



Town of Hilton Head Island  
**Special Meeting of Town Council**  
**Tuesday, May 12, 2020, 2:00 p.m.**  
**AGENDA**

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This meeting is being conducted electronically and broadcast on the Town's Facebook Page (<http://facebook.com/TownofHiltonHeadIslandSC>), the Town's website (<https://www.hiltonheadislandsc.gov/>), the Beaufort County Broadcast Channel website (<https://beaufortcountysc.gov/the-county-channel/live.html>), and Hargray Channels 9 & 113 and Spectrum Channel 1304.

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. **Invocation – Rev. Bill McCutchen, Hilton Head Presbyterian**
4. **Approval of Agenda**
5. **Approval of Minutes**
  - a. Special Town Council Meeting, April 28, 2020
  - b. Special Town Council Meeting, May 5, 2020
6. **Lowcountry Area Transportation Study Update – Councilman Glenn Stanford**
7. **Unfinished Business**
  - a. **Second Reading of Proposed Ordinance 2020-11 – Town Code Update of Parking and Towing**

Second Reading of Proposed Ordinance 2020-11 to amend the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Sections 12-3-211, 12-3-412, 12-3-413, and 12-5-112, and by adding Section 12-3-213 and by deleting Section 12-3-411, to declare certain activities related to the parking of vehicles to be unlawful, to declare unlawfully parked vehicles to be a public nuisance, to provide for the towing of vehicles that are found to be a public nuisance; providing for exemptions; and providing for severability and an effective date.
8. **New Business**
  - a. **Consideration of a Resolution – Community Development Block Grant Entitlement Program 2020-2024 Consolidated 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 five-year Consolidated Plan (2020-2024) and the Annual Action Plan for Program Year 2020.
  - b. **Consideration of a Resolution – Community Foundation of the Lowcountry Community Development Block Grant Memorandum of Agreement**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina authorizing the execution of a Memorandum of Agreement by and between the Town of Hilton Head Island and the Community Foundation of the Lowcountry Board of Directors on behalf of the Community Foundation of the Lowcountry.

**9. State of Emergency Business**

**a. Discussion and Possible Actions Related to Town Beach and Park Access**

**b. Reading of Proposed Emergency Ordinance 2020-13 - Electronic Meetings of Town Boards and Commissions**

Reading of proposed Emergency Ordinance 2020-13 establishing the standards for electronic meetings of Town Boards and Commissions in the Town of Hilton Head Island.

**10. Town Council Discussion**

**11. Executive Session**

**a. Contractual Matters**

Discussion of negotiations incidents to proposed contractual arrangements with Beaufort County.

**12. Possible Actions Taken by Council as a Result of Discussions in Executive Session**

**13. Adjournment**

Public comments concerning agenda items can be submitted electronically via the Town's Virtual Town Hall portal (<https://hiltonheadislandsc.gov/opentownhall/>). The portal will close **TWO (2) HOURS** prior to the scheduled meeting. All comments will be provided to Town Council for review and made part of the official record.

**THE TOWN OF HILTON HEAD ISLAND  
TOWN COUNCIL SPECIAL MEETING MINUTES**

**Date:** Tuesday, April 28, 2020

**Time:** 2:00 p.m.

**Present from Town Council:** John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; David Ames, Tamara Becker, Marc Grant, Tom Lennox, Glenn Stanford, *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Josh Gruber, *Assist. Town Manager*; Shawn Colin, *Director of Community Development*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

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**1. Call to Order**

Mayor McCann called the meeting order at 2:00 p.m. By way of roll call, Mayor McCann confirmed the attendance of all members of Council.

**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 of Allegiance**

**4. Invocation – Senior Pastor Neil Yongue, Jr. – St. Andrew by the Sea**

Pastor Yongue delivered the invocation.

**5. Approval of Agenda**

Mr. Ames moved to approve. Mr. Stanford seconded. By way of roll call, the agenda was approved as written by a vote of 7-0.

**6. Guest Speakers**

**a. Update from Jeremy Clark, CEO, Hilton Head Regional Healthcare**

Jeremy Clark, CEO of Hilton Head Regional Healthcare, provided an update on operations currently taking place at Hilton Head Hospital. Mr. Clark reported that the hospital system has been focusing on four primary goals: testing, screening, spacing, and cleaning. He said that they have received the new Abbott ID for testing, which will assist in turning results around quicker. Mr. Clark said that the no visitor policy is still in place and working out well to keep the spread down in the hospitals. He said anyone who comes to the hospital is asked questions about their current health, travel, and other necessary screening questions. Mr. Clark reported that they have implemented new spacing protocol which includes spacing the chairs in waiting rooms and ensuring every patient has their own private room. He also talked about the cleaning protocol that has been put into place. He said besides the everyday cleaning their Environmental Services provides, the intake clerks in the ER are cleaning and disinfecting their windows after each patient. Other departments are also doing the same to ensure things stay clean and disinfected. Mr. Clark introduced Dr. Bennett, President of Hospital Staff. Dr. Bennett talked about the testing, reporting that results are coming back as quickly as 24 hours after sending out. He said they have a great relationship with DHEC and with local private labs which has helped expedite the testing.

## **6. Guest Speakers (cont.)**

### **b. Update from Bill Miles, President and CEO, Hilton Head Island-Bluffton Chamber of Commerce**

Bill Miles, President and CEO, Hilton Head Island-Bluffton Chamber of Commerce, gave a presentation to Council on the Path Forward Readiness Plan. Mr. Miles stated that in collaboration with Chamber staff, residents, and community leaders, they have begun to work on a plan to restore the community. He said that the Path Forward Readiness Plan will focus on the protocols to put in place so the community can safely reopen seven key sectors of the business community; restaurants, retail, lodging, recreation, small business, childcare, and faith organizations. Mr. Miles reviewed the seven chairs for each sector task force, noting the task forces are made up of more than 100 individuals from the business and government sectors, as well as residents. He said that Path Forward Readiness Plan will be led by a steering committee that includes representation from the healthcare community. Mr. Miles stated that task force meetings kicked off earlier in the day and will continue over the next two days. He said this week, they will be working toward the common goal of reopening the economy safely. The goal is to have the recommendations for business best practices available by May 15<sup>th</sup>. Mr. Miles said additional information about the Path Forward Readiness Plan at [www.thepathforward.org](http://www.thepathforward.org). He closed his presentation, by saying the plan is to reopen the community when the time is right. Before concluding his update to Council, Mr. Miles noted that they would be coming to Council to look for an investment from the Restricted Advertising Account. He noted when they do that, it would be a three pronged approach: in the very beginning, to get things up and running slowly, the hyper-local would be the first thing to focus on to immediately help the economic recovery; secondly, looking at the regional drive markets; and third, phasing in the fly markets. Mr. Miles noted that one very positive thing, is that the resorts and hotel community has relaxed their cancellation policies to guests.

## **7. Consent Agenda: Approval of Town Council Meeting Minutes**

- a. Regular Town Council Meeting, March 17, 2020**
- b. Emergency Town Council Meeting, March 21, 2020**
- c. Emergency Town Council Meeting, March 26, 2020**
- d. Emergency Town Council Meeting, March 30, 2020**
- e. Emergency Town Council Meeting, April 3, 2020**
- f. Emergency Town Council Meeting, April 7, 2020**
- g. Emergency Town Council Meeting, April 10, 2020**
- h. Emergency Town Council Meeting, April 21, 2020**

Mr. Harkins moved to the Consent Agenda. Mr. Stanford seconded. With no discussion on this items, by way of roll call, the motion was approved by a vote of 7-0.

## **8. Staff Update on Recovery Functions – Shawn Colin, Director of Community Development**

Shawn Colin, Director of Community Development, gave an update on initial recovery functions currently in place. Mr. Colin reported that the Recovery Plan is designed to supplement the Town's Emergency Operation's Plan and identify departments and agencies to aid disaster victims in conjunction with Federal, State, and County governments and coordinate emergency recovery activities. He noted the achievement of some short-term recovery objectives: the implementation of continuity of government procedures, establishing any temporary facilities/structures needed for Town operations, and short-term public information/community relations activities. Mr. Colin also reported that long-term recovery activities are currently being evaluated for implementation. He discussed the recent changes to the Community Development Block Grant Entitlement Program funding. He said these allowed for the adjustment of the 2020-2024 Consolidated Plan to include COVID-19 response and recovery.

## **9. Review and Discussion of Latest DHEC COVID-19 Data**

Mr. Riley reviewed the latest COVID-19 data provided by the SC Department of Health and Environmental Control. He showed Council where within the Town's website this information is readily available. Mr. Riley confirmed the DHEC reported both the number of reported new cases as well as the cumulative overall reported cases.

## **10. Consideration of Amendments to Existing Emergency Closure of Public Beach and Park Access**

Mr. Harkins made a motion to amend the existing emergency closure of public beach and park access. The amendments noted are as follows: May 1, 2020, open access to Islanders Beach Park and Coligny Beach. All spaces are reserved for beach pass holders, including metered spaces until further notice. Bathrooms will open as soon as safely possible. Playgrounds, picnic shelters will remain closed. Rental of beach equipment is prohibited. Trash and recycle pick-up and removal will be restored for the entire beach. May 7, 2020, open access to Jarvis Creek Park and Crossings Park. No team sports will be prohibited at Crossings Park. All playgrounds, recreational equipment and picnic shelters will remain closed. Restrooms will be opened. May 12, 2020, Town Council shall hold a special meeting to discuss and determine next steps. Mr. Ames seconded the motion to amend the existing emergency closure of public beach and park access. The members of Council discussed the item at length, which included an opposing opinion from Mr. Grant. By way of roll call, the motion to approve the amendments was approved by a vote of 6-1. Mr. Grant opposed.

## **11. Amendments to Existing Emergency Ordinance Regulating Parking and Towing of Vehicles**

Mr. Riley led the discussion about the current emergency ordinance regulating parking and town of vehicles. Mr. Harkins moved to maintain the existing emergency ordinance. Mrs. Becker seconded. The members of Council had a brief discussion on this item. By way of roll call, the motion was approved by a vote of 7-0.

## **12. First Reading of Proposed Ordinance 2020-11 – Town Code Update of Parking and Towing**

First Reading of Proposed Ordinance 2020-11 to amend the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Sections 12-3-211, 12-3-412, 12-3-413, and 12-5-112, and by adding Section 12-3-213 and by deleting Section 12-3-411, to declare certain activities related to the parking of vehicles to be unlawful, to declare unlawfully parked vehicles to be a public nuisance, to provide for the towing of vehicles that are found to be a public nuisance; providing for exemptions; and providing for severability and an effective date.

Mr. Riley clarified that once adopted, this ordinance would replace the emergency ordinance currently in place. Mr. Harkins moved to approve. Mr. Stanford seconded. With no additional discussion about this matter, the motion was approved by way of roll call, 7-0.

## **13. Town Council Discussion**

Mayor McCann called on each member of Council who discussed items of importance to the community.

## **14. Executive Session**

Mr. Riley stated that he had a need to enter Executive Session for a discussion on personnel matters regarding Town Council appointments of Boards, Committees, and Commissions.

At 3:31 p.m. Mr. Harkins moved to enter Executive Session for the matter described by Mr. Riley. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

## **15. Possible action by Town Council concerning matters discussed in Executive Session**

## **16. Adjournment**

Council returned from Executive Session, and by unanimous vote, the meeting adjourned at 5:05 p.m.

**THE TOWN OF HILTON HEAD ISLAND  
TOWN COUNCIL SPECIAL MEETING MINUTES**

**Date: Tuesday, May 5, 2020**

**Time: 2:00 p.m.**

**Present from Town Council:** John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; David Ames, Tamara Becker, Marc Grant, Tom Lennox, Glenn Stanford, *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Josh Gruber, *Assist. Town Manager*; Shawn Colin, *Director of Community Development*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

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**1. Call to Order**

Mayor McCann called the meeting order at 2:00 p.m. By way of roll call, Mayor McCann confirmed the attendance of all members of Council.

**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. Approval of Agenda**

By way of roll call, Council unanimously approved the agenda as written by vote of 7-0.

**4. Executive Session**

Mr. Riley stated that he had a need to enter Executive Session for a discussion on personnel matters regarding Town Council appointments of Boards, Committees, and Commissions.

At 2:01 p.m. Mr. Harkins moved to enter Executive Session for the matter described by Mr. Riley. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

At 2:17 p.m. Council returned from Executive Session.

**5. Possible action by Town Council concerning matters discussed in Executive Session**

Mr. Harkins moved to remove Mr. Palmer Simmons from his appointment to the Hilton Head Island Planning Commission effective immediately with the appropriate notice thereof to be delivered to Mr. Simmons pursuant to Town Code. Mr. Stanford seconded. By way of roll call, the motion was approved by a vote of 7-0.

Mr. Stanford moved to approve the recommendation to the Beaufort County Legislative Delegation reappointing James E. Baker, Jr. to a six-year term as the Town's representative to the Beaufort Jasper Water Sewer Authority Board. The term begins July 1, 2020 through June 30, 2026. Mr. Harkins seconded. By way of roll call, the motion was approved 7-0.

**6. Adjournment**

By unanimous vote, the meeting adjourned at 2:25 p.m.



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# TOWN OF HILTON HEAD ISLAND

## *Executive Department*

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**TO:** Town Council  
**DATE:** May 5, 2020  
**SUBJECT:** Second Reading of Proposed Ordinance 2020-11 – Amendments to the Municipal Code, related to the unlawfully parked vehicles

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At the April 28, 2020 Town Council meeting, Council unanimously approved the first reading of Proposed Ordinance 2020-11.

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

**ORDINANCE NO.: 2020-\_\_\_\_ PROPOSED ORDINANCE NO. 2020-11**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING SECTIONS 12-3-211, 12-3-412, 12-3-413 AND 12-5-112, AND BY ADDING SECTION 12-3-213, AND BY DELETING SECTION 12-3-411, TO DECLARE CERTAIN ACTIVITIES RELATED TO THE PARKING OF VEHICLES TO BE UNLAWFUL, TO DECLARE UNLAWFULLY PARKED VEHICLES TO BE A PUBLIC NUISANCE, TO PROVIDE FOR THE TOWING OF VEHICLES THAT ARE FOUND TO BE A PUBLIC NUISANCE; PROVIDING FOR EXEMPTIONS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Hilton Head Island provides public parking at numerous parks, beach access points, and other areas of Town-owned property at various locations all around the Town; and

**WHEREAS**, in order to ensure that there is maximum availability of public parking at these locations the Town regulates the parking on these properties by various means to include striped parking spots, metered parking spots, or parking by permit holders only; and

**WHEREAS**, when individuals park in contravention to conspicuously posted signage regulating the parking of vehicles on such properties or on any public right of way within the Town such actions are detrimental to the public good and shall constitute a violation of Town parking regulations thereby subjecting the vehicle to be immediately towed by a commercial towing service.

**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 TOWN COUNCIL THAT THE FOLLOWING SECTIONS OF TOWN CODE SHALL BE AMENDED:**

Underlined and bold-face typed text indicates additions to the Municipal Code of the Town of Hilton Head Island, South Carolina. Stricken text indicates deletions from the Municipal Code of the Town of Hilton Head Island, South Carolina.

**Section 1.** Chapters 3, 4 and 5 of Title 12 of the Municipal Code of the Town of Hilton Head Island, South Carolina, are hereby amended as follows:

~~Sec. 12-3-211. Parking In Violation of Town Signs.~~

- ~~(a) When signs are erected giving notice of no parking or other parking restrictions, no persons shall park his vehicle at any time upon any of the vehicular ways or portions thereof so designated.~~
- ~~(b) When time limits are designated in signs, no person shall park a vehicle upon a vehicular way or portion thereof between the hours so designated on any day, of or longer than the period and between the hours designated.~~
- ~~(c) When yellow lines or markings are painted, or otherwise affixed to the curbs, or appear upon any vehicular way or portion of the same, giving notice thereof, no person shall park at any time upon any of the vehicular ways or portions thereof so designated.~~

**Sec. 12-3-211. - Parking in violation of Posted or Marked Restrictions Declared Unlawful.**

- (a) It is unlawful to park any vehicle in any area where the Town, County or State has placed “no parking” or similar signs.**
- (b) It is unlawful to park any vehicle that does not have the appropriate permit displayed on or in it in any parking space where the Town has placed “permit holder only parking,” “handicap parking” or similar signs.**
- (c) It is unlawful to park any vehicle at any time along, in or upon any area in violation of any other parking restrictions posted or placed by the Town, County or State including restrictions related to time limits for parking in any area.**
- (d) It is unlawful to park any vehicle in any metered parking space in the municipal limits of the Town other than in strict compliance with the requirements of Title 12, Chapter 3, Article 1 of the Municipal Code of the Town of Hilton Head Island.**
- (e) It is unlawful to park any vehicle in any metered or un-metered space in any Town parking lot or in any metered or un-metered public parking space in any public right of way within the municipal limits of the Town overnight.**
- (f) When the Town has painted yellow lines or applied any other markings to curbs or pavement, including fire lanes, or has otherwise affixed any other markings to curbs or pavement, along**

**or upon any right of way, vehicular way or any portion of the same, giving notice that parking is prohibited or restricted in any way in or along the painted or marked area thereof, it is unlawful to park in any vehicle in violation of the restrictions.**

- (g) It is unlawful to park any vehicle within the right of way of any public road within the municipal limits of the Town of Hilton Head Island, South Carolina; provided, however, that parking a vehicle in any Town designated, defined and marked parking space existing in a public road right of way within the municipal limits of the Town of Hilton Head Island, South Carolina, is permitted in accordance with any posted restrictions or limitations placed by the Town.**
- (h) It is unlawful to park any vehicle in any public beach access other than in a defined, marked parking space.**
- (i) It is unlawful to park any vehicle on or in Town owned entrance or access roads to Town parks, open space, or on any power line or utility easement areas.**

**Sec. 12-3-213. Exemptions.**

**The following are exempted from the restrictions in Sec. 12-3-211 of the Municipal Code of The Town of Hilton Head Island, South Carolina:**

- (a) Beaufort County Sheriff's Office vehicles;**
- (b) Town of Hilton Head Island Fire Department, EMS and other official vehicles;**
- (c) vehicles of any utility provider while engaged in installation, repair or maintenance of utilities.**

~~Sec. 12-3-411. Parking in public beach access areas.~~

~~It shall be unlawful for any person to park in, or otherwise obstruct, any public or residential accessway to the beach. Whenever any law officer or authorized agent of the town shall find such access obstructed by a vehicle, such officer or agent shall:~~

- ~~(1) Issue a citation against the owner or lessee of the vehicle and affix the citation to the vehicle. The registered owner or lessee of a vehicle found in violation shall be held prima facie responsible for any such violation.~~
- ~~(2) Have the authority to impound the vehicle by giving authorization to a commercial towing or wrecker service to tow the vehicle away and store in a safe place until claimed by the owner or lessee, or by immobilizing it in such a manner as to prevent its operation, e.g., Denver boot.~~

~~Sec. 12-3-412. Parked Vehicles As Public Nuisance.~~

~~Any vehicle parked continuously in any metered parking space for twenty four hours or more or parked on any street or other public property, whether in an authorized or unauthorized zone, which is found to be the subject of Fifty (\$50.00) Dollars or more of past due on outstanding bonds under the town parking ordinance is hereby declared to be a public nuisance.~~

**Sec. 12-3-412. Parked Vehicles as Public Nuisance.**

- (a) **Any vehicle parked in violation of any term or subsection of Sec. 12-3-211 of the Municipal Code of The Town of Hilton Head Island, South Carolina, is hereby declared to be a public nuisance.**

**Sec. 12-3-413. Towing and Impounding and Immobilizing Vehicles Authorized.**

Any vehicle identified as a public nuisance **under Sec. 12-3-412 of The Municipal Code of The Town of Hilton Head Island, South Carolina,** may be impounded by the Town by giving authorization to a commercial towing or wrecker service to tow the vehicle away and store **it** in a safe place until claimed by the owner or by immobilizing it in such a manner as to prevent its operation. **Storage of any towed vehicle by a towing or wrecker company must be in a secure lot in or within twenty-five (25) miles of the municipal limits of the Town.**

~~(1) — Immobilization shall be at the direction of an officer of the law or authorized agent of the town charged with such responsibility.~~

~~(2) — Upon immobilization, the officer or agent shall place upon the vehicle a notice sufficient to warn the owner or driver that the vehicle has been immobilized and any attempt to move or drive it may result in damage; such notice shall also inform the owner or driver of the reason for immobilization and the amount of the outstanding bonds then due.~~

~~(3) — Immobilization shall remain in place for twenty four (24) hours unless sooner released in accordance with section 12-3-414. If compliance with section 12-3-414 has not occurred within twenty four (24) hours, the vehicle shall be towed and impounded.~~

~~(4) — The owner of the vehicle immobilized or towed shall have the right to be heard on the validity of the action taken by the town if a hearing is requested in writing within fifteen (15) days of immobilization. Such hearing shall be in municipal court.~~

~~(5) — The owner of an immobilized vehicle shall be subject to a fee of fifty dollars (\$50.00) for the immobilization, which fee shall be exclusive of any bonds posted, fines imposed, or storage costs assessed.~~

**Sec. 12-5-112. - Special requirements.**

- (a) Each wrecker shall display the owner or company name and business telephone number in at minimum two-inch high letters on both vehicle doors. Temporary lettering, magnetic or otherwise, is strictly prohibited.
- (b) ~~Each wrecker business which participates in nonconsensual towing and stores towed vehicles shall have a storage lot in the Town of Hilton Head Island and shall store all nonconsensually towed vehicles from within the town in this lot.~~ It shall be the responsibility of the wrecker business for ensuring that stored vehicles and their contents are kept safe from pilferage, **damage** and theft. These requirements are in addition to any other applicable zoning requirements.
- (c) At any time a vehicle is in the custody of the tow truck company, the tow truck company will permit the owner of personal property located within, but not attached to, the vehicle to remove such personal property from the vehicle without charge and without regard to any towing or storage charge owed on the vehicle. If the tow truck company has removed personal property from the vehicle, it will return it to the vehicle owner when requested without charge and without regard to any towing or storage charge owed on the vehicle. Should the tow truck operator or storage lot attendant have reasonable belief that such requested property constitutes contraband or other item(s), possession of which is unlawful, notification will be given to the appropriate law enforcement agency prior to release of the property.

**Sec. 12-5-114. Maximum towing and storage charges.**

- (a) The attached (Appendix A) schedule of fees shall be adhered to in establishing the maximum fee that can be charged for a nonconsensual tow and storage of towed vehicles, except as otherwise provided by an authorized governmental agency having competent jurisdiction. These fee limitations shall not apply when the owner/operator of a towed vehicle makes special arrangements with a wrecker service of his/her own choosing. These fees may be exclusive or cumulative in nature dependent upon the circumstances involved in the call for service. ~~Payment of towing or storage fees shall be permitted to be made by cash or credit card.~~
- (b) The schedule of fees shall be reviewed by the town manager on a regular basis. Adjustment of fees may be accomplished in the discretion of the town manager in the event of any significant change in economic conditions affecting the towing industry, e.g., cost of fuel.
- (c) Storage fees will not begin until twenty-four (24) hours after the motor vehicle has entered into the business's storage lot. Thereafter, storage fees shall accrue on a per day basis for anyone (1) day or portion thereof.
- (d) Each business engaged in nonconsensual (without the prior consent or authorization of the owner or operator of the vehicle) towing will post, in a prominent place, a placard which references this section and clearly identifies the

current schedule of fees. Said placard will be no less than twelve (12) by eighteen (18) inches and clearly visible to vehicle owners who will be paying a towing bill.

- (e) Each vehicle owner will be given an itemized invoice or receipt for the bill they have paid which details all charges that have been applied to the bill.

**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 adoption by the Town Council of the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.**

By: \_\_\_\_\_  
John J. McCann, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

First Reading: April 28, 2020

Revised First Reading \_\_\_\_\_, 2020

Second Reading: \_\_\_\_\_, 2020

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member: William Harkins



# **TOWN OF HILTON HEAD ISLAND**

## *Community Development Department*

**TO:** Stephen G. Riley, ICMA-CM, *Town Manager*  
**VIA:** Shawn Colin, *Director of Community Development*  
**VIA:** Jennifer Ray, *Deputy Director of Community Development*  
**FROM:** Marcy Benson, *Senior Grants Administrator*  
**DATE:** May 5, 2020  
**SUBJECT:** HUD/CDBG Entitlement Program 2020 - 2024 Consolidated Plan Request  
for Submittal to HUD

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### **Recommendation:**

Staff requests approval by resolution for submittal of the attached 2020 – 2024 Five Year Consolidated Plan (Plan) 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 Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was signed on March 27, 2020 to respond to the effects of the coronavirus (COVID-19). This made available CDBG-CV funds to be used to prevent, prepare for, and respond to COVID-19. The Town's CDBG-CV allocation is \$140,213. This amount is in addition to, but not combined with, the CDBG Fiscal Year 2020 allocation of \$238,349. The Plan outlines the uses for these funds. Approval of the Plan at the May 12, 2020 Town Council meeting will allow the Plan to be submitted in accordance with HUD requirements.

### **Summary:**

The 2020 – 2024 Five Year Consolidated Plan is a HUD requirement for participation in the CDBG Entitlement Program. The Plan is submitted to HUD every five years for review and approval. Allowing for flexibility due to COVID-19, HUD has allowed entitlement communities to extend the Plan submittal date beyond the usual May 15, 2020 deadline. The Plan describes planned uses for CDBG Fiscal Year 2020 funds and CDBG-CV funds. The Town will receive \$238,349 in CDBG Fiscal Year 2020 funds and \$140,213 in CDBG-CV funds for fiscal year 2020-2021 directly from HUD to benefit LMI residents in the prevention, preparation for, and response to COVID-19. There is no local match requirement and the annual allocation can fluctuate each year depending on HUD calculations. The attached Plan must be approved by HUD prior to execution of any CDBG Entitlement Program grant agreements.

### **Background:**

In 2015 the Town of Hilton Head Island began participating in the HUD CDBG Entitlement Program. The 2020 – 2024 Five Year Consolidated Plan will cover the Town's second five year CDBG Entitlement Program period. To meet HUD requirements a Five Year Consolidated Plan

must be prepared every five years of program participation and public input must be solicited during the Plan development process. Public Needs Assessment meetings were conducted on March 2 and March 5, 2020 after which the draft Plan was completed based on public input received at the public meetings and released on April 1, 2020 for the required 30 day public comment period. On April 2, 2020 HUD issued notification of the CDBG-CV funding allocation and the need to include this allocation in the 2020 – 2024 Consolidated Plan.

