per month. The average one-bedroom unit size was 735 square feet resulting in a net rent per square foot of \$2.19. Two-bedroom unit rents average \$1,747 per month. The average two-bedroom unit was 1,052 square feet resulting in a net rent per square foot of \$1.66.



# CONSTRUCTION AND DEVELOPMENT COSTS



A recent rental development proposed for the Beaufort area (not on the Island) that would produce about 100 units of multifamily rental housing for households with income below 60% of the area median income, estimated total development costs (without land cost) would be over \$17M, approximately \$172,000/per unit. Depending on the project design requirements and number of units allowed based on zoning, a recent 3-story, 24 unit garden style apartment development cost approximately, \$145/square foot to build (not including land). Another project recently completed cost over \$213/square foot, approximately \$272,000/unit. All these examples are located in Bluffton or Oaktie area but highlights overall escalating construction and labor costs in the region without even including specific land costs.

Developers interviewed indicated land cost in southern Beaufort can be as much \$25,000/door or apartment in areas like Hilton Head Island where available, however developable land is extremely scarce. Other fees such as permit fees for the Town of Hilton Head Island and Beaufort County impact fees (water and sewer etc.) can also increase per unit cost to over \$3,000/unit. Parking requirements and site restrictions including setbacks, lot size requirements and lower densities allowed can significantly impact the cost of development. One multifamily developer interviewed indicated that as much as \$50/square per unit could be added to the costs of a project based on some of these limitations. For example, the need for podium parking (parking under the building structure) can increase the cost of a 100-unit development by as much as 18% in development costs. Design flexibility and developer incentives will be also important to implement as the Town looks to address it workforce housing needs, in addition to financing to support projects funding needs.



# CONSTRUCTION AND DEVELOPMENT COSTS

## Land Costs:

Land costs are extremely high on Hilton Head Island due to limited amount of land available on the Island. Over 70% of the land is in a planned unit development (PUD), minimizing the availability of land for affordable developments even further. For example, a recent search on Land Watch for vacant lots for sale on the Island showed one .11 acre lot in the Mid-Island area for \$359,000.



Recent property acquisitions by the Town indicates average land costs anywhere between \$500,000 and \$1M per acre including the Town's acquisition of 71 Shelter Cove Lane. The recent acquisition the old Wild Wings property was \$4M for 1.8 acres. Although the Town is making aggressive steps to acquire property for future development opportunities these opportunities are extremely scarce due to the overall limits on available land.

## Land Management Ordinance (LMO):

In addition to land acquisition strategies that support workforce housing, the Town is also in the process of updating its Land Management Ordinance (LMO) as part of it's Comprehensive Plan update which will include a variety of planning and zoning tools that would encourage and incentive private developers to participate in building workforce housing. The Town already offers a density bonus for developers who include a percentage of workforce housing in larger developments. The Town also has a Commercial Conversion ordinance to support converting under-utilized retail or commercial space into workforce housing.

The Town has made workforce housing a priority as a part of the Housing Element within Our Plan (Town's Comprehensive Plan) and is currently planning on revisions to the LMO to ensure changes and adjustments will support workforce housing efforts.





# CONSTRUCTION AND DEVELOPMENT COSTS



## Development Fees:

Although development fees can vary depending on the type of development, the size and the location, these fees can add significant costs to the overall development of both single family and multifamily projects. For example, on Hilton Head Island, assuming a \$20M development with approximately 50 dwelling units, each unit about 2,500 sq. ft on 2 acres, the Town's fees could be as much as \$360,927 and does not include planning fees. This cost includes the demolition of an existing building and a pool. That is approximately, \$7,218.55 per unit in development fees. As part of the Town's Workforce Housing program the Town will be evaluating these fees as it relates to developing workforce housing. The reality is many of these fees are necessary to pay for the staffing and support needed to manage the development process. Also some of these impact and development fees are not controlled by the Town and are required to be paid based on state law and county requirements. This does include \$177,350 in impact fees to Beaufort County.

## Insurance:

Dramatically rising insurance costs have hit owners, operators, and developers of rental housing hard in recent years. And in an environment of slower rent growth and rising interest rates, these costs have become increasingly tough for many rental housing providers to shoulder. As a result, many firms are in the difficult position of choosing whether to absorb the higher costs, knowing it means less reinvestment in other areas of their businesses or higher rents for residents, or find ways to scale back policies to mitigate the costs, raising their risk exposure. Continued uncertainty around costs and greater risk burdens creates negative repercussions for multifamily investment and development at a time when more housing is needed to meet an array of growing demand. Government policies intended to tackle the nation's housing shortage and address affordability challenges need to account for the structural problems in today's insurance markets.

A June 2023 article in the Island Packet indicated some insurance costs have increased by 500% from 2022. Several insurance policies for Island properties have doubled or tripled in the past two years.





# CONSTRUCTION AND DEVELOPMENT COSTS



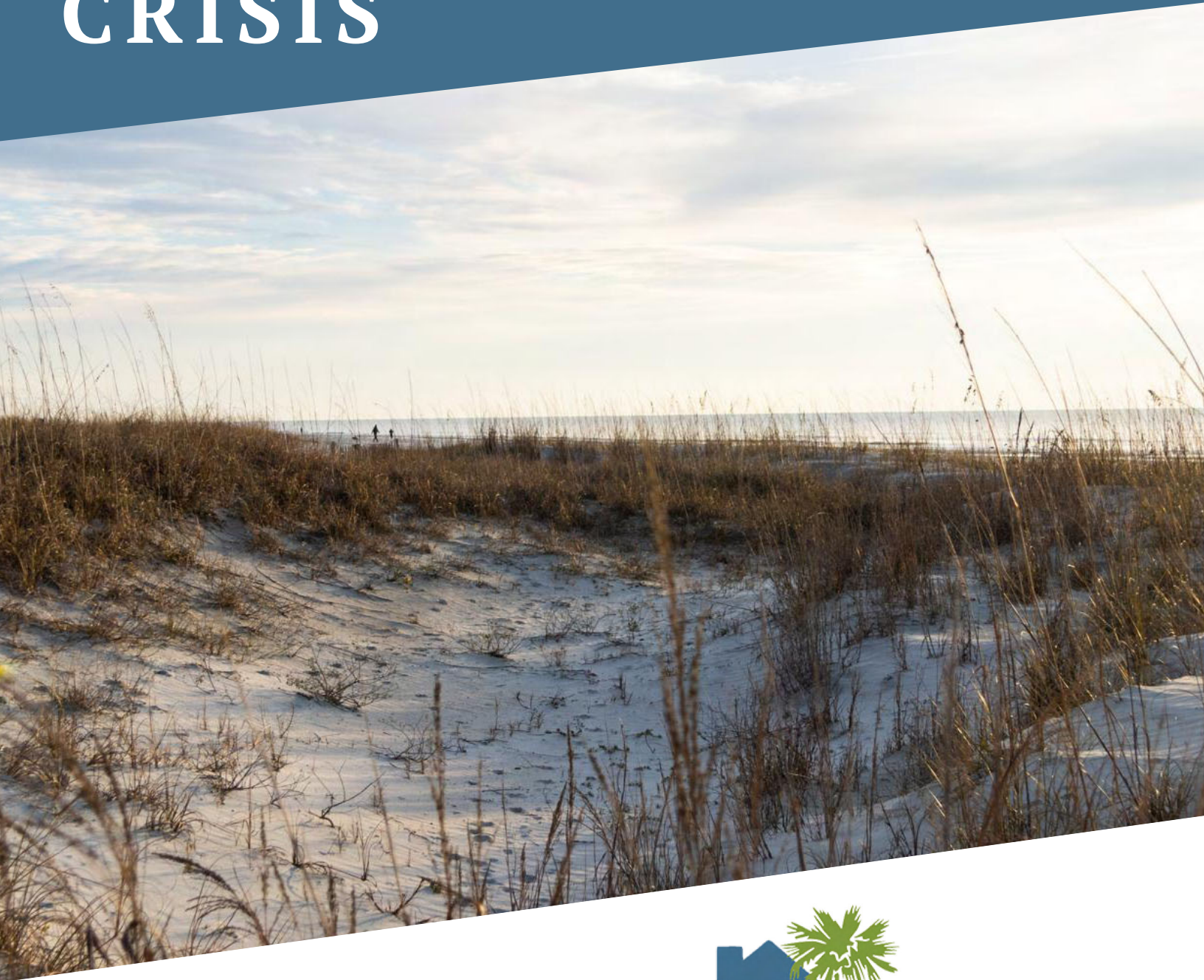
In the same Island Packet article, one homeowner in Sea Side Villas, indicated the master building insurance policy went from \$115,223 to \$690,000. Although this example is on the high side, condos owners across Beaufort County are seeing increases, according to several property management companies. Condos tend to be less expensive than single-family homes on the Island, so these increases largely impact more affordable housing options on the Island.

The Island Packet indicated in this same article, in May 2023, the average price of a condo on the island was \$452,500, less than half of the \$1,255,000 average home price, according to Hilton Head Area REALTORS market reports. For those with a smaller budget, looking to rent to make extra money or hoping to downsize, condos provide the opportunity to purchase property in a destination location. Not to mention owners aren't responsible for outside maintenance. Now, increasing insurance rates are adding thousands of dollars each year to the relatively cost-conscious option.





# SOLVING THE ISLAND'S HOUSING CRISIS



## Housing Impact Analysis

# SOLVING THE ISLAND'S HOUSING CRISIS



Over the past five years, Town Council has made affordable workforce housing a number one priority for the future of the Island, recognizing the critical need to produce and preserve diverse housing options that can meet the workforce and community needs. In the Town of Hilton Head Island, over 69% of jobs are filled by non-locals, a 26% increase since 2002.

This trend is making it more difficult for sustainable economic growth as the Island's workforce is traveling through similarly paying and more proximate job centers on their way to work on the Island, causing even greater competition for labor on the Island. Increased regional competition for workers and the rising housing costs on the Island will continue to exacerbate the ability to attract and maintain a sustainable workforce on the Island. Additionally, the direct effect this level of daily commuters to and from the Island will have long term impacts on the overall community's quality of life due to increased traffic and infrastructure needs.

The Town is committed to solving its workforce housing challenges by supporting sustainable job growth opportunities and also by focusing on the preservation and production of diverse affordable housing options that meet the workforce needs. Maintaining tourism related employment and employees are core focus as part the Town's strategy.

The Town is unique among peer communities for its year-round population and relatively diverse local economy. Tourism and hospitality, however, drive all major sectors and have set records following the disruption caused by the COVID-19 pandemic.



# SOLVING THE ISLAND'S HOUSING CRISIS

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According to a 2021 Tourism Impact Report from the Hilton Head Island-Bluffton Chamber of Commerce, visitor expenditures generated a total of \$69.17 million in tax revenue in Hilton Head Island through the accommodations tax, the hospitality tax, and beach preservation fees.

To further support the implementation of the Town's Workforce Housing Framework, and with the adoption of the Housing Impact Analysis as an amendment to the Town's Comprehensive Plan, the Town can utilize up to 15% of its Accommodation Tax (ATAX) to support critical steps and strategies that will increase the production and preservation of workforce housing on the Island. Access to this new eligible source of funding could help leverage the Town's initial \$3.3M already committed to their housing program. The Town recognizes that funding alone cannot solve the workforce housing shortage and has also committed land for additional housing opportunities and has implemented a policy for commercial conversion and density bonus programs to encourage and incentivize developers to provide workforce housing inventory needs.

In addition, the Town will commit full time staff to the program and recently set up a citizen led Housing Action Committee to help provide local expertise and recommendations on new and innovative housing programs.

# SOURCES



- The National Low Income Housing Coalition, 2023 Out of Reach, <https://nlihc.org/oor/about>
- The National Housing Conference, 2023 Paycheck to Paycheck, <https://nhc.org/paycheck-to-paycheck/>
- Best Places, Hilton Head Island, SC  
[https://www.bestplaces.net/jobs/city/south\\_carolina/hilton\\_head\\_island](https://www.bestplaces.net/jobs/city/south_carolina/hilton_head_island)
- Bureau of Labor Statistics, Occupational Employment and Wages in Hilton Head Island- Bluffton- Beaufort, May 2022, [https://www.bls.gov/regions/southeast/news-release/occupationalemploymentandwages\\_hiltonheadisland.htm](https://www.bls.gov/regions/southeast/news-release/occupationalemploymentandwages_hiltonheadisland.htm)
- Palmetto State Housing Study, June 30, 2023, prepared by the Darla School of Business, University of South Carolina for South Carolina State Housing Finance,  
<https://www.schousing.com/home/Palmetto-State-Housing-Study>
- Hilton Head Area REALTORS, May 2023 Market Reports, <https://hhrealtor.com/market-reports/>
- Hilton Head Area Home Builders Association, <https://www.hhahba.com/>
- Town of Hilton Head Island Studies, 2020 Our Plan, 2019 Workforce Housing Strategic Plan, 2022 Workforce Housing Framework, *Finding Home*
- Living Wage Calculator, MIT, <https://livingwage.mit.edu/>
- National Association of Homebuilders, 2023 State of Housing in South Carolina
- Lowcountry Council of Governments, 2022 People and the Economy Report,  
<https://www.lowcountrycog.org/>
- The Nerd Wallet, <https://www.nerdwallet.com/mortgages/mortgage-calculator/south-carolina>  
(mortgage rates)
- Rate.com, [https://www.rate.com/research/hilton\\_head\\_island-sc/price-per-square-foot](https://www.rate.com/research/hilton_head_island-sc/price-per-square-foot)
- Bankrate.com, <https://www.bankrate.com/real-estate/income-needed-for-500k-home/>





## **AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND**

### **ORDINANCE NO. 2024-XX**

**AN ORDINANCE TO PROVIDE FOR THE ADOPTION OF AN AMENDMENT TO OUR PLAN, THE TOWN OF HILTON HEAD ISLAND 2020-2040 COMPREHENSIVE PLAN TO INCORPORATE A HOUSING IMPACT ANALYSIS; AND TO PROVIDE FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, In May of 2010, Town Council adopted the Town of Hilton Head Island Comprehensive Plan and subsequently in 2012 and 2017 updated the Plan; and

**WHEREAS**, the Town of Hilton Head Island Comprehensive Plan is required to be updated in accordance with S. C. Code Ann. §§ 6-29-520 and 6-29-530 (Supp. 2023); and

**WHEREAS**, Town staff, the Our Plan Development Team, and the Planning Commission were asked to rewrite the Comprehensive Plan for the Town of Hilton Head Island; and

**WHEREAS**, Our Plan, the Town of Hilton Head Island's, 2020 to 2040 Comprehensive Plan was adopted by Town Council October 20, 2020; and

**WHEREAS**, Our Plan meets the requirements of The Comprehensive Planning Enabling Act of 1994 and its updates; and

**WHEREAS**, Our Plan includes the following core values: Relentless Pursuit of Excellence, Redefining Environmental Sustainability, Revitalizing and Modernizing the Economy, Fostering an Inclusive Multi-dimensional Community, Building a Connected and Collaborative Community Fabric, Expanding to Embrace an Integrated Regional Focus, and Innovative Approach to Create 'Right-sized' Infrastructure; and

**WHEREAS**, Our Plan includes the following elements: Cultural Resources, Natural Resources, Population, Housing, Community Facilities, Economic Development, Land Use, Transportation, Recreation, and Priority Investment and adopted appendices; and

**WHEREAS**, on May 13, 2023, the South Carolina Governor ratified Act 57, allowing a local governing body the ability to utilize up to 15% of their local and state collected Accommodations Tax revenue (ATAX) to support workforce housing efforts; and

**WHEREAS**, it is a requirement if a local government opts to use ATAX for workforce housing needs, the local government must prepare a Housing Impact Analysis as outlined in S. C. Code Ann. § 6-4-12 (Supp. 2023) prior to second reading of the ordinance amending the Comprehensive Plan; and

**WHEREAS**, S. C. Code Ann. § 6-4-12(F)(Supp. 2023) requires that the local government provide the Housing Impact Analysis to the members of the legislative body of the local government, the Department of Revenue, and the Tourism Expenditure Revenue Committee before the ordinance is considered by the legislative body, the Housing Impact Analysis was sent to the aforementioned bodies on January 22, 2024; and

**WHEREAS**, S. C. Code Ann. § 6-4-5 (Supp. 2023) and S. C. Code Ann. 6-4-12 (Supp. 2023) require the local government's Housing Impact Analysis to be adopted as an amendment to the Housing Element of the local government's approved Comprehensive Plan; and

**WHEREAS**, Act 57 amends S. C. Code Ann. § 6-29-510(D)(6) (Supp. 2023), pertaining to the development of a local Government's Comprehensive Plan to read "the planning commission must solicit input for this analysis from homebuilders, developers, contractors, and housing finance experts when developing this element", and;

**WHEREAS**, on December 13, 2023, the Housing Action Committee reviewed the Housing Impact Analysis and by a unanimous vote recommended the Housing Impact Analysis for approval to Town Council; and

**WHEREAS**, on January 17, 2024, the Planning Commission conducted a Public Hearing to consider the Housing Impact Analysis as an amendment to the Town's Comprehensive Plan Housing Element, and by a unanimous vote recommended for approval to Town Council; and

**WHEREAS**, on February 8, 2024, the Public Planning Committee considered an Ordinance to amend the Town's Comprehensive Plan to incorporate the Housing Impact Analysis and by a 3-1 vote recommended approval to Town Council; and

**WHEREAS**, Town Council finds that it is in the best interest of the Town and its citizens and residents to adopt the Housing Impact Analysis as an amendment to the Housing Element of the Town of Hilton Head Island's 2020 to 2040 Comprehensive Plan;

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED  
BY THE TOWN COUNCIL OF THE TOWN OF HILTON  
HEAD ISLAND, SC; AND IT IS ORDAINED BY SAID**

**AUTHORITY OF THE SAID COUNCIL:**

**Section 1. Adoption:** The Town Housing Impact Analysis as an amendment to Our Plan, the Town of Hilton Head Island 2020 to 2040 Comprehensive Plan, attached hereto as Exhibit A is hereby adopted pursuant to Article 2 of Chapter 1 of Title 16 (adopted July 21, 1998) of the Municipal Code of the Town of Hilton Head Island, South Carolina (1983) and S. C. Code Ann. §§Sections 6-29-510, 6-29-529, and 6-29-530 (Supp. 2023).

**Section 2. Severability:** If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity if the remaining portion thereof.

**Section 3. Effective Date:** This Ordinance shall be effective upon adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

Passed, approved, and adopted, by the Town Council of the Town of Hilton Head Island this \_\_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Alan R. Perry, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Gammon, Town Clerk

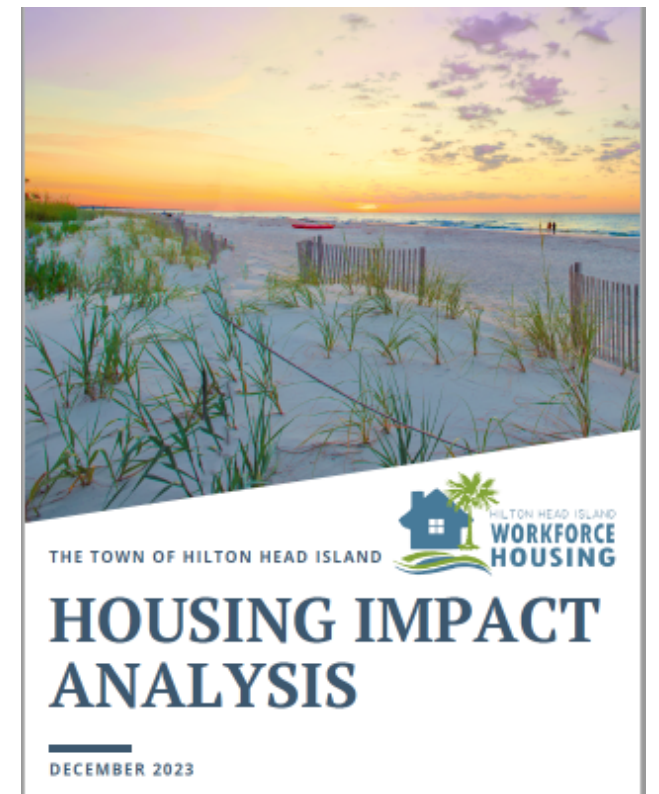
First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_





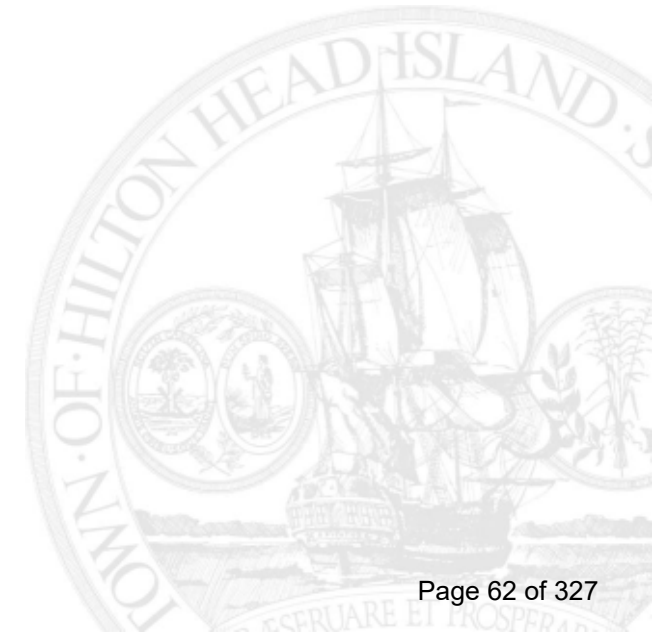
# Consideration of an Ordinance to Amend the Town of Hilton Head Island Comprehensive Plan to Incorporate a Housing Impact Analysis

*Town Council (Second Reading)*  
*April 2, 2024*

# Public Review Timeline

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- November 27, 2023: Housing Action Committee Review
- December 13, 2023: Housing Action Committee Recommendation of Approval
- December 17, 2023: Legal ad posting
- January 17, 2024: Planning Commission Public Hearing and Recommendation of Approval
- February 8, 2024: Public Planning Committee and Recommendation of Approval
- February 20, 2024: Town Council Brief
- March 5, 2024: Town Council 1st Reading
- April 2, 2024: Town Council 2nd Reading



# Background

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- In 2023, SC General Assembly passed Act 57 allowing Accommodations Tax Revenue (ATAX) to support the development of workforce housing.
- Act 57 allows local governments to utilize a portion of its state or local accommodations taxes, or both, to be utilized in the development of qualified workforce housing as a tourism related expenditure.
- Act 57 requires that a local government entity that wants to utilize state ATAX revenue for workforce housing must complete and adopt a Housing Impact Analysis (HIA).
- Expenditures of both state and local ATAX are capped at fifteen percent (15%) of the local government's annual collections.
- The provisions of the Act are no longer effective after December 31, 2030.
- A HIA must be completed prior to second reading of an Ordinance to Town Council for approval.
- Town must update (amend) its Comprehensive Plan to include the HIA as a part of its housing element.
- The local government shall provide copies of the HIA to:
  - The Department of Revenue,
  - The Tourism Expenditure Review Committee, and
  - As an ordinance to the members of the legislative body of the local government.
  - Staff has confirmed receipt by both agencies above. Both agencies also confirmed that the Town of Hilton Head Island is the first municipality to deliver a Housing Impact Analysis.





# Housing Impact Analysis Overview

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The Housing Impact Analysis is a point in time analysis which includes the required data and analysis outlined in Act 57. Housing market challenges, costs associated with increased real estate prices, and the cost burden of local employees and families due to area income and housing cost imbalances.

The Town of Hilton Head Island Housing Impact Analysis has five areas of focus:

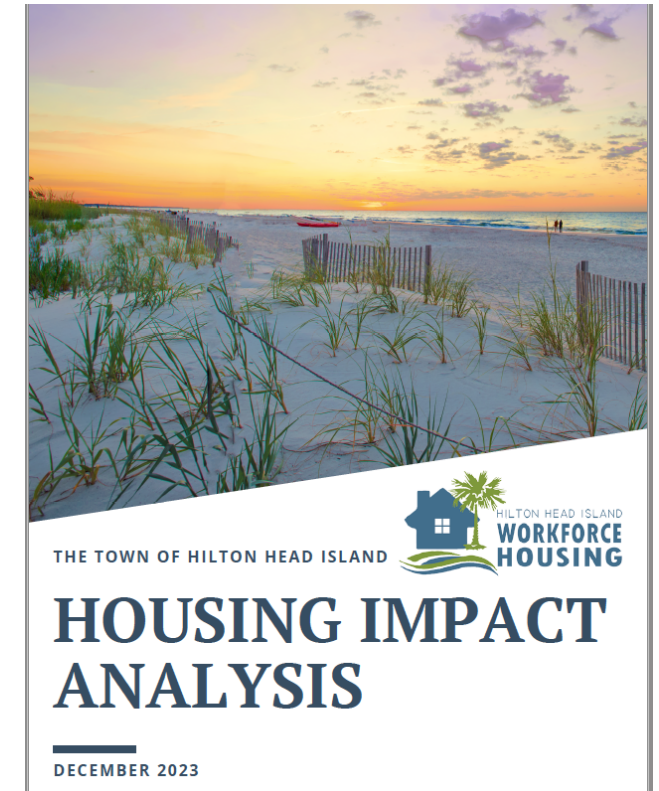
1. **Employment Analysis:** Assesses the current job market, growth projections, and employment trends.
2. **Housing Market Analysis:** Evaluates the broader housing market, examining factors such as housing supply and demand, pricing trends, and market saturation.
3. **Housing Market Conditions:** Examines current housing availability and affordability for both homeownership and rental units.
4. **Construction & Development Costs:** Analyzes the costs and barriers associated with building and developing housing affordably.
5. **Solving the Housing Crisis:** Overview of the Town's Workforce Housing Framework along with the goals associated with the adoption of the HIA to allow for ATAX revenues as a potential funding source to support these strategies.

# Recommendation

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Consideration of an Ordinance to Amend the Town of Hilton Head Island Comprehensive Plan to Incorporate a Housing Impact Analysis.

## Questions?





# TOWN OF HILTON HEAD ISLAND

## *Town Council*

**TO:** Marc Orlando, ICMA-CM, Town Manager  
**FROM:** Marcy Benson, Senior Grants Administrator  
**VIA:** Jeff Herriman, Interim Finance Director  
**DATE:** March 18, 2024  
**SUBJECT:** Consideration of a Resolution to Authorize Submittal of the CDBG Entitlement Program Annual Action Plan for Program Year 2024 to the U.S. Department of Housing and Urban Development.

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### **RECOMMENDATION:**

The Finance & Administrative Committee recommends Town Council approve a resolution to authorize submittal of the Annual Action Plan for the program year 2024, as required by the U.S. Department of Housing and Urban Development (HUD) for participation in the Community Development Block Grant (CDBG) Entitlement Program.

The Finance & Administrative Committee met on March 12, 2024, and voted unanimously to recommend approval authorizing submittal of the Annual Action Plan for program year 2024.

### **BACKGROUND:**

To meet HUD requirements an Annual Action Plan must be prepared each year of program participation and public input must be solicited during the Plan development process. Public engagement was conducted January 3 - 27, 2024, after which the draft Plan was completed. The Plan details 2024 CDBG funds to be used for program administration costs and a park project located at the Town owned Patterson Park property, situated in a Census tract meeting LMI eligibility requirement. The draft Plan was released to the public on February 14, 2024, for a 30-day public comment period. The public comment period ended March 15, 2024, and no comments were received during this time period. A comment summary is included as an attachment to the plan document.

### **SUMMARY:**

Approval of the 2024 CDBG Annual Action Plan will meet a HUD requirement for participation in the CDBG Entitlement Program. The attached Plan must be approved by HUD prior to execution of a CDBG Entitlement Program grant agreement. Inclusion of the Patterson Park as the 2024 CDBG project in the Town's Annual Action Plan will



allow the 2024 funding allocation, pending official HUD announcement, to be used for this project.

Approval of the Patterson Park project is consistent with the current Five-Year Consolidated Plan for CDBG funding as well as several Our Plan goals, strategies, and tactics including Connected – Strategy 4.5 and Tactic 4.5.1; Inclusive – Goal 8 and Strategy 8.5; Priority Investment – Strategy 4.5; and Parks & Recreation – Goal 2, and Strategy 7.2. The CDBG program has been identified in the Our Plan Capital Improvement Program (CIP) section as a funding source for Town CIP projects.

**ATTACHMENTS:**

1. Resolution
2. Exhibit A – Draft Program Year 2024 Annual Action Plan

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM 2024 ANNUAL ACTION PLAN**

**WHEREAS**, in July, 2020 the Town of Hilton Head Island CDBG Five Year Consolidated Plan for program years 2020-2024 detailing goals and objectives to be implemented to address community needs of low and moderate income residents within the Town's jurisdiction was approved by the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, in October 2020, January 2021, and August 2022 the Town of Hilton Head Island CDBG Five Year Consolidated Plan for program years 2020-2024 was amended and approved by the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, as an entitlement community, the Town must prepare and submit an Annual Action Plan detailing activities to be undertaken during the program year 2024 to address goals and objectives outlined in the amended Five-Year Consolidated Plan; and

**WHEREAS**, for program year 2024 the Town will receive a CDBG award in an amount to be determined via official HUD announcement to carry out activities that meet one of three National Objectives, as described by HUD; and

**WHEREAS**, the program year 2024 Annual Action Plan is compatible with the HUD approved amended Five Year Consolidated Plan for program years 2020 - 2024; and

**WHEREAS**, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the program year 2024 Annual Action Plan; and

**WHEREAS**, a public engagement and 30 day public comment period for the program year 2024 Annual Action Plan were conducted for citizen input and review; and

**WHEREAS**, the Town Manager is authorized to submit this program year 2024 Annual Action Plan to HUD for their review and acceptance;

**NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT** The Community Development Block Grant Entitlement Program 2024 Annual Action Plan as submitted in the attachment to this resolution be approved and submitted to HUD.

**MOVED, APPROVED, AND ADOPTED ON THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

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Alan R. Perry, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Gammon, Town Council Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_



# Town of Hilton Head Island

## Program Year 2024

## Annual Action Plan

For the  
U.S. Department of Housing and Urban Development  
Community Development Block Grant Program



**~DRAFT~**

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The program year 2024 Annual Action Plan represents the fifth year of the Town of Hilton Head Island Consolidated Plan for the program years 2020 – 2024 (Con Plan) as amended and approved by Town Council and accepted by the U.S. Department of Housing and Urban Development (HUD). The Annual Action Plan is the Town of Hilton Head Island application for the HUD Community Development Block Grant (CDBG) Entitlement Program and identifies the proposed project or projects to be funded during the 2024 program year.

The purpose of the Town of Hilton Head Island Annual Action Plan is to preserve and revitalize primarily low and moderate income (LMI) neighborhoods, support LMI activities which enhance the quality of life for Hilton Head Island residents, and address priority community development or redevelopment needs within applicable local, state and federal statutes and regulations. According to CDBG program guidelines, an activity using LMI area benefit must meet the minimum threshold of 51% LMI qualified residents. However, according to the HUD issued program year 2023 exception grantee list, the Town of Hilton Head Island has been designated an exception grantee. This designation resulted in an LMI area percentage of 49.56% and is applied to Census tracts and blocks to determine activity eligibility on an area basis.

This Annual Action Plan outlines the priorities by which the Town of Hilton Head Island CDBG program funds will be invested over the program year 2024 to achieve specific HUD objectives. It is important to note the 2020 – 2025 Con Plan identified public facilities and improvements, public services, housing activities, and economic development benefiting LMI persons as high priorities.

#### 2. Summarize the objectives and outcomes identified in the Plan

The Town goal for the program year 2024 period is to focus on neighborhood revitalization efforts by providing the CDBG allocation to one on-going CDBG funded neighborhood park project. This is the Patterson Park project which was funded in 2021. The project is located on Town-owned property and a parcel that will be acquired by the Town with 2021 CDBG funds. The Patterson Park project is located on Marshland Road in census tract 110. This census tract meets the 49.56% or higher LMI requirement. This Annual Action Plan provides a guide for the Town of Hilton Head Island allocation of CDBG program funding for the program year 2024 planning period. The goals focus on priority needs and targets available resources designed to meet those need. The needs include public improvements and facilities for LMI persons. The primary emphasis of the goals is the continuance of maintaining and improving quality of life of

Annual Action Plan

2

LMI residents. The project selected for CDBG funding in the Action Plan will be managed efficiently and in compliance with program requirements.

### **3. Evaluation of past performance**

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015 and continues to monitor and evaluate the performance of the program while ensuring regulatory compliance. The Town recognizes the evaluation of past performance is critical to ensuring CDBG funded activities are implemented in an effective manner and align with established strategies and goals.

During the nine years of program participation the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, South Carolina field office during the first seven years of program participation. In May 2023 the Town received a second-year noncompliance with timely expenditure requirement notice. An untimely expenditure notice is given when a grantee has more than 1.5 times its most recent entitlement grant. In June 2023 the Town had 3.96 times its most recent entitlement grant and submitted the required timeliness workout plan to HUD. The Town continues to submit monthly workout plan progress reports to HUD and intends to be in timeliness compliance by the next 60-day compliance test in May 2024. In April 2021 a remote monitoring session was conducted by the Columbia, South Carolina HUD field office. No findings were reported during this monitoring; however, two concerns were cited. The first concern identified the need for a local written policies and procedures manual for administration of the CDBG award. Town staff completed this manual and submitted to HUD in June 2022. The second concern identified the need for an oversight process for subrecipients of 2020 CDBG and CDBG-CV funds. Town staff immediately conducted seven monitoring reviews of randomly selected subrecipients of 2020 CDBG and CDBG-CV funds. All subrecipient monitoring reviews resulted in no findings or concerns. In 2019 a 'No Findings or Concerns' report was issued by the Regional Environmental Officer during an onsite Environmental Review Procedures monitoring visit.

The Town intends to continue to report its progress in meeting the five-year goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

### **4. Summary of Citizen Participation Process and consultation process**

The Town of Hilton Head Island conducted a public meeting on January 10, 2024, to solicit input from citizens on community development needs. A public meeting notice was published in the local newspaper, The Island Packet, seven days preceding the public meeting. The meeting notice was also posted on the Town of Hilton Head Island website and distributed via email blast to all email addresses listed on the Town E-subscription service list, which reached 3,465



subscribers. Included in the public meeting notice was a link to a community needs survey posted on the Open Town Hall portal seeking input from citizens on needs and funding priorities for the 2024 Annual Action Plan. The Open Town Hall portal survey was open from January 3 through January 27, 2024.

At the January 10, 2024, public meeting a presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, anticipated funding allocation amount, and staff recommended project was presented to the meeting attendees. Eight members of the public attended this meeting. No comments on the Annual Action Plan were given during the meeting. Discussion of CDBG program requirements occurred.

On January 11, 2024, Town staff taped an interview at the local WHHI television station to be broadcast in mid-January. During the interview staff described the CDBG program and how community members can submit comments recommending the types of projects to be funded by the CDBG program.

A draft of the 2024 Annual Action Plan was released to the public on February 14, 2024, for a 30-day public comment period, which will end on March 15, 2024. At the conclusion of the comment period there were no comments received.

The 2024 Annual Action Plan was an item of discussion at the March 12, 2024, Town Council Finance and Administrative Committee meeting. Town staff presented the 2024 Annual Action Plan and the proposed project for submittal in the Annual Action Plan. The committee voted unanimously to recommend Town Council approve a resolution to authorize the submittal the Town 2024 CDBG Annual Action Plan for program year 2024.

A final draft Action Plan will be presented at the Town of Hilton Head Island Town Council meeting on April 2, 2024, for review and comment.

## **5. Summary of public comments**

In preparation for the January 10, 2024, public meeting to solicit input for the program year 2024 Annual Action Plan Town staff developed a presentation describing the CDBG entitlement program, the purpose of the Annual Action Plan, the anticipated funding allocation amount for program year 2024 and staff recommended projects. Eight members of the public attended the January 10, 2024, public meeting and there was discussion on the CDBG program, anticipated funding allocation and types of projects eligible for CDBG funding. No comments on the Annual Action Plan were given during the meeting. Discussion of CDBG program requirements occurred.

There were three public comments received via the community needs survey posted on the Open Town Hall portal seeking input from citizens on needs and funding priorities for the 2024

Annual Action Plan. Commenters ranked housing activities and other real property improvements as tied for the highest priority followed by public improvements receiving the second highest ranking. Public facilities ranked third and public services ranked last. Project suggestions from commenters included: drainage maintenance and improvements across all major and minor arterial roads in Native Island neighborhoods, park investments in all Native Island neighborhoods, acquisition of land and development rights in Native Island neighborhoods, annual investments to preserve and improve quality of life in the historic Native neighborhoods, affordable workforce housing, support of the CCDC, and enforcement of existing housing codes.

A draft of the 2024 Annual Action Plan was released to the public on February 14, 2024 for a 30-day public comment period, which ended on March 15, 2024. At the conclusion of the comment period there were no comments received.

The 2024 Annual Action Plan was an item of discussion at the March 12, 2024 Town Council Finance and Administrative Committee meeting. There were no comments made during this meeting. The committee members voted unanimously to recommend Town Council approve a resolution to authorize the submittal the Town 2024 CDBG Annual Action Plan for program year 2024.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments were taken into consideration in preparing this Annual Action Plan.

#### **7. Summary**

The Town of Hilton Head Island Annual Action Plan outlines priorities by which the Town CDBG program funds will be invested over the program year 2024 to achieve specific HUD objectives. The Town may use CDBG funds to leverage other public investment to address Town priority need to provide public improvements for primarily LMI neighborhoods.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

| Agency Role        | Name                       | Department/Agency  |
|--------------------|----------------------------|--------------------|
| Lead Agency        | Town of Hilton Head Island |                    |
| CDBG Administrator | Town of Hilton Head Island | Finance Department |

Table 1 – Responsible Agencies

### Narrative (optional)

The Town of Hilton Head Island was incorporated as a municipality in 1983 and has a Council-Manager form of government. The Town of Hilton Head Island is comprised of Executive, Administration/Legal Division, Community Development, Finance, Fire Rescue, Human Resources, and Information Technology departments.

The Town of Hilton Head Island Finance Department will be the lead department for the preparation, submission, and administration of this Annual Action Plan and the Town CDBG program. Town staff has been an integral part of development of this Annual Action Plan by assessing the CDBG program, reviewing materials, regulations, and documentation of the Annual Action Plan process. The Town Manager, Finance Director and Treasurer will oversee the preparation and administration of the Annual Action Plan.

### Consolidated Plan Public Contact Information

Town of Hilton Head Island Finance Department  
Marcy Benson, Senior Grants Administrator  
1 Town Center Court  
Hilton Head Island, SC 29928  
Telephone: (843)341-4689  
FAX: (843) 842-8908  
Email: marcyb@hiltonheadislandsc.gov



## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The Beaufort Housing Authority services all of Beaufort County, South Carolina, including the Town of Hilton Head Island. Within the jurisdiction of the Town of Hilton Head Island the Beaufort Housing Authority operates one public housing apartment facility containing 80 units which provide housing to 187 family members.

The Town of Hilton Head Island is a member of the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community capacity to address societal needs. Through the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

In 2022 the Town of Hilton Head Island approved a resolution establishing the Beaufort-Jasper Housing Trust Fund. This regional organization was created to address the need for affordable housing in Beaufort and Jasper Counties. The Housing Trust Fund goal is to create new housing units or rehabilitate existing housing units for households at or below 100 percent of Area Median Income with a strong focus on households at or below 60 percent of Area Median Income.

In November 2022 the Town Council of the Town of Hilton Head Island adopted a Workforce Housing Framework, which commits the Town to work with the community to plan, manage, and fund home initiatives. The resolution approving the Framework authorizes the Town manager to take necessary steps to develop, implement and carry out strategies identified in the Workforce Housing Framework. The resolution also directs the Town manager to make an annual allocation of \$1 million for workforce housing beginning in the current fiscal year.

In May 2023, the Town Council of the Town of Hilton Head Island authorized the creation of the Housing Action Committee, which will advise and recommend to the Town various housing strategies for consideration, adoption, and implementation.

In September 2023 the Town of Hilton Head Island entered into formal development negotiations with OneStreet Residential to establish a workforce housing community on an 11-acre tract of Town-owned property on the north end of the island. It is anticipated when completed this community will feature 150 – 170 residences including a combination of one-,

two-, and three-bedroom apartments with 50% serving households between 60 and 80 percent of the Area Median Income.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Lowcountry Continuum of Care, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS.**

The Town of Hilton Head Island program year 2024 Annual Action Plan intends to use HUD resources to fund only CDBG program projects and will not fund Emergency Solutions Grants (ESG) program projects; therefore, no consultation related to the allocation of ESG funds was conducted.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

|   |                                                                                                                                                                    |                                                                                                                                                               |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Agency/Group/Organization</b>                                                                                                                                   | Beaufort Housing Authority                                                                                                                                    |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Housing<br>PHA<br>Services - Housing<br>Regional organization                                                                                                 |
|   | <b>What section of the Plan was addressed by consultation?</b>                                                                                                     | Public Housing Needs                                                                                                                                          |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Beaufort Housing Authority was consulted on housing needs via email correspondence.                                                                       |
| 2 | <b>Agency/Group/Organization</b>                                                                                                                                   | Lowcountry Continuum of Care                                                                                                                                  |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Services-homeless<br>Regional organization                                                                                                                    |
|   | <b>What section of the Plan was addressed by consultation?</b>                                                                                                     | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Lowcountry Continuum of Care was consulted on homeless needs via website research.                                                                        |
|   | <b>Agency/Group/Organization</b>                                                                                                                                   | Beaufort County Human Services Alliance                                                                                                                       |



|   |                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | <b>Agency/Group/Organization Type</b>                                                                                                                              | Housing<br>Services - Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Services-Health<br>Services-Education<br>Services-Employment<br>Service-Fair Housing<br>Services - Victims<br>Health Agency<br>Child Welfare Agency<br>Other government - County<br>Business and Civic Leaders |
|   | <b>What section of the Plan was addressed by consultation?</b>                                                                                                     | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children                                                                                                                                                                                                                                                                                                                                                       |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Beaufort County Human Services Alliance was consulted on homeless needs via online data gathering.                                                                                                                                                                                                                                                                                                                                 |
| 4 | <b>Agency/Group/Organization</b>                                                                                                                                   | Lowcountry Council of Governments                                                                                                                                                                                                                                                                                                                                                                                                      |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Regional organization<br>Planning organization                                                                                                                                                                                                                                                                                                                                                                                         |
|   | <b>What section of the Plan was addressed by consultation?</b>                                                                                                     | Public Housing Needs<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Economic Development<br>Non-housing Community Development Needs                                                                                                                                                                               |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Lowcountry Council of Governments was consulted on housing, homeless and non-housing community development needs via online data gathering.                                                                                                                                                                                                                                                                                        |

Table 2 – Agencies, groups, organizations who participated

**Identify any Agency Types not consulted and provide rationale for not consulting.**

Efforts were made to consult as broadly as possible with community stakeholders. No particular agency types were excluded from participation. Those that did not participate did so of their own volition.

**Other local/regional/state/federal planning efforts considered when preparing the Plan.**

| Name of Plan                                  | Lead Organization            | How do the goals of your Strategic Plan overlap with the goals of each plan?                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continuum of Care                             | Lowcountry Continuum of Care | The Lowcountry Continuum of Care, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island. |
| Town of Hilton Head Island Comprehensive Plan | Town of Hilton Head Island   | Developed Consolidated Plan goals in conjunction with elements of the Town of Hilton Head Island Comprehensive Plan.                                                                                                                                                                                                                                                                                                  |

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The Town of Hilton Head Island coordinates with public entities and other bodies of government to develop the Annual Action Plan. Town of Hilton Head Island Finance department staff works closely with the Town Community Development staff to collaborate on improvement projects. These efforts include but are not limited to plans for infrastructure and other improvements in the community through CDBG funded activities.

When necessary, the Town of Hilton Head Island will establish collaborative efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments, and various State of South Carolina offices to ensure complete implementation of the Annual Action Plan.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Town of Hilton Head Island conducted a public meeting on January 10, 2024, to solicit input from citizens on community development needs. A public meeting notice was published in the local newspaper, The Island Packet, seven days preceding the public meeting. The meeting notice was also posted on the Town of Hilton Head Island website and distributed via email blast to all email addresses listed on the Town E-subscription service list, which reached 3,465 subscribers. Included in the public meeting notice was a link to a community needs survey posted on the Open Town Hall portal seeking input from citizens on needs and funding priorities for the 2024 Annual Action Plan. The Open Town Hall portal survey was open from January 3 through January 27, 2024.

At the January 10, 2024, public meeting a presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, anticipated funding allocation amount, and staff recommended project was presented to the meeting attendees. Eight members of the public attended this meeting. No comments on the Annual Action Plan were given during the meeting. Discussion of CDBG program requirements occurred.

On January 11, 2024, Town staff taped an interview at the local WHHI television station to be broadcast in mid-January. During the interview staff described the CDBG program and how community members can submit comments recommending the types of projects to be funded by the CDBG program.

A draft of the 2024 Annual Action Plan was released to the public on February 14, 2024, for a 30-day public comment period, which will end on March 15, 2024. At the conclusion of the comment period there were no comments received.

The 2024 Annual Action Plan was an item of discussion at the March 12, 2024, Town Council Finance and Administrative Committee meeting. Town staff presented the 2024 Annual Action Plan and the proposed project for submittal in the Annual Action Plan. The committee voted unanimously to recommend Town Council approve a resolution to authorize the submittal the Town 2024 CDBG Annual Action Plan for program year 2024.

A final draft Action Plan will be presented at the Town of Hilton Head Island Town Council meeting on April 2, 2024, for review and comment.