Due to the unique circumstances of COVID-19, HUD has allowed flexibility for public meetings, length of public comment periods and an extension of the Consolidated Plan/Annual Action Plan submittal date. Town staff closed the 30 day comment period, consulted with the Community Foundation of the Lowcountry regarding program administration capabilities, and revised the Plan to include the CDBG-CV funds in addition to the CDBG Fiscal Year 2020 allocation. In accordance with HUD guidelines related to COVID-19, activities funded in the first year of this Plan will be administrative costs and public services.

For years two through five of the Plan broad goals are detailed which include public facilities and improvements, or housing activities, or economic development initiatives, or public services, and program administration, as listed in the Needs Assessment meeting minutes attached to this memo. For year one of the Plan, CDBG Fiscal Year 2020 funds and CDBG-CV funds are proposed to be allocated to administrative costs and public services as identified through consultation with the Community Foundation of the Lowcountry. Specific projects for years two through five will be developed on an annual basis in accordance with the Consolidated Plan.

The draft Plan was released to the public on April 27, 2020 for the HUD allowed 5 day public comment period. The public comment period ended May 1, 2020. Two comments were received in support of the Plan. Responses to the comments were posted on the Town website on May 4, 2020 in accordance with the Town's Citizen Participation Plan public engagement requirements during emergency declarations. Comments received will be included in the final submittal document to HUD.

Approval of the Plan at the May 12, 2020 Town Council meeting will allow the Plan to be submitted in accordance with HUD requirements. Upon submission of the Plan, HUD has 45 days to review the Plan. HUD may accept or recommend revisions to the Plan. Once the Plan is accepted, individual grant agreements for the CDBG Fiscal Year 2020 funds and the CDBG-CV funds between HUD and the Town will be executed and funds will be available for use.

Attachments: Needs Assessment meeting minutes  
Citizen Participation Plan  
2020 – 2024 Five Year Consolidated 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 FIVE YEAR CONSOLIDATED PLAN (2020 – 2024) AND THE ANNUAL ACTION PLAN FOR PROGRAM YEAR 2020**

**WHEREAS**, in 2015 the Town of Hilton Head Island began participating in the Community Development Block Grant (CDBG) Entitlement Program and accepted CDBG Entitlement status under the terms of the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, as an entitlement community, the Town must prepare and submit a Five Year Consolidated Plan which details goals and objectives to be implemented to address community needs of low and moderate income residents within the Town’s jurisdiction; and

**WHEREAS**, as an element of the Consolidated Plan, the Town must prepare and submit an Annual Action Plan detailing activities to be undertaken during the first program year to address goals and objectives outlined in the Consolidated Plan; and

**WHEREAS**, for fiscal year 2020 – 2021 (program year 2020) the Town will receive a CDBG award totaling \$238,349 and a CDBG-CV award totaling \$140,213 to carry out activities that meet one of three National Objectives, as described by HUD; and

**WHEREAS**, the Consolidated Plan is compatible with the Town of Hilton Head Island Comprehensive Plan; and

**WHEREAS**, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the 2020-2024 Five Year Consolidated Plan; and

**WHEREAS**, public needs assessment meetings and 5 day public comment period for the 2020 – 2024 Five Year Consolidated Plan were conducted for citizen input and review; and

**WHEREAS**, the Town Manager is authorized to submit this 2020 – 2024 Five Year Consolidated Plan and all attachments 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 2020 – 2024 Five Year Consolidated Plan as submitted in the attachment to this resolution be approved and submitted to HUD.

**MOVED, APPROVED, AND ADOPTED ON THIS 12<sup>TH</sup> DAY OF MAY 2020.**

---

John J. McCann, Mayor

ATTEST:

\_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

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

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

**Public Meeting Minutes**  
**Public Meeting to Seek Input for the Community Needs Assessment for the Community  
Development Block Grant (CDBG) Entitlement Program**

**Monday, March 2, 2020 6:00pm**  
**Hilton Head Public Service District Community Room**  
**21 Oak Park Drive, Hilton Head Island**

**Present:** Marcy Benson, Senior Grants Administrator;  
Jennifer Ray, Deputy Director of Community Development  
**Public Attendees:** See attached sign-in sheet

Marcy Benson, Senior Town Grants Administrator began the public meeting at 6:00pm. A power point presentation was given describing the purpose of the development of the Town of Hilton Head Island Five Year Consolidated Plan and Citizen Participation Plan. The purpose of the Community Needs Assessment and a description of the CDBG Entitlement Program were explained. The amount of CDBG funding available from HUD and types of eligible projects were discussed.

Public comments were taken and attendees were asked to list community needs. Each attendee was allotted three votes (via dot stickers) to select the needs identified which they believe most important in the community. Voting instructions noted attendees could use all three votes for one need if they believed that to be of the greatest importance to the community, or they could distribute their votes among three different needs identified during the meeting. The following needs were identified and ranked in order of community importance:

- Simple, decent and affordable place to live (7 votes)
- Facility improvements for LMI clients of non-profit groups (4 votes)
- Access to health care (3 votes)
- Facility expansions to increase programs for non-profit groups (2 votes)

The following needs identified all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer

Other needs identified but did not receive any votes included:

- Academic intervention support facility
- Free tax preparation

Attendees were thanked for their participation and the public meeting adjourned at 6:50pm.

**Public Meeting Minutes**  
**Public Meeting to Seek Input for the Community Needs Assessment for the Community  
Development Block Grant (CDBG) Entitlement Program**

**Thursday, March 5, 2020 6:00pm**  
**Hilton Head Public Service District Community Room**  
**21 Oak Park Drive, Hilton Head Island**

**Present:** Marcy Benson, Senior Grants Administrator;  
Jennifer Ray, Deputy Director of Community Development  
**Public Attendees:** See attached sign-in sheet

Marcy Benson, Senior Town Grants Administrator began the public meeting at 6:00pm. A power point presentation was given describing the purpose of the development of the Town of Hilton Head Island Five Year Consolidated Plan and Citizen Participation Plan. The purpose of the Community Needs Assessment and a description of the CDBG Entitlement Program were explained. The amount of CDBG funding available from HUD and types of eligible projects were discussed.

Public comments were taken and attendees were asked to list community needs. Each attendee was allotted three votes (via dot stickers) to select the needs identified which they believe most important in the community. Voting instructions noted attendees could use all three votes for one need if they believed that to be of the greatest importance to the community, or they could distribute their votes among three different needs identified during the meeting. The following needs were identified and ranked in order of community importance:

- Draining improvements island wide, specifically Gum Tree Road, Chaplin area, and Eagin Court (6 votes)
- Affordable housing (5 votes)
- Education for high-risk children (3 votes)
- Small business development center/program (3 votes)
- Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
- Shelter of homeless (2 votes)

The following needs identified all received one vote:

- Job training
- Transportation
- Lighting on bike paths (in Baygall area)

Other needs identified but did not receive any votes included:

- Community center
- Road repairs
- Public safety

Needs identified via email or letter in place of attending public meeting included:

- Sidewalks and lighting on Southwood Park Drive

Attendees were thanked for their participation and the public meeting adjourned at 7:00pm.



# CITIZEN PARTICIPATION PLAN 2020

Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, S.C. 29928  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)  
(843) 341-4600

## **STATEMENT OF PURPOSE:**

Pursuant to Section 91.105 (Citizen participation plan; local governments) of Title 24 of the Housing and Community Development Act of 1974, a jurisdiction participating in the Community Development Block Grant (CDBG) Entitlement Program is required to adopt a citizen participation plan that sets forth policies and procedures for citizen contribution in the development of any consolidated plan, subsequent amendment to the consolidated plan, and the performance report.

The CDBG Entitlement Program is a federally funded program provided by the U.S. Department of Housing and Urban Development (HUD) to the Town of Hilton Head Island to primarily benefit low and moderate income (LMI) citizens within the Town. The citizen participation plan must encourage participation by LMI residents particularly those living in slum and blighted areas, persons with disabilities, non-English speaking persons, and advocates for senior, disabled, illiterate, homeless and other low income populations in areas where CDBG funds are proposed to be used. This participation is used in the Town's development of its five year Consolidated Plan and Annual Action Plan for use of CDBG funds.

The CDBG program provides funding to carry out a wide-range of eligible community development activities directed toward public improvements and facilities, housing activities, economic development and public services for LMI persons. All grant-funded activities must meet one of three broad National Objectives:

- 1) Benefit low and moderate income persons;
- 2) Aid in the prevention or elimination of slums or blight; or
- 3) Meet a need having a particular urgency.

Since it is the primary intent of this program to benefit persons of low and moderate income this plan has been designed to encourage and promote community involvement, particularly by persons of low and moderate income. The following provisions shall be adopted and implemented to encourage citizen participation.

## **ELEMENTS OF PLAN**

The Citizen Participation Plan (CP) shall be a written document developed by the Town of Hilton Head Island to promote and encourage citizen input in the CDBG Entitlement Program. The CP shall be reviewed annually in conjunction with the community's need assessment meeting which is an annual requirement for CDBG Entitlement Program eligibility. The review shall be conducted during a public meeting, held in accordance with the public meeting provisions of this plan and CDBG Entitlement Program requirements. The CP shall be available at the Town of Hilton Head Island Town Hall during normal business hours and written comments will be given consideration at the time of the annual CP review. Additionally, public testimony and comment shall be accepted during the public meeting.

### ***Public Meetings***

At least two public meetings will be held during the CDBG Entitlement Program Consolidated Plan and Annual Action Plan development period and annually after that. One meeting will be held to identify the Town's community development and housing needs. During one or both public meetings the range of eligible project types funded through the CDBG Entitlement Program and the amount of funding available will be addressed. A public meeting for review and comment on the final draft of the CDBG Entitlement Program Consolidated and Annual Action Plans will be held with a minimum thirty day public comment period. The Town shall consider all comments received and attach a comment summary to the final draft of the CDBG Entitlement Program Consolidated and Annual Action Plans.

In the case of substantial amendments to the Consolidated or Annual Action Plans, where activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries, the Town will provide citizens with an opportunity for comment on such changes through a public meeting. A minimum of thirty days will be made available to receive public comments regarding any substantial amendments to the Plans, and a comment summary will be included with amended Plans.

All public meetings concerning the Town's CDBG Entitlement Program shall be held at times and locations convenient to the Town's citizens, particularly those who are potential or actual beneficiaries. No public meeting shall be held before 5:00 p.m. on weekdays or 2 p.m. on Sundays, or be scheduled to begin after 8:30 p.m. The only exception to these time constraints shall be for regularly scheduled Town Council meetings. These meetings are generally held on the first and third Tuesday of every month; starting at 4:00 p.m. The location of public meetings shall be held in handicap accessible locations or assistance shall be provided to accommodate the special needs of the handicapped. In the event a public meeting will be held in a non-handicapped accessible location, special assistance shall be provided and notice of the availability of assistance shall be included in the public notice.

Where an estimated 10% or more of public meeting participants are expected to be non-English speaking residents, the Town will take reasonable measures to accommodate their needs. Official U.S. Census Bureau data for the proposed project area and for the Town as a whole will be analyzed to determine if this provision applies in a particular instance. In the event that such a determination is made, provisions shall be made to translate public documents and comments at all relevant public meetings into the native language of the majority of non-English speaking residents affected. Appropriate action will also be taken to accommodate the needs of persons with mobility, visual, or hearing impairments who wish to participate in the public comment process.

Consultations with non-profit organizations, public agencies, and other community organizations serving intended CDBG Entitlement Program beneficiaries shall be conducted during development of the Consolidated and Annual Action Plans. One or more meetings shall be conducted with such organizations to determine housing and community development needs, gaps in service, missing services, or services provided by organizations where Town participation will benefit low and moderate income citizens.

### ***Public Notice***

The Town of Hilton Head Island shall notify its citizens of public meetings with regard to the CDBG Entitlement Program through a minimum of two of the following methods:

1. Publishing notice in the Island Packet, a general circulation newspaper, at least seven days prior to all CDBG Entitlement Program public meetings. Such notices may be prominently advertised in an appropriate, legal, non-legal or non-classified, section of the newspaper.
2. Public notices identical in content may be posted at least seven days prior to all CDBG Entitlement Program public meetings at Town Hall, in several conspicuous locations open to the public.
3. Public notices identical in content may be posted at least seven days prior to all CDBG Entitlement Program public meetings on the Town of Hilton Head Island website.
4. Public notices identical in content may be electronically sent at least seven days prior to all CDBG Entitlement Program public meetings to Town of Hilton Head Island E-Subscription Service subscribers

5. Notice of any public meetings may also be mailed at least seven days prior to all CDBG Entitlement Program public meetings to local community leaders and organizations, such as churches, and Property Owner's Associations.

The Town will maintain documentation of how public notices have been published and distributed.

### ***Emergency Declarations***

In response to the 2020 CARES Act related to the federal emergency declaration for COVID-19, which affects the public meetings and public notice sections of this CP, the following provisions will allow flexibility related to the Town of Hilton Head Island's participation in the HUD Community Development Block Grant Entitlement Program for CDBG-CV funds and CDBG FY19 and FY20 grant funding.

The Town of Hilton Head Island may expedite procedures to draft, propose, or amend the CP, Consolidated and Annual Action Plans. Expedited procedures include publishing or posting public meeting or public comment period notices in the Island Packet newspaper, or on the Town of Hilton Head Island website, or at Town Hall conspicuous location, or sending electronically via the Town of Hilton Head Island E-Subscription Service subscribers list at least two (2) days prior to all CDBG Entitlement Program public meetings or comment periods related to CDBG-CV, CDBG FY19 or CDBG FY20 funding.

In-person public meetings are not required, during emergency declarations. Program public meeting requirements may be met with virtual public engagement if: (1) national/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and (2) virtual engagement provides reasonable notification and access for citizens in accordance with the Town's certifications, timely response to citizen questions and issues, and public access to all questions and responses.

The public comment period for review and comment on the final draft of the CDBG Entitlement Program CP, and 2020 Consolidated and Annual Action Plans will be allowed for no less than five (5) days.

### ***Technical Assistance***

The Town of Hilton Head Island shall provide technical assistance to individuals or groups representative of low and moderate income persons interested in submitting written proposals for consideration during the annual project review cycle. Assistance shall be provided in the form of education of groups or individuals as to the CDBG Entitlement Program, eligibility guidelines, and the range of activities that may be undertaken with such funds particularly in relation to identified community needs. The Town of Hilton Head Island will consider for funding any proposals developed by representatives of low and moderate income persons who follow all of the requirements for public participation. It shall be the sole prerogative of the Mayor and Town Council to determine which, if any, CDBG Entitlement Program proposals are funded.

### ***Minimizing Displacement***

In the expenditure of CDBG Entitlement Program funds, the Town of Hilton Head Island shall take measures to minimize displacement of low and moderate income families that may result from its activities. When this is unavoidable on a temporary or permanent basis, federal law (the "Uniform Act") shall be followed. This may include payments to the displaced families to assist with relocation expenses.

### ***Performance Reports***

The Town is required to submit to HUD an annual performance report within ninety days of the completion of a program year. The Consolidated Annual Performance and Evaluation Report (CAPER) is due annually

on September 30<sup>th</sup>. A minimum comment period of fifteen days will be provided to citizens prior to submission of the annual CAPER. The Town shall consider all comments received and attach a comment summary to the CAPER submittal.

### ***Plan and Program Access***

The citizens of the Town of Hilton Head Island shall be afforded reasonable access to this Citizen's Participation Plan and records that concern projects undertaken with CDBG Entitlement Program funds. Appointments to review these documents may be set up through the Town of Hilton Head Island Community Development Office during normal working hours, Monday – Friday from 8:00am through 4:30pm. Every effort shall be made to conveniently accommodate all citizens' requests for public information; however, the Town reserves the right to schedule appointments based upon workload of the Town staff.

Complaints or grievances concerning the Citizen Participation Plan, the CDBG Entitlement Program Consolidated Plan or the CDBG Annual Action Plan shall be submitted to the Town Manager at the following address:

Town of Hilton Head Island  
Office of the Town Manager  
1 Town Center Court  
Hilton Head Island, SC 29928

The Town shall prepare a written answer to all written complaints or grievances within 15 days where practical.

# Town of Hilton Head Island

2020 – 2024

## Consolidated Plan

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



**~DRAFT~**

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# Executive Summary

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

### 1. Introduction

The purpose of the Town of Hilton Head Island's Five Year 2020 – 2024 Consolidated Plan is to preserve and revitalize primarily low and moderate income (LMI) neighborhoods, support LMI activities which enhance quality of life for Hilton Head Island residents, and address priority community public services, community development, redevelopment needs and prevent, or prepare for, or respond to COVID-19 within applicable local, state, and federal statutes and regulations. The Plan outlines the priorities by which the Town of Hilton Head Island's Community Development Block Grant (CDBG) program funds will be invested over the next five years to achieve specific U.S. Department of Housing and Urban Development (HUD) objectives.

On April 2, 2020 the Town of Hilton Head Island received notification from HUD of a special allocation of CDBG-CV funds to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) signed on March 27, 2020 to respond to the growing effect of this historic public health crisis. In addition to the CDBG-CV funding allocation, HUD authorized the use of Fiscal Year 2020 CDBG funds to prevent, prepare for and respond to COVID-19.

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities may qualify for CDBG assistance if the activity meets the LMI housing national objective, will benefit all the residents of a LMI residential area, will benefit LMI clientele, or prevent, or prepare for, or respond to COVID-19.

According CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI qualified residents. However, the Town of Hilton Head Island has been designated an exception grantee, which resulted in a LMI area percentage of 49.56%, this percentage is applied to Census tracts and blocks to determine activity eligibility on an area basis. An activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

### 2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Plan provides a guide for the Town of Hilton Head Island's allocation of CDBG Program funding for the 2020 – 2024 planning period. The goals focus on priority needs and targets available resources designed to meet those needs. The needs include public improvements and facilities, housing activities, economic development, and public

services for LMI persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of LMI residents. Projects selected for CDBG funding in this five year period 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. During the first five years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first five years of program participation. A “No Findings or 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 and annual 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 conducted Needs Assessment public meetings on March 2, 2020 and March 5, 2020 to solicit input from the community. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meetings. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Letters of invitation to the Needs Assessment public meetings were mailed to 38 community leaders and organizations which assist LMI clientele seven days prior to the meeting. This meeting is summarized in the Citizen Participation section of this plan.

After receiving notification of the supplemental CDBG-CV funds Town staff consulted with the Community Foundation of the Lowcountry, a local nonprofit organization which participated in both Needs Assessment public meetings in March 2020. This consultation was to determine their capability to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town.

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

During the March 2, 2020 and March 5, 2020 Needs Assessment public meetings the following community needs were identified and ranked in order of community importance:

1. Simple, decent and affordable housing (7 votes)
2. Drainage improvements (6 votes)

3. Facility improvements for non-profit organizations serving LMI clientele. (4 votes)
4. Access to health care (3 votes)
5. Education for high-risk children (3 votes)
6. Small business development center/program (3 votes)
7. Facility expansions to increase programs for non-profit groups (2 votes)
8. Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
9. Shelter of homeless (2 votes)

The following needs identified at the two March 2020 Needs Assessment public meetings all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer
- Job training
- Lighting on bike paths in Baygall and Squire Pope areas

Other needs identified at the two March 2020 Needs Assessment public meetings that did not receive any votes included:

- Academic intervention support facility
- Free tax preparation
- Community Center
- Road repairs
- Public Safety

Needs identified via email or letter in place of attending the Needs Assessment public meeting included:

- Sidewalks and lighting on Southwood Park Drive

The required 5 day public comment period began on April 27, 2020 and closed on May 1, 2020. There were a total of two (2) comments received in support of the 2020 -2024 Five Year Consolidated Plan and no comments in opposition. A summary of public comments received during the 5 day public comment period and Town of Hilton Head Island staff responses is included as an attachment to this Consolidated Plan.

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

All comments were taken into consideration in preparing the Consolidated Plan. The Town reviewed all comments for common and recurring themes to help establish priorities and goals.

## **7. Summary**

The Town of Hilton Head Island Five Year 2020 – 2024 Consolidated Plan identifies needs for a suitable living environment for primarily LMI persons and outlines a comprehensive and coordinated strategy for implementation of programs. The Town will use CDBG program funds to leverage other public investment to address the Town's priority goals.

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	HILTON HEAD ISLAND	Community Development Department

**Table 1 – Responsible Agencies**

#### Narrative

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, municipal court, 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 Consolidated Plan. Town staff has been an integral part of development of the Consolidated Plan by assessing the CDBG Program, reviewing materials, regulations and documentation on the Consolidated 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 Consolidated 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

## **PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)**

### **1. Introduction**

The Town of Hilton Head Island conducted consultation with citizens, non-profit agencies, the Beaufort public housing agency, governmental agencies, and the Lowcountry Continuum of Care which serves as the area Continuum of Care.

#### **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(I)).**

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 195 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 and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

The Town of Hilton Head Island Consolidated 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 jurisdictions 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 PHA Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Beaufort Housing Authority was consulted on housing needs via telephone and email correspondence.
2	<b>Agency/Group/Organization</b>	LOWCOUNTRY CONTINUUM OF CARE
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and 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 Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Health Agency Child Welfare Agency Other government - County Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and 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 through interaction during Lowcountry Affordable Housing Coalition meetings.
4	<b>Agency/Group/Organization</b>	LOWCOUNTRY COUNCIL OF GOVERNMENTS
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Economic Development Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and 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.
5	<b>Agency/Group/Organization</b>	HILTON HEAD HABITAT FOR HUMANITY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Hilton Head Regional Habitat for Humanity was consulted on housing, homeless and non-housing community development during the 2020 Needs Assessment public meeting.

6	<b>Agency/Group/Organization</b>	DEEP WELL
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services - Victims Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Deep Well was consulted on housing, homeless and non-housing community development during the 2020 Needs Assessment public meeting.
7	<b>Agency/Group/Organization</b>	VOLUNTEERS IN MEDICINE (VIM)
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Volunteers In Medicine was consulted on housing, health services and non-housing community development during the 2020 Needs Assessment public meeting.
8	<b>Agency/Group/Organization</b>	THE COMMUNITY FOUNDATION OF THE LOWCOUNTRY
	<b>Agency/Group/Organization Type</b>	Business Leaders Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Community Foundation of the Lowcountry was consulted on housing, homeless and non-housing community development during the 2020 Needs Assessment public meeting and subsequently on capabilities for prevention, preparation, and response to COVID-19.
9	<b>Agency/Group/Organization</b>	BOYS & GIRLS CLUB OF HILTON HEAD ISLAND
	<b>Agency/Group/Organization Type</b>	Services – Children Services – Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Boys & Girls Club of Hilton Head Island was consulted on housing, child care, education and non-housing community development during the 2020 Needs Assessment public meeting.

10	<b>Agency/Group/Organization</b>	THE CHILDRENS CENTER
	<b>Agency/Group/Organization Type</b>	Services – Children Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Children’s Center was consulted on housing, child care, education and non-housing community development during the 2020 Needs Assessment public meeting.
11	<b>Agency/Group/Organization</b>	NATIVE ISLAND BUSINESS AND COMMUNITY AFFAIRS ASSOCIATION
	<b>Agency/Group/Organization Type</b>	Housing Civic Leaders Property Owners Association
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Native Island Business and Community Affairs Association (NIBCAA) was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
12	<b>Agency/Group/Organization</b>	NEIGHBORHOOD OUTREACH CONNECTION
	<b>Agency/Group/Organization Type</b>	Services – Children Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Neighborhood Outreach Connection (NOC) was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
13	<b>Agency/Group/Organization</b>	GULLAH MUSEUM
	<b>Agency/Group/Organization Type</b>	Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-Housing Community Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Gullah Museum was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
14	<b>Agency/Group/Organization</b>	HOPEFUL HORIZONS
	<b>Agency/Group/Organization Type</b>	Services – Children Services – Victims of Domestic Violence Services - Education Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Needs Assessment Non-housing Community Development

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Hopeful Horizons was consulted on housing and non-housing community development during the 2020 Needs Assessment public meeting.
15	<b>Agency/Group/Organization</b>	BEAUFORT COUNTY SCHOOL DISTRICT
	<b>Agency/Group/Organization Type</b>	Services – Children Services – Homeless Services - Education
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Families with children Homeless Needs – Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Beaufort County School District was consulted on homeless children and youth during a Lowcountry Affordable Housing Coalition meeting presentation.

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**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))**

The Town of Hilton Head Island coordinates with public entities and other bodies of government to develop the Consolidated 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. Town of Hilton Head Island Community Development department staff work closely with the Community Foundation of the Lowcountry, a local nonprofit organization which participated in Town of Hilton Head Island Needs Assessment public meetings in March 2020. These cooperation and coordination efforts include but are not limited to plans for public services activities in the community funded with Fiscal Year 2020 CDBG and CDBG-CV funds to address the prevention, preparation and recovery efforts related to COVID-19. 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 Consolidated Plan.

## **PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(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 two Needs Assessment public meetings on March 2, 2020 and March 5, 2020 to solicit input from the community on housing, homeless and community development needs. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meetings. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Letters of invitation to the Needs Assessment public meetings were mailed to 38 community leaders and organizations which assist LMI clientele seven days prior to the meeting. Documentation of public notices is included as an attachment to this plan.

After receiving notification of the supplemental CDBG-CV funds Town staff consulted with the Community Foundation of the Lowcountry, a local nonprofit organization which participated in both Needs Assessment public meetings in March 2020. This consultation was to determine their capability to administer public services grants funded with Fiscal Year 2020 CDBG and CDBG-CV funds on behalf of the Town.

At each needs assessment public meeting a presentation was given including the purpose of the community Needs Assessment and the Community Development Block Grant program was explained. Public comments were taken and attendees were asked to list community needs. Meeting attendees selected the needs identified by the group which they believe most important to the community. A summary of needs identified and meeting minutes are included as an attachment to this Consolidated Plan.