## Citizen Participation Outreach

DRAFT



| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance | Summary of Comments received | Summary of comments not accepted and reasons | URL (If applicable ) |
|------------|------------------|--------------------|---------------------------------|------------------------------|----------------------------------------------|----------------------|
|------------|------------------|--------------------|---------------------------------|------------------------------|----------------------------------------------|----------------------|

DRAFT

|   |                   |                                  |                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                             |  |
|---|-------------------|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 1 | Internet Outreach | Non-targeted/<br>broad community | The Open Town Hall Portal survey was announced via posting on the Town of Hilton Head Island website and via email blast to all email addresses listed on the Town E-subscription service list on Jan. 3, 2024. Comments were accepted until Jan. 27, 2024. There were 3 responses to the survey. | Commenters ranked housing activities and other real property improvements as tied for the highest priority followed by public improvements receiving the second highest ranking. Public facilities ranked third and public services ranked last. Project suggestions from commenters included: drainage maintenance and improvements across all major and minor arterial roads in Native Island neighborhoods, park investments in all Native Island neighborhoods, acquisition of land and development rights in Native Island neighborhoods, annual investments to | All comments were accepted. |  |
|---|-------------------|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance | Summary of Comments received                                                                                                                                             | Summary of comments not accepted and reasons | URL (If applicable ) |
|------------|------------------|--------------------|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------------------|
|            |                  |                    |                                 | preserve and improve quality of life in the historic Native neighborhoods, affordable workforce housing, support of the CCDC, and enforcement of existing housing codes. |                                              |                      |

| Sort Order | Mode of Outreach | Target of Outreach            | Summary of response/ attendance                                                                                                                                                                                                                                             | Summary of Comments received                                                                                           | Summary of comments not accepted and reasons | URL (If applicable ) |
|------------|------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------------------|
| 2          | Public Meeting   | Non-targeted/ broad community | At the Jan. 10, 2024, Annual Action Plan public meeting 8 members of the public attended.                                                                                                                                                                                   | No comments on the Annual Action Plan were given during the meeting. Discussion of CDBG program requirements occurred. | All comments were accepted.                  |                      |
| 3          | Other            | Non-targeted/ broad community | On January 11, 2024, Town staff taped an interview at the local WHHI television station to be broadcast in mid-January. Staff described the CDBG program and how community members can submit comments recommending the types of projects to be funded by the CDBG program. | No comments taken during interview.                                                                                    | No comments taken during interview.          |                      |



|   |                   |                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                           |                         |  |
|---|-------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-------------------------|--|
| 4 | Internet Outreach | Non-targeted/<br>broad community | The draft 2024 Annual Action Plan was posted on the Town of Hilton Head Island website from Feb. 14, 2024, through Mar. 15, 2024. A dedicated public comment link was posted on the front page of the website where the public could directly submit comments. A notification of the Annual Action Plan 30-day public comment period was sent via email blast to all email addresses listed on the Town E-subscription service list. There were no comments received. | No comments on the Annual Action Plan were given during the 30-day public comment period. | No comments were given. |  |
| 5 | Public Meeting    | Non-targeted/                    | The 2024 Annual                                                                                                                                                                                                                                                                                                                                                                                                                                                       | No comments on the Annual Action                                                          | No comments on          |  |

| Sort Order | Mode of Outreach | Target of Outreach            | Summary of response/ attendance                                                                                                                                                                            | Summary of Comments received        | Summary of comments not accepted and reasons          | URL (If applicable ) |
|------------|------------------|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------------|----------------------|
|            |                  | broad community               | Action Plan was an item of discussion at the Mar.12, 2024 Town Council Finance & Administrative Committee meeting.                                                                                         | Plan were given during the meeting. | the Annual Action Plan were given during the meeting. |                      |
| 6          | Public Meeting   | Non-targeted/ broad community | The draft 2024 Annual Action Plan and resolution to approve plan and authorize submittal to HUD will appear on the agenda of the regular Town of Hilton Head Island Town Council meeting on April 3, 2024. |                                     | All comments will be accepted.                        |                      |

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The following table outlines the expected estimated resources from the HUD Community Development Block Grant (CDBG) program the Town of Hilton Head Island expects to have available during the 2024 program year covered by this Annual Action Plan. The annual allocation column reflects an estimated 2024 funding amount level with the 2023 funding allocation or \$185,250. The funding dollar amount will be updated when final 2024 allocations are announced by HUD. The prior year resources column reflects remaining 2020 funds that will be moved to 2024 activities. The distribution of allocated funds will be in the following two use categories: program administration will be allocated \$2,500 and public improvements and facilities will be allocated all remaining funds.

#### Anticipated Resources

| Program | Source of Funds  | Uses of Funds                                                                                                  | Expected Amount Available Year 1 |                    |                          |                      | Expected Amount Available Remainder of ConPlan \$ | Narrative Description                                                                                                                                                            |
|---------|------------------|----------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|--------------------------|----------------------|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                  |                                                                                                                | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$            |                                                   |                                                                                                                                                                                  |
| CDBG    | Public - Federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | \$185,250 (estimate)             | \$0.00             | \$364                    | \$185,614 (estimate) | \$0.00                                            | 2024 is the final program year for the current five-year Consolidated Plan, therefore the allocation amount for the remaining years of the Consolidated Plan time frame is zero. |

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.**

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Annual Action Plan and Consolidated Plan. While the CDBG program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete the project listed in this Annual Action Plan. Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds may be considered leveraged if financial commitments to the cost of a project from a source other than Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities such as other federal, state, and local resources.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.**

The Town of Hilton Head Island owns the Patterson Park property and adjacent property will be acquired with 2021 CDBG funds to complete this park project. The Patterson Park project is located on Marshland Road in census tract 110. This census tract meets the 49.56% or higher LMI requirement. This project is currently funded with a previous years CDBG allocation and is in the park project development process. The Patterson Park project was listed in the 2021 annual action plan.

One of the community needs identified during a previous needs assessment meeting was public improvements and facilities. It is anticipated a portion of the remaining funds in the 2020 CDBG allocation, which were not used for program administration, coupled with the 2024 CDBG allocation will provide leverage for project completion.



# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives

### Goals Summary Information

| Sort Order | Goal Name                                                         | Start Year | End Year | Category                                                | Geographic Area  | Needs Addressed                  | Funding              | Goal Outcome Indicator                                                                             |
|------------|-------------------------------------------------------------------|------------|----------|---------------------------------------------------------|------------------|----------------------------------|----------------------|----------------------------------------------------------------------------------------------------|
| 1          | Facilities, Housing, Public Services, Economic Development Year 5 | 2024       | 2025     | Non-Housing Community Development or Affordable Housing | Census Tract 110 | Public Facilities & Improvements | \$185,614 (estimate) | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,733 |

Table 6 – Goals Summary

### Goal Descriptions

|   |                  |                                                                                                                                                                              |
|---|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Goal Name        | Facilities, Housing, Public Services, Economic Development Year 5                                                                                                            |
|   | Goal Description | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. |

Table 7 – Goal Description

### Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

In November 2022 the Town Council of the Town of Hilton Head Island adopted a Workforce Housing Framework, which commits the Town to work with the community to plan, manage, and fund home initiatives. The resolution approving the Framework authorizes the Town manager to take necessary steps to develop, implement and carry out strategies identified in the Workforce Housing Framework. The resolution also directs the Town manager to make an annual allocation of \$1 million for workforce housing beginning in the current fiscal year.

In May 2023, the Town Council of the Town of Hilton Head Island authorized the creation of the Housing Action Committee, which will advise and recommend to the Town various housing strategies for consideration, adoption, and implementation. In September 2023 the Town of Hilton Head Island entered into formal development negotiations with OneStreet Residential to establish a workforce housing community on an 11-acre tract of Town-owned property on the north end of the island. It is anticipated that when completed this community will feature 150 – 170 residences including a combination of one-, two-, and three-bedroom apartments with 50% serving households between 60 and 80 percent of the Area Median Income.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Town of Hilton Head Island activities funded by the 2024 CDBG program are designed to benefit LMI persons. The following table outlines the projects to be carried out by the Town of Hilton Head Island during the 2024 program year covered by this Action Plan.

#### Projects

| # | Project Name           |
|---|------------------------|
| 1 | Patterson Park         |
| 2 | Program Administration |

Table 8 - Project Information

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

The primary objective of Community Development Block Grant (CDBG) funds received by the Town of Hilton Head Island is to preserve and revitalize neighborhoods, enhance quality of life for residents and address priority community public services, community development, economic development, and redevelopment needs within applicable local, state, and federal statutes and regulations. For the 2024 program year, CDBG funds were allocated based on project readiness in a census tract with low- and moderate-income households comprising 49.56% or more of the population.

## AP-38 Project Summary

### Project Summary Information

|   |                                                                                                |                                                                                                                                                                              |
|---|------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Project Name</b>                                                                            | Patterson Park                                                                                                                                                               |
|   | <b>Target Area</b>                                                                             | Census Tract 110                                                                                                                                                             |
|   | <b>Goals Supported</b>                                                                         | Facilities, Housing, Public Svcs., Econ Dev. Yr. 5                                                                                                                           |
|   | <b>Needs Addressed</b>                                                                         | Public Facilities & Improvements                                                                                                                                             |
|   | <b>Funding</b>                                                                                 | CDBG: \$183,114 (estimate)                                                                                                                                                   |
|   | <b>Description</b>                                                                             | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. |
|   | <b>Target Date</b>                                                                             | 06/30/2025                                                                                                                                                                   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | It is estimated approximately 1,733 persons living in Census tract 110 will benefit from the proposed activity.                                                              |
|   | <b>Location Description</b>                                                                    | Town-owned property at 23 Marshland Road, Hilton Head Island, SC (former Patterson property) and adjacent acquired property.                                                 |
|   | <b>Planned Activities</b>                                                                      | Neighborhood Park                                                                                                                                                            |
| 2 | <b>Project Name</b>                                                                            | Program Administration                                                                                                                                                       |
|   | <b>Target Area</b>                                                                             | Town-Wide                                                                                                                                                                    |
|   | <b>Goals Supported</b>                                                                         | Facilities, Housing, Public Svcs., Econ Dev. Yr. 5                                                                                                                           |
|   | <b>Needs Addressed</b>                                                                         | Administrative and Planning                                                                                                                                                  |
|   | <b>Funding</b>                                                                                 | CDBG: \$2,500                                                                                                                                                                |
|   | <b>Description</b>                                                                             | Program Administration                                                                                                                                                       |
|   | <b>Target Date</b>                                                                             | 06/30/2025                                                                                                                                                                   |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | All town residents and families will benefit from the proposed activity.                                                                                                     |
|   | <b>Location Description</b>                                                                    | Town of Hilton Head Island Town Hall.                                                                                                                                        |
|   | <b>Planned Activities</b>                                                                      | Drafting and submitting the Annual Action Plan, CAPER, related reports, and program administration.                                                                          |

Table 9 – Project Summary Information

## AP-50 Geographic Distribution – 91.220(f)

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed.**

The geographic area within the Town of Hilton Head Island where assistance will be directed is Census tract 110. Community development activities may include infrastructure improvements, new or improved public facilities, acquisition, housing activities, economic development, or public services in LMI neighborhoods.

### Geographic Distribution

| Target Area      | Percentage of Funds |
|------------------|---------------------|
| Census Tract 105 | 0                   |
| Census Tract 108 | 0                   |
| Census Tract 110 | 98                  |
| Census Tract 111 | 0                   |
| Census Tract 113 | 0                   |
| Town-Wide        | 2                   |

**Table 10 - Geographic Distribution**

### Rationale for the priorities for allocating investments geographically

Community Development Block Grant (CDBG) funds will be used to address the needs of low- and moderate-income areas. These areas are determined using Census tracts which have a low- and moderate-income population of 49.56% or higher. CDBG funds will be designated for use on a project located in the low- and moderate-income Census tract 110 within the boundaries of the Town of Hilton Head Island.



## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently eight (8) units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

| One Year Goals for the Number of Households to be Supported |   |
|-------------------------------------------------------------|---|
| Homeless                                                    | 0 |
| Non-Homeless                                                | 8 |
| Special-Needs                                               | 0 |
| Total                                                       | 8 |

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

| One Year Goals for the Number of Households Supported Through |   |
|---------------------------------------------------------------|---|
| Rental Assistance                                             | 8 |
| The Production of New Units                                   | 0 |
| Rehab of Existing Units                                       | 0 |
| Acquisition of Existing Units                                 | 0 |
| Total                                                         | 8 |

**Table 12 - One Year Goals for Affordable Housing by Support Type**

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

#### **Actions planned during the next year to address the needs to public housing.**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the agency providing public housing and Section 8 vouchers to approximately 2,408 residents in Beaufort County, South Carolina and there are 293 public housing units located throughout the county. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

#### **Actions to encourage public housing residents to become more involved in management and participate in homeownership.**

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program, which is a five-year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, community garden clubs, and college scholarships for graduating high school student through the Housing Authority's professional associations.

#### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance.**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of homeless in a seven-county region of the South Carolina lowcountry. Annual point in time counts are conducted in the Beaufort County area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The results from the 2023 point in time count conducted by the Lowcountry Continuum of Care in January 2023 indicated a total of 404 persons experiencing homelessness in the continuum's seven county service area, which includes Beaufort County. The 2023 results do not show a break-out of individual municipalities or counties. Of the 404 persons 92 were living in emergency shelters, 215 were unsheltered, and 97 were living in transitional housing. The results also indicate 37 persons were chronically experiencing homelessness, 84 were veterans, and 13 were unaccompanied youth. It is important to note, since the Town does not have any homeless shelters, the figures reflected in the point in time count data pertain to homeless persons counted in the Lowcountry Continuum of Care seven county service area and are not specific to the Town.

The most current South Carolina Interagency Council on Homelessness (SCICH) State of Homelessness Report available is from January 2022. The SCICH released the state-wide report that focused on Homeless Management Information System (HMIS) data. The South Carolina 2022 State of Homelessness Report indicated while the statewide count for 2022 shows a 15% reduction in persons counted on a single night (point in time count), when compared to 2020, the annual data shows an increase in individuals receiving homeless services in fiscal year 2021. Overall, males remained the dominate gender receiving homeless services across the state. More than 50% of those receiving services reported as Black or African American. Of the 13,399 persons receiving homelessness services three percent reported Hispanic/Latino ethnicity. Adults ages 55 to 64 made up 19% of those served, ages 45 to 54 made up 17% of those served, and ages 35 to 44 made up 17% of those served. The average age of adults

receiving services was 45 and the average age of children receiving services was eight.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Currently there are no emergency and transitional housing shelters operating in the Town of Hilton Head Island. At this time there is no future plan to own or operate emergency shelters or transitional housing in the Town of Hilton Head Island.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which provides a 90-day program of temporary shelter for families. This program includes case management and other services to assist families in sustaining independence. The program capacity is four families, or 14 individuals.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Town of Hilton Head Island anticipates continued collaboration with the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community capacity to address societal needs. Through the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.



## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues; however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs which continue to increase are a factor in development of affordable housing.
- Much of the housing located in the Town of Hilton Head Island and land available for housing is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing within the Town of Hilton Head Island.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment.**

In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In 2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town’s housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 Town staff developed workforce housing amendments for the Town of Hilton Head Island Land Management Ordinance (LMO). The amendments created a policy which uses incentives to promote conversion of commercial space into workforce housing units. These amendments moved through the approval process and the commercial conversion LMO amendment was adopted by Town Council in November 2020. In February 2021, a second set of LMO amendments related to work force housing were adopted by Town Council allowing

bonus density for work force housing units under certain conditions.

In 2022 the Town of Hilton Head Island approved a resolution establishing the Beaufort-Jasper Housing Trust Fund. This regional organization was created to address the need for affordable housing in Beaufort and Jasper Counties. The Housing Trust Fund goal is to create new housing units or rehabilitate existing housing units for households at or below 100 percent of Area Median Income with a strong focus on households at or below 60 percent of Area Median Income.

In November 2022 the Town Council of the Town of Hilton Head Island adopted a Workforce Housing Framework, which commits the Town to work with the community to plan, manage, and fund home initiatives. The resolution approving the Framework authorizes the Town manager to take necessary steps to develop, implement and carry out strategies identified in the Workforce Housing Framework. The resolution also directs the Town manager to make an annual allocation of \$1 million for workforce housing beginning in the current fiscal year. In May 2023, the Town Council of the Town of Hilton Head Island authorized the creation of the Housing Action Committee, which will advise and recommend to the Town various housing strategies for consideration, adoption, and implementation.

In September 2023 the Town of Hilton Head Island entered into formal development negotiations with OneStreet Residential to establish a workforce housing community on an 11-acre tract of Town-owned property on the north end of the island. It is anticipated that when completed this community will feature 150 – 170 residences including a combination of one-, two-, and three-bedroom apartments with 50% serving households between 60 and 80 percent of the Area Median Income.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The Town of Hilton Head Island anticipates taking the following actions throughout the program year 2024 to address the challenges listed below.

### **Actions planned to address obstacles to meeting underserved needs.**

As part of the 2024 program year, the Town of Hilton Head Island will determine where underserved populations are located through analysis of Census data and community input. To reduce the number of obstacles in meeting the needs of the underserved populations Town staff may assist with facilitating collaborations with area service organizations which spearhead community-wide solutions to local needs.

### **Actions planned to foster and maintain affordable housing.**

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two-, and three-bedroom apartments with 50% serving households between 60 and 80 percent of the Area Median Income.

#### **Actions planned to reduce lead-based paint hazards.**

Specific data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. At this time action to address lead-based paint hazards have not been identified.

#### **Actions planned to reduce the number of poverty-level families.**

The Beaufort Housing Authority operates a Family Self Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives. The Beaufort Housing Authority also operates a homeownership program, which assists residents in their programs pay a mortgage rather than a rental payment.

The Town of Hilton Head Island anticipates continued collaboration with the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community's capacity to address societal needs. Through the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

#### **Actions planned to develop institutional structure.**

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015 and continues to monitor and evaluate the performance of the program while ensuring regulatory compliance. The Town recognizes the evaluation of past performance is critical to ensuring CDBG funded activities are implemented in an effective manner and align with established strategies and goals.

During the nine years of program participation the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, South Carolina field office during the first seven years of program participation. In May 2023 the Town received a second-year noncompliance with timely expenditure requirement notice. An untimely expenditure notice is given when a grantee has more than 1.5 times its most recent entitlement grant. In June 2023 the Town had 3.96 times its most recent



entitlement grant and submitted the required timeliness workout plan to HUD. The Town continues to submit monthly workout plan progress reports to HUD and intends to be in timeliness compliance by the next 60-day compliance test in May 2024.

In April 2021 a remote monitoring session was conducted by the Columbia, South Carolina HUD field office. No findings were reported during this monitoring; however two concerns were cited. The first concern identified the need for a local written policies and procedures manual for administration of the CDBG award. Town staff completed this manual and submitted to HUD in June 2022. The second concern identified the need for an oversight process for subrecipients of 2020 CDBG and CDBG-CV funds. Town staff immediately conducted seven monitoring reviews of randomly selected subrecipients of 2020 CDBG and CDBG-CV funds. All subrecipient monitoring reviews resulted in no findings or concerns. In 2019 a ‘No Findings or Concerns’ report was issued by the Regional Environmental Officer during an onsite Environmental Review Procedures monitoring visit.

The Town intends to continue to report its progress in meeting the five-year goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

Strategies for overcoming gaps in capacity issues in the service delivery system may require more findings or changes in public policy. The Town of Hilton Head Island will continue to coordinate efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments, and various State of South Carolina offices when necessary to carry out the priority needs listed in this Annual Action Plan.

#### **Actions planned to enhance coordination between public and private housing and social service agencies.**

The Town of Hilton Head Island anticipates continued collaboration with the Beaufort County Human Services Alliance, which is an informal group whose purpose is to promote and sustain activities that improve the quality of life for all Beaufort County residents. This group provides organizational framework that contributes to our community capacity to address societal needs. Through the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|                                                                                                                                                                                               |   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
|                                                                                                                                                                                               |   |
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed                                           | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan | 0 |
| 3. The amount of surplus funds from urban renewal settlements                                                                                                                                 | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.                                                 | 0 |
| 5. The amount of income from float-funded activities                                                                                                                                          | 0 |
| Total Program Income                                                                                                                                                                          | 0 |

#### Other CDBG Requirements

|                                                                                                                                                                                                                                                                                                                                                                                                   |    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
|                                                                                                                                                                                                                                                                                                                                                                                                   |    |
| 1. The amount of urgent need activities                                                                                                                                                                                                                                                                                                                                                           | 0  |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 98 |

# Attachments

**NOTICE OF PUBLIC MEETING FOR  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FISCAL YEAR 2024-25 ANNUAL ACTION PLAN**

Notice is hereby given that on **JANUARY 10, 2024, at 5:15 p.m.**, the Town of Hilton Head Island will hold a public meeting at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court, to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program year 2024 Annual Action Plan. On January 3, 2024, a CDBG Annual Action Plan questionnaire for program year 2024 will be available via the Town's Open Town Hall portal at <https://hiltonheadislandsc.gov/opentownhall/>. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2024-2025. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds to address those needs.

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Assistance will be provided to accommodate the special needs of disabled persons and persons with limited English language proficiency. If auxiliary aids are required, please make arrangements 72 hours prior to the meeting by contacting Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island, 1 Town Center Court, Hilton Head Island, S.C. 29928 via e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or phone at (843) 341-4689.



### **Program Year 2024 CDBG Annual Action Plan Open Town Hall Question**

As a Community Development Block Grant (CDBG) Entitlement Community the Town of Hilton Head Island receives an annual allocation from the U.S. Department of Housing and Urban Development (HUD) to fund projects which benefit the community needs of low- and moderate-income residents. The 2024 -2025 funding allocation is estimated to be approximately \$200,000. The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

1. Please rank the following types of project categories from 1 – 5  
(1 as highest priority and 5 as lowest priority)

Public Improvements such as streets, sidewalks, water and sewer infrastructure, parks, or drainage improvements.

Select Rank:   \_\_ 1   \_\_ 2   \_\_ 3   \_\_ 4   \_\_ 5

Public Facilities such as neighborhood or community facilities or facilities for persons with special needs.

Select Rank:   \_\_ 1   \_\_ 2   \_\_ 3   \_\_ 4   \_\_ 5

Housing Activities such as rehabilitation of owner-occupied homes for energy improvements, water and sewer efficiency improvements, or lead-based paint testing and abatement.

Select Rank:   \_\_ 1   \_\_ 2   \_\_ 3   \_\_ 4   \_\_ 5

Other Real Property Improvements such as acquisition, clearance/demolition, code enforcement, historic preservation, renovation of closed buildings, or handicapped accessibility.

Select Rank:   \_\_ 1   \_\_ 2   \_\_ 3   \_\_ 4   \_\_ 5

Public Services such as employment services, crime prevention and public safety, childcare, health services, fair housing counseling, education programs, or services for senior citizens.

Select Rank:   \_\_ 1   \_\_ 2   \_\_ 3   \_\_ 4   \_\_ 5

2. Please tell us a specific project you would like to see in the three highest ranking categories you selected

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3. Please tell us why you selected the ranking order of the above project categories

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4. Tell us how you would allocate \$200,000 in any of the project categories?

Public Improvements \$ \_\_\_\_\_

Public Facilities \$ \_\_\_\_\_

Housing Activities \$ \_\_\_\_\_

Other Real Property Improvements \$ \_\_\_\_\_

Public Services \$ \_\_\_\_\_

5. Additional Comments

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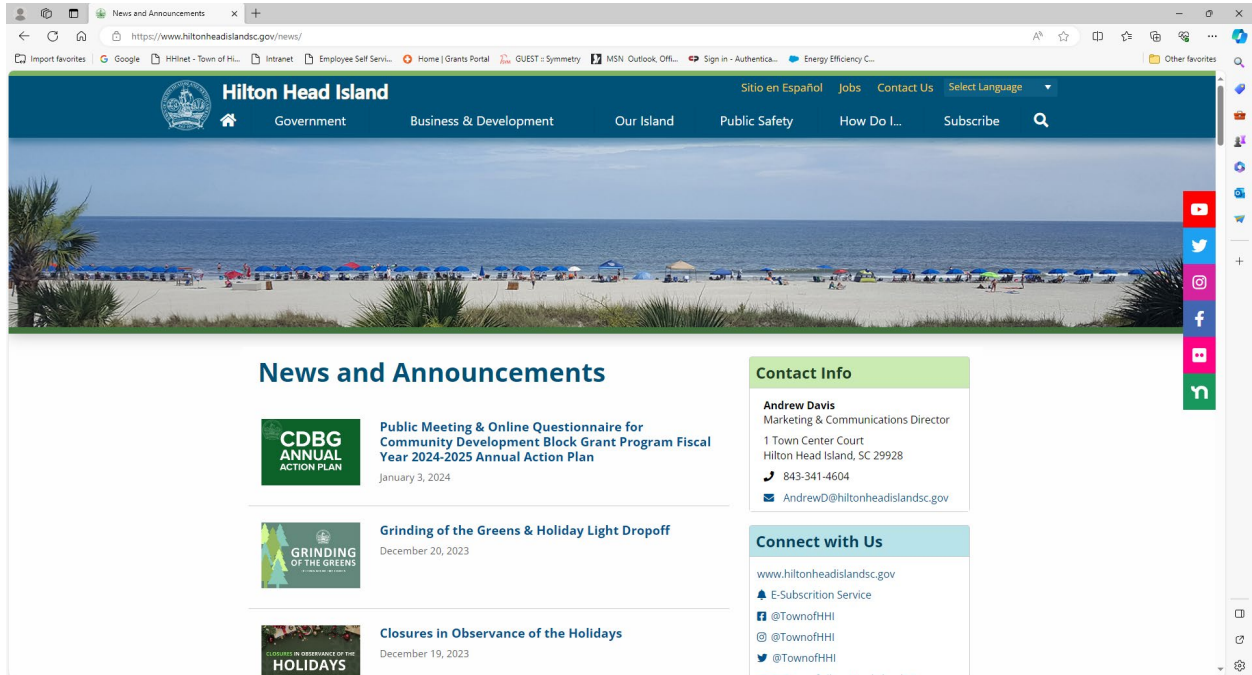
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Town of Hilton Head Island Website - Main Page  
January 03, 2024  
2024 – 2025 CDBG Annual Action Plan  
Public Meeting Notice



Town of Hilton Head Island Website  
January 03, 2024  
2024 – 2025 CDBG Annual Action Plan  
Public Meeting Notice Page

Public Meeting & Online Questionnaire for Community Development Block Grant Program Fiscal Year 2024-2025 Annual Action Plan

January 3, 2024

**Notice of Public Meeting for Community Development Block Grant Program Fiscal Year 2024-2025 Annual Action Plan**

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[Program Year 2024 CDBG Annual Action Plan Questionnaire](#)

**Contact**  
Marcy Benson, Senior Grants Administrator  
📞 843-341-4689  
✉ [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov)

[View More News](#)

**Hilton Head Island**  
📍 1 Town Center Court  
Hilton Head Island, SC 29928  
📞 843-341-4600  
8 am - 4:30 pm Monday - Friday

**Stay Connected**  
f i y t u

Site en Español  
Website Policy  
Social Media Use Policy  
Employee Portal  
Contact Webmaster

Short-Term Rental Nuisance Management Hotline - 📞 843-341-6864  
Stormwater Hotline - 📞 843-671-7246



Town of Hilton Head Island Website  
January 03, 2024  
2024 – 2025 CDBG Annual Action Plan  
Open Town Hall Portal

The screenshot displays the Hilton Head Island website's Open Town Hall HHI portal. The header features the town's logo and navigation links for Government, Business & Development, Our Island, Public Safety, How Do I..., and Subscribe. A large banner image of a marshy landscape is visible. The main content area is titled "Open Town Hall HHI" and includes a sub-header "Program Year 202 CDBG Annual Action Plan Questionnaire". The primary announcement states: "The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan." Below this, it indicates "24 days left before deadline". A navigation bar shows "Introduction", "Feedback", "Your Comment", and "Outcome". The "Your Comment" section is active, featuring a "Take the Survey" button and a deadline of "4:30 PM on January 27, 2024". The "Comments" section shows "This topic has 4 visitors and 0 comments." The footer contains copyright information for OpenGov, Inc. (2024), links to Privacy, Terms of Service, and Download Adobe Reader, along with social media sharing options and the OpenGov logo.



JINI via Xinhua/Sipa USA

Benjamin Netanyahu, Israel's prime minister, has vowed to press ahead with the war in Gaza until the Hamas militant group that attacked Israel on Oct. 7 is crushed and all its hostages are freed.

# Israel to defend itself against genocide claims at UN court

BY MELANIE LIDMAN, WAFAA SHURAF AND SAMY MAGDY

Associated Press

TEL AVIV, ISRAEL

Israel will defend itself before the United Nation’s top court against charges that it has engaged in genocide of Palestinians in Gaza, officials said Tuesday, a rare engagement with the world body, which Israel often denounces as biased against it.

South Africa launched the case Friday at the International Court of Justice at The Hague, Netherlands, saying the magnitude of death, destruction and humanitarian crisis in Gaza from the Israeli military campaign against Hamas meets the threshold of genocide under international law. South Africa asked the court to order Israel to halt its attacks in Gaza. Israel dismisses international cases against it

as unfair and biased and rarely cooperates. Its decision to respond to the charge signals that the government is concerned about the potential damage to its reputation. Eylon Levy, an official in the Israeli prime minister’s office, on Tuesday accused South Africa of “giving political and legal cover” to the Oct. 7 attack by Hamas that triggered Israel’s campaign. “The state of Israel will appear before the Interna-

tional Court of Justice at the Hague to dispel South Africa’s absurd blood libel,” he said. Israeli Prime Minister Benjamin Netanyahu has vowed to press ahead with the war until Hamas is crushed and the more than 100 hostages still held by the militant group in Gaza are freed, which he has said could take several more months. But Israel is under growing international pressure to scale back the offensive ahead of a visit to the region by U.S. Secretary of State Antony Blinken, who has urged Israel to do more to protect Palestinian civilians. On Monday, Israel said it was withdrawing thousands of troops from other areas in a potential shift away from the massive air and ground operations that have devastated the Hamas-ruled enclave. Still, heavy fighting continued Tuesday in the southern Gaza city of Khan Younis. Israel’s onslaught in Gaza has been unprecedented in the century-old Mideast conflict, killing nearly 22,000 Palestinians and leveling large swaths of the tiny Mediterranean territory. Since the war began, Israel has banned entry of food, water, medicine and other supplies to its population of 2.3 million people, except for a trickle of aid that the U.N. says falls far below its needs. Israel’s War Cabinet was to meet later Tuesday, Netanyahu’s office said. The agenda reportedly includes a discussion on postwar arrangements for Gaza, a highly polarizing issue in Israel.

# \$300,000 winning lottery game sold in Orangeburg County

BY NOAH FEIT  
nfeit@thestate.com

Lots of attention has been focused on the recent \$810 million Powerball drawing, but someone who played a different lottery game in South Carolina also captured a significant prize. The person who bought a Palmetto Cash 5 lottery ticket before last Friday’s drawing needs to check their numbers, because they won the game’s \$300,000 grand prize, South Carolina Education Lottery officials said in a news release. The six-figure winning Palmetto Cash 5 ticket was sold at the EZ Trip gas station/convenience store at 5290 Five Chop Road, according to the release. That’s in the Santee area of Orangeburg County. The winning numbers — 2, 8 11, 15, 17, and Power-Up: 3 — were drawn on Dec. 29. The Palmetto Cash 5 ticket matched all five numbers drawn to win the game’s top prize, officials said. Because the ticket holder bought the power-up option for an additional \$1, the prize was tripled to \$300,000 when a three was drawn, according to the release. The winner has 180

days to claim the prize, according to lottery officials. The winner will be allowed to retain some privacy, as South Carolina is one of 11 states — along with Arizona, Delaware, Georgia, Kansas, Maryland, New Jersey, North Dakota, Ohio, Texas and Virginia — that allow lottery winners to remain anonymous. “Sign the back of your ticket and put it in a safe location until you’re ready to come forward to claim the prize,” lottery officials said. For complete information on claiming prizes, go to sceducationlottery.com. The odds of winning \$300,000 playing Palmetto Cash 5 are 1,405,438-to-1, according to the release. The EZ Trip will receive a commission of \$3,000 for selling the winning ticket when it is turned into lottery officials. In addition to the \$300,000 winning game, more than 6,700 other players in South Carolina won prizes in Friday’s drawing, according to the release. Noah Feit: 803-771-8435, @NoahFeit

# Aircraft carrier to rotate out of seas near Israel

BY TARA COPP

Associated Press

WASHINGTON

After months of extra duty at sea providing protection for Israel, the USS Gerald R. Ford aircraft carrier strike group will be heading home, the Navy announced Monday. The Ford and its accompanying warships will be replaced by the amphibious assault ship the USS Bataan and its accompanying warships, the USS Mesa Verde and the USS Carter Hall. The three vessels had been in the Red Sea and have been transiting toward the Eastern Mediterranean over the last few days. The Ford will sail for home “in the coming days,” the U.S. 6th Fleet, the European-based U.S. naval command that’s responsible for ships sailing in the Mediterranean, said in a statement.

The Ford was sent to the Eastern Mediterranean to be within striking distance of Israel since the day after Hamas’ Oct. 7 attacks. The carrier stayed in the Eastern Mediterranean while its accompanying warships had sailed into the Red Sea, where they repeatedly intercepted incoming ballistic missiles and attack drones fired from Houthi-controlled Yemen. Defense Secretary Lloyd Austin visited the Ford last month. Since it was extended in the Eastern Mediterranean, the Ford and the USS Dwight D. Eisenhower aircraft carrier have been part of a two-carrier presence bracketing the Israel-Hamas war, underscoring U.S. concerns that the conflict will widen. The Eisenhower has recently patrolled near the Gulf of Aden, at the mouth of the Red Sea waterway, where so many commercial vessels have come under

attack in recent weeks. On Sunday, helicopters from the Eisenhower and its destroyer the USS Gravely responded to a distress call from the container ship Maersk Hangzhou, which was under attack by four Iranian-backed Houthi small boats. As the helicopters responded, the boats fired at them with crew-served weapons and small arms and the helicopters returned fire, sinking three of the four boats and killing their crews, the U.S. Central Command said. The incessant attacks on the commercial ships have led some companies to suspend transits through the narrow Bab el-Mandeb Strait, which connects the Gulf of Aden to the southern Red Sea and then the Suez Canal. The Bataan’s accompanying warship the Mesa Verde is a transport dock ship, carrying approximately 2,000 Marines from the 26th Marine Expeditionary Unit. Those Marines provide “forces capable of supporting a wide range of missions,” the U.S. 6th Fleet said. The Carter Hall is a dock landing ship, which carries amphibious landing craft

and their crews. Both vessels and the Bataan can support rotary aircraft; the Bataan can also carry and support Marine Corps’ F-35 vertical takeoff fighter aircraft.

THE ISLAND PACKET The Beaufort Gazette

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NOTICE OF ELECTION

JASPER COUNTY POCOTALIGO TOWNSHIP COUNTY COUNCIL SPECIAL ELECTION

STATE OF SOUTH CAROLINA COUNTY OF JASPER

A Special Primary Election for Jasper County Pocotaligo Township County Council will be held on Tuesday, February 20, 2024. Any necessary runoffs will be held on Tuesday, March 5, 2024. Any person wishing to vote in the primaries and runoffs must register no later than 5:00pm on January 19, 2024. Voter registration forms received by mail will be accepted if postmarked by January 22, 2024.

The early voting period for this special primary election begins on Monday, February 5, 2024, and ends on Friday, February 16, 2024. If a runoff is necessary the early voting period for the runoff election will begin on Wednesday, February 28, 2024, and ends on Friday, March 1, 2024. The following early voting center will be open during the early voting period from 8:30 a.m. until 5:00 p.m., Monday through Friday (closed Saturdays; Sundays and Holidays).

Jasper County Board of Elections Office

1506 Grays Highway, Unit A

Ridgeland, SC 29936

Voters will be asked to show a current and valid Photo ID when voting in person. A valid Photo ID can include a S.C. driver’s license, an ID Card issued by S.C. Department of Motor Vehicles, a SC voter registration card with photo, a federal military ID, or a US Passport.

At 9:00 a.m. on Tuesday, February 20, 2024, the Jasper County Board of Voter Registration and Elections will begin its examination of the absentee ballot return envelopes at the Jasper County Board of Elections & Voter Registration Office, located at 1506 Grays Highway, Unit A, Ridgeland, SC 29936 (843)726-7709.

At 8:00 a.m. on Thursday, February 22, 2024, the Jasper County Board of Canvassers will hold a hearing to determine the validity of all provisional ballots cast in this election. This hearing will be held at the Late Senator Clementa Pinckney Government Building, located at 358 Third Avenue, 3rd Floor, County Council Chambers, Ridgeland, SC 29936.

The following precincts and polling places will be open from 7:00 a.m. until 7:00 p.m. on election day. Always check your polling place at [www.scVOTES.gov](http://www.scVOTES.gov) before leaving to vote in any election.

Precincts

COOSAWHATCHIE BAPTIST CHURCH

3853 Morgan Dollar Road

Coosawhatchie, SC 29912

102 - GILLISONVILLE PRECINCT

GILLISONVILLE BAPTIST CHURCH, SOCIAL HALL

10158 Grays Highway

Ridgeland, SC 29936

103 - GRAHAMVILLE I ANGLICAN CHURCH PARRISH

2718 Bees Creek Road, Hwy. 13

Ridgeland, SC 29936

104 - GRAHAMVILLE II

MT. CARMEL BAPTIST CENTER FELLOWSHIP HALL

3776 Bees Creek Road, Hwy. 13

Ridgeland, SC 29936

105 – GRAYS

PINE LEVEL BAPTIST CHURCH SOCIAL HALL

2009 Pine Level Church Road

Early Branch, SC 29916

106 - HARDEEVILLE I

ST. STEPHEN A.M.E. CHURCH SOCIAL HALL

710 Main Street, Hwy. 46 East

Hardeeville, SC 29927

107 - HARDEEVILLE II

FISHER CHAPEL UNITED METHODIST CHURCH FELLOWSHIP HALL

445 Church Road, Hwy. 46 West

Hardeeville, SC 29927

108 – LEVY

LEVY/LIMEHOUSE COMMUNITY CENTER

470 Mitchell Court

Hardeeville, SC 29927

109 – OKATIE I

BEAUFORT JASPER SEWER & WATER AUTHORITY COMMUNITY ROOM

6 Snake Road

Ridgeland, SC 29936

110- PINELAND

ROBERTVILLE COMMUNITY CENTER

9731 Cotton Hill Road

Pineland, SC 29934

111 - Ridgeland I

KINGDOM TOUCH MINISTRIES GYMNASIUM

6714 Tillman Road

Ridgeland, SC 29936

112 - Ridgeland II

KINGDOM TOUCH MINISTRIES GYMNASIUM

6714 Tillman Road

Ridgeland, SC 29936

113 - TILLMAN

ST. MATTHEW BAPTIST CHURCH, SOCIAL HALL

1454 Tillman Road

Ridgeland, SC 29936

114 - Ridgeland III

KINGDOM TOUCH MINISTRIES GYMNASIUM

6714 Tillman Road

Ridgeland, SC 29936

115 - SUN CITY

SSHH LAKEHOUSE

1251 Sgt. William Jasper Blvd.

Hardeeville, SC 29927

116 - HARDEEVILLE III

HILTON HEAD LAKES AMENITY CENTER

2000 Club Way

Hardeeville, SC 29927

117 – OKAITE II

OKATEE BAPTIST CHURCH EDUCATION BUILDING

5467 North Okatie Highway

Okatie, SC 29909

118- MARGARITAVILLE

LAKE CLUB

300 Harborside Drive

Hardeeville, SC 29927

Polling Places

NOTICE OF PUBLIC MEETING FOR

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

FISCAL YEAR 2024-25 ANNUAL ACTION PLAN

Notice is hereby given that on **JANUARY 10, 2024, at 5:15 p.m.**, the Town of Hilton Head Island will hold a public meeting at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court, to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program year 2024 Annual Action Plan. On January 3, 2024, a CDBG Annual Action Plan questionnaire for program year 2024 will be available via the Town’s Open Town Hall portal at <https://hiltonheadislandsc.gov/opentownhall/>. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2024-2025. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds to address those needs.

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Assistance will be provided to accommodate the special needs of disabled persons and persons with limited English language proficiency. If auxiliary aids are required, please make arrangements 72 hours prior to the meeting by contacting Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island, 1 Town Center Court, Hilton Head Island, S.C. 29928 via e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or phone at (843) 341-4689.



# **NOTICE OF PUBLIC MEETING FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2024-25 ANNUAL ACTION PLAN**

Notice is hereby given that on **JANUARY 10, 2024, at 5:15 p.m.**, the Town of Hilton Head Island will hold a public meeting at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court, to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program year 2024 Annual Action Plan. On January 3, 2024, a CDBG Annual Action Plan questionnaire for program year 2024 will be available via the Town's Open Town Hall portal at <https://hiltonheadislandsc.gov/opentownhall/>. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2024-2025. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds to address those needs.

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**From:** [Carolyn Grant](#)  
**To:** [Marcy Benson](#)  
**Cc:** [Andrew Davis](#)  
**Subject:** FW: Courtesy Copy: Notice of Public Meeting for Community Development Block Grant Program  
**Date:** Friday, January 5, 2024 1:38:55 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

---

Good afternoon Marcy,

We make monthly appearances on WHHI TV to discuss various topics and town projects. I have an opening at 10:15 a.m. on Tuesday, January 9, at the WHHI TV studios. The interview takes 5 to 6 minutes. We would love to have you appear on WHHI to talk about the:

- Community Development Block Grant Program
- How it benefits the community
- What the annual action plan is about and why community feedback is important
- How the community can contribute to this plan and other CDBG initiatives

Please let me know so I can confirm the interview.

Thank you



**Carolyn Grant**

COMMUNICATIONS

Office: (843) 341-4618  
Mobile: (843) 715-1393  
Website: [hiltonheadislandsc.gov](http://hiltonheadislandsc.gov)  
Address: Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, SC 29928

---

**From:** Town of Hilton Head Island <[updates@secure.hiltonheadislandsc.gov](mailto:updates@secure.hiltonheadislandsc.gov)>  
**Sent:** Friday, January 5, 2024 11:34 AM  
**To:** Rene Phillips <[renep@hiltonheadislandsc.gov](mailto:renep@hiltonheadislandsc.gov)>; Carolyn Grant <[carolyng@hiltonheadislandsc.gov](mailto:carolyng@hiltonheadislandsc.gov)>; Kelly Spinella <[kellys@hiltonheadislandsc.gov](mailto:kellys@hiltonheadislandsc.gov)>; Andrew Davis <[AndrewD@hiltonheadislandsc.gov](mailto:AndrewD@hiltonheadislandsc.gov)>; Andrew Nicholls <[andrewn@hiltonheadislandsc.gov](mailto:andrewn@hiltonheadislandsc.gov)>  
**Subject:** Courtesy Copy: Notice of Public Meeting for Community Development Block Grant Program

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

---

**This is a courtesy copy of an email bulletin sent by Carolyn Grant.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (3465 recipients)



**NOTICE OF PUBLIC MEETING FOR  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FISCAL YEAR 2024-25 ANNUAL ACTION PLAN**



Notice is hereby given that on JANUARY 10, 2024, at 5:15 p.m., the Town of Hilton Head Island will hold a public meeting at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court, to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program year 2024 Annual Action Plan. On January 3, 2024, a CDBG Annual Action Plan questionnaire for program year 2024 will be available via the Town's Open Town Hall portal at <https://hiltonheadislandsc.gov/opentownhall/>. As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2024-2025. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds to address those needs.

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Hilton Head Island Logo



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**TOWN OF HILTON HEAD ISLAND**

**ANNUAL ACTION PLAN PROGRAM YEAR 2024-2025**

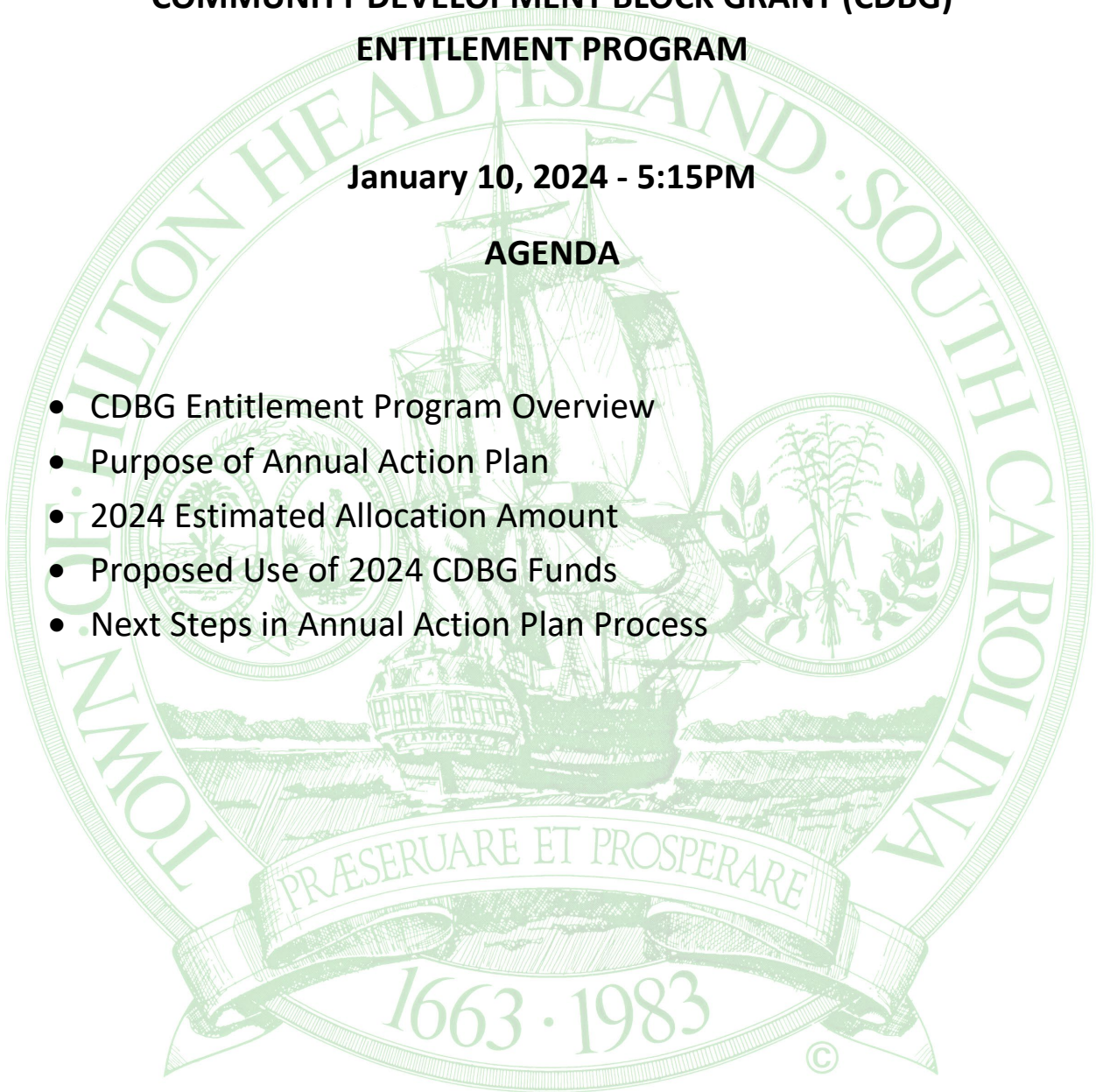
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**ENTITLEMENT PROGRAM**

**January 10, 2024 - 5:15PM**

**AGENDA**

- CDBG Entitlement Program Overview
- Purpose of Annual Action Plan
- 2024 Estimated Allocation Amount
- Proposed Use of 2024 CDBG Funds
- Next Steps in Annual Action Plan Process





# Town of Hilton Head Island

## Community Development Block Grant (CDBG)

### 2024—2025 Annual Action Plan

*Public Meeting*  
*Wednesday, January 10, 2024*

Marcy Benson  
Senior Grants Administrator

# Agenda

- CDBG Entitlement Program Overview
- Purpose of Annual Action Plan
- 2024 Allocation Amount
- Proposed Use of 2024 CDBG Funds
- Next Steps in Annual Action Plan Process





# Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by HUD
- Provides annual grants on a formula basis
- Anticipated allocation is \$200,000
- Annual amount fluctuates each year
- Benefit low- and moderate-income persons
- Next Annual Action Plan is due in May



# Low and Moderate Income (LMI) Definitions

- Low- and moderate-income households = less than 80% of the area median income
- Low Income = equal to or less than 50% of the area median income
- Moderate Income = equal to or less than 80% of area median income



# LMI Example

## FY2023 Income Limit Summary

| FY 2023<br>Income<br>Limit Area                 | Median<br>Family<br>Income | Income<br>Limit<br>Category          | Persons in Family |          |          |                 |          |          |          |          |
|-------------------------------------------------|----------------------------|--------------------------------------|-------------------|----------|----------|-----------------|----------|----------|----------|----------|
|                                                 |                            |                                      | 1                 | 2        | 3        | 4               | 5        | 6        | 7        | 8        |
| Beaufort<br>County, SC<br>HUD Metro<br>FMR Area | \$111,300                  | 50%<br>Income<br>Limit<br>(Low)      | \$32,150          | \$36,750 | \$41,350 | <b>\$45,900</b> | \$49,600 | \$53,250 | \$56,950 | \$60,600 |
|                                                 |                            | 80%<br>Income<br>Limit<br>(Moderate) | \$51,450          | \$58,800 | \$66,150 | <b>\$73,450</b> | \$79,350 | \$85,250 | \$91,100 | \$97,000 |

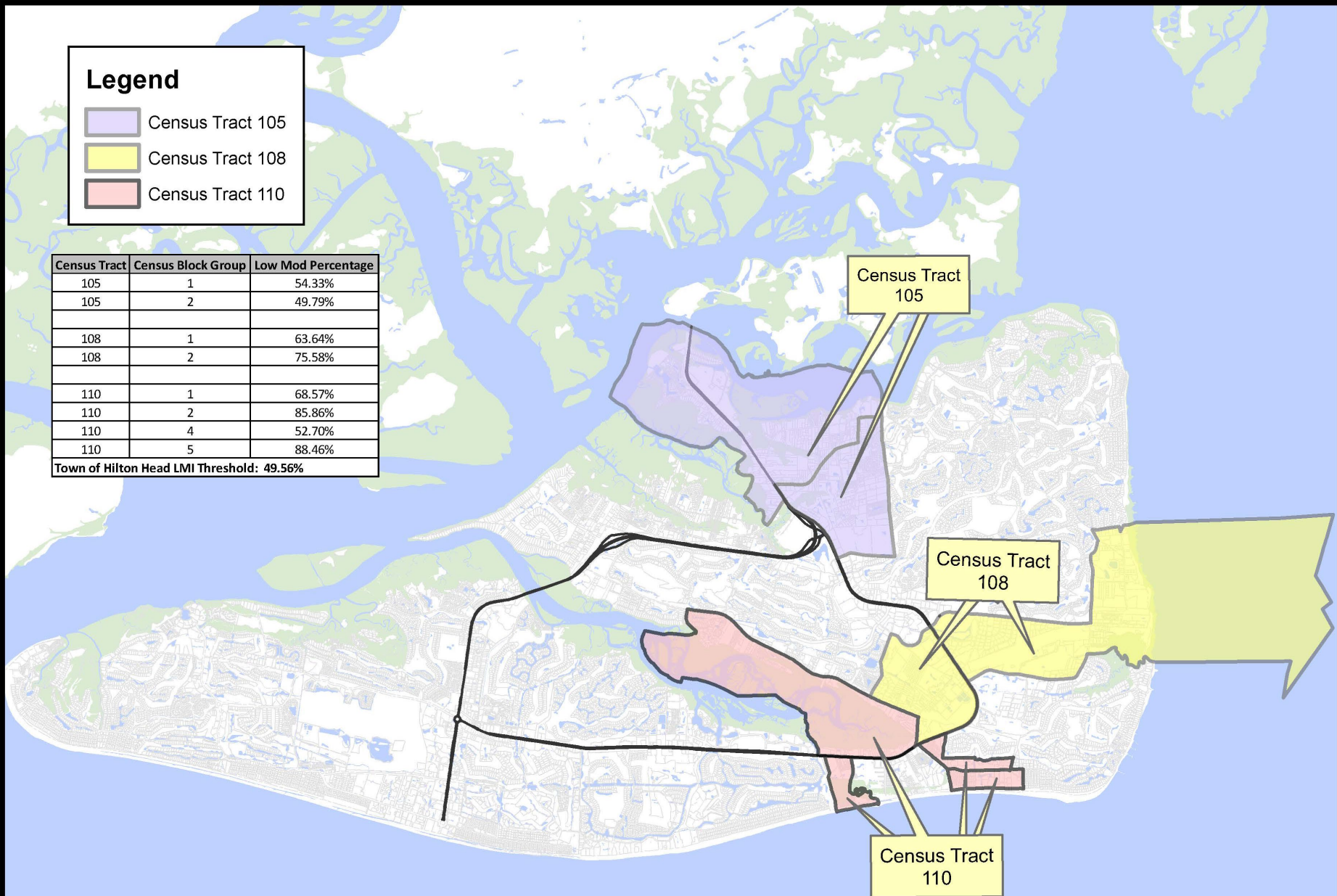
Source: HUD User Website, Office of Policy Development and Research (PD&R)  
<https://www.huduser.gov/portal/datasets/il/il2020/2020summary.odn>



## Legend

- Census Tract 105
- Census Tract 108
- Census Tract 110

| Census Tract                              | Census Block Group | Low Mod Percentage |
|-------------------------------------------|--------------------|--------------------|
| 105                                       | 1                  | 54.33%             |
| 105                                       | 2                  | 49.79%             |
| 108                                       | 1                  | 63.64%             |
| 108                                       | 2                  | 75.58%             |
| 110                                       | 1                  | 68.57%             |
| 110                                       | 2                  | 85.86%             |
| 110                                       | 4                  | 52.70%             |
| 110                                       | 5                  | 88.46%             |
| Town of Hilton Head LMI Threshold: 49.56% |                    |                    |



## Town of Hilton Head Island

LMI Census Tracts and Blocks





# Annual Action Plan Purpose

- Provides summary to HUD
- 1 Year Plan with Goals & Objectives
- Allocates Funds for Program Year 2023
- Improve quality of life



# 2020 – 2024 Consolidated Plan Projects List

| # | Program Year | Project Name                                                      | Project Description                                                                                                                                                          | Estimated Amount | Annual Goals Supported                                            | Target Area                             | Priority Need Addressed                                                                                                                        | Goal Outcome Indicator                                                                      |
|---|--------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 1 | 2020         | COVID-19 Response and Recovery                                    | Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.                                 | \$770,401        | COVID-19 Response & Recovery                                      | Town-Wide                               | Non- Housing Community Development – Public Services; and Administration & Planning                                                            | Public service activities other than low/moderate-income housing benefit                    |
| 2 | 2021         | Facilities, Housing, Public Services, Economic Development Year 2 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 2 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |
| 3 | 2022         | Facilities, Housing, Public Services, Economic Development Year 3 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 3 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |
| 4 | 2023         | Facilities, Housing, Public Services, Economic Development Year 4 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 4 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |
| 5 | 2024         | Facilities, Housing, Public Services, Economic Development Year 5 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 5 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |



# 2020 – 2024 Consolidated Plan

## Program Year 5 Project

| # | Program Year | Project Name                                                      | Project Description                                                                                                                                                          | Estimated Amount | Annual Goals Supported                                            | Target Area                             | Priority Need Addressed                                                                                                                        | Goal Outcome Indicator                                                                      |
|---|--------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 5 | 2024         | Facilities, Housing, Public Services, Economic Development Year 5 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$204,430        | Facilities, Housing, Public Services, Economic Development Year 5 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |



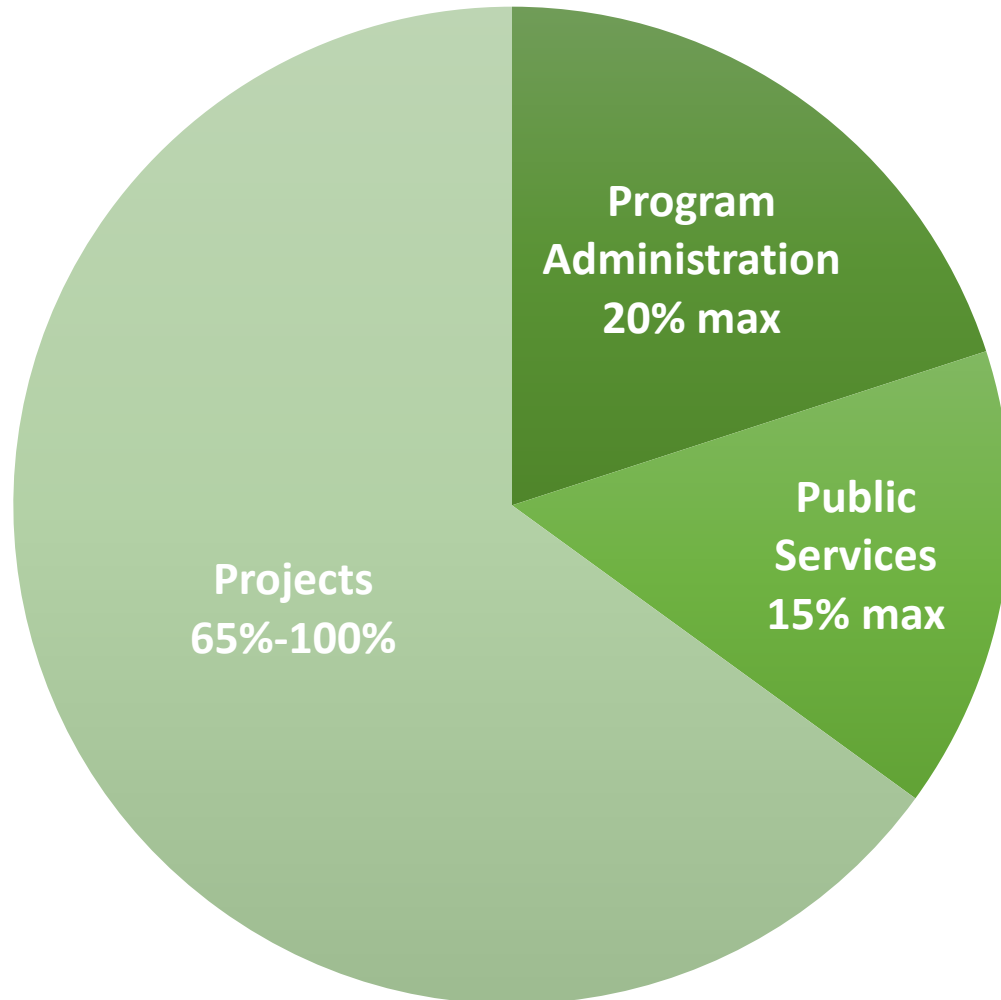
# What We've Done 2015 - 2022

- Two dirt road paving projects
- Two playground installation projects
- One parking expansion project
- One pavilion construction project
- 17 public services organizations
- Two park construction projects



# 2024 Allocation

## Approximately \$200,000





# Proposed Use of 2024 CDBG Funds

- Public Improvement Project
  - Funding to be allocated to the Patterson Park and Taylor Family Neighborhood Park projects that are currently underway.



# We Want to Hear From You

- Public Improvements?
- Public Facilities?
- Housing Activities?
- Other Real Property Improvements?
- Public Services?



# We Want to Hear From You Survey on Open Town Hall

<https://hiltonheadislandsc.gov/opentownhall/>

← → ↻ hiltonheadislandsc.gov/opentownhall/



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### Open Town Hall HHI

Join the discussion! Participate and contribute feedback on topics being considered by Hilton Head Island officials through Open Town Hall HHI.

[READ MORE](#)



# Next Steps

- Annual Action Plan will be drafted
- 30-day public comment period
- Finance and Administrative Committee
- Town Council approval to submit Plan
- Submittal to HUD





# Thank you!

Marcy Benson  
Senior Grants Administrator  
*[Marcyb@hiltonheadislandsc.gov](mailto:Marcyb@hiltonheadislandsc.gov)*



## PLEASE SIGN IN:

| NAME                  | MAILING ADDRESS | EMAIL ADDRESS |
|-----------------------|-----------------|---------------|
|                       |                 |               |
| Curtis Barnwell       | [REDACTED]      |               |
| Lisa Solka            | [REDACTED]      |               |
| Kim Lilkins           | [REDACTED]      |               |
| Mary Amonitt          |                 |               |
| Belinda Stewart Young | [REDACTED]      | [REDACTED]    |
| Carletha Frazier      | [REDACTED]      | [REDACTED]    |
|                       |                 |               |
|                       |                 |               |
|                       |                 |               |
|                       |                 |               |

**Public Meeting Minutes**  
**Public Meeting to Solicit Input and Discuss**  
**Community Development Block Grant (CDBG) Entitlement Program**  
**Annual Action Plan Fiscal Year 2024-2025 (Program Year 2024)**

**Wednesday, January 10, 2024 – 5:15pm**  
**Town of Hilton Head Island Town Hall**  
**Benjamin M. Racusin Council Chambers**  
**1 Town Center Court, Hilton Head Island, SC**

**Present**

**Town Staff:** Marcy Benson, Senior Grants Administrator  
Jeff Herriman, Interim Finance Director

**Public Attendees:** See attached sign-in sheet.

Marcy Benson, Senior Town Grants Administrator, began the public meeting at 5:15pm in the Benjamin M. Racusin, Council Chambers of the Town of Hilton Head Island Town Hall. A PowerPoint presentation was given describing the Community Development Block Grant (CDBG) Entitlement Program, the anticipated CDBG funding allocation amount available for program year 2024 and staff recommended project for the fiscal year 2024-2025 annual action plan.

There was public discussion on the CDBG program, anticipated funding allocation and types of projects eligible for CDBG funding.

The meeting concluded with Town staff stating the next steps for the program year 2024-2025 annual action plan will include a 30-day public comment period and recommended comments be submitted via the Open Town Hall Portal on the Town website by January 27, 2024. The public meeting adjourned at approximately 6:00pm.



# Program Year 202 CDBG Annual Action Plan Questionnaire

January 29, 2024, 8:19 AM

## Contents

|      |                                |   |
|------|--------------------------------|---|
| i.   | Introduction                   | 2 |
| ii.  | Summary of registered comments | 3 |
| iii. | Survey questions               | 7 |
| iv.  | Individual registered comments | 9 |

## Program Year 202 CDBG Annual Action Plan Questionnaire

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

## Introduction

As a Community Development Block Grant (CDBG) Entitlement Community the Town of Hilton Head Island receives an annual allocation from the U.S. Department of Housing and Urban Development (HUD) to fund projects which benefit the community needs of low- and moderate-income residents. The 2024 -2025 funding allocation is estimated to be approximately \$200,000.

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

Please take a moment to rank the types of project categories from 1 – 5 in our brief survey.

(1 as highest priority and 5 as lowest priority)

Program Year 202 CDBG Annual Action Plan Questionnaire

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

Summary Of Registered Comments

| As of January 29, 2024, 8:19 AM, this forum had: |    | Topic Start              | Topic End                 |
|--------------------------------------------------|----|--------------------------|---------------------------|
| Attendees:                                       | 33 | January 3, 2024, 8:00 AM | January 27, 2024, 4:30 PM |
| Registered Comments:                             | 3  |                          |                           |
| Minutes of Public Comment:                       | 9  |                          |                           |

QUESTION 1

| Name     |   |
|----------|---|
| Answered | 3 |
| Skipped  | 0 |

QUESTION 2

Public Improvements such as streets, sidewalks, water and sewer infrastructure, parks, or drainage improvements.  
(1=highest priority, 5=lowest priority)

| Public Improvements |             | %     | Count |
|---------------------|-------------|-------|-------|
| 1                   | <div></div> | 33.3% | 1     |
| 3                   | <div></div> | 33.3% | 1     |
| 4                   | <div></div> | 33.3% | 1     |

QUESTION 3

Public Facilities such as neighborhood or community facilities or facilities for persons with special needs.  
(1=highest priority, 5=lowest priority)



**Program Year 202 CDBG Annual Action Plan Questionnaire**

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

**Public Facilities**



QUESTION 4

**Housing Activities such as rehabilitation of owner-occupied homes for energy improvements, water and sewer efficiency improvements, or lead-based paint testing and abatement.**

**Housing Activities**



QUESTION 5

**Other Real Property Improvements such as acquisition, clearance/demolition, code enforcement, historic preservation, renovation of closed buildings, or handicapped accessibility.**  
(1=highest priority, 5=lowest priority)

**Other Real Property Improvements**



QUESTION 6

**Public Services such as employment services, crime prevention and public safety, childcare, health services, fair housing counseling, education programs, or services for senior citizens.**

**Program Year 202 CDBG Annual Action Plan Questionnaire**

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

(1=highest priority, 5=lowest priority)

**Public Services**

|   |             | %     | Count |
|---|-------------|-------|-------|
| 3 | <div></div> | 66.7% | 2     |
| 5 | <div></div> | 33.3% | 1     |

QUESTION 7

**Please tell us a specific project you would like to see in the three highest ranking categories you selected.**

|          |   |
|----------|---|
| Answered | 3 |
| Skipped  | 0 |

QUESTION 8

**Please tell us why you selected the ranking order of the above project categories.**

|          |   |
|----------|---|
| Answered | 3 |
| Skipped  | 0 |

QUESTION 9

**Tell us how you would allocate \$200,000 in any of the project categories. You have 8 dots to 'allocate'. Each dot represents \$25,000.**

|                                 |             | %     | Count |
|---------------------------------|-------------|-------|-------|
| Public Improvements             | <div></div> | 25.0% | 6     |
| Public Facilities               | <div></div> | 12.5% | 3     |
| Housing Activities              | <div></div> | 45.8% | 11    |
| Other Real Property Improvments | <div></div> | 12.5% | 3     |

**Program Year 202 CDBG Annual Action Plan Questionnaire**

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

|                 |                                                                                   | %    | Count |
|-----------------|-----------------------------------------------------------------------------------|------|-------|
| Public Services |  | 4.2% | 1     |

QUESTION 10

**Additional Comments?**

|          |   |
|----------|---|
| Answered | 1 |
| Skipped  | 2 |

Program Year 202 CDBG Annual Action Plan Questionnaire

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

Survey Questions

QUESTION 1

Name

- 2
- 3
- 4
- 5

QUESTION 2

Public Improvements such as streets, sidewalks, water and sewer infrastructure, parks, or drainage improvements.  
(1=highest priority, 5=lowest priority)

Row choices

- Public Improvements

Column choices

- 1
- 2
- 3
- 4
- 5

QUESTION 3

Public Facilities such as neighborhood or community facilities or facilities for persons with special needs.  
(1=highest priority, 5=lowest priority)

Row choices

- Public Facilities

Column choices

- 1
- 2
- 3
- 4
- 5

QUESTION 4

Housing Activities such as rehabilitation of owner-occupied homes for energy improvements, water and sewer efficiency improvements, or lead-based paint testing and abatement.

Row choices

- Housing Activities

Column choices

- 1

QUESTION 5

Other Real Property Improvements such as acquisition, clearance/demolition, code enforcement, historic preservation, renovation of closed buildings, or handicapped accessibility.  
(1=highest priority, 5=lowest priority)

Row choices

- Other Real Property Improvements

Column choices

- 1
- 2
- 3
- 4
- 5

QUESTION 6

Public Services such as employment services, crime prevention and public safety, childcare, health services, fair housing counseling, education programs, or services for senior citizens.  
(1=highest priority, 5=lowest priority)

Row choices

- Public Services

Column choices

- 1
- 2
- 3
- 4
- 5

QUESTION 7

Please tell us a specific project you would like to see in the three highest ranking categories you selected.

QUESTION 8

## Program Year 202 CDBG Annual Action Plan Questionnaire

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

**Please tell us why you selected the ranking order of the above project categories.**

### QUESTION 9

**Tell us how you would allocate \$200,000 in any of the project categories.**

**You have 8 dots to 'allocate'. Each dot represents \$25,000.**

- Public Improvements
- Public Facilities
- Housing Activities
- Other Real Property Improvements
- Public Services

### QUESTION 10

**Additional Comments?**



## Program Year 202 CDBG Annual Action Plan Questionnaire

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

## Individual Registered Comments

### Name not shown

inside Town Limits

January 8, 2024, 12:42 PM

#### Question 1

Andre J White

#### Question 2

Public Improvements: 1

#### Question 3

Public Facilities: 2

#### Question 4

Housing Activities: 1

#### Question 5

Other Real Property Improvements: 1

#### Question 6

Public Services: 3

#### Question 7

-Drainage clean-out, maintenance and improvements across ALL major/minor arterials in Native Island neighborhoods.  
-Investment in parks across ALL Native Island neighborhoods. For example, there is not a park in the Spanish Wells or Jonesville community.  
-Acquisition of land and development rights in Native Island neighborhoods to ward off gentrification and over development.

#### Question 8

I believe annual investments by the Town need to be made to preserve and improve the quality of life in the historic Native neighborhoods.

#### Question 9

- Public Improvements (5)
- Public Facilities (2)
- Other Real Property Improvements (1)

#### Question 10

No response

### Sandra West

inside Town Limits

January 12, 2024, 2:03 PM

#### Question 1

Sandra West

#### Question 2

Public Improvements: 4

#### Question 3

Public Facilities: 4

#### Question 4

Housing Activities: 1

#### Question 5

Other Real Property Improvements: 2

#### Question 6

Public Services: 3

#### Question 7

Affordable/Workforce Housing

Support of CCDC

#### Question 8

The number one threat to the quality of life on HHI is a lack of housing for workers.

#### Question 9

- Housing Activities (8)

#### Question 10

## Program Year 202 CDBG Annual Action Plan Questionnaire

The Town is accepting comments on needs and funding priorities for the CDBG program year 2024-2025 Annual Action Plan.

Please take this opportunity to place more money to assist in solving the housing crisis.

### Question 10

No response

---

### Name not shown

inside Town Limits

January 17, 2024, 3:16 PM

### Question 1

Jenifer Gajdalo loi

### Question 2

Public Improvements: 3

### Question 3

Public Facilities: 4

### Question 4

Housing Activities: 2

### Question 5

Other Real Property Improvements: 1

### Question 6

Public Services: 5

### Question 7

Enforcement of existing housing codes so that existing housing remains safe and therefore all neighborhoods are safe for residents or prospective residents who need or seek safe shelter primarily based on affordability.

### Question 8

What I felt is the greatest need and would thus provide the greatest benefit.

### Question 9

- Public Improvements (1)
- Public Facilities (1)
- Housing Activities (3)
- Other Real Property Improvements (2)
- Public Services (1)

Public Comment Summary  
For the Town of Hilton Head Island  
Community Development Block Grant (CDBG)  
2024 Annual Action Plan

---

Public comments received from Open Town Hall Portal CDBG survey (January 3 - 27, 2024)

Comment #1: Drainage clean-out, maintenance and improvements across ALL major/minor arterials in Native Island neighborhoods. Investment in parks across ALL Native Island neighborhoods. For example, there is not a park in the Spanish Wells or Jonesville community. Acquisition of land and development rights in Native Island neighborhoods to ward off gentrification and over development. I believe annual investments by the Town need to be made to preserve and improve the quality of life in the historic Native neighborhoods.

Comment #2: Affordable/Workforce Housing. Support CCDC. The number one threat to the quality of life on HHI is a lack of housing for workers.

Comment #3: Enforcement of existing housing codes so that existing housing remains safe and therefore all neighborhoods are safe for residents or prospective residents who need or seek safe shelter primarily based on affordability. What I felt is the greatest need and would thru provide the greatest benefit.

---

Public Comments Received at Public Meeting (January 10, 2024)

- There was a presentation including an overview of the CDBG Entitlement Program, purpose of the Action Plan, anticipated funding allocation amount, and staff recommended project was presented to the meeting attendees. Eight members of the public attended this meeting. No comments on the Annual Action Plan were given during the meeting. Discussion of CDBG program requirements occurred.
- 

Public Comments Received during 30 Day Public Comment Period (February 14, 2024 – Mar. 15, 2024)

- No comments received.
- 

Public Comments Received at Town Council Finance and Administrative Committee Meeting (March 12, 2024)

- No comments received.
- 



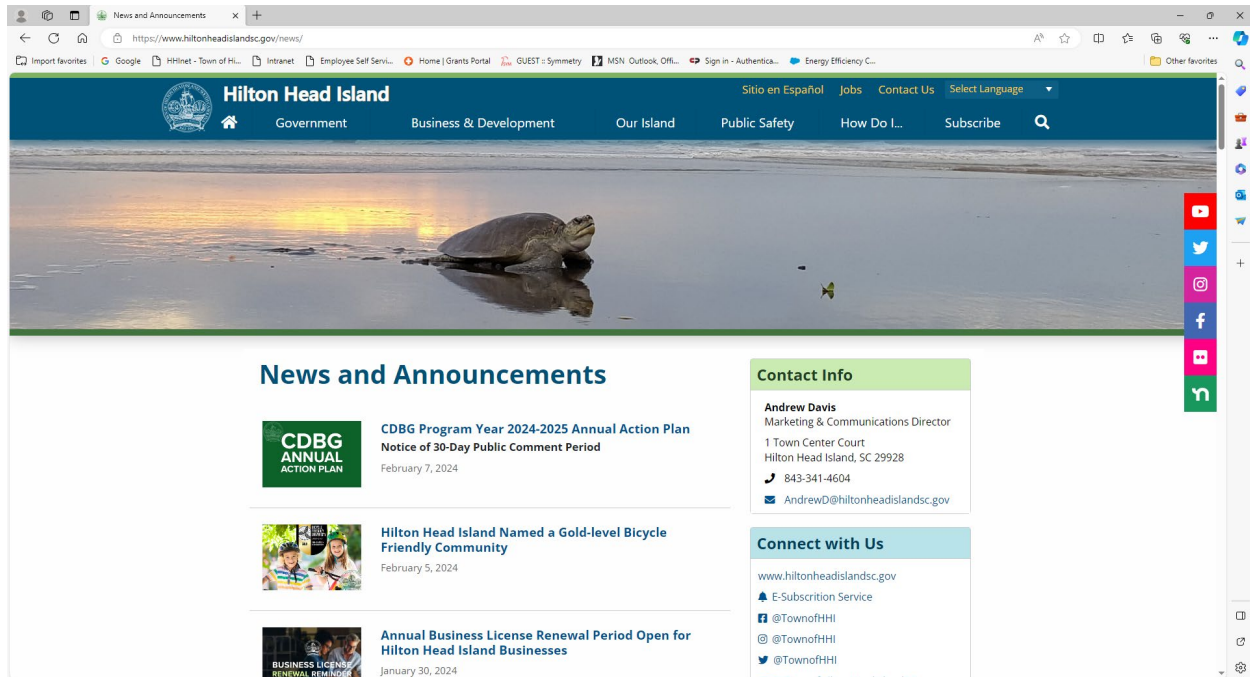
**NOTICE OF 30-DAY PUBLIC COMMENT PERIOD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
YEAR 2024-2025 ANNUAL ACTION PLAN**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its program year 2024 – 2025 Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Wednesday, February 14, 2024, through Friday, March 15, 2024, via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov). Written comments on the Plan are encouraged and may be submitted via the website link, or email to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Finance Department, 1 Town Center Court, Hilton Head Island, S.C. 29928.

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Marcy Benson, Senior Grants Administrator, has been designated to coordinate compliance with the nondiscrimination requirements contained in the U.S. Department of Housing and Urban Development's regulations. She may be reached at the email address listed above or by phone at (843) 341-4689.



Town of Hilton Head Island Website – News and Announcements - Main Page  
February 7, 2024  
2024 – 2025 CDBG Annual Action Plan  
30 Day Public Comment Period Notice



Town of Hilton Head Island Website  
February 7, 2023  
2024 – 2025 CDBG Annual Action Plan  
30 Day Public Comment Period Notice Page

The screenshot shows the Hilton Head Island website with a blue header and a large green landscape image. The main content area is white and features a 'Public Notice' section. The notice is titled 'CDBG Program Year 2024-2025 Annual Action Plan' and 'Notice of 30-Day Public Comment Period', dated February 7, 2024. It includes a paragraph of text about the draft plan and a 30-day comment period from Wednesday, February 14, 2024, to Friday, March 15, 2024. A contact section for Marcy Benson, Senior Grants Administrator, is provided with her phone number (843-341-4689) and email (MarcyB@hiltonheadislandsc.gov). A 'View More News' button is also present. The footer is dark green and contains links to the website policy, social media, and contact information, along with the town's address and phone number.

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## Public Notice

### CDBG Program Year 2024-2025 Annual Action Plan

#### Notice of 30-Day Public Comment Period

February 7, 2024

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its program year 2024 - 2025 Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding.

The Plan will be available for review and comment for 30 days beginning **Wednesday, February 14, 2024, through Friday, March 15, 2024**, via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov/cdbg/](http://www.hiltonheadislandsc.gov/cdbg/). Written comments on the Plan are encouraged and may be submitted via the website link, or email to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov) or by mail to:

Marcy Benson, Senior Grants Administrator  
Town of Hilton Head Island Finance Department,  
1 Town Center Court,  
Hilton Head Island, SC 29928

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**Contact**  
Marcy Benson, Senior Grants Administrator  
📞 843-341-4689  
✉ [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov)

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# No decision as SC Supreme Court hears clashing views on death penalty

BY JOHN MONK  
jmonk@thestate.com

COLUMBIA, SC

The State Supreme Court on Tuesday heard spirited arguments for and against the constitutionality of using the electric chair and the firing squad as methods to execute condemned killers on death row.

But at the end of nearly 90 minutes of arguments, the justices — as is usual in a complicated case — made no ruling. Nor did they indicate when a ruling might be forthcoming.

The justices will have plenty to think about — lawyers Grayson Lambert, arguing for the state, and John Blume, representing the defendants and a nationally-known death penalty lawyer who is a law professor at Cornell Law School, clashed on a host of topics. All five justices weighed in with questions.

Topics aired included the dreadful choices by a condemned inmate of how he wants to be killed, the pain caused or not by elec-

tricity shooting into a condemned person’s skull, why no state uses hanging — once a common mode of execution — any more and whether the bullets fired by a firing squad into a person’s chest constitute mutilation. Arguments also included legal phrases long important in death penalty cases, such as “evolving standards of decency,” a concept used by anti-death penalty lawyers to support their views on why various methods of killing prisoners be considered outdated and unconstitutional.

Although lethal injection, legal in South Carolina, as a method of execution, was not directly before the court, Blume during the hearing freely conceded his side does not contend lethal injection is unconstitutional. However, challenges can be brought about the potency, purity and stability of the lethal drugs used in an execution, he told the justices.

“What we want to know is, are the drugs going to do the job, without a horrible event... it might just

render them brain dead,” Blume said, adding that death row inmates need to be assured of high quality standards. Currently, verified information about that the quality of lethal drugs is kept from condemned South Carolina inmates, Blume said.

At one point, underscoring the gory nature of the legal problem before them, Associate Justice John Few said, “Even the lawful killing of a man by the state is a gruesome endeavor. It’s going to be an awful procedure, and there are issues with the firing squad, electric chair — even lethal injection. So let’s enact a statutory scheme that once this condemned man faces the eventual prospect of execution.... (he) gets to choose his preferred method.”

The case before the justices Tuesday came from four current death row inmates and their lawyers who brought suit in Richland County court more than two years ago, arguing that the two executions available at that

time — electrocution and firing squad — were unconstitutional.

“This is a case we’ve had more than once,” said Chief Justice Donald Beaty at the beginning to Tuesday’s hearing. “We have it again today, and we’ll probably have it again.”

The inmates are Freddie Eugene Owens, Brad Keith Sigmon, Gary DeBose Terry and Richard Bernard Moore. All have been on death row for years and have pretty much exhausted their appeals. The last execution in South Carolina was in 2011.

In 2022, after an evidence hearing in their case in which she heard opposing experts from the state and the defense testify, state Judge Jocelyn Newman ruled that executions by electrocutions and firing squad were unconstitutional. Her 39-page ruling meant the state was permanently barred from carrying out executions by either method, at least until the State Supreme Court ruled on the matter.

In her decision, New-

man noted that a provision in the state Constitution says, “nor shall cruel, nor corporal, nor unusual punishment be inflicted” and that offers a greater level of protection than a similar provision in the U.S. Constitution, which only bans “cruel and unusual” punishments.

She also wrote that a firing squad is unconstitutional in South Carolina in part because it is “a reversal to a historic method of execution that has never before been used” in the state. And there is no evidence that the electric chair causes a painfree death, she wrote.

Associate Justice John Kittredge tore into Newman’s ruling on Tuesday., calling it a “scorched earth order.... just riddled with errors.”. For one thing, Kittredge said, Newman wrote she found no evidence that death by the electric chair was painless and instantaneous. “Of course, there’s plenty of evidence,” Kittredge said explaining that Newman may have found evidence presented to her about a painfree quick death was not credible, but there was such evidence produced at a hearing before her.

A main feature of Tuesday’s hearing were the main points served up by

Blume and Lambert:

+ Although execution by lethal injection

At one point, Blume acknowledged that he, like all anti-death penalty lawyers, was facing an uphill battle.

“I’m here today on behalf of people, most of which are probably going to be executed, and I’m here on behalf of their interests to make sure it is as humane as possible,” Blume said.

Lawyers representing the inmates are Lindsey Sterling Vann, Emily C. Paavola, and Allison Ann Franz, all of Justice 360; John Christopher Mills, of Columbia; Joshua Snow Kendrick, of Greenville; and Blume, who represented numerous defendants in death penalty cases before going on to Cornell Law School.

Lawyers representing Gov. McMaster are Thomas Ashley Limehouse, Jr., Lambert, and Deputy Legal Counsel Erica Wells Shed. Attorneys Daniel Clifton Plyler and Austin Tyler Reed represent Corrections director Bryan Stirling, and his department

1

John Monk: 803-771-8344, @jmonkatthestate



JAMES MANNING PA Images/Alamy Images/Sipa USA

Two black SUVs, believed to be carrying Prince Harry, arrive Tuesday at Clarence House, London, following the announcement of King Charles III’s cancer diagnosis. The king “remains wholly positive about his treatment,” Buckingham Palace said.

## Harry arrives in London as Britain worries about its king

BY JILL LAWLESS  
Associated Press

LONDON

King Charles III’s cancer was caught early and the monarch will “crack on” with his constitutional duties, British Prime Minister Rishi Sunak said Tuesday, as Prince Harry flew in from California for a rare visit with his father.

Royal officials announced Monday that the 75-year-old king has been diagnosed with an undisclosed form of cancer and is receiving treatment as an outpatient.

Less than 18 months into the reign that he’d famously waited decades to begin, Charles suspended public engagements but will continue with

state business – including weekly meetings with the prime minister – and won’t be handing over his constitutional roles as head of state.

On Tuesday afternoon, Harry could seen arriving at the king’s Clarence House residence, near Buckingham Palace, in a black SUV after an overnight flight.

The two have a troubled relationship, and Harry has seen his father infrequently since the prince quit royal duties in 2020 and moved to Los Angeles with his wife, Meghan.

Buckingham Palace said the cancer was found during Charles’ recent hospital treatment for an enlarged prostate but is a “separate issue” and not prostate cancer.

Sunak said that like many people he was left “shocked and sad” by the news.

“Thankfully, this has been caught early,” Sunak told BBC radio.

“We’ll crack on with everything,” Sunak said, adding that he would continue to communicate with as normal.

“Many families around the country listening to this will have been touched by the same thing and they know what it means to everyone,” Sunak said. “So we’ll just be willing him on and hopefully we get through this as quickly as possible.”

The palace said Charles, who has generally enjoyed good health, “remains wholly positive about his treatment and looks forward to returning to full public duty as soon as possible.”

Charles became king in September 2022 when his mother, Queen Elizabeth II, died at the age of 96 after 70 years on the throne.

News of the king’s diagnosis comes as his daughter-in-law Kate, Princess of Wales, recovers from abdominal surgery that saw her hospitalized for about two weeks.

Kate is taking a break from royal duties as she recovers. Her husband, Prince William, who is heir to the throne, also took time off to help look after her and the couple’s three children, but is due to preside over a ceremony at Windsor Castle and a charity dinner on Wednesday.

Charles departed from royal tradition with his

openness about his prostate condition. For centuries Britain’s royal family remained tight-lipped about health matters.

Disclosing information about his cancer diagnosis – albeit in a limited way – is another break with tradition.

When U.K. monarchs had real power, news of illness was withheld for fear it might weaken their authority. The habit of secrecy lingered after royals became constitutional figureheads.

The British public wasn’t told that Charles’ grandfather, King George

VI, had lung cancer before his death in February 1952 at the age of 56, and some historians have claimed that the king himself wasn’t told he was terminally ill.

In the final years of Elizabeth’s life, the public was told only that the queen was suffering from “mobility issues” when she began to miss public appearances towards the end of her life. The cause of her death was listed on the death certificate simply as “old age.”

When and how much to disclose about illness remains a difficult subject

for many public figures. U.S. Defense Secretary Lloyd Austin has been criticized for not telling President Joe Biden or other key leaders that that he was being treated for prostate cancer, even when he was hospitalized in intensive care in January for post-surgery complications.

Buckingham palace said that the king “has chosen to share his diagnosis to prevent speculation and in the hope it may assist public understanding for all those around the world who are affected by cancer.”

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**From:** [Carolyn Grant](#)  
**To:** [Marcy Benson](#)  
**Subject:** FW: Bulletin Detail Report: Public Notice I Notice of 30-Day Public Comment Period Community Development Block Grant Program Year 2024-2025 Annual Action Plan  
**Date:** Wednesday, February 7, 2024 2:35:52 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)

---

Hi Marcy

Below is the report from distribution of the CDBG Public Notice.



**Carolyn Grant**  
COMMUNICATIONS

Office: (843) 341-4618  
Mobile: (843) 715-1393  
Website: [hiltonheadislandsc.gov](http://hiltonheadislandsc.gov)  
Address: Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, SC 29928

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**From:** Town of Hilton Head Island <updates@secure.hiltonheadislandsc.gov>  
**Sent:** Wednesday, February 7, 2024 2:29 PM  
**To:** Carolyn Grant <carolyng@hiltonheadislandsc.gov>  
**Subject:** Bulletin Detail Report: Public Notice I Notice of 30-Day Public Comment Period Community Development Block Grant Program Year 2024-2025 Annual Action Plan

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**Sent:** 02/07/2024 10:29 AM EST

**Sent By:** [carolyng@hiltonheadislandsc.gov](mailto:carolyng@hiltonheadislandsc.gov)

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# TOWN OF HILTON HEAD ISLAND

## *Town Council*

**TO:** Marc Orlando, ICMA-CM, Town Manager  
**FROM:** Marcy Benson, Senior Grants Administrator  
**VIA:** Jeff Herriman, Interim Finance Director  
Shawn Colin, Assistant Town Manager – Community Development  
**DATE:** March 15, 2024  
**SUBJECT:** Consideration of a Resolution to Authorize Submittal of the  
Community Development Block Grant Entitlement Program 2021  
Annual Action Plan Substantial Amendment to the U.S. Department  
of Housing and Urban Development.

---

### **RECOMMENDATION:**

Staff requests Town Council approve the resolution to authorize the submittal of the 2021 Annual Action Plan substantial amendment to the U.S. Department of Housing and Urban Development (HUD).

### **BACKGROUND:**

In the current 2021 Annual Action Plan, accepted by the U.S. Department of Housing and Urban Development (HUD), the Patterson Neighborhood Park is the project funded with the 2021 CDBG allocation. After preliminary park project design work began it was determined land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel was needed to carry out the Patterson Neighborhood Park public improvement project. Because land acquisition activity was not included in the original 2021 Annual Action Plan a substantial amendment is required to add this activity to the plan. This substantial amendment will allow land acquisition activity to be funded with a portion of the Town of Hilton Head Island 2021 CDBG funding allocation. No other changes are proposed for this amendment.

### **SUMMARY:**

According to HUD guidelines and the Town of Hilton Head Island CDBG Citizen Participation Plan, an amendment is considered substantial when an activity is to be added, deleted, or substantially changed in terms of purpose, scope, location, or beneficiaries. Because land acquisition was not included as an activity in the original 2021 Annual Action Plan, to use CDBG funds for land acquisition in this project, the plan must go through a substantial amendment process. This process includes a required separate public meeting and a 30-day public comment period to solicit feedback from the community on the amendment to the plan.

The draft 2021 Annual Action Plan substantial amendment was released to the public on March 1, 2024, for a 30-day comment period. A public meeting to solicit input on the substantial amendment was held on March 6, 2024, and there was one meeting attendee. No comments on the amended plan were given at this meeting. The public comment period ends April 1, 2024. Any comments received between the March 19, 2024, Town Council agenda item deadline and close of the public comment period will be brought forth at the April 2, 2024, Town Council meeting and included in the final submittal document to HUD.

Approving the resolution to authorize the amended plan submittal will also allow a funding request for land acquisition for the Patterson Neighborhood Park project to be submitted to HUD. This funding request submittal will allow for compliance with HUD timely expenditure requirements.

**ATTACHMENTS:**

1. Resolution
2. Exhibit A – Draft Amended 2021 Annual Action Plan

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM 2021 ANNUAL ACTION PLAN SUBSTANTIAL AMENDMENT**

**WHEREAS**, as a CDBG entitlement community, the Town must prepare and submit an Annual Action Plan detailing activities to be undertaken during the 2021 program year to address goals and objectives outlined in the Five-Year Consolidated Plan; and

**WHEREAS**, in August 2021 the Annual Action Plan designating CDBG funds to be used for the Patterson Neighborhood Park public improvement project was accepted by the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, in January 2024 the Town of Hilton Head Island determined land acquisition costs for additional real property adjacent to the Town-owned Patterson property was needed to carry out the Patterson Neighborhood Park public improvement project; and

**WHEREAS**, land acquisition activity was not included in the original 2021 Annual Action Plan a substantial amendment is required to add this activity to the most current HUD accepted 2021 Annual Action Plan.; and

**WHEREAS**, this substantial amendment will allow land acquisition activity to be funded with the Town of Hilton Head Island 2021 CDBG funding; and

**WHEREAS**, the Town's Citizen Participation Plan defines a substantial amendment to an Annual Action Plan as when activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries; and

**WHEREAS**, the 2021 Annual Action Plan substantial amendment is compatible with the HUD approved amended Five Year Consolidated Plan for program years 2020 - 2024; and

**WHEREAS**, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the substantial amendment to the 2021 Annual Action Plan; and

**WHEREAS**, a public meeting and 30 day public comment period for the 2021 Annual Action Plan substantial amendment were conducted for citizen input and review; and

**WHEREAS**, the Town Manager is authorized to submit the 2021 Annual Action Plan substantial amendment to the United States Department of Housing and Urban Development for their review and acceptance;

**NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT**  
The Community Development Block Grant Entitlement Program 2021 Annual Action Plan



substantial amendment as submitted in the attachment to this resolution be approved and submitted to the United States Department of Housing and Urban Development.

**MOVED, APPROVED, AND ADOPTED ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.**

\_\_\_\_\_  
Alan R. Pery, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Gammon, Town Council Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_

# Town of Hilton Head Island

## Program Year 2021

### Annual Action Plan

For the  
U.S. Department of Housing and Urban Development  
Community Development Block Grant Program



**~DRAFT~**

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The Town of Hilton Head Island 2021 Annual Action Plan is being amended to include land acquisition costs, for additional real property adjacent to the Town-owned Patterson parcel, needed to carry out the Patterson Neighborhood Park public improvement project. This substantial amendment will allow land acquisition activity to be funded with the Town of Hilton Head Island 2021 CDBG funding allocation. No other changes are included in this amendment.

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The program year 2021 Annual Action Plan represents the second year of the Town of Hilton Head Island's Consolidated Plan for the program years 2020 – 2024 (Con Plan) as amended and approved by Town Council and accepted by the U.S. Department of Housing and Urban Development (HUD). The Annual Action Plan is the Town of Hilton Head Island's application for the HUD Community Development Block Grant (CDBG) Entitlement Program and identifies the proposed project or projects to be funded during the Town's 2021 program year.

The purpose of the Town of Hilton Head Island Annual Action Plan is to preserve and revitalize primarily low and moderate income (LMI) neighborhoods, support LMI activities which enhance the quality of life for Hilton Head Island residents, and address priority community development or redevelopment needs within applicable local, state, and federal statutes and regulations. According to CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI qualified residents. However, according to the HUD issued program year 2020 exception grantee list, the Town of Hilton Head Island has been designated an exception grantee. This designation resulted in a LMI area percentage of 49.56% and is applied to Census tracts and blocks to determine activity eligibility on an area basis.

This Annual Action Plan outlines the priorities by which the Town of Hilton Head Island's CDBG program funds will be invested over the program year 2021 to achieve specific HUD objectives. It is important to note the 2020 – 2024 Consolidated Plan identified public facilities and improvements, public services, housing activities and economic development benefitting LMI persons as high priorities.

On May 18, 2021 the Town of Hilton Head Island received notification of an error in HUD's initial formula allocation for program year 2021 CDBG funds. A minor amendment to this

Annual Action Plan was required due to this error. This amendment changed the Town of Hilton Head Island 2021 CDBG funding allocation from \$229,188 to \$232,565.

In January 2024 Town of Hilton Head Island staff recommended land acquisition costs for additional real property adjacent to the Town-owned Patterson property was needed to carry out the Patterson Neighborhood Park public improvement project. An amendment is considered substantial when an activity is to be added, deleted, or substantially changed in terms of purpose, scope, location, or beneficiaries. Because land acquisition activity was not included in the original 2021 Annual Action Plan a substantial amendment is required to add this activity to the most current HUD accepted 2021 Annual Action Plan. This substantial amendment will allow land acquisition activity to be funded with the Town of Hilton Head Island 2021 CDBG funding allocation. No other changes are included in this amendment.