During the March 2, 2020 and March 5, 2020 Needs Assessment public meetings the following community needs were identified and ranked in order of community importance:

1. Simple, decent and affordable housing (7 votes)
2. Drainage improvements (6 votes)
3. Facility improvements for non-profit organizations serving LMI clientele (4 votes)
4. Access to health care (3 votes)
5. Education for high-risk children (3 votes)
6. Small business development center/program (3 votes)
7. Facility expansions to increase programs for non-profit groups (2 votes)
8. Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
9. Shelter of homeless (2 votes)

The following needs identified at the two March 2020 Needs Assessment public meetings all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer
- Job training
- Lighting on bike paths in Baygall and Squire Pope areas

Other needs identified at the two March 2020 Needs Assessment public meetings but did not receive any votes included:

- Academic intervention support facility
- Free tax preparation
- Community Center
- Road repairs
- Public Safety

Needs identified via email or letter in place of attending the Needs Assessment public meeting included:

- Sidewalks and lighting on Southwood Park Drive

A draft consolidated plan was released to the public on April 27, 2020 for the required 5 day public comment period, per the CARES Act flexibilities for CDBG funds used to support Coronavirus response and the Town of Hilton Head Island Citizen Participation Plan. The public comment period was open until May 1, 2020. On May 4, 2020 a summary of comments received and responses was posted on the Town of Hilton Head Island website for public access. There was a total of two (2) comments received in support of the 2020 – 2024 Five Year Consolidated Plan and no comments in opposition. A summary of public comments received during the 5 day public comment period and Town of Hilton Head Island staff responses is included as an attachment to this Consolidated Plan.

**Citizen Participation Outreach**

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)
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1	Public Meeting	Non-targeted/broad community	At the March 2, 2020 Needs Assessment public meeting there were seven attendees.	<p>Community needs identified and ranked in order of community importance:</p> <ul style="list-style-type: none"> <li>• Simple, decent and affordable place to live (7 votes)</li> <li>• Facility improvements for LMI clients of non-profit groups (4 votes)</li> <li>• Access to health care (3 votes)</li> <li>• Facility expansions to increase programs for non-profit groups (2 votes)</li> </ul> <p>The following needs identified all received one vote:</p> <ul style="list-style-type: none"> <li>• Public transportation for residents</li> <li>• Child care that is affordable</li> </ul>	All comments were accepted.	
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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)
				<p>and high quality</p> <ul style="list-style-type: none"> <li>• Academic intervention programs</li> <li>• Homeless services/hygiene facility</li> <li>• Assistance connecting to water and sewer</li> </ul> <p>Other needs identified but did not receive any votes included:</p> <ul style="list-style-type: none"> <li>• Academic intervention support facility</li> <li>• Free tax preparation</li> </ul>		

2	Public Meeting	Non-targeted/broad community	At the March 5, 2020 Needs Assessment public meeting there were eight attendees.	<p>Community needs identified and ranked in order of community importance:</p> <ul style="list-style-type: none"> <li>• Draining improvements island wide, specifically Gum Tree Road, Chaplin area, and Eagin Court (6 votes)</li> <li>• Affordable housing (5 votes)</li> <li>• Education for high-risk children (3 votes)</li> <li>• Small business development center/program (3 votes)</li> <li>• Sailing &amp; Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)</li> <li>• Shelter of homeless (2 votes)</li> </ul> <p>The following needs</p>	All comments were accepted.	
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				<p>identified all received one vote:</p> <ul style="list-style-type: none"> <li>• Job training</li> <li>• Transportation</li> <li>• Lighting on bike paths (in Baygall and Squire Pope areas)</li> </ul> <p>Other needs identified but did not receive any votes included:</p> <ul style="list-style-type: none"> <li>• Community center</li> <li>• Road repairs</li> <li>• Public safety</li> </ul> <p>Needs identified via email or letter in place of attending public meeting included:</p> <ul style="list-style-type: none"> <li>• Sidewalks and lighting on Southwood Park Drive</li> </ul>		
3	Internet Outreach	Non-targeted/bro	The draft Consolidated Plan was	As of April 20, 2020 no comments	No comments 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)
		ad community	<p>posted on the Town of Hilton Head Island website from April 1, 2020 through April 20, 2020. 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 Consolidated 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.</p>	<p>were received. The comment period closed due to the need for a revision to the Consolidated Plan related to CDBG-CV funding.</p>		

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)
4	Internet Outreach	Non-targeted/broad community	The revised draft Consolidated Plan was posted on the Town of Hilton Head Island website from April 27, 2020 through May 1, 2020. 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 Consolidated Plan 5 day public comment period was sent via email blast to all email addresses listed on the Town's E-Subscription Service list. Two (2) comments were received.	A total of two (2) comments were received in support of the 2020 – 2024 Five Year Consolidated Plan and no comments in opposition.	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)
5	Public Meeting	Non-targeted/broad community	The draft Consolidated Plan and Resolution to approve plan and authorize submittal to the U.S. Department of Housing and Urban Development appeared on the agenda of the regular Town of Hilton Head Island Town Council meeting on May 12, 2020.	Pending outcome of public meeting	All comments will be accepted.	

**Table 4 – Citizen Participation Outreach**

# Needs Assessment

## NA-05 Overview

### Needs Assessment Overview

The Town of Hilton Head Island used the U.S. Census Bureau 2011 – 2015 CHAS (Comprehensive Housing Affordability Strategy) default needs assessment data in developing this consolidated plan. This data encompasses customized tabulations HUD receives from the U.S. Census Bureau based on American Community Survey (ACS) data. In addition to the CHAS data, comments received during the needs assessment public meetings and the consultation process were used to determine the priority needs for the 2020 – 2024 consolidated plan. The assessment utilized HUD’s eCon Planning Suite within the Integrated Disbursement and Information System (IDIS). The eCon Planning Suite pre-populated the most current housing and economic development data available to assist jurisdictions in identifying funding priorities in the consolidated plan and annual action plan.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

The population estimates in the following table reflect the population, households and median income for the residents of the Town of Hilton Head Island. According to the 2011 – 2015 American Community Survey the Town of Hilton Head Island included 39,070 residents and 17,055 households. The data reflects increases in population of 5% and households of 14% and a 2% decrease in median income.

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	37,099	39,070	5%
Households	14,970	17,005	14%
Median Income	\$68,337.00	\$66,646.00	-2%

**Table 5 - Housing Needs Assessment Demographics**

**Data Source:** 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

### Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,580	1,630	2,525	1,525	9,745
Small Family Households	320	340	610	400	2,930
Large Family Households	75	115	150	85	250
Household contains at least one person 62-74 years of age	415	320	735	365	4,115
Household contains at least one person age 75 or older	325	505	595	370	1,925
Households with one or more children 6 years old or younger	165	219	255	195	650

**Table 6 - Total Households Table**

**Data Source:** 2011-2015 CHAS

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	20	60	50	95	225	15	15	0	0	30
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	15	0	65	0	80	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	50	30	75	90	245	20	10	4	0	34
Housing cost burden greater than 50% of income (and none of the above problems)	370	275	95	4	744	590	430	660	140	1,820

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	85	255	380	130	850	50	190	395	270	905
Zero/negative Income (and none of the above problems)	60	0	0	0	60	235	0	0	0	235

**Table 7 – Housing Problems Table**

Data 2011-2015 CHAS  
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Having 1 or more of four housing problems	455	360	280	190	1,285	620	460	665	140	1,885
Having none of four housing problems	145	330	550	480	1,505	60	475	1,025	720	2,280
Household has negative income, but none of the other housing problems	60	0	0	0	60	235	0	0	0	235

**Table 8 – Housing Problems 2**

Data 2011-2015 CHAS  
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	235	150	175	560	30	65	260	355
Large Related	50	70	30	150	4	0	19	23
Elderly	130	150	120	400	489	495	655	1,639
Other	120	225	235	580	125	70	120	315
Total need by income	535	595	560	1,690	648	630	1,054	2,332

Table 9 – Cost Burden > 30%

Data 2011-2015 CHAS  
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	190	25	30	245	30	65	160	255
Large Related	50	0	0	50	4	0	15	19
Elderly	105	150	20	275	455	300	420	1,175
Other	85	160	45	290	95	70	65	230
Total need by income	430	335	95	860	584	435	660	1,679

Table 10 – Cost Burden > 50%

Data 2011-2015 CHAS  
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	65	25	120	90	300	20	10	0	0	30

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	4	20	0	24	0	0	4	0	4
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	65	29	140	90	324	20	10	4	0	34

Table 11 – Crowding Information – 1/2

Data 2011-2015 CHAS  
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present								

Table 12 – Crowding Information – 2/2

**Describe the number and type of single person households in need of housing assistance.**

The 2011 – 2015 American Community Survey data for Hilton Head Island indicates there are a total of 5,889 non-family households. Non-family households are defined as households consisting of people living alone and households which do not have any members related to the householder. Of the total number of non-family households 82.7% are indicated as householder living alone and 44.2 % are 65 years and over. A source of data estimating the need for assistance from single person households is not available for the Town of Hilton Head Island.

**Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

According to the 2011 – 2015 American Community Survey data for Hilton Head Island there is an estimated 4,481 persons having disabled status, this figure represents 11.5% of the total population. The Town of Hilton Head Island does not have data available to estimate the number of persons or households of victims of domestic violence, dating violence, sexual assault and stalking who may need housing assistance.

## **What are the most common housing problems?**

The most common housing problem in the Town of Hilton Head Island is cost burden. The data set for greater than 30% cost burden indicates the highest number of renter occupants (595) earning between 30% and 50% of the area median income have a cost burden greater than 30% of their income. The same data set indicates the highest number of owner occupants (1,054) earning between 50% and 80% of the area median income have a cost burden greater than 30% of their income.

The data set for greater than 50% cost burden indicates the highest number of renter occupants (430) earning between zero and 30% of the area median income have a cost burden greater than 50% of their income. The same data set indicates the highest number of owner occupants (660) earning between 50% and 80% of the area median income have a cost burden greater than 50% of their income.

## **Are any populations/household types more affected than others by these problems?**

According to the 2011 – 2015 Comprehensive Housing Affordability Strategy (CHAS) data, the owner occupant households in the 50% to 80% area median income range are likely to have the greatest cost burden housing problem.

## **Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Persons with the imminent risk of residing in shelters or becoming unsheltered characteristically have a combination of financial factors which create risk, such as lack of a living wage job, rent in excess of 30% of their income, and high child care, medical, or transportation costs. Coupled with these factors additional issues may include family conflicts, domestic violence, doubled-up living arrangements with family members, recent crisis, housing with code or safety violations, family members with disabilities, criminal histories, history of mental health or chemical dependency, difficulty navigating access to public benefits or community based services and prior experience with homelessness.

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.

The Town of Hilton Head Island does not participate in rapid re-housing assistance programs and consequently data pertaining to this needs is not available.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

The Town of Hilton Head Island does not have a methodology to create estimates of at-risk populations.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

The characteristic linked with instability and risk of homelessness is a lack of affordable housing for lower income households. The typical measure of housing affordability is if households are paying more than 30% of their gross income on rent. According to the 2011 – 2015 American Community Survey data, 50% of renters paid more than 30% of their income on housing. The affordable housing matter is also illustrated with the 2011 – 2015 American Community Survey data, showing 4.3% of rental housing payments are less than \$500 per month.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

A “disproportionately greater number of housing problems” is defined as when a member of a racial or ethnic group at a given income level experiences housing problems at a rate greater than 10% of the income level as a whole. The data summarizes each minority group experiencing any of four housing problems which include lacking complete kitchen facilities, lacking complete plumbing facilities, more than one person per room, and cost burden greater than 30%.

According to the 2011 – 2015 American Community Survey the total population of the Town of Hilton Head Island is 39,070. The population composition is as follows: 32,732 persons (83.8%) are White, 3,037 persons (7.8%) are Black/African American, 48 persons (0.1%) are American Indian and Alaska Native, 409 persons (1%) are Asian, 2,381 persons (6.1%) are Some Other Race and 464 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,467 persons, which is 14% of the total Town population. It should be noted in the American Community Survey data Hispanic is considered an ethnicity and not a race, for example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,220	70	295
White	735	35	170
Black / African American	225	30	100
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	245	0	20

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**30%-50% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,270	360	0
White	930	210	0
Black / African American	80	75	0
Asian	65	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	190	50	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,725	800	0
White	1,340	590	0
Black / African American	210	79	0
Asian	30	0	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	145	130	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**80%-100% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	730	795	0
White	620	635	0
Black / African American	20	25	0
Asian	0	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	90	105	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**Discussion**

The disparate impact analysis for housing problems determined White, Black/African American and Hispanic populations had percentages greater than 10% of the income level as a whole.

The housing assessment determined the housing problems for the 80% -100% of area median income category for White populations was the highest at 85% and for Hispanic populations was 12%. The 50% - 80% of area median income category for White populations was 78% and for Black/African American populations was 12%. The 30% - 50% of area median income category for White populations was 73% and for Hispanic populations was 15%. The 0% - 30% of area median income category for White populations was 60%, for Hispanic populations was 20% and for Black/African American populations was 18%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four housing problems while the 50% - 80% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African

American and Hispanic) with percentages greater than 10% of the income level as a whole.

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

A “disproportionately greater number of severe housing problems” is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10% of the income level as a whole. According to the 2011 – 2015 American Community Survey the total population of the Town of Hilton Head Island is 39,070. The population composition is as follows: 32,732 persons (83.8%) are White, 3,037 persons (7.8%) are Black/African American, 48 persons (0.1%) are American Indian and Alaska Native, 409 persons (1%) are Asian, 2,381 persons (6.1%) are Some Other Race and 464 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,467 persons, which is 14% of the total Town population. It should be noted in the American Community Survey data Hispanic is considered an ethnicity and not a race, for example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

Severe housing problems indicate physical condition or lack of necessary living standards per household. The Comprehensive Housing Affordability Strategy (CHAS) data summarizes each minority group experiencing any of four severe housing problems which include lacking complete kitchen facilities, lacking complete plumbing facilities, more than one person per room, and cost burden greater than 50%.

### 0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,075	205	295
White	710	60	170
Black / African American	155	110	100
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	205	40	20

Table 17 – Severe Housing Problems 0 - 30% AMI

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

**30%-50% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	820	805	0
White	670	470	0
Black / African American	70	80	0
Asian	0	100	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	74	160	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

**50%-80% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	945	1,575	0
White	760	1,175	0
Black / African American	105	190	0
Asian	10	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	80	195	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

## 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	330	1,200	0
White	235	1,020	0
Black / African American	10	35	0
Asian	0	35	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	84	115	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## Discussion

The housing assessment determined the severe housing problems for the 30% -50% of area median income category for White populations was the highest at 82%, for all income level categories. There were no other population groups that met the 10% threshold in that income category.

The 0% - 30% of area median income category for White populations was 66%, for Hispanic populations was 19% and for Black/African American populations was 14%. The 50% - 80% of area median income category for White populations was 80% and for Black/African American populations was 11%. The 80% - 100% of area median income category for White populations was 71% and for Hispanic populations was 25%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four severe housing problems while the 0% - 30% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

A “disproportionately greater number of housing cost burdens” is defined as when a member of a racial or ethnic group at an income level experiences housing problems at a rate greater than 10% of the income level as a whole. According to the 2011 – 2015 American Community Survey the total population of the Town of Hilton Head Island is 39,070. The population composition is as follows: 32,732 persons (83.8%) are White, 3,037 persons (7.8%) are Black/African American, 48 persons (0.1%) are American Indian and Alaska Native, 409 persons (1%) are Asian, 2,381 persons (6.1%) are Some Other Race and 464 persons (1.2%) are Two or More Races. The total Hispanic population of the Town of Hilton Head Island is comprised of 5,467 persons, which is 14% of the total Town population. It should be noted in the American Community Survey data Hispanic is considered an ethnicity and not a race, for example, the race of a person may be White and their ethnicity Hispanic, or their race may be Black/African American and their ethnicity Hispanic.

The disproportionately greater need of racial or ethnic groups is based on the level of cost burden defined as monthly housing costs exceeding 30% of monthly income. The data below is separated into groups paying under 30% of income for housing, between 30% and 50%, and over 50%. The column labeled “no/negative income” represents households with no income or negative due to self-employment, dividends, and net income rental, these households cannot have an actual cost burden, but may need housing assistance and therefore are counted separately.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	10,295	3,325	3,090	295
White	8,960	2,700	2,565	170
Black / African American	505	275	265	100
Asian	120	90	0	0
American Indian, Alaska Native	4	0	10	0
Pacific Islander	0	0	0	0
Hispanic	685	250	245	20

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2011-2015 CHAS

**Discussion:**

Based on figures from the 2011 – 2015 American Community Survey, the Town of Hilton Head Island has a total of 17,005 households; overall 37.5% of these households experience a housing cost burden, where 30% or more of their income is spent on housing costs. Based on analysis of the 2011 – 2015 CHAS data 19.5% of households are paying between 30% and 50% of their income on housing costs and 18% of households are paying more than 50% of their income on housing costs.

## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

The disproportionately greater need analysis does not necessarily reflect the number of households in need. The analysis does indicate whether a specific racial or ethnic group has a need which is disproportionately greater than all the households in that particular income group. A disproportionately greater need exists when the percentage of households in a category of need who are members of a particular racial or ethnic group is 10% higher than the percentage of households in the category as a whole.

**Housing Problems:** The disparate impact analysis for housing problems determined White, Black/African American and Hispanic populations had percentages greater than 10% of the income level as a whole.

The housing assessment determined the housing problems for the 80% -100% of area median income category for White populations was the highest at 85% and for Hispanic populations was 12%. The 50% - 80% of area median income category for White populations was 78% and for Black/African American populations was 12%. The 30% - 50% of area median income category for White populations was 73% and for Hispanic populations was 15%. The 0% - 30% of area median income category for White populations was 60%, for Hispanic populations was 20% and for Black/African American populations was 18%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four housing problems while the 50% - 80% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

**Severe Housing Problems:** The housing assessment determined the severe housing problems for the 30% -50% of area median income category for White populations was the highest at 82%, for all income level categories. There were no other population groups that met the 10% threshold in that income category.

The 80% - 100% of area median income category for White populations was 71% and for Hispanic populations was 25%. The 50% - 80% of area median income category for White populations was 80% and for Black/African American populations was 11%. The 0% - 30% of area median income category for White populations was 66%, for Hispanic populations was 19% and for Black/African American populations was 14%.

Further review of the assessment figures indicate the 80% - 100% of area median income category had the smallest number of households with one or more of the four severe housing problems while the 0% - 30% of area median income category had the largest number of households. It is important to note the 0% - 30% of area median income category was the only data set that included three populations (White, Black/African American and Hispanic) with percentages greater than 10% of the income level as a whole.

Housing Cost Burdens: Based on figures from the 2011 – 2015 American Community Survey, the Town of Hilton Head Island has a total of 17,005 households; overall 37.5% of these households experience a housing cost burden, where 30% or more of their income is spent on housing costs. Based on analysis of the 2011 – 2015 CHAS data 19.5% of households are paying between 30% and 50% of their income on housing costs and 18% of households are paying more than 50% of their income on housing costs.

**If they have needs not identified above, what are those needs?**

Households experiencing disproportionately greater need may be faced with other needs such as safe affordable rentals located in areas which provide opportunity for employment and access to support services such as transportation, medical care, recreation and child care.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

To determine the location of minority groups, LMI areas were identified by Census tracts and blocks comprised of a minimum of 49.56% of LMI households. According to Census data, there are ten Census blocks within five Census tracts in the Town Hilton Head Island with LMI percentages above 49.56%. The below table outlines these statistics:

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%
111	4	49.56%

113	1	56.00%
<b>Town of Hilton Head LMI Threshold: 49.56%</b>		

Two of the three Census tracts (105 and 108) of minority concentration have populations of racial or ethnic groups at least 10% greater than the Town as a whole.

- Census Tract 110 has one racial group greater than 10% of the Town as a whole and one ethnic group that is three percent greater than the Town as a whole.
- Census Tracts 111 and 113 have a minority concentration less than 10% of the Town as a whole.
- The highest concentration and number of Hispanic households and Black or African American households is in Census Tract 108.

## NA-35 Public Housing – 91.205(b)

### Introduction

#### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	79	10	0	7	1	0	2

Table 22 - Public Housing by Program Type

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Alternate Data Source: Hilton Head Public Housing Data

#### Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	17,137	14,892	0	15,000	0	0	
Average length of stay	0	0	4	4	0	4	0	0	
Average Household size	0	0	2	2	0	2	0	0	
# Homeless at admission	0	0	0	2	0	1	1	0	

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	0	0	22	4	0	4	0	0
# of Disabled Families	0	0	11	6	0	6	0	0
# of Families requesting accessibility features	0	0	3	0	0	0	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	2	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Alternate Data Source: Hilton Head Public Housing Data

### Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	23	7	0	4	1	0	2
Black/African American	0	0	54	3	0	3	0	0	0
Asian	0	0	0	0	0	0	0	0	0
American Indian/Alaska Native	0	0	1	1	0	1	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	1	0	0	0	0	0	0
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 24 – Race of Public Housing Residents by Program Type**

Data Source: Hilton Head Public Housing Data

**Ethnicity of Residents**

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	2	1	0	1	0	0	0
Not Hispanic	0	0	77	6	0	0	1	0	2
<b>*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

Data Source: Hilton Head Public Housing Data

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

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 2,514 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, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

The Beaufort Housing Authority public housing waiting list is open and monitored by bedroom size. Currently there are 482 families on the public housing waiting list. The one bedroom category is currently the longest waiting list with an average waiting period of two years and 10 months.

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 ten 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.

For the first time since 2017 the Beaufort Housing Authority Section 8 waiting list was opened for one week in January 2020. At that time 1101 applications were received from people within all of Beaufort County. The Beaufort Housing Authority is currently not accepting new Section 8 applications.

The Beaufort Housing Authority has implemented a new Veterans Affairs Supportive Housing (VASH) program. This program combines the Housing Choice Voucher Program (Section 8) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). This program allows the Beaufort Housing Authority to assist low income housing challenged Veterans without placing them on a waiting list. Once a week a representative from the VA works from the housing authority office to house the Veteran as soon as possible.

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.

### **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

The ability to provide a suitable living environment to residents is linked to the ability to provide access to essential services. According to in-house discussion at the Beaufort Housing Authority, the most immediate needs of public housing and Section 8 residents is access to community services, in particular services for the elderly and disabled, including supportive services for caregivers of disabled individuals. The services are available within the community; however access to these services is not readily available for low income residents. Obstacles to access of these services include a lack of public transportation and a lack of knowledge of services available to residents.

Affordability is also a need for housing choice voucher residents. In some cases, particularly for very low and extremely low income, elderly and disabled persons, even housing assistance may not be sufficient. Elderly residents may be on fixed incomes and some disabled residents may be unable to work or receive minimal income. Housing and utility costs often require substantial deposits fees. Receiving assistance through public housing or the housing choice voucher programs make the cost of living more affordable, yet many families continue to struggle to make ends meet.

### **How do these needs compare to the housing needs of the population at large**

Connecting residents of subsidized housing with supportive services is a challenge for public housing authorities throughout the nation. Many housing authorities or housing agencies struggle to deliver or provide access to services and face the challenge of limited funding to provide services for residents.

## **NA-40 Homeless Needs Assessment – 91.205(c)**

### **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.

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were 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 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 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.

### **No Data Available**

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 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.

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

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 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.

**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black/African American	0	0
Asian	0	0
American Indian/Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

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 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 Nature and Extent of Homelessness by Racial and Ethnic Group.**

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 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 Nature and Extent of Unsheltered and Sheltered 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 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.

## **NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)**

### **Introduction:**

This section will discuss the characteristics and needs of persons in various subpopulations who are not homeless but may require supportive services, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with HIV/AIDS and their families, persons with alcohol or drug addiction, victims of domestic violence, and persons with a criminal record and their families.

### **Describe the characteristics of special needs populations in your community:**

Based on the 2011 – 2015 American Community Survey estimates the Town of Hilton Head Island elderly population, 65 years of age or more is 12,856 which is 33% of the total population. According to the 2011 – 2015 American Community Survey estimates 12% of the total population are individuals with any disability and 23% of the population 65 years and over are individuals with any disability. Data indicates 55% of the elderly population is housed in owner-occupied housing units and 20% of the elderly population is housed in renter-occupied units. Housing estimates show 57% of elderly renters pay 30% or more of their monthly income on housing related expenses, an amount which exceeds HUD's cost burden threshold. Of elderly homeowners, 39% pay more than 30% of their monthly income on housing related expenses.

According to the 2011-2015 American Community Survey data for economic characteristics 17% of the total population of the Town of Hilton Head Island has no health insurance coverage and 10% of the total population had incomes in the past 12 months below the poverty level. To help address this issue the Volunteers in Medicine organization was established in 1993 to understand and serve the health and wellness needs of the most medically underserved populations and their households living and working in the Town of Hilton Head Island. The Volunteers in Medicine Clinic is staffed with approximately 650 retired volunteer physicians, nurses, dentists, chiropractors, social workers, interpreters, and lay persons. On average the staff at the clinic services approximately 27,000 patients per year. This clinic is the only free medical clinic also offering dental and mental healthcare in southern Beaufort County.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

The housing and supportive service needs of these populations may include lack of affordable housing and lack of earning a living wage. Some elderly populations may have disability issues and fixed incomes which contributed to the inability to maintain homes which in turn creates depreciating home values and property decline. Considering these situations these populations may have difficulty meeting additional basic needs such as food, clothing, child care, and transportation and health care costs.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

According to 2018 SC-DHEC HIV/AIDS Data Surveillance Report from January 1 through December 31, 2018 there were fewer than four new cases of HIV/AIDS diagnosed in Beaufort County. That same report states through December 31, 2018 there are 156 persons living with HIV/AIDS in Beaufort County.

The Access Network was founded in 1987 in response to the growing HIV/AIDS epidemic to serve Beaufort, Colleton, Hampton, and Jasper counties. In the mid1990's the focus of the client services changed from addressing end of life issues to helping those affected by HIV/AIDS live with the disease. The Access Network offers assistance with long term medical care, free confidential HIV testing and counseling, group and individual support programs, education and prevention, and nutrition programs.

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction’s need for Public Facilities:**

Public facility needs in the Town of Hilton Head Island include but are not limited to parks and recreational facilities, neighborhood, community, or education facilities, public facilities improvements, housing activities, and economic development initiatives. Community Development Block Grant funds may be used for such facilities when they are located in LMI areas of eligible populations, provide benefits to a LMI clientele, or qualify as an activity under the LMI housing national objective.