## **2. Summarize the objectives and outcomes identified in the Plan**

The Town's goals for the program year 2021 period focus on neighborhood revitalization efforts by providing a new neighborhood park on the Town owned Patterson property **and adjacent real property, to be acquired with 2021 CDBG funds**, located on Marshland Road in Census Tract 110. This census tract meets the 49.56% or higher LMI requirement. This Annual Action Plan provides a guide for the Town of Hilton Head Island's allocation of CDBG program funding for the program year 2021 planning period. The goals focus on priority needs and targets available resources designed to meet those needs. The needs include public improvements and facilities for LMI persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of LMI residents. The project selected for CDBG funding in this Action Plan will be managed efficiently and in compliance with program requirements.

## **3. Evaluation of past performance**

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015 and continues to monitor and evaluate the performance of the program while ensuring regulatory compliance. The Town recognizes the evaluation of past performance is critical to ensuring CDBG funded activities are implemented in an effective manner and align with established strategies and goals.

During the six years of program participation the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, South Carolina field office during the six years of program participation. A "No Findings of Concerns" report was issued by the Regional Environmental Officer during a 2019 onsite Environmental Review Procedures monitoring visit. The Town intends to continue to report its progress in meeting the five-year goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.



#### 4. Summary of Citizen Participation Process and consultation process

In the original 2021 Annual Action Plan the Town of Hilton Head Island conducted a virtual public meeting on March 4, 2021, to solicit input from citizens on community development needs. This meeting was conducted in observance of social distancing protocols. A public meeting notice was published in the local newspaper, The Island Packet, seven days preceding the public meeting. The meeting notice was also posted on the Town of Hilton Head Island website and distributed via email blast to all email addresses listed on the Town's E-subscription service list, which reached approximately 6,850 subscribers. Included in the public meeting notice was a link to a community needs survey posted on the Open Town Hall portal seeking input from citizens on needs and funding priorities for the 2021 Annual Action Plan. The Open Town Hall portal survey was open from February 24 through March 8, 2021.

At the March 4, 2021 virtual public meeting a presentation including an overview of the CDBG Entitlement Program, purpose of the Annual Action Plan, funding allocation amount, and a staff recommended project was presented to meeting attendees. A recording of the March 4, 2021 virtual public meeting has been posted to the Town of Hilton Head Island YouTube page and can be accessed on the Town of Hilton Head Island website through the meeting details on the calendar or the video on demand page at <https://hiltonheadislandsc.gov/boards/meetingvod.cfm?DetailID=TC>.

The staff proposed project listed in the 2021 Annual Action Plan was an item of discussion at the March 22, 2021, Town Council Community Services and Public Safety Committee meeting. In observance of social distancing protocols, this was a virtual meeting, and the committee discussed the proposed project for submittal in the Annual Action Plan. The committee approved a recommendation of approval to Town Council to select Patterson Park as the 2021 CDBG project for inclusion in the Town's 2021 CDBG Annual Action Plan.

A draft 2021 Annual Action Plan was released to the public on March 23, 2021, for a 30-day public comment period. There were no comments received. Following this public comment period, the draft Action Plan was presented at the Town of Hilton Head Island Town Council meeting on May 4, 2021, for review and comment. Public comments were solicited during this meeting and no comments were received.

In January 2024 Town of Hilton Head Island staff recommended land acquisition costs for additional real property adjacent to the Town-owned Patterson property was needed to carry out the Patterson Neighborhood Park public improvement project. Because land acquisition activity was not included in the original 2021 Annual Action Plan a substantial amendment is required to add this activity to the most current HUD accepted 2021 Annual Action Plan. This substantial amendment will allow land acquisition activity to be funded with the Town of Hilton Head Island 2021 CDBG funding allocation. No other changes are included in this amendment.

The Town of Hilton Head Island scheduled a public comment period beginning March 1, 2024, and a public meeting on March 6, 2024, to solicit comments on the proposed substantial amendment to the 2021 Annual Action Plan. A combined public notice for the required 30-day comment period on the 2021 Annual Action Plan and public meeting was published in the local newspaper, The Island Packet, seven days preceding the public comment period and meeting in addition to being posted on the Town website and on the Town of Hilton Head Island Town Hall main entrance bulletin board. A presentation including an overview of the CDBG Entitlement Program and the purpose of the amendment to the 2021 Annual Action Plan was prepared for presentation. One member of the public attended the March 6, 2024 public meeting. No comments on the 2021 Annual Action Plan substantial amendment were given during the meeting.

## **5. Summary of public comments**

In preparation for the original March 4, 2021 virtual public meeting to solicit input for the program year 2021 Annual Action Plan Town staff developed a presentation describing the Community Development Block Grant Entitlement Program, the purpose of the Annual Action Plan, the funding allocation amount for program year 2021 and staff recommended project. During the virtual meeting there were 4 views noted on the Town of Hilton Head Island Public Meetings Facebook page and no comments were submitted during the meeting.

There was one (1) public comment received via the community needs survey posted on the Open Town Hall portal seeking input from citizens on needs and funding priorities for the 2021 Annual Action Plan. The one comment ranked public services and housing activities as high needs in the community. There were two comments submitted via direct email to the Senior Grants Administrator. One comment was a request for CDBG funds to be used for sidewalks and lighting around Southwood Park Drive and the other was a request to revive the community pool at Chaplin Park.

The 2021 Annual Action plan was an item of discussion at the March 22, 2021 Town Council Community Services and Public Safety Committee meeting. In observance of social distancing protocols, this was a virtual meeting, and the committee discussed the proposed project for submittal in the Annual Action Plan. One committee member expressed support for the project and asked if preliminary design has occurred for the proposed park project. Another committee member requested the location map for the Patterson Park be displayed for reference, and one committee member suggested replacing the broad projects listed in the Five Year Consolidated Plan project list with more specific projects. No requests for public comments from citizens were submitted during the meeting.

Public comments were solicited during the 30-day public comment period from March 23, 2021, through April 22, 2021, and at the May 4, 2021 Town Council meeting. No comments

were received during the 30-day public comment period. No comments were received at the May 4, 2021, Town Council meeting. After hearing no comments Town Council approved a resolution to authorize the Town manager to submit the program year 2021 Annual Action Plan to HUD.

A copy of the original March 4, 2021 public meeting minutes and a summary of all public comments received are attached to this Annual Action Plan.

In 2024 a substantial amendment to the 2021 Annual Action Plan was necessary and the required public notification was conducted. A public meeting was held on March 6, 2024, and one member of the public attended. No comments on the 2021 Annual Action Plan substantial amendment were given during this meeting. Meeting minutes are included as an attachment to this 2021 Annual Action Plan substantial amendment.

The required 30-day public comment period began on March 1, 2024, and will close on April 1, 2024.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments were taken into consideration in preparing this Annual Action Plan.

## **7. Summary**

The Town of Hilton Head Island Annual Action Plan outlines priorities by which the Town's CDBG program funds will be invested over the program year 2021 to achieve specific HUD objectives. The Town may use CDBG program funds to leverage other public investment to address the Town's priority need to provide public improvements for primarily LMI income neighborhoods.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role        | Name                       | Department/Agency                |
|--------------------|----------------------------|----------------------------------|
| Lead Agency        | Town of Hilton Head Island |                                  |
| CDBG Administrator | Town of Hilton Head Island | Community Development Department |

Table 1 – Responsible Agencies

### Narrative (optional)

The Town of Hilton Head Island incorporated as a municipality in 1983 and has a Council-Manager form of government. The Town of Hilton Head Island is comprised of an Administrative/Legal Division, Administrative Services, Community Development, Executive, Finance, Fire Rescue, Human Resources, and Public Projects & Facilities departments.

The Town of Hilton Head Island Community Development Department will be the lead department for the preparation, submission, and administration of this Annual Action Plan and the Town's CDBG program. Town staff has been an integral part of development of this Annual Action Plan by assessing the CDBG Program, reviewing materials, regulations and documentation on the Annual Action Plan process. The Town Manager, Town Director of Community Development, Town Director of Public Projects and Facilities, and Town Deputy Director of Community Development will oversee the preparation and administration of the Annual Action Plan.

### Consolidated Plan Public Contact Information

Town of Hilton Head Island Community Development Department  
Marcy Benson, Senior Grants Administrator  
1 Town Center Court  
Hilton Head Island, SC 29928  
Telephone: (843)341-4689  
FAX: (843) 842-8908  
Email: [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov)

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

**Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))**

The Beaufort Housing Authority services all of Beaufort County, South Carolina, including the Town of Hilton Head Island. Within the jurisdiction of the Town of Hilton Head Island the Beaufort Housing Authority operates one public housing apartment facility containing 80 units which provide housing to 187 family members.

The Town of Hilton Head Island participates in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects, and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health and environmental issues.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Lowcountry Continuum of Care, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction’s area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The Town of Hilton Head Island program year 2021 Annual Action Plan intends to use U.S. Department of Housing and Urban Development (HUD) resources to fund only CDBG program projects and will not fund Emergency Solutions Grants (ESG) program projects; therefore no consultation related to the allocation of ESG funds was conducted.



**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

|   |                                                                                                                                                                    |                                                                                                                                                               |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Agency/Group/Organization</b>                                                                                                                                   | Beaufort Housing Authority                                                                                                                                    |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Housing<br>PHA<br>Services – Housing<br>Regional organization                                                                                                 |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Public Housing Needs                                                                                                                                          |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Beaufort Housing Authority was consulted on housing needs via email correspondence and during Lowcountry.                                                 |
| 2 | <b>Agency/Group/Organization</b>                                                                                                                                   | Lowcountry Continuum of Care                                                                                                                                  |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Services-homeless<br>Regional organization                                                                                                                    |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Homeless Needs – Chronically homeless<br>Homeless Needs – Families with children<br>Homelessness Needs – Veterans<br>Homelessness Needs – Unaccompanied youth |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Lowcountry Continuum of Care was consulted on homeless needs via website research and email correspondence.                                               |

|   |                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3 | <b>Agency/Group/Organization</b>                                                                                                                                   | Beaufort County Human Services Alliance                                                                                                                                                                                                                                                                                                                                                                                                |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Housing<br>Services – Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Services-Health<br>Services-Education<br>Services-Employment<br>Service-Fair Housing<br>Services – Victims<br>Health Agency<br>Child Welfare Agency<br>Other government – County<br>Business and Civic Leaders |
|   | <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Homeless Needs – Chronically homeless<br>Homeless Needs – Families with children                                                                                                                                                                                                                                                                                                                                                       |
|   | <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Beaufort County Human Services Alliance was consulted on homeless needs via online data gathering.                                                                                                                                                                                                                                                                                                                                 |
| 4 | <b>Agency/Group/Organization</b>                                                                                                                                   | Lowcountry Council of Governments                                                                                                                                                                                                                                                                                                                                                                                                      |
|   | <b>Agency/Group/Organization Type</b>                                                                                                                              | Regional organization<br>Planning organization                                                                                                                                                                                                                                                                                                                                                                                         |

|                                                                                                                                                                    |                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>What section of the Plan was addressed by Consultation?</b>                                                                                                     | Public Housing Needs<br>Homeless Needs – Chronically homeless<br>Homeless Needs – Families with children<br>Homelessness Needs – Veterans<br>Homelessness Needs – Unaccompanied youth<br>Economic Development<br>Non-housing Community Development Needs |
| <b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b> | The Lowcountry Council of Governments was consulted on housing, homeless and non-housing community development needs via online data gathering.                                                                                                          |

**Table 2 – Agencies, groups, organizations who participated**

#### **Identify any Agency Types not consulted and provide rationale for not consulting**

Efforts were made to consult as broadly as possible with community stakeholders. No particular agency types were excluded from participation. Those that did not participate did so of their own volition.

### Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan                                                                                 | Lead Organization            | How do the goals of your Strategic Plan overlap with the goals of each plan?                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------------------|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Continuum of Care                                                                            | Lowcountry Continuum of Care | The Lowcountry Continuum of Care, based in Charleston, South Carolina is the Continuum of Care working to address the needs of the homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data specific to the Town of Hilton Head Island. |
| Our Plan: 2020 to 2040 Comprehensive Plan for the Town of Hilton Head Island, South Carolina | Town of Hilton Head Island   | Developed Consolidated Plan goals in conjunction with elements of the Town of Hilton Head Island Comprehensive Plan.                                                                                                                                                                                                                                                                                                  |

Table 3 – Other local / regional / federal planning efforts

### Narrative (optional)

The Town of Hilton Head Island coordinates with public entities and other bodies of government to develop the Annual Action Plan. Town of Hilton Head Island Community Development department staff work closely with the Town's Public Projects and Facilities department to collaborate on improvement projects. These efforts include but are not limited to plans for infrastructure and other improvements in the community through CDBG funded activities.

When necessary the Town of Hilton Head Island will establish collaborative efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments and various State of South Carolina offices to ensure complete implementation of the Annual Action Plan.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. 1. Summary of citizen participation process/Efforts made to broaden citizen participation**

#### **Summarize citizen participation process and how it impacted goal-setting**

During the original 2021 Annual Action Plan process, the Town of Hilton Head Island conducted a virtual public meeting on March 4, 2021, to solicit input from citizens on community development needs. This meeting was conducted in observance of social distancing protocols. A public meeting notice was published in the local newspaper, The Island Packet, seven days preceding the public meeting. The meeting notice was also posted on the Town of Hilton Head Island website and distributed via email blast to all email addresses listed on the Town's E-subscription service list, which reached approximately 6,850 subscribers. Included in the public meeting notice was a link to a community needs survey posted on the Open Town Hall portal seeking input from citizens on needs and funding priorities for the 2021 – 2022 Annual Action Plan. The Open Town Hall portal survey was open from February 24 through March 8, 2021.

At the March 4, 2021 virtual public meeting a presentation including an overview of the CDBG Entitlement Program, purpose of the Annual Action Plan, funding allocation amount, and a staff recommended project was presented to meeting attendees. A recording of the March 4, 2021 virtual public meeting has been posted to the Town of Hilton Head Island YouTube page and can be accessed on the Town of Hilton Head Island website through the meeting details on the calendar or the video on demand page at <https://hiltonheadislandsc.gov/boards/meetingvod.cfm?DetailID=TC>.

The staff proposed project listed in the 2021 Annual Action Plan was an item of discussion at the March 22, 2021 Town Council Community Services and Public Safety Committee meeting. In observance of social distancing protocols, this was a virtual meeting and the committee discussed the proposed project for submittal in the Annual Action Plan. The committee approved a recommendation of approval to Town Council to select Patterson Park as the 2021 CDBG project for inclusion in the Town's 2021 CDBG Annual Action Plan.

The original draft 2021 Annual Action Plan was released to the public on March 23, 2021 for a 30 day public comment period. There were no comments received. Following this public comment period the draft Action Plan was presented at the Town of Hilton Head Island Town Council meeting on May 4, 2021 for review and comment. Public comments were solicited during this meeting and no comments were received.

In January 2024 Town of Hilton Head Island staff recommended land acquisition costs for additional real property adjacent to the Town-owned Patterson property was needed to carry out the Patterson Neighborhood Park public improvement project. Because land acquisition activity was not included in the original 2021 Annual Action Plan a substantial amendment is



required to add this activity to the most current HUD accepted 2021 Annual Action Plan. This substantial amendment will allow land acquisition activity to be funded with the Town of Hilton Head Island 2021 CDBG funding allocation. No other changes are included in this amendment.

The Town of Hilton Head Island scheduled a public comment period beginning March 1, 2024, and a public meeting on March 6, 2024, to solicit comments on the proposed substantial amendment to the 2021 Annual Action Plan. A combined public notice for the required 30-day comment period on the 2021 Annual Action Plan and public meeting was published in the local newspaper, The Island Packet, seven days preceding the public comment period and meeting in addition to being posted on the Town website and on the Town of Hilton Head Island Town Hall main entrance bulletin board. A presentation including an overview of the CDBG Entitlement Program and the purpose of the amendment to the 2021 Annual Action Plan was prepared for presentation. One member of the public attended the March 6, 2024, public meeting. No comments on the 2021 Annual Action Plan substantial amendment were given during the meeting.

The required 30-day public comment period began on March 1, 2024, and will close on April 1, 2024.

## Citizen Participation Outreach

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| Sort Order | Mode of Outreach  | Target of Outreach            | Summary of response/ attendance                                                                                                                                                                                                                                                                                                                                                                              | Summary of Comments received                                                                                                                                                                                                                                                                            | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-------------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|---------------------|
| 1          | Internet Outreach | Non-targeted/ broad community | <p>The Open Town Hall Portal survey was announced via posting on the Town of Hilton Head Island website and via email blast to all email addresses listed on the Town's E-subscription service list on Feb. 24, 2021. Comments were accepted until March 8, 2021.</p> <p>There was 1 response to the survey.</p> <p>There were 2 comments submitted via direct email to the Senior Grants Administrator.</p> | <p>The one comment ranked public services and housing activities as high needs in the community. The two comments submitted via direct email were a request for funds to be used for sidewalks and lighting around Southwood Park Drive and a request to revive the community pool at Chaplin Park.</p> | All comments were accepted.                  |                     |

| Sort Order | Mode of Outreach | Target of Outreach            | Summary of response/ attendance                                                                                                                                                                                                         | Summary of Comments received                                      | Summary of comments not accepted and reasons                      | URL (If applicable) |
|------------|------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------|---------------------|
| 2          | Public Meeting   | Non-targeted/ broad community | At the March 4, 2021 Annual Action Plan virtual public meeting presentation there were 4 views noted on the Town of Hilton Head Island Public Meetings Facebook page, no comments were submitted, and no citizens called in to comment. | No comments received at the March 4, 2021 virtual public meeting. | No comments received at the March 4, 2021 virtual public meeting. |                     |

|   |                |                              |                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                            |                             |  |
|---|----------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|
| 3 | Public Meeting | Non-targeted/broad community | The staff proposed project listed in the 2021 Annual Action Plan was an item of discussion at the March 22, 2021 Town Council Community Services and Public Safety Committee meeting. | One committee member expressed support of the project and asked if preliminary design has occurred for the proposed park project. Another committee member requested the location map for the Patterson Park be displayed for reference, and one committee member suggested replacing the broad projects listed in the Five Year Consolidated Plan project list with more specific projects. No requests for public comments from citizens | All comments were accepted. |  |
|---|----------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--|



| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance | Summary of Comments received       | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|--------------------|---------------------------------|------------------------------------|----------------------------------------------|---------------------|
|            |                  |                    |                                 | were submitted during the meeting. |                                              |                     |

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|   |                   |                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                            |                            |  |
|---|-------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|----------------------------|--|
| 4 | Internet Outreach | Non-targeted/<br>broad community | The draft 2021 Annual Action Plan was posted on the Town of Hilton Head Island website from March 23, 2021 through April 22, 2021. A dedicated public comment link was posted on the front page of the website where the public could directly submit comments. A notification of the Annual Action Plan 30 day public comment period was sent via email blast to all email addresses listed on the Town's E-subscription service list. No comments were received in this format. | No comments were received. | No comments were received. |  |
| 5 | Public Meeting    | Non-targeted/<br>broad community | The draft 2021 Annual Action Plan                                                                                                                                                                                                                                                                                                                                                                                                                                                 | No comments                | No comments                |  |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/ attendance                                                                                                                                     | Summary of Comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------------------------------|---------------------|
|            |                  |                    | and resolution to approve plan and authorize submittal to HUD appeared on the agenda of the regular Town of Hilton Head Island Town Council meeting on May 4, 2021. | were received.               | were received.                               |                     |

|   |                   |                                  |                                                                                                                                                                                                                                                                                                                                                                                                           |                                           |                                |  |
|---|-------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|--------------------------------|--|
| 6 | Internet Outreach | Non-targeted/<br>broad community | Draft amended 2021 Annual Action Plan posted on Town of Hilton Head Island website from Mar. 1 through Apr.1, 2024. A dedicated public comment link was posted with the plan on Town website where the public could directly submit comments. Notification of Action Plan 30-day comment period was sent via E-subscription service to all email addresses listed on the Towns general notification list. | Will be updated at end of comment period. | All comments will be accepted. |  |
| 7 | Public Meeting    | Non-targeted/<br>broad community | At the Mar. 6, 2024 public meeting one member of                                                                                                                                                                                                                                                                                                                                                          | No comments were received.                | No comments were received.     |  |

| Sort Order | Mode of Outreach | Target of Outreach            | Summary of response/ attendance                                                                                                                                                                        | Summary of Comments received  | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------------------------|---------------------|
|            |                  |                               | the public attended.                                                                                                                                                                                   |                               |                                              |                     |
| 9          | Public Meeting   | Non-targeted/ broad community | A Draft amended 2021 Annual Action Plan substantial amendment and resolution to approve and authorize submittal to HUD scheduled to appear on the agenda of the the Apr. 2, 2024 Town Council meeting. | Will be updated after meeting | All comments will be accepted.               |                     |

Table 4 – Citizen Participation Outreach



## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The following table outlines the expected resources from the HUD Community Development Block Grant (CDBG) program the Town of Hilton Head Island expects to have available during the 2021 program year covered by this Annual Action Plan. The distribution of allocated funds will be in the following two use categories: program administration will be allocated \$5,000 and public improvements and facilities will be allocated all remaining funds.

#### Anticipated Resources

| Program | Source of Funds  | Uses of Funds                                                                                                  | Expected Amount Available Year 1 |                    |                          |              | Expected Amount Available Remainder of ConPlan \$ | Narrative Description                                                                                                                                  |
|---------|------------------|----------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|--------------------------|--------------|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
|         |                  |                                                                                                                | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$    |                                                   |                                                                                                                                                        |
| CDBG    | Public - Federal | Acquisition<br>Admin and Planning<br>Economic Development<br>Housing<br>Public Improvements<br>Public Services | \$232,565                        | \$0.00             | \$118,792.11             | \$351,357.11 | \$697,695                                         | The HUD/CDBG funding amount authorized in the 2021 program year was used to estimate the allocation amount for the remaining years 3-5 of the Con Plan |

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

It is anticipated the federal funding listed above will be received annually to support activities outlined in the Annual Action Plan and Consolidated Plan. While the CDBG program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete the project listed in this Annual Action Plan. Leveraging is a way to increase project efficiencies which often come with combining sources of funding. Funds

may be considered leveraged if financial commitments to the cost of a project from a source other than Community Development Block Grant funds are documented. Town staff may identify and explore additional leveraging opportunities such as other federal, state, and local resources.

**If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Town of Hilton Head Island owns the Patterson property located on Marshland Road, which is currently a vacant parcel. The neighborhood park identified as a public improvement need in this plan will be developed on this property. This property is located in Census Tract 110 which has a LMI household percentage above 49.56%. One of the community needs identified during a previous needs assessment meeting was public improvements and facilities. This neighborhood park public improvement project was one of two projects listed in the 2018 Annual Action Plan and it has not started. It is anticipated the remaining funds in the 2018 CDBG allocation coupled with the 2021 CDBG allocation will provide leverage for project completion.

During preliminary park project design work, it was determined land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel was needed to carry out the Patterson Neighborhood Park public improvement project. Because land acquisition activity was not included in the original 2021 Annual Action Plan a substantial amendment is required to add this activity to the Plan. This substantial amendment will allow land acquisition activity to be funded with the Town of Hilton Head Island 2021 CDBG funding allocation.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

| Sort Order | Goal Name                                          | Start Year | End Year | Category                                                | Geographic Area  | Needs Addressed                                                                  | Funding      | Goal Outcome Indicator                                                                             |
|------------|----------------------------------------------------|------------|----------|---------------------------------------------------------|------------------|----------------------------------------------------------------------------------|--------------|----------------------------------------------------------------------------------------------------|
| 1          | Facilities, Housing, Public Svcs., Econ Dev. Yr. 2 | 2021       | 2022     | Non-Housing Community Development or Affordable Housing | Census Tract 110 | Public Facilities & Improvements<br><b>Including Land Acquisition Activities</b> | \$351,357.11 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1,733 |

Table 6 – Goals Summary

#### Goal Descriptions

|   |                         |                                                                                                                                                                                                                            |
|---|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Goal Name</b>        | Facilities, Housing, Public Svcs., Econ Dev. Yr. 2                                                                                                                                                                         |
|   | <b>Goal Description</b> | Provide funding for public facilities & improvements <b>including land acquisition activities</b> , or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. |

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

At this time the Town of Hilton Head Island does not have the capacity to provide affordable housing units, to extremely low income, low income and moderate-income households. However, public facilities and improvements in census tracts with 49.56% or higher LMI households may be accomplished with Community Development Block Grant (CDBG) funds.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Town of Hilton Head Island activities funded by the 2021 CDBG program are designed to benefit LMI persons. The following table outlines the projects to be carried out by the Town of Hilton Head Island during the 2021 program year covered by this Action Plan.

#### Projects

| # | Project Name                         |
|---|--------------------------------------|
| 1 | Patterson Property Neighborhood Park |
| 2 | Program Administration               |

Table 7 - Project Information

#### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The primary objective of Community Development Block Grant (CDBG) funds received by the Town of Hilton Head Island is to preserve and revitalize neighborhoods, enhance quality of life for residents and address priority community public services, community development, economic development, and redevelopment needs within applicable local, state, and federal statutes and regulations. For the 2021 program year, CDBG funds were allocated based on project readiness in census tracts with low- and moderate-income households comprising 49.56% or more of the population.

## AP-38 Project Summary

### Project Summary Information

|   |                                                                                                |                                                                                                                                                                                                                    |
|---|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | <b>Project Name</b>                                                                            | Patterson Property Neighborhood Park                                                                                                                                                                               |
|   | <b>Target Area</b>                                                                             | Census Tract 110                                                                                                                                                                                                   |
|   | <b>Goals Supported</b>                                                                         | Facilities, Housing, Public Svcs., Econ Dev. Yr. 2                                                                                                                                                                 |
|   | <b>Needs Addressed</b>                                                                         | Public Facilities & Improvements                                                                                                                                                                                   |
|   | <b>Funding</b>                                                                                 | CDBG: \$346,357.11                                                                                                                                                                                                 |
|   | <b>Description</b>                                                                             | Provide funding for public facilities & improvements including land acquisition activities, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. |
|   | <b>Target Date</b>                                                                             | 6/30/2022                                                                                                                                                                                                          |
|   | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | It is estimated approximately 1,733 persons living in Census tract 110 will benefit from the proposed activity.                                                                                                    |
|   | <b>Location Description</b>                                                                    | Town owned property at 23 Marshland Road, Hilton Head Island, SC (former Patterson property)                                                                                                                       |
|   | <b>Planned Activities</b>                                                                      | Neighborhood Park                                                                                                                                                                                                  |
| 2 | <b>Project Name</b>                                                                            | Program Administration                                                                                                                                                                                             |
|   | <b>Target Area</b>                                                                             | Town-Wide                                                                                                                                                                                                          |
|   | <b>Goals Supported</b>                                                                         | Facilities, Housing, Public Svcs., Econ Dev. Yr. 2                                                                                                                                                                 |
|   | <b>Needs Addressed</b>                                                                         | Administrative and Planning                                                                                                                                                                                        |
|   | <b>Funding</b>                                                                                 | CDBG: \$5,000                                                                                                                                                                                                      |
|   | <b>Description</b>                                                                             | Program Administration                                                                                                                                                                                             |
|   | <b>Target Date</b>                                                                             | 6/30/2022                                                                                                                                                                                                          |



|  |                                                                                                |                                                                                                    |
|--|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
|  | <b>Estimate the number and type of families that will benefit from the proposed activities</b> | All town residents and families will benefit from the proposed activity.                           |
|  | <b>Location Description</b>                                                                    | Town of Hilton Head Island Town Hall.                                                              |
|  | <b>Planned Activities</b>                                                                      | Drafting and submitting the Annual Action Plan, CAPER, related reports and program administration. |

## AP-50 Geographic Distribution – 91.220(f)

### Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The geographic area within the Town of Hilton Head Island where assistance will be directed is Census Tract 110. Community development activities may include infrastructure improvements, new or improved public facilities including land acquisition activities, housing activities, economic development, or public services in LMI neighborhoods.

### Geographic Distribution

| Target Area      | Percentage of Funds |
|------------------|---------------------|
| Census Tract 105 | 0                   |
| Census Tract 108 | 0                   |
| Census Tract 110 | 98                  |
| Census Tract 111 | 0                   |
| Census Tract 113 | 0                   |
| Town-Wide        | 2                   |

Table 8 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Community Development Block Grant (CDBG) funds will be used to address the needs of low- and moderate-income areas. These areas are determined using Census Tracts which have a low- and moderate-income population of 49.56% or higher. CDBG funds will be designated for use on a project located in the low- and moderate-income Census Tract 110 within the boundaries of the Town of Hilton Head Island.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The Housing Choice Voucher Program, commonly known as Section 8 housing, is subsidized by the Federal government and provides Federal assistance to families and individuals in the private rental market. The Beaufort Housing Authority program is tenant-based therefore eligible families receive assistance based on income for housing units meeting general program requirements. There are currently nine units within the Town of Hilton Head Island participating in the voucher program which are scattered throughout the Town. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

| One Year Goals for the Number of Households to be Supported |   |
|-------------------------------------------------------------|---|
| Homeless                                                    | 0 |
| Non-Homeless                                                | 9 |
| Special-Needs                                               | 0 |
| Total                                                       | 9 |

Table 9 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through |   |
|---------------------------------------------------------------|---|
| Rental Assistance                                             | 9 |
| The Production of New Units                                   | 0 |
| Rehab of Existing Units                                       | 0 |
| Acquisition of Existing Units                                 | 0 |
| Total                                                         | 9 |

Table 10 - One Year Goals for Affordable Housing by Support Type

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

#### **Actions planned during the next year to address the needs to public housing**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the agency providing public housing to approximately 2,429 residents in Beaufort County, South Carolina and there are 293 public housing units located throughout the county. In the Town of Hilton Head Island the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments.

#### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The Beaufort Housing Authority provides resident councils at every public housing development they operate. There is also a Resident Advisory Board that is comprised of resident leaders from each development and Housing Choice Voucher (Section 8) representatives. The Housing Authority works with resident services at each of the public housing developments and through this collaboration promote programs and activities for residents. Some of the programs offered include: the Family Self-Sufficiency Program which is a five year homeownership education program, Sandalwood Terrace Resident Council, free budgeting classes, and community garden clubs. Due to social distancing protocols related to the COVID-19 pandemic during 2020 the Beaufort Housing Authority conducted virtual resident council meetings. In addition to resident council meetings being conducted virtually other programming services such as parenting classes and poster contests for resident children have taken place via virtual connections.

#### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Lowcountry Continuum of Care, based in Charleston, South Carolina, is the continuum of care working to address the needs of homeless in a seven county region of the South Carolina lowcountry. Annual point in time counts are conducted in the Beaufort County area; however, due to no homeless shelters operating in the Town of Hilton Head Island, there is no homeless data for the Town. Anecdotal evidence indicates there is a homeless population within the jurisdiction, however, no definite statistics are available on the total homeless population in the Town of Hilton Head Island.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The most current point in time count data available is from the January 22, 2020 count. The number of homeless counted in Beaufort County was 12 persons. Of the 12 persons interviewed in January 2020, there was one (1) living unsheltered and 11 living in shelters. Of the 12 persons none were veterans and one (1) was chronically homeless. It is important to note, since the Town of Hilton Head Island does not have any homeless shelters the figures reflected in the point in time count data pertain to homeless persons counted in Beaufort County, South Carolina, and are not specific to the Town of Hilton Head Island.

Results of the 2019 point in time count indicated 28 persons experiencing homelessness interviewed in Beaufort County. The 2020 point in time count results showed a decrease of 16 persons, for a total of 12 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2020 compared to 2019 the reverse was indicated for Beaufort County. The lower count number for Beaufort County may be due to the area of the Lowcountry Continuum of Care being geographically smaller than the other three South Carolina continuums of care that participate in the annual point in time count process.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Currently there are no emergency and transitional housing shelters operating in the Town of Hilton Head Island. At this time there is no future plan to own or operate emergency shelters



or transitional housing in the Town of Hilton Head Island.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

There are no homeless shelters located within the jurisdiction of the Town of Hilton Head Island and no homeless population count data available from the Lowcountry Continuum of Care, the regional continuum of care servicing the Town. There is a non-profit organization, Family Promise of Beaufort, located in neighboring Bluffton, South Carolina, which is a coalition of Beaufort County churches assisting homeless families through a 60-90 day program. The program provides evening accommodations for program participants at host churches and daytime transportation to school for children and educational programs for parents.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

A variety of barriers exist which make increasing affordable housing stock in the Town of Hilton Head Island difficult. The following list highlights some affordable housing issues, however, this list should not be considered exhaustive. Many other circumstances may occur which prevent the market from providing affordable housing.

- Land costs are a limiting factor in the construction of affordable housing units.
- Land supply is a finite resource as the Town approaches build-out.
- Construction costs which continue to increase are a factor in development of affordable housing.
- Much of the housing located in the Town of Hilton Head Island and land available for housing is subject to floodplain insurance requirements in addition to other insurance requirements, such as wind and hail.
- Marketability and potential profit is a factor for developers because of the challenges faced with construction in a coastal area.
- The “NIMBY” syndrome, “Not in My Backyard”, is a common sentiment toward affordable housing within the Town of Hilton Head Island.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted. In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In 2018 strategies were developed to further

address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town's housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 Town staff developed workforce housing amendments for the Town of Hilton Head Island Land Management Ordinance (LMO). The amendments created a policy which uses incentives to promote conversion of commercial space into workforce housing units. These amendments moved through the approval process and the commercial conversion LMO amendment was adopted by Town Council on November 17, 2020. In December 2020 a consultant was hired through a partnership with area counties and municipalities and research for developing a housing trust fund was underway. On February 16, 2021 a second set of LMO amendments related to work force housing were adopted by Town Council allowing bonus density for work force housing units under certain conditions.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The Town of Hilton Head Island anticipates taking the following actions throughout the program year 2021 to address the challenges listed below.

### **Actions planned to address obstacles to meeting underserved needs**

As part of the 2021 program year, the Town of Hilton Head Island will determine where underserved populations are located through analysis Census data and community input. To reduce the number of obstacles in meeting the needs of the underserved populations Town staff may assist with facilitating collaborations with area service organizations which spearhead community-wide solutions to local needs.

### **Actions planned to foster and maintain affordable housing**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition, which is under the auspices of Together for Beaufort County and the Beaufort County Human Services Alliance. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

In addition to participation in the Lowcountry Affordable Housing Coalition, monitoring relevant public policies for changes which may constitute barriers to affordable housing may be conducted. In 2017 the Town Council Public Planning Committee began studying various aspects of affordable housing on Hilton Head Island. During 2017 the committee met with local developers, business owners, employers, and service organizations for discussions on providing affordable housing to the local workforce. In 2018 strategies were developed to further address fostering affordable housing within the Town of Hilton Head Island. In 2019 the Town's housing consultant presented a workforce housing strategic plan. Town staff prepared an approach to implement the recommendations included in the strategic plan and the Town Council Public Planning Committee made a recommendation to Town Council to adopt the strategic plan. In 2020 Town staff developed workforce housing amendments for the Town of Hilton Head Island Land Management Ordinance (LMO). The amendments created a policy which uses incentives to promote conversion of commercial space into workforce housing units. These amendments moved through the approval process and the commercial conversion LMO amendment was adopted by Town Council on November 17, 2020. In December 2020 a

consultant was hired through a partnership with area counties and municipalities and research for developing a housing trust fund was underway.

### **Actions planned to reduce lead-based paint hazards**

Specific data for lead-based paint hazards in the Town of Hilton Head Island is unavailable. The number of units built before 1980 may be used to represent a baseline for the number of units which may pose a lead-based paint threat. At this time action to address lead-based paint hazards have not been identified.

### **Actions planned to reduce the number of poverty-level families**

The Beaufort Housing Authority operates a Family Self Sufficiency Program which promotes independence for its residents. Participants in the program work toward setting and obtaining future life and career goals by accomplishing activities and objectives. The Beaufort Housing Authority also operates a homeownership program, which assists residents in their programs pay a mortgage rather than a rental payment. Recently one resident successfully completed this program and purchased a home in Beaufort County using this assistance.

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.

### **Actions planned to develop institutional structure**

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. During the six years of program participation the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, South Carolina field office during the six years of program participation. A “No Findings of Concerns” report was issued by the Regional Environmental Officer during a 2019 onsite Environmental Review Procedures monitoring visit. The Town intends to continue to report its progress in meeting the five year goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

Strategies for overcoming gaps in capacity issues in the service delivery system may require more findings or changes in public policy. The Town of Hilton Head Island will continue to

coordinate efforts and partnerships with state and local government entities such as Beaufort County, the Lowcountry Council of Governments, and various State of South Carolina offices when necessary to carry out the priority needs listed in this Annual Action Plan.

**Actions planned to enhance coordination between public and private housing and social service agencies**

The Town of Hilton Head Island anticipates continued participation in the Lowcountry Affordable Housing Coalition. This coalition consists of governmental entities, non-profit and private organizations striving to make housing more affordable in the Beaufort County area. The coalition has a focus on assisting residents of Beaufort County and serves as a forum for member organizations to share ideas, coordinate projects and foster interagency cooperation. With support from the Beaufort County Human Services Alliance resources are pooled and community needs are addressed in the areas of economy, education, poverty, and health/environmental issues.



## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction:

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

|                                                                                                                                                                                               |   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed                                           | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan | 0 |
| 3. The amount of surplus funds from urban renewal settlements                                                                                                                                 | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.                                                 | 0 |
| 5. The amount of income from float-funded activities                                                                                                                                          | 0 |
| Total Program Income                                                                                                                                                                          | 0 |

#### Other CDBG Requirements

|                                                                                                                                                                                                                                                                                                                                                                                                   |     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 1. The amount of urgent need activities                                                                                                                                                                                                                                                                                                                                                           | 0   |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 98% |

# ATTACHMENTS

DRAFT

**NOTICE OF PUBLIC MEETING  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FISCAL YEAR 2021-22 ANNUAL ACTION PLAN**

Notice is hereby given that on **THURSDAY, MARCH 4, 2021 at 5:15 p.m.**, the Town of Hilton Head Island will hold a virtual public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2021-2022 Annual Action Plan. In accordance with the Town of Hilton Head Island Municipal Code Section 2-5-15, this meeting is being conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings/>. Public comments can be submitted electronically via the Town's Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. **The portal will close 2 hours prior to the start of the scheduled meeting.** Citizens who wish to comment during the meeting by phone must contact Marcy Benson at (843) 341-4689 no later than two hours before the meeting. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/>.

As required by the U.S. Department of Housing and Urban Development (HUD), the Town of Hilton Head Island is developing its Annual Action Plan for the period of 2021-2022. The Annual Action Plan outlines community development needs and provides a one-year action plan for how the Town of Hilton Head Island intends to use its federal funds in order to address those needs.

The Town of Hilton Head Island does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Assistance will be provided to accommodate the special needs of disabled persons, and persons with limited English language proficiency. If auxiliary aids are required please make arrangements 72 hours prior to the meeting by contacting Marcy Benson, Senior Grants Administrator, 1 Town Center Court, Hilton Head Island, S.C. 29928 via e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or phone at (843) 341-4689.



# Beaufort County drops plan to reinstate hospital trustee after Beaufort Memorial suit

BY KACEN BAYLESS  
kbayless@islandpacket.com

Beaufort County Council agreed Monday night to stop trying to reappoint a controversial member to the hospital board after getting sued by the area's largest medical facility.

Monday's decision came four days after Beaufort Memorial Hospital sued the county for "unlawfully" trying to reinstate Kathleen Cooper to the hospital's board of trustees. Cooper previously resigned from the board after she urged the council not to pass a mandatory face mask ordinance, according to the lawsuit.

The group of 11 council members discussed the lawsuit in executive session Monday before voting to take the issue off the agenda. Vice Chair Paul Sommerville, the council's liaison for the hospital board and chair of the committee that initially voted for Cooper's reinstatement, made the motion.

Sommerville said the council could not appoint Cooper to her third term because she was not nominated by the hospital. That's the very point the hospital argued in its lawsuit against the county.

He added that the council needs to "review" all of its boards' and agencies' protocols, along with the ordinances that create those boards.

Asked after the meeting to elaborate, Sommerville said the county has "some really screwy ordinances." For example, he cited boards where some members have different term limits than others. He said the council wants to

**THE COUNCIL COULD NOT APPOINT COOPER TO HER THIRD TERM BECAUSE SHE WAS NOT NOMINATED BY THE HOSPITAL.**

"clean up" the legislation that enables those boards.

In addition to the Beaufort Memorial Hospital Board of Trustees, the county has 28 other council-appointed boards and commissions.

Asked if the council was reviewing the ordinances to allow the county nominating capabilities for the hospital board — the main focus of the lawsuit — Sommerville said the council was going to "take a look at it."

Asked whether the council would then consider reinstating Cooper to the board, Sommerville said he "wouldn't rule out anything."

"The [hospital] board, under the current rules, has to nominate her, and they've made it clear they're not going to," he said.

After the meeting, Council member Logan Cunningham told a reporter that David House, who chairs the hospital board, "overextended his authority" when he asked Cooper to resign.

Beaufort Memorial Hospital, in the lawsuit filed on Thursday, accused Beaufort County Council of usurping its authority and breaking S.C. law by unilaterally attempting to reinstate Cooper to the hospital's

board despite the hospital's assertion that she resigned and was not nominated.

Cooper was asked to resign after she emailed County Council members before they voted on a county-wide mask ordinance, claiming that mask-wearing was "ineffective" at stopping the coronavirus based on "personal research," according to the lawsuit.

The suit illustrated a back-and-forth power struggle between the county government and the area's publicly owned nonprofit hospital.

At the center of the lawsuit was a disagreement over whether Beaufort County Council had the power to appoint a hospital board member who was not nominated by the hospital. The county's ordinance that creates the hospital board states that vacancies on the board "shall be filled by the county council from nominees submitted by the board."

The lawsuit asks the court to prohibit the county from attempting to reinstate hospital board members who resign or whose terms have expired. It also wants to prohibit the county from trying to appoint a board member without a formal nomination from the hospital.

Sommerville told a reporter Monday night he "would assume" that the council's decision to remove Cooper's reinstatement from consideration would satisfy the hospital's attorneys.

Kacen Bayless:  
843-706-8126, @Kacen

## Iran officially curbs UN nuclear inspections

Iran officially started restricting international inspections of its nuclear facilities Tuesday, a bid to pressure European countries and U.S. President Joe Biden's administration to lift economic sanctions and restore the 2015 nuclear deal. World powers slammed the restrictions as a "dangerous" move.

It came as the International Atomic Energy Agency reported in a confidential document seen by The Associated Press that Iran had added 38.8 pounds of uranium enriched to 20% to its stockpile as of Feb. 16.

It was the first official confirmation of plans Iran announced in January to enrich to the greater purity, which is just a technical step away from weapons-grade levels.

— ASSOCIATED PRESS

## Many Confederate symbols taken down in 2020

When rioters tore through the U.S. Capitol last month, some of them gripping Confederate battle flags, they didn't encounter a statue of the most famous rebel general, Robert E. Lee.

The Lee statue, which represented the state of Virginia as part of the National Statuary Hall Collection for 111 years, had been removed just weeks before — one of at least 160 public Confederate symbols taken down or moved from public spaces in 2020, according to a new count the Southern Poverty Law Center shared with The Associated Press ahead of releasing it later Tuesday.

The SPLC says there are 704 Confederate monuments still standing across the United States.

— ASSOCIATED PRESS

## Wife of drug kingpin 'El Chapo' to stay in jail

A federal judge has ordered the wife of Mexican drug kingpin Joaquin "El Chapo" Guzman to remain temporarily jailed after she was arrested and accused of helping her husband run his multibillion-dollar cartel and plotting his audacious escape from a Mexican prison in 2015.

Emma Coronel Aispuro, 31, appeared by video conference before a federal magistrate judge in Washington, D.C.

Prosecutor Anthony Nardozi said Coronel should remain jailed, arguing that she "worked closely with the command-and-control structure" of the Sinaloa cartel, particularly with her husband. Nardozi said she conspired to distribute large quantities of drugs.

— ASSOCIATED PRESS

### NOTICE OF PUBLIC MEETING COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2021-22 ANNUAL ACTION PLAN

Notice is hereby given that on **THURSDAY, MARCH 4, 2021 at 5:15 p.m.**, the Town of Hilton Head Island will hold a virtual public meeting to solicit input on needs and funding priorities related to the Community Development Block Grant (CDBG) program fiscal year 2021-2022 Annual Action Plan. In accordance with the Town of Hilton Head Island Municipal Code Section 2-5-15, this meeting is being conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings/>. Public comments can be submitted electronically via the Town's Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. The portal will close 2 hours prior to the start of the scheduled meeting. Citizens who wish to comment during the meeting by phone must contact Marcy Benson at (843) 341-4689 no later than two hours before the meeting. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/>.

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## MEMORY MATTERS BRAIN HEALTH SUMMIT 4

Live-stream via Zoom

March 10, 2021 • 9a – 12p

**'Unmasking Your Brain's Resiliency'**



**Good Anxiety:  
Harnessing the Power  
of the Most Misunderstood Emotion**  
**Keynote**

**WENDY SUZUKI, PHD**

World-renowned Neuroscientist, author,  
TED Talk speaker, and Professor at NYU



**Sleep: Medicine for Your Brain**  
**PETER MANOS, MD**

Palmetto Pulmonary Medicine, Beaufort, SC  
Board Certified Internal Medicine,  
Pulmonary Medicine, Critical Care Medicine,  
and Sleep Medicine



**Unwinding Anxiety Cycles  
& Breaking Bad Habits**  
**JUDSON A. BREWER, MD, PHD**

Associate Professor, Director of Research  
& Innovation, Mindfulness Center,  
Departments of Behavioral & Social Sciences,  
and Psychiatry Brown University



Special Guest, Tina Tyus-Shaw  
News Anchor, WSAV-TV

**Presenting Sponsor:**  
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## **NOTICE OF PUBLIC MEETING**

### **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

### **FISCAL YEAR 2021-22 ANNUAL ACTION PLAN**

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## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Wednesday, February 24, 2021 5:11 PM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Public Meeting for the CDBG Program Fiscal Year 2021-22 Annual Action Plan

René Phillips, CGDSP, CIW  
Website Administrator  
Town of Hilton Head Island  
One Town Center Court  
Hilton Head Island, SC 29928  
843-341-4792  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Wednesday, February 24, 2021 5:10 PM  
**To:** Phillips Rene <renep@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Public Meeting for the CDBG Program Fiscal Year 2021-22 Annual Action Plan

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

---

**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of General Announcements or Legal Notices (6854 recipients)

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## **Notice of Public Meeting for the Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan**

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Town of Hilton Head Island Website - Main Page  
February 24, 2021  
2021 – 2022 CDBG Annual Action Plan  
Public Meeting Notice

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**Individuals Required to Wear Face Coverings in Commercial Business Establishments**

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**Major Initiatives**  
Coligny Area and Beach Access Parking Study  
Town Manager Search  
Hilton Head Island- Our Plan  
Parks + Recreation Master Plan  
US 278 Gateway Corridor Improvements  
Workforce Housing Project

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**Coronavirus**  
**Coronavirus Disease (COVID-19) Updates & Info**  
An Update from Deputy Town Manager Josh Gruber 2/23/2021  
Here's an update on what's happening around Town. [View the Full Update...](#)  
An Update from Deputy Town Manager...  
AN UPDATE FROM DEPUTY TOWN MANAGER JOSH GRUBER 2/23/2021

**COVID-19 Vaccine Information**  
The SC Department of Health and Environmental Control (DHEC) is managing distribution of the COVID-19 vaccine in South Carolina. For the latest update on the vaccine and access to frequently asked questions about the vaccine and the vaccination program in our state, please visit DHEC's website at <https://scdhec.gov/covid19/covid-19-vaccination>.