### **How were these needs determined?**

Public facility needs were prioritized based on input obtained through two Needs Assessment public meetings conducted on March 2, 2020 and March 5, 2020 by the Town of Hilton Head Island. A public notice was published in the local newspaper, The Island Packet, seven days prior to the public meetings. In addition to the published notice, public meeting notices were posted at the Town of Hilton Head Island Town Hall, on the Town website, and sent to Town of Hilton Head Island E-Subscription Service subscribers. Letters of invitation to the Needs Assessment public meetings were mailed to 38 community leaders and organizations which assist LMI clientele seven days prior to the meeting.

### **Describe the jurisdiction’s need for Public Improvements:**

Public improvement needs in the Town of Hilton Head Island include but are not limited to street improvements which may include sidewalks or pathways; curbs; gutters; signage; tree plantings; lighting, and landscaping; paving dirt roads; drainage improvements; sanitary sewer installations or improvements; community center; and expansion of education and/or recreation facilities. CDBG funds may be used for such improvements when they are located in LMI areas of eligible populations, provide benefits to a LMI clientele, or qualify as an activity under the LMI housing national objective.

### **How were these needs determined?**

Public improvement needs were determined through comments received during the Needs Assessment public meetings conducted on March 2, 2020 and March 5, 2020 by the Town of Hilton Head Island.

### **Describe the jurisdiction's need for Public Services:**

Public services needs in the Town of Hilton Head Island include but are not limited to access to health care, affordable childcare, academic intervention programs, free tax preparation, education for high-risk children, job training and public safety. In addition, public services needs related to the prevention, or preparation for, or response to COVID-19 include but are not limited to grants which allow for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery activities due to COVID-19.

### **How were these needs determined?**

Public services needs were discussed and comments received at the Needs Assessment public meetings conducted on March 2, 2020 and March 5, 2020 by the Town of Hilton Head Island. Needs were prioritized based on participant input at the Needs Assessment public meetings. Subsequent to the CARES Act authorization, discussions with the Community Foundation of the Lowcountry were conducted with Town of Hilton Head Island staff to determine community public services needs in response to COVID-19.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

While housing opportunities can be limited by household income and purchasing power, the lack of affordable housing options may result in a significant hardship for low income households, preventing other basic needs from being met. Low income residents often have fewer financial resources available to them for making monthly rent or mortgage payments. Low income residents who do purchase homes must keep a significant amount of funds available for taxes, insurance, property owners association fees, and home maintenance and repairs. Since home ownership requires substantial investment for many residents, LMI households tend to rent homes as opposed to purchasing one. Most residential property leases call for less responsibility and less investment from the home occupant than if they were to purchase a home. According to the 2011 – 2015 American Community Survey, of the 17,005 occupied housing units in the Town of Hilton Head Island 73.5% are owner occupied and the other 26.5% of housing units are occupied by renters.

The types and function of housing units in the Town of Hilton Head Island is important to understand the unique nature of housing development in the Town. There are various forms or types of housing units on the Island, including detached single family homes and attached duplexes, multi-family structures and mobile homes. There are also various types of housing in terms of function, including traditional apartment complexes, condominiums, both long and short term home rentals, seasonal homes and timeshares also known as interval occupancy units.

The data shown in the table below, Housing Unit by Structure Type, refers to housing units as defined by the U.S. Census Bureau. This table shows the number of housing units by structure type in each category since 1990. The number of mobile homes more than doubled between 1990 and 2010, increasing from 419 to 974, however this structure type decreased between 2010 and 2015 by 116 units. The information shown in this table also indicates in 1990 there were 601 fewer multi-family units than there were single family units. This trend continues as the gap increases in 2000, with 4,506 fewer multi-family units than single family units. In 2010 the gap continued, however it narrowed to 2,693 fewer multi-family units than single family units and in 2015 the gap increased to 3,041 fewer multi-family units than single family units. Overall this indicates a declining trend in the development of multi-family units on the Island.

Due to the unique character of Hilton Head Island as a resort destination there are a significant number of housing units used on a seasonal basis. Based on 2007 data gathered by Town staff, there were 3,537 interval occupancy units within the Town of

Hilton Head Island. It is important to note, during the building permit process interval occupancy developments are categorized as multi-family structures.

	1990	2000	2010*	2015**	% Change 1990 - 2000	% Change 2000 - 2010	% Change 2010 - 2015
Single Family	10,775	14,157	17,432	18,218	31%	23%	4.5%
Multi-Family	10,174	9,651	14,739	15,177	-5%	53%	3%
Mobile Homes	419	806	974	858	92%	21%	-12%
TOTAL	21,368	24,614	33,145	33,819	15%	35%	2%

Source: U.S. Census Bureau – 1990 & 2000 Census;

\* 2008 – 2010 American Community Survey Estimates:

\*\* 2011 – 2015 American Community Survey Estimates

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

The following section describes the number, type, tenure and size of housing in the Town of Hilton Head Island.

According to 2011 – 2015 American Community Survey data the Town of Hilton Head Island housing stock is comprised of 33,833 units, of which 15,555 or 46% are one unit detached structures, 17,407 or 51.4% are located in multi-unit structures and 868 units or 2.5% are categorized as mobile home, boat, RV, van, etc. The majority of residential multi-units, 6863 or 20.3% are in the 20 unit or more category. This is likely due to the significant number of interval occupancy units located within the Town of Hilton Head Island.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	15,555	46%
1-unit, attached structure	2,295	7%
2-4 units	2,740	8%
5-19 units	5,510	16%
20 or more units	6,865	20%
Mobile Home, boat, RV, van, etc	868	3%
<b>Total</b>	<b>33,833</b>	<b>100%</b>

Table 26 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

### Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	20	0%	55	1%
1 bedroom	295	2%	905	20%
2 bedrooms	2,660	21%	2,095	47%
3 or more bedrooms	9,525	76%	1,450	32%
<b>Total</b>	<b>12,500</b>	<b>99%</b>	<b>4,505</b>	<b>100%</b>

Table 27 – Unit Size by Tenure

Data Source: 2011-2015 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the public agency providing affordable housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 public housing units of housing 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, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

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 ten units participating in the voucher program which are scattered throughout the Town of Hilton Head Island. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

The Town of Hilton Head Island and the Beaufort Housing Authority do not expect to lose any affordable housing units from the inventory during this Consolidated Plan period.

**Does the availability of housing units meet the needs of the population?**

Assessing existing and future housing demand can be difficult. Demand can include the unmet demand of the existing population, the changing needs of the existing population and the needs of future residents. Census data was used to assess the ability of current housing stock to meet the needs of the population. The assessment indicates the existing housing stock does not fully meet the needs of the existing population showing 46.7% of renters expending more than 30% of monthly income on housing costs. HUD considers a housing unit affordable if the occupant expends no more than 30% of its income on housing costs. If the household spends more than 30% of its income on housing costs, the household is considered cost-burdened. Cost-burdened households have less financial resources to meet other basic needs such as food, clothing, transportation, medical costs, child care costs and fewer resources to properly maintain a housing structure and are at greater risk for foreclosure or eviction.

**Describe the need for specific types of housing:**

Anecdotal evidence indicates households in the market for moderate-to high-priced rentals, or owner-occupied homes have a variety of housing options. Renters who may be disabled, elderly with fixed incomes or those earning low incomes are likely to find

more limited housing options. According to the 2011 – 2015 American Community Survey, five year estimates indicate 46.7% of renters expend more than 30% of monthly income on housing costs.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Based on data from 2011 – 2015 CHAS provided by HUD’s eCon software program, American Community Survey data, Census data and the HUD Fiscal Year 2016 Fair Market Rent Summary, the following tables reflect the cost of owner and renter-occupied housing in the Town of Hilton Head Island. There may have been significant changes in housing prices in recent years which may not be fully captured in this data.

### Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	510,700	434,900	(15%)
Median Contract Rent	956	899	(6%)

Table 28 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	473	10.5%
\$500-999	2,350	52.2%
\$1,000-1,499	940	20.9%
\$1,500-1,999	410	9.1%
\$2,000 or more	335	7.4%
<b>Total</b>	<b>4,508</b>	<b>100.1%</b>

Table 29 - Rent Paid

Data Source: 2011-2015 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	225	No Data
50% HAMFI	885	434
80% HAMFI	3,010	1,004
100% HAMFI	No Data	1,649
<b>Total</b>	<b>4,120</b>	<b>3,087</b>

Table 30 – Housing Affordability

Data Source: 2011-2015 CHAS

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	\$781	\$820	\$949	\$1,245	\$1,657
High HOME Rent	\$781	\$820	\$949	\$1,162	\$1,278
Low HOME Rent	\$611	\$655	\$786	\$907	\$1,012

**Table 31 – Monthly Rent**

Data Source: HUD FMR and HOME Rents

## Is there sufficient housing for households at all income levels?

According to the 2011-2015 American Community Survey, of the 17,005 occupied housing units in the Town of Hilton Head Island 73.5% are owner occupied and 26.5% are occupied by renters. The same data set indicates there are 16,822 vacant housing units of which the homeowner vacancy rate is 3.6% and the rental vacancy rate is 27.37%. The median home value is \$434,900 and the median rent is \$1,066.

While data indicates a sufficient number of vacant units, the types and function of housing units in the Town of Hilton Head Island is important to understand. There are various forms of housing units within the Town, including detached single family homes, attached duplexes, multi-family structures and mobile homes. There are also various types of housing in terms of function, including traditional apartment complexes, condominiums, both long and short term home rentals, seasonal homes and timeshares also known as interval occupancy units.

Due to the unique character of Hilton Head Island as a resort destination, there are a significant number of housing units used on a seasonal basis. Based on 2007 data gathered by Town staff, there were 3,537 interval occupancy units within the Town of Hilton Head Island. It is important to note, during the building permit process interval occupancy developments are categorized as multi-family structures.

According to the 2011-2015 American Community Survey data, the Town of Hilton Head Island housing stock is comprised of 33,833 units, of which 15,555 or 46% are one unit detached structures, 2,295 or 6.8% are one unit attached structures, 15,115 or 44.6% are located in multi-unit structures and 868 units or 2.5% are categorized as mobile home, boat, RV, van, etc. It should be noted there are 6,865 housing units in multi-unit structures with 20 or more units; this is likely due to the significant number of interval occupancy units located within the Town of Hilton Head Island. Based on this information, households in the market for moderate to high priced rental units or owner occupied homes have a variety of housing options. Renters who may be disabled, elderly with fixed incomes or those earning low incomes are likely to find more limited housing options.

**How is affordability of housing likely to change considering changes to home values and/or rents?**

Based on comparison data from the real estate website RealtyTrac, there are 67 properties in foreclosure stages, 683 homes listed for sale, and 1,112 homes recently sold as of February 2020. According to available data in January 2020, the number of properties receiving a foreclosure filing in the Town of Hilton Head Island was 44% lower than in December 2019 and 55% lower than the same time period in 2019. Home sales for December 2019 had no increase or decrease compared with the previous month and no increase or decrease compared with one year ago. According to the real estate website Zillow, in January 2020, the median price of a non-distressed home was \$372,000. Based on this information it is anticipated affordability will remain at the currently level.

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

As illustrated above in the Monthly Rent Table, the HOME and Fair Market rents for efficiency, and one-bedroom, units in the Town of Hilton Head Island are less than the median contract rent of \$899 listed in the 2011 – 2015 CHAS and greater than the median rent for units with two or more bedrooms. This appears to indicate more affordable housing may be needed for two or more bedroom units.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The majority of housing units in the Town of Hilton Head Island were built between 1980 and 1999 and as the units age they become more likely to need repairs. Conditions of units may be associated with lack of complete kitchen or plumbing facilities, more than one person per room, or having a cost burden greater than 30% of the household income. According to the Condition of Units chart below 36% of owner-occupied units and 45% of renter-occupied units have at least one of the selected conditions.

### Definitions

Standard condition may be defined as housing which meets all local building, fire, health and safety codes and HUD’s minimum Housing Quality Standards. Substandard condition may be defined as housing that does not meet local building, fire, health and safety codes or HUD’s minimum Housing Quality Standards.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	4,470	36%	2,035	45%
With two selected Conditions	15	0%	295	7%
With three selected Conditions	15	0%	4	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	8,005	64%	2,170	48%
<b>Total</b>	<b>12,505</b>	<b>100%</b>	<b>4,504</b>	<b>100%</b>

Table 32 - Condition of Units

Data Source: 2011-2015 ACS

### Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	2,760	22%	525	12%
1980-1999	7,165	57%	2,735	61%
1950-1979	2,525	20%	1,165	26%
Before 1950	49	0%	85	2%
<b>Total</b>	<b>12,499</b>	<b>99%</b>	<b>4,510</b>	<b>101%</b>

Table 33 – Year Unit Built

Data Source: 2011-2015 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,574	21%	1,250	28%
Housing Units build before 1980 with children present	1,300	10%	680	15%

**Table 34 – Risk of Lead-Based Paint**

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units			
Abandoned Vacant Units			
REO Properties			
Abandoned REO Properties			

**Table 35 - Vacant Units**

## Need for Owner and Rental Rehabilitation

The age of housing stock in the Town of Hilton Head Island will continue to have a significant impact on general housing conditions. While only 3,824 units were built before 1980, as housing ages maintenance costs rise, which can present a significant cost for LMI households. This poses a threat to LMI tenants who may not be able to maintain close communication with landlords or property managers when repairs are needed.

## Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Exposure to lead-based paint represents a substantial environmental threat and housing conditions may significantly affect public health. HUD regulations regarding lead-based paint apply to all federally assisted housing. The main source of lead exposure comes from lead-contaminated dust found in deteriorating buildings. Many residential properties built before 1978 contain lead-based paint. Unfortunately, measuring the exact number of housing units with lead-based paint hazards is difficult. Lead is a highly toxic metal which may cause a range of health problems for adults and especially with children.

Low income households earning 0-50% of Median Family Income are usually the least able to afford well maintained housing and therefore, are often at greater risk of lead poisoning. According to American Community Survey data there are 2,574 (21%) owner-occupied housing units and 1,250 (28%) of renter-occupied households built

before 1980. There are 1,300 owner-occupied households with children present and 680 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the public agency providing affordable housing to residents in all of Beaufort County, South Carolina, including the Town of Hilton Head Island. In the Town of Hilton Head Island, the Beaufort Housing Authority operates 80 public housing units at the Sandalwood Terrace Apartments, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

### Totals Number of Units

	Certificate	Mod-Rehab	Public Housing	Program Type					
				Total	Project - based	Tenant - based	Vouchers		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			79	10		7	1	0	2
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 36 – Total Number of Units by Program Type

Data Source: Hilton Head Public Housing Data

### Describe the supply of public housing developments:

### Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

The Town of Hilton Head Island does not own or operate any public housing developments or units. The Beaufort Housing Authority is the public agency providing affordable housing to approximately 2,514 residents in Beaufort County, South Carolina and there are 293 units of housing 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, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

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 ten units participating in the voucher program which are scattered throughout the Town of Hilton Head Island. Tenants identify and choose their own units and the landlord agrees to participate in the housing choice voucher program.

**Public Housing Condition**

Public Housing Development	Average Inspection Score
Beaufort Housing Authority	77

**Table 37 - Public Housing Condition**

**Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

**Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:**

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

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 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.

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were 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.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	0	0	0	0	0
Households with Only Adults	0	0	0	0	0
Chronically Homeless Households	0	0	0	0	0
Veterans	0	0	0	0	0
Unaccompanied Youth	0	0	0	0	0

Table 38 - Facilities and Housing Targeted to Homeless Households

### Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons

Mainstream services are handled through organizations which provide services to those experiencing homelessness. The Beaufort County Human Services Alliance collaborates with area agencies to promote and sustain activities which improve the quality of life for all Beaufort County residents. Various agency resources are pooled together to address

community needs in the areas of economy, education, poverty, health and the environment.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

There are no homeless shelters located within the Town of Hilton Head Island. Family Promise of Beaufort County is a non-profit organization located in Bluffton, South Carolina, adjacent to the Town of Hilton Head Island, which provides assistance to homeless families. During one program cycle four families go through the 60-90 day program. Family Promise partners with host churches throughout Beaufort County, where families sleep for a one week period then move to the next host church. Support churches provide food to the families. Churches provide overnight chaperons. Children attend school during the day and the parent attends educational classes at the Family Promise Center located in Bluffton. The education component of the program consists of a variety of classes, some which include resume writing and budgeting. Upon program completion participants must have a place to live, a job and transportation. The case workers at Family Promise follow-up with program graduates for 12-18 months after completing the program.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

The Town of Hilton Head Island does not own or operate any special needs facilities. As a member of the Beaufort County Human Services Alliance, the Town encourages collaboration with area agencies to promote and sustain activities which improve the quality of life for Beaufort County residents, including in the Town of Hilton Head Island.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

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.

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

This section identifies economic sectors in the Town of Hilton Head Island where job opportunities exist and identifies employment sector positions. According to the 2011 – 2015 American Community Survey data, the unemployment rate was 5.12%, however in the 2014 - 2018 American Community Survey data, the unemployment rate in the Town of Hilton Head Island decreased to 5.0%, which is below the national average of 5.9%.

### Economic Development Market Analysis

#### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	34	40	0	0	0
Arts, Entertainment, Accommodations	3,889	7,218	28	32	4
Construction	598	872	4	4	-1
Education and Health Care Services	1,785	3,050	13	14	0
Finance, Insurance, and Real Estate	1,151	1,923	8	9	0
Information	140	222	1	1	0
Manufacturing	332	308	2	1	-1
Other Services	644	1,042	5	5	0
Professional, Scientific, Management Services	1,120	1,815	8	8	0
Public Administration	0	0	0	0	0
Retail Trade	2,030	2,906	15	13	-2
Transportation and Warehousing	268	166	2	1	-1
Wholesale Trade	337	255	2	1	-1
Total	12,328	19,817	--	--	--

**Table 39 - Business Activity**

Data: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)  
 Source:

## Labor Force

Total Population in the Civilian Labor Force	18,220
Civilian Employed Population 16 years and over	17,290
Unemployment Rate	5.12
Unemployment Rate for Ages 16-24	11.23
Unemployment Rate for Ages 25-65	3.85

**Table 40 - Labor Force**

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	4,425
Farming, fisheries and forestry occupations	685
Service	1,715
Sales and office	4,260
Construction, extraction, maintenance and repair	1,805
Production, transportation and material moving	535

**Table 41 – Occupations by Sector**

Data Source: 2011-2015 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	12,605	83%
30-59 Minutes	1,980	13%
60 or More Minutes	540	4%
<b>Total</b>	<b>15,125</b>	<b>100%</b>

**Table 42 - Travel Time**

Data Source: 2011-2015 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	1,295	130	230
High school graduate (includes equivalency)	2,750	285	1,025

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Some college or Associate's degree	3,630	145	1,060
Bachelor's degree or higher	5,820	150	1,845

**Table 43 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

**Educational Attainment by Age**

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	40	220	190	330	215
9th to 12th grade, no diploma	250	300	215	395	315
High school graduate, GED, or alternative	515	940	965	2,160	1,755
Some college, no degree	615	500	710	2,045	2,415
Associate's degree	35	175	310	1,110	615
Bachelor's degree	215	1,085	905	3,495	4,020
Graduate or professional degree	0	255	340	1,720	3,525

**Table 44 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

**Educational Attainment – Median Earnings in the Past 12 Months**

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	20,642
High school graduate (includes equivalency)	21,616
Some college or Associate's degree	31,667
Bachelor's degree	40,242
Graduate or professional degree	50,625

**Table 45 – Median Earnings in the Past 12 Months**

Data Source: 2011-2015 ACS

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The largest percentage of the Town of Hilton Head Island’s labor force is employed in the Arts, Entertainment, Accommodations sector which consists of 28% of the labor force. The next largest percentage of the labor force is employed in the Retail Trade sector, which consists of 15% followed by the Education and Health Care Services sector consisting of 13% of the labor force.

**Describe the workforce and infrastructure needs of the business community:**

The Town of Hilton Head Island’s workforce continues to depend on a large pool of residents possessing higher levels of education. Over 50% of the labor force holds positions in management, business, financial, service, sales and office sectors which may necessitate some secondary education. Workforce needs encompassing each sector may include but are not limited to well educated, motivated, healthy, and skilled employees. Infrastructure needs may include but are not limited to access to a reliable transportation system including streets, and pathways, access to water and sewer services, recreational facilities and internet services.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The Town of Hilton Head Island strives to foster continued economic development. This can be accomplished by efficient management and leveraging resources. In 2019 the Town engaged a consultant to create a workforce housing strategic plan. The plan indicated a lack of workforce housing within the Town is an impediment to recruiting and retaining both private and public sector employees. The plan outlined strategies the Town may wish to integrate into future goals and policies. Town staff continues to work with Town Council on addressing workforce housing strategies to support workforce development.

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Thirty-two percent of the civilian labor force in the Town of Hilton Head Island possesses a bachelor’s degree or higher level of educational attainment. This corresponds with the Occupation by Sector table indicating the Management, business and financial sector and Sales and Office sector reflecting the highest number of employees, comprising 48% of the labor force. It can be presumed these two sectors have a higher percentage of employees with secondary educations.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

No

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

## MA-50 Needs and Market Analysis Discussion

**Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

After analysis of data in the HUD Office of Community Planning and Development (CPD) maps software program it was established Census Tract 108 contains the highest percent of households with one of the four severe housing problems at 35% compared with the other two LMI Census tracts. The severe housing problem category includes housing cost burden greater than 30%, housing cost burden greater than 50%, overcrowding or substandard housing.

**Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

To determine the location of minority groups, LMI areas were identified by Census tracts and blocks comprised of a minimum of 49.56% of LMI households. According to Census data, there are ten Census blocks within five Census tracts in the Town Hilton Head Island with LMI percentages above 49.56%. The below table outlines these statistics:

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%
111	4	49.56%
113	1	56.00%
<b>Town of Hilton Head LMI Threshold: 49.56%</b>		

Two of the three Census tracts (105 and 108) of minority concentration have populations of racial or ethnic groups at least 10% greater than the Town as a whole. Census Tract 110 has one racial group greater than 10% of the Town as a whole and one ethnic group that is three percent greater than the Town as a whole. Census Tracts 111 and 113 have a minority concentration less than 10% of the Town as a whole. The

highest concentration and number of Hispanic households and Black or African American households is in Census Tract 108.

**What are the characteristics of the market in these areas/neighborhoods?**

Areas with concentrations of housing problems and low income populations may be referred to as distressed areas or neighborhoods. Distressed neighborhoods typically have older housing stock, higher rates of vacancy, and lower quality of life in addition to segments of minorities and low income households. Property values may tend to be lower in these areas than the surrounding areas.

**Are there any community assets in these areas/neighborhoods?**

Census Tracts 105, 108, 110 and 113 have a variety of Town of Hilton Head Island-owned parks, public and private recreation and education facilities and religious institutions available to residents of the Town of Hilton Head Island. Census Tract 105 contains the Hilton Head Island public school campus including elementary, middle and high schools, which are accessible to children residing in the Town of Hilton Head Island.

**Are there other strategic opportunities in any of these areas?**

The Town of Hilton Head Island has identified areas with the highest concentration of low income households for CDBG funding. Anticipated use of CDBG funds includes but is not limited to street improvements which may include sidewalks or pathways, curbs, gutters, signage, tree plantings, lighting, landscaping, and paving dirt roads, drainage improvements, sanitary sewer installations or improvements, community center, and expansion of education and/or recreation facilities.

## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

**Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

In 2014 the Town of Hilton Head participated in the Connected Community Engagement Program with Connect South Carolina, which resulted in the Hilton Head Island Technology Action Plan. In an analysis of connected assessment, the Town achieved a score of 114 points out of 120 for overall broadband and technology readiness. In this 2014 plan, it noted the Town's overall broadband availability is generally consistent with the state average of 98.06%.

The plan's assessment criteria indicated 100% of households have access to broadband speeds of 3 megabits of data per second (Mbps) or greater and 97% of households have access to broadband speeds of 50 Mbps. The plan also indicated 100% of households have access to more than one broadband provide and 100% of residents have access to mobile broadband service. A total of seven broadband providers were identified within the Town, which are: Hargray Communications, Spectrum Cable, AT&T, Cricket Communications, Inc., Sprint, T-Mobile and Verizon Wireless.

According to Hargray Communications there are approximately 5,000 to 7,000 homes and businesses within the Town of Hilton Head Island connected to broadband via fiber service. There is no cost to connect a home of business to the fiber network, and therefore no connection discount program for LMI neighborhoods.

**Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

According to the 2014 Hilton Head Island Technology Action Plan, there are seven broadband internet providers available to residents of the Town of Hilton Head Island. Statistics listed on the Broadband and Now website indicate approximately 92% of Hilton Head Island residents are serviced by multiple wired service providers. This level of competition allows Town of Hilton Head Island residents to select broadband internet service that best aligns with their needs.

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction’s increased natural hazard risks associated with climate change.**

The Town of Hilton Head Island is a participating jurisdiction in the Beaufort County, South Carolina Multi-jurisdictional Hazard Mitigation Plan 2015 Update, which was approved by the U.S. Department of Homeland Security – FEMA in September 2016. The Beaufort County Multi-jurisdictional Hazard Mitigation Plan identifies sea level rise as a contributing factor to the County’s future vulnerability to storms, flooding, erosion, and saltwater intrusion. The plan recommends the County and participating jurisdictions plan for impacts of climate change and sea level rise in future land planning, site review, and location of infrastructure and public facilities.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

The Beaufort County Multi-jurisdictional Hazard Mitigation Plan 2015 Update states “According to SCEMD, Beaufort County has a wide range of social vulnerability, with most tracts exhibiting moderate levels”. Considering the unique characteristic of the entire jurisdiction of the Town of Hilton Head Island being a barrier island off the coast of South Carolina, flood-prone areas are not limited to the LMI Census tracts, but appear to be widespread throughout the Town. The vulnerability analysis concluded flooding and flood damages pose the greatest risk to all households on Hilton Head Island, not solely LMI Census tracts.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

The Strategic Plan outlined in the following section provides a guide for the Town of Hilton Head Island’s allocation of CDBG Program funding for the 2020 – 2024 planning period. The goals focus on priority needs and target available resources designed to meet those needs. The needs include public improvements and facilities, public services, housing activities, economic development and activities to prevent, or prepare for, or respond to COVID-19 for LMI persons. The primary emphasis of the goals is the continuance of maintaining and improving the quality of life of LMI residents. Projects selected for CDBG funding in this five year period will be managed efficiently and in compliance with program requirements.

#	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.	\$378,562	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.	\$238,349	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
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.	\$238,349	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.	\$238,349	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.	\$238,349	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

Five Year Project Table

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

1	<b>Area Name:</b>	Census Tract 105
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Squire Pope Gum Tree Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
<b>Are there barriers to improvement in this target area?</b>		
2	<b>Area Name:</b>	Census Tract 108
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Baygall Mitchelville Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
<b>Are there barriers to improvement in this target area?</b>		

<b>3</b>	<b>Area Name:</b>	Census Tract 110
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Chaplin Marshland Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
<b>Are there barriers to improvement in this target area?</b>		
<b>4</b>	<b>Area Name:</b>	Census Tract 111
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement, or Housing Activity, or Economic Development, or Public Services
	<b>Identify the neighborhood boundaries for this target area.</b>	Mid-Island Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
<b>Are there barriers to improvement in this target area?</b>		
<b>5</b>	<b>Area Name:</b>	Census Tract 113
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	

	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Public Improvement
	<b>Identify the neighborhood boundaries for this target area.</b>	Cordillo Area
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Based on LMI percentage
	<b>Identify the needs in this target area.</b>	Facilities, Housing, Public Services, Economic Development
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	
6	<b>Area Name:</b>	Town-Wide
	<b>Area Type:</b>	Local Target area
	<b>Other Target Area Description:</b>	
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	Other
	<b>Other Revital Description:</b>	Administrative and Planning
	<b>Identify the neighborhood boundaries for this target area.</b>	
	<b>Include specific housing and commercial characteristics of this target area.</b>	
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	
	<b>Identify the needs in this target area.</b>	
	<b>What are the opportunities for improvement in this target area?</b>	
	<b>Are there barriers to improvement in this target area?</b>	

Table 46 - Geographic Priority Areas

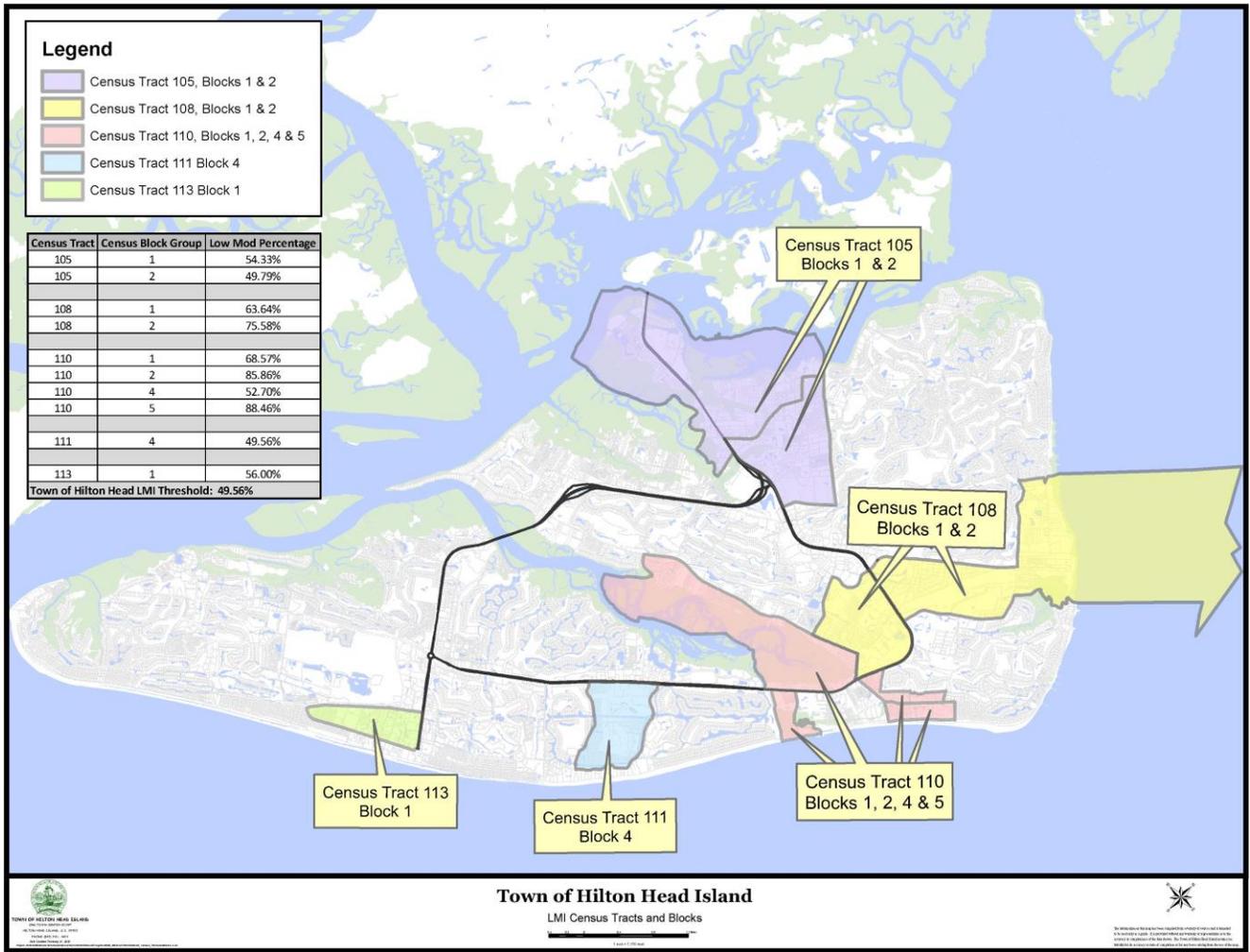
### General Allocation Priorities

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities may qualify for CDBG assistance if the activity meets the LMI housing national objective, or will benefit all the residents of a LMI residential area, or will benefit a LMI clientele, or prevent, or prepare for, or respond to COVID-19.

According CDBG program guidelines, an activity using the LMI area benefit must meet the minimum threshold of 51% LMI residents. However, the Town of Hilton Head Island has been designated an exception grantee, which resulted in a LMI area percentage of

49.56%. This percentage is applied to Census tracts and blocks to determine activity eligibility on an area basis. An activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

CDBG funds will be used to address the needs of LMI areas, or organizations which provide services to LMI persons or families which comprise 51% or more of their clientele or for activities which meet the LMI housing national objective. The LMI areas are determined using Census Tracts which have a LMI population of at least 49.56%. CDBG funds will be targeted for use on projects located in Census Tracts 105, 108, 110, 111 and 113 within the Town of Hilton Head Island as illustrated in the attached map. Organizations providing services to LMI persons will provide documentation to Town staff verifying 51% or more of their clientele meet LMI requirements as stipulated by HUD.



Town of Hilton Head Island LMI Census Tract Map

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

<b>1</b>	<b>Priority Need Name</b>	Public Facilities & Improvements
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development Large Families Families with Children
	<b>Geographic Areas Affected</b>	Census Tract 105 Census Tract 108 Census Tract 110 Census Tract 111 Census Tract 113
	<b>Associated Goals</b>	Public Facilities & Improvements
	<b>Description</b>	Provide funding for public facilities & improvements in LMI neighborhoods.
	<b>Basis for Relative Priority</b>	Needs Assessment Public Meeting attendee comments.
	<b>2</b>	<b>Priority Need Name</b>
<b>Priority Level</b>		High
<b>Population</b>		Extremely Low Low Moderate Non-housing Community Development Large Families Families with Children
<b>Geographic Areas Affected</b>		Town-wide
<b>Associated Goals</b>		Public Services
<b>Description</b>		Provide funding for public services to LMI persons.
<b>Basis for Relative Priority</b>		Needs Assessment Public Meeting attendee comments, and consultation with the Community Foundation of the Lowcountry regarding COVID-19 prevention, preparation, and response.
<b>3</b>		<b>Priority Need Name</b>
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Town-wide
	<b>Associated Goals</b>	Housing Activity

	<b>Description</b>	Provide funding for housing activities to LMI persons.
	<b>Basis for Relative Priority</b>	Needs Assessment Public Meeting attendee comments.
4	<b>Priority Need Name</b>	Economic Development
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	Town-wide
	<b>Associated Goals</b>	Economic Development
	<b>Description</b>	Provide funding for economic development initiatives to LMI persons.
	<b>Basis for Relative Priority</b>	Needs Assessment Public Meeting attendee comments.
5	<b>Priority Need Name</b>	Administrative and Planning
	<b>Priority Level</b>	High
	<b>Population</b>	Non-housing Community Development
	<b>Geographic Areas Affected</b>	Town-Wide
	<b>Associated Goals</b>	Administration and Planning
	<b>Description</b>	Provide overall administration for the CDBG program to include development of the Consolidated Plan, annual reports, and administration of public services funding.
	<b>Basis for Relative Priority</b>	Town of Hilton Head Island staff input.

Table 47 – Priority Needs Summary

**Narrative (Optional)**

Priority needs were identified through the Needs Assessment public meetings held on March 2, 2020 and March 5, 2020. Fifteen citizens attended the meetings and gave comments related to community needs. Public improvement needs in the Town of Hilton Head Island include but are not limited to street improvements which may include sidewalks or pathways, curbs, gutters, signage, tree plantings, lighting, landscaping, paving dirt roads, drainage improvements, sanitary sewer installations or improvements, community center, and expansion of education and/or recreation facilities. Community Development Block Grant funds may be used for such improvements when done in LMI areas of eligible populations, or when benefits are provided to a LMI clientele, or qualify as an activity under the LMI housing national objective.

Housing activity needs in the Town of Hilton Head Island may include but are not limited to affordable housing initiatives encompassing owner occupied housing rehabilitation

activities which meet the LMI housing national objective.

Public services needs in the Town of Hilton Head Island include but are not limited to access to health care, affordable childcare, academic intervention programs, free tax preparation, education for high-risk children, job training and public safety. In addition, public services needs related to the prevention of, or preparation for, or response to COVID-19 include but are not limited to grants which allow for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery activities due to COVID-19. Community Development Block Grant funds may be used for such services when benefits are provided to a LMI clientele meeting the 51% or greater minimum threshold.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	High levels of cost burden among many low income households; waiting lists at existing public housing.
TBRA for Non-Homeless Special Needs	High levels of cost burden among many low income households including non-homeless special needs populations; waiting lists at existing public housing.
New Unit Production	Costs of land, infrastructure and development impact fees; the age of existing housing stock.
Rehabilitation	Age of housing stock.
Acquisition, including preservation	Age of structures, costs of land and infrastructure improvements.

**Table 48 – Influence of Market Conditions**

## **SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)**

### **Introduction**

The following table outlines the anticipated resources from the HUD Community Development Block Grant(CDBG) program the Town of Hilton Head Island anticipates having available during the 2020 – 2024 period covered by this Consolidated Plan.

### **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 Admin and Planning Economic Development Housing Public Improvements Public Services	\$238,349	0	0	\$238,349	\$953,396	The expected amount available in year one total is the HUD provided 2020 allocation amount of \$238,349. The expected amount available for remainder of Con Plan is the HUD provided 2020 annual allocation amount of \$238, 349 multiplied by 4 which equals \$953,396. This figure is the expected amount available for the remaining 2-4 years of the Consolidated Plan.

Other CDBG-CV	Public-Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$140,213	0	0	\$140,213	0	This represents Community Development Block Grant funding allocated via the 2020 CARES Act due to COVID-19. At the time of writing the 2020 - 2024 Consolidated Plan, additional CDBG-CV funding allocation amounts are unknown.
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**Table 49 - Anticipated Resources**

**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 Consolidated Plan. While the Community Development Block Grant program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete projects or services listed in this Consolidated 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 publically 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 property and/or facilities located within LMI Census Tracts throughout the jurisdiction. Based on community needs identified in this 2020 – 2024 Five Year Consolidated Plan, and in future annual action plans that will be associated with this Consolidated Plan, the Town of Hilton Head Island may use publically owned land or property to address needs identified through the community needs assessment process.

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
TOWN OF HILTON HEAD ISLAND	Government	Non-homeless special needs Public facilities	Jurisdiction
Community Foundation of the Lowcountry	Non-profit	Non-homeless special needs Public Services	Jurisdiction

**Table 50 - Institutional Delivery Structure**

### Assess of Strengths and Gaps in the Institutional Delivery System

The Town of Hilton Head Island has participated in the HUD CDBG Entitlement Program since 2015. During the first five years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first five years of program participation. A “No Findings or 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 and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

The Town of Hilton Head Island is in the process of developing a memorandum of understanding to create a partnership with the Community Foundation of the Lowcountry to receive and distribute both CDBG-CV funds and Fiscal Year 2020 CDBG funds to organizations serving residents of the Town of Hilton Head Island as part of the COVID-19 response and recovery. The Community Foundation of the Lowcountry is a 501(c)(3) nonprofit organization which began serving the Hilton Head Island community in 1994. The organization’s purpose is to build and strengthen the community by working closely with local donors to address critical issues facing the community. The Community Foundation of the Lowcountry is currently listed in the Federal Registry, and was recognized by HUD in 2017 with the HUD Secretary’s Award for Public-Philanthropic Partnerships for their successful work on Project Safe (Sewer Access For Everyone) program.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X		
Legal Assistance	X		
Mortgage Assistance			
Rental Assistance			
Utilities Assistance	X		
<b>Street Outreach Services</b>			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services			
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X		
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X		
HIV/AIDS			
Life Skills			
Mental Health Counseling	X		
Transportation	X		
<b>Other</b>			
Other			

**Table 51 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

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 for the Town.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

There are no homeless shelters located within the Town of Hilton Head Island. Family Promise of Beaufort County is a non-profit organization located in Bluffton, South Carolina, adjacent to the Town of Hilton Head Island, which provides assistance to homeless families. During one program cycle four families go through the 60-90 day program. Family Promise partners with host churches throughout Beaufort County, where families sleep for a one week period then move to the next host church. Support churches provide food to the families. Churches provide overnight chaperones. Children attend school during the day and the parent attends educational classes at the Family Promise Center located in Bluffton. The education component of the program consists of a variety of classes, some which include resume writing and budgeting. Upon program completion participants must have a place to live, a job and transportation. The case workers at Family Promise follow-up with program graduates for 12-18 months after completing the program.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

## SP-45 Goals Summary – 91.215(a)(4)

## Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	COVID-19 Response and Recovery	2020	2021	Non-Housing Community Development	Town-Wide	Public Services; Administration & Planning	CDBG: \$238,349 CDBG-CV: \$140,213	Public Service Activities other than Low/Moderate Income Housing Benefit: 37,099
2	Facilities, Housing, Public Svcs, Econ Dev. Yr. 2	2021	2022	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110, 111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development, or Public Services, or Administration & Planning	CDBG: \$238,349	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692
3	Facilities, Housing, Public Svcs, Econ Dev. Yr. 3	2022	2023	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110,111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development or Public Services, or Administration & Planning	CDBG: \$238,349	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692
4	Facilities, Housing, Public Svcs, Econ Dev. Yr. 4	2023	2024	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110, 111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development or Public Services, or Administration & Planning	CDBG: \$238,349	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692
5	Facilities, Housing, Public Svcs., Econ Dev. Yr.5	2024	2025	Non-Housing Community Development or Affordable Housing	Town-wide, Census Tracts 105, 108, 110, 111, or 113	Public Facilities & Improvements, or Housing Activity, or Economic Development or Public Services, or Administration & Planning	CDBG: \$238,349	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 13,692

**Table 52 – Goals Summary**

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	COVID-19 Response and Recovery
	<b>Goal Description</b>	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.
<b>2</b>	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 2
	<b>Goal 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>3</b>	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 3
	<b>Goal 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>4</b>	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 4
	<b>Goal 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>5</b>	<b>Goal Name</b>	Facilities, Housing, Public Svcs., Econ Dev. Yr. 5
	<b>Goal 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.

**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 91.315(b)(2)**

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, or at facilities providing services to LMI persons or families which comprise 51% or more of their clientele, or housing activities that meet the LMI housing national objective, may be accomplished with Community Development Block Grant funds.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

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 2,514 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, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

The Beaufort Housing Authority public housing waiting list is open and monitored by bedroom size. Currently there are 482 families on the public housing waiting list. The one bedroom category is currently the longest waiting list with an average waiting period of two years and 10 months.

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 ten 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.

For the first time since 2017 the Beaufort Housing Authority Section 8 waiting list was opened for one week in January 2020. At that time 1101 applications were received from people within all of Beaufort County. The Beaufort Housing Authority is currently not accepting new Section 8 applications.

The Beaufort Housing Authority has implemented a new Veterans Affairs Supportive Housing (VASH) program. This program combines the Housing Choice Voucher Program (Section 8) rental assistance for homeless Veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). This program allows the Beaufort Housing Authority to assist low income housing challenged Veterans without placing them on a waiting list. Once a week a representative from the VA works from the housing authority office to house the Veteran as soon as possible.

The Town of Hilton Head Island is not required to increase the number of accessible units through a Section 504 Voluntary Compliance Agreement.

### **Activities to Increase Resident Involvements**

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.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the 'troubled' designation**

The Beaufort Housing Authority is not designated as troubled.

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

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.

### **Strategy to Remove or Ameliorate the Barriers to 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 the Town Council Public Planning Committee and Town staff have been working to develop amendments to the Town of Hilton Head Island Land Management Ordinance which will provide a framework for affordable workforce housing initiatives.

## **SP-60 Homelessness Strategy – 91.215(d)**

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

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.

The most current point in time count data available is from the January 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were 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 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 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 and transitional housing needs of homeless persons**

Currently there are no emergency and transitional housing shelters operating 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.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and 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. 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.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP 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. According to 2011 – 2015 American Community Survey and 2011-2015 CHAS data 3,824 housing units in the Town of Hilton Head Island were built prior to 1980. HUD regulations regarding lead-based paint apply to all federally assisted housing and the Town of Hilton Head Island will comply when necessary with federal requirements for lead-based paint testing and abatement in projects financed with HUD-CDBG funds.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

Low income households earning 0-50% of median family income are usually the least able to afford well maintained housing and therefore, are often at greater risk of lead poisoning. According to American Community Survey data there are 2,574 owner-occupied households and 1,250 renter-occupied households in the Town of Hilton Head Island built before 1980. There are 1300 owner-occupied households with children present and 680 renter-occupied households with children present built before 1980. These households may be at risk of lead hazard problems.

### **How are the actions listed above integrated into housing policies and procedures?**

The Town of Hilton Head Island will call for full compliance and enforcement of federal lead-based paint regulations on Town projects financed with HUD-CDBG funds. Contractors, subrecipients, and other partners will be advised of lead-based paint regulations and Town of Hilton Head Island staff will work to ensure full compliance is attained on projects financed with HUD-CDBG funds.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing 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.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

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.

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The Town of Hilton Head Island Community Development Department staff is responsible for ensuring Community Development Block Grant funds are managed and allocated in compliance with federal regulations and guidelines. Town of Hilton Head Island staff will use various administrative mechanisms, which may include but are not limited to desk reviews and on-site monitoring, to track and oversee progress of CDBG funded projects or services and ensure projects and services are completed in a timely manner.

## Expected Resources

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

#### Introduction

The following table outlines the anticipated resources from the HUD Community Development Block Grant(CDBG) program the Town of Hilton Head Island anticipates having available during

the 2020 – 2024 period covered by this Consolidated Plan.

### **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 Admin and Planning Economic Development Housing Public Improvements Public Services	\$238,349	0	0	\$238,349	\$953,396	The expected amount available in year one total is the HUD provided 2020 allocation amount of \$238,349. The expected amount available for remainder of Con Plan is the HUD provided 2020 annual allocation amount of \$238,349 multiplied by 4 which equals \$953,396. This figure is the expected amount available for the remaining 2-4 years of the Consolidated Plan.

CDBG-CV	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$140,213	0	0	\$140,213	0	This represents Community Development Block Grant funding allocated via the 2020 CARES Act due to COVID-19. At the time of writing the 2020 - 2024 Consolidated Plan, additional CDBG-CV funding allocation amounts are unknown.
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**Table 53 - 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 Consolidated Plan. While the Community Development Block Grant program does not require leveraging, other Town of Hilton Head Island resources may be used in combination with these funds to complete projects or services listed in this Consolidated 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 publically 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 property and/or facilities located within LMI Census Tracts throughout the jurisdiction. Based on community needs identified in this

2020 – 2024 Five Year Consolidated Plan, and in future annual action plans that will be associated with this Consolidated Plan, the Town of Hilton Head Island may use publically owned land or property to address needs identified through the community needs assessment process.

# 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	COVID-19 Response and Recovery	2020	2021	Non-Housing Community Development	Town-wide	Public Services; Administration & Planning	CDBG: \$238,349 CDBG-CV: \$140,213	Public Service Activities other than Low/Moderate Income Housing Benefit: 37,099

**Table 54 – Goals Summary**

### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	COVID-19 Response and Recovery
	<b>Goal Description</b>	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Town of Hilton Head Island activities funded by the CDBG program are designed to benefit LMI persons. Activities may qualify for CDBG assistance if the activity meets the LMI housing national objective, will benefit all the residents of a LMI residential area, will benefit a LMI clientele, or prevent, or prepare for, or respond to the COVID-19.

#### Projects

#	Project Name
1	COVID-19 Response and Recovery
2	Program Administration

Table 55 – Project Information

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

The primary objective of CDBG and CDBG-CV funds received by the Town of Hilton Head Island is to preserve and revitalize primarily LMI neighborhoods, support LMI activities which enhance quality of life for Hilton Head Island residents, address priority community public services, community development, redevelopment needs, and prevent, or prepare for, or respond to COVID-19 within applicable local, state, and federal statutes and regulations.

For fiscal year 2020, all CDBG funds and CDBG-CV funds were allocated for public services related to COVID-19. These funds will provide grants via the Community Foundation of the Lowcountry for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery activities due to COVID-19. Any activity using the LMI clientele benefit must serve a clientele which is 51% or more LMI.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	COVID-19 Response and Recovery
	<b>Target Area</b>	Town-Wide
	<b>Goals Supported</b>	COVID-19 Response and Recovery
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$221,349 Other – CDBG-CV: \$133,213
	<b>Description</b>	Provide grant funding for the purchase of equipment, or supplies, or materials necessary to carry-out response and recovery due to COVID-19.
	<b>Target Date</b>	June 2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated the this activity will benefit public services for the entire population of the Town of Hilton Head Island, including low and moderate income persons.
	<b>Location Description</b>	The activity will benefit public services for the entire Town of Hilton Head Island.
	<b>Planned Activities</b>	Fund public services related to COVID-19 through grants administered via the Community Foundation of the Lowcountry for the purchase of equipment, supplies, or materials necessary to carry-out response and recovery activities due to COVID-19.
2	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Town-Wide
	<b>Goals Supported</b>	COVID-19 Response and Recovery
	<b>Needs Addressed</b>	Public Services Administrative and Planning
	<b>Funding</b>	CDBG: \$17,000 Other – CDBG-CV: \$7,000
	<b>Description</b>	Town of Hilton Head Island staff drafting five year (2020-2024) consolidated plan and program administration costs for COVID-19 response and recovery activities.
	<b>Target Date</b>	June 2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated the this activity will benefit public services for the entire population of the Town of Hilton Head Island, including low and moderate income person.
	<b>Location Description</b>	The activity will benefit public services for the entire Town of Hilton Head Island.
	<b>Planned Activities</b>	Town of Hilton Head Island staff drafting five year (2020-2024) consolidated plan and program administration costs for COVID-19 response and recovery activities.

## 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

Fiscal Year 2020 CDBG and CDBG-CV funds will be used to address the needs of organizations which provide public services to LMI persons or families which comprise 51% or more of their clientele. Fiscal Year 2020 CDBG and CDBG-CV funds will be targeted for public services throughout the entire Town of Hilton Head Island. Organizations providing services to LMI persons will provide documentation to Town staff verifying 51% or more of their clientele meet LMI requirements as stipulated by HUD.

### Geographic Distribution

Target Area	Percentage of Funds
Census Tract 105	0
Census Tract 108	0
Census Tract 110	0
Census Tract 111	0
Census Tract 113	0
Town-Wide	100

Table 56 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Community Development Block Grant funds will be used to address the needs of LMI persons in response to COVID-19. All Fiscal Year 2020 CDBG and CDBG-CV funds will be used for public services throughout the entire Town of Hilton Head Island, and not in one specific area.

## 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 ten 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.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	10
Special-Needs	0
Total	10

**Table 57 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	10
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	10

**Table 58 - 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 2,514 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, however at the time this plan was developed there is one unit out of service, bringing the units in use to 79.

#### **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.

#### **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 23, 2019 count. The number of homeless counted in Beaufort County was 28 persons. Of the 28 persons interviewed in January 2019, there were 16 living unsheltered and 12 living in shelters. Of the total 28 persons, five were veterans and seven were 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 2018 point in time count indicated 45 persons experiencing homelessness interviewed in Beaufort County. The 2019 point in time count results showed a decrease of 17 persons, for a total of 28 persons experiencing homelessness in Beaufort County. Although state-wide point in time count data shows an increase in number of persons counted in 2019 compared to 2018 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.

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

### **Introduction:**

The Town of Hilton Head Island anticipates taking the following actions throughout the 2020 -2024 consolidated planning cycle to address the challenges listed below.

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

As part of the consolidated planning cycle for 2020 – 2021, 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 the Town Council Public Planning Committee and Town staff have been working to develop amendments to the Town of Hilton Head Island Land Management Ordinance

which will provide a framework for affordable workforce housing initiatives.

### **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 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 first five years of program participation, the Town met required program deadlines. Notifications of acceptable levels of program accomplishment were received from the HUD Columbia, SC field office during the first five years of program participation. A “No Findings or 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 and annual goals in the Consolidated Annual Performance Evaluation Report (CAPER). The CAPER will be submitted in compliance with program deadlines.