**MASK UP! It's the Law on Hilton Head Island**  
Town Council adopted an emergency ordinance requiring individuals to wear face coverings in commercial business establishments in the municipal limits of the Town of Hilton Head Island. [Learn more...](#)  
[Download or Print Mask Up! Campaign Resources](#)

**Hot Topics**  
**Lowcountry Celebration Park Ribbon Cutting Ceremony**  
We are excited and honored to share the Ribbon-Cutting Ceremony for our community's Lowcountry Celebration Park! **It's now officially open for your enjoyment.** [Learn more about the Lowcountry Celebration Park...](#)

**Coronavirus Updates, Info & Resources**  
**Open Town Hall HHI**  
[Join the discussion!](#)  
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**Building & Development**  
**OFFICE OF CULTURAL AFFAIRS**  
**Meeting Calendar**

**Upcoming Meetings**  
RFP Evaluation Committee  
3/1/2021 at 1:00 PM  
Virtual Meeting  
Gullah Geechee Land & Cultural Preservation Task Force  
3/1/2021 at 9:00 AM  
Virtual Meeting  
RFP Evaluation Committee  
3/1/2021 at 9:00 AM  
Virtual Meeting  
Finance & Administrative Committee

 **Seasonal  
Safety Tips**



 **Parks + Recreation Master Plan**  
Our master plan for parks and recreation continues to evolve. Now it is time to begin the Parks + Recreation Master Plan Part 3, prioritizing the recommendations and action items. [Learn more...](#)

 **We Already Pay!**  
Beaufort County passed an ordinance to impose a law enforcement charge and uniform user fee to generate \$4.4 million in surplus revenue for the Beaufort County Sheriff's Office. [Learn more...](#)

### News Releases and Notices

Town of Hilton Head Island's Mid-Island Tract Open for Visitors - 2/25/2021

Maintenance and Repaving Work Scheduled to Take Place Around Hilton Head Island Next Week - 2/25/2021

Notice of Public Meeting for the Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan - 2/24/2021

Repaving Work Scheduled for Sea Pines Circle - 2/24/2021

Town of Hilton Head Island to Perform Maintenance Work on Pathway and Pump Station Beginning Monday, February 22 - 2/18/2021

Town of Hilton Head Island Earns SCAPA Outstanding Award for New 2020-2040 Comprehensive Plan - 2/17/2021

Penn Center's Land Preservation Assistance Program Offers Aid to Beaufort County Property Owners - 2/16/2021

Be Aware: Training Exercises Planned for Law Enforcement and Emergency Teams - 2/11/2021

New Fire Hydrants Installed to Offer Greater Protection in Hilton Head Island Neighborhoods - 2/8/2021

South Carolinians Aged 65 and Older Can Schedule COVID-19 Vaccine Appointments Beginning Monday, February 8 - 2/3/2021

SCDOT to Discontinue Toll Collections on Hilton Head's Cross Island Parkway June 30, 2021 - 2/2/2021

[View More News and Media Releases](#)

### Announcements

 **Town Offices Reopened - Public Access is Limited**  
The public is encouraged to conduct business with the Town by phone, e-mail or online, when possible. Members of the public that need assistance in person will be allowed to enter Town office buildings by appointment only. Please call ahead to schedule a visit. [Learn more...](#)  
The classroom at Fire Rescue headquarters at 40 Summit Drive, and the fire stations and conference rooms remain closed to the public.  
[View Additional Announcements and Reminders...](#)  
[View our Frequently Asked Questions Page](#) for more information...

### Recent Publications

**New Town Manager Comes with Local Knowledge and Experience** - February 2021 (Mayor McCann's Article as seen in *Celebrate Hilton Head Magazine*)

**New Town Manager will help lead us toward future** - February 2021 (Mayor McCann's Article as seen in *The Hilton Head Sun*)

**2019 Fire Rescue Annual Report**



Committee  
3/2/2021 at 2:00 PM  
Virtual Meeting  
Town Council  
3/2/2021 at 4:00 PM  
Virtual Meeting  
Parks & Recreation Commission  
3/3/2021 at 3:00 PM  
Virtual Meeting  
Planning Commission  
3/3/2021 at 9:00 AM  
Virtual Meeting  
CDBG Program FY 2021-2022  
Annual Action Plan  
3/4/2021 at 5:15 PM  
Virtual Meeting  
RFP Evaluation Committee  
3/5/2021 at 1:00 PM  
Virtual Meeting  
RFP Evaluation Committee  
3/5/2021 at 6:00 AM  
Virtual Meeting



Town of Hilton Head Island Website  
February 24, 2021  
2021 – 2022 CDBG Annual Action Plan  
Public Meeting Notice Page

The screenshot shows the Town of Hilton Head Island website. The header includes the town's logo, navigation links (Employment Opportunities, Topic Index, Contact Us), an E-Subscription Service icon, and a search bar. A secondary navigation bar lists Government, Online Services, Departments, Our Island, Public Safety, and Publications. A red banner reads "Hilton Head Island COVID-19 Hub", followed by an orange banner stating "Individuals Required to Wear Face Coverings in Commercial Business Establishments". The main content area features a "Public Notice" section with a "Text Size: A A A" link. The notice title is "Notice of Public Meeting for the Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan". The release date is February 24, 2021. Contact information for Marcy Benson, Senior Grants Administrator, is provided. The notice text states that a virtual public meeting will be held on Thursday, March 4, 2021, at 5:15 p.m. to solicit input on the 2021-2022 Annual Action Plan. It mentions that the meeting is conducted virtually and can be viewed live on the Town's Public Meeting Facebook Page at <https://www.facebook.com/townofhiltonheadislandmeetings/>. Public comments can be submitted electronically via the Town's Open Town Hall HHI portal at <https://hiltonheadislandsc.gov/opentownhall/>. The portal will close 2 hours prior to the start of the scheduled meeting. Citizens wishing to comment during the meeting by phone must contact Marcy Benson at 843-341-4689 no later than two hours before the meeting. Following the meeting, the video record will be made available on the Town's website at <https://www.hiltonheadislandsc.gov/>. A disclaimer states that as required by the U.S. Department of Housing and Urban Development (HUD), the Town is developing its Annual Action Plan for 2021-2022, outlining community development needs and providing a one-year action plan for how the Town intends to use its federal funds. A non-discrimination statement follows, stating that the Town does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability in the admission or access to, or treatment or employment in its federally assisted programs or activities. Assistance will be provided to accommodate the special needs of disabled persons and persons with limited English language proficiency. If auxiliary aids are required, please make arrangements 72 hours prior to the meeting by contacting Marcy Benson, Senior Grants Administrator, at 1 Town Center Court, Hilton Head Island, SC 29928 via e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or phone at 843-341-4689. The footer contains a comprehensive list of navigation links: Government, Online Services, Departments, Our Island, Public Safety, Publications, Contact Us, Home, Town of Hilton Head Island, One Town Center Court, Hilton Head Island, South Carolina 29928, (843) 341-4600, Employee Portal, Website Policies, Social Media Public Use Policy, and Contact Webmaster.

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Individuals Required to Wear Face Coverings in Commercial Business Establishments

Public Notice Text Size: A A A

**Notice of Public Meeting for the Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan**

**Release Date:** February 24, 2021

**Contact Information:**  
[Marcy Benson](#) 📧, Senior Grants Administrator, 843-341-4689

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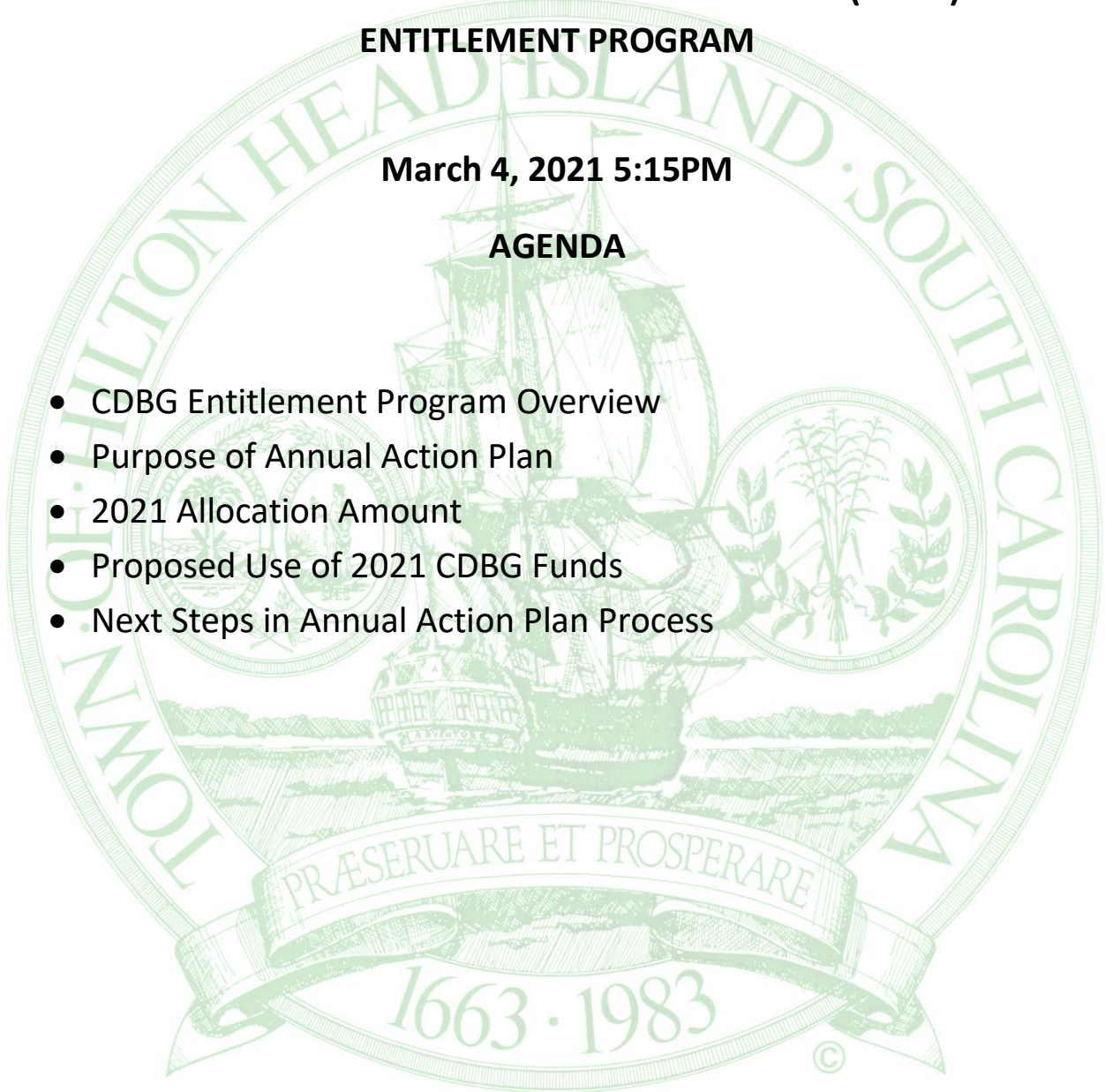
**TOWN OF HILTON HEAD ISLAND**  
**ANNUAL ACTION PLAN FISCAL YEAR 2021-2022**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
ENTITLEMENT PROGRAM**

**March 4, 2021 5:15PM**

**AGENDA**

- CDBG Entitlement Program Overview
- Purpose of Annual Action Plan
- 2021 Allocation Amount
- Proposed Use of 2021 CDBG Funds
- Next Steps in Annual Action Plan Process





# Town of Hilton Head Island

## Community Development Block Grant (CDBG)

### 2021 – 2022 Annual Action Plan

*Public Meeting*  
*Thursday, March 4, 2021*

Marcy Benson  
Senior Grants Administrator

# Agenda

- CDBG Entitlement Program Overview
- Purpose of Annual Action Plan
- 2021 Allocation Amount
- Proposed Use of 2021 CDBG Funds
- Next Steps in Annual Action Plan Process



# Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by HUD
- Provides annual grants on a formula basis
- Program Year 2021 allocation is **\$229,188**
- Annual amount fluctuates each year
- Benefit low and moderate income persons
- Next Annual Action Plan is due in May



# Low and Moderate Income (LMI) Definitions

- Low and moderate income households = less than 80% of the area median income
- Low Income = equal to or less than 50% of the area median income
- Moderate Income = equal to or less than 80% of area median income





# LMI Example

## FY2020 Income Limit Summary

| FY 2020<br>Income<br>Limit Area                 | Median<br>Family<br>Income | Income<br>Limit<br>Category          | Persons in Family |        |        |               |        |        |        |        |
|-------------------------------------------------|----------------------------|--------------------------------------|-------------------|--------|--------|---------------|--------|--------|--------|--------|
|                                                 |                            |                                      | 1                 | 2      | 3      | 4             | 5      | 6      | 7      | 8      |
| Beaufort<br>County, SC<br>HUD Metro<br>FMR Area | \$81,500                   | 50%<br>Income<br>Limit<br>(Low)      | 28,550            | 32,600 | 36,700 | <b>40,750</b> | 44,050 | 47,300 | 50,550 | 53,800 |
|                                                 |                            | 80%<br>Income<br>Limit<br>(Moderate) | 45,650            | 52,200 | 58,700 | <b>65,200</b> | 70,450 | 75,650 | 80,850 | 86,100 |

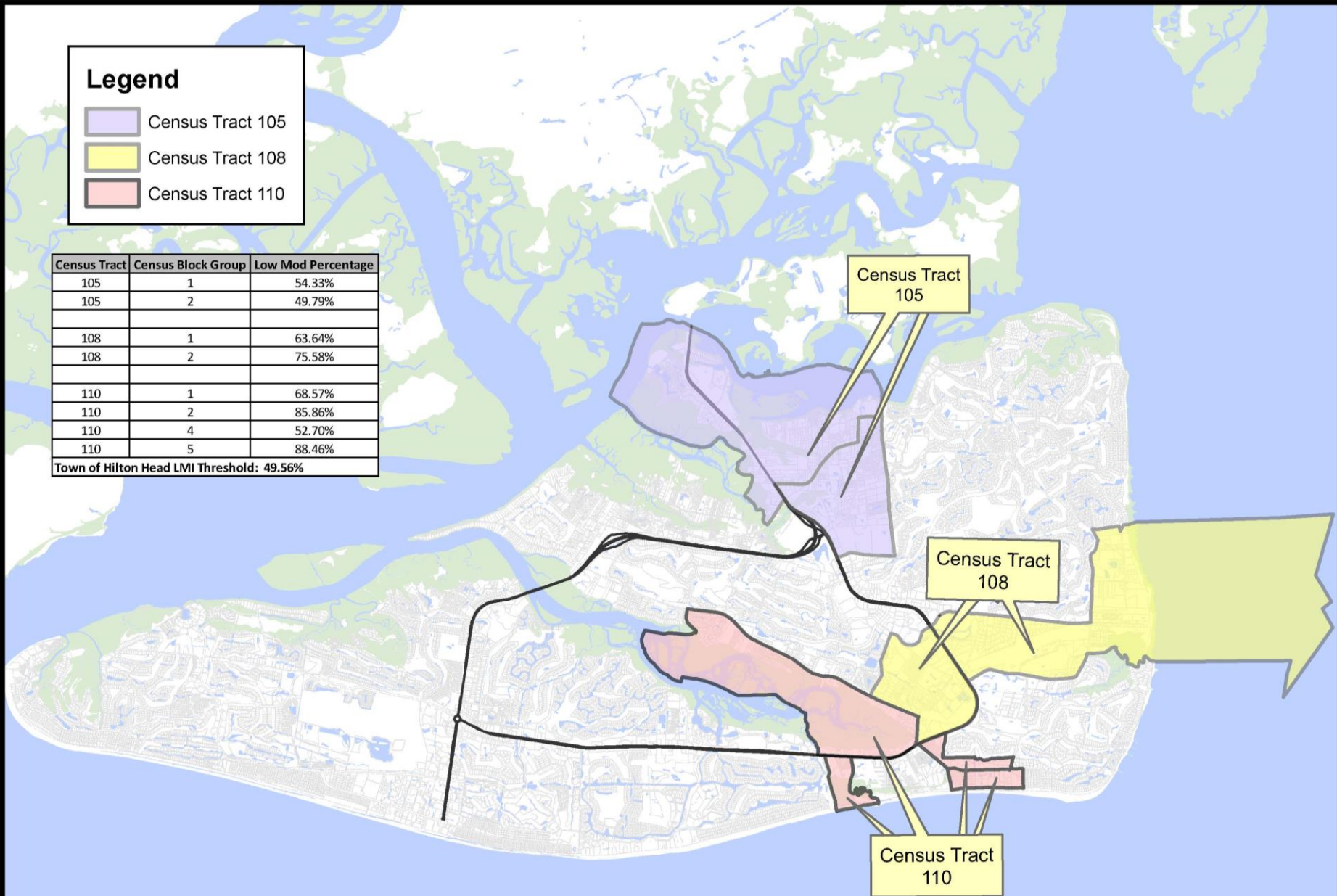
Source: HUD User Website, Office of Policy Development and Research (PD&R)  
<https://www.huduser.gov/portal/datasets/il/il2020/2020summary.odn>



## Legend

- Census Tract 105
- Census Tract 108
- Census Tract 110

| Census Tract                              | Census Block Group | Low Mod Percentage |
|-------------------------------------------|--------------------|--------------------|
| 105                                       | 1                  | 54.33%             |
| 105                                       | 2                  | 49.79%             |
| 108                                       | 1                  | 63.64%             |
| 108                                       | 2                  | 75.58%             |
| 110                                       | 1                  | 68.57%             |
| 110                                       | 2                  | 85.86%             |
| 110                                       | 4                  | 52.70%             |
| 110                                       | 5                  | 88.46%             |
| Town of Hilton Head LMI Threshold: 49.56% |                    |                    |



## Town of Hilton Head Island

LMI Census Tracts and Blocks



# Annual Action Plan Purpose

- Provides summary to HUD
- 1 Year Plan with Goals & Objectives
- Allocates Funds for Program Year 2021
- Improve quality of life



# 2020 – 2024 Consolidated Plan Projects List

| # | Program Year | Project Name                                                      | Project Description                                                                                                                                                          | Estimated Amount | Annual Goals Supported                                            | Target Area                             | Priority Need Addressed                                                                                                                        | Goal Outcome Indicator                                                                      |
|---|--------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 1 | 2020         | COVID-19 Response and Recovery                                    | Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.                                 | \$770,401        | COVID-19 Response & Recovery                                      | Town-Wide                               | Non- Housing Community Development – Public Services; and Administration & Planning                                                            | Public service activities other than low/moderate-income housing benefit                    |
| 2 | 2021         | Facilities, Housing, Public Services, Economic Development Year 2 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 2 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |
| 3 | 2022         | Facilities, Housing, Public Services, Economic Development Year 3 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 3 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |
| 4 | 2023         | Facilities, Housing, Public Services, Economic Development Year 4 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 4 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |
| 5 | 2024         | Facilities, Housing, Public Services, Economic Development Year 5 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,313        | Facilities, Housing, Public Services, Economic Development Year 5 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |



# 2020 – 2024 Consolidated Plan

## Program Year 2 Project

| # | Program Year | Project Name                                                      | Project Description                                                                                                                                                          | Estimated Amount | Annual Goals Supported                                            | Target Area                             | Priority Need Addressed                                                                                                                        | Goal Outcome Indicator                                                                      |
|---|--------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 2 | 2021         | Facilities, Housing, Public Services, Economic Development Year 2 | Provide funding for public facilities & improvements, or housing activities or economic development initiative, or public services in LMI neighborhoods or to LMI clientele. | \$238,349        | Facilities, Housing, Public Services, Economic Development Year 2 | Census Tract 105, 108, 110, 111, or 113 | Non- Housing Community Development – Public Improvements; Public Services; Housing Activities; Economic Development; Administration & Planning | Public facility or infrastructure activities other than low/moderate-income housing benefit |



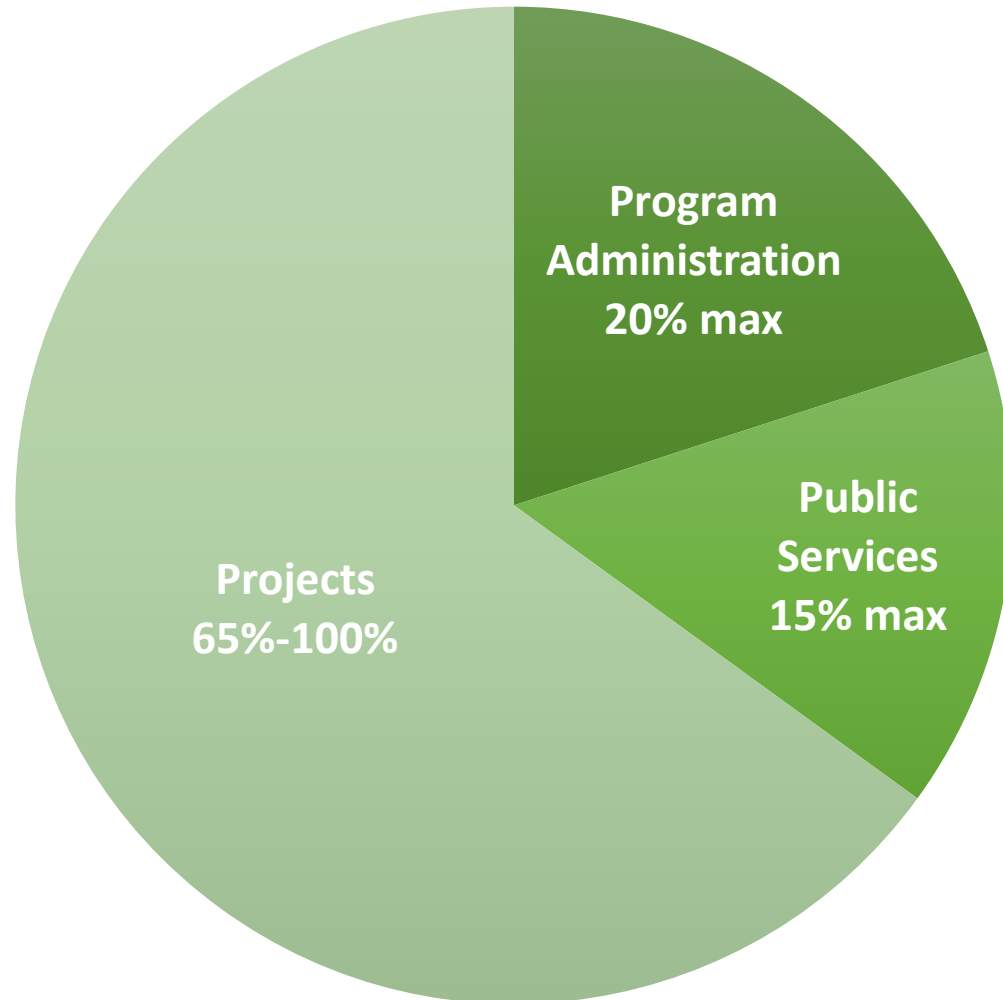


# What We've Done 2015 - 2020

- Two dirt road paving projects
- Two playground installation projects
- One parking expansion project
- One pavilion construction project
- 15 public services organizations



# 2021 Allocation \$229,188



# Proposed Use of 2021 CDBG Funds

- Public Improvement Project
  - Neighborhood park at the Patterson Town owned property



# We Want to Hear From You

- Public Improvements?
- Public Facilities?
- Housing Activities?
- Other Real Property Improvements?
- Public Services?



# We Want to Hear From You Survey on Open Town Hall

<https://hiltonheadislandsc.gov/opentownhall/>



The screenshot shows the homepage of the Town of Hilton Head Island website. The header features the town's logo and name, "Town of Hilton Head Island", with the tagline "America's Favorite Island ~ A Great Place to Live, A Great Place to Visit". Navigation links include "Employment Opportunities", "Topic Index", and "Contact". A search bar is present with the text "Search hiltonheadislandsc.gov". Below the header is a blue navigation bar with links: "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications". A red banner reads "Hilton Head Island COVID-19 Hub". Below that, an orange banner states "Individuals Required to Wear Face Coverings in Commercial Business Establishments". In the main content area, there is a green speech bubble icon with a white building icon inside, followed by the text "Open Town Hall HHI". To the right, there is a blue box with an email icon and the text "Subscribe to Email Notifications for New Topics". Further right, the text "Text Size: A A A" is visible.





# Next Steps

- Annual Action Plan will be drafted
- 30 day public comment period
- Town Council approval to submit Plan
- Submittal to HUD





# Thank you!

Marcy Benson  
Senior Grants Administrator  
*[Marcyb@hiltonheadislandsc.gov](mailto:Marcyb@hiltonheadislandsc.gov)*

**Public Meeting Minutes**  
**Public Meeting to Solicit Input and Discuss**  
**Community Development Block Grant (CDBG) Entitlement Program**  
**Annual Action Plan Fiscal Year 2021-2022 (Program Year 2021)**

**Thursday, March 4, 2021 – 5:15pm**  
**Virtual Public Meeting via**  
**Town of Hilton Head Island Public Meeting Facebook Page**

**Attendance: Four views noted during live meeting.**

Marcy Benson, Senior Town Grants Administrator, began the virtual public meeting at 5:15pm via the Town of Hilton Head Island Public Meeting Facebook Page at <https://m.facebook.com/townofhiltonheadislandmeetings/>

A PowerPoint presentation was given describing the Community Development Block Grant (CDBG) Entitlement Program, the CDBG funding allocation amount available for program year 2021 and staff recommended project for the fiscal year 2021-2022 annual action plan. Four views were noted on the Town of Hilton Head Island Public Meeting Facebook Page during the live meeting.

No public comments were made via the comments section of the Facebook page during the meeting and no citizens called in prior to the meeting to request time to make comments.

The meeting concluded with Town staff stating the next step for the fiscal year 2021-2022 annual action plan will include a 30 day public comment period and recommended comments be submitted via the Town website. Attendees interested in submitting a comment directly to staff were directed to send an email to Marcy Benson, Senior Town Grants Administrator at [MarcyB@Hiltonheadislandsc.gov](mailto:MarcyB@Hiltonheadislandsc.gov). Attendees were thanked for participating and the public meeting adjourned at approximately 5:26pm.



# FY21 CDBG Annual Action Plan

March 9, 2021, 9:50 AM

## Contents

|      |                     |   |
|------|---------------------|---|
| i.   | Introduction        | 2 |
| ii.  | Summary of comments | 3 |
| iii. | Survey questions    | 5 |
| iv.  | Individual comments | 6 |

## **FY21 CDBG Annual Action Plan**

We are accepting comments on needs and funding priorities for the CDBG program year 2021-2022 Annual Action Plan

## **Introduction**

Welcome. Thank you for joining the Town of Hilton Head Island's Virtual Open Town Hall comment portal.

As a Community Development Block Grant (CDBG) Entitlement Community the Town of Hilton Head Island receives an annual allocation from the U.S. Department of Housing and Urban Development (HUD) to fund projects which benefit the community needs of low and moderate income residents. The 2021 -2022 funding allocation is estimated to be approximately \$200,000. The Town is accepting comments on needs and funding priorities for the CDBG program year 2021-2022 Annual Action Plan.



## FY21 CDBG Annual Action Plan

We are accepting comments on needs and funding priorities for the CDBG program year 2021-2022 Annual Action Plan

## Summary Of Comments

As of March 9, 2021, 9:50 AM, this forum had:

Attendees: 6  
Comments: 1  
Minutes of Public Comment: 3

Topic Start

February 24, 2021, 4:12 PM

Topic End

March 9, 2021, 9:50 AM

### QUESTION 1

How important are these services (1=not important, 5=very important)?

**Public Improvements** such as streets, sidewalks, water and sewer infrastructure, parks, or drainage improvements

|   |                                                                                      | %      | Count |
|---|--------------------------------------------------------------------------------------|--------|-------|
| 1 |  | 100.0% | 1     |

**Public Facilities** such as neighborhood or community facilities or facilities for persons with special needs

|   |                                                                                      | %      | Count |
|---|--------------------------------------------------------------------------------------|--------|-------|
| 3 |  | 100.0% | 1     |

**Housing Activities** such as rehabilitation of owner-occupied homes for energy improvements, water and sewer efficiency improvements, or lead-based paint testing and abatement

|   |                                                                                      | %      | Count |
|---|--------------------------------------------------------------------------------------|--------|-------|
| 3 |  | 100.0% | 1     |

**Other Real Property Improvements** such as acquisition, clearance/demolition, code enforcement, historic preservation, renovation of closed buildings, or handicapped accessibility

|   |                                                                                      | %      | Count |
|---|--------------------------------------------------------------------------------------|--------|-------|
| 5 |  | 100.0% | 1     |

**Public Services** such as employment services, crime prevention and public safety, child care, health services, fair housing counseling, education programs, or services for senior citizens.

## FY21 CDBG Annual Action Plan

We are accepting comments on needs and funding priorities for the CDBG program year 2021-2022 Annual Action Plan

|   |                                                                                    | %      | Count |
|---|------------------------------------------------------------------------------------|--------|-------|
| 5 |  | 100.0% | 1     |

### QUESTION 2

**Please tell us a specific project you would like to see in the three highest ranking categories you selected**

|          |   |
|----------|---|
| Answered | 1 |
| Skipped  | 0 |

### QUESTION 3

**You've got 10 dots to 'spend'. Tell us how you would allocate \$200,000 in any of the project categories**

|                    |                                                                                     | %     | Count |
|--------------------|-------------------------------------------------------------------------------------|-------|-------|
| Housing Activities |  | 50.0% | 5     |
| Public Services    |  | 50.0% | 5     |

### QUESTION 4

**Do you have any additional comments?**

|          |   |
|----------|---|
| Answered | 1 |
| Skipped  | 0 |

## FY21 CDBG Annual Action Plan

We are accepting comments on needs and funding priorities for the CDBG program year 2021-2022 Annual Action Plan

# Survey Questions

### QUESTION 1

**How important are these services (1=not important, 5=very important)?**

#### Row choices

- Public Improvements such as streets, sidewalks, water and sewer infrastructure, parks, or drainage improvements
- Public Facilities such as neighborhood or community facilities or facilities for persons with special needs
- Housing Activities such as rehabilitation of owner-occupied homes for energy improvements, water and sewer efficiency improvements, or lead-based paint testing and abatement
- Other Real Property Improvements such as acquisition, clearance/demolition, code enforcement, historic preservation, renovation of closed buildings, or handicapped accessibility
- Public Services such as employment services, crime prevention and public safety, child care, health services, fair housing counseling, education programs, or services for senior citizens.

#### Column choices

- 1
- 2
- 3
- 4
- 5

### QUESTION 2

**Please tell us a specific project you would like to see in the three highest ranking categories you selected**

### QUESTION 3

**You've got 10 dots to 'spend'. Tell us how you would allocate \$200,000 in any of the project categories**

- Public Improvements
- Public Facilities
- Housing Activities
- Other Real Property Improvements
- Public Services

### QUESTION 4

**Do you have any additional comments?**

## FY21 CDBG Annual Action Plan

We are accepting comments on needs and funding priorities for the CDBG program year 2021-2022 Annual Action Plan

# Individual Comments

inside Town Limits

March 5, 2021, 3:00 AM

### Question 1

Public Improvements such as streets, sidewalks, water and sewer infrastructure, parks, or drainage improvements: 1

Public Facilities such as neighborhood or community facilities or facilities for persons with special needs: 3

Housing Activities such as rehabilitation of owner-occupied homes for energy improvements, water and sewer efficiency improvements, or lead-based paint testing and abatement: 3

Other Real Property Improvements such as acquisition, clearance/demolition, code enforcement, historic preservation, renovation of closed buildings, or handicapped accessibility: 5

Public Services such as employment services, crime prevention and public safety, child care, health services, fair housing counseling, education programs, or services for senior citizens.: 5

### Question 2

Public Service needs have not been much of a priority on the Island in the past. Workforce housing a major issue. The Towns Workforce housing project is fantastic and is finally growing some legs. We need some sort of temporary housing to support the workforce that are continuously losing homes to vacation rentals and the impact of Covid-19. Temporary emergency funding has been virtually impossible to get during the pandemic and the homeless issue continues to rise due to no fault of the individual. I suggest on trying to find a way to offer help before there is no one left to work on our island. An outreach program or task force needs to be implemented immediately and HUD funds should be allocated to this sooner than later.

### Question 3

- Housing Activities (5)
- Public Services (5)

### Question 4

I would be willing to work with any outreach program currently or in the future to help with the immediate needs to our workforce homelessness concern.

**NOTICE OF 30 DAY PUBLIC COMMENT PERIOD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
FISCAL YEAR 2021-22 ANNUAL ACTION PLAN**

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FROM PAGE 1A

## ASIA

tionships among them,” said Sung Kim, who is the top U.S. diplomat for Asia. For all of Biden’s suggestions that he will re-

verse Trump’s overt hostility to China, Biden has yet to countermand a single one of his predecessor’s policies. He has,

in fact, reaffirmed several of them, including maintaining sanctions in response to human rights abuses in western Xinjiang and Hong Kong and restating a Trump-era decision to reject outright nearly all of China’s maritime claims in the South

China Sea.

Many of China’s policies that the U.S. finds objectionable – including its crackdown in Hong Kong, stepped up rhetoric against Taiwan and actions in the South China Sea – began during the Obama administration.

The previous Democratic administration took office promising a “pivot to Asia” after a period of what many saw as American neglect of the region during George W. Bush’s presidency. After wrapping up the stop in Seoul, Blinken will

fly back to Washington via Anchorage, Alaska, where he and Sullivan will meet with senior Chinese officials. Austin will go from Seoul to New Delhi for meetings with Indian leaders.

FROM PAGE 1A

## FUNERALS

has during the COVID-19 pandemic, fighting against an unseen virus that now, a year after it was first found in South Carolina, medical experts still don’t know everything about how to be safe around it. Johnson, who contracted COVID last fall, said others who work for him have gotten it as well. He was out of work for two weeks with moderate symptoms.

And he got it even with the extreme safety measures the funeral home has put in place. No longer is there open visitation. No setting up the house with chairs and funeral books and wreaths. No family cars. No hugging. That’s the part that bothers him most.

“I can’t hug people I’ve known all my life and loved,” he said. Johnson said many families have elected to have a graveside service only, something unthinkable pre-COVID. Very few are gathering in a church, and some pastors are not allowing funerals in their churches, many of which still are not having regular in-person services. He thinks about recent funerals that were a shadow of what they would have been in ordinary times, such as Deacon Calvin “Chip” Jackson, a Richland County Council member. Probably 2,500 people would have attended Jackson’s funeral, John-

son estimated. Instead, people watched a live-stream video on Facebook. The crush of funerals is so great, Leevy’s has two pages on Facebook where people can watch funerals online.

“He did not get the send-off he deserved,” Johnson said. Johnson described his business as a sacred ministry.

Mourners have suffered from it. Where they would normally go to a home or church for a home-cooked meal provided by friends and fellow parishioners to honor and remember the person who died, now they and their family members go home to grieve alone.

“It’s very hurtful,” Johnson said.

In January — usually the worst month for deaths in any year, COVID or not — Leevy’s Funeral Home held 80 funerals.

“I felt like a zombie,” Johnson said. Recently, he arranged the funeral for a man, and the man’s wife died the next day.

Johnson will not turn a family away.

In Black culture, funerals must be done well, or the spirit does not rest, Johnson said.

### THE WOOD MORTUARY

Jones, who runs Wood Mortuary in the small Upstate city of Greer, said he handles a COVID death at least weekly, and



TRACY GLANTZ tglantz@thestate.com

Safety protocols to help prevent the spread of the coronavirus are in place during a funeral at Progressive Church of our Lord Jesus Christ in Columbia.

some weeks daily. Once, they had seven funerals in one day.

The pressure is immense, from safety to serving families properly to running a business with new and unexpected expenses such as personal protective equipment.

Employees wear protective gear from the hearse to wherever the body is — at home, a nursing home or hospital.

Jones said a year ago, when the pandemic began, he gathered his staff and brainstormed everything they needed to do.

“We had to figure this out on our own,” he said.

They stopped having families come into the office but at the same time had to make the families feel like nothing had changed. That hometown feel was developed 120 years ago by John D. Wood, and losing it was non-negotiable.

Generations of families

have turned to Wood.

Jones said the funeral home suspended visitation, although people could come in and sign the guest book. Attendance at services was limited to 50 people in the chapel.

Many families decided to wait until the pandemic is over to have a formal service. After all, Jones said, “We all thought this was going to be over in two weeks.”

Others waited and then decided the wait was too long and went ahead with the service.

“We’re wondering about a wave of memorial services in the future,” he said.

The number of cremations, which once was not a consideration for most Southern families, has increased through the years, but COVID forced people to choose cremation even more.

Besides the size of serv-

## “IT IS HARD TO OFFER A MINISTRY OF COMFORT BY BEING DISTANT.”

I.S. Leevy Johnson, Chris Leevy Johnson's father

ices, there is the concern about keeping everything clean. Even with a limited number of people entering the mortuary, workers fog rooms every day with a disinfecting spray. They wipe all surfaces, including handrails and door knobs.

Jones has seen husbands and wives and multiple members of a single family die of COVID within a short period of time. “Most people have been touched,” he said.

### LIVESTREAMED AND DISTANT

At Mother Ashe’s funeral at the end of February, much of what could be considered traditional happened. Gospel music rang through the church. Pastors she had helped in the beginning of their ministry preached rousing, fiery messages. She wore a fine hat and a lovely dress, with her hair and makeup done just so.

Bishop Theodore Jenkins reminded people that Ashe had sacrificed much in service of her Lord.

I.S. Leevy Johnson, Chris Leevy Johnson’s father who served for 10 years in the state House of Representatives, said, “I am who I am today because Mother Ashe loved me.”

Columbia Fire Chief

Aubrey Jenkins presented the family with a proclamation naming that day Laura Ashe Day in Columbia.

Her daughter Frances Ashe-Goins told of her mother’s love to shop, especially at Dillard’s and Belk, and times the family spent on Sandy Island, where Ashe spent part of her childhood.

What was markedly different were the cameras recording the service. The video was streamed on Facebook, where more than 300 people watched. Many commented on Ashe’s life and sent messages in the chat room to family members.

And in the pews, friends and family collected in pods, with gaps between them.

“It is hard to offer a ministry of comfort by being distant,” Johnson said.

# Summer Bodies are made in the winter

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### NOTICE OF 30 DAY PUBLIC COMMENT PERIOD COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2021-22 ANNUAL ACTION PLAN

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## TONY-AWARD WINNING PLAY OF MARK ROTHKO'S ART AND HIS SHADES OF GENIUS!

# RED

BY JOHN LOGAN

**APRIL 8 - 11**

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- THE NEW YORK TIMES**

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- PHYSICAL DISTANCE

- 50% THEATER OCCUPANCY
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*Mature themes and language. Though theatrical works do not offer a rating guidance system, we recommend this production for ages 15+, parental guidance advised.*  
KURT RHOADS AND LAURIE ROACH IN RED BY JOHN LOGAN, PHOTOGRAPHY PROVIDED.

Viewed through the lens of his youthful new assistant, Ken, we witness Rothko at the pinnacle of his creativity, but struggling through the creation of a series of commissioned paintings, to be featured in New York’s stylish new Four Seasons Restaurant.

Just as Rothko’s paintings are about tension between blocks of color, so the play itself is about opposing views of art.

Based on a series of real events, **RED** is the thrilling story of one of the world’s greatest expressionists, balancing the colors of his brilliance and his demons.



# **NOTICE OF 30 DAY PUBLIC COMMENT PERIOD COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FISCAL YEAR 2021-22 ANNUAL ACTION PLAN**

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## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Monday, March 15, 2021 9:02 AM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Public Comment Period for the CDBG Program Fiscal Year 2021-22 Annual Action Plan

René Phillips, CGDSP, CIW  
Website Administrator  
Town of Hilton Head Island  
One Town Center Court  
Hilton Head Island, SC 29928  
843-341-4792  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Monday, March 15, 2021 9:01 AM  
**To:** Phillips Rene <renep@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Public Comment Period for the CDBG Program Fiscal Year 2021-22 Annual Action Plan

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

---

**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2915 recipients)

---



## **Notice of 30 Day Public Comment Period Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan**

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## 30 Day Public Comment Period Notice



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## Hilton Head Island COVID-19 Hub

### Individuals Required to Wear Face Coverings in Commercial Business Establishments

#### How Do I...

- > Apply for...
- > Contact...
- > Find...
- > Obtain...
- > Pay...
- > Participate...
- > Register...
- > Renew...
- > Report...
- > Schedule...
- > Subscribe to...
- > Submit...
- > View...



### Coronavirus Disease (COVID-19) Updates & Info

**An Update from Deputy Town Manager Josh Gruber 3/12/2021**

Here's an update on what's happening around Town.

It's been a year since South Carolina faced suspected cases of COVID-19 in our state and since we embarked on our journey to keep you informed during this unprecedented global pandemic. We agree with everyone in saying it's been a challenging time, but we remain hopeful as we have come through months of testing, mandates, and now vaccine phases. We thank everyone for taking actions to help end this pandemic. We are hearing good reports from the S.C. Department of Health and Environmental Control. Assistant State Epidemiologist, Dr. Jane Kelly, shared this update with us this week: [View the Full Update...](#)

#### Major Initiatives

[Coligny Area and Beach Access Parking Study](#)

[Town Manager Search](#)

[Hilton Head Island- Our Plan](#)

[Parks + Recreation Master Plan](#)

[US 278 Gateway Corridor Improvements](#)

[Workforce Housing Project](#)

#### E-Subscription Service

To sign up for alerts and updates or to access your subscriber preferences, please enter your contact information below. Select email or text alerts from the pull down menu. [Learn more...](#)



**Seasonal Safety Tips**

#### COVID-19 Vaccine Information

The SC Department of Health and Environmental Control (DHEC) is managing distribution of the COVID-19 vaccine in South Carolina. For the latest update on the vaccine and access to frequently asked questions about the vaccine and the vaccination program in our state, please visit DHEC's website at <https://scdhec.gov/covid19/covid-19-vaccination>.



#### Mask Up! It's the Law on Hilton Head Island

Town Council adopted an emergency ordinance requiring individuals to wear face coverings in commercial business establishments in the municipal limits of the Town of Hilton Head Island. [Learn more...](#)

[Download or Print Mask Up! Campaign Resources](#)



**Coronavirus Updates, Info & Resources**



**Open Town Hall HiHi**  
*Join the discussion!*



**View Public Meetings Live via Facebook**



**Meeting Broadcasting & Video Archive**

#### Hot Topics



#### Lowcountry Celebration Park Ribbon-Cutting Ceremony

We are excited and honored to share the Ribbon-Cutting Ceremony for our community's Lowcountry Celebration Park! **It's now officially open for your enjoyment.** [Learn more about the Lowcountry Celebration Park...](#)



#### Parks + Recreation Master Plan

Our master plan for parks and recreation continues to evolve. Now it is time to begin the Parks + Recreation Master Plan Part 3, prioritizing the recommendations and action items. [Learn more...](#)



#### We Already Pay!

Beaufort County passed an ordinance to impose a law enforcement charge and uniform user fee to generate \$4.4 million in surplus revenue for the Beaufort County Sheriff's Office. [Learn more...](#)

#### Upcoming Meetings

|                                              |                      |                 |
|----------------------------------------------|----------------------|-----------------|
| Finance & Administrative Committee           | 3/16/2021 at 2:00 PM | Virtual Meeting |
| Town Council                                 | 3/16/2021 at 4:00 PM | Virtual Meeting |
| Board of Zoning Appeals                      | 3/22/2021 at 2:30 PM | Virtual Meeting |
| Community Services & Public Safety Committee | 3/22/2021 at 9:00 AM | Virtual Meeting |
| Design Review Board                          | 3/23/2021 at 1:15 PM | Virtual Meeting |



**Boards, Committees, Commissions**



**Sustainability on Hilton Head Island**

## News Releases and Notices

Notice of 30 Day Public Comment Period Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan - 3/15/2021

Repair Projects Scheduled to Take Place Around Hilton Head Island Next Week - 3/12/2021

Get Involved! Volunteer for a Town Board or Commission. Application Deadline is March 21. - 3/9/2021

Repair and Maintenance Projects Scheduled to Take Place Around Hilton Head Island Next Week - 3/3/2021

South Carolina to Move to Phase 1b of COVID-19 Vaccination Plan on March 8, 2021 - 3/2/2021

Repaving Work Scheduled for Sea Pines Circle - 3/1/2021

Gov. Henry McMaster to Lift 'Last Call' Order, Large Gatherings Approval Process - 2/26/2021

Town of Hilton Head Island's Mid-Island Tract Open for Visitors - 2/25/2021

Town of Hilton Head Island Earns SCAPA Outstanding Award for New 2020-2040 Comprehensive Plan - 2/17/2021

Penn Center's Land Preservation Assistance Program Offers Aid to Beaufort County Property Owners - 2/16/2021

Be Aware: Training Exercises Planned for Law Enforcement and Emergency Teams - 2/11/2021

[View More News and Media Releases](#)

## Announcements



### Town Offices Reopened - Public Access is Limited

The public is encouraged to conduct business with the Town by phone, e-mail or online, when possible. Members of the public that need assistance in person will be allowed to enter Town office buildings by appointment only. Please call ahead to schedule a visit. [Learn more...](#)

The classroom at Fire Rescue headquarters at 40 Summit Drive, and the fire stations and conference rooms remain closed to the public.