Strategies for overcoming gaps and 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 to ensure complete implementation of the Consolidated 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(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	

#### Other CDBG Requirements

1. The amount of urgent need activities	0
---	---

## Appendix - Alternate/Local Data Sources

1	<b>Data Source Name</b> Hilton Head Public Housing Data
	<b>List the name of the organization or individual who originated the data set.</b> Town of Hilton Head Island
	<b>Provide a brief summary of the data set.</b> The Beaufort Housing Authority services all of Beaufort County, South Carolina including the Town of Hilton Head Island. Because default figures represented all of Beaufort County after consultation with the Beaufort Housing Authority executive director, the tables in section NA-35 Public Housing were revised to reflect figures representing only the Town of Hilton Head Island.
	<b>What was the purpose for developing this data set?</b> The Beaufort Housing Authority services all of Beaufort County, South Carolina including the Town of Hilton Head Island. Because default figures represented all of Beaufort County after consultation with the Beaufort Housing Authority executive director, the tables in section NA-35 Public Housing were revised to reflect figures representing only the Town of Hilton Head Island.
	<b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b> The figures in attached tables reflect figures only pertaining to the Town of Hilton Head Island and not all of Beaufort County.
	<b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b> The figures provided in the attached tables are from 2020.
	<b>What is the status of the data set (complete, in progress, or planned)?</b> The data set is complete
	2
<b>Data Source Name</b> HUD FMR and HOME Rents	
<b>List the name of the organization or individual who originated the data set.</b> U.S. Department of Housing and Urban Development	
<b>Provide a brief summary of the data set.</b> HUD Fair Market Rents and HOME Rents data.	
<b>What was the purpose for developing this data set?</b> Illustration of monthly fair market rental costs.	

	<p><b>Provide the year (and optionally month, or month and day) for when the data was collected.</b></p> <p>April, 2016</p>
	<p><b>Briefly describe the methodology for the data collection.</b></p> <p>HUD calculation released for the 2016 HOME program.</p>
	<p><b>Describe the total population from which the sample was taken.</b></p> <p>Beaufort, County, South Carolina.</p>
	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>Calculation provided by HUD based on population of Beaufort, County, South Carolina.</p>

# Attachments



# CITIZEN PARTICIPATION PLAN 2020

Town of Hilton Head Island  
1 Town Center Court  
Hilton Head Island, S.C. 29928  
[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)  
(843) 341-4600

## **STATEMENT OF PURPOSE:**

Pursuant to Section 91.105 (Citizen participation plan; local governments) of Title 24 of the Housing and Community Development Act of 1974, a jurisdiction participating in the Community Development Block Grant (CDBG) Entitlement Program is required to adopt a citizen participation plan that sets forth policies and procedures for citizen contribution in the development of any consolidated plan, subsequent amendment to the consolidated plan, and the performance report.

The CDBG Entitlement Program is a federally funded program provided by the U.S. Department of Housing and Urban Development (HUD) to the Town of Hilton Head Island to primarily benefit low and moderate income (LMI) citizens within the Town. The citizen participation plan must encourage participation by LMI residents particularly those living in slum and blighted areas, persons with disabilities, non-English speaking persons, and advocates for senior, disabled, illiterate, homeless and other low income populations in areas where CDBG funds are proposed to be used. This participation is used in the Town's development of its five year Consolidated Plan and Annual Action Plan for use of CDBG funds.

The CDBG program provides funding to carry out a wide-range of eligible community development activities directed toward public improvements and facilities, housing activities, economic development and public services for LMI persons. All grant-funded activities must meet one of three broad National Objectives:

- 1) Benefit low and moderate income persons;
- 2) Aid in the prevention or elimination of slums or blight; or
- 3) Meet a need having a particular urgency.

Since it is the primary intent of this program to benefit persons of low and moderate income this plan has been designed to encourage and promote community involvement, particularly by persons of low and moderate income. The following provisions shall be adopted and implemented to encourage citizen participation.

## **ELEMENTS OF PLAN**

The Citizen Participation Plan (CP) shall be a written document developed by the Town of Hilton Head Island to promote and encourage citizen input in the CDBG Entitlement Program. The CP shall be reviewed annually in conjunction with the community's need assessment meeting which is an annual requirement for CDBG Entitlement Program eligibility. The review shall be conducted during a public meeting, held in accordance with the public meeting provisions of this plan and CDBG Entitlement Program requirements. The CP shall be available at the Town of Hilton Head Island Town Hall during normal business hours and written comments will be given consideration at the time of the annual CP review. Additionally, public testimony and comment shall be accepted during the public meeting.

### ***Public Meetings***

At least two public meetings will be held during the CDBG Entitlement Program Consolidated Plan and Annual Action Plan development period and annually after that. One meeting will be held to identify the Town's community development and housing needs. During one or both public meetings the range of eligible project types funded through the CDBG Entitlement Program and the amount of funding available will be addressed. A public meeting for review and comment on the final draft of the CDBG Entitlement Program Consolidated and Annual Action Plans will be held with a minimum thirty day public comment period. The Town shall consider all comments received and attach a comment summary to the final draft of the CDBG Entitlement Program Consolidated and Annual Action Plans.

In the case of substantial amendments to the Consolidated or Annual Action Plans, where activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries, the Town will provide citizens with an opportunity for comment on such changes through a public meeting. A minimum of thirty days will be made available to receive public comments regarding any substantial amendments to the Plans, and a comment summary will be included with amended Plans.

All public meetings concerning the Town's CDBG Entitlement Program shall be held at times and locations convenient to the Town's citizens, particularly those who are potential or actual beneficiaries. No public meeting shall be held before 5:00 p.m. on weekdays or 2 p.m. on Sundays, or be scheduled to begin after 8:30 p.m. The only exception to these time constraints shall be for regularly scheduled Town Council meetings. These meetings are generally held on the first and third Tuesday of every month; starting at 4:00 p.m. The location of public meetings shall be held in handicap accessible locations or assistance shall be provided to accommodate the special needs of the handicapped. In the event a public meeting will be held in a non-handicapped accessible location, special assistance shall be provided and notice of the availability of assistance shall be included in the public notice.

Where an estimated 10% or more of public meeting participants are expected to be non-English speaking residents, the Town will take reasonable measures to accommodate their needs. Official U.S. Census Bureau data for the proposed project area and for the Town as a whole will be analyzed to determine if this provision applies in a particular instance. In the event that such a determination is made, provisions shall be made to translate public documents and comments at all relevant public meetings into the native language of the majority of non-English speaking residents affected. Appropriate action will also be taken to accommodate the needs of persons with mobility, visual, or hearing impairments who wish to participate in the public comment process.

Consultations with non-profit organizations, public agencies, and other community organizations serving intended CDBG Entitlement Program beneficiaries shall be conducted during development of the Consolidated and Annual Action Plans. One or more meetings shall be conducted with such organizations to determine housing and community development needs, gaps in service, missing services, or services provided by organizations where Town participation will benefit low and moderate income citizens.

### ***Public Notice***

The Town of Hilton Head Island shall notify its citizens of public meetings with regard to the CDBG Entitlement Program through a minimum of two of the following methods:

1. Publishing notice in the Island Packet, a general circulation newspaper, at least seven days prior to all CDBG Entitlement Program public meetings. Such notices may be prominently advertised in an appropriate, legal, non-legal or non-classified, section of the newspaper.
2. Public notices identical in content may be posted at least seven days prior to all CDBG Entitlement Program public meetings at Town Hall, in several conspicuous locations open to the public.
3. Public notices identical in content may be posted at least seven days prior to all CDBG Entitlement Program public meetings on the Town of Hilton Head Island website.
4. Public notices identical in content may be electronically sent at least seven days prior to all CDBG Entitlement Program public meetings to Town of Hilton Head Island E-Subscription Service subscribers

5. Notice of any public meetings may also be mailed at least seven days prior to all CDBG Entitlement Program public meetings to local community leaders and organizations, such as churches, and Property Owner's Associations.

The Town will maintain documentation of how public notices have been published and distributed.

### ***Emergency Declarations***

In response to the 2020 CARES Act related to the federal emergency declaration for COVID-19, which affects the public meetings and public notice sections of this CP, the following provisions will allow flexibility related to the Town of Hilton Head Island's participation in the HUD Community Development Block Grant Entitlement Program for CDBG-CV funds and CDBG FY19 and FY20 grant funding.

The Town of Hilton Head Island may expedite procedures to draft, propose, or amend the CP, Consolidated and Annual Action Plans. Expedited procedures include publishing or posting public meeting or public comment period notices in the Island Packet newspaper, or on the Town of Hilton Head Island website, or at Town Hall conspicuous location, or sending electronically via the Town of Hilton Head Island E-Subscription Service subscribers list at least two (2) days prior to all CDBG Entitlement Program public meetings or comment periods related to CDBG-CV, CDBG FY19 or CDBG FY20 funding.

In-person public meetings are not required, during emergency declarations. Program public meeting requirements may be met with virtual public engagement if: (1) national/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and (2) virtual engagement provides reasonable notification and access for citizens in accordance with the Town's certifications, timely response to citizen questions and issues, and public access to all questions and responses.

The public comment period for review and comment on the final draft of the CDBG Entitlement Program CP, and 2020 Consolidated and Annual Action Plans will be allowed for no less than five (5) days.

### ***Technical Assistance***

The Town of Hilton Head Island shall provide technical assistance to individuals or groups representative of low and moderate income persons interested in submitting written proposals for consideration during the annual project review cycle. Assistance shall be provided in the form of education of groups or individuals as to the CDBG Entitlement Program, eligibility guidelines, and the range of activities that may be undertaken with such funds particularly in relation to identified community needs. The Town of Hilton Head Island will consider for funding any proposals developed by representatives of low and moderate income persons who follow all of the requirements for public participation. It shall be the sole prerogative of the Mayor and Town Council to determine which, if any, CDBG Entitlement Program proposals are funded.

### ***Minimizing Displacement***

In the expenditure of CDBG Entitlement Program funds, the Town of Hilton Head Island shall take measures to minimize displacement of low and moderate income families that may result from its activities. When this is unavoidable on a temporary or permanent basis, federal law (the "Uniform Act") shall be followed. This may include payments to the displaced families to assist with relocation expenses.

### ***Performance Reports***

The Town is required to submit to HUD an annual performance report within ninety days of the completion of a program year. The Consolidated Annual Performance and Evaluation Report (CAPER) is due annually

on September 30<sup>th</sup>. A minimum comment period of fifteen days will be provided to citizens prior to submission of the annual CAPER. The Town shall consider all comments received and attach a comment summary to the CAPER submittal.

### ***Plan and Program Access***

The citizens of the Town of Hilton Head Island shall be afforded reasonable access to this Citizen's Participation Plan and records that concern projects undertaken with CDBG Entitlement Program funds. Appointments to review these documents may be set up through the Town of Hilton Head Island Community Development Office during normal working hours, Monday – Friday from 8:00am through 4:30pm. Every effort shall be made to conveniently accommodate all citizens' requests for public information; however, the Town reserves the right to schedule appointments based upon workload of the Town staff.

Complaints or grievances concerning the Citizen Participation Plan, the CDBG Entitlement Program Consolidated Plan or the CDBG Annual Action Plan shall be submitted to the Town Manager at the following address:

Town of Hilton Head Island  
Office of the Town Manager  
1 Town Center Court  
Hilton Head Island, SC 29928

The Town shall prepare a written answer to all written complaints or grievances within 15 days where practical.

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
NOTICE OF PUBLIC MEETING  
- COMMUNITY NEEDS ASSESSMENT-**

Notice is hereby given that on **Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m.**, at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

The public meetings and the matters to be discussed are subject to the provisions of the Town of Hilton Head Island's Citizen Participation Plan, developed in anticipation of participation in the HUD CDBG Program, providing for the participation of the citizens of the town in the planning and implementation of community projects involving CDBG funds. The Citizen Participation Plan is available for review at Hilton Head Island Town Hall, 1 Town Center Court, Hilton Head Island, SC 29928, 8:00am – 4:30pm, Monday – Friday. Persons with questions or comments concerning the public meetings or Citizen Participation Plan may contact Marcy Benson, Senior Grants Administrator at 1 Town Center Court, Hilton Head Island, SC 29928. Or by phone at (843) 341-4689 or by e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov)

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 address, phone number or email address listed in the above paragraph.

# TOWN OF HILTON HEAD ISLAND

One Town Center Court, Hilton Head Island, S.C. 29928

(843) 341-4600 Fax (843) 842-7728

www.hiltonheadislandsc.gov

John J. McCann  
Mayor

February 21, 2020

William D. Harkins  
Mayor ProTem

«Title» «FirstName» «LastName»«JobTitle»

«Company»

«Address1»

«Address2»

«City», «State» «PostalCode»

Council Members

David Ames  
Tamara Becker  
Marc A. Grant  
Thomas W. Lennox  
Glenn Stanford

Re: Notice of CDBG Program Community Needs Assessment Public Meeting  
Hilton Head PSD Community Room - 21 Oak Park Drive, Hilton Head Island, SC  
**Monday, March 2, 2020 – 6:00pm and Thursday, March 5, 2020 – 6pm**

Stephen G. Riley  
Town Manager

Dear «Title» «LastName»:

I am writing to notify you the Town of Hilton Head Island will be conducting the above referenced public meetings to gather community input. Your insight and suggestions would be of considerable value to the Town of Hilton Head Island in developing its five-year Consolidated Plan for the period of 2020 – 2024. This Plan is a requirement for participation in the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Entitlement Program.

The meetings will be held on **Monday, March 2, 2020 at 6:00 p.m. and Thursday, March 5, 2020 at 6:00pm** at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC. These meetings are to solicit public input on community needs and priorities related to the CDBG program. Input gathered at these meetings will be used to develop the housing and community needs assessment component of the Consolidated Plan. During the meeting information will be provided on the types of activities that might be undertaken to meet identified needs, and the estimated amount of CDBG funds available to be used for activities that will benefit persons of low and moderate income. A 30 day public comment period and another public meeting prior to the Consolidated Plan submittal deadline will be held to review the Plan and solicit public comments.

I hope you, and any of your friends or colleagues, will be able to attend. You and your organization's assistance and input would be greatly appreciated. If you have any further questions please feel free to call me at 341-4689 or by e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov). I appreciate your time and attention.

Sincerely,

Marcy Benson  
Senior Grants Administrator

cc: Jennifer Ray, Deputy Community Development Director

## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Sunday, February 23, 2020 8:51 PM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Town of Hilton Head Island Legal Notices Update

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Town of Hilton Head Island <updates@secure.hiltonheadislandsc.gov>  
**Date:** 2/23/20 8:00 AM (GMT-05:00)  
**To:** Phillips Rene <renep@hiltonheadislandsc.gov>, Spinella Kelly <kellys@hiltonheadislandsc.gov>, Grant Carolyn <carolyng@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Town of Hilton Head Island Legal Notices Update

**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 (2575 recipients)

---



## **Community Development Block Grant Program (CDBG) Notice of Public Meeting - Community Needs Assessment**

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Notice is hereby given that on Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m., at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

The public meetings and the matters to be discussed are subject to the provisions of the Town of Hilton Head Island's Citizen Participation Plan, developed in anticipation of participation in the HUD CDBG Program, providing for the participation of the citizens of the town in the planning and implementation of community projects involving CDBG funds. The Citizen Participation Plan is available for review at Hilton Head Island Town Hall, 1 Town Center Court, Hilton Head Island, SC 29928, 8:00am - 4:30pm, Monday - Friday. Persons with questions or comments concerning the public meetings or Citizen Participation Plan may contact Marcy Benson, Senior Grants Administrator at 1 Town Center Court, Hilton Head Island, SC 29928. Or by phone at 843-341-4689 or by e-mail at [marcyb@hiltonheadislandsc.gov](mailto:marcyb@hiltonheadislandsc.gov).

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 address, phone number or email address listed in the above paragraph.

**View the public notice in its entirety at**

<https://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1574>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**Town of Hilton Head Island Website - Main Page**  
**February 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**Needs Assessment Public Meeting Notice**

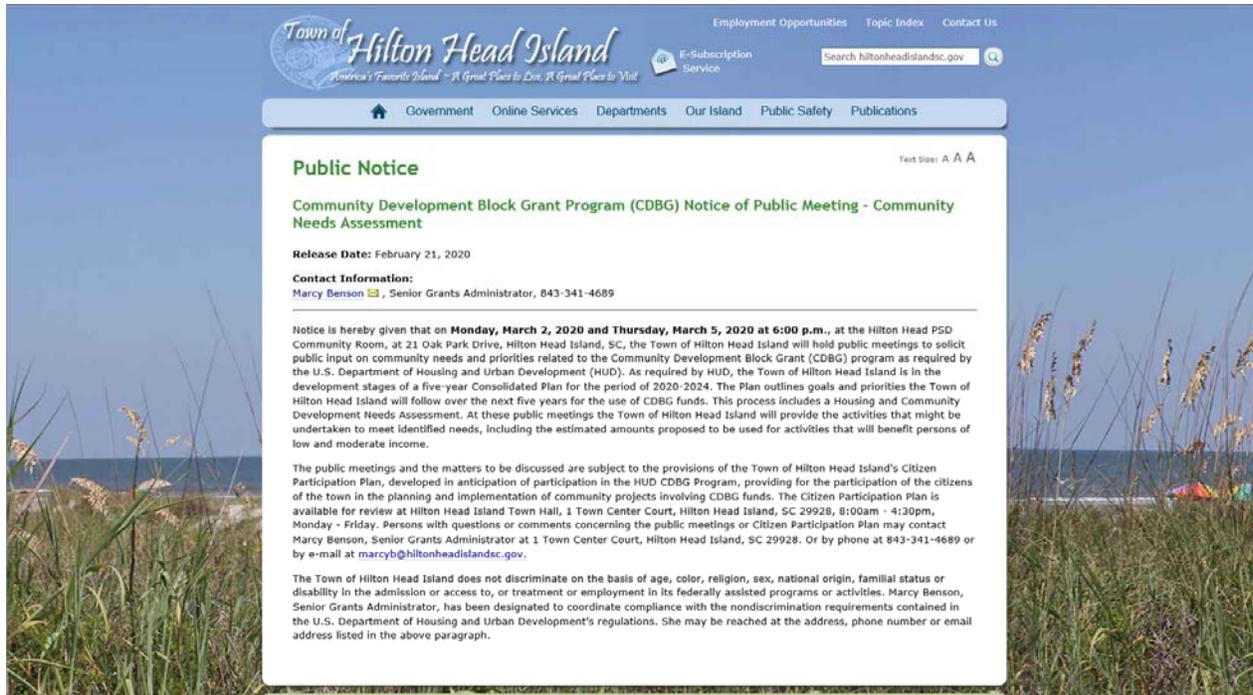
The screenshot shows the main page of the Town of Hilton Head Island website. At the top, there is a header with the town's logo and navigation links for Employment Opportunities, Topic Index, and Contact Us. Below this is a secondary navigation menu with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. A search bar is located on the right side of the header.

The main content area is divided into several sections:

- How Do I...:** A list of common user actions such as 'Apply for...', 'Contact...', 'Find...', 'Obtain...', 'Pay...', 'Participate...', 'Register...', 'Renew...', 'Report...', 'Schedule...', 'Subscribe to...', 'Submit a...', and 'View...'.
- Major Initiatives:** A list of current projects including 'Referendum: Community Investing in Community', 'US 278 Gateway Corridor Improvements', 'Hilton Head Island- Our Plan', and 'Workforce Housing Project'.
- E-Subscription Service:** A form for users to sign up for alerts and updates, including a 'Subscription Type' dropdown menu and an 'Email Address' input field.
- Hot Topics:** A section featuring a video player for 'Hilton Head Island Beach Parks' and a '2020-2021 Beach Parking Passes on Sale' announcement.
- Referendum: Community Investing in Community:** A section detailing the upcoming referendum.
- US 278 Gateway Corridor Improvements:** A section providing information about proposed transportation improvements.
- News and Media Releases:** A list of recent news items, including 'New Fire Station Building to Be Constructed in Sea Pines - 2/21/2020', 'Community Development Block Grant Program (CDBG) Notice of Public Meeting - Community Needs Assessment - 2/21/2020', and 'Town of Hilton Head Island Improves Freedom of Information Requests Process for the Public - 2/21/2020'.
- Upcoming Meetings:** A list of scheduled meetings, including 'Pre-Application Meeting 2/24/2020 at 10:30 AM', 'Design Review Board 2/25/2020 at 1:15 PM', 'New Permit Regulations 2/25/2020 at 9:00 AM', and 'Public Planning Committee 2/27/2020 at 3:00 PM'.
- Recent Publications:** A list of recent articles and newsletters, including 'Reinvesting in Ourselves: Our Focus for 2020 and Beyond - February 2020', 'Town Council Sets Roadmap for 2020 - February 2020', and 'Fall 2019 Edition of "Our Town" Newsletter'.

At the bottom of the page, there is a footer with contact information and logos for Audubon International, Tree City USA, and the Town of Hilton Head Island.

**Town of Hilton Head Island Website**  
**February 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**Needs Assessment Public Meeting Notice Page**



The screenshot shows the website for the Town of Hilton Head Island. At the top, there is a navigation bar with links for "Employment Opportunities", "Topic Index", and "Contact Us". Below this is a search bar with the text "Search hiltonheadislandsc.gov". The main content area features a "Public Notice" section with the following text:

**Public Notice** Text Size: A A A

**Community Development Block Grant Program (CDBG) Notice of Public Meeting - Community Needs Assessment**

**Release Date:** February 21, 2020

**Contact Information:**  
Marcy Benson , Senior Grants Administrator, 843-341-4689

---

Notice is hereby given that on **Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m.**, at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

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## Afghan deal will be hard for US to assess

BY LOLITA C. BALDOR  
Associated Press

### WASHINGTON

Hopes for ending America's longest war hinge on maintaining a weeklong fragile truce in Afghanistan that U.S. officials and experts agree will be difficult to assess and fraught with pitfalls.

What if one militant with a suicide vest kills dozens in a Kabul market? Or, if a U.S. airstrike targeting Islamic State insurgents takes out Taliban members instead, does that destroy the deal?

The agreement, which took effect Friday, calls for an end to attacks around the country, including roadside bombings, suicide attacks and rocket strikes between the Taliban, Afghan and U.S. forces.

But in a country that has been wracked by violence for more than 18 years, determining if the agreement has been violated will be a tough task. And there are a number of other groups and elements in the country that would love to see the deal fall through.

"The reason this is a challenge is this is a very decentralized insurgency," said Seth Jones, a senior adviser at the Center for Strategic and International Studies and an Afghanistan expert. "There are going to be a lot of opportunities for any militia commander, element of the Taliban, the Haqqani network, and other local forces who don't want to see a deal, to conduct violence."

The Haqqani network is an insurgent group linked to the Taliban.

According to one de-

fense official, any attack will be reviewed on a "case-by-case" basis. And much will depend on how well U.S. military and intelligence officials in Afghanistan can quickly determine two things: Who was responsible for the attack, and can any of the blame be traced back to the Taliban, particularly the group's leaders who have been participating in the negotiations.

The Taliban issued a statement late Friday saying their military council has instructed commanders and governors to stop all attacks against foreign and Afghan forces. The council has a web of commanders and shadow governors across the country.

U.S. officials have made it clear that "spoilers" — such as militants associated with the Taliban who are not in favor of the peace talks — could launch an attack in a deliberate attempt to prevent them from happening.

Jones said the U.S. military has tried to get a good layout of where all the insurgent groups are operating so it will be able to determine where any attack comes from and who likely was responsible. And U.S. military officials said they were prepared and ready to make quick assessments.

If successfully implemented, the weeklong "reduction in violence" agreement, which began at midnight Friday local time, will be followed by the signing of a peace accord on Feb. 29. That accord would finally wrap up the 18-year war and begin to fulfill one of President Donald Trump's main campaign promises: to bring U.S. troops in

Afghanistan home.

The U.S. will continue to have surveillance aircraft and other assets overhead to monitor events and help to determine who is responsible for any attack.

One senior U.S. official also said that the U.S., Afghans and Taliban will have a channel through which they will be able to discuss any issues that arise.

Another U.S. official said that communications between the groups will allow the Taliban, for example, to quickly deny involvement with an attack. But in all cases, officials said the U.S. military — led by Gen. Scott Miller in Afghanistan — will be responsible for investigating incidents and figuring out who is at fault.

The officials all spoke on condition of anonymity to discuss details of the private negotiations.

Once Miller reaches a conclusion, officials said it will be up to the White House and State Department to make a final determination about whether an attack constitutes a violation of the truce and if it is enough to affect the peace deal.

The Pentagon has made it clear that U.S. troops may continue to conduct operations against Islamic State and al-Qaida militants as needed. But officials also noted that all sides want the peace agreement to be successful, so they will try to avoid anything that might scuttle it.

The Pentagon has said for months that it is poised to reduce the number of U.S. troops in Afghanistan from the current number of more than 12,000 to 8,600. That reduction is likely to be triggered once the peace agreement is finalized, but officials said Friday it could take several months for any troop cuts to begin.

### COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) NOTICE OF PUBLIC MEETING - COMMUNITY NEEDS ASSESSMENT -

Notice is hereby given that on Monday, March 2, 2020 and Thursday, March 5, 2020 at 6:00 p.m., at the Hilton Head PSD Community Room, at 21 Oak Park Drive, Hilton Head Island, SC, the Town of Hilton Head Island will hold public meetings to solicit public input on community needs and priorities related to the Community Development Block Grant (CDBG) program as required by the U.S. Department of Housing and Urban Development (HUD). As required by HUD, the Town of Hilton Head Island is in the development stages of a five-year Consolidated Plan for the period of 2020-2024. The Plan outlines goals and priorities the Town of Hilton Head Island will follow over the next five years for the use of CDBG funds. This process includes a Housing and Community Development Needs Assessment. At these public meetings the Town of Hilton Head Island will provide the activities that might be undertaken to meet identified needs, including the estimated amounts proposed to be used for activities that will benefit persons of low and moderate income.