[View Additional Announcements and Reminders...](#)

[View our Frequently Asked Questions Page for more information...](#)

## Recent Publications

**New Town Manager Comes with Local Knowledge and Experience** - February 2021 (Mayor McCann's Article as seen in *Celebrate Hilton Head Magazine*)

**New Town Manager will help lead us toward future** - February 2021 (Mayor McCann's Article as seen in *The Hilton Head Sun*)

### 2019 Fire Rescue Annual Report



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[Town of Hilton Head Island](#) ~ [One Town Center Court, Hilton Head Island, South Carolina 29928](#) ~ (843) 341-4600  
[Employee Portal](#) ~ [Website Policies](#) ~ [Social Media Public Use Policy](#) ~ [Contact Webmaster](#)

Town of Hilton Head Island Website  
March 15, 2021  
2021 – 2022 CDBG Annual Action Plan  
30 Day Public Comment Period Notice Page

The screenshot shows the Town of Hilton Head Island website. At the top, there is a navigation bar with links for Employment Opportunities, Topic Index, and Contact Us. Below this is a search bar and a link to E-Subscription Service. The main navigation menu includes Government, Online Services, Departments, Our Island, Public Safety, and Publications. A red banner reads "Hilton Head Island COVID-19 Hub", and an orange banner below it says "Individuals Required to Wear Face Coverings in Commercial Business Establishments". The main content area features a "Public Notice" section with the title "Notice of 30 Day Public Comment Period Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan". The release date is March 15, 2021, and the contact information is for Marcy Benson, Senior Grants Administrator, at 843-341-4689. The notice text states that the Town has prepared a draft of its fiscal year 2021-2022 Annual Action Plan and that it will be available for review and comment for 30 days starting on March 23, 2021. Comments can be submitted via the website, email, or mail. A disclaimer at the bottom states that the Town does not discriminate on the basis of age, color, religion, sex, national origin, familial status or disability. The footer contains a list of links for various services and a contact number.

**Town of Hilton Head Island**  
*America's Favorite Island - A Great Place to Live, A Great Place to Visit*

Employment Opportunities Topic Index Contact Us

E-Subscription Service

Search hiltonheadislandsc.gov

Government Online Services Departments Our Island Public Safety Publications

**Hilton Head Island COVID-19 Hub**

**Individuals Required to Wear Face Coverings in Commercial Business Establishments**

**Public Notice** Text Size: A A A

**Notice of 30 Day Public Comment Period Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan**

**Release Date:** March 15, 2021

**Contact Information:**  
Marcy Benson 📧, Senior Grants Administrator, 843-341-4689

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2021 - 2022 (program year 2021) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Tuesday, March 23, 2021 through Thursday, April 22, 2021. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning March 23, 2021. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until April 22, 2021. Comments received and responses will be posted on the Town of Hilton Head Island website on Friday, April 23, 2021.

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Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600  
Employee Portal ~ Website Policies ~ Social Media Public Use Policy ~ Contact Webmaster 📧

## Benson Marcy

---

**From:** Marina [REDACTED]  
**Sent:** Monday, March 15, 2021 9:12 AM  
**To:** Benson Marcy  
**Subject:** Fw: Public Comment Period for the CDBG Program Fiscal Year 2021-22 Annual Action Plan

THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION

---

Hello, I was not able to comment via the link.

Please consider reviving the community pool in the Chaplin park project.  
Hilton Head should have a community pool.

Many thanks, Marina

----- Forwarded Message -----

**From:** Town of Hilton Head Island <updates@secure.hiltonheadislandsc.gov>  
**To:** "marina1768@yahoo.com" <marina1768@yahoo.com>  
**Sent:** Monday, March 15, 2021, 09:01:43 AM EDT  
**Subject:** Public Comment Period for the CDBG Program Fiscal Year 2021-22 Annual Action Plan



**Notice of 30 Day Public Comment Period Community  
Development Block Grant Program Fiscal Year 2021-22  
Annual Action Plan**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2021 - 2022 (program year 2021) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Tuesday, March 23, 2021 through Thursday, April 22, 2021. A copy of the Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning March 23, 2021. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until April 22, 2021. Comments received and responses will be posted on the Town of Hilton Head Island website on Friday, April 23, 2021.

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[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

STAY CONNECTED:



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SUBSCRIBER SERVICES:

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This email was sent to marina1768@yahoo.com using GovDelivery Communications Cloud on behalf of the Town of Hilton Head Island - One Town Center Court, Hilton Head Island, SC 29928 - 843-341-4600



## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Tuesday, March 23, 2021 9:27 AM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Public Comment Period for the CDBG Program Fiscal Year 2021-22 Annual Action Plan



### René Phillips, CGDSP

DIGITAL COMMUNICATIONS ADMINISTRATOR

Office: (843) 341-4792

Website: [hiltonheadislandsc.gov](http://hiltonheadislandsc.gov)

Address: Town of Hilton Head Island  
1 Town Center Court,  
Hilton Head Island, SC 29928

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]

**Sent:** Tuesday, March 23, 2021 9:26 AM

**To:** Phillips Rene <renep@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>

**Subject:** Courtesy Copy: Public Comment Period for the CDBG Program Fiscal Year 2021-22 Annual Action Plan

**THIS MESSAGE ORIGINATED OUTSIDE YOUR ORGANIZATION**

---

**This is a courtesy copy of an email bulletin sent by Rene Phillips.**

**This bulletin was sent to the following groups of people:**

Subscribers of Legal Notices (2920 recipients)

---



## **Notice of 30 Day Public Comment Period Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan**

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Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its fiscal year 2021 - 2022 (program year 2021) Annual Action Plan required by the U.S. Department of Housing and Urban Development (HUD) to receive Community Development Block Grant Entitlement Program funding. The Plan will be available for review and comment for 30 days beginning Tuesday, March 23, 2021 through Thursday, April 22, 2021. A copy of the Plan will be available for review via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) beginning March 23, 2021. Written comments on the Plan are encouraged and may be submitted via the website link, or email to [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov) or by mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Community Development Department, 1 Town Center Court, Hilton Head Island, SC 29928. Comments will be accepted until April 22, 2021. Comments received and responses will be posted on the Town of Hilton Head Island website on **Friday, April 23, 2021**.

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[DRAFT CDBG Program Fiscal Year 2021-2022 Annual Action Plan](#)

Submit a comment online at <https://services.hiltonheadislandsc.gov/publiccomment/>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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Town of Hilton Head Island Website  
March 23, 2021  
2021 – 2022 CDBG Annual Action Plan  
30 Day Public Comment Period Notice Page

The screenshot shows the Town of Hilton Head Island website. The header includes the town's logo, navigation links (Home, Employment Opportunities, Topic Index, Contact Us), an E-Subscription Service link, and a search bar. A secondary navigation bar contains links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. On the left, a sidebar lists 'Submit Comment Online' and 'Boards, Committees, and Commissions'. The main content area features a 'Public Comment' section with a notice about the 30-day public comment period for the 2021-22 Annual Action Plan. The notice text states that the draft is available for review from March 23 to April 22, 2021, and provides contact information for Marcy Benson, Senior Grants Administrator. A 'Submit Comment Online' button is located below the notice. The footer contains a breadcrumb trail, contact information, and copyright details.

**Town of Hilton Head Island**  
*America's Favorite Island - A Great Place to Live, A Great Place to Visit*

Home Employment Opportunities Topic Index Contact Us  
E-Subscription Service  
Search hiltonheadislandsc.gov

Government Online Services Departments Our Island Public Safety Publications

Submit Comment Online  
Boards, Committees, and Commissions

### Public Comment

The following topics are currently open for public comment. To submit a comment online, please select the button below and then select your topic and complete the provided comment form.

#### Notice of 30 Day Public Comment Period Community Development Block Grant Program Fiscal Year 2021-22 Annual Action Plan

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[DRAFT - CDBG Program Fiscal Year 2021-2022 Annual Action Plan](#)

[Submit Comment Online](#)

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Public Comment Summary  
For the Town of Hilton Head Island  
Community Development Block Grant (CDBG)  
2021 Annual Action Plan

---

Public comments received from Open Town Hall Portal CDBG survey (February 24 – March 8, 2021)

Comment #1: The comment ranked public services and housing activities as high needs in the community

Response #1: The comment will be included with the plan submittal to the U.S. Department of Housing and Urban Development.

---

Public comments received via direct email

Comment #1: Request for funds to be used for sidewalks and lighting around Southwood Park Drive.

Response #1: The comment will be included with the plan submittal to the U.S. Department of Housing and Urban Development.

Comment #2: One comment was request to revive the community pool at Chaplin Park.

Response #2: The comment will be included with the plan submittal to the U.S. Department of Housing and Urban Development.

---

Public Comments Received at Virtual Public Meeting (March 4, 2021)

- No comments received.
- 

Public Comments Received From Town Council Community Services and Public Safety Committee Meeting (March 22, 2021)

Comment #1: Expressed support of the project and asked if preliminary design has occurred for the proposed park project.



Response #1: The comment will be included with the plan submittal to the U.S. Department of Housing and Urban Development. Town staff has done a preliminary review of the site to ascertain appropriate features to include in the park design.

Comment #2: Requested the location map for the Patterson Park be displayed for reference.

Response #2: Map was provided during meeting for location reference.

Comment #3: Suggestion to replace the broad projects listed in the Five Year Consolidated Plan project list with more specific projects.

Response #3: The comment will be included with the plan submittal to the U.S. Department of Housing and Urban Development. Broad projects were listed in the 2020 – 2024 Five Year Consolidated Plan to allow for flexibility when developing the annual action plans for years 2021 through 2024.

- No requests for public comments from citizens were submitted during the meeting.

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Public Comments Received during 30 Day Public Comment Period (March 23 – April 22, 2021)

- No comments received.

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Public Comments Received at Town Council Meeting (May 4, 2021)

- No comments received.



# Town of Hilton Head Island **TOWN COUNCIL MEETING** Tuesday, May 4, 2021, 4:00 p.m. **AGENDA**

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In accordance with the Town of Hilton Head Island Municipal Code § 2-5-15, this meeting is being conducted virtually and can be viewed on the [Town of Hilton Head Island Public Meetings Facebook Page](#) or the [Beaufort County Channel](#) as well as Hargray channels 9 and 113.

- 1. Call to Order**
- 2. FOIA Compliance:** Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
- 3. Pledge to the Flag**
- 4. Invocation – Associate Pastor Steve Salvas – Grace Community Church**
- 5. Approval of the Agenda**
- 6. Approval of the Minutes**
  - a. Workshop – April 19, 2021
  - b. Regular Meeting – April 20, 2021
- 7. Report of the Town Manager**
  - a. Items of Interest
- 8. Reports from the Members of Council**
  - a. General Reports from Council
  - b. Report of the Community Services & Public Safety Committee – Councilman Harkins
  - c. Report of the Public Planning Committee – Councilman Ames
  - d. Report of the Finance & Administrative Committee – Councilman Lennox
- 9. Proclamations/Commendations - NONE**
- 10. Appearance by Citizens**

*Citizens who wish to address Town Council during the meeting by phone must contact the Town Clerk at 843.341.4701 no later than **12:00 p.m. the day of the meeting**. Citizens speaking during the meeting will limit their comments to no longer than three (3) minutes and will conduct themselves in a manner appropriate to the decorum of the meeting, refraining from the use of profane, abusive, threatening, or obscene language.*

## **11. Unfinished Business – NONE**

## **12. Consent Agenda**

Town Council may approve the Consent Agenda in its entirety, with all noted items; or a member of Council may request to have an item or items removed for further review and discussion.

### **a. Second Reading of Proposed Ordinance 2021-11 – Volunteers in Medicine Parking**

Second Reading of Proposed Ordinance 2021-11 authorizing the execution of a lease with Volunteers in Medicine, related to real property owned by the Town of Hilton Head Island, South Carolina, pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (Supp. 2012), and Sec. 2-3-30, Code of the Town of Hilton Head Island, South Carolina (1983); and, providing for severability and an effective date.

### **b. Second Reading of Proposed Ordinance 2021-12 – Northridge Conservation Easement Modification**

Second Reading of Proposed Ordinance 2021-12 authorizing the modification of a conservation easement to the benefit of Hilton Head Island Land Trust, related to real property owned by the Town of Hilton Head Island, South Carolina, pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (Supp. 2012), and Sec. 2-3-30, Code of the Town of Hilton Head Island, South Carolina (1983); and, providing for severability and an effective date.

## **13. New Business**

### **a. Consideration of Proposed Emergency Ordinance 2021-16 - Requirement of Face Covering**

Consideration of Proposed Emergency Ordinance 2021-16 to require individuals to wear face coverings in certain circumstances and locations in the Municipal Limits of the Town of Hilton Head Island, South Carolina, and providing for severability and an effective date.

### **b. Consideration of a Recommendation from the Accommodations Tax Advisory Committee – Approval of the FY2022 Marketing Plan & Budget for the Chamber of Commerce Visitor and Convention Bureau.**

Consideration of a Recommendation from the Accommodations Tax Advisory Committee to the Town Council of Hilton Head Island requesting approval of the FY2022 Marketing Plan and Budget for the Chamber of Commerce Visitor and Convention Bureau as required by State law and Town of Hilton Head Island Municipal Code for the VCB to continue as the Town's Designated Marketing Organization for State Accommodations Tax purposes.

### **c. Consideration of a Resolution – Community Development Block Grant Entitlement Program 2021 Annual Action Plan Request**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina to approve the Community Development Block Grant (CDBG) Entitlement Program Annual Action Plan for Program Year 2021

### **d. First Reading of Proposed Ordinance 2021-14 – Town of Hilton Head Island FY2022 Municipal Budget**

First Reading of Proposed Ordinance 2021-14 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2022; to establish a Property Tax Levy; to establish funds; to establish policy and acquisition of rights of way and easements; and providing for severability and an effective date.

#### **14. Executive Session**

- a. Receipt of legal advice related to pending, threatened, or potential claim related to the Beaufort County Law Enforcement Fee [pursuant to S.C. Freedom of Information Act § 30-4-70(a)(2)].

#### **15. Possible actions by Town Council concerning matters discussed in Executive Session**

#### **16. Adjournment**

Public comments concerning agenda items can be submitted electronically via the [Town's Virtual Town Hall Portal](#). The portal will close at **2:00 p.m.** the day of the scheduled meeting. All comments submitted to the portal will be provided to Town Council for review and made part of the official record.

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM 2021 ANNUAL ACTION PLAN**

**WHEREAS**, in July, 2020 the Town of Hilton Head Island CDBG Five Year Consolidated Plan for program years 2020-2024 detailing goals and objectives to be implemented to address community needs of low and moderate income residents within the Town's jurisdiction was approved by the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, in October, 2020 and January, 2021 the Town of Hilton Head Island CDBG Five Year Consolidated Plan for program years 2020-2024 was amended and approved by the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, as an entitlement community, the Town must prepare and submit an Annual Action Plan detailing activities to be undertaken during the program year 2021 to address goals and objectives outlined in the amended Five Year Consolidated Plan; and

**WHEREAS**, for program year 2021 the Town will receive a CDBG award totaling \$229,188 to carry out activities that meet one of three National Objectives, as described by HUD; and

**WHEREAS**, the program year 2021 Annual Action Plan is compatible with the HUD approved amended Five Year Consolidated Plan for program years 2020 - 2024; and

**WHEREAS**, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the program year 2021 Annual Action Plan; and

**WHEREAS**, a public engagement and 30 day public comment period for the program year 2021 Annual Action Plan were conducted for citizen input and review; and

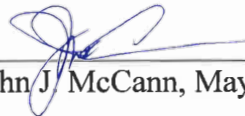
**WHEREAS**, the Town Manager is authorized to submit this program year 2021 Annual Action Plan to HUD for their review and acceptance;

**NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT** The Community Development Block Grant Entitlement Program 2021 Annual Action Plan as submitted in the attachment to this resolution be approved and submitted to HUD.

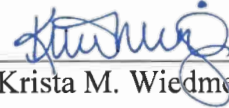
(SIGNATURE PAGE FOLLOWS)



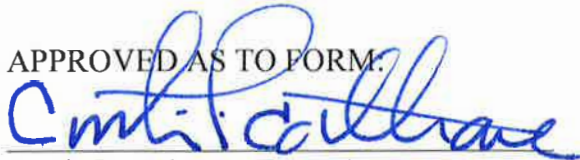
**MOVED, APPROVED, AND ADOPTED ON THIS 4<sup>TH</sup> DAY OF MAY 2021.**

  
\_\_\_\_\_  
John J. McCann, Mayor

ATTEST:

  
\_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

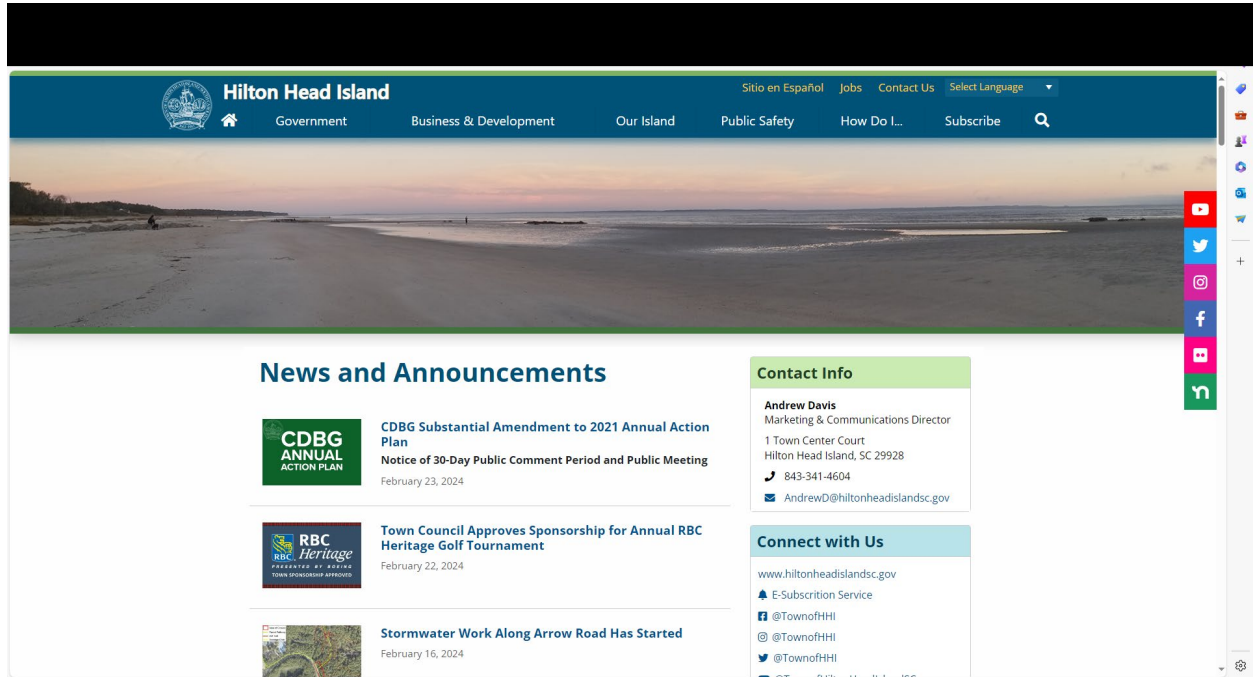
Introduced by Council Member: William D. Harkins

**NOTICE OF 30-DAY COMMENT PERIOD AND PUBLIC MEETING  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
SUBSTANTIAL AMENDMENT TO 2021 ANNUAL ACTION PLAN**

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2021 Annual Action Plan. This substantial amendment proposes to include land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel to carry out the Patterson Neighborhood Park public improvement project, located at 23 Marshland Road. This amendment will allow land acquisition activity to be funded with the Town's 2021 CDBG funding allocation. The amended draft 2021 Annual Action Plan will be available for review and comment for 30 days beginning **Friday, March 1, 2024**, via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov). A public meeting to obtain input on the substantial amendment will be held **Wednesday, March 6, 2024, at 5:15 p.m.**, at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court. Written comments on the plan are encouraged and may be submitted via the website link listed above or email to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov), or mailed to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Finance Department, 1 Town Center Court, Hilton Head Island, S.C. 29928.

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**Town of Hilton Head Island Website – News and Announcements Page**  
**February 23, 2024**  
**2021 Annual Action Plan Substantial Amendment**  
**30 Day Public Comment Period and Public Meeting Notice**



**Town of Hilton Head Island Website – Notice Page**  
**February 23, 2024**  
**2021 Annual Action Plan Substantial Amendment**  
**30 Day Public Comment Period and Public Meeting Notice**

**Hilton Head Island**

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## Community Development Block Grant (CDBG) Program

The Community Development Block Grant (CDBG) program is a federal grant program administered by the U.S. Department of Housing & Urban Development (HUD). It provides annual grants on a formula basis to entitled cities and counties based on population data from the U.S. Census Bureau.

The Town of Hilton Head Island became a CDBG entitlement community in 2015.

- The annual amount of CDBG entitlement funding fluctuates each year of program participation and is calculated by HUD.
- Funds are to be used to benefit low-and-moderate income persons, based on HUD guidelines and U.S. Census data.
- The program supports community development activities that may address such needs as public improvements, public facilities, housing activities, other real property improvements, and public services.

### Staff Contact

**Marcy Benson**  
Senior Grants Administrator  
✉ [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov)  
☎ 843-341-4689

## Substantial Amendment to 2021 Annual Action Plan

### Notice of 30-Day Public Comment Period and Public Meeting

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2021 Annual Action Plan.

This substantial amendment proposes to include land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel to carry out the Patterson Neighborhood Park public improvement project, located at 23 Marshland Road. This amendment will allow land acquisition activity to be funded with the Town's 2021 CDBG funding allocation.

The amended draft 2021 Annual Action Plan will be available for review and comment for 30 days beginning **Friday, March 1, 2024**, via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov/cdbg/](http://www.hiltonheadislandsc.gov/cdbg/).

A public meeting to obtain input on the substantial amendment will be held **Wednesday, March 6, 2024, at 5:15 pm**, at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court.

Written comments on the Plan are encouraged and may be submitted via the website link listed above, or emailed to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov) or by mail to:

Marcy Benson, Senior Grants Administrator  
Town of Hilton Head Island Finance Department,  
1 Town Center Court,  
Hilton Head Island, SC 29928.

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**Town of Hilton Head Island Website – Notice Page**  
**March 1, 2024**  
**2021 Annual Action Plan Substantial Amendment**  
**30 Day Public Comment Period and Public Meeting Notice**

Community Development Block

https://hiltonheadislandsc.gov/cdbg/

Import favoritesGoogleInlinet - Town of Hi...IntranetEmployee Self Servi...Home | Grants PortalGUEST - SymmetryMSN Outlook, Off...Sign in - Authentica...Energy Efficiency C...Other favorites

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[Draft CDBG 2021 Annual Action Plan Substantial Amendment](#)

Submit Comments



# Leak from Chinese firm shows vast hacking effort

BY CHRISTIAN SHEPHERD, CATE CADELL, ELLEN NAKASHIMA, JOSEPH MENN AND AARON SCHAEFFER  
*The Washington Post*

A trove of leaked documents from a Chinese state-linked hacking group shows that Beijing’s intelligence and military groups are attempting large-scale, systematic cyber intrusions against foreign governments, companies and infrastructure – with hackers of one company claiming to be able to target users of Microsoft, Apple and Google.

The cache – containing more than 570 files, images and chat logs – offers an unprecedented look inside the operations of one of the firms that Chinese government agencies hire for on-demand, mass data-collecting operations.

The files – posted to GitHub last week and deemed credible by cybersecurity experts, although the source remains unknown – detail contracts to extract foreign data over eight years and describe targets within at least 20 foreign governments and territories, including India, Hong Kong, Thailand, South Korea, the United Kingdom, Taiwan and Malaysia. Indian publication BNN earlier reported on the documents.

“We rarely get such unfettered access to the inner workings of any intelligence operation,” said John Hultquist, chief analyst of Mandiant Intelligence, a cybersecurity firm owned by Google Cloud. “We have every reason to believe this is the authentic data of a contractor supporting global and domestic cyberespionage operations out of China,”

THE FILES POSTED TO GITHUB DESCRIBE TARGETS WITHIN AT LEAST 20 FOREIGN GOVERNMENTS AND TERRITORIES, INCLUDING INDIA, HONG KONG, THAILAND, SOUTH KOREA, THE UNITED KINGDOM, TAIWAN AND MALAYSIA.

he said.

U.S. intelligence officials see China as the greatest long-term threat to American security and have raised alarm about its targeted hacking campaigns.

Experts are poring over the documents, which offer an unusual glimpse inside the intense competition of China’s national security data-gathering industry – where rival outfits jockey for lucrative government contracts by pledging evermoredevastating and comprehensive access to sensitive information deemed useful by Chinese police, military and intelligence agencies.

The documents come from iSoon, also known as Auxun, a Chinese firm headquartered in Shanghai that sells third-party hacking and data-gathering services to Chinese government bureaus, security groups and state-owned enterprises.

The trove does not include data extracted from Chinese hacking operations but lists targets and – in many cases – summaries of sample data amounts extracted and details on whether the hackers obtained full or partial control of foreign systems.

One spreadsheet listed 80 overseas targets that iSoon hackers appeared to have successfully breached. The haul included 95.2 gigabytes of

immigration data from India and a 3 terabyte collection of call logs from South Korea’s LG U Plus telecom provider. The group also targeted other telecommunications firms in Hong Kong, Kazakhstan, Malaysia, Mongolia, Nepal and Taiwan. The Indian Embassy in Washington did not respond to a request for comment on the documents.

iSoon clients also requested or obtained infrastructure data, according to the leaked documents. The spreadsheet showed that the firm had a sample of 459GB of road-mapping data from Taiwan, the island of 23 million that China claims as its territory.

Road data could prove useful to the Chinese military in the event of an invasion of Taiwan, analysts said. “Understanding the highway terrain and location of bridges and tunnels is essential so you can move armored forces and infantry around the island in an effort to occupy Taiwan,” said Dmitri Alperovitch, a national security expert and chairman of Silverado Policy Accelerator, a think tank.

Among other targets were 10 Thai government agencies, including the country’s foreign ministry, intelligence agency and senate. The spreadsheet notes that iSoon holds

sample data extracted from those agencies from between 2020 and 2022. The Thai Embassy in Washington did not respond to a request for comment.

Most of the targets were in Asia, though iSoon received requests for hacks further afield. Chat logs included in the leak describe selling unspecified data related to NATO in 2022. It’s not clear whether the data was collected from publicly available sources or extracted in a hack.

“The Alliance faces persistent cyber threats and has prepared for this by investing in extensive cyber defences. NATO reviews every claim of cyber threats,” a NATO

official said.

Another file shows employees discussing a list of targets in Britain, including its Home and Foreign offices as well Treasury. Also on the list were British think tanks Chatham House and the International Institute for Strategic Studies.

“In the current climate, we, along with many other organizations, are the target of regular attempted attacks from both state and non-state actors,” said a Chatham House spokesperson, who said the group is “naturally concerned” about the leaks but has protection measures in place.

Asked about the leaked documents, the U.K. foreign office declined to comment.

The hackers also facilitated attempts to extract information from close diplomatic partners including Pakistan and Cambodia.

San Diego Zoo, China sign accord on giant pandas

UPI.com

The China Wildlife Conservation Association said on Thursday it has signed contracts to continue a conservation program that could lead to giant pandas returning to America.

The association said it signed a new agreement with the San Diego Zoo Wildlife Alliance, three months after the last Chinese giant panda left the United States.

It added that it came to an agreement with the Madrid ZooAquarium of Spain and was in negotiations with another zoo in the United States and another in Austria.

San Diego Zoo officials said the conservation agreement is the first step in seeing a return of the giant pandas to southern California.

NOTICE OF 30-DAY COMMENT PERIOD AND PUBLIC MEETING  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRM  
SUBSTANTIAL AMENDMENT TO 2021 ANNUAL ACTION PLAN

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2021 Annual Action Plan. This substantial amendment proposes to include land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel to carry out the Patterson Neighborhood Park public improvement project, located at 23 Marshland Road. This amendment will allow land acquisition activity to be funded with the Town's 2021 CDBG funding allocation. The amended draft 2021 Annual Action Plan will be available for review and comment for 30 days beginning **Friday, March 1, 2024**, via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov). A public meeting to obtain input on the substantial amendment will be held **Wednesday, March 6, 2024, at 5:15 p.m.**, at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court. Written comments on the plan are encouraged and may be submitted via the website link listed above or email to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov), or mailed to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Finance Department, 1 Town Center Court, Hilton Head Island, S.C. 29928.

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Since 1974 Coastal Community Foundation of South Carolina has granted more than \$425 million to 5,800+ charitable organizations. We currently manage \$125+ million in assets in the four county region of Beaufort, Colleton, Hampton, and Jasper. These assets have led to impactful grantmaking for countless nonprofits serving the region, such as Good Neighbor Medical Clinic, which works to improve access to medical care for those in need. Visit [coastalcommunityfoundation.org](http://coastalcommunityfoundation.org) to find out how you can Be the Reason Why positive lasting change continues to happen here for the next 50 years.

CCF50

# **NOTICE OF 30-DAY COMMENT PERIOD AND PUBLIC MEETING COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM SUBSTANTIAL AMENDMENT TO 2021 ANNUAL ACTION PLAN**

Notice is hereby given that the Town of Hilton Head Island proposes to amend its Community Development Block Grant 2021 Annual Action Plan. This substantial amendment proposes to include land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel to carry out the Patterson Neighborhood Park public improvement project, located at 23 Marshland Road. This amendment will allow land acquisition activity to be funded with the Town's 2021 CDBG funding allocation. The amended draft 2021 Annual Action Plan will be available for review and comment for 30 days beginning **Friday, March 1, 2024**, via the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov). A public meeting to obtain input on the substantial amendment will be held **Wednesday, March 6, 2024, at 5:15 p.m.**, at the Town of Hilton Head Island Town Hall, Benjamin M. Racusin Council Chambers at 1 Town Center Court. Written comments on the plan are encouraged and may be submitted via the website link listed above or email to [MarcyB@hiltonheadislandsc.gov](mailto:MarcyB@hiltonheadislandsc.gov), or mailed to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island Finance Department, 1 Town Center Court, Hilton Head Island, S.C. 29928.

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**TOWN OF HILTON HEAD ISLAND**  
***2021 ANNUAL ACTION PLAN SUBSTANTIAL AMENDMENT***

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
ENTITLEMENT PROGRAM**

**March 6, 2024, 5:15PM**

**AGENDA**

- Welcome and Sign-in
- Overview of CDBG Entitlement Program
- Definition of a Substantial Amendment
- Substantial Amendment Process
- Proposed Changes
- Sections of 2021 Annual Action Plan to be Changed
- Public Comments





# Town of Hilton Head Island

## Community Development Block Grant (CDBG)

### 2021 Annual Action Plan

### Substantial Amendment

*Public Meeting*  
*March 6, 2024*

Marcy Benson  
Senior Grants Administrator

# Agenda

- CDBG Entitlement Program Overview
- Definition of a Substantial Amendment
- Substantial Amendment Process
- Proposed Changes
- Sections of Plan to be Changed
- Public Comments





# Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by HUD.
- Provides annual grants on a formula basis.
- Funds are to be used to benefit low-and-moderate income persons.
- Town of Hilton Head Island began participating in program in 2015.



# What is a Substantial Amendment?

When activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries.



# Substantial Amendment Process

- Town staff drafts an amended Plan.
- 30-day public comment period.
- Public comments will be reviewed.
- Amended plan presented to Town Council.
- Amended plan submitted to HUD.



# What is the Proposed Change?

This substantial amendment proposes to include land acquisition costs for additional real property adjacent to the Town-owned Patterson parcel needed to carry out the Patterson Neighborhood Park improvement project.



# Amended Sections of 2021 Annual Action Plan

The following sections of the 2021 Annual Action Plan have been revised to reflect the proposed amendment:

- ES-05 Executive Summary (Pages 3 - 7 )
- AP-12 Participation (Pages 14 – 15 and 23)
- AP-15 Expected Resources (Pages 26)
- AP-20 Annual Goals and Objectives (Page 27)
- AP-38 Project Summary (Page 29)
- AP-50 Geographic Distribution (Page 31)





# Public Comment Period

**March 1, - April 1, 2024**

- Town website: [www.hiltonheadislandsc.gov/](http://www.hiltonheadislandsc.gov/)
- Email to: [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov)
- U.S. mail to Marcy Benson, Senior Grants Administrator, Town of Hilton Head Island, 1 Town Center Court, Hilton Head Island, SC 29928





# Thank you!

Marcy Benson  
Senior Grants Administrator  
*[Marcyb@hiltonheadislandsc.gov](mailto:Marcyb@hiltonheadislandsc.gov)*

**Public Meeting Minutes  
Public Meeting to Solicit Comments and Discuss  
Community Development Block Grant (CDBG) Entitlement Program  
2021 Annual Action Plan Substantial Amendment**

**Wednesday, March 6, 2024, 5:15pm  
Town of Hilton Head Island, Town Hall, Benjamin M. Racusin Council Chambers  
1 Town Center Court, Hilton Head Island**

**Present:**

**Town Staff:**           **Marcy Benson, Senior Grants Administrator  
Jeff Herriman, Interim Finance Director**

**Public Attendees:**   **See attached sign-in sheet**

Marcy Benson, Senior Grants Administrator began the public meeting at approximately 5:15pm. A power point presentation was given describing the CDBG Entitlement Program, the need for a substantial amendment, and the proposed changes to be made to the Town of Hilton Head Island 2021 Annual Action Plan.

There was discussion on including land acquisition costs for additional real property adjacent to the Town-owned Patterson Park parcel needed to carry out the park public improvement project. It was noted this amendment will allow acquisition activity to be funded with the Town's 2021 CDBG funding allocation.

At the conclusion of the meeting the attendee was reminded comments will be taken until April 1, 2024.

The attendee was thanked for their participation and the public meeting adjourned at 5:35 pm.

## PLEASE SIGN IN:

| NAME            | MAILING ADDRESS | EMAIL ADDRESS |
|-----------------|-----------------|---------------|
| Eric Somerville |                 |               |
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# TOWN OF HILTON HEAD ISLAND

## *Town Council*

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**TO:** Hilton Head Island Town Council Members  
**FROM:** Josh Gruber, Deputy Town Manager  
**CC:** Marc Orlando, Town Manager  
Jeff Herriman, Interim Finance Director  
**DATE:** April 2, 2024  
**SUBJECT:** Consideration of an Ordinance to Amend the Town of Hilton Head Island Budget for the Fiscal Year Ending June 30, 2024; to Provide for the Use of Budgeted Appropriations from the Prior Year; to Allocate the Sources of Revenue for Said Funds; to Provide for Severability and an Effective Date; and to Amend the Adopted American Rescue Plan Act (ARPA) Spending Plan

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### **RECOMMENDATION:**

The Town Council is requested to provide policy guidance on proposed amendments to the Fiscal Year 2024 budget as well as additional policy guidance on proposed amendments to the adopted American Rescue Plan Act (ARPA) spending plan.

### **SUMMARY:**

As part of the annual budget review process, the Town assesses its current budgeted funds once the previous fiscal year has been closed. Staff then determines whether a mid-year budget amendment should be recommended. As we are now more than halfway through Fiscal Year 2024 and the previous fiscal year has been closed, staff proposes several budget amendments within certain identified Town Funds. Along with information pertaining to why the budget amendment is being requested, there are also corresponding recommendations on the identified sources of funding that are proposed to satisfy these amendments.

### **1. GENERAL FUND AMENDMENTS:**

#### **a. Beach Parking Allocation:**

On September 20, 2022, the Town Council approved entering into a contract with PCI Municipal Services for the purpose of providing beach parking management. On February 21, 2023, the Town Council approved a budget amendment to fully fund this contract at a total cost of \$869,730 with \$366,965 allocated towards operating expenses and \$502,765 allocated towards capital expenses. At the conclusion of



Fiscal Year 2023, there was \$308,508 remaining in unspent operating funds that staff is proposing to transfer into the Fiscal Year 2024 budget. These funds would be utilized to continue providing for the approved operating expenses identified in the initial budget that are continuing during the current fiscal year.

b. Community Development – Land Management Ordinance:

As part of the Fiscal Year 2023 budget, funding was identified within the Community Development Division for the purpose of engaging a consultant to undertake revisions to the Town's Land Management Ordinance. This initiative is identified in the Town's Strategic Action Plan under the Growth Framework and Island-Wide Master Plan strategy. The Town has recently executed a contract with the firm who will be utilized to accomplish this objective and as such, funding that was budgeted within the Fiscal Year 2023 budget but remained unspent is needed to be transferred into the Fiscal Year 2024 budget in the amount of \$350,000 to complete this initiative.

c. State Accommodation Taxes Allocation:

The Town's Finance and Administrative Committee recently made a unanimous recommendation to the Town Council that it authorize supplemental, mid-year appropriations under the FY24 Affiliated Agency program. Specifically, the Committee is making the following funding recommendations from available State Accommodation Tax balances:

- i. Coastal Community Development Corporation - \$600,000
- ii. Hilton Head Regional Habitat for Humanity - \$500,000

At its meeting on February 20, 2024, the Town Council voted to approve a Memorandum of Understanding with both the Coastal Community Development Corporation and the Hilton Head Regional Habitat for Humanity which outlines the various roles and responsibilities of the parties in the expenditure of these funds should this funding request ultimately be approved. Both appropriations would be funded from existing and available State Accommodation Taxes and would be dedicated towards the purpose of supporting affordable workforce housing initiatives on Hilton Head Island. A budget schedule identifying the availability of these funds is enclosed as Attachment 1. Also enclosed are copies of the Memorandums of Understanding with the Coastal Community Development Corporation and the Hilton Head Regional Habitat for Humanity as Attachments 2 and 3 respectively. Based upon these directives, staff is recommending an increase in the General Fund budget in the cumulative amount of \$1,100,000 from available State Accommodations Taxes to provide for these requested allocations as FY24 Affiliated Agencies.

d. Hospitality Tax Allocation:

Town Council recently approved a Sponsorship Agreement with the Heritage Classic Foundation to support the 2024 RBC Heritage Golf Tournament in the amount of \$400,000. Funding for this Sponsorship Agreement was included in the Fiscal Year 2024 in the amount of \$307,469. Since the approved sponsorship amount is in excess of what was initially budgeted within the Fiscal Year 2024 budget, staff is recommending a budget amendment in the amount of \$92,531 from available funds within the Hospitality Tax fund balance. A schedule showing the availability of these funds is enclosed as Attachment 4.

## 2. CAPITAL IMPROVEMENT PLAN (CIP) AMENDMENTS:

### a. Land Purchase Allocations:

The Town Council has previously authorized the purchase of several real estate parcels totaling 13.2 acres, and for which a corresponding budget amendment will need to be recorded to identify the sources of funding necessary to acquire these parcels. Staff are therefore requesting an amendment to the Capital Projects Fund budget in the cumulative amount of \$11,927,000 as further identified in each of the property acquisitions identified in the chart below:

| Property Address          | Purchase Price | Source of Funds                                                                  | Closing Date     |
|---------------------------|----------------|----------------------------------------------------------------------------------|------------------|
| 30 Bryant Road            | \$3,400,000    | Real Estate Transfer Fees                                                        | July 5, 2023     |
| 71 Shelter Cove Lane      | \$3,938,000    | State ATAX, Real Estate Transfer Fees, Land Sale Proceeds, and Hospitality Taxes | July 28, 2023    |
| Parcel 15, Matthews Drive | \$350,000      | Real Estate Transfer Fees                                                        | August 18, 2023  |
| 72 Pope Avenue            | \$4,000,000    | State ATAX, Real Estate Transfer Fees, Land Sale Proceeds, Hospitality Taxes     | October 26, 2023 |
| Lot 9, 19 Marshland Road  | \$239,000      | Real Estate Transfer Fees                                                        | April 30, 2024   |
| Total Expenditure         | \$11,927,000   |                                                                                  |                  |

### b. CIP Carry Forward:

In building the Fiscal Year 2024 Capital Improvement Program Budget, a preliminary estimate of the "Carry Forward" funding that would need to be brought forward from the Fiscal Year 2023 budget into the Fiscal Year 2024 budget was provided for

within the adopted budget. Now that the Fiscal Year 2023 budget has been closed out, these estimated numbers are being updated to reflect the actual unspent balances that remain in a number of Capital Improvement Program project budgets. A copy of the CIP spreadsheet identifying these amounts by project is enclosed as Attachment 5. It is important to note that the current approved budget for Fiscal Year 2024 CIP projects is not being altered or amended with the exception of carrying forward unspent funds from Fiscal Year 2023.

As summary of the proposed carry forward requests broken down by CIP category is as follows:

- Beach - \$286,000
- Pathway - \$607,000
- Roads - \$530,000
- Parks - \$363,000
- Facilities and Equipment - \$1,490,000
- Fleet – No Change
- Land Acquisition - \$11,927,000 (via transfers in)

The Capital Projects Fund Expenditures spreadsheet showing the original budget carry forward estimate, the revised carry forward amounts, original budgeted and revised new funds for FY24, and the corresponding FY24 Adopted Budget and FY24 Revised Budget showing these figures is shown as follows:

*Capital Projects Fund Expenditures:*

|                                 | Budgeted<br>Carry Forward | Revised Carry<br>Forward | Budgeted<br>New FY24<br>Funds | Revised FY24<br>New Funds | FY24 Adopted<br>Budget | FY24 Revised<br>Budget | Variance          |
|---------------------------------|---------------------------|--------------------------|-------------------------------|---------------------------|------------------------|------------------------|-------------------|
| Beach Program                   | 1,556,000                 | 1,842,216                | 3,000,000                     | 3,000,000                 | 4,556,000              | 4,842,216              | 286,216           |
| Pathway Program                 | 2,385,000                 | 2,992,085                | 2,425,000                     | 2,425,000                 | 4,810,000              | 5,417,085              | 607,085           |
| Roadway Program                 | 3,892,020                 | 3,397,753                | 2,312,445                     | 3,337,170                 | 6,204,465              | 6,734,923              | 530,458           |
| Park Program                    | 5,350,000                 | 5,691,949                | 3,779,500                     | 3,780,220                 | 9,129,500              | 9,472,169              | 342,669           |
| Facilities & Equipment Program  | 950,000                   | 2,238,936                | 5,613,696                     | 5,814,147                 | 6,563,696              | 8,053,083              | 1,489,387         |
| Fleet Program                   | 7,518,420                 | 7,489,466                | 811,000                       | 839,954                   | 8,329,420              | 8,329,420              | -                 |
| Land Acquisition Administration | 290,000                   | 85,041                   | 110,000                       | 314,959                   | 400,000                | 400,000                | -                 |
| Land Acquisition                | -                         | -                        | -                             | 11,927,000                | -                      | 11,927,000             | 11,927,000        |
| <b>Totals</b>                   | <b>21,941,440</b>         | <b>23,737,446</b>        | <b>18,051,641</b>             | <b>31,438,450</b>         | <b>39,993,081</b>      | <b>55,175,896</b>      | <b>15,182,815</b> |

### 3. AMERICAN RESCUE PLAN ACT (ARPA) SPENDING PLAN:

#### a. American Rescue Plan Act (ARPA) Reallocation:

The Community Development Department has been engaged in implementing both the Home Safe and Repair Program and the Lateral Sewer Connection Program authorized by Town Council. The initial spending plan that was approved in 2021 provided for the following allocations:

- Community Foundation of the Lowcountry Grant - \$1,000,000
- Town Hall Security and Technology Improvements - \$1,000,000
- Workforce Housing Development/Infrastructure - \$1,000,000
- Home Safe and Repair Program - \$400,000
- Lateral Sewer Connections - \$200,000
- Public Infrastructure (TBD) - \$1,627,178

Based on the success of both the Home Safe and Repair and Lateral Sewer Connection Programs, the adopted Fiscal Year 2024 budget, it included a reallocation of additional funding for both of these programs thereby increasing the total funding available for these efforts as follows:

- Home Safe and Repair Program - \$200,000 in reallocation funding from Public Infrastructure (TBD) which results in \$600,000 in cumulative project funding.
- Lateral Sewer Connections - \$100,000 in reallocation funding from Public Infrastructure (TBD) which results in \$300,000 in cumulative project funding.

Due to the success of both of these programs, the Town has received more requests for assistance than it currently has in available in Town Council approved funding that would be needed to fulfill these outstanding requests. Staff is therefore proposing a further reallocation of \$969,158 in funding from Public Infrastructure (TBD) with \$899,741 being allocated to the Home Safe and Repair program and \$69,417 being allocated to the Lateral Sewer Connection program. A spreadsheet outlining these proposed amendments is enclosed as Attachment 6.

A current status update on the Home Safe and Repair program is as follows:

- The Home Safe and Repair program has qualified 96 of the 123 applications that it has received.
- Of these 96 qualified applications, 19 projects have been completed at a cost of \$166,563.48.
- 29 projects have jobs that are pending or are otherwise under contract at a cost of \$403,205.
- Staff anticipates being able to complete all of the 62 additional projects if the proposed reallocation of funds is adopted.
- Any remaining projects will be identified for possible inclusion in the Fiscal Year 2025 budget.

A current status update on the Lateral Sewer Connection program is as follows:

- The Lateral Sewer Connection program has qualified 35 of the 37 applications that it has received.
- Of these 35 applications, 24 projects have been completed and an additional 3 projects are pending at a total cost of \$288,417.
- There are 8 projects remaining that staff anticipate being able to complete if the proposed reallocation of funds is adopted.
- The successful completion of these 8 projects would leave no outstanding applications remaining within the program.

### **CONCLUSION:**

The Town Council is requested to provide policy guidance on the proposed amendments to the Fiscal Year 2024 budget which include recommendations to transfer Fiscal Year 2023 unspent funds, rolling forward of Fiscal Year 2023 unspent Capital Improvement Project funds, to allocate funding for the Town's land acquisitions, and allocate Affiliated Agency funding for the Coastal Community Development Corporation and the Hilton Head Regional Habitat for Humanity. Additionally, the Town Council is requested to provide policy guidance on proposed amendments to the adopted American Rescue Plan Act (ARPA) spending plan which if approved, would allow for the completion of qualified projects between now and the end of the current calendar year.