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**COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM (CDBG)  
NOTICE OF PUBLIC MEETING  
- COMMUNITY NEEDS ASSESSMENT -**

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**TOWN OF HILTON HEAD ISLAND**

**COMMUNITY NEEDS ASSESSMENT PUBLIC MEETING**

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**ENTITLEMENT PROGRAM**

**March 2, 2020 6:00PM**

**AGENDA**

- Welcome and Sign-in
- Overview of CDBG Entitlement Program
- Description and Purpose of Five Year Consolidated Plan
- Purpose of Community Needs Assessment
- Examples of Community Needs
- Discussion of Most Important Community Needs
- Next Steps in CDBG Five Year Consolidated Plan Process

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Pact Wirth	[REDACTED]	[REDACTED]
Vody L. Levitt		
CHRIS REPERK		

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Sandy Gillis / Deep Well Project	[REDACTED]	[REDACTED]
Russ Whiteford		
Kim Likins		

**Public Meeting Minutes**  
**Public Meeting to Seek Input for the Community Needs Assessment for the Community  
Development Block Grant (CDBG) Entitlement Program**

**Monday, March 2, 2020 6:00pm**  
**Hilton Head Public Service District Community Room**  
**21 Oak Park Drive, Hilton Head Island**

**Present:** Marcy Benson, Senior Grants Administrator;  
Jennifer Ray, Deputy Director of Community Development  
**Public Attendees:** See attached sign-in sheet

Marcy Benson, Senior Town Grants Administrator began the public meeting at 6:00pm. A power point presentation was given describing the purpose of the development of the Town of Hilton Head Island Five Year Consolidated Plan and Citizen Participation Plan. The purpose of the Community Needs Assessment and a description of the CDBG Entitlement Program were explained. The amount of CDBG funding available from HUD and types of eligible projects were discussed.

Public comments were taken and attendees were asked to list community needs. Each attendee was allotted three votes (via dot stickers) to select the needs identified which they believe most important in the community. Voting instructions noted attendees could use all three votes for one need if they believed that to be of the greatest importance to the community, or they could distribute their votes among three different needs identified during the meeting. The following needs were identified and ranked in order of community importance:

- Simple, decent and affordable place to live (7 votes)
- Facility improvements for LMI clients of non-profit groups (4 votes)
- Access to health care (3 votes)
- Facility expansions to increase programs for non-profit groups (2 votes)

The following needs identified all received one vote:

- Public transportation for residents
- Child care that is affordable and high quality
- Academic intervention programs
- Homeless services/hygiene facility
- Assistance connecting to water and sewer

Other needs identified but did not receive any votes included:

- Academic intervention support facility
- Free tax preparation

Attendees were thanked for their participation and the public meeting adjourned at 6:50pm.

**TOWN OF HILTON HEAD ISLAND**

**COMMUNITY NEEDS ASSESSMENT PUBLIC MEETING**

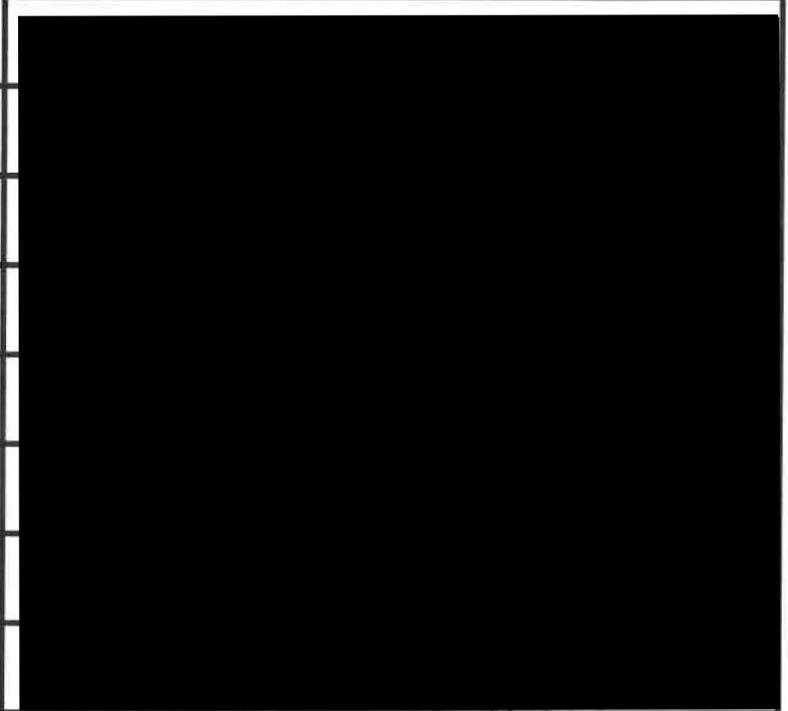
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**  
**ENTITLEMENT PROGRAM**

**March 5, 2020 6:00PM**

**AGENDA**

- Welcome and Sign-in
- Overview of CDBG Entitlement Program
- Description and Purpose of Five Year Consolidated Plan
- Purpose of Community Needs Assessment
- Examples of Community Needs
- Discussion of Most Important Community Needs
- Next Steps in CDBG Five Year Consolidated Plan Process

# PLEASE SIGN IN:

NAME	MAILING ADDRESS	EMAIL ADDRESS
Nancy Sulek		
Eric C Turpin		
Natashia Aiken		
Narendra Sharma		
Debbie Cahoon		
Louise M. Cohen		
Kurtin Dvorski		
T. Curtis Barnwell		

**Public Meeting Minutes**  
**Public Meeting to Seek Input for the Community Needs Assessment for the Community  
Development Block Grant (CDBG) Entitlement Program**

**Thursday, March 5, 2020 6:00pm**  
**Hilton Head Public Service District Community Room**  
**21 Oak Park Drive, Hilton Head Island**

**Present:** Marcy Benson, Senior Grants Administrator;  
Jennifer Ray, Deputy Director of Community Development  
**Public Attendees:** See attached sign-in sheet

Marcy Benson, Senior Town Grants Administrator began the public meeting at 6:00pm. A power point presentation was given describing the purpose of the development of the Town of Hilton Head Island Five Year Consolidated Plan and Citizen Participation Plan. The purpose of the Community Needs Assessment and a description of the CDBG Entitlement Program were explained. The amount of CDBG funding available from HUD and types of eligible projects were discussed.

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- Draining improvements island wide, specifically Gum Tree Road, Chaplin area, and Eagin Court (6 votes)
- Affordable housing (5 votes)
- Education for high-risk children (3 votes)
- Small business development center/program (3 votes)
- Sailing & Rowing Center at Squire Pope Community Park shade cover on pier (2 votes)
- Shelter of homeless (2 votes)

The following needs identified all received one vote:

- Job training
- Transportation
- Lighting on bike paths (in Baygall area)

Other needs identified but did not receive any votes included:

- Community center
- Road repairs
- Public safety

Needs identified via email or letter in place of attending public meeting included:

- Sidewalks and lighting on Southwood Park Drive

Attendees were thanked for their participation and the public meeting adjourned at 7:00pm.



# Town of Hilton Head Island

## Community Development Block Grant (CDBG)

### 2020–2024 Consolidated Plan

*Needs Assessment Public Meetings*

*March 2, 2020*

*March 5, 2020*

Marcy Benson  
Senior Grants Administrator

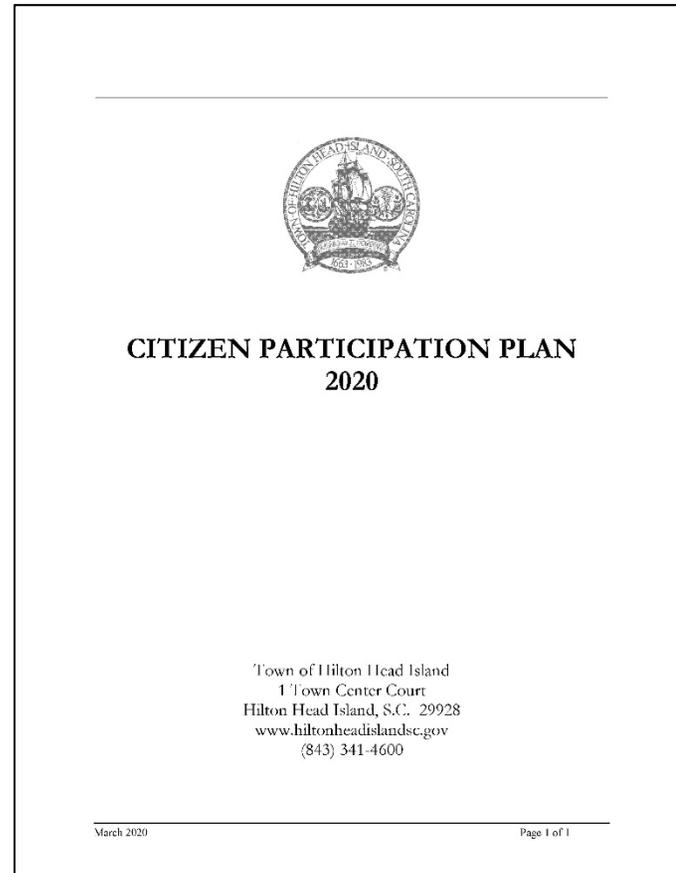
# Community Development Block Grant Entitlement Program (CDBG)

- Federal grant program administered by HUD
- Provides annual grants on a formula basis
- Program Year 2020 allocation is **\$238,349**
- Annual amount fluctuates each year
- Benefit low-and-moderate income persons
- Next Five Year Consolidated Plan is due in May
- Annual Action Plans submitted to HUD



# The Citizen Participation Plan 2020

- Details the Town's efforts to involve the community in making important decisions concerning the needs of the community



# Elements of the Citizen Participation Plan

- Public Meetings
- Public Notice
- Technical Assistance
- Minimizing Displacement
- Performance Reports
- Plan and Program Access



# 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

## FY2019 Income Limit Summary

FY 2019 Income Limit Area	Median Family Income	Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Beaufort County, SC HUD Metro FMR Area	\$83,000	50% Income Limit	\$27,800	\$31,800	\$35,750	<b>\$39,700</b>	\$42,900	\$46,100	\$49,250	\$52,450
		80% Income Limit	\$44,450	\$50,800	\$57,150	<b>\$63,500</b>	\$68,600	\$73,700	\$78,750	\$83,850

Source: HUD User Website, Office of Policy Development and Research (PD&R)  
[https://www.huduser.gov/portal/datasets/il.html#2019\\_data](https://www.huduser.gov/portal/datasets/il.html#2019_data)

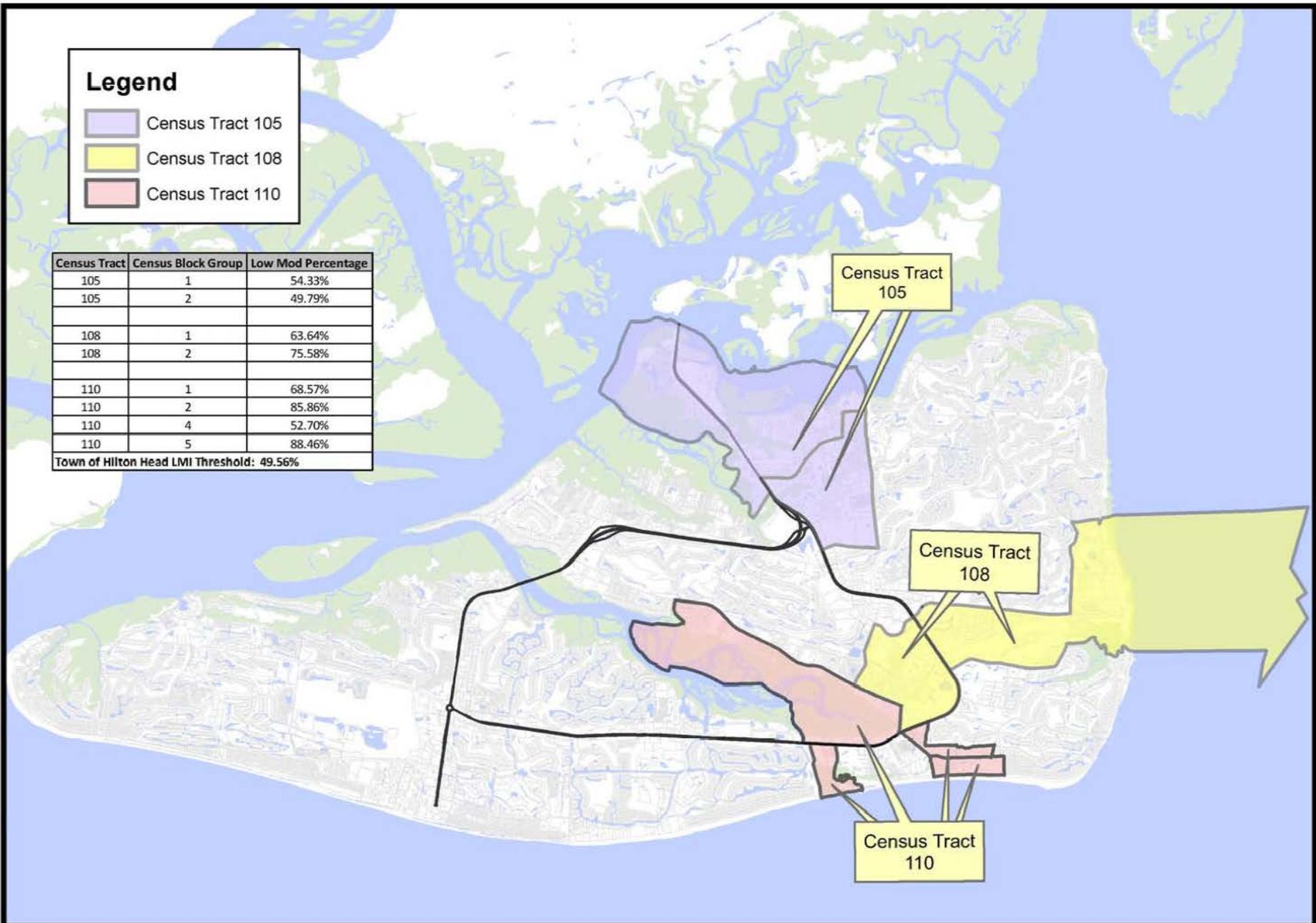


### Legend

- 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



The data used in this map is the best available information at the time of publication. The Town of Hilton Head Island is not responsible for any errors or omissions in the data. The data is provided as a service to the community and is not intended to be used for any other purpose. The Town of Hilton Head Island is not responsible for any errors or omissions in the data. The data is provided as a service to the community and is not intended to be used for any other purpose.

# Needs Assessment Purpose

- Process to identify community needs
- Identify and prioritize
- Identify activities & strategies

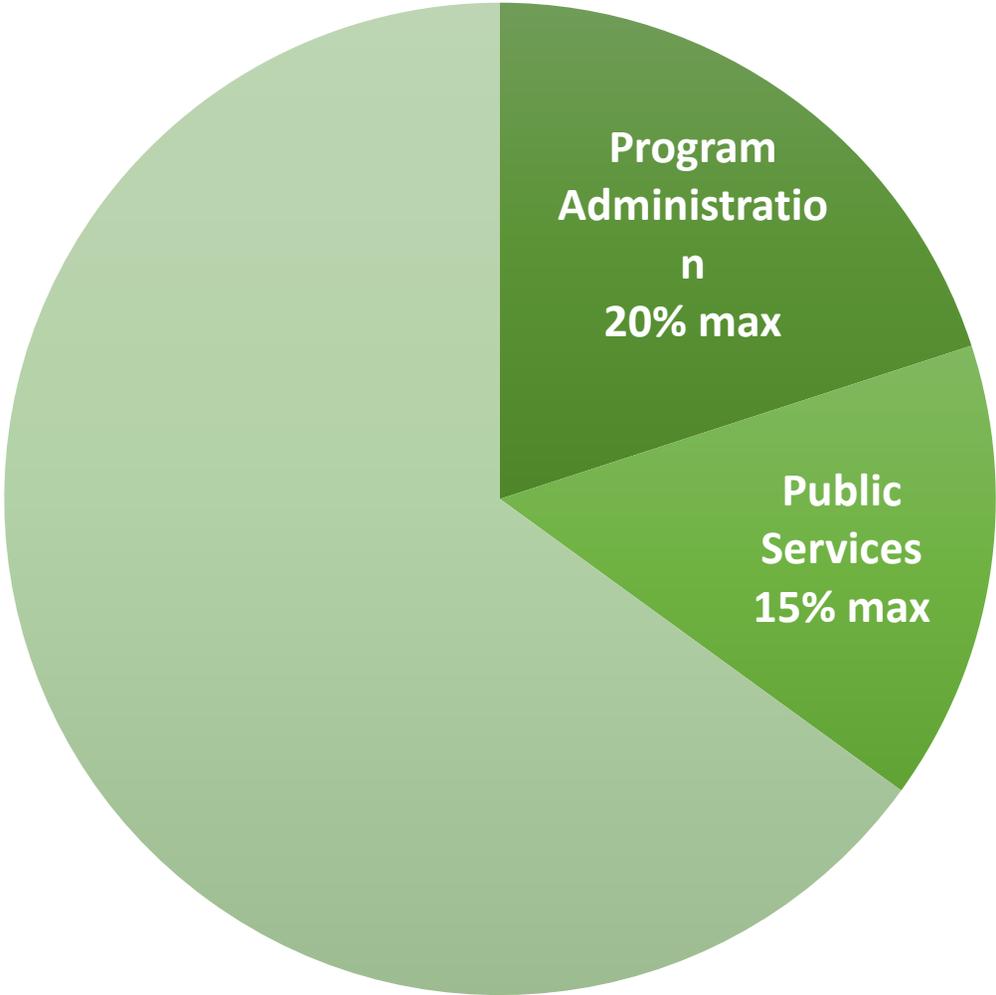


# Examples of Community Needs

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



# 2020 Allocation \$238,349



# What's Your Opinion?

- Most important need in the community?
- Next two most important needs?
- How can the needs be addressed?



# Inventory of Needs

- List of needs
- 3 votes per person
- Prioritize/rank needs



# What Will Be Done Next?

- Consolidated Plan will be drafted
- 30 day public comment period
- Public meeting during comment period
- Town Council approval to submit Plan
- Submittal to HUD





Thank you!

Marcy Benson  
Senior Grants Administrator  
*Marcyb@hiltonheadislandsc.gov*

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
2020 – 2024 CONSOLIDATED PLAN  
NOTICE OF 30 DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm by appointment at the Town of Hilton Head Island Town Hall, and may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. 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 May 1, 2020.

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DREW MARTIN dmartin@islandpacket.com

## A FLASH OF COLOR

Bikers and beachgoers stop to take pictures of floral arrangements wrapped around a live oak on Friday at Coligny Beach Park on Hilton Head Island just minutes before Hilton Head Mayor John McCann closed the beach and the park's facilities due to the COVID-19 virus. The arrangements, designed by Jardiniere Events Extraordinaire, were donated by brides who canceled their weddings because of the coronavirus. The event planner called it a "flower flash."

### COMMENTARY

## Infectious diseases expert, native: Give Hilton Head 15 days



BY DAVID LAUDERDALE  
dlauderdale@islandpacket.com

They say it can't be done. But why not close Hilton Head Island to visitors for two weeks to meet the

president's coronavirus guidelines for America, "15 Days to Close the Spread"?

One of President Donald Trump's guidelines is to "avoid discretionary travel."

That would presumably include a vacation trip.

Dr. Jerri Barden Perkins of Sea Pines thinks a 15-day break would be a reasonable way to protect a community with limited medical resources, but plenty of the elderly.

"Are we more concerned about our financial interests in the next 15 days than our own people," she asked in an interview on Wednesday. "For the next 15 days, our priority ought to be our health."

"Our finances will come back, but the sooner we get our health under control and the coronavirus under control, the sooner we will get our finances under control."

Perkins speaks as a

physician trained in infectious diseases at the National Institutes of Health. She also was involved in the AIDS crisis while a medical officer at the Food and Drug Administration in the anti-infective drugs division.

She was among the early researchers on AIDS, and recommended the first AIDS-related therapy for FDA approval.

Her late husband, Dr. John Calvin "Cal" Perkins, also was an infectious disease specialist.

And so it was that Perkins, who stays busy with medical-based Iyengar yoga classes, set out to write a letter earlier this week to her family.

SEE QUARANTINE, 5A

## Hilton Head hotels differ on coronavirus precautions taken

BY KATHERINE KOKAL  
kkokal@islandpacket.com

Some hotels and resorts on Hilton Head Island are stepping up cleaning and disinfection in response to the coronavirus pandemic. Others have paused room service or reduced the frequency of room cleaning. At least one resort has closed altogether.

The varying responses show how unprecedented an event like coronavirus is on an island that's accustomed to huge influxes of tourists, hurricane threats and mandatory evacuations.

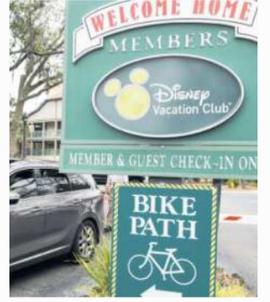
Beaufort County has a handful of cases of coronavirus, and although schools and dine-in restaurants are closed on Hilton Head Island, town officials have stopped short of telling tourists not to visit.

Tourism, one of the top two economic drivers in Beaufort County (along with the military), brings an estimated \$1.48 billion to the local economy each year.

Here's how several major resorts on the island are responding to coronavirus:

### CLOSED: DISNEY'S HILTON HEAD ISLAND RESORT

Only one major resort on Hilton Head Island has announced it will close during the coronavirus spread. The Disney Resort is one of dozens of Disney properties and theme parks nationwide that closed Friday and will remain closed for the rest



DREW MARTIN dmartin@islandpacket.com

A vehicle leaves the Hilton Head Island Disney Vacation Club on Wednesday, the day of S.C. Gov. Henry McMaster's closure of bars and restaurants to help stop the spread of COVID-19 virus.

of the month.

The staff of the hotel will continue to be paid during the shutdown, according to a news release from Disney. The release offered no details about how its employees would be compensated.

Notably, the resort closed for several days in September 2018 and September 2017 while the island felt the effects of Hurricane Florence and Tropical Storm Irma, respectively.

### OPEN: MARRIOTT HILTON HEAD RESORT AND SPA

At the Marriott Hilton Head Resort and Spa in Palmetto Dunes, a letter delivered to all guests informed them the hotel suspended room service and limited room cleaning to every other day.

A statewide ban on

SEE PRECAUTIONS, 4A

### COMMUNITY DEVELOPMENT BLOCK

### GRANT PROGRAM (CDBG)

### 2020 - 2024 CONSOLIDATED PLAN

### NOTICE OF 30 DAY PUBLIC COMMENT PERIOD

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**Hilton Head** • 1036 William Hilton Pkwy. • 843-681-8840

\*Annual Percentage Yield (APY) effective as of the publication date. \$1,000 minimum deposit to open and is required to earn stated APY. Penalty for early withdrawal. IRA CD is subject to eligibility requirements. Offer not available to brokers, dealers and other financial institutions. Offer good in Bluffton and Hilton Head, SC only. Fees could reduce earnings. Offer subject to change without notice.  
Money® selected Bank OZK the Best Bank in the South, 2019-2020.

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# **COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

**2020 – 2024 CONSOLIDATED PLAN**

## **NOTICE OF 30 DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. Copies of the Plan will be available for review Monday – Friday 8:00am – 4:30pm by appointment at the Town of Hilton Head Island Town Hall, and may be accessed via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. 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 May 1, 2020.

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**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
2020 – 2024 CONSOLIDATED PLAN  
NOTICE OF 30 DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. 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 May 1, 2020.

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**Town of Hilton Head Island Website - Main Page**  
**March 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**30 Day Public Comment Period Notice**

The screenshot shows the main page of the Town of Hilton Head Island website. At the top, there is a navigation bar with links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. A search bar is located on the right side of the header.

On the left side, there is a sidebar titled "How Do I..." with a list of links: Apply for..., Contact..., Find..., Obtain..., Pay..., Participate..., Register..., Renew..., Report..., Schedule..., Subscribe to..., Submit a..., and View... Below this is a "Major Initiatives" section listing projects like the Referendum, US 278 Gateway Corridor, and Workforce Housing Project. There is also an "E-Subscription Service" form with fields for Email and a Submit button.

The main content area features a large banner for "Coronavirus Disease (COVID-19) Updates". Below the banner are several news articles:

- Statement Concerning the Hilton Head Island Beaches from Stephen Riley, Town Manager - 3/23/2020**: A statement from the Town Manager regarding beach closures and public safety measures.
- Hilton Head Island Important Facts - 3/21/2020 at 9am**: A video update from Fire Chief Brad Tadlock.
- Fire Chief Brad Tadlock gives an update on Fire Rescue Operations - 3/21/2020**: A video update from Fire Chief Brad Tadlock.
- Your Questions Answered by Town Manager Steve Riley - 3/20/2020**: A video update from Town Manager Steve Riley.
- Mayor McCann's News Conference - 3/20/2020**: A video update from Mayor John McCann.
- Town of Hilton Head Island Govern...**: A video update from the Town Council.

On the right side, there is a "Coronavirus Information & Resources" section with links to various dashboards and meeting information. At the bottom, there is a "Sustainability on Hilton Head Island" logo.

• All organized recreational activities and activities for which special event permits have been acquired from the Town for use on Town properties are canceled. This cancellation applies to any special event permit that was issued for events set to take place between now and March 31, 2020. [Learn more...](#)

• Fire Rescue has postponed all CPR/AED & First aid courses. In addition, the public use of Fire Stations and Fire Rescue Headquarters for non-emergency purposes is postponed effective immediately.

• Organizers of events that are not managed or supported by the Town will make their own determination on whether to proceed or cancel. Please contact those organizations for event updates.

#### News and Media Releases

- Community Development Block Grant Program (CDBG) 2020 – 2024 Consolidated Plan Notice of 30 Day Public Comment Period - 3/23/2020
- Hilton Head Island Town Hall Closes to Public; Town Staff Still Available to Assist Citizens - 3/20/2020
- Hilton Head Island Mayor John McCann Announces Hilton Head Island Beaches Closed - 3/20/2020
- Town of Hilton Head Island to Waive Penalties and Late Fees For Business License Renewals - 3/18/2020
- Temporary Lane Closures Set for Shelter Cove Area March 16-20 - 3/16/2020
- Hilton Head Island Mayor John McCann Issues Emergency Declaration In Support of Measures to Prevent the Coronavirus - 3/16/2020
- Town of Hilton Head Island COVID-19 Update - 3/15/2020
- Important Notice on Community Events During COVID-19 From Hilton Head Island Town Manager Steve Riley - 3/13/2020

#### Announcements

PGA Tour Statement Regarding Additional Tournament Cancellations

#### Hot Topics



**US 278 Gateway Corridor Improvements**

The SC Department of Transportation (SDOT) is proposing to make improvements to the US 278 corridor between Bluffton and Hilton Head Island. [More information on the 278 Corridor...](#)

Referendum: Community Investing in Community

#### Recent Publications

**Islander Turns Passion into Support for Parkinson's Disease - March 2020** (Mayor McCann's Article as seen in Celebrate Hilton Head Magazine)

**You Count: Participate in the 2020 Census - March 2020** (Mayor McCann's Article as seen in the Hilton Head Sun)

Fall 2019 Edition of "Our Town" Newsletter



**Town of Hilton Head Island Website**  
**March 23, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**30 Day Public Comment Period Notice Page**

The screenshot shows the Town of Hilton Head Island website. At the top left is the logo with the text "Town of Hilton Head Island" and the tagline "America's Favorite Island - A Great Place to Live. A Great Place to Visit". To the right are links for "Employment Opportunities", "Topic Index", and "Contact Us". Below the logo is an "E-Subscription Service" icon and a search bar containing "Search hiltonheadislandsc.gov". A navigation bar below the logo contains links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications".

The main content area features a "Public Notice" section with a "Text Size: A A A" option. The notice title is "Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of 30 Day Public Comment Period". The release date is "March 23, 2020". The contact information is "Marcy Benson, Senior Grants Administrator, 843-341-4689".

The notice text states: "Notice is hereby given that the Town of Hilton Head Island has prepared a draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 1, 2020. 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 May 1, 2020.

The notice also includes a nondiscrimination statement: "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.

At the bottom of the page is a footer with 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", and "Employee Portal ~ Website Policies ~ Social Media Public Use Policy ~ Contact Webmaster".

## Benson Marcy

---

**From:** Spinella Kelly  
**Sent:** Monday, March 23, 2020 10:39 AM  
**To:** Benson Marcy  
**Subject:** FW: Courtesy Copy: Town of Hilton Head Island Legal Notices Update

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Monday, March 23, 2020 10:34 AM  
**To:** Spinella Kelly <kellys@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Phillips Rene <renep@hiltonheadislandsc.gov>  
**Subject:** Courtesy Copy: Town of Hilton Head Island Legal Notices Update

**This is a courtesy copy of an email bulletin sent by Kelly Spinella.**

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

Subscribers of Legal Notices (2618 recipients)



### **Community Development Block Grant Program (CDBG) 2020 – 2024 Consolidated Plan Notice of 30 Day Public Comment Period**

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Program funding. The Plan will be available for review and comment for 30 days from Wednesday, April 1, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <https://www.hiltonheadislandsc.gov/> beginning April 1, 2020. 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 May 1, 2020.

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Please visit the link below to view the notice.

<https://www.hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1586>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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Questions for the Town of Hilton Head Island? [Contact Us](#)

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## Benson Marcy

---

**From:** Spinella Kelly  
**Sent:** Wednesday, April 01, 2020 9:11 AM  
**To:** Benson Marcy  
**Subject:** FW: [EXTERNAL] Courtesy Copy: Town of Hilton Head Island Legal Notices Update

---

**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Wednesday, April 01, 2020 9:00 AM  
**To:** Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>; Phillips Rene <renep@hiltonheadislandsc.gov>  
**Subject:** [EXTERNAL] Courtesy Copy: Town of Hilton Head Island Legal Notices Update

**This Message originated outside your organization.**

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**This is a courtesy copy of an email bulletin sent by Kelly Spinella.**

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

Subscribers of Legal Notices (2667 recipients)

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## **Community Development Block Grant Program (CDBG) 2020 – 2024 Consolidated Plan Notice of 30 Day Public Comment Period**

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[Submit a Comment Online...](#)

Please visit the link below to view the notice.

<https://www.hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1586>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)  
2020 – 2024 CONSOLIDATED PLAN  
NOTICE OF FIVE (5) DAY PUBLIC COMMENT PERIOD**

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020 -2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020 -2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at: <http://www.hiltonheadislandsc.gov/> beginning April 27, 2020. 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 May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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## Benson Marcy

---

**From:** Phillips Rene  
**Sent:** Friday, April 24, 2020 8:31 AM  
**To:** Benson Marcy  
**Subject:** FW: [EXTERNAL] Courtesy Copy: CDBG 2020-2024 Consolidated Plan Notice of Five (5) Day Public Comment Period

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**From:** Town of Hilton Head Island [mailto:updates@secure.hiltonheadislandsc.gov]  
**Sent:** Friday, April 24, 2020 8:21 AM  
**To:** Phillips Rene <renep@hiltonheadislandsc.gov>; Grant Carolyn <carolyng@hiltonheadislandsc.gov>; Spinella Kelly <kellys@hiltonheadislandsc.gov>  
**Subject:** [EXTERNAL] Courtesy Copy: CDBG 2020-2024 Consolidated Plan Notice of Five (5) Day Public Comment Period

**This Message originated outside your organization.**

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**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 (6358 recipients)

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## **Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

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View this notice in its entirety at  
<https://hiltonheadislandsc.gov/government/news/newsdetails.cfm?NewsID=1599>



[www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov)

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**Town of Hilton Head Island Website - Main Page**  
**April 24, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice**

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 menu with options like Government, Online Services, and Departments. A prominent red banner reads "Hilton Head Island COVID-19 Hub".

The main content area is divided into several sections:

- How Do I...:** A sidebar menu with options like Apply for..., Contact..., Find..., Obtain..., Pay..., Participate..., Register..., Renew..., Report..., Schedule..., Subscribe to..., Submit a..., and View...
- Coronavirus Disease (COVID-19) Updates & Info:** A central section featuring a video titled "An Update from Town Manager Steve Riley - 4/22/2020". The video content includes a title "AN UPDATE FROM TOWN MANAGER STEVE RILEY" and a date "4/22/2020". The text below the video states: "Town Council will be considering a Proposed Ordinance amending the Town's Municipal Code regarding the Towing and Impounding of Vehicles and conducting a discussion of the continued emergency closure of public beach and park access. The public comment period will close TWO (2) hours prior scheduled meeting start time. View the items and submit comments online..."
- Major Initiatives:** A section listing projects such as "Referendum: Community Investing in Community", "US 278 Gateway Corridor Improvements", "Hilton Head Island - Our Plan", and "Workforce Housing Project".
- E-Subscription Service:** A form for signing up for alerts, with fields for "Subscription Type" (set to Email) and "Email Address", and a "Submit" button.
- Update from Town Manager Steve Riley - 4/22/2020:** A smaller update box with the text: "Whenever crises happens, there are extraordinary acts of kindness and people who emerge in our community. View the Full Update..."
- A Message from Mayor John McCann - 4/21/2020:** Another video update box titled "AN UPDATE FROM OUR MAYOR JOHN MCCANN" dated "4/21/2020".
- Right Sidebar:** A vertical column of utility links including "Coronavirus Updates, Info & Resources", "COVID-19 Cases on Hilton Head Island", "Meeting Broadcasting & Video Archive", "Open Town Hall HHI", "CIP Dashboard", "Building & Development", "OFFICE OF CULTURAL AFFAIRS", "Meeting Calendar", "Upcoming Meetings" (listing a Town Council Special Meeting on 4/28/2020 at 2:00 PM), "Boards, Committees, Commissions", "Financial Dashboard", and "Sustainability on Hilton Head Island".



The following measures are in place to protect the community and help slow the spread of the coronavirus until further notice.

- The Town's public beaches and parks are closed until further notice.
  - Town Hall, Fire Rescue Headquarters and Fire Stations will be closed to the public until further notice. Town staff will be available to respond to public requests by phone or email. The public is also encouraged to access some services online through the Town's website. [Learn more...](#)
  - All Burning will be prohibited on Hilton Head Island until further notice. View Additional Announcements and Reminders...
- [View our Frequently Asked Questions Page for more information...](#)

### News and Media Releases

[Community Development Block Grant Program \(CDBG\) 2020 - 2024 Consolidated Plan Notice of Five \(5\) Day Public Comment Period - 4/24/2020](#)

[Town of Hilton Head Island Installs Its First HAWK Signal to Improve Pedestrian Safety - 4/17/2020](#)

[Hilton Head Island Town Council Adopts Governor's Order Impacting Short-Term Rentals - 4/10/2020](#)

[Determining Non-Essential Businesses Under Executive Order 2020-17 - 4/3/2020](#)

[View More News and Media Releases](#)

### Recent Publications

[COVID-19: What You Can Do - April 2020](#) (Mayor McCann's Article as seen in Celebrate Hilton Head Magazine)

[Collective sacrifice necessary for safety - April 2020](#) (Mayor McCann's Article as seen in the Hilton Head Sun)



**Audubon International**



**Town of Hilton Head Island Website**  
**April 24, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 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". The main header features the town's logo and a search bar. Below the header is a secondary navigation bar with links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications". A prominent red banner reads "Hilton Head Island COVID-19 Hub". The main content area is titled "Public Notice" and contains the following text:

**Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

**Release Date:** April 24, 2020

**Contact Information:**  
Marcy Benson, Senior Grants Administrator, 843-341-4689

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. 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 May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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At the bottom of the page, there is a footer with a list of 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 ~ Contact Webmaster".

**Town of Hilton Head Island Website**  
**April 27, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 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 the town's logo and tagline "America's Favorite Island - A Great Place to Live, A Great Place to Visit". The navigation menu includes: Home, Government, Online Services, Departments, Our Island, Public Safety, Publications, Employment Opportunities, Topic Index, Contact Us, and E-Subscription Service. A search bar is located on the right side of the navigation bar.

The main content area features a red header for "Hilton Head Island COVID-19 Hub". Below this, a "Public Notice" section is displayed. The notice title is "Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period". The release date is April 24, 2020. The contact information is for Marcy Benson, Senior Grants Administrator, at 843-341-4689.

The notice text states: "Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. 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 May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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[View the Draft Plan and Submit a Comment Online](#)

At the bottom of the page, there is a green footer with 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 ~ Contact Webmaster.

The Windows taskbar at the bottom shows the time as 10:00 AM on 04/27/2020.

**Town of Hilton Head Island Website**  
**April 27, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 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 Home, Employment Opportunities, Topic Index, and Contact Us. Below this is a search bar and an E-Subscription Service button. A secondary navigation bar includes links for Government, Online Services, Departments, Our Island, Public Safety, and Publications. On the left side, there are links for 'Submit Comment Online' and 'Boards, Committees, and Commissions'. The main content area features a 'Public Comment' section with the following text:

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.

### Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. 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 May 1, 2020.** Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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.

**DRAFT** Town of Hilton Head Island 2020 - 2024 Consolidated Plan for the U.S. Department of Housing and Urban Development Community Development Block Grant Program

[Submit Comment Online](#)

At the bottom of the page, there is a footer with navigation links: Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home. It also includes the address: Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600 and copyright information: © 2009 Town of Hilton Head Island ~ Website Policies ~ Contact Webmaster.

**Town of Hilton Head Island Website**  
**May 4, 2020**  
**2020 – 2024 CDBG Consolidated Plan**  
**5 Day Public Comment Period Notice Page**  
**Comment Summary and Responses**

The screenshot shows the website for the Town of Hilton Head Island. At the top, there is a navigation bar with links for "Employment Opportunities", "Topic Index", and "Contact Us". The main header features the town's logo and the slogan "America's Favorite Island - A Great Place to Live, A Great Place to Visit". Below the header is a secondary navigation bar with links for "Government", "Online Services", "Departments", "Our Island", "Public Safety", and "Publications". A red banner below the navigation bar reads "Hilton Head Island COVID-19 Hub".

The main content area is titled "Public Notice" and includes the following text:

**Community Development Block Grant Program (CDBG) 2020 - 2024 Consolidated Plan Notice of Five (5) Day Public Comment Period**

**Release Date:** April 24, 2020

**Contact Information:**  
Marcy Benson, Senior Grants Administrator, 843-341-4689

Notice is hereby given that the Town of Hilton Head Island has prepared a revised draft of its 2020-2024 Consolidated Plan required by HUD to receive CDBG Entitlement Program funding. Due to changes connected to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and COVID-19, the original draft 2020-2024 Consolidated Plan was adjusted to include COVID-19 response and recovery. The revised Consolidated Plan will be available for review and comment for five (5) days from Monday, April 27, 2020 through Friday, May 1, 2020. A copy of the Plan will be available for review via the Town of Hilton Head Island website at <https://hiltonheadislandsc.gov> beginning April 27, 2020. 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 May 1, 2020. Comments received and responses will be posted on the Town of Hilton Head Island website on Monday, May 4, 2020.

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Below the notice, there are two links: "View the Draft Plan" and "View the CDBG Consolidated Plan Comment and Response Summary".

At the bottom of the page, there is a footer with a navigation menu: "Government ~ Online Services ~ Departments ~ Our Island ~ Public Safety ~ Publications ~ Contact Us ~ Home". It also includes contact information: "Town of Hilton Head Island ~ One Town Center Court, Hilton Head Island, South Carolina 29928 ~ (843) 341-4600" and "Employee Portal ~ Website Policies ~ Social Media Public Use Policy ~ Contact Webmaster".

Public Comment Summary  
For the Town of Hilton Head Island  
Community Development Block Grant (CDBG)  
Entitlement Program 2020- 2024 Consolidated Plan

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Public Comments Received During 5 Day Comment Period (April 27, 2020 – May 1, 2020):

Comment #1: CDBG 2020-2024 Consolidated Draft Plan

Thank you so much for taking into consideration the input provided at the Community Development Block Grant public meetings in the development of the 5-year consolidated plan. Those of us who represent nonprofits serving low- and moderate-income clientele are encouraged by this criteria being added to the plan. We also applaud the town for taking our recommendation to partner with the Community Foundation of the Lowcountry as a granting resource. We all routinely work with CFL and believe they have a solid understanding of the needs of our clientele. I am also pleased to see the 2020 grant being used for COVID-19. All of us will need to purchase equipment and supplies to carry out response and recovery to COVID-19 which is beyond what our normal budgets cover. These funds will go a long way in helping us close this gap. We appreciate the town staff's hard work on this plan.

Kim Likins

Response #1: Your support of the 2020 – 2024 Consolidated Plan is noted and will be included with the Plan submittal to the U.S. Department of Housing and Urban Development.

Comment #2: CDBG 2020 – 2024 Consolidated Plan

Good Morning. First, thank you sincerely for all the effort that has gone into the drafting of this plan. The Children's Center is pleased that town council and staff have opened the door to previous input and this draft has the opportunity for partnership with organizations that serve the populations targeted by the Community Block grant funds. Secondly, I am thrilled to see the partnership with the Community Foundation of the Lowcountry. There is not a better organization to serve as a nonbiased option for potential collaborator grants. We at The Children's Center look forward to being a partner in any way we can to support our town and our community.

Thank you,  
Jody L Levitt

Response #2: Your support of 2020 – 2024 Consolidated Plan is noted and will be included with the Plan submittal to the U.S. Department of Housing and Urban Development.



# **TOWN OF HILTON HEAD ISLAND**

## *Community Development Department*

**TO:** Stephen G. Riley, ICMA-CM, *Town Manager*  
**VIA:** Shawn Colin, *Director of Community Development*  
**VIA:** Jennifer Ray, *Deputy Director of Community Development*  
**FROM:** Marcy Benson, *Senior Grants Administrator*  
**DATE:** May 5, 2020  
**SUBJECT:** Community Foundation of the Lowcountry CDBG Memorandum of Agreement

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### **Recommendation:**

Staff requests approval of a resolution authorizing the Town Manager to execute a memorandum of agreement with the Community Foundation of the Lowcountry (“Community Foundation”) for administrative services and distribution of grants related to the Town’s Community Development Block Grant (CDBG) Fiscal Year 2020 funds and CDBG-CV funds designated for the use in prevention, preparation for, or response and recovery to the impact of the COVID-19 pandemic within the Town of Hilton Head Island.

### **Summary:**

Staff recommends under the COVID-19 circumstances, a memorandum of agreement between the Town and the Community Foundation be authorized for administrative services related to receiving and distributing the Town’s allocation of both the CDBG Fiscal Year 2020 funds and CDBG-CV funds to organizations serving predominantly low and moderate income residents of Hilton Head Island as part of the COVID-19 response.

### **Background:**

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act) was signed on March 27, 2020 to respond to the effects of the coronavirus (COVID-19). This made available CDBG-CV funds to be used to prevent, prepare for, and respond to COVID-19. The Town’s CDBG-CV allocation is \$140,213. This amount is in addition, to but not combined with, the CDBG Fiscal Year 2020 allocation of \$238,349.

Staff consulted with the Community Foundation during the HUD required Consolidated Plan Needs Assessment process and following enactment of the CARES Act regarding CDBG program administration capabilities. The Community Foundation is amenable to entering into a memorandum of agreement related to the administrative services and distribution of grants related to the Town’s CDBG Fiscal Year 2020 funds and CDBG-CV funds. The Community Foundation is currently in the Federal Registry, and has been recognized by HUD for work on Project SAFE (Sewer Access for Everyone). The portion of funds proposed for Community

Foundation administrative services will be accounted for in the grant funding and is five percent of the CDBG program allocation amount. Administrative costs pertaining to required program public notice publication costs will also be accounted for in the grant funding and is two percent of the CDBG program allocation amount. The total amount of administrative costs for CDBG Fiscal Year 2020 funds and CDBG-CV funds is below the HUD allowed 20% maximum of allocated funds.

Attachment: Community Foundation of the Lowcountry Memorandum of Agreement

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BY AND BETWEEN THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND THE COMMUNITY FOUNDATION OF THE LOWCOUNTRY BOARD OF DIRECTORS ON BEHALF OF THE COMMUNITY FOUNDATION OF THE LOWCOUNTRY**

**WHEREAS**, for fiscal year 2020 – 2021 the Town will receive Community Development Block Grant (CDBG) funds totaling \$238,349 and CDBG-CV funds totaling \$140,213 directly from the U.S. Department of Housing and Urban Development (HUD) to carry out activities that meet one of three National Objectives, as described by HUD; and

**WHEREAS**, the Town of Hilton Head Island desires to use CDBG Fiscal Year 2020 funds and CDBG-CV funds in the prevention of, or preparation for, or response and recovery of COVID-19; and

**WHEREAS**, the Town of Hilton Head Island in its pursuit to enhance the public’s health, safety and welfare in conjunction with the impact and effects of the COVID-19 pandemic event, recognizes the inherent value of the Community Foundation of the Lowcountry in assisting the Hilton Head Island community as part of its COVID-19 response and recovery; and

**WHEREAS**, the Community Foundation of the Lowcountry is desirous of managing the receipt and distribution of Town of Hilton Head Island CDBG Fiscal Year 2020 and CDBG-CV funds designated for use in the prevention of, or preparation for, or response and recovery to the impact of the COVID-19 pandemic within the Town;

**NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT** the Town Manager or designee is authorized to execute the attached Memorandum of Agreement between the Town and the Community Foundation.

**MOVED, APPROVED, AND ADOPTED ON THIS 12<sup>TH</sup> DAY OF MAY 2020.**

\_\_\_\_\_  
John J. McCann, Mayor

ATTEST:

\_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

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

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

STATE OF SOUTH CAROLINA )  
 ) MEMORANDUM OF AGREEMENT  
COUNTY OF BEAUFORT )

**THIS AGREEMENT** is made this \_\_\_\_ of \_\_\_\_\_ 2020 between the Community Foundation of the Lowcountry, Inc. (hereinafter called "Community Foundation") and the Town of Hilton Head Island (hereinafter called "Town"), a Municipal Corporation organized and existing as a Body Politic under the laws of the State of South Carolina.

**WHEREAS**, the Town in its pursuit to enhance the public's health, safety, and welfare in conjunction with the impact and effects of the COVID-19 pandemic event, recognizes the inherent value of the Community Foundation in assisting the Hilton Head Island community as part of its COVID-19 response and recovery; and

**WHEREAS**, the Community Foundation is desirous of managing the receipt and distribution of CDBG FY2020 funds and CDBG-CV funds designated for use in the prevention, preparation for, and response and recovery to the impact of COVID-19 pandemic within the Town 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 the Town and the Community Foundation, the parties hereto agree as follows:

1. **Governing Document.** It is the intent of the parties that this Memorandum shall establish an agreement between the Town and the Community Foundation regarding the management of the CDBG FY2020 funds and the CDBG-CV funds.
  
2. **The Community Foundation.**
  - a. The Community Foundation will establish a non-endowed Hilton Head Island COVID-19 Fund (hereinafter called the "Fund") for receipt of CDBG FY2020 funds and CDBG-CV funds designated for providing public services needs for the prevention, preparation for, and response and recovery due to the COVID-19 pandemic within the Town.
  - b. The mission of the Fund shall be to provide grants to non-profit organizations serving predominantly low and moderate income citizens of the Town, for public services which provide equipment, or supplies, or materials necessary to carry out response and recovery efforts due to the impact of the COVID-19 pandemic within the Town. Grant distributions shall comply with applicable guidelines and requirement within the Town 2020 – 2024 Consolidated Plan and the U.S. Department of Housing and Urban Development (HUD) CDBG Entitlement Program.

- c. The purpose of the Fund shall be to provide resources from the transfer of CDBG FY2020 funds and CDBG-CV funds from the Town to fund these grant distributions made in fulfillment of the mission of the Fund. The per grant award amount will not exceed \$25,000, unless a specific program funding request level requires a second review.
- d. The Community Foundation shall create an Advisory Committee appointed by the Community Foundation Board of Directors to review grant applications and make grant recommendations to the Community Foundation Board of Directors regarding distributions from the Fund.
- e. The Community Foundation will provide the Town with a list of all selected grant recipients and grant awards per grant cycle to coordinate timely drawdown and transfer of funds by the Town to the Community Foundation for the Fund, and as needed to fulfill the approved grant distributions as awarded.
- f. The Community Foundation shall coordinate public relations efforts, in collaboration with the Town, to effectively disseminate information about the Fund, grant application process, and grant awards made from the Fund.
- g. The Community Foundation shall receive an administrative services fee for services performed in providing grant process management, Fund administration, and grant recipient final reporting requirements.
- h. The Community Foundation shall provide the Town with copies of documentation which clearly reflects the work performed. All invoices pertinent to the contract for which public funds are spent should be addressed to Ms. Marcy Benson, Senior Grants Administrator for the Town of Hilton Head Island, One Town Center Court, Hilton Head Island SC 29928.
- i. The Community Foundation may not assign this contract without the prior written approval of the Town.

**3. The Town.**

- a. The amount of funds provided by the Town to the Community Foundation for administrative services of the grant program pursuant to this Agreement shall not exceed Nineteen Thousand dollars and no cents (\$19,000.00), including \$12,000.00 for administration of the CDBG FY2020 funds and \$7,000.00 for administration of the CDBG-CV funds.
- b. The amount of funds provided by the Town to the Community Foundation for grant distribution pursuant to this Agreement shall not exceed Three Hundred Fifty-Four Thousand, Five Hundred Sixty-Two dollars and no cents (\$354,562.00), including \$221,349 for distribution of CDBG FY2020 funds and \$133,213 for distribution of CDBG-CV funds.

- c. The Town will provide the Community Foundation with all documents within the approved Town 2020 – 2024 Consolidated Plan and HUD grant agreement(s) referencing the role and responsibilities of the Community Foundation, prior to execution of this memorandum of agreement between the Town and the Community Foundation.
  - d. The Town shall provide the Community Foundation with specific HUD requirements for use of CDBG FY2020 funds and CDBG-CV funds and any corresponding grant related budgetary constraints or considerations, including but not limited to those described in items 3a and 3b.
  - e. The Town shall provide the Community Foundation with financial reports on the status of CDBG FY2020 funds and CDBG-CV funds available for grant awards prior to each grant cycle.
  - f. The Town shall upon receipt from the Community Foundation of the approved grant recipients transfer funds to the Community Foundation as required to fulfill the approved grant distribution as awarded.
  - g. The Town shall coordinate public relations efforts with the Community Foundation to effectively disseminate information about grants made from the Fund.
  - h. The Town will remain the main point of contact with HUD.
  - i. The Town will prepare required advertisements and reports required by HUD including Annual Action Plans, and the Consolidated Annual Performance Evaluation Report (CAPER).
  - j. The Town shall transfer 50% (\$9,500.00) of the administrative services fee to the Community Foundation after HUD issues the authorization of release of funds to the Town. The remaining administrative services fee amount will be transferred to the Community Foundation in two 25% (\$4750) increments at the end of each of the two grant cycles. The administrative services will include grant process management, Fund administration, and grant recipient final reporting requirements to be completed and submitted to the Town by June 30, 2021.
4. **Term.** The term of this Agreement shall be from date of execution until June 30, 2021. In accordance with HUD timeliness guidelines, all CDBG FY2020 funds and CDBG-CV funds shall be distributed by March 31, 2021.
  5. Should any part of this Agreement be rendered void, invalid, or unenforceable by any court of law, such a determination shall not render void, invalid, or unenforceable any other part of this Agreement.
  6. This Agreement has been made and entered into in the State of South Carolina, and the laws of South Carolina shall govern the validity and interpretation of this Agreement in the performance due hereunder.

7. The Town of Community Foundation may amend this Agreement at any time provided such amendments make specific reference to this Agreement, as executed in writing and signed by both parties. Such amendments shall not invalidate this Agreement nor relieve or release the Town or Community Foundation from its obligations under this Agreement.
  
8. The parties hereto intend that no master/servant, employer/employee, or principal/agent relationship will be created by this Agreement. Nothing contained herein creates any relationship between the Town and the Community Foundation other than that which is expressly stated herein. The Town is interested only in the results to be achieved under this Agreement, and the conduct and control of the agents and employees of the Community Foundation and the methods utilized by the Community Foundation in fulfilling its obligations hereunder shall lie solely and exclusively with the Community Foundation and its agents and employees shall not be considered agents or employees of the Town for any purpose. No person employed by the Community Foundation shall have any benefits, status, or right of employment with the Town.

**IN WITNESS WHEREOF**, the parties hereto have affixed their signatures hereto the date first written hereinabove.

**WITNESSES:**

\_\_\_\_\_  
 \_\_\_\_\_

**COMMUNITY FOUNDATION OF THE  
 LOWCOUNTRY, INC.**

**By:** \_\_\_\_\_

**WITNESSES:**

\_\_\_\_\_  
 \_\_\_\_\_

**TOWN OF HILTON HEAD ISLAND**

**By:** \_\_\_\_\_  
**Steven G. Riley, ICMA-CM**

**Its: Town Manager**