### **ATTACHMENTS:**

1. Draft Fiscal Year 2024 Budget Ordinance Amendment
2. State Accommodations Tax Funding Availability Schedule
3. Memorandum of Understanding with Coastal Community Development Corporation
4. Memorandum of Understanding with the Hilton Head Regional Habitat for Humanity
5. Hospitality Tax Funding Availability Schedule
6. CIP Spreadsheet Identifying FY2024 Carry Forward Allocations
7. American Rescue Plan Act Proposed Funding Reallocation



**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND**

**AN ORDINANCE TO AMEND THE BUDGET FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, FOR THE FISCAL YEAR ENDING JUNE 30, 2024; TO PROVIDE FOR THE BUDGETED APPROPRIATIONS OF PRIOR YEAR BUDGET ROLL-FORWARDS AND CERTAIN OTHER APPROPRIATIONS AND COMMITMENTS AND THE EXPENDITURES OF CERTAIN FUNDS; TO ALLOCATE THE SOURCES OF REVENUE FOR THE SAID FUNDS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, Section 5-7-260 of the Code of Laws of South Carolina requires that a municipal council act by ordinance to adopt a budget and levy taxes, pursuant to public notice; and

**WHEREAS**, the Town Council did adopt the budget on June 6, 2023, and

**WHEREAS**, pursuant to the budget amendment policy as stated in the Town's annual budget document, the Town Council is desirous of amending the budget so as to provide for the budgeted appropriations of prior year budget roll-forwards and certain other appropriations and commitments from the Fund Balance and other revenue sources.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID TOWN COUNCIL:**

Section 1. Amendment. The adopted 2024 fiscal year budget is amended to make the following changes as additions to the funds from prior years and to the projected revenue and expenditure accounts as summarized below and as detailed in Attachment A.

**General Fund**

- Allocation of \$308,508 in unspent Fiscal Year 2023 funds for the new parking program contract operations and implementation.
- Allocation of \$350,000 in unspent Fiscal Year 2023 funds for Community Development to utilize for Land Management Ordinance revisions.
- Allocation of \$1,100,000 in State Accommodations Tax funds to fund the Fiscal Year 2024 Affiliated Agency applications from the Coastal Community Development Corporation (\$600,000) and the Hilton Head Regional Habitat for Humanity (\$500,000).
- Allocation of \$92,531 in Hospitality Tax funds for the 2024 RBC Heritage Sponsorship Agreement.

A schedule outlining these transfers is as follows:

### General Fund Revenues

|                                           |                   |
|-------------------------------------------|-------------------|
| Transfer-in from State Accommodations Tax | \$ 1,100,000      |
| Transfer-in from Hospitality Tax          | \$ 92,531         |
| Prior Year Unspent Funds (Beach Parking)  | \$ 308,508        |
| Prior Year Unspent Funds (LMO Revisions)  | <u>\$ 350,000</u> |
|                                           | \$ 1,851,039      |

### General Fund Expenditures

|                                             |                             |
|---------------------------------------------|-----------------------------|
| FY24 Affiliated Agency Funding:             |                             |
| Coastal Community Development Corporation   | \$ 600,000                  |
| Hilton Head Regional Habitat for Humanity   | <u>\$ 500,000</u>           |
|                                             | \$ 1,100,000                |
| Remainder of FY23 Parking Contract Funding: |                             |
| Parking Program Contract                    | \$ 308,508                  |
| Community Development:                      |                             |
| LMO Amendments                              | \$ 350,000                  |
| <u>Sponsorship Agreement</u>                | \$ 92,531                   |
| 2024 RBC Heritage Golf Tournament           | <u>                    </u> |
|                                             | \$ 1,851,039                |

### Capital Projects Fund

A change in the amount of expected carry forward for various CIP projects to move from available budget projects to actual availability unspent funds as well as an increase in the CIP budget to provide for land acquisitions approved by Town Council since July 1, 2023, is reflected in the chart below. This chart represents the cumulative amendments within the CIP and is shown in greater detail in Attachment A attached hereto and incorporated herein by reference.

### ***Capital Projects Fund Expenditures:***

|                                 | Budgeted<br>Carry Forward | Revised Carry<br>Forward | Budgeted<br>New FY24<br>Funds | Revised FY24<br>New Funds | FY24 Adopted<br>Budget | FY24 Revised<br>Budget | Variance          |
|---------------------------------|---------------------------|--------------------------|-------------------------------|---------------------------|------------------------|------------------------|-------------------|
| Beach Program                   | 1,556,000                 | 1,842,216                | 3,000,000                     | 3,000,000                 | 4,556,000              | 4,842,216              | 286,216           |
| Pathway Program                 | 2,385,000                 | 2,992,085                | 2,425,000                     | 2,425,000                 | 4,810,000              | 5,417,085              | 607,085           |
| Roadway Program                 | 3,892,020                 | 3,397,753                | 2,312,445                     | 3,337,170                 | 6,204,465              | 6,734,923              | 530,458           |
| Park Program                    | 5,350,000                 | 5,691,949                | 3,779,500                     | 3,780,220                 | 9,129,500              | 9,472,169              | 342,669           |
| Facilities & Equipment Program  | 950,000                   | 2,238,936                | 5,613,696                     | 5,814,147                 | 6,563,696              | 8,053,083              | 1,489,387         |
| Fleet Program                   | 7,518,420                 | 7,489,466                | 811,000                       | 839,954                   | 8,329,420              | 8,329,420              | -                 |
| Land Acquisition Administration | 290,000                   | 85,041                   | 110,000                       | 314,959                   | 400,000                | 400,000                | -                 |
| Land Acquisition                | -                         | -                        | -                             | 11,927,000                | -                      | 11,927,000             | 11,927,000        |
| <b>Totals</b>                   | <b>21,941,440</b>         | <b>23,737,446</b>        | <b>18,051,641</b>             | <b>31,438,450</b>         | <b>39,993,081</b>      | <b>55,175,896</b>      | <b>15,182,815</b> |

**American Rescue Plan**

A reallocation of \$300,000 within the adopted spending plan to transfer funding from the Public Infrastructure line item to the Home Safe and Repair Program (\$200,000) and Lateral Sewer Connection (\$100,000) line items.

Section 2. Severability. If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. Effective Date. This Ordinance shall be effective upon its enactment by the Town Council of the Town of Hilton Head Island.

**PASSED, APPROVED, AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF  
HILTON HEAD ISLAND ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.**

**TOWN OF HILTON HEAD ISLAND,  
SOUTH CAROLINA**

\_\_\_\_\_  
Alan R. Perry, Mayor

**ATTEST:**

\_\_\_\_\_  
Kimberly Gammon Town Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Curtis Coltrane, Town Attorney



# ATTACHMENT A

## Capital Projects Fund

### Capital Projects Fund Revenues:

|                                                 | FY 2024<br>Adopted Budget | FY 2024<br>Revised Budget | Variance          |
|-------------------------------------------------|---------------------------|---------------------------|-------------------|
| <b>Project Funding Sources</b>                  |                           |                           |                   |
| Traffic & Park Impact Fees                      | 300,000                   | 300,000                   | -                 |
| HTAX Supported Lease                            | 7,944,420                 | 7,483,420                 | (461,000)         |
| Prior Year Bond Proceeds                        | -                         | 258,434                   | 258,434           |
| Capital                                         | 1,200,000                 | 1,200,000                 | -                 |
| Sale of Land                                    | 1,600,000                 | 1,500,000                 | (100,000)         |
| Grants                                          | -                         | 602,111                   | 602,111           |
| Transfers In:                                   |                           |                           | -                 |
| Beach Preservation Fees                         | 6,556,000                 | 5,983,782                 | (572,218)         |
| Hospitality Fees                                | 2,360,000                 | 3,396,585                 | 1,036,585         |
| Tax Increment Financing                         | 4,379,500                 | 4,166,825                 | (212,675)         |
| State Accommodation Tax                         | 3,000,000                 | 3,000,000                 | -                 |
| Road Usage Fee                                  | 3,600,000                 | 3,600,000                 | -                 |
| Electric Franchise Fee                          | 7,793,161                 | 9,596,675                 | 1,803,514         |
| Real Estate Transfer Fee                        | 400,000                   | 321,064                   | (78,936)          |
| Stormwater Utility Fee                          | 860,000                   | 860,000                   | -                 |
| Prior Year SWU Transfer-In                      | -                         | 980,000                   | 980,000           |
| Project Funding Sources before Land Acquisition | 39,993,081                | 43,248,896                | 3,255,815         |
| <b>Land Acquisition Funding Sources</b>         |                           |                           |                   |
| Sale of Land                                    | -                         | 2,000,000                 | 2,000,000         |
| Grants                                          | -                         | 220,000                   | 220,000           |
| Transfers In:                                   |                           |                           | -                 |
| Hospitality Fees                                | -                         | 469,000                   | 469,000           |
| State Accommodation Tax                         | -                         | 2,000,000                 | 2,000,000         |
| Real Estate Transfer Fee                        | -                         | 7,238,000                 | 7,238,000         |
| Land Acquisition Funding Sources                | -                         | 11,927,000                | 11,927,000        |
| <b>Total</b>                                    | <b>39,993,081</b>         | <b>55,175,896</b>         | <b>15,182,815</b> |

### Capital Projects Fund Expenditures:

|                                 | Budgeted<br>Carry Forward | Revised Carry<br>Forward | Budgeted<br>New FY24<br>Funds | Revised FY24<br>New Funds | FY24 Adopted<br>Budget | FY24 Revised<br>Budget | Variance          |
|---------------------------------|---------------------------|--------------------------|-------------------------------|---------------------------|------------------------|------------------------|-------------------|
| Beach Program                   | 1,556,000                 | 1,842,216                | 3,000,000                     | 3,000,000                 | 4,556,000              | 4,842,216              | 286,216           |
| Pathway Program                 | 2,385,000                 | 2,992,085                | 2,425,000                     | 2,425,000                 | 4,810,000              | 5,417,085              | 607,085           |
| Roadway Program                 | 3,892,020                 | 3,397,753                | 2,312,445                     | 3,337,170                 | 6,204,465              | 6,734,923              | 530,458           |
| Park Program                    | 5,350,000                 | 5,691,949                | 3,779,500                     | 3,780,220                 | 9,129,500              | 9,472,169              | 342,669           |
| Facilities & Equipment Program  | 950,000                   | 2,238,936                | 5,613,696                     | 5,814,147                 | 6,563,696              | 8,053,083              | 1,489,387         |
| Fleet Program                   | 7,518,420                 | 7,489,466                | 811,000                       | 839,954                   | 8,329,420              | 8,329,420              | -                 |
| Land Acquisition Administration | 290,000                   | 85,041                   | 110,000                       | 314,959                   | 400,000                | 400,000                | -                 |
| Land Acquisition                | -                         | -                        | -                             | 11,927,000                | -                      | 11,927,000             | 11,927,000        |
| <b>Totals</b>                   | <b>21,941,440</b>         | <b>23,737,446</b>        | <b>18,051,641</b>             | <b>31,438,450</b>         | <b>39,993,081</b>      | <b>55,175,896</b>      | <b>15,182,815</b> |



## ATTACHMENT A, CONTINUED

The effects of this budget amendment for fiscal year 2024 are presented below.

|                 | General Fund  |                         | Cap Proj Fund                            |                                         | Debt Service                             |                         |
|-----------------|---------------|-------------------------|------------------------------------------|-----------------------------------------|------------------------------------------|-------------------------|
|                 | Expenditures  | Revenues & Transfers In | Expenditures, Transfers Out & Other Uses | Revenues & Transfers In & Other Sources | Expenditures, Transfers Out & Other Uses | Revenues & Transfers In |
| Original Budget | \$ 57,980,977 | \$ (57,980,977)         | \$ 39,993,081                            | \$ (39,993,081)                         | \$ 17,397,233                            | \$ (17,397,233)         |
| Amendment       | 1,851,039     | (1,851,039)             | 15,182,815                               | (15,182,815)                            | -                                        | -                       |
| Revised Budget  | \$ 59,832,016 | \$ (59,832,016)         | \$ 55,175,896                            | \$ (55,175,896)                         | \$ 17,397,233                            | \$ (17,397,233)         |

|                 | GGHN Community Development Corporation Fund |                         | Housing Fund                             |                         | Total Governmental Funds                 |                                         |
|-----------------|---------------------------------------------|-------------------------|------------------------------------------|-------------------------|------------------------------------------|-----------------------------------------|
|                 | Expenditures, Transfers Out & Other Uses    | Revenues & Transfers In | Expenditures, Transfers Out & Other Uses | Revenues & Transfers In | Expenditures, Transfers Out & Other Uses | Revenues & Transfers In & Other Sources |
| Original Budget | \$ 5,343,185                                | \$ (5,343,185)          | \$ 3,350,000                             | \$ (3,350,000)          | \$ 124,064,476                           | \$ (124,064,476)                        |
| Amendment       | -                                           | -                       | -                                        | -                       | 17,033,854                               | (17,033,854)                            |
| Revised Budget  | \$ 5,343,185                                | \$ (5,343,185)          | \$ 3,350,000                             | \$ (3,350,000)          | \$ 141,098,330                           | \$ (141,098,330)                        |

|                 | Enterprise Fund<br>Stormwater Fund |                         |
|-----------------|------------------------------------|-------------------------|
|                 | Expenditures & Transfers Out       | Revenues & Transfers In |
| Original Budget | \$ 5,885,817                       | \$ (5,885,817)          |
| Amendment       | -                                  | -                       |
| Revised Balance | \$ 5,885,817                       | \$ (5,885,817)          |

|                                                                               |                                      |                    |                   |
|-------------------------------------------------------------------------------|--------------------------------------|--------------------|-------------------|
| <b>Town of Hilton Head Island</b>                                             |                                      |                    |                   |
| <b>Calculation of State Accommodations Taxes (ATAX) &amp; Available Funds</b> |                                      |                    |                   |
| <b>As of January 16, 2024</b>                                                 |                                      |                    |                   |
| <b>SC ATAX Funds Available on July 1, 2022, less 2023 ATAX Grant Requests</b> |                                      |                    | <b>1,139,792</b>  |
|                                                                               | FY23 ATAX Collections                | 13,344,903         |                   |
|                                                                               | FY23 Interest Earnings               | 371,636            |                   |
|                                                                               |                                      | <b>13,716,539</b>  |                   |
| <b>Total FY23 Available ATAX Funds Before Distributions</b>                   |                                      |                    | <b>14,856,331</b> |
| <b>FY23 Required Distributions</b>                                            |                                      |                    |                   |
|                                                                               | General Fund                         | (25,000)           |                   |
|                                                                               | DMO 30% (after first \$25k)          | (3,995,971)        |                   |
|                                                                               | General Fund 5%                      | (665,995.00)       |                   |
|                                                                               | Subtotal Required Distributions      | <b>(4,686,966)</b> |                   |
| <b>Town Council Allocations in the FY 2024 Budget:</b>                        |                                      |                    |                   |
|                                                                               | General Fund Operations Budgets 2024 | (3,515,021)        |                   |
|                                                                               | Capital Improvements Budget 2024     | (3,000,000)        |                   |
|                                                                               | Total Town Council Allocations       | <b>(6,515,021)</b> |                   |
| <b>2024 ATAX Grant Application Awards</b>                                     |                                      | <b>(4,282,328)</b> |                   |
| <b>FY24 Expected Activity (July - December 2023)</b>                          |                                      |                    |                   |
| FY24 State ATAX Revenues - July-September 2023 (Actual)                       |                                      | 5,148,616          |                   |
| FY24 State ATAX Revenues - October-December 2023 (Forecast)                   |                                      | 1,612,716          |                   |
| FY24 ATAX Revenue Interest Earnings - July-December 2023 (Actual)             |                                      | 284,359            |                   |
| Total FY24 Revenues (July-December 2023)                                      |                                      | <b>7,045,691</b>   |                   |
| <b>FY24 Required Distributions (July - December)</b>                          |                                      |                    |                   |
|                                                                               | General Fund                         | (25,000)           |                   |
|                                                                               | DMO 30% (after first \$25k)          | (2,020,900)        |                   |
|                                                                               | General Fund 5%                      | (336,817)          |                   |
|                                                                               | Subtotal Required Distributions      | <b>(2,382,717)</b> |                   |
| <b>Total FY24 Available ATAX Funds Before Additional Uses</b>                 |                                      |                    | <b>4,034,990</b>  |
| <b>Possible Uses of Available ATAX Funds</b>                                  |                                      |                    |                   |
| Planned Land Purchases (Pending Adoption of FY24 Budget Amendment)            |                                      | (2,000,000)*       |                   |
| Workforce Housing (Hilton Head Regional Habitat for Humanity & CCDC)          |                                      | (1,100,000)*       |                   |
| <b>Total Possible Uses of Available ATAX Funds</b>                            |                                      | <b>(3,100,000)</b> |                   |
| <b>Total FY24 Available Balance After Additional Uses</b>                     |                                      |                    | <b>934,990</b>    |

\*Subject to Town Council approval of Fiscal Year 2024 Budget Amendment.

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF BEAUFORT )

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (“Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the Town of Hilton Head Island (“Town”), a South Carolina Municipal Corporation, and the Coastal Community Development Corporation (“Coastal”), a South Carolina nonprofit corporation. When referred to jointly, these entities shall be referred to as the “Parties.”

**WHEREAS**, the Town is committed to fostering a strong sense of community and well-being for all of its residents through the creation of affordable workforce housing; and

**WHEREAS**, within *Our Plan*, the Town of Hilton Head Island’s Comprehensive Plan, the Town has identified a specific goal of encouraging the development of workforce housing and home ownership through effective incentives; and

**WHEREAS**, one of the strategies identified within Comprehensive Plan is to support programs that are aimed at increasing workforce housing availability similar to the program that is offered by the Coastal Community Development Corporation; and

**WHEREAS**, Coastal is dedicated to the acquisition of affordable workforce housing and has presented a plan whereby it would acquire existing residential units on Hilton Head Island and restrict their future occupation and use to established affordable housing criteria; and

**WHEREAS**, both parties acknowledge the need for an effective partnership between the Town and Coastal to facilitate the acquisition of affordable workforce housing within the municipal limits of Hilton Head Island.

**NOW, THEREFORE**, for and in consideration of the mutual promises, undertakings, and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by both the Town and Coastal, the Parties do hereby agree as follows:

**1. Governing Document**

It is the intent of the parties that this Memorandum shall only govern circumstances wherein the Town has provided funding to Coastal for the purposes of acquiring affordable workforce housing units.

## 2. Funding

The Town will consider an annual financial contribution to Coastal through its Affiliated Agency funding process to support the acquisition of properties, the creation of affordable workforce housing, and the oversight and management of the same. The balance of any capital or operating funding that may be necessary to accomplish this purpose above and beyond any amount appropriated by the Town shall be raised by Coastal from sources other than what has been provided by the Town through its Affiliated Agency funding.

Nothing in this document, or the Affiliated Agency funding process shall be deemed to require the Town to continue the Affiliated Agency funding process, or to otherwise be deemed a commitment of the Town to provide any future funding. The use of funding identified in this Memorandum is conditioned upon the Town taking such actions as may be necessary in order to satisfy the requirements outlined in Act 57 of 2023.

## 3. Roles and Responsibilities

### A. Coastal's Obligations:

- i. Approval of Plan and Budget. Prior to awarding any funding identified under this Agreement, Coastal shall submit annually through the Town's Affiliated Agency program. Among other program requirements, this submission shall include a detailed plan (the "Plan") and budget (the "Budget") for the acquisition of workforce housing for which this funding will be utilized. The Town will provide Coastal with access to its staff to assist in the development of both the Plan and the Budget should it request such support.
- ii. Use of Funding. Coastal may only use the above referenced funding for the purposes of developing and/ or acquiring single and/or multi-family workforce housing units within the municipal boundaries of Hilton Head Island.
- iii. Maintenance Plan. Within its Plan, Coastal shall provide information outlining how the affordable workforce housing units acquired with the use of the Town's funding will be maintained in accordance with generally accepted maintenance standards.
- iv. Tenant Qualifications. Coastal shall also identify how applicants will be screened and ultimately selected to own, rent, and/or occupy any units created under this Agreement. In addition to verifying income criteria, these screening and selection criteria shall include a mandatory requirement that at least one member of a household that qualifies to rent any units created under this Memorandum shall be actively employed within the municipal boundaries of the Town of Hilton Head

Island at the time that they are qualified and selected for such unit. This selection criteria along with the applicable income verifications shall be recertified by Coastal no less than annually or at any such time as a new lease or other similar instrument is issued, whichever shall occur sooner so long as no period of recertification occurs in any frequency less than annually.

- v. Selection of Tenants. ~~Coastal shall offer the workforce housing units created or acquired under this Memorandum to any qualified individual meeting the terms and conditions outlined herein and shall not grant any preference to applicant based upon the identity of their employer or nature of their employment on Hilton Head Island.~~ Coastal shall develop selection criteria for its tenants that shall be in keeping with the terms expressed in this Memorandum of Understanding. Coastal shall be authorized to offer preferential selection of qualifying tenants as a means of raising funds from private, nongovernmental entities. The Town supports these efforts and therefore authorizes Coastal to offer this preferential treatment so long as such preference shall not exceed a ratio of units that are offered to any qualifying member of the general public in a ratio that is any less than one to one (1:1) with one preferential unit being available for every publicly available unit that is also created. When requested, Coastal shall provide the Town with written documentation identifying how it is conducting this application and selection process and shall include detailed information on its review and qualification of such applications. This information shall also include a detailed list of the individuals selected as preferred tenants of any workforce housing units and the waiting lists, if any, that it may maintain for future units.
- vi. Income Requirements. Within its submitted Plan, Coastal shall identify the Area Median Incomes (“AMI”) applicable to the affordable workforce housing units that it seeks to create under this Agreement. The rental or conveyance of any workforce housing homes created under this Agreement shall not be less than 30% nor greater than 120% of the AMI applicable to Hilton Head Island, South Carolina according to the latest figures available from the United States Department of Housing and Urban Development (HUD) without the express prior written approval by the Town. Additionally, the monthly rental amount to be charged on any unit that is created or acquired under this program shall not exceed thirty percent (30%) of the total household income identified at the time of qualification for such unit.
- vii. Ongoing Affordable Nature of Housing Units. Within its submitted Plan, Coastal shall identify the nature and extent to which the affordable workforce housing units it seeks to create under this Agreement shall be maintained and the duration of time, expressed in years, that it will ensure that the affordability standards for these units are maintained as stated in its submitted Plan. Coastal shall provide the Town with



copies of the restrictive covenants that will be created for these purposes which shall be provided as part of Coastal's annual Plan and Budget submission. Additionally, within the submitted Plan, any units acquired and/or created under this agreement shall be documented as being restricted from use as a short-term rental during any period of time to which the unit is limited to workforce housing purposes.

- viii. Limitations on sale. No units acquired or created under this agreement shall be sold by Coastal without the express written consent of the Town. The net proceeds of any such units that are authorized for sale shall be reinvested into acquiring comparable workforce housing units.
  - ix. Annual Report. Coastal shall prepare and submit an annual report to the Town identifying the manner in which any funding that it has received by the Town was utilized, the outcomes that it has created to support the acquisition of workforce housing on Hilton Head Island, and any performance metrics that may be that may be necessary to evaluate the overall effectiveness that this funding has had in addressing workforce housing issues on Hilton Head Island.
  - x. Insurance. Coastal shall provide a Certificate of Insurance covering all activities necessary in the carrying out of acquiring real property, and/or during any occupancy of either single and/or multi-family workforce housing units within the municipal boundaries of Hilton Head Island. The Town shall be named as an additional insured within this document. The insurance policies required by this agreement shall include:
    - a. Fire insurance with limits equal to the replacement cost of any structure covered by this agreement, unless already included by regime insurance;
    - b. General liability insurance with limits of no less than \$1million
  - xi. Indemnification. Coastal shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, and employees from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorney's fees, whether incurred prior to the institution of litigation, during litigation, or on appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant by this Agreement, however caused or occasioned, unless caused by the willful misconduct or gross negligence of the Town.
- B. Town's Obligations
- i. Staff Support: The Town will provide Coastal with access to its staff to support its activities provided for under this Agreement.
  - ii. Processing of Permits. The Town agrees to work with Coastal to expeditiously

process any requests that it may submit for the renovation or repair of any residential units that it acquires or maintains, and the building permits associated with any workforce housing units provided for under this Agreement. We request waiving of any permit fees.

- iii. Release of Funding. The Town will provide any funding authorized to Coastal under this Agreement on a draw down basis. This shall mean that Coastal will submit to the Town documentation establishing satisfactory compliance with all criteria outlined above and only after such documentation has been verified as being sufficient, shall the Town issue funding to Coastal in the amount requested and verified as being compliant with this Memorandum of Understanding.

#### **4. Specific Obligations**

Because of the unknown nature of future Plans and Budgets that may be submitted by Coastal, as a condition of any funding that may be awarded to Coastal through the Affiliated Agency funding process, the Town may require additional obligations that shall be consistent with both the Plan and Budget approved by the Town Council. Any such specific obligations will be incorporated via separate agreement and shall identify the nature and scope to which such specific obligations shall apply.

#### **5. Claw Backs and Dissolution**

In the event Coastal materially breaches this Agreement, the Town reserves the right to claw back the entirety of the Grant funds, or a portion thereof, that it has provided to Coastal. Additionally, should any funding awarded under this Agreement not be utilized pursuant to the terms and conditions outlined herein, or any additional specific obligations that may be associated with any such award, then Coastal agrees to refund any such funding to the Town upon the receipt of a written demand by the Town to return such funding. We request a 10 year time frame for this restriction.

Should at any time in the future Coastal cease to exist or otherwise operate as a South Carolina nonprofit corporation, Coastal's assets shall be transferred to another similar entity, with the consent of the Town, who shall assume the ownership and responsibilities for the residential units outlined within this agreement and shall continue their occupation, maintenance, and management of these units under the same terms and conditions outlined herein or in any corresponding Plan or Budget that has been approved by the Town Council. Should a sufficient successor organization not be identified, the Town shall have the right to assume the ownership and responsibility for these units under the same terms and conditions outlined herein or in any corresponding Plan or Budget that has been approved by the Town Council.

#### **6. Notices**

All notices required under this Memorandum shall be deemed to have been given if in writing and

1. delivered personally; or
2. mailed first class, postage prepaid, to the address of record set forth below, in which case delivery shall be deemed to have occurred two calendar days after the date of postmark.

**COASTAL COMMUNITY DEVELOPMENT CORPORATION**

Executive Director  
1000 Main Street Suite 100-B  
Hilton Head Island, South Carolina 29926

**TOWN OF HILTON HEAD ISLAND**

Town Manager  
One Town Center Court  
Hilton Head Island, SC 29928

The address of record may be changed by written notice to the other party.

**7. Term**

The term of this Memorandum of Understanding shall be for a period of five (5) years from the date of its execution. No less than one hundred and eighty (180) days prior to the conclusion of this Memorandum, the Town and Coastal shall meet to discuss any extensions, modifications, or terminations of the same. Changes to this Agreement may be made only with and by the mutual written consent of both Parties. This Agreement and any future requests for funding that are contemplated herein are subject to an annual budget appropriation by the Town Council as part of its Affiliated Agency funding program.

**8. Termination**

In addition to any other rights of termination set forth in this Memorandum, each party shall have the right to terminate this Memorandum, by written notice to the other party, if the other party is in default of any term or provision of this Memorandum, and the defaulting party fails to cure or correct such default within fourteen (14) days of notice thereof from the non-defaulting party. A party may elect to disregard a default for the period of time without waiving its right to declare a default at a subsequent time or upon reoccurrence of the default. Additionally, either of the Parties may elect to terminate this Agreement for convenience by written notice to the other party, thirty (30) days in advance of such termination.

(SIGNATURE PAGES FOLLOW)

IN WITNESS WHEREOF, Coastal has caused this Agreement to be signed and sealed  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SIGNED, SEALED AND  
DELIVERED IN THE PRESENCE  
OF:

COASTAL COMMUNITY DEVELOPMENT  
CORPORATION

\_\_\_\_\_  
By: \_\_\_\_\_  
Executive Director

Attest: \_\_\_\_\_

Print Name: \_\_\_\_\_

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF \_\_\_\_\_ )

ACKNOWLEDGEMENT

I, the undersigned Notary Public, do hereby certify that \_\_\_\_\_ and  
\_\_\_\_\_ personally appeared before me this day and acknowledged  
the due execution of the foregoing instrument on behalf of the Coastal Community Development  
Corporation.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Public for South Carolina  
My Commission Expires: \_\_\_\_\_





STATE OF SOUTH CAROLINA )  
 )  
 COUNTY OF BEAUFORT )

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the Town of Hilton Head Island (“Town”), a South Carolina Municipal Corporation, and Hilton Head Regional Habitat for Humanity (“Habitat”), a South Carolina nonprofit corporation. When referred to jointly, these entities shall be referred to as the “Parties.”

**WHEREAS**, the Town is committed to fostering a strong sense of community and well-being for all of its residents through the creation of affordable workforce housing; and

**WHEREAS**, within *Our Plan*, the Town of Hilton Head Island’s Comprehensive Plan, the Town has identified a specific goal of encouraging the development of workforce housing and home ownership through effective incentives; and

**WHEREAS**, one of the strategies identified within Comprehensive Plan is to support programs that are aimed at increasing workforce housing home ownership similar to the program that is offered by Habitat for Humanity; and

**WHEREAS**, Habitat is dedicated to the development of affordable workforce housing and has proven experience in both the construction and management of such projects on Hilton Head Island; and

**WHEREAS**, both parties support Habitat’s pursuit of financial support for workforce housing development through the Town’s adopted Affiliated Agency funding process; and

**WHEREAS**, both parties acknowledge the need for an effective partnership between the Town and Habitat to facilitate the development of affordable workforce housing within the municipal limits of Hilton Head Island.

**NOW, THEREFORE**, for and in consideration of the mutual promises, undertakings, and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by both the Town and Habitat, the Parties do hereby agree as follows:

### 1. Governing Document

It is the intent of the parties that this Memorandum shall only govern circumstances wherein the Town has provided funding to Habitat for the purposes of developing affordable workforce housing. Any additional capital and operating costs necessary for the development of qualified affordable workforce housing will be the responsibility of Habitat.

## **2. Funding**

The Town will consider an annual financial contribution to Habitat through its Affiliated Agency funding process to support the acquisition of land, the creation of affordable workforce housing, and the oversight and management of the same. The balance of any capital or operating funding that may be necessary to accomplish this purpose above and beyond any amount appropriated by the Town shall be raised by Habitat from sources other than what has been provided by the Town through its Affiliated Agency funding.

## **3. Roles and Responsibilities**

### **a. Habitat's Obligations:**

- i. Approval of Plan and Budget. Prior to awarding any funding identified under this Agreement, Habitat shall submit annually through the Town's Affiliated Agency program. Among other program requirements, this submission shall include a detailed plan (the "Plan") and budget (the "Budget") for the development of workforce housing for which this funding will be utilized. The Town will provide Habitat with access to its staff to assist in the development of both the Plan and the Budget. The use of funding identified in this Memorandum is conditioned upon the Town taking such actions as may be necessary in order to satisfy the requirements outlined in Act 57 of 2023.
- ii. Use of Funding. Habitat may only use the above referenced funding for the purposes of acquiring real property, and/or designing and constructing single and/or multi-family workforce housing units within the municipal boundaries of Hilton Head Island.
- iii. Review of Plans. Habitat shall submit all conceptual, design, engineering, and site plans to the Town for review and approval consistent with the standard and ordinary development review and building construction process. The plans submitted by Habitat shall follow the Town's Land Management Ordinance as well as any other applicable laws and regulations.

- iv. Maintenance Plan. Within its Plan, Habitat shall provide information outlining how the affordable workforce housing units developed with the use of the Town's funding will be maintained in accordance with generally accepted maintenance standards. Habitat shall also identify how applicants will be screened and ultimately selected to own and/or occupy any units created under this Agreement. These screening and selection criteria shall include a mandatory requirement that at least one or more members of a household that qualifies to acquire any units created under this Memorandum shall be actively employed within the municipal boundaries of the Town of Hilton Head Island at the time that they are qualified and selected for such unit.
- v. Income Requirements. Within its submitted Plan, Habitat shall identify the Area Median Incomes ("AMI") applicable to the affordable workforce housing units that it seeks to create under this Agreement. The rental or conveyance of any workforce housing homes created under this Agreement shall be between thirty percent (30%) to eighty percent (80%) ~~not exceed 120%~~ of the AMI applicable to Hilton Head Island, South Carolina without the express prior written approval by the Town.
- vi. Ongoing Affordable Nature of Housing Units. Within its submitted Plan, Habitat shall identify the nature and extent to which the affordable workforce housing units it seeks to create under this Agreement shall be maintained and the duration of time, expressed in years, that it will ensure that the affordability standards for these units are maintained as stated in its submitted Plan. Additionally, within the submitted Plan, any units created under this agreement shall be restricted from being used for short-term rental purposes.
- vii. Accounting, Reporting, and Transparency. Any funding awarded under this Agreement shall be accounted for in a separate fund according to Generally Accepted Accounting Principles for governmental and non-profit entities. Habitat shall allow the Town to access all records related to the Grant funds upon seventy-two (72) hour written notice. To the extent that it should become necessary, Habitat agrees that it will provide the Town with any documentation that may be necessary to appropriately identify and account for any funding that it may receive. Habitat shall also work with the Town to provide any documentation that may be requested of any state or federal entity pertaining to this funding.

Habitat shall cause a financial statement to be prepared each year at the conclusion of Habitat's fiscal year by an entity independent of, and unconnected to, Habitat. Habitat shall deliver a copy of its financial statement to the Town within thirty (30) days of the completion of the financial statement each calendar year.

Habitat shall provide the Town with an annual independent audit report or review report prepared by a Certified Public Accountant (CPA) acceptable to the Town. An annual report shall be submitted no less than every third year.

Habitat shall prepare and submit an annual report to the Town identifying the manner in which any funding that it has received by the Town was utilized, the outcomes that it has created to support the development of workforce housing on Hilton Head Island, and any performance metrics that may be necessary to evaluate the overall effectiveness that this funding has had in addressing workforce housing issues on Hilton Head Island.

- viii. Insurance. Habitat shall provide a Certificate of Insurance covering all activities necessary in the carrying out of acquiring real property, and/or designing and constructing single and/or multi-family workforce housing units within the municipal boundaries of Hilton Head Island. The Town shall be named as an additional insured within this document.
- ix. Indemnification. Habitat shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, and employees from and against any and all actions, costs, claims, losses, expenses, and/or damages, including attorney's fees, whether incurred prior to the institution of litigation, during litigation, or on appeal arising out of or resulting from the conduct of any activity hereby authorized or the performance of any requirement imposed pursuant by this Agreement, however caused or occasioned, unless caused by the willful misconduct or gross negligence of the Town.

b. Town Obligations:

- i. Support for Habitat Services: The Town will encourage and guide Habitat in the submission of any necessary procurement documentation that may be required in order to facilitate Habitat's participation as a qualified vendor in the Town's Home Safe and Repair program as well as any additional contracting opportunities that may be appropriate for Habitat's services in the home construction and home repair industry.
- ii. Staff Support: The Town will provide Habitat with access to its staff to support identifying opportunities within historic neighborhoods and the development of home ownership opportunities on all properties located within the Town of Hilton Head Island inclusive of Gullah land. This access to staff will include, but will not



be limited to, the Historic Neighborhoods Principal Planner, staff from the Gullah Geechee Historic Neighborhoods Community Development Corporation, and others as may be necessary to accomplish this purpose.

- iii. Development Support: The Town will work cooperatively with Habitat to assist in performing site selection, site design, building design, and construction related activities that support the creation of home ownership workforce housing on Hilton Head Island.
- iv. Processing of Permits. The Town agrees to work with Habitat to expeditiously process any requests that it may submit for development and/or building permits associated with the creation of affordable workforce housing called for under this Agreement.
- v. Project Assistance. The Town may assist and/or perform functions that aid in the acquisition, transfer, and/or development of affordable workforce housing properties for homeownership in a joint partnership with Habitat as provided for within Section 11-1-911 of the Municipal Code of the Town of Hilton Head Island, South Carolina.
- vi. Project Payments. The Town will provide any funding authorized under this Memorandum to Habitat based upon on a periodic draw down basis. The Town Manager shall be authorized to determine the appropriate amounts to be paid under each draw down request based upon the project progress that has been achieved at the time of the draw down request.
- vii. Future Funding Opportunities: The Town will work cooperatively with Habitat to jointly pursue external funding opportunities that support workforce housing development.

#### **4. Specific Obligations**

Because of the unknown nature of future Plans and Budget that may be submitted by Habitat, as a condition of any funding that may be awarded to Habitat through the Affiliated Agency funding process, the Town may require additional obligations that shall be consistent with the Plan and Budget approved by the Town Council. Any such specific obligations will be incorporated via separate agreement and shall identify the nature and scope to which such specific obligations shall apply.

#### **5. Claw Backs**

In the event Habitat materially breaches this Agreement, the Town reserves the right to claw back the entirety of the Grant funds, or a portion thereof, that it has provided to Habitat. Additionally, should any funding awarded under this Agreement not be utilized pursuant to the terms and conditions outlined herein, or any additional specific obligations that may be associated with any such award, then Habitat agrees to refund any such funding to the Town upon the receipt of a written demand by the Town to return such funding.

## **6. Notices**

All notices required under this Memorandum shall be deemed to have been given if in writing and

- a. delivered personally; or
- b. mailed first class, postage prepaid, to the address of record set forth below, in which case delivery shall be deemed to have occurred two calendar days after the date of postmark.

### **HILTON HEAD REGIONAL HABITAT FOR HUMANITY**

Executive Director  
PO Box 2747  
Bluffton, SC 29910

### **TOWN OF HILTON HEAD ISLAND**

Town Manager  
One Town Center Court  
Hilton Head Island, SC 29928

The address of record may be changed by written notice to the other party.

## **7. Term**

The term of this Memorandum of Understanding shall be for a period of five (5) years from the date of its execution. No less than one hundred and eighty (180) days prior to the conclusion of this Memorandum, the Town and Habitat shall meet to discuss any extensions, modifications, or terminations of the same. Changes to this Agreement may be made only with and by the mutual written consent of both Parties. This Agreement and any future requests for funding that are contemplated herein are subject to an annual budget appropriation by the Town Council as part of its Affiliated Agency funding program.

## 8. Termination

In addition to any other rights of termination set forth in this Memorandum, each party shall have the right to terminate this Memorandum, by written notice to the other party, if the other party is in default of any term or provision of this Memorandum, and the defaulting party fails to cure or correct such default within fourteen (14) days of notice thereof from the non-defaulting party. A party may elect to disregard a default for the period of time without waiving its right to declare a default at a subsequent time or upon reoccurrence of the default. Additionally, either of the Parties may elect to terminate this Agreement for convenience by written notice to the other party, thirty (30) days in advance of such termination.

(SIGNATURE PAGES FOLLOW)

IN WITNESS WHEREOF, Habitat has caused this Agreement to be signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**SIGNED, SEALED AND  
DELIVERED IN THE PRESENCE  
OF:**

**HILTON HEAD REGIONAL HABITAT  
FOR HUMANITY**

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
Brenda Dooley  
Executive Director

Attest: \_\_\_\_\_

Print Name: \_\_\_\_\_

**STATE OF SOUTH CAROLINA** )  
 )  
**COUNTY OF** \_\_\_\_\_ )

**ACKNOWLEDGEMENT**

I, the undersigned Notary Public, do hereby certify that Brenda Dooley and \_\_\_\_\_ personally appeared before me this day and acknowledged the due execution of the foregoing instrument on behalf of the Hilton Head Regional Habitat for Humanity, Inc.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public for South Carolina  
My Commission Expires: \_\_\_\_\_





**Town of Hilton Head Island**  
**Calculation of Hospitality Taxes (HTAX) Available Funds**  
**FY23 Actual and FY24 Forecast**

|                                         | <u>FY23 Actual</u> | <u>FY24 Forecast</u> |
|-----------------------------------------|--------------------|----------------------|
| <b>Fund Balance - Beginning of Year</b> | <b>19,568,949</b>  | <b>24,485,722</b>    |
| <b>Revenue</b>                          |                    |                      |
| HTAX Revenue                            | <b>10,400,345</b>  | <b>10,106,156</b>    |
| Interest Earnings                       | <b>503,723</b>     | <b>900,000</b>       |
| Total Revenue                           | <b>10,904,068</b>  | <b>11,006,156</b>    |
| <b>Transfers Out</b>                    |                    |                      |
| General Fund                            | <b>(3,218,687)</b> | <b>(5,062,424)</b>   |
| Transfers to HTAX - CIP Expenditures    | <b>(1,323,918)</b> | <b>(2,360,000)</b>   |
| Transfers to Debt Service               | <b>(1,444,690)</b> | <b>(1,437,133)</b>   |
| Total Transfers Out                     | <b>(5,987,295)</b> | <b>(8,859,557)</b>   |
| <b>Net Change in Fund Balance</b>       | <b>4,916,773</b>   | <b>2,146,599</b>     |
| <b>Fund Balance - End of Year</b>       | <b>24,485,722</b>  | <b>26,632,321</b>    |

## TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24

| MAP KEY                | PROJECTS                                                                        | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|------------------------|---------------------------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
| <b>BEACH PROGRAM</b>   |                                                                                 |                             |                           |                         |                              |                            |                           |                            |
| <b>B1</b>              | Beach Management & Monitoring                                                   | \$ -                        | \$ -                      | \$ 450,000              | \$ 450,000                   | \$ 450,000                 | \$ 450,000                | \$ -                       |
| <b>B2</b>              | Beach Renourishment                                                             | \$ -                        | \$ 150,000                | \$ 700,000              | \$ 700,000                   | \$ 700,000                 | \$ 850,000                | \$ 150,000                 |
|                        | BEACH PARK IMPROVEMENTS                                                         |                             |                           |                         |                              |                            |                           |                            |
|                        | Beach Park Maintenance & Improvements                                           | \$ -                        | \$ 35,382                 | \$ 250,000              | \$ 250,000                   | \$ 250,000                 | \$ 285,382                | \$ 35,382                  |
| <b>B3</b>              | Driessen Beach Park Boardwalk Replacement                                       | \$ 556,000                  | \$ 577,851                | \$ 250,000              | \$ 250,000                   | \$ 806,000                 | \$ 827,851                | \$ 21,851                  |
| <b>B4</b>              | Folly Field Beach Park Boardwalk Replacement                                    | \$ -                        | \$ 78,983                 | \$ -                    | \$ -                         | \$ -                       | \$ 78,983                 | \$ 78,983                  |
| <b>B5</b>              | Islanders Beach Park Improvements                                               | \$ 400,000                  | \$ 400,000                | \$ 1,250,000            | \$ 1,250,000                 | \$ 1,650,000               | \$ 1,650,000              | \$ -                       |
|                        | <i>Total BEACH PARK IMPROVEMENTS</i>                                            | \$ 956,000                  | \$ 1,092,216              | \$ 1,750,000            | \$ 1,750,000                 | \$ 2,706,000               | \$ 2,842,216              | \$ 136,216                 |
| <b>B7</b>              | Harbour Town Dredge                                                             | \$ 600,000                  | \$ 600,000                | \$ -                    | \$ -                         | \$ 600,000                 | \$ 600,000                | \$ -                       |
|                        | Beach Project Management and Contingency                                        | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|                        | <b>TOTAL BEACH PROGRAM</b>                                                      | <b>\$ 1,556,000</b>         | <b>\$ 1,842,216</b>       | <b>\$ 3,000,000</b>     | <b>\$ 3,000,000</b>          | <b>\$ 4,556,000</b>        | <b>\$ 4,842,216</b>       | <b>\$ 286,216</b>          |
| <b>PATHWAY PROGRAM</b> |                                                                                 |                             |                           |                         |                              |                            |                           |                            |
|                        | Pathway Maintenance & Improvements                                              | \$ 345,000                  | \$ 592,330                | \$ -                    | \$ -                         | \$ 345,000                 | \$ 592,330                | \$ 247,330                 |
|                        | NEW PATHWAY SEGMENTS                                                            |                             |                           |                         |                              |                            |                           | \$ -                       |
| <b>Pa1</b>             | Shelter Cove Lane                                                               | \$ 260,000                  | \$ 277,444                | \$ 150,000              | \$ 150,000                   | \$ 410,000                 | \$ 427,444                | \$ 17,444                  |
| <b>Pa2</b>             | Woodhaven Drive/Lane                                                            | \$ -                        | \$ 342,311                | \$ -                    | \$ -                         | \$ -                       | \$ 342,311                | \$ 342,311                 |
| <b>Pa3</b>             | William Hilton Parkway EB (Mathews Drive/Folly Field Road to Shelter Cove Lane) | \$ 1,280,000                | \$ 1,280,000              | \$ -                    | \$ -                         | \$ 1,280,000               | \$ 1,280,000              | \$ -                       |
| <b>Pa4</b>             | Jonesville Road                                                                 | \$ 500,000                  | \$ 500,000                | \$ -                    | \$ -                         | \$ 500,000                 | \$ 500,000                | \$ -                       |
|                        | William Hilton Parkway EB (Wexford to Arrow Road)                               | \$ -                        | \$ -                      | \$ 1,925,000            | \$ 1,925,000                 | \$ 1,925,000               | \$ 1,925,000              | \$ -                       |
|                        | Dunnagans Alley (Wexford Drive to Arrow Road)                                   | \$ -                        | \$ -                      | \$ 200,000              | \$ 200,000                   | \$ 200,000                 | \$ 200,000                | \$ -                       |
| <b>Pa6</b>             | Cordillo Parkway at Pope Avenue                                                 | \$ -                        | \$ -                      | \$ 50,000               | \$ 50,000                    | \$ 50,000                  | \$ 50,000                 | \$ -                       |
|                        | <i>Total NEW PATHWAY SEGMENTS</i>                                               | \$ 2,040,000                | \$ 2,399,755              | \$ 2,325,000            | \$ 2,325,000                 | \$ 4,365,000               | \$ 4,724,755              | \$ 359,755                 |
|                        | Pathway Project Management and Contingency                                      | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |

**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY | PROJECTS                                                                                               | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|---------|--------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
|         | <b>TOTAL PATHWAY PROGRAM</b>                                                                           | <b>\$ 2,385,000</b>         | <b>\$ 2,992,085</b>       | <b>\$ 2,425,000</b>     | <b>\$ 2,425,000</b>          | <b>\$ 4,810,000</b>        | <b>\$ 5,417,085</b>       | <b>\$ 607,085</b>          |
|         | <b>ROADWAY PROGRAM</b>                                                                                 |                             |                           |                         |                              |                            |                           |                            |
|         | DIRT ROAD ACQUISITION & PAVING PROGRAM                                                                 |                             |                           |                         |                              |                            |                           |                            |
| R1      | Mitchelville Lane                                                                                      | \$ 647,965                  | \$ 647,965                | \$ -                    | \$ -                         | \$ 647,965                 | \$ 647,965                | \$ -                       |
| R2      | Pine Field Road                                                                                        | \$ -                        | \$ 70,022                 | \$ -                    | \$ -                         | \$ -                       | \$ 70,022                 | \$ 70,022                  |
| R3      | Horse Sugar Lane & Alice Perry Drive                                                                   | \$ 89,000                   | \$ 89,000                 | \$ 300,000              | \$ 300,000                   | \$ 389,000                 | \$ 389,000                | \$ -                       |
| R4      | Freddie's Way                                                                                          | \$ 343,000                  | \$ 343,000                | \$ -                    | \$ -                         | \$ 343,000                 | \$ 343,000                | \$ -                       |
| R5      | Alfred Lane                                                                                            | \$ 48,500                   | \$ 48,500                 | \$ -                    | \$ -                         | \$ 48,500                  | \$ 48,500                 | \$ -                       |
|         | <i>Total DIRT ROAD ACQUISITION &amp; PAVING PROGRAM</i>                                                | <i>\$ 1,128,465</i>         | <i>\$ 1,198,487</i>       | <i>\$ 300,000</i>       | <i>\$ 300,000</i>            | <i>\$ 1,428,465</i>        | <i>\$ 1,498,487</i>       | <i>\$ 70,022</i>           |
|         | WILLIAM HILTON PARKWAY ENHANCEMENTS                                                                    |                             |                           |                         |                              |                            |                           |                            |
| R10     | William Hilton Parkway Gateway Corridor                                                                | \$ -                        | \$ 284,379                | \$ 50,000               | \$ 50,000                    | \$ 50,000                  | \$ 334,379                | \$ 284,379                 |
| R6      | Crosswalk Uniformity - Spot Intersection Improvements                                                  | \$ 150,000                  | \$ 150,000                | \$ -                    | \$ -                         | \$ 150,000                 | \$ 150,000                | \$ -                       |
| R7      | Crosswalk Lighting - Northridge/Palmetto Parkway Safety Improvements                                   | \$ 295,000                  | \$ 270,275                | \$ 455,000              | \$ 479,725                   | \$ 750,000                 | \$ 750,000                | \$ -                       |
| R9      | Pedestrian and Vehicular Enhancements                                                                  | \$ 500,000                  | \$ 500,000                | \$ -                    | \$ -                         | \$ 500,000                 | \$ 500,000                | \$ -                       |
| R11     | Adaptive Traffic Signal Management - all signalized intersections on William Hilton Parkway            | \$ 1,000,000                | \$ -                      | \$ -                    | \$ 1,000,000                 | \$ 1,000,000               | \$ 1,000,000              | \$ -                       |
|         | <i>Total WILLIAM HILTON PARKWAY ENHANCEMENTS</i>                                                       | <i>\$ 1,945,000</i>         | <i>\$ 1,204,654</i>       | <i>\$ 505,000</i>       | <i>\$ 1,529,725</i>          | <i>\$ 2,450,000</i>        | <i>\$ 2,734,379</i>       | <i>\$ 284,379</i>          |
|         | POPE AVE., PALMETTO BAY ROAD, ARROW ROAD, & NEW ORLEANS ROAD STREETScape ENHANCEMENTS                  |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
| R13     | Pope Avenue Streetscape Enhancements                                                                   | \$ -                        | \$ -                      | \$ 500,000              | \$ 500,000                   | \$ 500,000                 | \$ 500,000                | \$ -                       |
| R14     | Adaptive Traffic Signal Management - all signalized intersections on Palmetto Bay Road & Pope Avenue   | \$ 275,000                  | \$ 275,000                | \$ -                    | \$ -                         | \$ 275,000                 | \$ 275,000                | \$ -                       |
|         | <i>Total POPE AVE., PALMETTO BAY ROAD, ARROW ROAD, &amp; NEW ORLEANS ROAD STREETScape ENHANCEMENTS</i> | <i>\$ 275,000</i>           | <i>\$ 275,000</i>         | <i>\$ 500,000</i>       | <i>\$ 500,000</i>            | <i>\$ 775,000</i>          | <i>\$ 775,000</i>         | <i>\$ -</i>                |
| R15     | Main Street Enhancements                                                                               | \$ 75,000                   | \$ 137,666                | \$ 175,000              | \$ 175,000                   | \$ 250,000                 | \$ 312,666                | \$ 62,666                  |
| R16     | Squire Pope Road Crosswalks                                                                            | \$ 135,000                  | \$ 135,000                | \$ -                    | \$ -                         | \$ 135,000                 | \$ 135,000                | \$ -                       |
|         | Roadway Maintenance & Improvements                                                                     | \$ 333,555                  | \$ 446,946                | \$ 352,445              | \$ 352,445                   | \$ 686,000                 | \$ 799,391                | \$ 113,391                 |
|         | Traffic Signal System Maintenance                                                                      | \$ -                        | \$ -                      | \$ 230,000              | \$ 230,000                   | \$ 230,000                 | \$ 230,000                | \$ -                       |

**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY             | PROJECTS                                                      | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|---------------------|---------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
| R17                 | Wayfinding & Signage Master Plan                              | \$ -                        | \$ -                      | \$ 150,000              | \$ 150,000                   | \$ 150,000                 | \$ 150,000                | \$ -                       |
|                     | Roadway Project Management and Contingency                    | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|                     | <b>TOTAL ROADWAY PROGRAM</b>                                  | <b>\$ 3,892,020</b>         | <b>\$ 3,397,753</b>       | <b>\$ 2,312,445</b>     | <b>\$ 3,337,170</b>          | <b>\$ 6,204,465</b>        | <b>\$ 6,734,923</b>       | <b>\$ 530,458</b>          |
| <b>PARK PROGRAM</b> |                                                               |                             |                           |                         |                              |                            |                           |                            |
|                     | PARKS & RECREATION                                            |                             |                           |                         |                              |                            |                           |                            |
| PR1                 | Mid-Island Tract Park                                         | \$ 900,000                  | \$ 900,000                | \$ -                    | \$ -                         | \$ 900,000                 | \$ 900,000                | \$ -                       |
| PR2                 | Chaplin Community Park Renovation                             | \$ 1,550,000                | \$ 1,550,000              | \$ 450,000              | \$ 450,000                   | \$ 2,000,000               | \$ 2,000,000              | \$ -                       |
| PR3                 | Crossings Park Renovation                                     | \$ 550,000                  | \$ 550,000                | \$ -                    | \$ -                         | \$ 550,000                 | \$ 550,000                | \$ -                       |
| PR4                 | Shelter Cove Community Park Expansion                         | \$ -                        | \$ -                      | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
| PR5                 | Chaplin Linear Park with Treehouse                            | \$ 350,000                  | \$ 350,000                | \$ -                    | \$ -                         | \$ 350,000                 | \$ 350,000                | \$ -                       |
| PR6                 | Patterson Family Property Park                                | \$ 1,300,000                | \$ 1,300,000              | \$ 900,000              | \$ 900,000                   | \$ 2,200,000               | \$ 2,200,000              | \$ -                       |
| PR7                 | Taylor Family Property Park                                   | \$ 95,000                   | \$ 95,000                 | \$ 905,000              | \$ 905,000                   | \$ 1,000,000               | \$ 1,000,000              | \$ -                       |
| PR8                 | Barker Field                                                  | \$ 400,000                  | \$ 400,000                | \$ 100,000              | \$ 100,000                   | \$ 500,000                 | \$ 500,000                | \$ -                       |
| PR14                | Ford Shell Ring                                               | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|                     | <i>Total PARKS &amp; RECREATION</i>                           | <i>\$ 5,145,000</i>         | <i>\$ 5,145,000</i>       | <i>\$ 2,455,000</i>     | <i>\$ 2,455,000</i>          | <i>\$ 7,600,000</i>        | <i>\$ 7,600,000</i>       | <i>\$ -</i>                |
| PR9                 | Island Recreation Association - Capital Projects              |                             |                           |                         |                              |                            |                           |                            |
|                     | Rec Center Building Enhancements                              | \$ -                        | \$ -                      | \$ 354,500              | \$ 354,500                   | \$ 354,500                 | \$ 354,500                | \$ -                       |
|                     | Rec Center Pool Enhancements                                  | \$ -                        | \$ -                      | \$ 110,000              | \$ 110,000                   | \$ 110,000                 | \$ 110,000                | \$ -                       |
|                     | Parks/Event Enhancements                                      | \$ -                        | \$ -                      | \$ 45,000               | \$ 45,000                    | \$ 45,000                  | \$ 45,000                 | \$ -                       |
|                     | <i>Total Island Recreation Association - Capital Projects</i> | <i>\$0</i>                  | <i>\$0</i>                | <i>\$509,500</i>        | <i>\$509,500</i>             | <i>\$509,500</i>           | <i>\$ 509,500</i>         | <i>\$ -</i>                |
| PR10                | Public Art Program                                            | \$ 5,000                    | \$ 4,280                  | \$ 30,000               | \$ 30,720                    | \$ 35,000                  | \$ 35,000                 | \$ -                       |
| PR11                | GENERAL PARK ENHANCEMENTS                                     | \$ 200,000                  | \$ 542,669                | \$ 110,000              | \$ 110,000                   | \$ 310,000                 | \$ 652,669                | \$ 342,669                 |
| PR15                | Greens Shell Park Enhancements                                | \$ -                        | \$ -                      | \$ 250,000              | \$ 250,000                   | \$ 250,000                 | \$ 250,000                | \$ -                       |
| PR16                | Old Schoolhouse Park Enhancements                             | \$ -                        | \$ -                      | \$ 250,000              | \$ 250,000                   | \$ 250,000                 | \$ 250,000                | \$ -                       |

**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY                                 | PROJECTS                                              | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|-----------------------------------------|-------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
| PR17                                    | Bristol Sports Arena                                  | \$ -                        | \$ -                      | \$ 75,000               | \$ 75,000                    | \$ 75,000                  | \$ 75,000                 | \$ -                       |
|                                         | Park Project Management and Contingency               | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|                                         | <b>TOTAL PARK PROGRAM</b>                             | <b>\$ 5,350,000</b>         | <b>\$ 5,691,949</b>       | <b>\$ 3,779,500</b>     | <b>\$ 3,780,220</b>          | <b>\$ 9,129,500</b>        | <b>\$ 9,472,169</b>       | <b>\$ 342,669</b>          |
| <b>FACILITIES AND EQUIPMENT PROGRAM</b> |                                                       |                             |                           |                         |                              |                            |                           |                            |
| FE1                                     | Town Hall Facility Enhancements                       | \$ -                        | \$ 177,516                | \$ 750,000              | \$ 750,000                   | \$ 750,000                 | \$ 927,516                | \$ 177,516                 |
| FE26                                    | Town Facilities Improvements Planning                 | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
| FE3                                     | Sprinkler Head Replacement                            | \$ 180,000                  | \$ 180,000                | \$ 100,000              | \$ 100,000                   | \$ 280,000                 | \$ 280,000                | \$ -                       |
| FE27                                    | Furniture Replacement                                 | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
| FE28                                    | Generator Replacement                                 | \$ -                        | \$ -                      | \$ 200,000              | \$ 200,000                   | \$ 200,000                 | \$ 200,000                | \$ -                       |
|                                         | <i>Total Town Hall Facility Enhancements</i>          | <i>\$ 180,000</i>           | <i>\$ 357,516</i>         | <i>\$ 1,250,000</i>     | <i>\$ 1,250,000</i>          | <i>\$ 1,430,000</i>        | <i>\$ 1,607,516</i>       | <i>\$ 177,516</i>          |
| FE4                                     | Shelter Cove/BCSO Office                              | \$ -                        | \$ 291,451                | \$ -                    | \$ -                         | \$ -                       | \$ 291,451                | \$ 291,451                 |
| FE29                                    | Fire Rescue Training Center Facility Upgrades         | \$ -                        | \$ -                      | \$ 250,000              | \$ 250,000                   | \$ 250,000                 | \$ 250,000                | \$ -                       |
| FE30                                    | Jarvis Pump Station Roof Replacement                  | \$ -                        | \$ -                      | \$ 30,000               | \$ 30,000                    | \$ 30,000                  | \$ 30,000                 | \$ -                       |
| FE31                                    | SCDOT Toll Plaza Building Demolition                  | \$ -                        | \$ -                      | \$ 200,000              | \$ 200,000                   | \$ 200,000                 | \$ 200,000                | \$ -                       |
| FE5                                     | Electric Vehicle Charging Stations at Town Facilities | \$ -                        | \$ 420                    | \$ 30,000               | \$ 30,000                    | \$ 30,000                  | \$ 30,420                 | \$ 420                     |
| FE6                                     | Parking Master Plan Implementation                    | \$ 200,000                  | \$ -                      | \$ -                    | \$ 200,000                   | \$ 200,000                 | \$ 200,000                | \$ -                       |
|                                         | Emergency Access Gates                                | \$ -                        | \$ -                      | \$ 150,000              | \$ 150,000                   | \$ 150,000                 | \$ 150,000                | \$ -                       |
| FE7                                     | Coastal Discovery Museum - Capital Projects           |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
|                                         | Discovery House                                       | \$ -                        | \$ -                      | \$ 10,500               | \$ 10,500                    | \$ 10,500                  | \$ 10,500                 | \$ -                       |
|                                         | Armstrong/Hack House                                  | \$ -                        | \$ -                      | \$ 3,500                | \$ 3,500                     | \$ 3,500                   | \$ 3,500                  | \$ -                       |
|                                         | Pavilion                                              | \$ -                        | \$ -                      | \$ 4,500                | \$ 4,500                     | \$ 4,500                   | \$ 4,500                  | \$ -                       |
|                                         | Discovery Lab                                         | \$ -                        | \$ -                      | \$ 4,500                | \$ 4,500                     | \$ 4,500                   | \$ 4,500                  | \$ -                       |
|                                         | Pavilion/Restroom Building                            | \$ -                        | \$ -                      | \$ 7,000                | \$ 7,000                     | \$ 7,000                   | \$ 7,000                  | \$ -                       |



**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY    | PROJECTS                                                           | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|------------|--------------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
|            | Horse Barn                                                         | \$ -                        | \$ -                      | \$ 3,000                | \$ 3,000                     | \$ 3,000                   | \$ 3,000                  | \$ -                       |
|            | Misc. Improvements                                                 | \$ -                        | \$ -                      | \$ 25,000               | \$ 25,000                    | \$ 25,000                  | \$ 25,000                 | \$ -                       |
|            | Hay Barn                                                           | \$ -                        | \$ -                      | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
|            | Additional Power Pedestals                                         | \$ -                        | \$ -                      | \$ 60,000               | \$ 60,000                    | \$ 60,000                  | \$ 60,000                 | \$ -                       |
|            | Event Space Improvements                                           | \$ 60,000                   | \$ 60,000                 | \$ 400,000              | \$ 400,000                   | \$ 460,000                 | \$ 460,000                | \$ -                       |
|            | <i>Total Coastal Discovery Museum - Capital Projects</i>           | \$ 60,000                   | \$ 60,000                 | \$ 518,000              | \$ 518,000                   | \$ 578,000                 | \$ 578,000                | \$ -                       |
| <b>FE8</b> | Historic Mitchelville Freedom Park - Capital Projects              |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
|            | Primary Parking Lot                                                | \$ 50,000                   | \$ 50,000                 | \$ 550,000              | \$ 550,000                   | \$ 600,000                 | \$ 600,000                | \$ -                       |
|            | Loop Road to Visitor's Center                                      | \$ 25,000                   | \$ 24,549                 | \$ 125,000              | \$ 125,451                   | \$ 150,000                 | \$ 150,000                | \$ -                       |
|            | Beach Parking, Pathways, and Playground                            | \$ -                        | \$ -                      | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
|            | <i>Total Historic Mitchelville Freedom Park - Capital Projects</i> | \$ 75,000                   | \$ 74,549                 | \$ 675,000              | \$ 675,451                   | \$ 750,000                 | \$ 750,000                | \$ -                       |
|            | IT EQUIPMENT & SOFTWARE                                            |                             |                           |                         |                              |                            |                           | \$ -                       |
| <b>FE9</b> | Town Hall Equipment & Software                                     |                             |                           |                         |                              |                            |                           | \$ -                       |
|            | Network Infrastructure Enhancements                                | \$ -                        | \$ -                      | \$ 225,000              | \$ 225,000                   | \$ 225,000                 | \$ 225,000                | \$ -                       |
|            | Tyler Assist                                                       | \$ -                        | \$ -                      | \$ 50,000               | \$ 50,000                    | \$ 50,000                  | \$ 50,000                 | \$ -                       |
|            | Recable Town Hall and Shelter Cove Buildings                       | \$ -                        | \$ -                      | \$ 95,000               | \$ 95,000                    | \$ 95,000                  | \$ 95,000                 | \$ -                       |
|            | Cloud Services Enhancements                                        | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|            | Town Strategic Plan SWOT for Town Connectivity                     | \$ -                        | \$ -                      | \$ 30,000               | \$ 30,000                    | \$ 30,000                  | \$ 30,000                 | \$ -                       |
|            | Applicant Tracking System Replacement                              | \$ -                        | \$ -                      | \$ 20,000               | \$ 20,000                    | \$ 20,000                  | \$ 20,000                 | \$ -                       |
|            | IT Hardware                                                        | \$ -                        | \$ -                      | \$ 180,000              | \$ 180,000                   | \$ 180,000                 | \$ 180,000                | \$ -                       |

**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY | PROJECTS                                                      | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|---------|---------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
| FE10    | Public Safety Systems Equipment and Software                  |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
|         | Dispatch Center Equipment                                     |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
| FE32    | CAD System Replacement                                        | \$ -                        | \$ -                      | \$ 200,000              | \$ 200,000                   | \$ 200,000                 | \$ 200,000                | \$ -                       |
| FE33    | Fire Apparatus Technology Equipment                           | \$ -                        | \$ -                      | \$ 95,000               | \$ 95,000                    | \$ 95,000                  | \$ 95,000                 | \$ -                       |
| FE12    | Station Alerting                                              | \$ 100,000                  | \$ 100,000                | \$ -                    | \$ -                         | \$ 100,000                 | \$ 100,000                | \$ -                       |
| FE34    | Weather Stations                                              | \$ -                        | \$ -                      | \$ 50,000               | \$ 50,000                    | \$ 50,000                  | \$ 50,000                 | \$ -                       |
|         | <i>Total IT EQUIPMENT &amp; SOFTWARE</i>                      | \$ 100,000                  | \$ 100,000                | \$ 1,045,000            | \$ 1,045,000                 | \$ 1,145,000               | \$ 1,145,000              | \$ -                       |
|         | SECURITY CAMERAS & CONNECTIVITY                               |                             |                           |                         |                              |                            |                           | \$ -                       |
| FE35    | Coligny Beach Park/Parking                                    | \$ -                        | \$ -                      | \$ 140,000              | \$ 140,000                   | \$ 140,000                 | \$ 140,000                | \$ -                       |
| FE36    | Fish Haul Beach Park/Parking                                  | \$ -                        | \$ -                      | \$ 35,000               | \$ 35,000                    | \$ 35,000                  | \$ 35,000                 | \$ -                       |
| FE37    | Rowing & Sailing Center at Squire Pope Community Park         | \$ -                        | \$ -                      | \$ 32,000               | \$ 32,000                    | \$ 32,000                  | \$ 32,000                 | \$ -                       |
| FE38    | Bristol Sports Arena                                          | \$ -                        | \$ -                      | \$ 32,000               | \$ 32,000                    | \$ 32,000                  | \$ 32,000                 | \$ -                       |
| FE39    | Driessen Beach Park                                           | \$ -                        | \$ -                      | \$ 32,000               | \$ 32,000                    | \$ 32,000                  | \$ 32,000                 | \$ -                       |
| FE40    | Historic Mitchelville Freedom Park                            | \$ -                        | \$ -                      | \$ 65,000               | \$ 65,000                    | \$ 65,000                  | \$ 65,000                 | \$ -                       |
| FE41    | Public Safety Cameras                                         | \$ -                        | \$ -                      | \$ 54,696               | \$ 54,696                    | \$ 54,696                  | \$ 54,696                 | \$ -                       |
|         | <i>Total SECURITY CAMERAS &amp; CONNECTIVITY</i>              | \$ -                        | \$ -                      | \$ 390,696              | \$ 390,696                   | \$ 390,696                 | \$ 390,696                | \$ -                       |
| FE16    | FIRE/MEDICAL SYSTEMS & EQUIPMENT REPLACEMENT                  |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
| FE42    | Radio & Mic Battery Replacement                               | \$ -                        | \$ -                      | \$ 70,000               | \$ 70,000                    | \$ 70,000                  | \$ 70,000                 | \$ -                       |
| FE43    | AED Replacement                                               | \$ -                        | \$ -                      | \$ 110,000              | \$ 110,000                   | \$ 110,000                 | \$ 110,000                | \$ -                       |
| FE44    | Fleet Maintenance Equipment                                   | \$ -                        | \$ -                      | \$ 30,000               | \$ 30,000                    | \$ 30,000                  | \$ 30,000                 | \$ -                       |
| FE45    | Fire Service Atmospheric Monitors                             | \$ -                        | \$ -                      | \$ 50,000               | \$ 50,000                    | \$ 50,000                  | \$ 50,000                 | \$ -                       |
| FE46    | Personal Protective Equipment Replacement                     | \$ -                        | \$ -                      | \$ 115,000              | \$ 115,000                   | \$ 115,000                 | \$ 115,000                | \$ -                       |
|         | <i>Total FIRE/MEDICAL SYSTEMS &amp; EQUIPMENT REPLACEMENT</i> | \$ -                        | \$ -                      | \$ 375,000              | \$ 375,000                   | \$ 375,000                 | \$ 375,000                | \$ -                       |

**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY | PROJECTS                                                    | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|---------|-------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
| FE17    | Automobile Place / Modern Classic Motors Site Enhancements  | \$ -                        | \$ 40,000                 | \$ -                    | \$ -                         | \$ -                       | \$ 40,000                 | \$ 40,000                  |
|         | Fire Hydrant Expansion                                      | \$ -                        | \$ -                      | \$ 50,000               | \$ 50,000                    | \$ 50,000                  | \$ 50,000                 | \$ -                       |
| FE19    | Arts Campus Feasibility Study                               | \$ 25,000                   | \$ 25,000                 | \$ -                    | \$ -                         | \$ 25,000                  | \$ 25,000                 | \$ -                       |
|         | STORMWATER PROJECTS                                         |                             |                           |                         |                              |                            | \$ -                      | \$ -                       |
| FE21    | Wexford Debris System Design                                | \$ 38,000                   | \$ 38,000                 | \$ 85,000               | \$ 85,000                    | \$ 123,000                 | \$ 123,000                | \$ -                       |
| FE22    | Gum Tree Road Improvements                                  | \$ 80,000                   | \$ 80,000                 | \$ -                    | \$ -                         | \$ 80,000                  | \$ 80,000                 | \$ -                       |
| FE23    | Jarvis Creek Outfall                                        | \$ 100,000                  | \$ 100,000                | \$ -                    | \$ -                         | \$ 100,000                 | \$ 100,000                | \$ -                       |
| FE24    | 25 Moonshell Road                                           | \$ 42,000                   | \$ 42,000                 | \$ 50,000               | \$ 50,000                    | \$ 92,000                  | \$ 92,000                 | \$ -                       |
| FE25    | Cordillo Court Improvements                                 | \$ 50,000                   | \$ 50,000                 | \$ 20,000               | \$ 20,000                    | \$ 70,000                  | \$ 70,000                 | \$ -                       |
|         | Palmetto Hall Outfall Improvements                          | \$ -                        | \$ -                      | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
| FE47    | Lawton Pump Station                                         | \$ -                        | \$ 980,000                | \$ 350,000              | \$ 350,000                   | \$ 350,000                 | \$ 1,330,000              | \$ 980,000                 |
| FE48    | Pump Station Security Cameras                               | \$ -                        | \$ -                      | \$ 45,000               | \$ 45,000                    | \$ 45,000                  | \$ 45,000                 | \$ -                       |
|         | Total STORMWATER PROJECTS                                   | \$ 310,000                  | \$ 1,290,000              | \$ 550,000              | \$ 550,000                   | \$ 860,000                 | \$ 1,840,000              | \$ 980,000                 |
|         | Facilities and Equipment Project Management and Contingency | \$ -                        | \$ -                      | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|         | <b>TOTAL FACILITIES AND EQUIPMENT PROGRAM</b>               | <b>\$ 950,000</b>           | <b>\$ 2,238,936</b>       | <b>\$ 5,613,696</b>     | <b>\$ 5,814,147</b>          | <b>\$ 6,563,696</b>        | <b>\$ 8,053,083</b>       | <b>\$ 1,489,387</b>        |

**TOWN OF HILTON HEAD ISLAND - CAPITAL IMPROVEMENTS PROGRAM FY24**

| MAP KEY                                | PROJECTS                                                                                               | FY23 BUDGETED CARRY FORWARD | FY23 ACTUAL CARRY FORWARD | FY24 BUDGETED NEW FUNDS | FY24 ACTUAL NEW FUNDS ACTUAL | FY24 TOTAL ORIGINAL BUDGET | FY24 TOTAL REVISED BUDGET | FY24 TOTAL BUDGET INCREASE |
|----------------------------------------|--------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------|-------------------------|------------------------------|----------------------------|---------------------------|----------------------------|
| <b>FLEET PROGRAM</b>                   |                                                                                                        |                             |                           |                         |                              |                            |                           |                            |
| <b>FI3</b>                             | Town Vehicle Replacement                                                                               |                             |                           |                         |                              |                            |                           |                            |
|                                        | Staff Vehicle Replacement                                                                              | \$ -                        | \$ -                      | \$ 181,000              | \$ 181,000                   | \$ 181,000                 | \$ 181,000                | \$ -                       |
|                                        | New Staff Vehicles                                                                                     | \$ -                        | \$ -                      | \$ 360,000              | \$ 360,000                   | \$ 360,000                 | \$ 360,000                | \$ -                       |
|                                        | <i>Total Town Vehicle Replacement</i>                                                                  | \$ -                        | \$ -                      | \$ 541,000              | \$ 541,000                   | \$ 541,000                 | \$ 541,000                | \$ -                       |
| <b>FI4</b>                             | FR Apparatus & Vehicle Replacement                                                                     |                             |                           |                         |                              |                            |                           |                            |
|                                        | Engine/Pumper Replacement/Quint Company Replacement (2)                                                | \$ -                        | \$ -                      | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
|                                        | Staff Vehicle Replacement                                                                              | \$ -                        |                           | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
|                                        | New Staff Vehicles                                                                                     | \$ -                        |                           | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
|                                        | Support Vehicle Replacement                                                                            | \$ -                        | \$ -                      | \$ -                    | \$ -                         | \$ -                       | \$ -                      | \$ -                       |
|                                        | <i>Total FR Apparatus &amp; Vehicle Replacement</i>                                                    | \$ 7,518,420                | \$ 7,489,466              | \$ 170,000              | \$ 198,954                   | \$ 7,688,420               | \$ 7,688,420              | \$ -                       |
|                                        | Fleet Project Management and Contingency                                                               | \$ -                        |                           | \$ 100,000              | \$ 100,000                   | \$ 100,000                 | \$ 100,000                | \$ -                       |
|                                        | <b>TOTAL FLEET PROGRAM</b>                                                                             | <b>\$ 7,518,420</b>         | <b>\$ 7,489,466</b>       | <b>\$ 811,000</b>       | <b>\$ 839,954</b>            | <b>\$ 8,329,420</b>        | <b>\$ 8,329,420</b>       | <b>\$ -</b>                |
| <b>LAND ACQUISITION ADMINISTRATION</b> |                                                                                                        |                             |                           |                         |                              |                            |                           |                            |
|                                        | Land Acquisition Administration                                                                        | \$ 290,000                  | \$ 85,041                 | \$ 110,000              | \$ 314,959                   | \$ 400,000                 | \$ 400,000                | \$ -                       |
|                                        | Land Acquisition - 30 Bryant Road, 71 Shelter Cove Lane, Mathews Drive, 72 Pope Avenue, Marshland Road | \$ -                        | \$ -                      | \$ -                    | \$ 11,927,000                | \$ -                       | \$ 11,927,000             | \$ 11,927,000              |
|                                        | <b>TOTAL LAND ACQUISITION ADMINISTRATION</b>                                                           | <b>\$ 290,000</b>           | <b>\$ 85,041</b>          | <b>\$ 110,000</b>       | <b>\$ 12,241,959</b>         | <b>\$ 400,000</b>          | <b>\$ 12,327,000</b>      | <b>\$ 11,927,000</b>       |
|                                        | <b>TOTAL CIP</b>                                                                                       | <b>\$ 21,941,440</b>        | <b>\$ 23,737,446</b>      | <b>\$ 18,051,641</b>    | <b>\$ 31,438,450</b>         | <b>\$ 39,993,081</b>       | <b>\$ 55,175,896</b>      | <b>\$ 15,182,815</b>       |

## ATTACHMENT 7

|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
|-------------------------------------------------------------------------------------------|-------------------------------|--|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------|--------------------------------------------------------------|--|----------------------------------------------------------------------|-------------------------------------------|
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>AMERICAN RESCUE PLAN FUNDS</b>                                                         |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>PROPOSED FUNDING REALLOCATION</b>                                                      |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>American Rescue Plan Funding Appropriations -<br/>Approved by Town Council</b>         |                               |  | <b>Allocation<br/>Amount<br/>Approved by<br/>Town Council-<br/>August<br/>19,2021</b> | <b>FY2024<br/>Budget<br/>Reallocation<br/>Approved by<br/>Town Council</b> | <b>Revised<br/>Allocation<br/>Amounts<br/>effective FY24</b> |  | <b>Estimated<br/>Funding to<br/>Execute<br/>Pending<br/>Projects</b> | <b>Revised<br/>Allocation<br/>Amounts</b> |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>Public Infrastructure (TBD)</b>                                                        |                               |  | 1,627,178                                                                             | (300,000)                                                                  | 1,327,178                                                    |  | <b>(969,158)</b>                                                     | 358,020                                   |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>Coummunity Foundation of the Lowcountry<br/>Pandemic Impact Grants</b>                 |                               |  | 1,000,000                                                                             |                                                                            | 1,000,000                                                    |  | -                                                                    | 1,000,000                                 |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>Town Hall Security and Technology Improvements</b>                                     |                               |  | 1,000,000                                                                             |                                                                            | 1,000,000                                                    |  | -                                                                    | 1,000,000                                 |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>Workforce Housing Development/Infrastructure</b>                                       |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
|                                                                                           | Northpoint Workforce Housing* |  | 1,000,000                                                                             |                                                                            | 1,000,000                                                    |  | -                                                                    | 1,000,000                                 |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>Home Repair-Structural Safety/Removal of Unsafe &amp;<br/>Uninhabitable Structures</b> |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
|                                                                                           | Home Safe and Repair          |  | 400,000                                                                               | 200,000                                                                    | 600,000                                                      |  | <b>899,741</b>                                                       | 1,499,741                                 |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
|                                                                                           | Lateral Sewer Connection      |  | 200,000                                                                               | 100,000                                                                    | 300,000                                                      |  | <b>69,417</b>                                                        | 369,417                                   |
|                                                                                           |                               |  |                                                                                       |                                                                            |                                                              |  |                                                                      |                                           |
| <b>Totals</b>                                                                             |                               |  | <b>5,227,178</b>                                                                      | <b>-</b>                                                                   | <b>5,227,178</b>                                             |  | <b>-</b>                                                             | <b>5,227,178</b>                          |





# TOWN OF HILTON HEAD ISLAND

## *Town Council*

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**TO:** Town Council Members  
**FROM:** Josh Gruber, Deputy Town Manager  
**CC:** Marc Orlando, Town Manager  
**DATE:** April 2, 2024  
**SUBJECT:** Consideration of an Ordinance of the Town of Hilton Head Island, South Carolina, Authorizing the Execution of an Easement Encumbering Property to be Owned by the Town of Hilton Head Island, Under the Authority of S.C. Code Ann. § 5-7-40 (Supp. 2023), and § 2-7-20, Municipal Code of the Town of Hilton Head Island (1983); and Providing for Severability and an Effective Date.

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### **RECOMMENDATION:**

The Town Council should review the proposed Ordinance authorizing the execution of an easement for access purposes across land to be acquired by the Town of Hilton Head Island as part of the development of Patterson Park.

### **Summary:**

At its meeting on March 5, 2024, the Town Council authorized the Mayor and Town Manager to enter into a contract with Herbert Ford to purchase real property located on Marshland Road in connection with the planned development of Patterson Park. The terms and conditions of the March 5, 2024, Contract, obligate the Town to execute and deliver an easement to Herbert Ford authorizing access across the Town Property and the placement of underground utilities and drainage lines on the Town Property.

Under the terms and conditions of the March 5, 2024, Contract, the execution and delivery of the easement is to take place at the Closing of the Town's purchase of the Town Property. To lawfully authorize such an action, the Town Council must adopt an Ordinance authorizing the granting of this easement which is attached hereto as Exhibit "A".

### **ATTACHMENTS:**

1. Draft Ordinance Authorizing the Execution of an Easement Encumbering Property to be Owned by the Town of Hilton Head Island

**ORDINANCE 2024-\_\_\_\_**

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AUTHORIZING THE EXECUTION OF AN EASEMENT ENCUMBERING PROPERTY TO BE OWNED BY THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, UNDER THE AUTHORITY OF S. C. CODE ANN. § 5-7-40 (SUPP. 2023), AND § 2-7-20, *MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, (1983)*; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**LEGISLATIVE FINDINGS**

WHEREAS, on March 5, 2024, The Town of Hilton Head Island, South Carolina, entered into a Contract with Herbert Ford to purchase real property located on Marshland Road from Herbert Ford (hereinafter the “Town Property”); and,

WHEREAS, the terms and conditions of the March 5, 2024, Contract, obligate the Town to execute and deliver an easement to Herbert Ford authorizing access across the Town Property and the placement of underground utilities and drainage lines on the Town Property; and,

WHEREAS, under the terms and conditions of the March 5, 2024, Contract, the execution and delivery of the easement is to take place at the Closing of the Town’s purchase of the Town Property; and,

WHEREAS, the form of the easement to be granted by the Town is attached hereto as Exhibit “A”; and,

WHEREAS, S. C. Code Ann. § 5-7-40 (Supp. 2023) and § 2-7-20, *Municipal Code of the Town of Hilton Head Island, South Carolina, (1983)*, require that any lease, conveyance or granting of an interest in real property owned by the Town of Hilton Head Island, South Carolina, must be authorized by Ordinance.

**NOW THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA; AND IT IS ORDAINED BY THE AUTHORITY OF THE SAID TOWN COUNCIL, AS FOLLOWS:**

***Section 1.*** Execution and Delivery of Easement Encumbering the Town Property:

The Mayor and the Town Manager are authorized to execute and deliver an easement authorizing access across the Town Property and the placement of underground utilities and drainage lines on the Town Property. The easement will be in the form and substance as the document attached hereto as Exhibit "A."

***Section 2.*** Severability.

If any section, phrase, sentence, term or part of this Ordinance is, for any reason, held or deemed to be invalid or unconstitutional by any court of competent jurisdiction, then such section, phrase, sentence or portion shall be deemed a separate, distinct and independent part and shall not affect the remaining parts of this Ordinance.

**Section 3.** Effective Date.

This Ordinance shall become effective upon adoption by the Town Council for the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED AND ADOPTED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ON THIS \_\_\_\_\_ DAY OF APRIL, 2024.**

-----  
Alan R. Perry, Mayor

ATTEST:

-----  
Kimberly Gammon, Town Clerk

First Reading: March 19, 2024

Second Reading:-----

Approved as to form: -----  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member:-----

**EXHIBIT “A” TO ORDINANCE AUTHORIZING GRANTING OF  
AN EASEMENT ON TOWN OWNED PROPERTY ON FOR  
MARSHLAND ROAD**

|                         |   |                     |
|-------------------------|---|---------------------|
| STATE OF SOUTH CAROLINA | ) |                     |
|                         | ) | ACCESS, UTILITY AND |
| COUNTY OF BEAUFORT      | ) | DRAINAGE EASEMENT   |

This Access, Utility and Drainage Easement (this “Easement”) is made and entered into by and between The Town of Hilton Head Island, South Carolina, a body politic (the “Town”), whose address is 1 Town Center Court, Hilton Head Island, SC 29928, and Herbert Ford (“Ford”), whose address is 19 Marshland Road, Hilton Head Island, SC 29926.

WHEREAS, contemporaneously with the execution and delivery of this Easement, Ford has sold to the Town that certain tract of real property containing 0.639 acre, more or less, shown and described as “Lot 9” on that certain plat of survey entitled “A Lot Line Reconfiguration of Lot 9 #19 Marshland Road Mingo Green Estates” prepared by Atlas Surveying, Inc., Jeremy W. Reeder, SCPLS 28139, dated 24 July 2023 and recorded in the Office of the Register of Deeds for Beaufort County, South Carolina (the “ROD Office”) in Plat Book \_\_\_\_\_ at Page \_\_\_\_ (the “Lot 9 Survey”); and

WHEREAS, Ford is the owner of those certain tracts of real property containing in aggregate 1.419 acres, more or less, and individually (a) containing 0.665 acre, more or less, shown and described as “Lot 13”, and (b) containing 0.664 acre, more or less, shown and described as “Lot 12”, both on that certain plat of survey entitled “Plat of As-Built Survey for Jim Wiley Realty Co. Lots 9, 12 and 13 (2.009 Ac.) Mingo Green Estate” prepared by Sea Island Engineering, Inc., M.A. Dunham, SCPLS 11580, dated 16 April 1997, last revised 12 November 1997, and recorded in the ROD Office in Plat Book 63 at Page 101; and (c) containing 0.090 acre, more or less, shown and described as “Area to be Combined with Lot 13” on the Lot 9 Survey (collectively, the “Ford Tracts”); and

WHEREAS, with the conveyance of Lot 9 by Ford to the Town, Ford desires to save and except from such conveyance the various easement provided for herein for the benefit of the Ford Tracts, and the Town intends to grant and establish such easements for the benefit of the Ford Tracts; and



WHEREAS, this Easement was approved by the Town Council of the Town by way of the adoption of Ordinance No. \_\_\_\_\_ on \_\_\_\_\_ 2024;

NOW, THEREFORE, for and in consideration of the conveyance of Lot 9 by Ford to the Town, of Ten and No/100 (\$10.00) Dollars paid in hand by Ford to the Town, and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and intending to be legally bound, the Town and Ford hereby declare, covenant, and agree as follows:

1. Recitals. The above preamble and “WHEREAS” clauses are hereby incorporated as if restated verbatim.

2. The Access Easement. Subject to the terms, conditions, restrictions, and limitations set forth in this Easement, Ford hereby creates, establishes, and reserves for the benefit of the Ford Tracts, and the Town hereby grants, bargains, sells, and conveys to Ford for the benefit of the Ford Tracts, a perpetual, appurtenant, non-exclusive easement for vehicular and pedestrian access (the “Access Easement”) on, over, and across Lot 9; to have and to hold unto Ford, his heirs, successors, and assigns, forever.

A. Nature and Purpose. The Access Easement is for the purpose of providing vehicular and pedestrian ingress to and egress from the right-of-way of Marshland Road, a public road, and the Ford Tracts. The Access Easement is intended to be appurtenant to the Ford Tracts because the parties to this Easement hereby declare that the Access Easement is essentially necessary for the use and enjoyment of the Ford Tracts.

B. Terms, Conditions, and Restrictions. The Access Easement is for the use and benefit of Ford and all other residents on the Ford Tracts, and their respective patrons, guests, licensees, employees, and invitees. The Access Easement is non-exclusive in nature, and the Town has the right to use Lot 9 for any purposes; provided, however, that any such other use by the Town shall not unreasonably interfere with the exercise of the easement rights established herein. Until the Town has completed the construction of an access road from Marshland Road to the adjacent Town Property and the Ford Property substantially in conformance with the plan for the access road shown and depicted on that certain Concept Plan prepared by Witmer Jones Keefer Ltd. dated July 2023, attached hereto as Exhibit A (the “Concept Plan”), Ford shall be entitled to utilize those portions of Lot 9 as have historically been utilized for ingress to and egress from the Ford Tracts. Upon the completion of the access road, the Access Easement shall be limited to those portions of the paved driving surface extending from the right-of-way of Marshland Road to the Ford Tracts. The Town shall have the right from time to time to reconfigure or otherwise alter the design and layout of the

paved driving surface on Lot 9, to relocate the Access Easement to other portions of Lot 9, and to reconstruct and modify the paved driving surface on Lot 9, all without the necessity of obtaining any approval from Ford; provided, however, any such reconfiguration or alteration of the design and layout of the paved driving surface on Lot 9, or any such relocation of the Access Easement shall not have material, adverse impacts upon physical access through Lot 9 to and from the right-of-way of Marshland Road and the Ford Tracts as contemplated by this Easement, or with any other existing easements, granted herein or otherwise. No portion of the Access Easement may be used by Ford for vehicle parking.

C. Maintenance. The Access Easement, including the paved driving surface, shall be maintained by the Town; provided, however, that Ford shall be responsible for any act or omission of his own and of his tenants, and each of their respective employees, agents, contractors, subtenants, guests, patrons, or invitees that results in the need for extraordinary repairs or maintenance to any portion of the Access Easement, including the paved driving surface, and for all costs incurred in connection with such extraordinary repairs or maintenance.

3. The Utility and Drainage Easement. Subject to the terms, conditions, restrictions, and limitations set forth in this Easement, Ford hereby creates, establishes, and reserves for the benefit of the Ford Tracts, and the Town hereby grants, bargains, sells, and conveys to Ford for the benefit of the Ford Tracts, a perpetual, appurtenant, non-exclusive easement for the installation and maintenance of underground lines, wires, pipes, drainage pipes, and other facilities for water and sanitary sewer utility services, electrical utility services, telephone utility services, CATV and fiber optic utility services, and stormwater drainage services (collectively, the “Utility and Drainage Easement”) on, over, and across that portion of Lot 9 that is described as follows:

That certain area that is twenty (20') feet in width running in a generally north to south direction from the right of way of Marshland Road on Lot 9 to the common boundary of Lot 9 and Lot 13 of the Ford Tracts located twenty (20') feet from and parallel to the current common boundary of Lot 9 and the adjacent property owned by the Town of Hilton Head Island, South Carolina (the “Utility Easement Area”); provided, however, that the owners of Lot 9 and the Ford Tracts may agree to alter the configuration of the Utility Easement Area on such terms as they may deem appropriate.

to have and to hold unto Ford, his heirs, successors, and assigns, forever.

A. Nature and Purpose. The Utility and Drainage Easement is for the purpose of providing water and sanitary sewer utility services, electrical utility services, telephone utility services, and CATV, underground drainage pipes and

fiber optic utility services from the right-of-way of Marshland Road to the Ford Tracts. The Utility and Drainage Easement is intended to be appurtenant to the Ford Tracts because the parties to this Easement hereby declare that the Access Easement is essentially necessary for the use and enjoyment of the Ford Tracts.

B. Terms, Conditions, and Restrictions. The Utility and Drainage Easement is for the use and benefit of Ford and all other residents on the Ford Tracts. The use of the Utility and Drainage Easement for utility services shall be limited to those portions of Lot 9 without vertical improvements which may be necessary to make connections to utility services lines, wires, and pipes, where such lines, wires, and pipes are located from time to time, and includes the right to reconstruct, maintain, and operate existing underground lines, wires, pipes, pumps, valves, and other improvements necessary in order to provide utility services to the Ford Tracts from the right-of-way of Marshland Road, but only to the extent that any such connections are approved in writing by the applicable utility service provider.

C. Maintenance. Ford shall be solely responsible for the cost of installation, construction, maintenance, repair or replacement of any utility facilities installed within the Utility Easement Area by him.

D. Duty to Restore. Following the installation or construction of any utilities allowed under the terms and conditions of this easement, or the maintenance, repair or replacement of any such utilities, Ford shall restore any part of the Town's property or facilities damaged by such installation, construction, maintenance, repair or replacement of such utilities to its pre-existing condition.

4. Additional General Terms, Conditions, and Restrictions. The parties to this Easement hereby further covenant and agree as follows:

A. Non-exclusive Easements. All of the easements granted herein are non-exclusive in nature, and the Town reserves the right to use any and all portions of Lot 9, including, without limitation, the portions of Lot 9 that are subject to the easements granted herein, as it may deem appropriate in its sole discretion, and to grant other easements of any nature on, over, or across any and all portions of Lot 9; *provided, however*, any such use shall not unreasonably interfere with the exercise of the easements and rights established herein.

B. Breach Not Termination; Attorney's Fees. No breach or violation of any of the provisions of this Easement shall entitle any party to cancel, rescind, or terminate this Easement. No breach or forbearance of remedies shall affect in any manner any rights or remedies any party may have under this Easement, and each

party retains all rights at law and in equity, except as otherwise provided for herein. If any party undertakes legal action to enforce any right or remedy under this Easement, the prevailing party in any such action, suit, arbitration, or mediation shall be entitled to recover its reasonable costs and expenses in connection with such legal action and related appeal, including, but not limited to, court costs and reasonable attorney's fees.

5. Miscellaneous. This Easement shall be binding upon and shall inure to the benefit of the parties hereto, their respective heirs, successors, and assigns. In the event any provision hereof is held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of any other provisions hereof. This Easement may not be modified except by written modification executed by the parties. This Easement shall be construed, governed, and interpreted in accordance with the laws of the State of South Carolina.

[Signature pages follow]

IN WITNESS WHEREOF, Herbert Ford has signed and sealed this Access, Utility and Drainage Easement on \_\_\_\_\_ 2024.

SIGNED, SEALED, AND DELIVERED IN THE PRESENCE OF:

\_\_\_\_\_(L.S.)  
Herbert Ford

\_\_\_\_\_

STATE OF SOUTH CAROLINA )  
COUNTY OF BEAUFORT ) ACKNOWLEDGEMENT

I, the undersigned Notary Public, do hereby certify that Herbert Ford personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and seal on \_\_\_\_\_ 2024.

\_\_\_\_\_(SEAL)  
Notary Public for South Carolina  
My Commission Expires: \_\_\_\_\_

IN WITNESS WHEREOF, The Town of Hilton Head Island, South Carolina, a body politic has caused this Access, Utility and Drainage Easement to be signed and sealed on \_\_\_\_\_ 2024.

SIGNED, SEALED, AND DELIVERED IN THE  
PRESENCE OF:

The Town of Hilton Head Island, South Carolina, a  
body politic

\_\_\_\_\_

By: \_\_\_\_\_(L.S.)  
Allen R. Perry, Mayor

\_\_\_\_\_

Attest: \_\_\_\_\_(L.S.)  
Marc A. Orlando, Town Manager

STATE OF SOUTH CAROLINA

)

COUNTY OF BEAUFORT

)

)

ACKNOWLEDGEMENT

I, the undersigned Notary Public, do hereby certify that Allen R. Perry and Marc A. Orlando personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and seal on \_\_\_\_\_ 2024.

\_\_\_\_\_(SEAL)  
Notary Public for South Carolina  
My Commission Expires: \_\_\_\_\_